

## MENDON BOARD OF SELECTMEN

MINUTES OF MEETING----- October 15, 2012

APPROVED-----October 22, 2012

Chairman Ammendolia called the meeting to order at 7:36 p.m.

Pledge

Mark Reil approached the board to explain the Change Order for the boilers/furnaces. The change amount is less than 10 percent of contract price total. Therefore, it does not have to go out to bid again. Mark was unaware of the possibility of this change last week. **Selectman Goddard made and Chairman Ammendolia stepped down to second a motion to accept the Change Order to the Contract awarded by the Town of Mendon to Commercial Industrial Boiler Services of Medway, MA to perform the installation of the boilers and furnaces as stated in the "Town of Mendon Green Communities Invitation to Bid for the Town Hall Boilers, Fire Station Furnace & Burner and Highway Department Office Furnace & Burner Installation," dated September, 2012, with the Contract price as stated in the Commercial Industrial Boiler Services' Bid, by having the Contractor install the following increased efficiency boilers in the Mendon Town Hall – specifically, two (2) Buderus Oil Fired Units model number G215/7, with an AFUE rating of 86.7%, including necessary Logamatic Control and Module with the additional cost of said units shall be four thousand dollars and no cents (\$4,000.00), and with all funding for this change order transferred from the Green Communities account, and furthermore to direct the secretary to the Mendon Board of Selectmen to enter into an agreement with Commercial Industrial Boiler Services, memorializing this Change Order, and to authorize Mr. Michael Ammendolia, as Chairman of the Mendon Board of Selectmen, to sign the contract on behalf of the Town. The motion carried unanimously.**

**Selectman Goddard made and Chairman Ammendolia stepped down to second a motion to accept the resignation of Ruth O'Grady of 205 Providence Street from the Council On Aging effective 10/31 / 2012. The motion carried unanimously.**

**Selectman Goddard made and Chairman Ammendolia stepped down to second a motion to appoint Kevin Rudden to the Council On Aging for a term to expire June 30, 2013. The motion carried unanimously.**

**Selectman Goddard made and Chairman Ammendolia seconded a motion to appoint Gloria Profetto, 93 North Avenue, to the Cultural Council for a term to expire June 30, 2014. The motion carried unanimously.**

Selectmen agreed to hold the dog hearing for 106 Millville Road on Wednesday, November 28 at 7:30 p.m.

*Action: D. Willoughby to get opinion of new building inspector on the conditions of 71 Uxbridge Road & 16 Cape Road before the end of the week.*

Department Heads joined the Finance Committee and Selectmen. Finance Committee Chairman Rich Schofield said FY14 budget needs must be entered into KVS by Nov. 1. No more changes can be entered after that date. Any changes need to go through Interim Town Coordinator Horn.

Assessor, Jean Berthold: The town received the second meals tax distribution of \$26,170.94 which was from June through August. This brings the total through August to \$53,582.06. If we keep on that track, the total will be \$83,000 to \$85,000 from January to August. Assessor's budget has been formulated and entered into KVS. She has started the recap and needs dispatching fees. Chief Horn is meeting with the State on Thursday. Jean did not include \$92,000 to account for dispatching fees. Selectman Goddard suggested using figures Dave Kurczy and Mr. Schofield worked out and Mr. Schofield will get updated amounts are available from the State. Jean believes growth will exceed \$70,000 as she already has \$40,000 for personal property taxes.

COA, Amy Wilson-Kent: Friends of Mendon Elders picked up gas expense for van. Volunteers have been helping with building maintenance. She is actively seeking federal, state & local grants for van for the next year or two. Selectman Goddard suggested Amy needs to track operational expenses. Gas is \$300/mo. Received operational grant for Fy12 which was left over. It is being used for building maintenance/alarm system. Amy received Stop and Shop grant for exercise classes. The Tri-Valley bill is due in the spring.

Highway Department, Al Tetreault: Highway budget is on track. Received free \$4,000 worth of labor for wood branches & debris for mulching--used as a tax write off. He got the culvert inspection report from the State. Hartford Avenue East work will need to be bid out. There is a hairline crack in a bridge deck. The salt shed is full and there is 5,000 gallons of liquid de-icing. The price for salt is cheaper this year.

*Action: D. Willoughby to ask Mark Reil & Anne Mazar what benefit the town will get from new furnaces/burners. Diane will track oil usage.*

Library, Susan Darnell: They are submitting a waiver for state aid. This is the 5<sup>th</sup> year they have done so. The submission deadline is November 9. There are three qualifications. 1) Number of hours in operation. They are at 30 hours which is down 47 percent from two years ago. 2) Spend 20% of budget on books. They have been using state aid money for this. The library cannot be cut in excess of other departments. This is not a problem this year. Susan is not sure how many years the town can apply for waiver. Selectman Goddard would like detailed qualifications to discuss when representatives are present at November BOS meeting. Friends of Library have been donating funds. They are on track for budget spending. There is a deficit from the longevity bonus. There is an article on the November warrant for last years' bonus. They will outspend the longevity bonus line item this year by approximately \$500.

