

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, March 12, 2018
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. McCaffrey called the meeting to order at 6:30 pm. The following persons were present: Sel. James McCaffrey, Sel. Catherine MacInnes, Sel. Loring Barnes, Town Administrator Michael Guzinski, and Operations Support Manager Karen Bouret.

EXECUTIVE SESSION

**Sel. McCaffrey made a motion to enter executive session to conduct strategy sessions in preparation for negotiations with union and non-union personnel. The motion was seconded by Sel. Barnes.
Sel. McCaffrey – aye Sel. MacInnes – aye Sel. Barnes – aye**

Return to Regular Session at 7:00pm.

ANNOUNCEMENTS

Sel. Barnes made an announcement regarding the impending winter snow storm and informed the residents of what the Emergency Management and DPW offices will be doing in the following days. Town Administrator, Mr. Guzinski informed the residents that the Town Hall will be closed on March 13th.

PUBLIC HEARINGS & SCHEDULED APPOINTMENTS

18-058 Appointment of Building Department Assistant I

Town Administrator, Mr. Guzinski recommended that the Board of Selectmen approve the appointment of Elizabeth Rand as Department Assistant I for the Building Department.

Sel. MacInnes made a motion that the Select Board approve the appointment of Elizabeth Rand as Department Assistant I. The motion was seconded by Sel. Barnes and it passed unanimously.

18-059 Appointment of DPW Department Assistant

Town Administrator, Mr. Guzinski recommended that the Board of Selectmen approve the appointment of Marie Gallagher as Department Assistant I for the DPW.

Sel. MacInnes made a motion that the Select Board approve the appointment of Marie Gallagher as Department Assistant I. The motion was seconded by Sel. Barnes and it passed unanimously.

18-060 Appointment of (2) Police Officers

Town Administrator, Mr. Guzinski recommended that the Board of Selectmen approve the appointment of Matthew Sullivan as Full Time Police Officer Recruit.

Sel. Barnes made a motion that the Select Board approve the appointment of Matthew Sullivan as Full Time Police Officer Recruit. The motion was seconded by Sel. McCaffrey and it passed unanimously.

Town Administrator, Mr. Guzinski recommended that the Board of Selectmen approve the appointment of Zachary Forsythe as Full Time Police Officer Recruit.

Sel. Barnes made a motion that the Select Board approve the appointment of Zachary Forsythe as Full Time Police Officer Recruit. The motion was seconded by Sel. McCaffrey and it passed unanimously.

18-061 Approval of Fee for Solicitor Permit

Chief Soffayer recommended that the Board of Selectmen approve an implementation fee of \$100 for all Solicitor Permits.

Sel. MacInnes made a motion that the BOS approve a \$100 Fee for Solicitor Permits. Sel. McCaffrey seconded the motion and it passed unanimously.

18-062 Senior Project Approval: Maddie Shearns Painting Utility Box

Sel. McCaffrey made a motion to approve the Project. The motion was seconded by Sel. Barnes and it passed unanimously.

18-063 FY19 Finance Budget Presentation

Town Administrator, Mike Guzinski, introduced Hannah York, CliftonLarsenAllen (consulting services), who will update the Board and review the Revenue Summary. She is also available to answer questions that the Board may have. Mr. Guzinski reviewed the General Budget and Capital Items.

18-064 Review of Road Repair Inventory List

DPW Director, Jim McKay presented the Inventory List for road repairs and reviewed the Funding for Chapter 90 Apportionment Recap as follows:

FUNDING

Town of Millis (local roads Article	\$ 6,471.00
Chapter 90 Reimbursement 2/21/18	303,943.68 (Line 1)
Total	\$310,414.68

FY 17/18 Chapter 90 Allotment	\$549,084.35
Minus Line 1	303,943.68
Balance FY 17/18	\$245,140.67
FY 18/19 Chapter 90 Allotment	273,677.00
Available Funds FY 18/19	\$518,817.67

Sel. McCaffrey made a motion that the BOS approve the DPW request for authorization for paving at Dyer Street, Middlesex Street, Main Street and Crack Ceiling work. Sel. MacInnes seconded the motion and it passed unanimously.

OUT OF ORDER**SCHEDULED BUSINESS****18-070 Vote to Approve (1) Retail Marijuana Establishments Article & (2) Retail Marijuana Limit to 25% of Alcohol Licenses Article/Refer to Planning Board**

Retail Marijuana Committee Chair, Nicole Riley, gave a brief overview of the Articles. She is looking for the approval from the Board of the 2 Bylaws to recommend back to the Planning for a Public Hearing on April 10th.

Sel. MacInnes made a motion that the BOS recommend to the Planning Board to hold a Public Hearing regarding the Proposed Zoning Bylaw Establishments: 1) Retail Marijuana Establishment Article and 2) Retail Marijuana limit to 25% of Alcohol Licenses Article.

Sel. Barnes seconded the motion and it passed unanimously.

18-071 Discuss Social Media Policy for Appointed Committees

Sel. McCaffrey drafted a **interim** Social Media Policy and recommended that the BOS consider implementing.

Sel. McCaffrey made a motion that the BOS approve the interim social media Policy. Sel. MacInnes seconded and it passed unanimously.

PUBLIC HEARINGS AND SCHEDULED APPOINTMENTS

18-065 Appointment of Cultural Council Member

Sel. McCaffrey made a motion to approve the appointment of **Melanie Ferrimy** as a member of the Cultural Council. Sel. Barnes seconded the motion and it passed unanimously.

18-066 Appointment of (3) IT Infrastructure Committee Members

Sel. McCaffrey made a motion that the BOS appoint **Peter Jurmain, Jesse McCain and Richard Harlow** to the IT Infrastructure Committee Sel. MacInnes seconded the motion and it passed unanimously.

18-067 Designation of Deputy IT Director as Special Municipal Employee

Town Administrator recommended that the BOS designate **Peter Jurmain** as Deputy IT Director.

Sel. McCaffrey made a motion that the BOS designate Peter Jurmain as Deputy IT Director. Sel. MacInnes seconded the motion and it passed unanimously.

18-068 Designation of Cable Advisory Committee as Special Municipal EEs

Town Administrator, **Mike Guzinski** recommended that members of the Cable Advisory Committee be listed as Special Municipal Employees.

Sel. McCaffrey made a motion to approve the recommendation that the Cable Advisory Committee be listed as Special Municipal Employees. Sel. MacInnes seconded the motion and it passed unanimously.

18-072 Town Meeting Article Review - DEFERRED

18-073 Stormwater Utility Update – DEFERRED

18-074 Sign Permit Approval – Wu Xing Kung Fu - DEFERRED

18-075 Water/Sewer Commitment Approval

Sel. McCaffrey made a motion that the BOS approve the **Water/Sewer Commitment for February 2018** in the amount of **\$1,424.62**. Sel. MacInnes seconded the motion and it passed unanimously.

ADJOURNMENT

Sel. Barnes made a motion to adjourn at 10:30 pm. The motion was seconded by Sel. MacInnes and it passed unanimously.

Respectfully submitted: **Maureen Canesi**