



TOWN OF MENDON

BOARD OF SELECTMEN

20 Main Street

Mendon, Massachusetts 01756

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

MEETING MINUTESJUNE 15, 2005

APPROVED: JULY 6, 2005

Meeting called to order at 7:05 pm by Chairman Kenneth O'Brien, attended by Selectmen Sharon Cutler & Lawney Tinio.

1. Pledge of Allegiance

Board recites the Pledge.

2. Warrants

Board signed the warrants.

3. Minutes

Motion by Lawney Tinio to approve the May 26, 2005 meeting minutes as written, Sharon Cutler 2nd, all in favor.

Motion by Lawney Tinio to approve the May 26, 2005 Executive Session as written, Sharon Cutler 2nd, all in favor.

Motion by Lawney Tinio to approve the June 2, 2005 meeting minutes as written, Sharon Cutler 2nd, all in favor.

Motion by Lawney Tinio to approve the June 1, 2005 meeting minutes as written, Sharon Cutler 2nd, all in favor.

Motion by Lawney Tinio to approve the June 1, 2005 Executive Session as written, Sharon Cutler 2nd, all in favor.

4. Open Forum

Chairman O'Brien reminded the residents of the Cardboard Boat race on July 14, 2005 at Lake Nipmuc, also he reminded the Seniors of Mendon about the abatement they can earn for their taxes. Selectmen Cutler mentioned that the Library has a need for data entry and could use Seniors, also the Senior Center has a need.

Chairman O'Brien reminded the residents of the STM to be held at Miscoe on June 27, 2005 @ 7:00 pm and encouraged everyone to attend.

5. Earth Removal Permit

Ms. Tetreault told the Board that Mr. Duff of Cullinan Engineering had done 10 test holes and all the test have come back with 12 " of loam. Con Com recommends giving the Earth Removal permit. **Motion by Sharon Cutler approve the application for the Earth Removal for Fino Realty Trust, 20 Uxbridge Rd,**

Mendon, Chairman Ken O'Brien steps down to 2nd, motion moved 2 – 0. Selectmen Tinio abstained from the Earth Removal discussion.

Selectmen Cutler would like to recommend to Con/Com to look at the Bylaw to make it work. The Board agreed.

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6. Parks update

Selectmen Tinio gave the Board an update of the Parks program. Mr. Tinio attended the Parks meeting earlier today and told the Board that the Parks program is on schedule and will be opening on June 25, 2005. Swimming lesson forms can be picked up at the Town Clerks office or at the Parks office in the Town Hall. The Parks Commissioners are looking into making the My One Wish playground equipment accessible for wheelchairs. They are waiting for the results of the water and will be taking over the soccer fields at the Clough School next year. In all, things are going good with the new board of Commissioners.

7. Commonwealth Capital Application

Chairman O'Brien explains that the Commonwealth Capital Application is a town's report card and the Town of Mendon did not do so well. Ms. Tetreault explains it is a planning program. Mr. O'Brien would like to pull back this application and resubmit it for FY 06.

8. Administrative Issues

➤ Disclaimer

Motion by Lawney Tinio to have all employees and any one appointed to any Board or Committee sign the following: I further understand and acknowledge that all materials, documents, data, and other works of every kind and nature prepared or created by me while acting as a volunteer or employee for the Town shall be considered a "work for hire" under applicable copyright and patent laws and shall be the exclusive property of the Town. I expressly agree that this release and waiver document is intended to be as broad and inclusive as permitted by the laws of Massachusetts, and that if any portion is held to be invalid or unenforceable, the remaining provisions are severable and shall continue in full legal force and effect. **Sharon Cutler 2nd, all in favor. Effective immediately.**

➤ Section 125 of the IRS program

The Board discussed with Claudia Cataldo & Chris Kupstas what is involved with accepting the Section 125 of the IRS program. **Motion by Sharon Cutler to have the Town of Mendon implement section 125 plan which exempt hi premiums taxable from taxable income, Lawney Tinio 2nd, all in favor.**

➤ Record Room

Selectmen Tinio discussed his meeting with the Historical Society to extend their original request to use the Record Room for one year. **Motion by Lawney Tinio to allow the Historical Society to continue to use the Red Brick Record Room for 5 years, Sharon Cutler 2nd, all in favor.**

➤ Automatic Amusement License

Motion by Sharon Cutler to approve the Automatic Amusement Device license for the Kiddie Dune Bug ride at Southwick 's Wild Animal Farm, Lawney Tinio 2nd, all in favor.

➤ Data Frontiers Contract

Chairman O'Brien will sign the contract after he reads it.

