

MENDON SELECTMEN MINUTES OF MEETING----- June 24, 2015
APPROVED-----July 13, 2015

Chairman Reil, Selectmen Schofield and Burke and Town Administrator Newman are present in the Miscoe Hill School Auditorium.

Chairman Reil opened the meeting 6:33 p.m. at Miscoe Hill School.

Ms. Newman informed the Selectmen that there is no need for an executive session tonight. She able to successfully negotiate with Sean Robinson, DG Energy Partners, LLC.

Selectman Schofield made and Selectman Burke seconded a motion to approve the regular session meeting minutes of May 18, June 1 and June 8, 2015 as written. The motion carried unanimously.

Selectman Reil acknowledged receiving a letter from Claudia Cataldo, Town Accountant. **Chairman Reil made and Selectman Burke seconded a motion to accept the retirement letter of Claudia Cataldo, Town Accountant, effective July 16, 2015.** Selectman Burke said it is a big loss to the Town and would like to thank Mrs. Cataldo for her years of service. Selectmen Burk and Schofield would like to look at outsourcing her duties. Selectman Burke said that while other people are pitching in, he would like to know where the divide is without conflict of interest.

Selectman Schofield said he is not satisfied with the letter he has drafted to Governor Baker. He is still formatting it. He would like a meeting posted for Sunday at 2:00 p.m. at Southwick's Zoo as the Governor will be there. *Action: Selectman Schofield offered to record the minutes and will finish letter by Friday, close of business.*

The Selectmen and Town Administrator discussed parcel A at 34 George Street. Selectman Burke said we should pass over Article 21 of the Special Town Meeting Warrant because there are too many pieces missing like the conservation restriction. Mr. Afonso, owner, is now saying he didn't know he had to pay for it. Mrs. Mazar said the Planning Board is not releasing lots until the Conservation Restriction is in place in accordance with the subdivision by-law. She feels that if we wait until November, we will have to wait until the spring to sell the lot. The Town could be getting money sooner and now Mr. Afonso needs to wait to begin building out the lots. Selectman Schofield wants to have control over who pays for the Restriction. Selectman Burke doesn't want to rush it. Selectman Schofield agreed. Mrs. Lowell, Historical Commission member, said the Historical Commission would like to take possession of the house and restore it. She doesn't think it will survive another winter. Selectman Burke said we are still unsure of what we can get for land. Attorney Moss said if the Town accepts the land, it can be deeded to the Town by the owner. The owner can't proceed with the development without a Conservation Restriction. Ms. Newman voiced concern about conveyance and if the owner doesn't develop the site. The Town will then have 24 acres. Attorney Moss said the deed doesn't have any conditions on it. Someone could build according to the subdivision plan. There could be a homeowners association created. Selectman Burke asked if the Conservation Restriction impacts the house. Ms. Mazar replied affirmatively. The house has to be 'cut out 'before the Conservation Restriction is done. Selectman Schofield asked what the chances are that the house survives another winter. Mrs. Lowell replied that the house is not secure and is on Register of Historical Places. Selectman Schofield asked Attorney Moss if there is a down side. Attorney Moss said the down side of accepting the parcel would be the cost to insure the structure and land, losing taxes once the Town owns it and whatever needs to be done with the barn. Selectman Reil said his biggest concern is the barn. Selectman Burke said the primary driver is saving the house. Selectmen agreed they should pass over Article 21.

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Selectman Schofield made and Selectman Burke seconded a motion to sign the FY16 Chapter 90 Project Request crack seal various streets for an estimated \$40,199. Mrs. Willoughby explained that this request was not ready in time for last week's meeting. **The motion carried unanimously.**

Selectmen attended the Special Town Meeting.

Ms. Newman explained that she was able to negotiate a \$7,000 payment in lieu of taxes with Mr. Robinson for the solar car ports at Miscoe Hill School.

Ms. Newman requested that the Selectmen allow a contract extension for the compensation study. **Selectman Schofield made and Selectman Burke seconded a motion to authorize Kimberly Newman to sign the 'Amendment to Service Agreement' with the Edward J. Collins, Jr. Center for Public Management to extend the period of the contract from June 30, 2015 to December 31, 2015.** Ms. Newman explained that she is satisfied with their work and has been in constant contact with them. They have had delays as referenced in their memo. There is no associated cost increase. They plan to be wrapped up by September; however, the contract extension is through December. **The motion carried unanimously.**

Ms. Newman informed Selectmen that she has been in contact with a firm recommended by the MMA that specializes in municipal accounting. Their cost is \$1400 per week and includes end-of year processes. She spoke with Ms. Hawkes, Treasurer/Collector, about transitioning processes through the Treasurer/Collector's Office. Selectman Schofield said he wants to be careful about conflicts in duties between the two departments. Ms. Newman mentioned the comments in the Collin's Center letter about expanding the Treasurer/Collector's duties. She estimates needing the firm's services for a minimum of three months. She will meet with someone from the firm next Tuesday. She anticipates needing money in November to close the gap. There may be other ways to save money with the position. There is a surplus of \$40,000 in health insurance for FY16. Selectman Schofield wants to see what we could save if the position is outsourced. He doesn't want to see any increases in the Treasurer's Office before the Accountant position is determined. **Selectman Schofield made and Selectman Burke seconded a motion to enter into a contract to provide temporary accounting services. The motion carried unanimously.**

Selectman Schofield made and Selectman Burke seconded a motion that it is our intention to record a ten-year Preservation Restriction on (1)Union Chapel/Taft Public Library, 18 Main Street, and (2)Fire Station, 22 Main Street, in Mendon, should we be awarded a grant from the Massachusetts Preservation Project Fund. The Preservation Restriction shall be recorded under the provisions of M.G.L., Chapter 184, Sections 31-33. Ms. Newman explained the need for a preservation restriction on the two buildings in order to be eligible to receive a grant. Mrs. Schofield, Historical Commission member, explained it prevents demolition and changing the historical aspect of the buildings. **The motion carried unanimously**

Ms. Newman reported that the Tax Incentive Financing for 5 Morrison Drive was approved by the State and was very well received. The panel asked her if this was a turning point for the business climate. Ms. Newman feels it is. Selectman Schofield said he would like further discussion.

Selectmen Schofield and Reil requested that their names on letterheads and signatures include their middle initial and Jr.

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Selectman Schofield made and Selectman Burke seconded a motion to adjourn at 9:26 p.m. The motion carried unanimously

Respectfully submitted,



Diane Willoughby
Administrative Assistant

Documents Discussed located in 'Administrative Secretary's' Office:

Letter dated June 18, 2015 from Claudia M. Cataldo

June 24, 2015 Special Town Meeting Warrant

FY16 Chapter 90 Project Request, Crack Seal Various Streets-\$40,199.

Letter dated June 23, 2015 from Mary Flanders Aicardi, Associate, Collins Center for Public Management

Amendment to Service Agreement, Edward J. Collins, Jr. Center for Public Management