

**MILLVILLE BOARD OF SELECTMEN  
MEETING MINUTES  
Millville Town Hall  
290 Main Street**

**September 5, 2017**

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Board Members Present: Chairman Joseph Rapoza; Vice Chairman Jennifer Dean Wing and Selectman Tom Houle, Roland Barrett and Andrew Alward.

Also Present: Town Administrator, Jennifer Callahan

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The Chairman opened the meeting at 7:00 pm.

**Announcements:**

- The Heritage Corridor is hosting GO! events across the Blackstone Valley this month.
- MES playground will be assembled on Saturday September 9, 2017 at 8:00 am.
- Financial Summit Workshop is scheduled for Thursday, September 7, 2017 at 7:00 pm.

**Minutes:**

**August 7, 2017:**

On a motion made by Jennifer Dean Wing and seconded by Tom Houle the Board voted unanimously to accept the minutes from August 7, 2017 with revision to include Secretary Thomas Houle as being present and added to signatory page.

(Member Alward abstained)

**August 21, 2017:**

On a motion made by Tom Houle and seconded by Roland Barrett the Board voted unanimously to accept the minutes from August 21, 2017.

(Member Dean Wing and Alward abstained)

**Boards/Departments:**

**Appointments:**

**Finance Committee:**

The Board of Selectmen is in receipt of a letter of interest from resident Michael DiCecco regarding serving on the Finance Committee. It was explained this appointment falls under the purview of Town Moderator. The Board is in receipt of a Letter of Appointment for Mr. DiCecco, who currently serves on Capital Planning, from the Town Moderator.

**Cultural Council:**

**On a motion made by Tom Houle and seconded by Roland Barrett the Board voted unanimously to appoint Jane Bonin to the Millville Cultural Council. (Member Dean Wing and Alward abstained)**

**Part-Time Enforcement Officer:**

Chairman Rapoza read the resume of Lori Braza who is interested in serving as a Part-time Enforcement Officer for the Town.

**On a motion made by Tom Houle and seconded by Joe Rapoza, the Board voted unanimously to appoint Lori Braza as the part-time enforcement officer.**

Building Inspector Barber recommended getting the Earth Removal Board active and asked if this could be placed on the next agenda.

**Highway Update:**

The Highway Surveyor provided an update on the listed below:

**Ironstone:**

- This project is near completion.

**Line Painting:**

- The line painting will take place on September 7, 2017 in the evening across town.

**Lyon Court:**

- The retention pond was cleaned and the pipe was updated to conform to new regulations.

**Killiney Woods:**

- This will be a project which needs some engineering. The subsoil is breaking. This area has been patched for a temporary fix.

**Legg Street:**

- The drain line was replaced and it resolved the puddling issue. The street overlay is complete.

**Central Street:**

- There was a productive public forum on Central Street. There will be more chances for residents to provide input on various dates and times. Abutters were provided with letters informing them about these meetings. The Conservation Commission will be acting on the Notice of Intent on Thursday September 7, 2017.

Mr. Mullaly thanked the Board of Selectmen for appointing a full-time employee to assist in getting this work done.

**Correspondence:**

**MA DOT Bridge Inspections:**

The Town has received the bridge inspection reports which are dated July 26, 2017. Photographs were provided. The Central Street Bridge has some cracks. There was a ranking

system with nine being excellent. The Central Street Bridge received a ranking of 7/8 which is very good. The Town may need to address some surface cracking in the future.

**Resident Letter:**

The Town is in receipt of a letter from resident, Lois Salome. She recently fell on Ironstone Street. Her letter noted several recommendations the Town can take to improve the street. The Town Administrator forwarded the letter to the Highway Surveyor and he is working to address the recommendations.

**CMMPO Meeting:**

CMMPO will be holding a meeting in Mendon on Wednesday, September 13, 2017 at 5:30 pm to elect a Regional Representative. Chairman Rapoza will attend.

**New Business:**

**Planning Board vacancy:**

Selectmen Alward stepped off the Board.

The Town Administrator provided the Board of Selectmen members with correspondence from Town Counsel regarding the open Planning Board position. It is the opinion of Town Counsel that no one was elected to this position in spring 2017.

