

Select Board Meeting Minutes 04/26/21.

Sel. McCaffery called the Meeting to order at 7:00pm

The following persons were present via Zoom Chair James McCaffery, Vice Chair Peter Jurmain, Clerk Erin Underhill, Town Administrator Mike Guzinski, Operations Support Manager Karen Bouret.

Announcements

Sel. Underhill stated Millis Beautification Day was a success and thanked the community for all the hard work.

Sel. McCaffery reminded everyone about the upcoming Town Meeting and Town Election.

21-114 Covid Update

Town Administrator Mike Guzinski discusses reopening the Town Hall for walk in traffic for office business the day after the election (5/11) at the earliest.

Board of Health Director Jim McVeigh stated vaccinations in MA are continuing at a good rate, Millis numbers of positives are declining.

The Board decided to discuss this further and have it be added to the 5/3 meeting.

21-115 Approve the Acceptance of an Intern for Town Administrators Office – Samuel Hockenbury

Sel. Underhill made a motion to approve the Town Administrators appointment of Samuel Hockenbury as an intern in the Town Administrators office. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-116 Appointment of Economic Development Committee Member

Sel. Jurmain approve the appointment of Loring Barnes as a member of the Economic Development Committee. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-117 Appointment of Cultural Council Member

Sel. Jurmain approved the appointment of Lelia Tenreyro-Viana as a member of the Cultural Council. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-118 Approval of Fee Waiver for Millis High School Senior Project- Dugout

Sel. Underhill made a motion to waive the building permit fees for purpose of construction the dugout. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-119 Urban Land Institute Technical Assistance Panel Town Center Study

Robert Weiss Town Planner/Energy Manger asked the Board to set aside 30 mins at the 5/28 meeting. The Board agreed.

21-120 Approval of the Water Ban and Signage

DPW Director Jim McKay reviewed outside watering regulations for businesses and residents and asked for the Board to put this in effect from 5/1/21-9/30/21 and not to include water well users.

Sel. McCaffery made a motion to approve the Water Ban as stated from 5/1/21-9/30/21 on an odd/even basis by house number from 9am-5pm. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-121 Approval of Letter of Engagement Agreement- Community Paradigm Associates, LLC

Mr. Guzinski asked the Board to retain Community Paradigm to complete 5 tasks as listed in the proposal (see attached in packet).

The Board asked for Carl Valente to be the primary point person on this and for him to continue his work.

Sel. McCaffery made a motion to accept the proposal subject to any input provided by EFAC. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-122 Discuss FY22 Budget Recommendations

Mr. Guzinski reviewed FinComs budget recommendations as stated in Chair Pete Berube's email dated 4/15.

The Board reviewed the FY22 Budget line by line to see where it was adjusted to account for the FinCom recommendations. The decided the bottom-line budget increase remains the same, money was just moved to different lines.

Sel. Jurmain made a motion not to accept the revised budget recommendations as outlined in the 4/15/21 version of the budget as presented. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-123 Annual Town Meeting Warrant Articles Recommendations

Sel. Underhill made a motion for Sel. McCaffery to recommend approval of Article 1 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. McCaffery to recommend approval of Article 2 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Underhill made a motion for Sel. McCaffery to recommend approval of Article 3 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. McCaffery to recommend approval of Article 4 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Underhill made a motion for Sel. Jurmain to recommend approval of Article 5 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. Jurmain to recommend approval of Article 6 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Underhill made a motion for Sel. Jurmain to recommend approval of Article 7 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. Underhill to recommend approval of Article 8 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Underhill made a motion for Sel. Underhill to recommend approval of Article 9 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. Underhill to recommend approval of Article 10 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Underhill made a motion for Sel. Jurmain to recommend dismissal of Article 11 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. Jurmain to recommend dismissal of Article 12 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Underhill made a motion for Sel. Underhill to recommend approval of Article 13 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Underhill made a motion for Sel. Underhill to recommend approval of Article 14 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Underhill made a motion for Sel. McCaffery to recommend approval of Article 15 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. McCaffery to recommend approval of Article 16 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. McCaffery made a motion for Sel. Jurmain to recommend approval of Article 17 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. McCaffery made a motion for Sel. Underhill to recommend approval of Article 18 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. Jurmain to recommend approval of Article 19 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. Underhill to recommend approval of Article 20 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. McCaffery made a motion to take no position on Article 21 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. McCaffery made a motion to take no position on Article 22 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion to take no position on Article 23 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. McCaffery made a motion for Sel. McCaffery to recommend approval of Article 24 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Underhill made a motion for Sel. Jurmain to recommend approval of Article 25 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. Underhill to recommend approval of Article 26 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. McCaffery made a motion for Sel. McCaffery to recommend approval of Article 27 on the SATM Warrant. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. McCaffery made a motion for Sel. Jurmain to recommend approval of Article 28 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. McCaffery made a motion for Sel. Jurmain to recommend approval of Article 29 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. McCaffery to recommend dismissal of Article 30 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion for Sel. McCaffery to recommend dismissal of Article 31 on the SATM Warrant. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-124 Discuss Relations with other Committees

Karen Bouret Operations Support Manager stated this is a notification of a possible policy change to be voted at the 5/1 meeting.

21-125 Town Administrator Evaluation

Sel. McCaffery reviewed the Town Administrators evaluation process. Each Select Board member completed an appraisal worksheet independently then review them with the Town Administrator individually. All were sent to Town Counsel who merged all the independent reviews into one formal appraisal. Sel. McCaffery summarized each area of the review.

Mr. Guzinski Thanked all the staff and the Select Board for their feedback.

Sel. Jurmain made a motion to adjourn at 10:40pm. Sel. Underhill seconded the motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Respectfully submitted by Victoria Schindler