

# **MILLVILLE BOARD OF SELECTMEN**

## **MEETING MINUTES**

**August 7, 2017**

**290 Main Street**

**Board Members Present:** Chairman Joseph Rapoza; Selectmen Jennifer Dean Wing, Thomas Houle, Roland Barrett and Andrew Alward

**Also Present:** Town Administrator, Jennifer Callahan

The Chairman opened the meeting at 7:00 pm.

### **Announcements:**

- Town Hall is having an open house on Wednesday, August 16<sup>th</sup> from 4-6:00 pm.
- There will be a public forum with Mass Works on August 21<sup>st</sup> from 6-8:00 pm at the Senior Center.

### **Minutes:**

#### **June 19, 2017:**

On a motion made by Roland Barrett and seconded by Tom Houle, the Board of Selectmen voted unanimously to accept the minutes from June 19, 2017. (Andrew Alward and Jennifer Dean Wing abstained from vote)

#### **July 10, 2017:**

On a motion made by Roland Barrett and seconded by Jennifer Dean Wing, the Board of Selectmen voted unanimously to accept the minutes from July 10, 2017. (Andrew Alward and Tom Houle abstained from vote)

The members will be signing the June 5, 2017 minutes. These have been approved, but need to be signed.

### **Appointments/Resignation:**

#### **Resignation:**

#### **Zoning Board of Appeals:**

The Board is in receipt of a Letter of Resignation from Lincoln Barber as a member of the Zoning Board of Appeals.

#### **Resignation:**

On a motion made by Tom Houle and seconded by Jennifer Dean Wing, the Board of Selectmen voted unanimously to accept the resignation from Lincoln Barber as presented.

**Appointment:**

**On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board of Selectmen voted unanimously to appoint Joann Mulvey as an associate member to the Zoning Board of Appeals.**

**Resignation:**

The Board is in receipt of a letter of resignation from the Building Inspector Larry Lynch.

**On a motion made by Jennifer Dean Wing and seconded by Roland Barrett, the Board of Selectmen voted unanimously to appoint Joann Mulvey as an Associate Member to the Zoning Board of Appeals.**

**Resignation/Appointment:**

**On a motion made by Jennifer Dean Wing and seconded by Roland Barrett, the Board of Selectmen voted unanimously to accept the resignation from Larry Lynch as the Building Commissioner and will appoint as part time Building Inspector.**

**Appointment:**

Chief Landry was present to recommend the appointment of Philip Franzen as a part-time Patrolman.

**On a motion made by Roland Barrett and seconded by Tom Houle, the Board of Selectmen voted unanimously to appoint Philip Franzen as a part-time Patrolman.**

**Resignation:**

The Board is in receipt of a letter of resignation from Karen Furno. Ms. Furno has served the Town for 27 years as an EMT.

**On a motion made by Roland Barrett and seconded by Andrew Alward, the Board of Selectmen voted unanimously to accept the resignation from Karen Furno as an EMT.**

Chief Landry was present and explained that the Town of Millville has difficulty keeping EMTs, since the wage is the lowest in the area. The Town is also too small to privatize the service. Another issue is the ambulance receipt funds are not going to ambulance, but to fund other town items. The current ambulance should be replaced in about three years. The Town needs to plan for this expense. Another financial issue which will need funds is Engine 2. It has a cracked frame. These issues will need to be addressed when working to "right-size" the budget for the next fiscal year.

**Building Commissioner:**

**Appointment:**

The Board is in receipt of a letter of interest from Lincoln Barber for the Building Commission position.

**On a motion made by Roland Barrett and seconded by Jennifer Dean Wing, the Board voted unanimously to appoint Lincoln Barber as the Millville Building Commissioner.**

### **Public Forum:**

- No residents were present for public forum.

### **Correspondence:**

- The Town is in receipt from CMRPC regarding the cooperative fuel bill results.

**On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board voted unanimously to enter into a Cooperative Fuel Agreement with Peterson Oil.**

- There will be a municipal meeting with Congressman Jim McGovern in Sutton on Wednesday, August 16<sup>th</sup>, from 9:00 am -11:00 am in the Sutton Town Hall.
- There will be a DLS Seminar on September 28, 2017 and October 5, 2017 at the Log Cabin in Holyoke. Pre-registration is necessary for attendance.

### **New Business:**

#### **Building Fee Proposals:**

The new Building Commissioner was present and supplied the Board with a proposed new building fee schedule. This document will be further revised in the future. The goal is to reflect the current construction costs. The Town needs to cover the inspection costs which frequently runs in a deficient. The Building Commissioner and Board of Selectmen will continue to take an active and supportive role to enforce the Town's by-laws.

**On a motion made by Roland Barrett and seconded by Andrew Alward, the Board of Selectmen voted unanimously to accept the fee schedule from the Building Commissioner as presented.**

#### **AIDS Bike Ride:**

There will be an AIDS Bike Ride through Millville on September 8, 2017 from 8:30 -10:30 am.

