

Select Board Meeting Minutes 06/07/21.

**Sel. Jurmain called the meeting to order at 7:00pm**

The following persons were present via Zoom: Chair Peter Jurmain, Vice Chair Erin Underhill, Clerk Craig Schultze, Town Administrator Mike Guzinski, Operations Support manager Karen Bouret DeMarzo.

Announcements

The Board thanks Vincent "Gerry" Howley for his long and dedicated service to the Millis Fire Department.

**Sel. Schultze made a motion to authorize Saturday June 12<sup>th</sup>, 2021, as Vincent "Gerry" Howley Day.**

**Sel. Underhill seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

Millis Fire Blood Drive will be held on Saturday June 3<sup>rd</sup>, 2021, at Millis Town Hall.

Energy Manager, Bob Weiss announced MassDEP has awarded Millis a \$50,000 grant to install the Town's first Electric Vehicle Charging Station at the municipal parking lot behind the library.

21-147 Discuss Local Government Board/Committee Meeting Protocols

Town Administrator, Mike Guzinski states that considering the lifting of the COVID-19 protocols by the state and after discussion with the Health Director, he recommends the Board approve and allow the start of in-person meetings effective June 14<sup>th</sup>.

**Sel. Underhill made a motion resume all in-person Board/Committee meetings effective June 14<sup>th</sup>. Sel. Schultze seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

21-148 Appointment of (2) DPW Summer Seasonal Workers

**Sel. Underhill made a motion to ratify the Town Administrators appointment of Brian Nichols and Christopher Gokey as DPW Summer Seasonal Workers starting June 8<sup>th</sup>, 2021- September 30<sup>th</sup>, 2021, contingent upon a successful physical. Sel. Schultze seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

21-149 Appointment of a Part-Time Public Safety Dispatcher

**Sel. Underhill made a motion to ratify the Town Administrators appointment of Max Moran as a Part-Time Public Safety Dispatcher pending his physical and drug screen to being working on Monday June 14<sup>th</sup>. Sel. Schultze seconded this motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

21-150 Appointment of Economic Development Committee Member

**Sel. Schultze made a motion to appoint Christy Lagos to the Economic Development Committee. Sel. Underhill seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

21-151 Request to Rename the Plain Street Bridge to The Wishing Bridge- Life Experience School

**Sel. Schultze made a motion to rename the Plain Street Bridge to The Wishing Bridge for one year. Sel. Underhill seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

21-152 Discuss Sewer Connection Request 1178 Main Street

Dan Merrikin from Legacy Engineering discusses the proposed development at 1178 Main Street. The developer Mr. Howe would like to build a two-story apartment building and three duplex units, totally 38 bedrooms with an estimated maximum day sewage flow of 4,180 gpd.

Sel. Jurmain questioned is any of the units are going to be 40b units?  
Mr. Merrikin responded by saying no not yet, this is still in the planning stages.

Sel. Schultze asked if this property was counted in the usage reserve numbers given to CRPCD because the property is on the sewer line.

DPW Director, Jim McKay stated he has investigated that and could not find any numbers for this property.

The Board decided to discuss this further and have it added to the 6/21 agenda.

#### 21-153 Discuss Sewer Connection Request Acorn Place Condos

Dan Merrikin from Legacy Engineering discusses the condos at Acorn Place. He is requesting Sewer connection for the 4 single family units and 2 duplex units totaling 48 units which contain 100 bedrooms an estimated maximum day sewage flow of 11,000 gpd.

The Board decided to discuss this further and have it added to the 6/21 agenda.

