

SELECT BOARD
MEETING MINUTES
Monday, February 9, 2026
Room 229 Veteran's Memorial Building

I. CALL TO ORDER

Chair Erin Underhill called the meeting to order at 7:00 pm

The following people were present; Chair Erin Underhill, Vice Craig Schultze, Clerk Ellen Rosenfeld, Town Administrator Michael Guzinski, Assistant Town Administrator Karen Bouret DeMarzo.

II. Announcements

- 2025 Town Report Submittals

The Select Board is asking the public to submit pictures and events that occurred in Millis in 2025. The Town Report is about the year in review for Millis. Please submit admissions to townreport@millisma.gov.

- Lansing Millis Legacy Award

The nominations for the Lansing Millis Legacy Award are open now. It is the highest recognition of a Millis resident over sixty for exemplary volunteer community service. Please see the Town of Millis website for applications. They are due on April 1, 2026.

III. Scheduled Appointments/Hearings

26-018 Municipal Moment, Board of Health Role in Flu Prevention

Director of the Board of Health, John McVie and Nurse Ann McManus told the Board of the Flu Clinic that was held here in Millis.

26-019 Appointments

- Permanent Building Committee Member
- School Building Committee Member

Town Administrator Mike Guzinski spoke about the opening of the Permanent Building Committee and School Building Committee. After advertising, Sarah Rosenthal was recommended. She is a registered certified architect and was interested in the opening.

Sel. Schultze said I make the motion that the Board approve Sarah Rosenthal as a voting member of the Permanent Building Committee for a term ending June 30, 2028.

Sel. Rosenfeld seconded. Sel Underhill polled the Board. All Yay. The motion passed unanimously.

Sel. Schultze moved that the Board appoint Sarah Rosenthal as a voting member of the School Building Committee through completion of the Middle/High School Project.

Sel. Rosenfeld seconded. Sel. Underhill polled the Board. All Yay. The motion passed unanimously.

26-020 Presentation by UMass Center for Social & Demographic Research on Aging Millis/Medway Community Needs Assessment.

Caitlyn Coyle from UMass Center for Social and Demographic Research on Aging told the Board about a study they did, due to a State earmark from Representative James C. Arena-DeRosa, for the study of older residents in Millis and Medway. The diverse needs on aging affect all kinds of municipal services. The study was comprehensive and insightful. Sel. Underhill thanked the Council on Aging and Caitlyn Coyle.

IV. Open Session Items

26-021 Review/Approval of Annual Contracts

- Crack Sealcoating
- Pavement Markings
- Roadway Management
- Catch Basin Cleaning

Town Administrator Mike Guzinski spoke to the Board about a request from the DPW Director Jim McKay he received for one year extension for DPW related services. Town Administrator Mike Guzinski is requesting that the Board approve and authorize him to sign the following contract extensions via the bid process conducted by the MAPC (Metropolitan Area Planning Council) for the period from 3/1/26 through 12/31/26. Seal Coating Inc. for

crack seal coating not to exceed \$30,000. K5 Corp for pavement markings not to exceed \$30,000. J. H. Lynch and Sons, Inc. for roadway management not to exceed \$900,000 and R. J. Gabriel Construction Comp., Inc. for catch basin cleaning not to exceed \$60,000.

Sel. Schultze said so moved. Sel. Rosenfeld seconded. Sel. Underhill polled the Board. All Yay. The motion passed unanimously.

26-022 Appointment of New Town Auditing Firm

Town Administrator Mike Guzinski said that the current auditing firm we use now, CBIZ Auditing, has increased prices significantly. Finance Director Jody Kurczy has received quotes from other auditing firms. Finance Director Jody Kurczy has made a formal recommendation for the Board to use Roselli and Clark & Associates as an auditing firm for the next 3 years.

Sel. Schultze said I move the Board to appoint the firm of Roselli, Clark & Associates of Woburn, MA for the municipal audit services for the fiscal year 2026-2027 for the Town of Millis not to exceed the total of \$2750. Sel. Rosenfeld seconded. Sel. Underhill polled the Board. All Yay. The motion passed unanimously.

26-023 Vote to Rescind Sewer Allotment 1280 Main Street

The company SSZ Corporation has asked to rescind the sewer allotment for 1280 Main Street, Millis. The company is not moving forward with the proposal that had been approved in July 2025.

Sel. Schultze said I moved the Board to vote to rescind the approval of the Stewart Extension permit for 1280 Main Street voted on July 9, 2025, at the Select Board Meeting. Sel. Rosenfeld seconded. Sel. Underhill polled the Board. All – yay. The motion passed unanimously.

26-024 Select Board Liaison Update

Sel. Schultze that the Capital Planning Committee will have recommendations soon for the Board.

Sel. Rosenfeld attended the Charles River Pollution Control meeting but there were no updates.

26-025 Review of Water/Sewer Commitment

Town Administrator Mike Guzinski is requesting the Board approve a quarterly bill on water/sewer commitment for February 2026 in the amount \$889,963.53.

Sel. Schultze said so moved. Sel. Rosenfeld seconded. Sel. Underhill polled the Board. All- yay. The motion passed unanimously.

26-026 Review Approval of DRAFT minutes for 12/18/25

No draft minutes.

V. Executive Session

To discuss strategy sessions in preparation for contract negotiations.

Sel. Schultze said I ask the Board to enter Executive Session to discuss strategies in preparation for contract negotiation with the Union AFCAFSCME Council 93 and only return to open session for the purpose of adjournment. Sel Rosenfeld seconded. Sel. Underhill polled the Board. All yay. The motion passed unanimously.

VI. Adjournment