



BOARD OF SELECTMEN REGULAR MEETING MINUTES

**290 Main Street
Millville, MA 01529**

Tuesday, February 4, 2019

PRESENT:

Chairwoman, Jennifer Dean Wing, Vice Chairman, Joseph Rapoza, Selectman Tom Houle, and Selectman Alward.

The Chairwoman opened the meeting at 7:07 p.m.

ANNOUNCEMENTS:

- There were no announcements.

MINUTES:

January 7, 2019:

On a motion made by Tom Houle and seconded by Joe Rapoza, the Board voted to approve the minutes of January 7, 2019. (Member Alward abstained) Motion Carried. 3-1.

BOARDS AND DEPARTMENTS:

Town Administrator Search Committee:

Mr. Finn and Mr. Hamilton provided an update on the Town Administrator Search Committee. The Committee held another productive meeting where the rating rubric for scoring was approved. There have been 7 applications submitted. Those applications will be kept in the Town Clerk office in a sealed envelope. Those interested in the position have until March 1, 2019. The Search Committee also developed a schedule for selecting the candidates which includes setting up one-hour interviews. The goal of the committee is to narrow down the candidate pool from 3 to 5 candidates which will then be recommended to the Board of Selectmen at the April 2, 2019 meeting. The next meeting of the Search Committee will be March 21, 2019. It was explained that advertising in "Zip Recruiter" will cost \$250.00 after the free trial of 6 or 7 days. The advertisement is currently being posted with Indeed and the Beacon. The vetting process was discussed. There was a suggestion to have Sergeant Coup assist with a more precise vetting, but in relation to social media this will also be reviewed. The State has on the ethics portion of the website a place where Ethic Violations have been filled. It was suggested to check this site.

CORRESPONDENCE

- There will be a joint meeting with the Blackstone Millville School Committee on March 6, 2019.
- The Millville Elementary School received a violation notice from DEP. The situation is being addressed. All necessary representatives were notified.
- The Massachusetts Preservation Grant Program is receiving applications. The deadline for submittal is March 22, 2019.

NEW BUSINESS:

Resignation:

Chief Landry explained that Cody Landry has resigned from the Millville Police Department. He has served Millville for three years and has accepted a position in the Town of Franklin. This is a great lose to the Police Department.

The Planning Board is in receipt of a resignation of John Hadley from the Planning Board effective January 28, 2019.

Annual Town Meeting:

The Board of Selectmen opened the warrant for the Annual Town Meeting.

On a motion made by Tom Houle and seconded by Joe Rapoza, the Board voted unanimously to Open the Warrant for the Annual Town Meeting on May 13, 2019.

CMRPC Planning Services:

Planning Board members Brian Mullaly and Pam Maloney were present to request approval to move forward with CMRPC planning services. The Board of Selectmen were in receipt of the Scope of Service. This will be in place until a new Town Planner is hired. The CMRPC representative will work one day a week from 9:00 a.m. – 1:00 p.m. The Chairwoman explained that this has been sent to legal counsel and once they hear back the Board will sign the contract.

On a motion made by Tom Houle and seconded by Joe Rapoza, the Board voted unanimously to sign the contract with CMRPC contingent upon approval by Town Counsel.

Town Planner

Planning Board members Brian Mullaly and Pam Maloney asked the Board of Selectmen how to proceed in getting a Town Planner. The Chairwoman explained that the Planning Board is an elected Board and do not need permission from the Board of Selectmen in advertising for the Town Planner. The entire process is the responsibility of the Planning Board. It was suggested to advertise in the Worcester Telegram. The process of interviewing will be done by the Planning Board. It was also discussed that the Planning Board is in need of members. With the Chairman resigning, they will be down two seats. There are public hearings scheduled which will need action taken but the full complement of the Board. .

OLD BUSINESS

Capital Planning Committee

The Chairwoman of the Finance Committee sent an email suggesting that the Capital Planning Committee be reinstated. There would need a member of the Board of Selectmen as a member of this Committee. This will be put on a future agenda to choose a Board of Selectmen member to serve on this Committee.

Interim Town Administrator

The Chairwoman shared that responses for the Interim Town Administrator have been coming in. This item will be placed on the next agenda to discuss how to proceed.

Finance Committee Meeting

The Board of Selectmen will be meeting with the Finance Committee every other Tuesday on the Selectmen off week. The different Departments will have an allocated date and time.

Annual Report

The deadline for the Annual Report submittals are due February 8, 2019.

ADMINISTRATIVE UPDATE:

Selectman Alward communicated the Police Contract is currently ongoing. The Fire negotiations have not started. Chairwoman Dean will provide Selectman Alward with the contact information regarding Fire negotiations.

The Chairwoman communicated that Selectwoman Blake continues making progress on the flier. This continues to be on target.

Selectman Houle has no update.

Selectman Rapoza continues working on reviewing the host agreement.

Warrants:

- January 24, 2019 \$36,614.26
- January 4, 2019 \$778.72
- January 24, 2019 \$113,038.04
- January 4, 2019 \$36,493.33

Parc Grant:

The Parc Grant is moving forward. The representative from the State came to Millville to review what needs to be done to fulfill the grant requirements. There will be a meeting on February 15, 2019 to discuss this further.

NEXT REGULAR MEETING:

- Monday, February 19, 2019

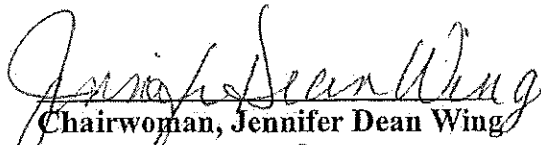
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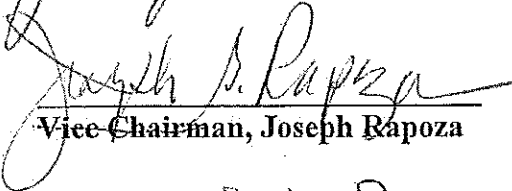
On a motion made by Tom Houle and seconded by Andrew Alward, the Board of Selectmen voted unanimously to adjourn the meeting at 7:58 pm.

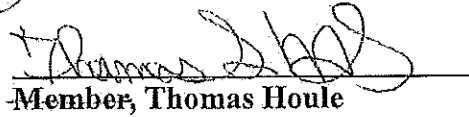
Respectfully Submitted,

Amy Sutherland

Recording Secretary


Chairwoman, Jennifer Dean Wing


Vice Chairman, Joseph Rapoza


Member, Thomas Houle

Member, Andrew Alward

Member, Erica Blake