Currently, Mr. Mullaly and Mr. Alward are seeking the position. Both candidates provided input on why they would like to be appointed as a Planning Board representative. The Town Planner was present and explained her concern about the nomination at the August 14<sup>th</sup> Planning Board meeting when one of the candidates was chosen as the nominee. This was not placed on the Planning Board agenda and the Town Planner asserts that this is a violation of the Open Meeting Law. She was further asked to write a letter indicating that Mr. Alward was the nominee. This was not a unanimous decision.

A question was asked if this position was placed publicly on the town website. Open positions were noted during a previous Board of Selectmen meeting and Town Planner explained the vacancy has been placed on the website.

Member Dean Wing explained that she would like to see more diversity on the Planning Board and to see Mr. Alward's participation increase as a member of the Board of Selection.

**Jennifer Dean Wing made a motion to appoint Brian Mullaly to the Planning Board, seconded by Tom Houle. The vote was passed (3 to 1 abstention Roland Barrett).**

Member Alward stepped back onto the Board at 8:00 pm.

**Colonial Power and Aggregation:**

The Town Administrator explained that the request for bids for electricity will take place on Thursday, September 14<sup>th</sup>. The Town Administrator wants approval to act on behalf of the Town to review the electrical rate numbers for proposal.

**On a motion made by Jennifer Dean Wing, and seconded by Tom Houle, the Board voted unanimously to allow the Chief Procurement Officer to act in the best interest of the town regarding Colonial Power aggregation.**

### **Old Business:**

#### **Development Guide:**

The Town Planner was present to inform the Board of Selectmen that the New Development Guide was accepted at the June 12, 2017 Planning Board meeting. It is also on the website for residents or contractors assisting with the procedures.

#### **Board of Selectmen Forum:**

##### **Workshop Meeting:**

The Chairman wants to set a time to review the policies, procedures and priorities in regards to future financial planning. The date set was Friday, September 15, 2017 at 7:00 pm. The Strategic Financial Planning Workshop will be Thursday, September 7, 2017.

#### **Town Administrator:**

##### **Town Hall Update:**

The following things are still ongoing:

- A variety of signs will be installed.
- Gutters will be up prior to the inclement weather.
- Paraco Gas to install generator gas line and tanks on Thursday, September 14, 2017.
- Keyless Entry is installed, but IT needs to load software to register users, including staff, heads of town boards and commissions as well as Selectmen.
- The Town Administrator continues to finalize the insurance numbers.
- A handrail will be installed on entry ramp.

#### **Complete Streets:**

The Complete Streets Prioritization Plan has been accepted by the State. Achieving this grant milestone means the Town can apply for the next level of eligible funding which is \$400,000.00.

#### **Millville Elementary Playground:**

The MES playground is ready to be installed. The Town Administrator is working with Parks & Recreation and the Massachusetts Office on Disability in building a pathway to the future playground which will be accessibility compliant. She noted she was able to secure two substantial donations from UniBlock (paver blocks) and Kimball (stone dust gravel) to build more than 400 feet of pathway. The event to install the playground will be Saturday at the Millville Elementary School. Thank you to all who have made this possible.

#### **Fall Town Meeting:**

There was discussion about having a possible Town Meeting on Monday, November 13, 2017.

**Website:**

The Town Administrator noted the Town is moving forward in changing the website using Virtual Town & Schools. There is a Committee set up to review design and make recommendations. Concern was expressed about making sure the new site meet the needs of the visually impaired and is compliant with serving those with such special needs.

**Next meeting:**

- Monday September 18, 2017 at 7:00 pm.

**Adjourn:**

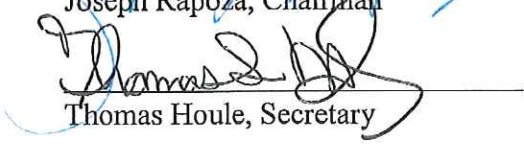
**On a motion made by Jennifer Dean Wing, and seconded by Roland Barret, the Board voted unanimously to adjourn the meeting at 8:38 pm.**

Respectfully Submitted,


Amy Sutherland  
Recording Secretary



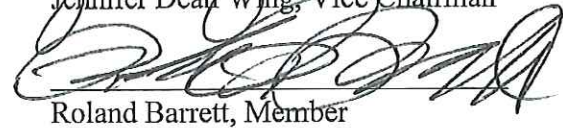
Joseph Rapoza, Chairman



Thomas Houle, Secretary



Jennifer Dean Wing, Vice Chairman



Roland Barrett, Member

Andrew Alward, Member

REC SEP 20 2017

AM 9:34:26

TOWN CLERK

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