



## **BOARD OF SELECTMEN REGULAR MEETING MINUTES**

290 Main Street  
Millville, MA 01529

**Tuesday, March 4, 2019**

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### **PRESENT:**

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

The Chairwoman opened the meeting at 7:00 p.m.

### **ANNOUNCEMENTS:**

The Board of Selectmen voted at the last meeting by a vote of 4 to 0 to place a proposition 2 ½ ballot question onto the ballot for vote on April 1, 2019.

### **MINUTES:**

#### **JANUARY 22, 2019**

On a motion made by Joe Raposa and seconded by Tom Houle, the Board of Selectmen voted to approve the minutes from January 22, 2019.

Vote 3 to 1 (Andrew Alward voted nay)

#### **FEBRUARY 4, 2019**

On a motion made by Joe Raposa and seconded by Tom Houle, the Board of Selectmen voted to approve the minutes from January 22, 2019. Vote 3 to 1 (Andrew Alward voted nay)

#### **FEBRUARY 19, 2019**

On a motion made by Tom Houle and seconded by Joe Raposa, the Board of Selectmen voted to approve the minutes from February 19, 2019.

Vote 3 to 1 (Andrew Alward abstained from vote)

### **CORRESPONDENCE:**

- The Board of Selectmen are in receipt of letters of resignation from Richard Hurteau and Michelle Dumond for their Planning Board positions.
- Ms. Samantha Blanchette was appointed as a full-time EMT for the Millville Fire Department effective February 10, 2019.

- A letter from Chief Landry dated January 30, 2019 appointing James Foster as an on-call firefighter EMT for the Millville Police Department through January 30, 2019 to January 1, 2020.
- The Council on Aging voted to spend \$650.00 from Building Repairs and Maintenance to fix the holes and damage around the skirt of the building. The Council on Aging will be seeking estimates to complete the job. The Board of Selectmen agreed that the Building Inspector can assist the Council on Aging with reviewing the estimates and reviewing the work.

### **CORRESPONDENCE:**

- A letter dated February 2019 from Eversource about performing routine vegetation maintenance within the electric system rights of way.
- A memorandum that there will be a MMA Legislative Breakfast Meetings set for March 22, 29 and April 5.
- Correspondence from CMRCP showing that the member municipal pay for the Town of Millville is \$913.52.
- Mosquito Control Project – information about the Notice of Preliminary Proposed FY2020 Budget.
- MMA provided an email about an 8<sup>th</sup> Grade Essay Contest

### **Toll Day Application:**

The Board of Selectmen are in receipt of a Parade/Toll Day Permit submitted by Kathy Oullette with the organization being Chestnut Hill Community Association. The date of the event is Saturday, March 23<sup>rd</sup> from 9:00 am -1:00 pm. The rain date will be March 30, 2019. The event is to raise money to repair the roof at the Chestnut Hill Community Association.

**On a motion made by Joe Raposa and seconded by Tom Houle, the Board of Selectmen voted unanimously to approve the Toll Day for the Chestnut Hill Community Association for Saturday March 23, 2019 from 9:00 am – 1:00 pm.**

### **Executive Office:**

The Chairman is in receipt of paperwork which needs to be signed and sent to the Office of Grants and Research. The paperwork allows the town to apply for further grants.

**On a motion made by Tom Houle and seconded by Joe Raposa, the Board of Selectmen voted unanimously to allow the Chairman to sign the provided paperwork.**

### **DEPARTMENT AND BOARDS:**

#### **Town Administrator Search Committee:**

Members of the Town Administrator Search Committee informed the Board of Selectmen that the process for finding a new Town Administrator continues to stay on task. The Committee will be meeting on Saturday, March 9 to begin the interview process. The Committee is concerned

that the appointment of the Interim Town Administrator will hinder their efforts. The Chairman explained that the interim Town Administrator was informed that this is only a temporary position. The Town is in need of someone now to handle the day to day operations of the town. This is an extremely important time of year with warrants, budget and town meeting coming that the town needs someone now to assist with these tasks.

#### **Interim Town Planner:**

The Chairman introduced Chris Bennet from CMRPC who is the interim Town Planner. He will be working for 4 hours a week. Mr. Bennet explained that the Planning Board has had recent resignations which will effect the voting members needed for the Garden Wonders Special Permit application which was submitted. The Planning Board needs four members to vote on the application. The Chairman communicated that it is her hope to hold a joint meeting to make a member appointment. The second item will need to be review of the contract from Garden Wonders which will need to be reviewed during an executive session.

#### **Building Department:**

The Building Commission would like answers in regards to the Permit Pro software. This was a program which was awarded from a grant. His concern is that with the program expired, there should be money allocated on the warrant for the other software which is permit link. He does not want the warrant closed without there being allocation for whichever software is needed to move forward. The Chairman indicated that this information will be sent over to Town Counsel for review and guidance. It is her understanding that the Permit Pro service agreement ends June 30, 2019.

The Building Inspector also informed the Board that after the joint meeting of the Board of Selectmen and the Finance Committee last week, the building was left unsecured when he arrived the next morning. He suggested looking into having a new policy to make sure the building is secured at night.

