

## MENDON BOARD OF SELECTMEN

MINUTES OF MEETING----- December 2, 2013

APPROVED-----December 16, 2013

Chairman Tinio, Selectmen Goddard and Reil are present.

Chairman Tinio called the meeting to order at 7:07 p.m. and led the pledge.

Andrew Jenrich, Library Directory, approached the board and recommended hiring Tara Windsor as the new Children's Librarian. She is currently a Library Technician, has worked in the library for five years with the children and other patrons. The position has been vacant since the third week in October and is fully funded. **Selectman Goddard made and Selectman Reil seconded a motion to hire Tara Windsor as the Part-time Children's Librarian at a rate of \$18.10 per hour for 19 hours per week effective December 3, 2013. The motion carried unanimously.**

David Pollak, Abacus Architects, Joe Cronin, Chairman, Taft Library Building Committee, Don Morin, Member, Taft Library Building Committee and Mary Bulso, Owner's Project Manager, Lamoureux-Pagano approached the Selectmen. Mr. Pollak explained that he is the founder of Abacus Architects. They have joined with Situ Architects for the Taft Library renovation as they have experience with library projects. Abacus Architects has experience with public projects. Mr. Pollak gave a Powerpoint presentation which showed their vision for the new library and past projects. Diane Willoughby explained that Town Counsel has begun working with the architect's counsel, in preparation for the Selectmen's authorization, to discuss modifications they made to the contract. **Selectman Goddard made and Selectman Reil seconded a motion to allow the Taft Library Committee to enter into contract negotiations with Abacus/Situ as the Architectural Firm for the New Taft Library Project. The motion carried unanimously.**

Fred Lapham, Shea Engineering, joined the Selectman to discuss the conservation restriction for Strawberry Hill Estates. Mr. Lapham presented the engineering plan which was approved by Planning Board and Conservation Commission. It is in a priority habitat for the Eastern Box Turtle. There is a requirement to provide permanent protection for the species taking 13.5 acres for a permanent conservation restriction. Mr. Lapham wants to know whether the board has any reservation in the Conservation Commission holding the restriction. The board indicated they did not. Signs will be erected saying the area is restricted. Mr. Lapham will seek formal approval in the future.

Linda Hawkes, Treasurer/Collector, approached the board to advocate for the Town's compensation plan. The plan was reviewed in 1997 & 1998 where all positions were assigned a number based on qualifications. A staffing study was done in 2001 for several Town positions. Since then, positions have been created and that same process has not been done for those such as the BOS Administrative Assistant and new Police Clerk position. Selectman Goddard would like to understand the guidelines for categorizing the positions. Members agreed the Plan needs to be re-evaluated. This is a function of a Town Administrator.

**Selectman Goddard made and Selectman Reil seconded a motion to approve the closing hours for Alicante, LLC, 84 Uxbridge Road to 2:00 a.m. pending positive routing slips. The motion carried unanimously.** Diane Willoughby explained that they originally requested to stay open late for New Year's Eve but application is for an ongoing change.

**Selectman Goddard made and Selectman Reil seconded a motion to renew the Restaurant/All Alcohol/Common Victualler Licenses for: NLCK, Inc., d/b/a Lowell's Restaurant, 75 Cape Road**

## MENDON BOARD OF SELECTMEN

MINUTES OF MEETING----- December 2, 2013

APPROVED-----December 16, 2013

Stephen Hackenson, d/b/a Willow Brook Restaurant, 16 Hastings St.; Alicante, LLC, d/b/a/ Alicante Mediterranean Restaurant & Lounge, 84 Uxbridge Rd.; Miss Mendon Diner, 16 Uxbridge Road; Miss Mendon Diner II, 20 Uxbridge Road, including function hall; Blackstone Valley Pizza, Inc., d/b/a The Hide-A-Way Pizza, 95 Uxbridge Rd.; Restaurant/All Alcohol/Common Victualler/Live Entertainment/ Dancing By Patrons Licenses for: Rouleau & Sons, Inc. d/b/a Myriad Ballroom, Uxbridge Rd., Rte. 16; New England Steakhouse, Inc., d/b/a New England Steak & Seafood, 11 Uxbridge Rd.; Restaurant/All Alcohol Licenses for: MJM McCarthy Greenhouse, Inc., d/b/a The Greenhouse Wood Fired Pub, 3 Cape Rd.; Package Store/All Alcohol/Common Victualler Licenses for: Labh, Inc. d/b/a Mendon Wine & Spirits, 32 Hastings St.; P&P Liquors, Inc., d/b/a Pop 'N' Kork, 1A Cape Rd.; Package Store/Beer & Wine/Common Victualler Licenses for: Kristen's Variety, d/b/a The General Store, 32 Hastings St.; Restaurant/Wine & Malt Regular, Common Victualler Licenses for: ATLK, LLC d/b/a/ Deluxe Pizza, 32 Hastings St.; Restaurant/All Alcohol/Common Victualler/Automatic Amusements/ Live Entertainment/Dancing By Patrons Licenses for: Roy Ventures Corp., d/b/a The End Zone Sports Pub, The Outer Limits, 39 Milford St.; Barry Phaneuf, d/b/a/ Barry's Place, 35 Hastings St.; Common Victualler/Live Entertainment/Dancing by Patrons Licenses for RAD Skate Park, LLC, 49 Uxbridge Rd.; Common Victualler Licenses for: A&Z Golden Corporation, d/b/a DB Mart #3, 1 Milford St.; Northmen, LLC, d/b/a Uber Café, 32 Hastings St.; Jashal Enterprises, Inc., d/b/a Sunny Farms, 1B Cape Rd.; and Street License for William Moosey, 42 Colonial Dr. pending no outstanding issues on BOS Routing Slips. Diane Willoughby will confirm Nipmuc Drive address is on the licenses for Myriad Ballroom. **The motion carried unanimously.**

Chairman Tinio needs to have further discussion with Anne Mazar and the Historical Commission regarding using Community Preservation funds to refinish the wood floors in Town Hall. *Action: Diane Willoughby will give Chairman Tinio the measurements obtained from carpet estimates.* There are also sections of the floor that need to be repaired. This wouldn't be covered under CPC funding.