9. Appointments

Motion by Lawney Tinio to appoint as read:

Com. Or Position	Last Name	First name	Term begin	Term Expires
ADA Coordinator	Tetreault	Margaret	7/1/2005	6/30/2006
Building Commissioner	Hackenson	Thomas	7/1/2005	6/30/2006
Building Inspector-Assist.	Tusino	Michael	7/1/2005	6/30/2006
Chief Procurement Officer	Tetreault	Margaret	7/1/2005	6/30/2006
Civil Defense Dir.	Farrell	Michael	7/1/2005	6/30/2006
Custodian Soldiers & Sailors Graves	Taylor	Douglas	7/1/2005	6/30/2006
Dog Officer	Gareri	Joyce	7/1/2005	6/30/2006
Dog Officer-Assistant	Lowe	Joseph	7/1/2005	6/30/2006
Election Warden	Cook	Carol	7/1/2005	6/30/2006
Election Warden-Deputy	Goodnow	Joanne	7/1/2005	6/30/2006
Employee Insurance Administrator	Tetreault	Margaret	7/1/2005	6/30/2006
Insurance Advisory Comm.	Benoit-Rudden	Trish	7/1/2005	6/30/2006
Insurance Advisory Comm.	Poirier	Mark	7/1/2005	6/30/2006
Insurance Advisory Comm.	Guerra	Thomas	7/1/2005	6/30/2006
Insurance Advisory Comm.	Massey	Brian	7/1/2005	6/30/2006
Insurance Advisory Comm.	Tetreault	Alan	7/1/2005	6/30/2006
Insurance Advisory Comm.	Ratcliffe	Pamela	7/1/2005	6/30/2006
Insurance Advisory Comm.	Hoar	Matthew	7/1/2005	6/30/2006
Insurance Advisory Comm.	Tetreault	Margaret	7/1/2005	6/30/2006
Moth Superintendent	Phipps	Howard	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Aicardi	Timothy	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Ammendolia	Michael	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Bradley	Nancy	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Coffey	Kathy	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Cook	Carol	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Cronin	Joseph	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Denton	Peter	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Fleury	Dan	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Gilmore	Joyce	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Guerra	Thomas	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Hackenson	Thomas	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Irons	Francis	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Monroe	Cindy	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Peterson	Michael	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Reed	Joseph	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Scott	Joseph	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Vandersluis	John	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Wagner	Wayne	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Wallace	Geraldine	7/1/2005	6/30/2006
Public Safety Building Advisory Com.	Washburn	Jay	7/1/2005	6/30/2006
Town Counsel	Collins & Weinberg		7/1/2005	6/30/2006
Veterans' Agent	Callahan	Thomas	7/1/2005	6/30/2006
Veteran's Burial Agent	Callahan	Thomas	7/1/2005	6/30/2006
Veterans Serv. Dir.	Butler	William	7/1/2005	6/30/2006
Wiring Insp.-Alternate Ast.	Carlson	Robert	7/1/2005	6/30/2006
Wiring Insp.-Assist.	Grenga	Jack	7/1/2005	6/30/2006
Wiring Inspector	Fleming	Kevin	7/1/2005	6/30/2006
ZBA-alternate	Guertin	Patrick	7/1/2005	6/30/2006
ZBA-alternate	Lord	Brian	7/1/2005	6/30/2006
Cultural Council	Mowry	Joyce	7/1/2005	6/30/2007

Cultural Council	Rabs	Leslie	7/1/2005	6/30/2007
Cultural Council	Peterson	Michael	7/1/2005	6/30/2007
Conservation Com.	Tinio	Damon	7/1/2005	6/30/2008
Council on Aging	Lemoine	Leo	7/1/2005	6/30/2008
Council on Aging	Nappa	Marie	7/1/2005	6/30/2008
Council on Aging	Bradley	Nancy	7/1/2005	6/30/2008
Finance Com.	Felton	Christopher	7/1/2005	6/30/2008
Finance Com.	Grant	Thomas	7/1/2005	6/30/2008
Historical Com	Arons	Pamela	7/1/2005	6/30/2008
Historical Com	Trainor	John	7/1/2005	6/30/2008
ZBA	Marquis	Roger	7/1/2005	6/30/2008

Selectmen Tinio abstained from the appointment of Conservation Com of Damion Tinio. **Motion by Selectmen Sharon Cutler to appoint Damion Tinio to Conservation Com with a term to end on 6/30/2008, Chairman O'Brien steps down to 2nd, motion moved 2 – 0.**

10. Treasurer/Collector position

The Board discussed with Chris Kupstas & Claudia Cataldo the current appointed position. The Board discussed the procedure of Tax title with Ms. Kupstas.

Ms. Kupstas told the Board that the office is going well and discussed with the Board quarterly billing. Ms. Kupstas feels this would be better for short-term borrowing.

The Board discussed the job description of Treasurer/Collector, and feel they should compare descriptions from other towns. Ms. Cataldo feels the most important qualification should be municipal experience, and at interviews the Administrative Assistant, Asst Assessor, Treasurer/Collector and Accountant should be present.

Selectmen Cutler asked what is the process if the Board wants to separate the Treasurer/Collectors position. Ms. Tetreault will find out.

Chairman O'Brien mentioned that Ms. Tetreault has given her letter of resignation after 18 years of service to the Town of Mendon and thanked her for her wealth of knowledge and service not only as the Administrative Assistant to the Board of Selectmen but also as the Town Clerk and Housing Authority Clerk.

Chairman O'Brien reminded the residents of the Cardboard Boat Race and the Senior Abatement program.

11. Meeting Dates

July 13, 2005 and August 3, 2005.

Motion by Lawney Tinio to go into Executive Session to return only to adjourn under MGL Chapter 39, Section 23B for contract negotiations to return to adjourn, Sharon Cutler 2nd, all in favor.

Roll Call, O'Brien – Yes, Cutler – Yes, Tinio - Yes.

Respectfully Submitted

Terry Palmer
Administrative Secretary
Board of Selectmen