

Select Board Minutes 8/22/22

Chairperson Erin Underhill called the meeting to order at 7pm. The following persons were present: Vice Chair Craig Schultze, Clerk Ellen Rosenfeld, Town Administrator Mike Guzinski, and Assistant Town Administrator/HR Manager Karen Bouret DeMarzo.

Announcements

For the September 6th Election, early voting will begin on August 27th and continue until September 2nd, 2022.

Massachusetts has risen to a level III drought, which means the water ban is still in full effect. If you or someone you know is breaking this ban, there will be a warning, then a \$100, and a subsequent fine of \$100 after that. This ban will presumably be in effect until September 25th, 2022.

Millis has been awarded the State Transportation Bill Award, amounting to \$1,000,000 in order to pay for reconstruction on Route 109. The award is pending the Governor's approval and should be disbursed within a few months.

22-166 Discuss Town Policy for Lift Assist at Assisted Living and Nursing Home Facilities

Millis Fire Chief Richard Barrett spoke to the Board about amending the Lift Policy at the Assisted Living and Alzheimer's Care Center in Millis. The current Lift policy protects staff at these facilities by requiring an EMS worker to lift patients when they have a fall that isn't threatening to their health. Chief Barrett asked the Board to implement a No-Transport Lifting Fee to justify the cost of a trip for local EMS workers, which will cost around \$500 per lift.

Chair Underhill made a motion to defer the town policy for Lift Assist until the meeting on September 12, 2022. Sel. Schultze seconded this motion. The motion passed unanimously.

22-167 Review/Approval of SAFE Coalition Flag Display Request

Jennifer Knight-Levine, a representative from the SAFE Coalition proposed a public Display of flags in honor of Overdose Awareness Month (August) and Day (the 31st). Each flag would represent a life lost last year in Massachusetts because of an overdose, totaling to 2290 flags.

Sel. Schultze made a motion to allow the display of 2290 purple flags to be displayed in the yard of the town hall on August 31st in honor of Overdose Awareness Day. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-168 Approval of FY23 Green Communities Contract

Director of Economic Development and Planning Robert Weiss asked the Board to approve the Green Communities Grant award from the Massachusetts Department of Energy Resources for \$73,524 to complete three separate projects. Mr. Weiss only wanted the Board to accept \$70,633.04 for the purposes of installing air source heat pumps at the D'Angelis Water Treatment Plant and for Wells 1-6; the third project was canceled so the full award is not needed at this time.

Sel. Schultze made a motion to accept the Green Communities FY2023 Grant for \$70,633.04 for two energy efficiency projects and appointed Town Administrator Mike Guzinski as the Authorizing Signatory on behalf of the town. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-169 Approval of DPW Contracts

Director of Dept. of Public Works (DPW) James McKay petitioned the Board to allow the Town Administrator to sign two contracts. The first contract is an extension of the existing contract regarding pavement markings at 30 Riverside Drive in Pembroke MA, not to exceed \$30,000.

Sel. Schultze made a motion to allow the Town Administrator to award a contract to Markings inc. for \$30,000, with \$20,000 coming from line painting/traffic and \$10,000 from Chapter 90. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

The second contract from the MAPC regarding Tree Trimming and Removal was rejected so it will be addressed at a later meeting.

22-170 Approval of Bond Anticipation Note (BAN)

Treasurer Collector Jennifer Scannell discussed the renewal of a \$117,000 Bond Anticipation Note for Capital Items. The BAN was awarded in 2018, with the stipulation that it be paid off in five years. The BAN will mature on September 8, 2023 and will accrue an interest rate of \$4,375.31.

Sel. Schultze made a motion to approve the \$117,000 Bond Anticipation Note (BAN) that sold on August 16, 2022, maturing on September 8, 2023, with an interest rate of 3.75%. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-171 FY23 Stormwater Rate Hearing

Sel. Schultze made a motion to open the hearing on Stormwater Rates for FY23. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

Mr. McKay led the discussion about lowering the Stormwater Rates for the upcoming Fiscal Year. He presented the cost of lowered rates from \$33 to \$25 and gave the opinion that the resulting deficit in revenues (\$162,752) is not feasible at this time. Representatives from Kleinfelder, the company responsible for much of the town's stormwater management, presented on further stormwater efforts done to comply with State guidelines, including a possible Phosphorus control Plan (PCP) and the MS4 Program.