#### **Class II License:**

Andrew Rockwell was in front of the Board of Selectmen explaining that he would like to apply for a Class II License. He did meet in front of the Planning Board. The application is not complete and the applicant needs to provide further information. There is a checklist of items which need to be completed. The Chairman reached out to Town Counsel to get guidance on how to proceed. There will need to be inspections completed as part of the approval process. A Public Hearing will not be able to be scheduled until the application is complete.

#### **Earth Removal Board:**

The Chairman will send out an email to the Boards and Departments in regards to reconvening the Earth Removal Board.

#### **Longfellow Municipal Center:**

The Board would like to move forward with coming up with a plan for the Longfellow Municipal Center. This could be one of the tasks the new Town Administrator can work on.

### **Commonwealth of Massachusetts Beverage Control Commission:**

The Chairman signed the paperwork required to submit to the Commonwealth Alcohol Beverage Control Commission. This is a form that needs to be sent back to the State informing them of the various approved liquor licenses throughout the last year.

### **Capital Planning Committee:**

Selectman Blake will be the representative on the Capital Planning Committee.

### **Interim Town Administrator:**

The Chairman explained that an Interim Town Administrator was appointed and that candidate decided to not take the position. The next highly qualified candidate is William Ross who is very interested in serving. Mr. Ross is well aware that this is only on an interim basis. He served in the Town of Mansfield. He has experience with regional school districts. He was very versed in what a town needs and did a lot of research on the Town of Millville. He is available immediately.

**On a motion made by Joe Raposa and seconded by Tom Houle, the Board of Selectman voted to appoint William Ross as the Interim Town Administrator pending negotiations and review of contract by Town Counsel. Motion Carried 3 to 1 abstention (Andrew Alward).**

Selectman Alward communicated that he would have liked the interviews conducted as a group.

### **Vacancies on Boards and Committees:**

It was suggested that if any members of the community are interested in serving on the Board of Assessors or the Planning Board can send a letter of interest to the town.

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

Selectmen Houle had the following comments:

- Selectmen Houle received a concern from a resident that sidewalks on Central Street were not plowed. The Chairman explained that there are guidelines which explain whose responsibility it is to clear if it is residents private property versus public property.
- He would like a full list of open positions posted on the website and cable.
- Selectmen Houle has reached out to the teamsters to come up with a possible date and time to meet.

Selectmen Rapoza had the following comments:

- Selectmen Rapoza attended the bid opening for the Central Street project. The low bid was awarded. A member of TEC was present at the bid opening. The starting date is March 25, 2019 with a completion date of November 10, 2019. The Board of Selectmen will need to prepare the contract for signature. The Chairman explained that she will have the contract ready for signature for the meeting on March 18, 2019.

Selectmen Alward had the following comments:

- Selectman Alward wanted to know why he was not notified about the status of the delinquency form which was not submitted to the State from last year. The Chairman

responded that the email and information was supplied to the Town Accountant for him to address.

- Selectman Alward informed all that there has not been a recent meeting with the Chief. The Chairman responded that there will be an Executive Session on this and it is part of the Executive Session for this evening.

### **Warrants:**

The Chairman signed the following warrants:

- 27,906.09
- 12,407.38
- 43,422.65

### **NEXT MEETING:**

- Monday, March 18, 2019.

**On a motion made by Joe Raposa and seconded by Tom Houle, the Board voted by Roll Call vote Per M.G.L .c. 30 A., sec. 21(a)(2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel and the members will not return to open session.**

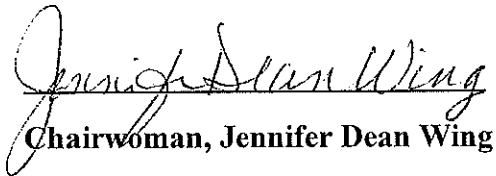
### **Roll Call Vote:**

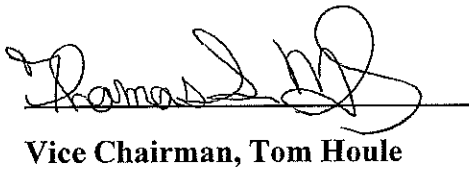
<b>Andrew Alward</b>	<b>aye</b>
<b>Tom Houle</b>	<b>aye</b>
<b>Joe Raposa</b>	<b>aye</b>
<b>Jennifer Dean Wing</b>	<b>aye</b>

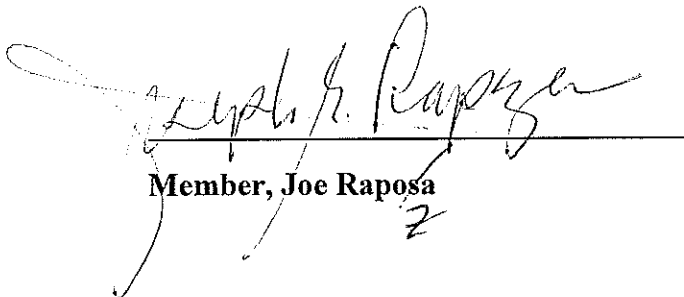
The regular meeting ended at 8:15 pm.


Respectfully Submitted,

Amy Sutherland

  
Chairwoman, Jennifer Dean Wing

  
Vice Chairman, Tom Houle

  
Member, Joe Raposa  
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Member, Andrew Alward

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Member, Erica Blake