



TOWN OF MENDON

BOARD OF SELECTMEN
20 Main Street, Mendon, MA 01756
Tel: 508-473-2312 Fax: 508-478-8241

Notice of Meeting
June 5, 2017
Upper Town Hall
6:00 PM

Board Members
Richard W. Schofield, Jr., Chairman
Mark W. Reil, Jr.
Christopher Burke

Board of Selectmen
Meeting Minutes
June 5, 2017

Open Meeting

A regular Board of Selectmen meeting was called to order at 6:00 PM.

Present: Chris Burke, Rich Schofield, Kimberly Newman, Laura St.John-Dupuis. Mark Reil arrived at 6:36 PM, The Board of Selectmen Reorganization took place after Mr. Reil arrived.

Mr. Schofield led the pledge of allegiance.

Board of Selectmen Reorganization

Mr. Schofield addressed the Board and provided a recap of his year as Chairman of the Board of Selectmen.

Mr. Burke thanked Mr. Schofield for his leadership over the past year and this has been a team effort and stated that he is very proud of the Board of Selectmen and how he looks forward to keeping the momentum going. Mr. Burke further thanks all that are involved in our community who are looking to move forward. In the upcoming year he hopes to focus on the complete the restructuring of Public Safety. Hiring a Fire Chief and building a new Police Station as well as identify the Towns position on the retail of marijuana in the community and begin this right away. Mr. Burke would like to continue working with Police, Fire Chief and Schools with the opioid crisis. As well as officially appoint the Economic Development Committee who will help to ease tax burdens while staying in the character of Mendon.

Mr. Burke announced that there are many openings on Boards and Committees and he would like to rekindle the Master Plan Committee and focus on our deferred and future capital needs and establish a long range capital project template and identify strategies which will help fund these capital projects all without burdening the tax payer. In closing, Mr. Burke stated that we (the Board) are unified with moving the Town forward without impacting citizens too much and looks forward to working with everyone. Improve on our interdepartmental communications.

Mr. Reil made a motion to nominate Chris Burke as Chairman for Board of Selectmen. Mr. Schofield seconded. The motion passed unanimously.

Consider Exercising Right of First Refusal for 61B Property located at Parcel 8-A Kim's Way

Mr. Burke made a motion to not exercise the option to purchase the property located at Parcel 8-A Kim's Way under Chapter 61B. Mr. Schofield stepped down to second. The motion passed unanimously.

Consider One Year Appointments

Mr. Burke made a motion to make the following appointments for terms to expire on June 30, 2018. Mr. Schofield stepped down to second. The motion passed unanimously.

- A. ADA Coordinator –Kevin Rudden
- B. Affordable Housing Coordinator- William McHenry
- C. Building Inspector- Timothy Aicardi
- D. Building Inspector-Assistant - John Erickson
- E. CMRPC-Planning William Ambrosino
- F. Custodian Soldiers & Sailors Graves-Robin Fletcher
- G. Election Warden- Carol Cook
- H. Election Warden-Deputy- Kathryn Rich
- I. Emergency Management Director-Mark Bucchino
- J. Master Plan Committee
 - i. Kathleen Schofield
 - ii. Mark Mortimer
- K. Chief Procurement Officer-Kimberly Newman
- L. Town Counsel-Brandon Moss
- M. Treasurer/Collector-Jennifer Welch
- N. Veterans' Agent-Robin Fletcher
- O. Veteran's Burial Agent-Robin Fletcher
- P. Wiring Inspector-Jack Grenga
- Q. Wiring Inspector, Assistant -Albert Jones
- R. ZBA-alternate –Lawney Tinio
- S. ZBA-alternate-Shirley Grant
- T. Zoning Bylaw Review Committee- Jonathan White

Consider Three Year Appointments

Mr. Burke made a motion to make the following re-appointments for terms to expire on June 30, 2020. Mr. Schofield stepped down to second. The motion passed unanimously.

- A. Agricultural Committee - Kenneth O'Brien
- B. Capital Planning Committee –Norman Round
- C. Comm. Pres. Com. Parks –Daniel Byer

- D. Conservation Commission
 - i. Carl Hommel
 - ii. Damon Tinio
- E. Council on Aging
 - i. Earl Pearlman
 - ii. Carol Kotros
- F. Cultural Council- Deborah Perro
- G. Finance Committee - Brian Guzman
- H. Historical Commission- Kathy Schofield
- I. Land Use Com-Selectmen –Mark Reil Jr.
- J. Town Administrator –Kimberly Newman
- K. ZBA-Patrick Guertin

Consider Appointment of Municipal Hearings Officer-Melissa Kakela-Boisvert

Mr. Burke made a motion to appoint Melissa Kakela-Boisvert to Municipal Hearings Officer, with a term to expire June 2018. Mr. Schofield seconded. The motion passed unanimously.

Consider Appointment of Economic Development Committee Members

Mr. Schofield, addressed the newly formed Economic Development Committee (EDC) applicants. He stated that the Town has an imbalance of commercial vs residential tax payers. Some adjustment would give our residents some relief and at least better roads. If we keep doing what we are doing, we can expect our score to drop to the 60's if we spend \$600,000 that will improve, but if we want to improve we need to spend \$900,000.00 per year. The number one goal is to find a way to change the balance and the only metric that matters. Mr. Schofield grants for water and sewer up route 16.