Sel. Schultze made a motion to close the hearing on Stormwater Rates for FY23. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

Mr. McKay reminded the Board that there is a contract that must be signed with Kleinfelder in the amount of \$84,000 for their continuous work with the town's stormwater. This coincides with the annual rates from previous years and will not exceed the annual budget.

Sel. Schultze made a motion to make no changes to the rates of the Stormwater fees with Kleinfelder for FY23. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-173 Review/Approval of Stormwater Contract - Kleinfelder

Mr. McKay asked the Board to allow the Town Administrator to sign a contract with Kleinfelder in an amount not to exceed \$84,000.

Sel. Schultze made a motion to allow the Town Administrator to sign a contract with Kleinfelder in an amount not to exceed \$84,000. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-172 Discuss Quarterly Billing for Stormwater Fees

Ms. Scannell spoke to the Board about the upcoming bill for stormwater that must be paid in November. The Board was hoping to change this to quarterly billing so as to not exacerbate the financial strains of the Holiday season. This could add strain onto the Treasury office of the town as it gives them more work to do, in addition to demanding more research into the proper way to implement the billing change effectively.

22-174 Approval of Change Order for PFAS Treatment Plant Contract - Kleinfelder

Mr. McKay and the Kleinfelder representative presented an update in their Water Treatment Plant PFAS Removal Project. They would like the Board to Authorize the Town Administrator to sign a change order of \$22,796, which is necessary to modify the depth of water piping that enters and exits the facility.

Sel. Schultze made a motion to approve the Change Order of \$22,796 and to authorize the Town Administrator to sign any documents related to that process. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-175 Appointments

Mr. McKay asked the Board to appoint a new Heavy Equipment Operator/Laborer and recommended Brian Hart for the position. Mr. Hart currently has neither his CDL or Hoisting Licenses but is working with Mr. McKay and the DPW at earning them.

Mr. Guzinski requested that the Board ratify this appointment.

Sel. Schultze made a motion to authorize the Town Administrator to appoint Brian Hart as the Heavy Equipment Operator/Laborer for the DPW, subject to getting a Hoisting License, a CDL-B Driver's License, and Brake Endorsement within a year, and a physical prior to the start date. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

Mr. McKay asked the Board to appoint John Williams as a DPW Department Assistant. Mr. Williams was retired prior to this appointment and decided to join the workforce once again. Mr. Guzinski requested that the Board ratify this appointment.

Sel. Schultze made a motion to ratify the Town Administrator's appointment of John Williams as a DPW Department Assistant, subject to completing a physical. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

Secretary of the School Committee Denise Gibbons spoke to the Board about the creation of a School Building Committee and proper appointments in accordance with the Mass School Building Association. This new committee would include all of the members of the Permanent Building Committee (PBC) as well as several members of the school committee, including Ms. Gibbons herself.

Sel. Schultze made a motion to authorize the appoint a School Building Committee for the Millis Middle/High School Project comprised of Town Administrator Mike Guzinski, Superintendent Robert Mullaney, Director of Facilities John Engler, and Director of School Finance and HR Terry Wiggin, High School Principal Mark Awdycki as non-voting members, as well as Steve Catalano, Denise Gibbons, Wayne Klocko, Rich Nichols, Diane Jurmain, James McCaffrey, and John Larkin as voting members. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-176 Approval of Auction of Town Equipment

Mr. McKay spoke to the Board about the sale of some surplus town equipment. The revenue of these sales will go into the town's General Fund.

Sel. Schultze made a motion to declare the following pieces of Town Equipment as surplus and to allow for auction: Sweeper Attachment, Mower Attachment, Flail Mower Attachment, JD Reel Mower Attachment, Volvo Dump Truck, CAT Loader, Toro Blower, Police Speed Board, International Boom Truck, Fire Truck Water Tank, and Wheelchair Van. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-177 Discuss Sewer Policy Recommendations

Chair Underhill led a continued discussion about the issue of Sewer Policy in reference to Capacity and the ability to accommodate new town projects. The price and cost of betterment payments for the public was also discussed.

