

MENDON BOARD OF SELECTMEN

MINUTES OF MEETING----- June 17, 2013

APPROVED----- July 1, 2013

Chairman Goddard, Selectmen Tinio and Reil are present.

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

Duncan Chapman and Steve Marsden from Northeast Real Estate Solutions joined the board. Steve said the Commercial RFP for the Taft Orchard Property has been reviewed and changes have been made per town counsel. Town Counsel recommended having the IG's office review it because some recent court decisions have been made. Selectman Goddard suggested the word 'will' be changed to 'may' regarding designating an area for park/recreational uses. The solar program reached 400 megawatts before 2020. It has already been exceeded due to the amount of applications. Therefore, the program has closed. On June 7 that program will be changed. Guidelines will come out mid July. Rules will be in effect by the end of the year. Therefore, RFP has to be amended. Steve recommended extending the RFP deadline to August 30. He recommends spending \$7500 fee to opt into the program and get reimbursed by whoever wins the bid. Mr. Schofield recommended paying after July 1. **Selectman Goddard made and Selectman Reil seconded a motion to approve the Commercial RFP for the 'Taft Orchard property', 36 Milford Street, with changes on page two to change Town Administrator to BOS Office, change 'shall' to 'may' in land use section and extend the duration of the solar RFP to August 30. The motion carried unanimously.**

Mr. Schofield joined the board to discuss pursuing a Town Administrator. He had met with Selectman Goddard and developed four options with timelines. All options assume FY 15 budget has money for the position allocated. Review of informational flyer can be done at the next BOS meeting.

Margaret Bonderenko and Jenn Welch joined the board to discuss potential new town web site. Virtual Town Hall can be financed over three fiscal years; \$2000 is due when the contract is signed. If the website goes live in October, \$1496 will be due then to cover the remainder of the fiscal year. The following fiscal year the cost will be \$3995. The 3rd year the cost will be \$1995. We are currently paying \$350 per month which is \$4200 per year. In July, August and September we would still be paying Sales Renewal. We will save \$2200 annually once initial expense is paid. We need to obtain two more bids for municipal websites. Selectmen would like to meet again after bids are obtained.

Linda Hawkes joined the board to discuss open positions in the Treasurer/Collector's Office. There were ten candidates for the Assistant Treasurer/Collector position. Seven individuals were interviewed, five with Town Accountant, Principal Assessor and Assistant Treasurer/Collector. Her top three recommendations are present. She has given her top recommendation to the Selectmen. Selectmen interviewed Kathryn Harwick-Foley, Brenda Bishko, and Jennifer Welch. Linda will wait until August 1 to hire the clerk in order to budget for training. All candidates are immediately available. *Action: Post a meeting for a decision to be made on Friday, June 21 at 5:30 pm.*

Alan Tetreault approached the board to discuss Darlene not being able to do Conservation position and Highway Department position. It has been difficult to learn both jobs at the same time. This position will be looked at in conjunction with other openings in town offices.

Selectman Goddard made and Selectman Reil seconded a motion to renew the Common Victualler License for Don Handley, d/b/a Pop's Popcorn, 82 North Avenue pending return of positive BOS routing slips. The motion carried unanimously.

Selectman Goddard made and Selectman Reil seconded a motion to appoint Susan Barnett of 1 Puddingstone Lane to the Town Forest Committee with a term to expire June 30, 2016. The motion carried unanimously.

Selectman Goddard made and Selectman Reil seconded a motion to appoint Patrick Doherty and Ted King to the Zoning Bylaw Review Committee for a term to expire June 30, 2014. The motion carried unanimously.

Selectman Goddard made and Selectman Reil seconded a motion to allow the renewal of a junk dealer's license to David Lowell at 4 Main Street. The motion carried unanimously.

Selectman Goddard explained that they had made a motion to grant a beer-only license to the Nipmuc Youth Softball Program & Mendon Junior Baseball instead of a wine and malt beverages license. **Selectman Goddard made and Selectman Reil seconded a motion to amend the motion made on June 4, 2014 to grant a Wines and Malt Beverages Only License for June 7 through June 10, 2013 to the Nipmuc Youth Softball Program & Mendon Junior Baseball for the Summer Fest on Saturday June 8 with a rain date of Sunday, June 9, 2013 at the Memorial Field. The motion carried unanimously.**

Chairman Tinio explained that Selectman Reil will abstain from the upcoming votes for special licenses for Earth Limited as he works at Southwick's Zoo. **Selectman Goddard made and Chairman Tinio stepped down to second a motion to approve issuance of a Special Wines and Malt Beverages Only License to Earth Limited, Southwick's Wild Animal Farm, 2 Southwick Street, effective June 20, 2013 through June 22. Authorized Hours of Sales are 6:00 p.m. to 8:30 p.m. on Friday, June 21, 2013 at the Zebra Café. The motion carried unanimously.**

Selectman Goddard made and Chairman Tinio stepped down to second a motion to approve issuance of a Special Malt Beverages Only License to Earth Limited, Southwick's Wild Animal Farm, 2 Southwick Street, effective August 8, through August 10, 2013. Authorized Hours of Sales are 6:00 p.m. to 8:00 p.m. on Friday, August 9, 2013 at the tented area outside the zoo by the parking lot. The motion carried unanimously.

Selectman Goddard made and Chairman Tinio stepped down to second a motion to approve issuance of an All Alcoholic Beverages License to Earth Limited, Southwick's Wild Animal Farm, 2 Southwick Street, effective September 19, through September 21, 2013. Authorized Hours of Sales are 5:00 p.m. to 9:30 p.m. on Friday, September 20, 2013 at the tented area outside the zoo by the parking lot. The motion carried unanimously.

Selectman Goddard made and Selectman Reil seconded a motion to approve the May 21, May 29 and June 4 regular meeting minutes and the May 21 executive session meeting minutes not be released. The motion carried unanimously.

Members reviewed the estimates for mowing the Fire Station and the site of the new library. The Parks Department will mow the new library site beginning July 1. Volunteers will mow in the mean time. The Parks Department will mow the Fire Station. Estimates will be kept on file in case an occasional mowing is needed.

Members discussed the Murphy Dog Hearing Decision. They would like to look at the last dog hearing decision to see how that was worded to be consistent. *Action: This topic will be put on the July 1 agenda.*

Willem Angenent approached the board regarding his frustration after attending the Planning Board and Zoning By-law Review Committee meeting. He said the by-laws are written by one person with his/her own interest and not the interest of the town's. Chairman Tinio said everyone has a right to their opinion, by-laws are antiquated and need to be updated. Chairman Tinio said Planning Board's town counsel may need to attend and will speak with Bill Ambrosino.

Selectman Goddard made and Selectman Reil seconded a motion to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Diane Willoughby
Administrative Assistant

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

Town of Mendon, Massachusetts-Request for Proposals for Sale or Lease of Town-Owned Land
Request for Proposals For The Lease Of A Portion Of The Taft Orchard Property In Mendon, MA For
Use As A Soar Energy Facility

Mendon Needs a Town Administrator June 2013

Virtual Town Hall Website Services Proposal, Town of Mendon, May 16, 2013

Documents located in Treasurer/Collector's Office:

Resumes/Job Descriptions for Kathryn Harwick-Foley, Brenda Bishko, Kathryn Harwick-Foley and
Jennifer Welch