#### 21-154 Review/Approval of Revised Plan for Previously Approved Land Disturbance Permit

**Sel. Underhill made a motion to approve the revised plan dated 5/12 as a modification under the original Land Disturbance Permit for 4 Frontier Lane formally 2 Frontier Lane. Sel. Schultze seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

#### 21-155 Award of FY22 Annual Paving Bid

**Sel. Underhill made a motion to authorize the Town Administrator to sign on the Towns behalf a contract with T. Miozzi, Inc. to not exceed the amount of \$487,199.60. Sel. Schultze seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

#### 21-156 Charter Review Committee Recommendations Presentation

Chief Christopher Soffayer, Chair of the Charter Review Committee, discussed the process the committee used to gather these recommendations, including reviewed various charters, interview key people (Select Board, Town Clerk, Town Moderator, Town Counsel, Town Administrator), and formulated/discussed List of Issues. He then made the following Charter Change Recommendations

- Increase the size of the Select Board from 3 to 5 members.
- Change the Town Clerk to be an appointed position.
- Increase the term for Moderator from 1 year to 3 years.
- Add a position of Deputy Moderator.
- Rename Finance Committee to Warrant Committee
- Article III, Section III-4 of the Town Administrator Job Description- giving the ability to streamline work for the Board and the Town Administrator.

The Board would like to discuss further add this to a July Meeting Agenda.

#### 21-157 Respond to Planning Board's Request for Comment- Marijuana Cultivation Facility Special Permit for GT 1480-86 Main Street

Bob Weiss, Economic Development Director will email all updates from the planning Board regarding the Marijuana Facility Special Permit.

21-158 Annual Acceptance of Select Board Policies & Procedures

**Sel. Schultze made a motion to approve the acceptance of Select Board Policies & Procedures. Sel. Underhill seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

21-159 Discuss Board/Committee Liaison Updates

**Sel. Jurmain made a motion to approve the following Committee assignments for FY22, Sel. Underhill will be the liaison for Local Emergency Planning Committee, Enterprise Funds Advisory Committee, Cemetery Committee, Community Preservation Committee. Sel. Jurmain will be the liaison for Energy Committee, Capital Planning Committee, Town Meeting Study Committee. Sel. Schultze will be the liaison for Cable TV Advisory Committee, Norfolk County Advisory Board Designee, Permanent Building Committee, Economic Development Committee. Sel. Schultze seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

**Sel. Underhill made a motion to appoint herself as the liaison for the School Committee, if it is officially added to the formal list. Sel. Jurmain seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

21-160 Designate Working Group Representative for PBC

The Board decided to move forward with the working group.

21-161 Discuss Acceptance of local Option for Remote Participation for Boards & Committees

Sel. Jurmain stated he thinks this policy is well written and it would be beneficial for the Town.

The Board decided to put it out for review for the public and vote on it at the next meeting.

21-162 Authorize Issuance of RFP for Salary Study

**Sel. Schultze made a motion to authorize the Town Administrators office to issue an RFQ for a salary study. Sel. Underhill seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

21-163 Discuss/Approval of Letter to State Representatives Regarding PFAS

The Board discussed the proposed letter, they decided to divide it into two letter and add it to the 6/21 meeting for approval.

21-164 Discuss Juneteenth State Holiday

The Board unanimously agreed that this is an important holiday with will be recognized in the Town of Millis and will be part of the collective bargaining agreements with the unions this fall.

21-165 Approval of Statement of interest Letter to MSBA Regarding Renovation of Middle/High School

Terry Wiggin, Director of Finance and Human Resources for Millis Middle High School, discusses the Statement of Interest for potential renovation/addition to the Millis Middle High School. He would like the Board to add a formal vote on the 6/21/21 agenda.

21-166 Approval of Water/Sewer Commitment

**Sel. Underhill made a motion to approve the Water/Sewer Commitment to the collector in the amount of \$3,087.25 for May 2021. Sel. Schultze seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

**Sel. Jurmain made a motion to enter Executive Session at 10:15pm to consider the purchase, exchange, lease, or value of Real Estate (61A Parcel Village Street). To strategize with respect to potential litigation regarding property on Forest Road (60 Forest Road). To strategize with respect to ongoing litigation (Comprehensive Litigation Update) only to emerge from executive session for the purpose of adjournment Sel. Underhill seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.**

Respectfully submitted by Victoria Schindler