

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

Chairman Goddard called the meeting to order at 7:04 pm.

Neither Chairman Goddard nor Selectman Schofield had a chance to read minutes from previous meetings; therefore, they will be passed over until the next meeting.

There were no citizen comments.

Chairman Goddard congratulated Nipmuc soccer team for state championship. Selectman Reil would like to send a letter he drafted on behalf of the Board to Coach Cohen and the girls. Members agreed to send a letter of congratulations. **Selectman Reil made and Selectman Schofield seconded a motion to send a congratulatory letter to the Nipmuc Soccer Champions. The motion carried unanimously.**

Chief Horn presented his update on Public Safety. Their expenditures are mostly on schedule but high on overtime for the Fire Department. Overtime for the Police Department is looking pretty good. They are high on Dispatch due to someone with a catastrophic, non-job-related injury. He was given a FMLA letter, the term of which has been reached. He will be leaving his position. They are interviewing someone next week. This will get the overtime expenses back in line. The furnace failed in Station 2. He and his crew were able to drain the building. They are waiting for an estimate to which could be between \$3,000 and \$4,000. The Town Administrator wants to look at the long-term use of the building. The fire truck was moved out so it won't freeze and the building was cleaned out. There is a failure of the pumping system of Engine 1 which must be fixed. With labor it will cost \$22,000. He has discussed this with the Finance Committee Chairman and Town Administrator. There is another open position. There is an additional person going through the retirement process. There are no sick time issues. He looks at arrests to ensure there is no profiling. The reports he submitted are based on what the FBI tracks. The Chief's concerns are quality of life issues like speeding in neighborhoods. Theft tends to go up when they are short staffed. There was an accident in which a cruiser hit a large deer. Fortunately, the cruiser was not totaled. Chairman Goddard would like a monthly report of offenses by shift and whatever the Chief finds interesting as it makes a case for further investments. The Chief will bring another sample of information he could provide. Selectman Schofield would like a management report that the Chief uses. Chairman Goddard would like a higher-level report including number of openings in departments and number of applicants. The Chief said he tracks criminal activity by street to relocate assets. He noted that there were 350 arrests for this year which is typical. Selectman Goddard would also like the same type of information for the Fire Department.

Chief Horn introduced the Police Department candidates, Detective Sergeant Dave Kurczy and Officer Matt Hoar. He also explained the selection process. Officer Hoar is the Assistant Team leader from the Central Mass. Reconstruction Team. Sergeant Brown, Uxbridge Police Department, & Army Lt. Colonel came in support of Officer Hoar. Detective Sergeant Kurczy has been handling the budget and is the most senior of both Sergeants who interviewed for the open Lieutenant position. Chief Horn also reported that he received a drug box in which residents can drop off prescription drugs. The Chief expressed his appreciation for the Highway Department's pouring of a slab for the antenna. **Selectman Reil made and Selectman Schofield seconded a motion to appoint Matthew Hoar to the position of Police Sergeant at the hourly rate of \$31.9563 effective immediately.** All Selectman and Ms. Newman voiced their approval of chosen candidates. **The motion carried unanimously.**

Selectman Reil made and Selectman Schofield seconded a motion to appoint David Kurczy to the position of Police Lieutenant at the hourly rate of \$33.0653 effective immediately. The motion carried unanimously.

Duncan Stewart, 31 Hartford Avenue East, discussed his permit extension for two houses on one piece of property. The utilities, exterior trim and driveway are complete. The site is clean and safe. He is still targeting a June 2015 completion.

Tim Aicardi, Building Inspector, joined Selectmen as a follow up to the previous meeting regarding permit fees. Area towns' fees cover inspectors' rate as well as an administration fee. He based his proposed fees on those. Members reviewed proposed fees to ensure they covered the inspectors' new rates. **Selectman Reil made and Selectman Schofield seconded a motion to change the Building Department Electrical and Plumbing fees as provided in the schedule presented to the Board. The motion carried unanimously.**

Chairman Goddard asked Mr. Aicardi for a status on his engagement of town counsel for some issues. Mr. Aicardi said he wrote certified letters to property owners and at some point town counsel may have to become involved. Ms. Newman reported that she met with Mr. Aicardi, reviewed and approved of the letters. They will be mailed tomorrow. Selectman Schofield feels we are improving professionalism of building department inspections. The new fees will be put on the Town web site.