Chair Underhill decided to make some edits to the current policy document in accordance with this discussion and the Board will continue this conversation at another date.

22-178 Consider Including Article for Senior Center Building Project at Fall Annual Town Meeting

The Council on Aging (COA) petitioned the Board to include an article in the upcoming Fall Annual Town Meeting regarding the issue of constructing a new Senior Center. The COA decided to proceed with the Cassidy Farm plan for the center, as 57% of the vote from the several focus groups favored that option. There was a lively discussion centered around the cost of this potential building.

Sel. Rosenfeld made a motion to place the Council on Aging's recommendation to put the Cassidy Farm option without the gym onto the November Town Warrant. Sel. Schultze seconded this motion. The motion passed unanimously.

22-179 Review/Approval of Common Victualler License for Luca's Italian Deli

Isabella's was purchased and under new ownership was renamed as Luca's Italian Deli. Since the business changed ownership and names, they must refile for this license.

Sel. Schultze made a motion to approve the Common Victualler License for Luca's Italian Deli for the remainder of 2022. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-180 Review Hickory Hills Subdivision Road Acceptance Request and Refer to Planning Board

Mr. Guzinski recommended that the Board vote to accept the submission of the Hickory Hills Subdivision Road Acceptance Request based on the information provided by Legacy Engineering.

Sel. Schultze made a motion to accept the Hickory Hills Subdivision Road and to refer to the Planning Board for further action. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-181 Vote to approve Changes made to section 72 of MGL 54 Regarding Police Detail at Elections

New Massachusetts General Law Chapter 54 was approved by the State Legislature, requiring the Select Board to detail a sufficient number of Police Officers/Constables for each polling location at future election sites.

Sel. Schultze made a motion to approve a sufficient number of police officers by not less than one at the polling location at every election therein to preserve order and to protect the local election officers and supervisors from any interference with their duties and to aid in enforcing the laws relating to elections as required by Section 72 of MGL Chapter 54 which was changed in Section 13 of Chapter 92 of the Acts of 2022. Further, he moved to designate the Police Chief the authority to assign specific police officers according to scheduling and availability. The Town clerk will advise the Police Chief on the location and time the officers are needed. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-182 Approve/Sign 9/6/22 Election Warrant

Many important offices are subject to vote during the Election on September 6, 2022 (see attached).

Sel. Schultze made a motion to accept the Warrant for the State Primary as written. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-183 Board/Committee Liaison Updates

Sel. Schultze discussed updates on the Capital Planning committee, including their discussion on whether or not they should take a position on override issues. He also spoke on the Economic Development committee's vote to instate a number of Millis Beautification signs around town.

Sel. Rosenfeld discussed the Energy Committee's updates on Solar power and Net-Zero Energy Consumption. She also spoke on the Norfolk County Advisory Board's emergency meeting updates.

22-184 Review/Approval Water/Sewer Commitment(s)

The Water and Sewer department has several upcoming commitments, including the Limit for June 2022 in the amount of \$3,303.76.

Sel. Schultze made a motion to approve the Water and Sewer commitment of \$3,303.76 for June 2022. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

The commitment for July 2022 amounted to \$4,387.43.

Chair Underhill made a motion to approve the Water and Sewer commitment of \$4,387.43 for July 2022. Sel. Schultze seconded this motion. The motion passed unanimously.

The last item is the Quarterly Bill Commitment for August 2022 for the First Quarter of the Fiscal Year 2023 for \$931,344.69

Sel. Schultze made a motion to approve the Commitment for the First Quarter of the Fiscal Year 2023 for \$931,344.69. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-185 Approval of DRAFT Minutes

The Board must approve the pending minutes from the meeting on August 2, 2022.

Sel. Schultze made a motion to approve the August 2, 2022, Minutes as written. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

Chair Underhill made a motion to adjourn the meeting at 9:28pm. Sel. Rosenfeld seconded the motion. The motion passed unanimously.

Respectfully Submitted:
Katherine Farrar