

**TOWN OF MILLVILLE**  
**BOARD OF SELECTMEN**  
**MINUTES OF MEETING**  
**OCTOBER 5, 2015 – 7:00 P.M.**

**Board Members Present:** Vice Chairman Joseph Rapoza; Secretary Jennifer Dean Wing and Members John Laura and Robert Baker

**Board Members Absent:** Chairman Roland Barret

**Others Present:** Executive Secretary Helen Coffin

**Note\*** Camera Operator is not present so meeting will not be videotaped this evening.

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Vice Chairman Rapoza opens the regular meeting at 7:00 p.m. with the Pledge of Allegiance.

**ANNOUNCEMENTS**

Vice Chairman Rapoza confirms that all is well with the Town Hall after the roof leak and electrical issues of last week. Mr. Barber assisted with getting the roof repaired and Mr. Rapoza was on site when the electricians turned the electrical circuit back on. Mr. Rapoza advises that the padlock to the Board of Health closet was removed with bolt cutters as he could not locate the key. Additionally, because the closet contains an electrical panel, it shouldn't be locked.

**APPROVAL OF MINUTES**

**September 21, 2015 – 6:00 p.m.**

*On a motion by Laura and second by Baker, the Board votes unanimously to approve and sign the Minutes of September 21, 2015 at 6:00 p.m.*

**September 21, 2015 – 7:00 p.m.**

*On a motion by Laura and second by Baker, the Board votes unanimously to approve and sign the Minutes of September 21, 2015 at 7:00 p.m.*

**APPROVAL OF WARRANTS**

*On a motion by Baker and second by Rapoza, the Board votes unanimously to approve and sign the Warrants as presented.*

**TOWN OFFICIALS** None.

**FIRST PUBLIC FORUM** None.

**CORRESPONDENCE** None.

## APPOINTMENTS/RESIGNATIONS None.

## EXECUTIVE SECRETARY REPORT

Town Hall. Town Hall had a leak in the roof last week which was leaking through the electrical light fixtures. The Electrical Inspector advised to turn off the electrical circuit to that office which, in turn, turned off the electricity in most of the offices. Therefore, Town Hall was closed on Thursday. Lincoln Barber agreed to work with the roofer to get the repair made and Mr. Rapoza also assisted by letting the electricians back into the building to turn on the electricity. The estimate of the repairs is not known at this time...depending on cost, it may be necessary to request a Reserve Fund Transfer from the Finance Committee.

Hampshire Council of Governments – Electricity Aggregation. Correspondence from Hampshire Council on Governments was received informing the Town that the electricity aggregation was denied by the Department of Public Utilities and they have decided to remove themselves from the aggregation business. Town Hall has had a few calls from residents regarding the status/availability of this program. Hampshire Council recommends reaching out to Colonial Power Group...is this something the Board wishes to pursue? Selectman Laura questions the fees involved. Vice Chairman Rapoza wouldn't object to inviting them in to discuss their program.

Town Accountant Position. Met with Town Manager Dave Genereux of Uxbridge and Town Administrator Kim Newman of Mendon regarding the possibility of regionalizing Town Accountant services using Uxbridge staff. The Uxbridge Town Accountant has been there 10 years and the Assistant Town Accountant has been there about 4 years. They also have a part-time administrative assistant. Uxbridge would beef up their capacity, likely adding hours to the part-time position. The work would all be done in Uxbridge similar to how we work with Marilyn now. Questions/concerns would be answered via email as primary contact or via telephone. They are willing to use our software although both Uxbridge and Mendon have KVS. They did ask if we would be willing to change our software. The estimated cost for the Town of Millville would be about \$29,000 per year. The main question for the Board members is if they are willing to maintain an off-site arrangement, or do they prefer someone in-house and on-site? Selectman Baker feels this is a great back-up plan and is intrigued by it. Selectmen Wing and Laura both feel that the service should be kept in-house and on-site if possible. The Board agrees to keep this as a next resort but they'd prefer to attempt an on-site hire first.

The Board reviews two applications received for the Town Accountant position. After review and consideration of both applicants, the Board agrees to proceed interviewing one candidate.

