

**SELECT BOARD
MEETING MINUTES
Monday, September 30, 2024
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

I. CALL TO ORDER

Chair Rosenfeld called the meeting to order at 7:00 pm.

The following persons were present Chair Ellen Rosenfeld, Clerk Craig Schultze, Town Administrator Mike Guzinski, and Assistant Town Administrator/HR Manager Karen Bouret DeMarzo.

The following persons were present via Zoom Vice Chair Erin Underhill.

II. ANNOUNCEMENTS

The Select Board Meeting is officially livestreaming on YouTube! To access the stream, go to www.millisma.gov, on the homepage and click view live meetings OR search Millis Town Government Meetings on YouTube to follow the account! There will be a coffee connection at the Millis Public Library on Saturday October 19th from 9:00am-1:00pm.

The Millis Fire Department Open House will be this Sunday from 10am-2pm, come check out the Fire Department and learn about fire safety with free food and drink.

III. SCHEDULED APPOINTMENTS/HEARINGS

24-175 Vote to Close the Fall Annual Town Meeting Warrant/Vote to Open the Special Town Meeting Warrant

Sel. Underhill moved the Board vote to close the November 19th, 2024, Fall Annual Town Meeting warrant. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

Sel. Underhill moved the Board vote to open the November 19th, 2024, Special Town Meeting warrant and to close it at 4:30pm on October 15, 2024. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

24-176 Appointment of:

- *(2) Firefighters/EMT*

Sel. Underhill moved to ratify the Town Administrator's appointment of Timothy Smith as a full-time Firefighter/EMT subject to obtaining a Paramedic certification within two years of appointment. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

Sel. Underhill moved to ratify the Town Administrator's appointment of Ryan Deasy as a Temporary full-time Firefighter/Paramedic. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

- *On-Call Library Assistant*

This item was deferred to 10/7/24.

24-177 Hearing: Multiple Amendments to Retail Convenience Store Alcohol License – Mobil

Sel. Underhill moved to open a Hearing: Multiple Amendments to Retail Convenience Store Alcohol License – Mobil. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

The Board asked if there was anyone who would like to speak. The audience did not respond.

Sel. Underhill moved to close a Hearing: Multiple Amendments to Retail Convenience Store Alcohol License – Mobil. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

Sel. Underhill moved to approve, acting as the Local Licensing Authority, the request for a change of manager, change of officers, change of corporate name, transfer of stock, and change of DBA for GMI Gas, Inc DBA Millis Mobil as submitted. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

24-178 Millis Lions Requests:

- *Legacy – Memorabilia Display at VMB*

Mr. Tarara from the Millis Lions Club asked the Board to allow the display of Millis Lions Artifacts to be put on display in the windowed cabinets in Room 206 in the Veterans Memorial Building.

Sel. Underhill moved that the Board vote to approve the request from the Millis Lions Club to display artifacts of the history of the Lions Club in the cases in Room 206 at the Veterans Memorial Building indefinitely. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

- *Field of Flags for Veterans Day*

Mr. Tarara from the Millis Lions Club asked the Board to approve the installation of a field of flags by the Millis Lions in honor of Veterans Day.

Sel. Underhill moved that the Board approve installation of a field of flags by the Millis Lions in honor of Veterans Day from November 3-24, 2024, on the lawn in front of the Veterans Memorial Building. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

24-179 Review Proposed FATM Article: Water Management Policy Bylaw Revision

Kristen Ryan from Kleinfelder reviews the Water Management Bylaw Revision. This revision is needed to provide additional water conservation measures to align with state water conservation standards.

24-180 Vote to Refer Proposed Private Dog Park Zoning Bylaw Amendments to the Planning Board

Mr. Lapp made a brief presentation to explain the concept of a proposed business name “Wag-A-Brew Dog Park”. The Board discussed the planned residential buildings going up around the proposed site.

Sel. Underhill moved that the Board refer the proposed private dog park zoning bylaw amendments to the Planning Board for a public hearing at their October 8, 2024, meeting. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

24-181 Vote to Refer Proposed Zoning Bylaw Amendments Ann & Hope Complex

Mr. Cannon, attorney representing the Ownership of the Ann & Hope Complex gives a brief overview of the proposed zoning bylaw amendments in the “C-V-2” district. After a discussion the Chair of the Select Board decided to remove some changes to the zoning before referring it back to the Planning Board.

Sel. Underhill moved that the Board refer the proposed private dog park zoning bylaw amendments to the Planning Board for a public hearing on October 8, 2024. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

Sel. Underhill moved that the Board refer the following proposed zoning changes to the C-V-2 Zoning District as noted on the memo:

- 1) **Add the following new definition in Section II Definitions after the definition for Area of Special Flood Hazard (current Zoning Bylaw p. 3)**

- 2) Insert a new #43 to the Table 1. Use Regulations under “Retail & Service” as follows (current Zoning bylaw p.31)
- 3) 43 Artisanal and Craft Maker Space on the Principal Use table, Section V.
- 4) Make the following changes to Table 1, Use Regulations: a. For #6 under “Retail & Service) change the C-V-2 from “N” to “SPB” i. (current Zoning Bylaw p. 29)

Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

IV. OPEN SESSION ITEMS

24-182 Vote to Approve Community Impact Contract

Sel. Underhill moved that the Board vote to approve and authorize the Town Administrator to sign a contract between the Town of Millis and Community Impact, Inc. for an amount not to exceed \$35,000 for FY25. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

24-183 Vote to Approve Line Painting Contract

Sel. Underhill moved that the Board vote to approve and authorize the Town Administrator to sign a contract for line painting with Pavement Markings K5 Corporation, through the MAPC, for a not to exceed amount of \$25,000 for FY25. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

24-184 Review Proposed FATM Warrant Articles List

Town Administrator Mike Guzinski reviews the proposed Articles for the Fall Annual Town Meeting.

24-185 Board/Committee Liaison Updates

Sel. Underhill attended the cemetery committee where they discussed aesthetic changes at the cemetery, and she attended the community preservation committee where they heard from John Steadman regarding the signage for conservation land.

Sel. Schultze attended MBTA 3A committee meeting at the Planning Board where they discussed parking regarding the proposed zoning overlay district.

Sel. Rosenfeld did not attend any meetings.

24-186 Approval of DRAFT Minutes – 9/5/24, 9/12/24

Sel. Underhill motioned to approve the draft minutes from 9/5/24 & 9/12/24 Select Board meeting as written. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

V. ADJOURNMENT

Sel. Underhill motioned to adjourn at 8:33pm. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

Respectfully Submitted by Victoria Schindler