**On a motion made by Jennifer Dean Wing and seconded by Roland Barrett, the Board of Selectmen voted unanimously to grant permission for the AIDS Bike Ride on September 8, 2017.**

#### **Appointment CMRPC:**

The Board of Selectmen will need to select a member to the CMRPC as Alternate Delegate.

**On a motion made by Andrew Alward and seconded by Roland Barrett, the Board of Selectmen voted unanimously to table this appointment until the next meeting.**

### **Old Business:**

#### **Bay State Accounting:**

Mr. Justin Cole from Baystate Municipal Accounting Group (BMAG) was present and put forth a proposal to have Board hire BMAG as the accounting service for the Town. There were no other applications received. BMAG will assist with strategic financial planning. Mr. Cole

provided an overview of the company which has been in service since 2009. The firm will have local accessibility and will be on site two days a week. There will be no change to the software or license agreements. The firm is currently serving eight cities/towns.

**On a motion made by Tom Houle and seconded by Jennifer Dean Wing, the Board of Selectmen voted unanimously to allow the Town Administrator, as Chief Procurement Officer, to enter into an agreement with Baystate Municipal Accounting Group.**

**Board Delegate for Master Plan Review & Open Space & Recreation Plan Committees:**

The Town Planner is heading up an initiative to get representatives to serve on both the Master Plan Review and Open Space Recreation Plan Committees. Each committee will require a Selectman to participate. The Town is working with CMRPC on these initiatives as part of two grants. Members of various boards and committees will be sought to serve on these committees.

**Master Plan:**

**On a motion made by Roland Barrett and seconded by Tom Houle, the Board of Selectmen voted unanimously to appoint Joe Rapoza to the Master Plan Review Committee and Jennifer Dean Wing to the Open Space Recreation Plan Committee.**

**On a motion made by Andrew Alward and seconded by Roland Barrett, the Board also voted unanimously to rescind the previous vote to table the CMRPC appointment.**

**CMRPC Delegate:**

**On a motion made by Roland Barrett and seconded by Jennifer Dean Wing, the Board of Selectmen voted unanimously to appoint Tom Houle as the CMRPC Alternate Delegate.**

**Town Administrator Update:**

**Town Hall:**

- Signs being made and will be going up.
- Keyless entry is being done.

**Waste disposal fee increase:**

- Wheelabrator disposal prices are increasing from \$66.00 - \$66.87.

**IT update:**

- The Town is moving forward with E-permitting initiative. There will be a demonstration at one of the future BOS meetings. It was mentioned there is desire to have a computer station at Town Hall to assist residents with the future online permitting
- Website is being updated by Virtual Towns & Schools.
- New Payroll System.
- New Vadar System Software for Treasurer Department.

**Parks Grant:**

The Town Administrator has submitted and applied for a PARC Grant.

**Mug Pub:**

The Town Administrator would like the Board of Selectmen to begin to think about what they might envision to replace the Mug Pub site, if the demolition grant is awarded. It is anticipated the Town shall hear soon about the awarding of the grant recipients. There are several options to explore in regards to taking this property. Selectmen Dean Wing would like to be part of these discussions. The Town Administrator noted she recommends to pursue a deed in lieu of foreclosure to expedite future plans for the site.

**Out of District Transportation:**

The Town Administrator informed the BOS that there will be an increase in out of district student transportation with the acceptance of a Millville student to Keefe Tech high School in Framingham. Since there is also a student in Blackstone, she will be reaching out to Blackstone regarding possible shared transportation for the students.

**Future Meeting:**

- Monday, August 21, 2017

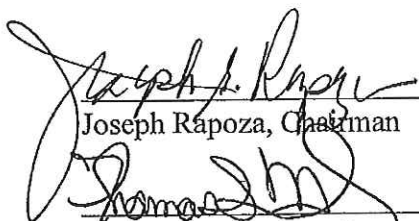
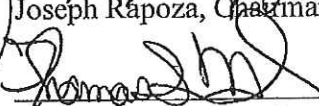
**Adjourn:**

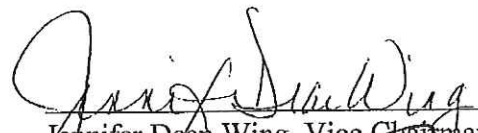
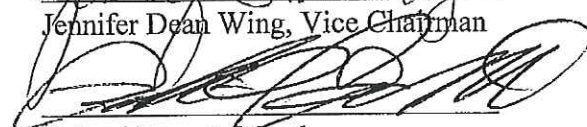
On a motion made by Jennifer Dean Wing and seconded by Roland Barrett, the Board of Selectmen voted unanimously to sign documents and adjourn the meeting.

The meeting adjourned at 8:56 pm

Respectfully Submitted,

Amy Sutherland  
Recording Secretary

  
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Joseph Rapoza, Chairman  
  
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Thomas Houle, Secretary

  
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Jennifer Dean Wing, Vice Chairman  
  
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Roland Barrett, Member

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Andrew Alward, Member

REC SEP 20 2017

AM 9:34:02

TOWN CLERK

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