Mr. Burke addressed the candidates and stated that he wants to make sure that everyone is ok with the significant time commitment to this committee and that the Selectmen are looking forward to getting our other Boards and Committees on board. Mr. Burke also stated that we have to find creative ways to rebalance the commercial and residential tax payer. There is a lot of heavy lifting that has to be done.

Mr. John Danielson a candidate for EDC appointed addresses the Board and stated that he has some ideas and looks forward to providing updates to the Board of Selectmen.

Mr. Schofield stated that would be one of the first things that should be done as the Board has not had time to drive that forward. Mr. Schofield feels the time commitment for the Committee members should be 4-8 hours per month. The committee may need to meet a business or two to convince them to come to Mendon. Mr. Burke stated that he feels this committee will be a lot of time commitment.

Ms. Karen Wheet, a candidate for EDC, stated she is in thought, and wants to wait. Ms. Wheet stated she does volunteer and would like to think about it. She thought there was a meeting a couple years ago about developing Route 16.

Ms. Anne Mazar, a candidate for the EDC, addressed the Board and stated there should be smart growth and there are certain areas that should be preserved and other locations that are good for development. Ms. Mazar feels that she is very creative and look at projects in a different light. Ms. Mazar indicated that she want to make sure everything is done in a public forum and goes through a good process.

Mr. Thomas Merolli, a candidate for the EDC, addressed the Board and stated that he is a live long residents wants to see the town economically prosper.

Ms. Karen Wheet addressed the Board and stated that she owned the Finest Gourmet in Mendon and was a part of the Town trying to create business and has a strong desire to help. She would like to see the services be better in Town

Mr. Burke made a motion to appoint Jordan Berry to the Economic Development Committee for a 2 year term expiring June 2019. Mr. Schofield seconded. The motion passed unanimously.

Mr. Burke made a motion to appoint John Danielson to the Economic Development Committee for a 3 year term expiring June 2020. Mr. Schofield seconded. The motion passed unanimously.

Mr. Burke made a motion to appoint Anne Mazar to the Economic Development Committee for a 2 year term expiring June 2019. Mr. Schofield seconded. The motion passed unanimously.

Mr. Burke made a motion to appoint Thomas Merolli to the Economic Development Committee for a 2 year term expiring June 2020. Mr. Schofield seconded. The motion passed unanimously.

Mr. Burke made a motion to appoint Karen Wheet to the Economic Development Committee for a 1 year term expiring June 2019. Mr. Schofield seconded. The motion passed unanimously.

Consider Appointment of Thomas Merolli to the Historic Commission for a term to expire June 30, 2019.

Mr. Burke made a motion move to appoint Thomas Merolli to the Historic Commission for a term to expire, June 30, 2019. Mr. Schofield seconded. The motion passed unanimously.

Consider Approving Junk License for David Lowell: 4 Main Street

Mr. Burke made a motion to approve a Junk License for David Lowell of 4 Main Street, pending positive return of routings slips. Mr. Schofield seconded. The motion passed unanimously.

Consider Jan-Pro Cleaning Services Contract

Mr. Burke made a motion to allow the Town Administrator to enter into a contract with Jan-Pro Cleaning Services to clean Town Hall office. Amended- to clean Town Hall Offices. Mr. Schofield seconded. The motion passed unanimously.

Consider Designating Town Administrator and One Board Member to Sign the Weekly Town Warrant

Mr. Burke made a motion that Under the Municipal Modernization Act, Part 4: Financial Management and Governance, under Approval of Bills/Warrants sections 57-58, I designate the Town Administrator and Selectman, Mark Reil to sign the weekly town warrant. Mr. Reil seconded. The motion passed unanimously.

Accept Community Compact IT Grant Award

Mr. Burke made a motion to accept the Community Compact IT Grant Award and allow the Town Administrator to sign the Grant Contract. Mr. Reil seconded. The motion passed unanimously.

Discuss The Possible Sale of Two Town Owned Properties

- 15 Inman Hill Road
- 182 Blackstone Street

Ms. Newman addressed the Board stating that the previous Treasurer/Collector had brought these two parcels a couple of times in passing before she left. There was some discussion back and forth with Ms. Mazar. Ms. Newman asked the current Treasure/Collector to see where she is at and what the process is. If the Board wants us to peruse this we can.

Mr. Schofield said his understanding is that we have to go to RFP. Ms. Newman agreed. Mr. Schofield asked what level of input is appropriate with the Land Use Committee. Ms. Mazar, a member of the Land Use Committee stated that she will bring it up in their next meeting. Ms. Mazar did state that the Inman Hill Road property owner had tried to sell before but the housing market was not good. Mr. Schofield stated that he feels the Town owns too much land and asks Ms. Newman to start moving forward and investigating it with the Treasurer/Collector. Mr. Schofield asks Ms. Mazar to make sure there are no objections to moving forward.

Consider Approval of End of the Year Transfers

Mr. Burke made a motion to sign the End of Year Transfers as presented. Mr. Schofield seconded. The motion passed unanimously.

Set Future Meeting Date

The Board agreed to set the next Selectmen meeting date for July 12, 2017 at 6:30 PM.

Mr. Burke stated that the Board will take a recess until the 7:30 PM Housing Workshop begins.

Adjournment:

At 9:31 PM Mr. Schofield made a motion to adjourn. Mr. Reil seconded. The motion passed unanimously.

Submitted by: Laura St.John-Dupuis

Date approved: 11/6/17