



BOARD OF SELECTMEN REGULAR MEETING MINUTES

**290 Main Street
Millville, MA 01529**

Tuesday, May 6, 2019

PRESENT:

Chairwoman, Erica Blake, Vice Chairman, Jennifer Dean Wing, Members, Tom Houle, Andrew Alward and Kevin Surette.

The Chairwoman opened the meeting at 7:02 p.m.

ANNOUNCEMENTS:

- The Chairwoman welcomed the new Town Administrator, Peter Caruso.
- The Board is in receipt of an invoice and a credit from Valley Disposal in the amount of \$835.00 for the Town Clean Up Day. The Board of Selectmen would like a letter of thank you sent to Valley Disposal for their very generous donation.

MINUTES:

April 16, 2019:

On a motion made by Jennifer Dean Wing and seconded by Kevin Surette, the Board of Selectmen voted unanimously to accept the minutes from April 16, 2019 as written.

CORRESPONDENCE:

- There was no correspondence.

Purple Heart Proclamation Request:

The Board of Selectmen are in receipt of a letter requesting that the Town of Millville be declared a Purple Heart Community. Selectmen Houle read the request out loud to the members and audience. It was explained that there will be a special ceremony on Memorial Day to acknowledge this proclamation, if the Board of Selectmen chooses to act on this request. There will be separate signs displayed throughout town acknowledging this designation. There are specific guidelines which need to be adhered to when establishing a town as a Purple Heart Community. The Veterans in the audience were asked to stand and be recognized for their service.

The Chairwoman read the proclamation.

On a motion made by Tom Houle and seconded by Kevin Surette, the Board of Selectmen voted unanimously to sign the proclamation declaring the Town of Millville a Purple Heart Community.

The Board will sign this document at the conclusion of the meeting.

DEPARTMENTS/COMMITTEES:

The Board of Selectmen received a forwarded email from the Assistant Treasurer Collector Office for an increase in pay request to get out the excise and real estate bills. The estimated cost will not exceed \$800.00. This is an amount which was also requested last year. It was recommended that this be put into the 2020 budget. It is not overtime pay.

On a motion made by Selectman Dean Wing and seconded by Kevin Surette, the Board voted to allow the extra hours to not exceed \$800.00. (Vote passes 4 to 1 nay Selectman Alward)

BMR School Presentation for MES Boiler:

The Board of Selectmen were presented with a packet regarding the options for the boiler at Millville Elementary School. This boiler is 27 years old. The proposals for options and designs were presented. The School Committee has recommended Option #2. There is no commitment of funding at this point, that will be a separate process. The timeline for the project was outlined. The first option requires additional maintenance and fuel cost, so this option was eliminated. It was explained that MSBA will not cover the cost of removing the existing tank. A detailed budget was presented. There were cost estimates for project construction, fuel and maintenance. Data comparison of fuel types were also presented. The life of the new tank will be 30 years. The deadline for this to be presented to MSBA is on Wednesday, May 8, 2019.

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board of Selectmen voted unanimously to allow the Town Administrator and Chairman to sign the required paperwork which was presented.

Public Safety Citizen Petition for Snow Street:

The Board of Selectmen is in receipt of a citizen petition for Snow Street from resident Thuot dated April 14, 2019. The petition references an incident which occurred where a 53-foot trailer used Snow Street as a cut through to Ironstone Street. The petition asks for corrective measures. The Town officials have contacted Mass Highway and they will be doing a site visit. Chief Landry is working proactively to address the situation from a safety standpoint. Highway Surveyor Mullaly communicated that the only way to resolve this concern is to make Snow Street a one-way street. There was a suggestion to include signage on River Road which is on the Uxbridge side along with other signage which will deter the trailers from going down this street. The Chief of Police will get back to the Board of Selectmen with a recommendation. This item will be placed as a follow-up agenda item.

PUBLIC FORUM:

Central Street Update:

Highway Surveyor, Brian Mullaly informed the Board of Selectmen that there was a recent construction meeting held on the Central Street project. The project is moving forward. The next step is installing the wetland protection mitigation. There is an established schedule and timeline.

The Highway Surveyor explained that he requested additional funds for road repairs, and this was denied. The result of this is that there will be limited funds to allow him to fix the catch basins and manholes. He also explained that the position for Tree Warden was not funded. He recommends that this position be funded. There are emergency situations which take place around town that require someone take care of the trees and branches.

