



TOWN OF MENDON

BOARD OF SELECTMEN

20 Main Street

Mendon, Massachusetts 01756

Telephone: (508) 473-2312 Fax: (508) 478-8241

MEETING MINUTES NOVEMBER 2, 2005
Approved: November 16, 2005

Meeting called to order at 6:00pm by Chairman Ken O'Brien, attended by Selectmen Sharon Cutler, Selectmen Lawney Tinio and Administrative Assistant Margaret Tetreault.

Executive Session

Motion by Lawney Tinio to enter Executive Session under MGL Chapter 39 Section 23B to discuss strategy with respect to litigation. Sharon 2nd the motion. ROLL CALL VOTE: Tinio – Yes, O'Brien- Yes. Cutler-yes. The Board will return to open session.

Selectmen returned to open session at 6:45pm and recessed the meeting until 7pm.

The meeting was called to order by the Chairman Kenneth O'Brien at 7:04pm.

Chairman O'Brien led the meeting in reciting the Pledge of Allegiance.

Warrants

Board signed the warrants.

Minutes

Motion by Lawney Tinio to accept the minutes of October 5, 2005, regular and executive session, October 19, 2005 regular and executive session and October 26, 2005 regular session. Sharon seconded the motion; all in favor.

Announcements

Ken announced that the video of the Cardboard Boar Race is being shown on Cable channel 8.

Ken complemented the Council on Aging for the excellent monthly luncheon that he attended earlier in the day.

Hurricane Relief Update

The citizens of Waveland, MS were very grateful to get the latest truckload of supplies and are very appreciative of all that has been done for them. Ken noted that there is still a lot of devastation and the cleanup is progressing very slowly. Because of the slow or non-existent response from FEMA, Ken stopped in Washington D.C. to talk with our Congressmen to try to get more help into the area.

Ken noted that there is project to collect Coats for the Coast. Non-perishable food is also still needed.

Lawney announced that the MetroWest HealthCare is looking for board members.

Lawney also commended Terry Palmer for the certificates she has received for attending several educational seminars.

Wood Stove Safety

Chairman O'Brien invited Deputy Fire Chief Mark Poirier to attend to speak about the use of wood stoves this winter. Deputy Fire Chief Mark Poirier stated that homeowners need to obtain a permit from the Building Inspector to install a wood stove. He also stated that chimneys should be cleaned every year before the wood stoves are lit for the season. Smoke detectors should be tested and the batteries changed twice a year. Smoke detectors should be replaced every 5-10 years. Proper disposal of hot ashes is to put them in a metal barrel outside away from the house. Upon request, the Fire Department will come to your house to check out wood stoves and smoke detectors.

He also reminded everyone that 911 is for emergency use only. It is not to be used to ask for information.

Pole Location

Chris Parella of Verizon appeared before the Board to request permission to put a guy pole near the intersection of Main St. and George St. on the Old Cemetery side of the street. The guy wire was attached to a tree that has come down.

Motion by Lawney Tinio to approve pole number 9AB8CX. Sharon second; all in favor.

Highway Appointment

Highway Surveyor Alan Tetreault introduced Chris Newell who is Alan's recommendation for the part time on-call equipment operator that he advertised for. Mr. Newell will be used to operate Town equipment during snowstorms. Using a part time person during smaller storms is less expensive than calling in the contracted plows.

Motion by Lawney Tinio to appoint Chris Newell as an on-call part time equipment operator. Sharon second; all in favor.

Highway Dept. Assistant Increase Hours

Highway Surveyor Alan Tetreault asked the Board to consider increasing the hours for the position of his assistant from 18 hrs/week to 30 hrs/week. He stated the paperwork for his office has increased tremendously.-Chapter 90 & Stormwater Management paperwork. Also Highway does vehicle maintenance for the police department and must maintain records of that work. Many times the assistant works 23-24 hours a week even though she is only paid for 18.

Sharon Cutler stated that normally request such as this are done at budget time. Lawney asked if Alan had the money in his budget to fund this increase. Alan does not; he will need a transfer at town meeting.

The Board asked Linda if she was willing to work a few more hours per week if the Water Commission clerk duties were added to her job. Water Com clerk duties are currently handled by the Board of Health Admin Assist, however these duties are requiring more time, so more hours are needed somewhere. Linda is willing.

Motion by Lawney Tinio to increase the Highway Dept. Assistant position from 18 hours/week to 30 hrs/week. No change in the hourly rate of pay, which is grade 4, step 1. Sharon second; all in favor.

Motion by Lawney to have the Highway Dept. Assistant take on the Water Com clerk duties for up to 5 hours per week. Rate of Pay to be \$14.73/ hr, grade 4, step 1. Sharon second; all in favor.

Treasurer/Collector

Christine Kupstas asked the Board to increase the rate of pay of the Financial Clerk in the Treasurer/Collector's office from \$13.17, grade 2, step 2 to \$14.73, grade 4, step 1. Chris feels the rate of pay is too low for the responsibility placed on this position especially in comparison to the pay rates of other clerk positions. The duties of this position include receiving most of the money that is collected in the office, preparing Municipal

Lien Certificates, which are legal documents and interacting with the taxpayers. Chris states she will need a transfer to fund this increase.

Motion by Lawney Tinio to increase the Financial Clerk's pay rate from \$13.17, grade 2, step 2 to \$14.73, grade 4, step 1. subject to funding at the next town meeting. Sharon second; all in favor.

Annual Town Election date Change

Lawney proposed changing the date of the Annual Town Election to after the Annual Town Meeting. If the ATM took place before the ATE, the officials who had worked on the budget and any projects included on the ATM warrant would still be in office to present to the voters at ATM. With the current timing, newly elected officials have little time to "get up to speed" on issues.

Sharon felt there was no benefit one way or the other. The officials who were no longer in office could still state their opinions at town meeting. Ken feels any statements would have more impact if the official was still in office.

Sharon suggested a review of the bylaws to determine if this change would have any impact on any other sections of the bylaw.

Fino 81P

Board reviewed a preliminary map of the Fino Property. The engineer is looking for guidance on what to include as the open space portion. The open space should go all the way to the northerly lot line, should have 24 acres and access through it from the municipal portion to Rt. 16.

Town Hall Parking Lot

Peg asked if the Board wanted to go forward with plans to address drainage in the Town Hall parking lot. Ken felt nothing should be done until the public safety building issues have been settled. Sharon would like more information from the Highway Surveyor on the extent of the drainage problem. Has something different happened recently and can it wait to be fixed. The Fire Dept. would also like the access to the well in the parking lot moved to another location farther away from the buildings. Should either of these issues be include with the septic fix?

The Board felt that the septic repair should be a separate project. The Force Main Sewer Connection will remain a separate project at and be re-advertised in December 2005.

Meeting Dates

The Board set meeting dates of Dec. 14 and Dec. 28, 2005. The Board also scheduled a Special Town Meeting for Jan. 23, 2006.

Veterans Day

The Board announced that the Town Hall will be closed on Thursday, Nov. 10, 2005 for Veterans Day.

Executive Session

Motion by Lawney Tinio to enter Executive Session under MGL Chapter 39 Section 23B to discuss purchase of real property and discuss strategy with respect to collective bargaining. Sharon 2nd the motion. ROLL CALL VOTE: Tinio – Yes, O’Brien- Yes. Cutler-yes. The Board will return to open session only to adjourn.

Return to open session at 9:53pm. Meeting adjourned at 9:53pm.

Respectfully submitted,

Margaret Tetreault
Administrative Assistant