Selectman Schofield did not remember why the language was changed in the motion for paid, half-day holidays. He thought everyone that would otherwise be in work that day would have the half day off. Selectman Reil thought it was all full-time employees that were non-contractual unless they had it in their contracts. Ms. Newman explained the language said it was non-contractual, full time. The 'original' motion would not include the Treasurer/Collector so the motion was changed. Chairman Goddard said the wording was changed to be fair and equitable for everyone. Selectman Schofield said that employees now expect the 1/2 days off. He asked the Chief about the expectation of his employees. Chief Horn said in past the Town Hall closed 1/2 day before 'Thanksgiving and Christmas'. No one else did. The Police and Fire Departments still had to work. Since then Dispatch and the Town Hall Unions put it in their contracts. He must provide five additional days off for dispatchers which is included in the budget. For firefighters it equates to approximately \$3,000. He likes idea of being fair and equitable and he will make that work. It will cost him a few thousand dollars. He can work extra shifts for Police Department. If the Board takes it back from Public Safety, the unions have a right to speak on that. The unions understand there is give and take. He doesn't see it as a problem if the full day is given back. Selectman Schofield suggested talking to the Finance Committee Chairman in order to find the money to grant the time off. The Chief said he and the Town Administrator discussed the issue and it can be worked out. Ms. Newman said she spoke with counsel and is working on future contracts with him. She confirmed with counsel that doing it this year does not set a precedent.

Selectman Reil made and Selectman Schofield seconded a motion to grant a Monday through Saturday Live Entertainment & Dancing License for Willow Brook Restaurant, 16 Hastings Street for the hours of 6:00 p.m. to 11:00 p.m. pending payment of fee and departmental approvals. The motion carried unanimously.

Ms. Newman explained a date needs to be set in March for a Special Town Meeting to ensure there is enough time for public hearings. All Selectmen are available the week of March 18. Ms. Willoughby

is working with involved parties to confirm a date. Chairman Goddard wants to ensure that the date is in line with Zoning Board and with anything that would require a ballot vote for April.

Ms. Newman reported that there is a lengthy agenda for an upcoming meeting. She would like all members of the Board to attend. Selectman Reil is not available December 15. The consultant will be coming in to explain the compensation study. The Friends of Mendon Police will be attending. Ms. Newman said there is also a need for an executive session. Chairman Goddard said to keep a meeting on December 8 for the Pearson property and December 16 for town counsel issues.

Ms. Newman reported that she received quotes from Worldband and Whalley Computer Associates for computers. Their prices are comparable. Worldband includes installation at \$90 for each of the ten machines. They also provided an inventory. She feels comfortable working with Worldband.

Selectman Reil made and Selectman Schofield seconded a motion to authorize the purchase of ten computers from Worldband. The motion carried unanimously.

Ms. Newman explained the Treasurer/Collector put comparative information regarding copiers together which has been brought to the Finance Committee. Ms. Hawkes was able to negotiate a lease with the company that leases copiers to the Police and Fire Departments. Police and Fire Departments' rates will go down and the lease will be for all machines. **Selectman Reil made and Selectman Schofield seconded a motion to authorize the Town Administrator to execute a contract with Kyocera for the lease of Kyocera copiers for the Town of Mendon. The motion carried unanimously.**

Ms. Newman said she received information on the solar lease before she came upstairs. She is working on evaluations for town employees which will be done on time.

Selectman Reil made and Selectman Schofield made a motion to authorize Chairman Goddard to sign the Green Communities Report for July 1, 2013 through June 30, 2014. Bill McHenry, Green Communities Coordinator, is planning to submit the report next week. Chairman Goddard responded that he would like to see the report before signing it. Ms. Newman added that the intent is that he is authorized to sign the report after he has reviewed it. He wants to know what the Town is doing to get to the 20 percent reduction goal. He would like more frequent updates, as well. *Action: Ms. Newman will see that Selectmen get the information.* **The motion carried unanimously.**

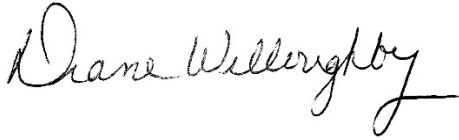
Members discussed accepting the annual gift of a wreath from the Evergreen Center. Chairman Goddard is not available. Selectman Reil is not in the area December 11. Selectman Schofield is available December 10, or 11 at 1:00 p.m. or 5:00 p.m. *Action: Ms. Willoughby to coordinate with the Evergreen Center.*

Ms. Hawkes asked if Selectmen can come in tomorrow evening or Wednesday morning to sign the warrants.

Chairman Goddard would like an update from the last multi-board meeting from Selectman Schofield who is the sitting Chairman.

Selectman Schofield made and Selectman Reil seconded a motion to adjourn at 8:28 p.m. The motion carried unanimously.

Respectfully submitted,



Diane Willoughby
Administrative Assistant

Documents Discussed located in 'Administrative Secretary's' Office:
Offenses by Month, Arrests on View & Based on Incident/Warrants by Race, Sex and Age, Summons
by Race, Sex and Age; Protective Custody Arrests by Race, Sex and Age- all January 1, 2014 through
November 24, 2014
Electrical, Plumbing and Gas Permit Fees-Existing and Proposed
Worldband Estimate No. 1885
Whalley Computer Associates, Inc. Quote Document No.115085 rev. 1 of 1