NEW BUSINESS:

Resignation Letter:

The Board is in receipt of a resignation letter from Joanne Mulvey from the Zoning Board of Appeals effective April 30, 2019.

On a motion made by Jennifer Dean Wing and seconded by Andrew Alward, the Board of Selectmen voted unanimously to accept with regret the resignation of Joanne Mulvey from the Zoning Board of Appeals effective April 30, 2019.

Memorial Day Committee Appointments:

The Board of Selectmen are in receipt of a memo of the planned activities for the Memorial Day events. The new Town Administrator will be the Master of Ceremony.

On a motion made by Tom Houle and seconded by Andrew Alward, the Board of Selectmen voted unanimously to appoint Todd Trottier to the Memorial Day Committee.

Maintenance Contract with Ken's Lawn and Yard, Inc.:

The Board of Selectmen were informed that the Interim Town Administrator reached out to get other estimates for yard care services. There were no other companies who replied back.

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board of Selectmen accepted the maintenance contract from Ken's Lawn and Yard as dated March 1, 2019. The contract will be executed by the Town Administrator for signature.

Request from Citizen Linda Bassett:

Resident Linda Bassett requested that the no trespass issued to her be removed so she can enter the Senior Center. She does not want to serve on any committees. The Chairman informed Ms. Bassett that there was a meeting on this matter at which time Ms. Bassett was invited and chose not to attend. It was also recommended that this item should be discussed during an executive

session. Ms. Bassett is welcome to review the file on this matter. The Town Administrator will follow-up with Town Counsel.

New Town Administrator:

Town Administrator Caruso explained that he has met with the Superintendent and Assistant Superintendent of schools. He looks forward to working with them. He has also spoken with Town Administrator Keyes and will be setting up a time to meet with him.

ANNUAL TOWN WARRANT:

The Board of Selectmen are in receipt of a copy of the Annual Town Warrant.

The Chairman read the warrant. It was suggested to vote on all those Articles without a hold and then discuss the remainder which were held.

- Article 1: Monetary Increases
- Article 2: Bills of Prior Fiscal Year
- Article 3: Ice and Snow Deficient
- Article 4: Highway Department Chapter 90
- Article 5: Cable License Fees
- Article 6: Funding OPEB
- Article 7: Capital Stabilization Fund
- Article 8: Matching Grant Stabilization Fund
- Article 9: General Stabilization Fund
- Article 10: Fiscal Year 2020 Budget (held)
- Article 11: Public Safety Stabilization Fund
- Article 12: Termination of Board of Health Stabilization Fund
- Article 13: Veteran Memorial Park Renovation Project

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board voted unanimously to accept all the Articles with the exception of Article 10.

Article 10: Budget:

The Board of Selectmen were informed that the free cash number was certified at \$763,876.00. The Board of Selectmen reviewed their budget versus the budget from Finance Committee. The numbers for Norfolk Agricultural Transportation were updated.

The following was discussed:

Police Department:

Chief Landry explained that there is a difference in the part-time number. This is to allow there to be two people on calls. This is a safety issue. This line item is now at \$55,000.00. Chief Landry noted that this was cut last year to \$45,000.00. The budget was cut back to four years ago and this effects his ability to respond to calls. Town Administrator Caruso noted that there does not appear to be a lot of overtime here. Chief Landry is using part-time employees to avoid benefits and other things.

The Chief is asking for the level funding

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board of Selectmen voted to support the budget of \$567,108.00. (4 aye, 1 nay Andrew Alward)

Fire Department:

The Chairman explained that there is a difference of \$4,250 in the two budgets. It was explained that the fire hydrant line item was cut. There is a hydrant replacement program. It is about \$5,500 to replace a hydrant. It was suggested to put this in front of Capital Panning since there are only five more hydrants left to replace.

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board voted unanimously to adjust the numbers to match the recommendation from Finance Committee.

Highway Budget:

Brian Mullaly was present to discuss his budget. There is a difference in the police detail number and Professional Services. The police detail is increased by \$1,000.00 and Professional Services by \$4,000.00. The increase is to clean the catch basins and manholes which is a requirement of the MS4 Permit. This is an unfunded mandate. The town also adopted four streets which require maintenance. The current budget only allows \$30,000 for road repairs. He has been asking for increases each year. If it is level funded, this will only allow patching the road and nothing more. The problem with the roads will only grow if things are not fixed.

