

Chairman Reil, Selectmen Schofield and Burke and Town Administrator Kimberly Newman are present in the Upper Town Hall, Mendon.

Chairman Reil called the meeting to order at 7:01 p.m. and led the pledge.

**Selectman Schofield made and Selectman Burke seconded a motion to approve the regular session meeting minutes of December 14, 2015 and the executive session minutes of December 14, 2015 as written not to be released. The motion carried unanimously.**

There were no citizen statements or petitions.

Chairman Reil read the COA announcement sent to the Board of Selectmen recognizing Charles Salvia as Mendon's oldest resident.

**Selectman Schofield made and Selectman Burke seconded a motion to appoint Janet Hubener as the COA Outreach Worker for approximately eight hours per week at the current hourly rate of \$16.00 effective immediately.** Mrs. Wilson Kent said she has been volunteering with Mrs. Hart who is the other Outreach Worker. **The motion carried unanimously.**

Ms. Newman explained that we received a request from the daughter of the previous Highway Surveyor to name a street after the Irons family because of the work they have done in town. Ms. Irons explained she has been to the Planning Board. The utility company has to relocate the telephone pole and remove the old pole. It is a single-lot subdivision. Acceptance of the road needs to be done at a town meeting. Selectman Burke is concerned about the deed if town meeting doesn't approve it as a public road. There is a covenant which requires her to plow and maintain it even though there are others on the road.

**Selectman Schofield made and Selectman Burke seconded a motion to name the private way at 91A Providence Street to "Irons Way" in the event the town accepts it as a "public way". The motion carried unanimously.** Ms. Newman said if we receive notice that everything is complete by next Thursday, we can put the road acceptance on the March Special Town Meeting (STM) warrant. Otherwise, it can go on the May Annual Town Meeting warrant.

**Selectman Schofield made and Selectman Burke seconded a motion to approve the Chapter 90 Reimbursement Request for \$40,880.00 for the installation of a 12" drainage pipe and catch basin manhole system and the Chapter 90 Amendment Request to install a drainage system. Both are for Bates and Bellingham Streets to Route 140.** The new total is \$40,880 for the amendment. The increase was approximately \$8,000. **The motion carried unanimously.** Mr. Tetreault also provided Chapter 90 balances. Selectman Burke suggested adding another column for upcoming projects. Bates Street will be paved in the spring. Because the original cost estimate was two years ago, there will probably be another adjustment forthcoming.

**Selectman Schofield made and Selectman Burke seconded a motion to sign the March 1, 2016 Presidential Primary warrant. The motion carried unanimously.**

Ms. Newman introduced Matt Franz, CMRPC, who made a GIS presentation for boards and committees to determine their needs. Mr. Franz explained that MuniMapper is based on OLIVER, developed by Mass GIS, and is free on the web. There are other vendors who offer other features for a fee. He showed level 3 property parcels. Ms. Berthold, Principal Assessor, has applied for a grant to digitize Assessor

maps. Assessors' property card information can be added as a layer. The grant should be awarded this month. MuniMapper will allow unique data layers such as a Historic District. A shape file, geodatabase file or symbology data layer file is needed to add recent road survey information. Mr. Franz will take a look at it. Updates done monthly or less frequently are free. A vendor would use the changes from the Assessor and update information to Mass GIS. There may be some information that the town would not want be made public. Selectman Schofield suggested each board and committee look at the web site and see what additional layer(s) they would need.

Boards and Committees should look at what other towns have on the web for GIS data and should let the board know what additional layers they would like. The Selectmen will review the requests. Ms. Newman suggested googling the department name to see what layers are available. A future meeting date to continue discussion will be determined. Selectmen discussed having a couple of boards/committees present what they are working on at future MBCC meetings. The next date will be set to coincide with reviewing ATM articles. Selectman Schofield suggested setting dates for the same day of the month for continuity.

Ms. Willoughby discussed the town email addresses for all volunteers which are to be used to conduct town business. Some annual town report submittals are past due and need to be submitted..

Ms. Hawkes, Treasurer/Collector gave an update on the Taxation Aid Committee. An article is being placed on the March STM warrant to establish a fund that the committee will use to distribute money next year. She wants to make sure the public is aware that there are options for those who need it. Guidelines have not been established yet.

The Assessors will be adding an article for a CPC fund exemption.

**Selectman Burke made and Selectman Reil stepped down to second meeting a motion to adjourn the meeting at 8:30 p.m. The motion carried unanimously.**

Respectfully submitted,



Diane Willoughby  
Executive Assistant

Documents Discussed located in 'Executive Assistant's Office:

Memo from COA dated February 1, 2016, Mendon's Oldest Citizen

Irons Way Public Road Request

Regular and Executive Session Minutes of December 14, 2015

Chapter 90 Reimbursement Request for \$40,880.00, installation of 12" drainage pipe and catch basin manhole system, Bates and Bellingham Streets to Route 140

Chapter 90 Amendment Request, Installation of drainage system, Bates and Bellingham Streets to Route 140

Chapter 90 Balances

State Presidential Primary Warrant