*Action: Diane Willoughby will ask Chief Horn for the job description pay rate for the police clerk he plans to hire so Selectmen can see if it fits into the current compensation plan.*

**Selectman Goddard made and Selectman Reil seconded a motion to approve the regular meeting minutes of October 21, November 18, 19 and 25, 2013 and the executive session minutes of November 18, 2013 not to be released. The motion carried unanimously.**

**Selectman Goddard made and Selectman Reil seconded a motion to allow Algonquin Gas to perform soil resistivity testing and take measurements near the soccer field on Colonial Drive for a cathodic protection system as long as there is no disturbance to the soccer field. The motion carried unanimously.**

**Selectman Goddard made and Selectman Reil seconded a motion to enter into executive session under M.G.L. c.30A Sec. 21 to consider value of real estate for which discussion at an open meeting may have a detrimental effect on the negotiating position of the public body and to discuss strategy with respect to collective bargaining as an open meeting may have a detrimental effect on**

**MENDON BOARD OF SELECTMEN**

**MINUTES OF MEETING----- December 2, 2013**

**APPROVED-----December 16, 2013**

**the bargaining position of the public body and the chair so declares at 8:00 p.m. The meeting will reconvene only to adjourn. Goddard-aye, Reil-aye, Tinio-aye.**

Respectfully submitted,



Diane Willoughby  
Administrative Assistant

Documents Discussed Located in the 'Administrative Secretary's' Office:

Handouts from Fred Lapham: Memo dated November 26, 2013 from Leah Cameron, Administrative Clerk, Mendon Conservation Commission and Conservation Restriction Sign Plan in Mendon, MA by Shea Engineering dated November 20, 2013

Email from Frank Bailey, Spectra Energy dated December 2, 2013

Restaurant/All Alcohol/Common Victualler Licenses for: NLCK, Inc., d/b/a Lowell's Restaurant, 75 Cape Road; Stephen Hackenson, d/b/a Willow Brook Restaurant, 16 Hastings St.; Alicante, LLC, d/b/a/ Alicante Mediterranean Restaurant & Lounge, 84 Uxbridge Rd.; Miss Mendon Diner, 16 Uxbridge Road; Miss Mendon Diner II, 20 Uxbridge Road, including function hall; Blackstone Valley Pizza, Inc., d/b/a The Hide-A-Way Pizza, 95 Uxbridge Rd.

Restaurant/All Alcohol/Common Victualler/Live Entertainment/ Dancing By Patrons Licenses for: Rouleau & Sons, Inc. d/b/a Myriad Ballroom, Uxbridge Rd., Rte. 16; New England Steakhouse, Inc., d/b/a New England Steak & Seafood, 11 Uxbridge Rd.

Restaurant/All Alcohol Licenses for: MJM McCarthy Greenhouse, Inc., d/b/a The Greenhouse Wood Fired Pub, 3 Cape Rd.

Package Store/All Alcohol/Common Victualler Licenses for: Labh, Inc. d/b/a Mendon Wine & Spirits, 32 Hastings St.; P&P Liquors, Inc., d/b/a Pop 'N' Kork, 1A Cape Rd.; Package Store/Beer & Wine/Common Victualler Licenses for: Kristen's Variety, d/b/a The General Store, 32 Hastings St.

Restaurant/Wine & Malt Regular, Common Victualler Licenses for: ATLK, LLC d/b/a/ Deluxe Pizza, 32 Hastings St.

Restaurant/All Alcohol/Common Victualler/Automatic Amusements/ Live Entertainment/Dancing By Patrons Licenses for: Roy Ventures Corp., d/b/a The End Zone Sports Pub, The Outer Limits, 39 Milford St.; Barry Phaneuf, d/b/a/ Barry's Place, 35 Hastings St.

Common Victualler/Live Entertainment/Dancing by Patrons Licenses for RAD Skate Park, LLC, 49 Uxbridge Rd.

Common Victualler Licenses for: A&Z Golden Corporation, d/b/a DB Mart #3, 1 Milford St.; Northmen, LLC, d/b/a Uber Café, 32 Hastings St.; Jashal Enterprises, Inc., d/b/a Sunny Farms, 1B Cape Rd.

Street License for William Moosey, 42 Colonial Dr.

Appendix A, Classification Plan Positions, Town of Mendon Personnel Policy

Town of Mendon, Massachusetts, A Staffing and Utilization Study, November 16, 2001

Regular Session Meeting Minutes of October 21, November 18, 19 and 25, 2013

**MENDON BOARD OF SELECTMEN**

**MINUTES OF MEETING----- December 2, 2013**

**APPROVED-----December 16, 2013**

Executive Session Meeting Minutes of November 18, 2013