There should be another article on the November warrant for the Treasurer/Collector's office longevity bonus.

BOH, Missy Kakela-Bottoms: Spending is on target. Water: Public water supply wells that were identified by DEP, budgeted \$13K to cover costs of testing and well work from Memorial field to town beach. That money needs to be back filled into the appropriate account. The Town Accountant needs to determine out of what account \$7770/year for Mr. Watson needs to be funded.

Public Safety, Chief Horn: Budget amounts are tracking well. There are no major problems except 145% of budget has been spent already. There is a \$5,000 deficit. The overtime in the Fire Department is high and had to pull the maintenance office to work on Public Safety vehicles--transmission, rear ends. There are over 200,000 miles on the vehicles. In the past, 1.5 vehicles are replaced per year. This is accomplished through leasing. Chief Horn estimates another \$10,000 deficit before the end of the fiscal year. The medical supplies' accounts are on target. The Fire Department has spent 43% of their budget to licensing which is done at the beginning of the fiscal year.

Finance Committee, Rich Schofield: A flow chart had been distributed by the Interim Town Coordinator (ITC) outlining the budget process this year. No more budget meetings are scheduled until November 1. Department heads are instructed not to change any numbers after that date without going through ITC. The town is starting at a \$21,000 deficit. Mr. Schofield budgeted a 50/50 split for MURSD. Chief Horn spoke with the Town Coordinator in Hopedale. Hopedale would like to extend the terms of the November Dispatch Contract on 30-day allotments up to January 1. Does the board want to keep the same fees? Chief Horn wants to continue to indemnify. The BOS will take under advisement. Current monthly amount is approx. \$6,000. Mr. Schofield will meet with Jean after she receives figures from the State.

Jean Berthold said she hopes mosquito control services would come through an override. Members discussed overrides possible for Mosquito control & Town Coordinator position. The Finance Committee has not discussed how this will be funded yet. An election is needed within 90 days if it is going to be funded through override. Jean estimates it will cost between \$15 and \$20 per year for mosquito control. Stipends and Highway Department materials are other needed items. Selectman Goddard said consolidation and shared services should be considered.

Diane Willoughby and Jean Berthold discussed Certificates of Good Standing being submitted by businesses to confirm they are paying their meals taxes to the State. Jean mentioned the town has a bylaw which allows denying issuance of a license for non-payment of taxes. Jean is waiting to hear from the Commissioner of Revenue to see if she will give the town a list of those businesses that have paid the meals tax. *Action: ITC Horn to check with Town Counsel on his opinion of due process.*

Amy Wilson Kent made several announcements for viewers and thanked the Lion's and Leo Clubs for Senior citizen of the Year and Senior Citizens Day celebration.

Selectman Goddard said town received RFP for consulting and brokerage services for Taft Orchard Property. The Finance Committee also has copy. Northeast Realty has interest in solar farming. *Action: Diane Willoughby to see if Northeast Realty can attend next meeting.*

Ernie Horn performed site visit at 63 Uxbridge Road. The town owns the property and has limited liability insurance on it. Alan Tetreault will board the building up. *Action: Ernie and Alan will meet to determine what account the cost of plywood would be funded.*

Mike Ammendolia spoke as a Conservation Commissioner recommending begin advertising from within for a Conservation Commission. The position is funded. Selectman Ammendolia stated this is a good place to consolidate. Selectman Goddard agreed saying attrition is a good way to consolidate. *Action: D. Willoughby to put Town Hall Staff on agenda for next meeting. Ernie Horn will have outline of organization chart, division of labor, conflicts of interest & auditor's reasoning for Treasurer/Collector position being part time. Current Treasurer/Collector feels her position needs to be full time.*

*Action: D. Willoughby to inform Finance Chairman Rich Schofield of the Town Crier deadline. The Finance Committee cannot have a meeting until next Tuesday.*

Resident Mike Watson asked if the town had any new hires other than replacing personnel. The answer was no. There is \$250,000 in stabilization. Mr. Schofield said he will ask school district if they are expecting a 50/50 split for funding in FY 14 at their multi-board meeting.

**Selectman Goddard made and Chairman Ammendolia seconded a motion to adjourn the meeting at 9:20 p.m. The motion carried unanimously.**

Respectfully submitted,

Diane Willoughby  
Administrative Assistant