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board of Selectmen voted to keep the Board of Selectmen recommended number. (3 aye, 1 abstain Kevin Surette, and 1 nay Andrew Alward, motion carried)

Town Hall Manager Line:

There was a recommendation to put the Administration Supplies line item with the amount spent from last year.

On a motion made by Kevin Surette and seconded by Jennifer Dean Wing, the Board of Selectmen voted unanimously to recommend the spent amount from last fiscal year.

Town Manager:

There was discussion about having the Professional Services be \$5,000.00. This is very much an unknown at this point. The Town Administrator would like to take courses. The cost is between \$600-\$800. The first-year prerequisite course is about \$595.00.

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board voted unanimously to cover one of the courses for \$600.00.

The total line item amount for the Town Manager budget is \$77,595.

Board of Health Stipends:

The Board of Selectmen discussed the Board of Health stipends. There needs to be discussion about why some members stipends are approved but others are not.

On a motion made by Tom Houle and seconded by Jennifer Dean Wing, the Board of Selectmen voted unanimously to not recommend the stipends for the Board of Health in the amount of \$3,300.00.

Tree Warden:

The Tree Warden line item was discussed. The Finance Committee removed the stipend of \$1,000.00 for this position. The police detail is \$2,500.00. This is an elected position.

On a motion made by Jennifer Dean Wing and seconded by Kevin Surette, the Board of Selectmen voted to recommend \$20,000. (4 aye, 1 nay Andrew Alward, motion carried)

Council on Aging:

The Finance Committee recommended a budgeted number of \$16,550.00. The issue is that this number does not include the amount needed for the transportation driver. This is needed to bring residents to appointments.

On a motion made by Jennifer Dean Wing and seconded by Kevin Surette, the Board of Selectmen voted unanimously to keep the budgeted number from the workshop.

Streetlighting:

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board of Selectmen voted unanimously to recommend the streetlighting number as presented.

Library:

The Library numbers were discussed. The library is requesting \$32,800.00 to work toward certification. There was discussion about if the town will incur more expenses for certification if this number is not budgeted.

On a motion made by Kevin Surette and seconded by Jennifer Dean Wing, the Board of Selectmen voted to accept the budgeted number. (4 aye, 1 nay Andrew Alward)

Veterans Services:

The Finance Committee lowered the Veteran's Services line item to \$9,850.00. This eliminates the stipend for the agent. Selectmen Dean Wing feels that the town must have an agent to submit the required paperwork to the State.

On a motion made by Jennifer Dean Wing and seconded by Kevin Surette, the Board of Selectmen voted unanimously to include the stipend for the Veteran's Agent with the total being \$13,400.00

Emergency Management:

The Finance Committee removed the stipend for the Emergency Management Position. The Town is required to have a representative.

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board of Selectmen voted unanimously to keep the \$2,850.00 stipend for Emergency Management.

The Final Budget Amount is \$6,302,900.42 with a difference of \$86,507.00 from the Finance Committee budget. This will be forwarded to the Finance Committee and Justin Cole.

Mr. Oullette suggested that there be a designated person from the Board of Selectmen to speak on the budget who can explain any differences.

On a motion made by Selectmen Houle and seconded by Selectmen Dean Wing, the Board of voted unanimously to recommend Article 10 which is the whole budget of \$6,302,900.42 with the discussed revisions.

There needs to be further discussion on the stabilization accounts.

SELECTMEN FORUM:

Selectmen Houle inquired about a couch and side table which has been at 28 Lincoln Street. He wanted to know who is responsible for removal. The Town Administrator will follow-up with the Board of Health.

Selectmen Alward wanted to know if Justin Cole will be attending the Annual Town Meeting. There was confirmation that he will be attending.

On a motion made by Jennifer Dean Wing and seconded by Tom Houle, the Board of Selectmen voted unanimously to adjourn the meeting adjourned at 10:30 pm.

NEXT MEETING:

- Tuesday, May 20, 2019.

The regular meeting ended at 10:30 pm.

Respectfully Submitted,

Amy Sutherland

REC MAY 21 2019

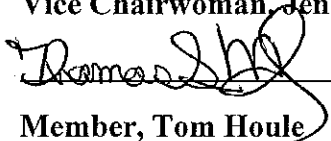
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TOWN CLERK

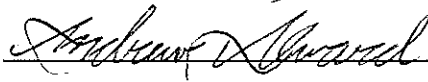


Member, Erica Blake


Vice Chairwoman, Jennifer Dean Wing



Member, Tom Houle



Member, Andrew Alward



Member, Kevin Surette