***On a motion by Laura and second by Baker, the Board votes unanimously to proceed with scheduling an interview of applicant James Shanahan for October 19<sup>th</sup>.***

Brief discussion follows regarding the possibility of outsourcing to a vendor per the email received from Amy Delaroche. The Board is not interested in pursuing an outside vendor at this time.

Special Town Meeting. Reminder that a joint meeting with the Finance Committee is scheduled for Wednesday at 6:30 p.m. to review the first draft of the Special Town Meeting Warrant. Copies of the Warrant are distributed to the Board members. The Board questions the articles relating to the road acceptance and would like to be sure that Brian Mullaly is kept in the loop. Selectman Wing recalls that there was a sign-off form in the past. Executive Secretary will check with the Planning secretary.

American Legion. Town Counsel advised that a warrant article is not an option in the case of the outstanding taxes due to the failure to file for abatement. Assessors are looking into one last option and we are waiting to hear back. Executive Secretary suggested that DOR provide determination in writing. This matter will be tabled until further information is received.

MES Water Tank Inspection. The tank of the fire suppression tank was conducted in August and copies of the tank inspection were provided to each Board member. Executive Secretary followed up with Bob Ferrari with a bunch of questions...there are still a few he has yet to get back on as he has to do more research. Ultimately, he feels the tank has a useful life of about another 3-5 more years. The Report suggests installing some equipment. Selectman Wing would not be in favor of spending any additional money on the tank if the expected life is only 3-5 years. She feels this should be forwarded to Capital Program Committee.

***On a motion by Wing and second by Baker, the Board votes unanimously to not spend any more money on the existing tank if it will need to be replaced in 3-5 years.***

Library Regionalization. Chairman Barrett received an email from Mendon's Selectboard Chairman Reil asking if the Board would consider meeting with them to further discussion regionalization of the libraries. Board members are in general agreement that this would not be a logical choice for Millville.

***On a motion by Laura and second by Baker, the Board votes unanimously to stand by the original vote and not meet with Mendon, and further suggests that Mendon speak directly with the elected Board of Library Trustees first if they wish to pursue this matter.***

Health Insurance. Executive Secretary explains the situation with the Town's health insurance offerings and acceptances of Massachusetts General Laws. Elected officials are eligible for health insurance if they can prove they work more than 19.5 hours per week unless the Board implements a policy wherein they aren't eligible. Town Counsel recommends this not be addressed on a case by case basis but rather the Board should make a determination categorically for all such employees.

***On a motion by Baker and second by Laura, the Board votes unanimously to proceed with amending the applicable personnel policy or create a new policy relative to this matter.***

**OLD BUSINESS** None.

**NEW BUSINESS** None.

### **MEMBERS FORUM**

Vice Chairman Rapoza reminds that the Board should determine an objective for applying for the Community Compact and he feels that the focus should be on the continuity of government operations. Selectman Wing agrees and feels that the focus should be on the Town Hall, whether it's for the existing building or a new building. Rapoza suggests contacting the state to obtain assistance in creating a narrative. Executive Secretary will follow-up with the state for some advice on proceeding.

***On a motion by Wing and second by Baker, the Board votes unanimously to proceed with applying for a community compact relating to the Town Hall.***

Selectman Wing wishes to discuss procedures for contacting Board members in emergencies. She would like to receive a text message if there are any emergency BOS emails so she knows she should check them right away. Baker agrees that text message is best for him as well. Request is duly noted.

**FINAL PUBLIC FORUM.** None.

**NEXT MEETING** Monday, October 19, 2015 at 7:00 p.m.

**SIGNATURES** The Board signs the documents voted on earlier this evening.

**EXECUTIVE SESSION**

*On a motion by Laura and second by Baker, the Board votes unanimously by roll call to enter Executive Session under M.G.L. c.30A §21(a) ¶3, and to return to open meeting only to adjourn. {Baker, aye; Wing, aye; Rapoza, aye; Laura, aye}*

**ADJOURN**

*On a motion by Laura and second by Baker, the Board votes unanimously to adjourn at 8:38 p.m.*

Respectfully submitted,  
Helen M. Coffin

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Joseph Rapoza, Vice Chairman

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Jennifer Dean Wing, Secretary

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Robert Baker

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John Laura