

SELECT BOARD

MEETING MINUTES

Tuesday, April 15th, 2025, 7:00 PM

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, Vice Chair Erin Underhill, Clerk Craig Schultze, Town Administrator Mike Guzinski, and Assistant Town Administrator Karen Bouret-DeMarzo.

II. ANNOUNCEMENTS

Chair Rosenfeld announces the passing of COA board member Bill Brown; his involvement and kindness will be missed dearly.

Representative James Arenda-DeRosas sent a letter to let the Board and town know he has filed new legislation for this session to address the funding and budgetary issues the Commonwealth is facing. The legislation includes asking the operation services division to increase annual tuition for private special education programs to 2.5% and require any additional costs beyond that to be covered by the state.

Sel. Schultze's comments on the Tri County standing, there are 45 students attending this year. Driving the total tuition cost, as well as the construction cost. This is the first year of the construction cost, next year the town will face their normal tuition costs, as well as a new cost of \$348,000 construction costs.

Karen speaks about the May 5th date for the Annual Town Meeting, it starts at 7:30 PM at the High School. She also mentions Monday May 12th, the Town Election date from 7 AM until 8 PM at the Town Hall. More information is available on the Town's website.

III. SCHEDULED APPOINTMENTS/HEARINGS

25-075: A municipal moment: eMPower Millis, Community Electric Program Explain

Craig Gibbons, chair of the energy committee, speaks on behalf of the committee about eMPower Millis. A Program recently adopted by the town with a “buy in bulk” type of mindset towards electricity.

For more information on the program, visit the website empower.millisma.gov. Here you can enroll or change your option as well as look at the resources and support that the town has provided on this subject.

25-076: Review/Approval of Millis Zero-Emission Vehicle First Policy

Craig presented the committee’s Zero Emission First Vehicle Policy, which essentially is to set a standard and guidelines of the purchase, operation and maintenance of vehicles in the Town of Millis. The idea that the vehicle fleet will advance the economic, energy and climate sustainability of the municipal operation by achieving long-term reductions in energy costs, energy consumption and greenhouse gas (GHG) emissions.

Sel. Underhill motioned the Board approve the Millis Zero Emissions Vehicle First Policy as written. Sel. Schultze seconded the motion. Chair Rosenfeld polled the Board; all were in favor and the motion passed unanimously.

25-077: Review/ Approve Fiber Optic Cable Contract

Mr. McKay presented a contract asking the Board for permission for the Town Administrator to sign on their behalf. The contract includes connecting the fiber optic cables through the town system, something different than the requests previously made by the IT director. He explains that this project would be funded by grants the Town has received for the federal government that he had applied for many years prior.

Sel. Underhill motioned the board to approve and authorize the town administrator to enter and sign an agreement with Comm-Trac Corp for installation of a network addition to the SCADA system and security upgrades for Well #3 PFAS plant in an amount not to exceed \$27,595.46. Sel. Schultze seconded the motion. Chair Rosenfeld polled the Board; all were in favor and the motion passed unanimously.

He also took this time to give a brief update on the PFAS treatment plant, which the town has officially broken ground on and begun.

IV. OPEN SESSION ITEMS

25-078: Review/Approve Microsoft Licensing Renewal

James Donovan, IT director, requests the approval of the Select Board to enter a one-year contract with SIHI international Corporation for Microsoft Offices Licensing. The one-year contract cost is \$27,720.62; it is available in the current IT Budget.

Sel. Underhill motioned the board approve and authorized the Town Administrator to sign a one-year renewal contract with SHI International Corporation for Microsoft Office Licensing to the Town of Millis for an amount not to exceed \$27,720.62. Sel. Schultze seconded the motion. Chair Rosenfeld polled the Board; all were in favor and the motion passed unanimously.

25-079: Open 5/5/25 Annual Town Meeting Warrant

Sel. Underhill moved that the Board open the Warrant for the Spring Annual Town Meeting scheduled for Monday May 5th, 2025. Sel. Schultze seconded the motion, Chair Rosenfeld polled the Board, Schultze- yay. Underhill- yay, Rosenfeld- yay. The motion passed unanimously.

25-080: Discuss, Add/Remove ATM Article

Article 12: Special Act for Eligible Senior Citizens: After conversing with various members of the Town and Town Counsel, Mr. Guzinski recommends the Board alter some of the language. First being the timeliness of the article, ensuring the article can be utilized as part of the Middle/High school building project. The changes here would be “in which borrowing is undertaken” rather than “which borrowing is approved.”

The next is in section two, where Town Counsel recommends adding the words “said determination to be consistent with asset limitations imposed by the Commonwealth for affordable housing eligibility for persons 55 years or older.” This change would set a clearer bar and utilize more determined language, so it is not left to a more subject decision by the Assessing Department.

In section three, there is a change from “The total amount exempted by this act shall be allocated proportionally within the tax levy on all other residents” the new language would replace residents with “all other taxpayers”.

There were multiple residents who stood up to ask clarifying questions, and guided good discussion about this special act.

Article 13: Appointment vs Election of the Town Clerk: 2/3 vote required at Town Meeting followed by a majority vote at the ballot to amend the Home Rule Charter. They briefly discussed how this is the appropriate way to make this change, if you need an overwhelming majority in favor of changing something so drastic, the process should be followed appropriately.

Article 15: List of all Surplus Parcels: After some discussion with Mr. Weiss, Mr. Guzinski requests the Board to remove one of the parcels, at least for the time being. There are some concerns with this parcel, one aspect being that it is in the middle of a subdivision. Mr.

Weiss is looking to do some more research and get a better understanding before moving forward.

25-081: Vote to Close, Approve and Sign the 5/5/25 ATM Warrant

Sel. Underhill moved that the Board close the Warrant for the Spring Annual Town Meeting scheduled for Monday May 5th, 2025. Sel. Schultze seconded the motion, Chair Rosenfeld polled the Board, Schultze- yay. Underhill- yay, Rosenfeld- yay. The motion passed unanimously.

Sel. Underhill moved that the Board formally approve and sign the May 5th, 2025, Annual Town Meeting Warrant. Sel. Schultze seconded the motion, Chair Rosenfeld polled the Board, Schultze- yay. Underhill- yay, Rosenfeld- yay. The motion passed unanimously.

Sel. Underhill moved that the Board accept the budget as described. Sel. Schultze seconded the motion, Chair Rosenfeld polled the Board, Schultze- yay. Underhill- yay, Rosenfeld- yay. The motion passed unanimously.

25-082: Vote to Approve and Sign the Town Election Warrant

Sel. Underhill moved that the board approve and sign the May 12th, 2025, Town Election Warrant. Sel. Schultze seconded the motion, Chair Rosenfeld polled the Board, Schultze- yay. Underhill- yay, Rosenfeld- yay. The motion passed unanimously.

25-083: Board/Committee Liaison Updates

Prior to committee and board liaison updates, the Board along with the Town Administrator and the Assistant Town Administrator took a moment to celebrate chairwoman Rosenfeld's 70th birthday.

Chair Rosenfeld attended multiple meetings, first is the Charles River Pollution Control, nothing to report, alongside Mr. Guzinski she met Verizon for negotiations, as well as attendance at the Energy Committee, and Finance Committee. She also attended the Planning Board meeting.

Sel. Schultze attended Finance Committee, with no updates to share.

Sel. Underhill attended the Local Emergency Planning Meeting, where they learned about how to properly work through any emergency plans that may arise. She also attended the Cemetery Committee, where they discussed general grounds-keeping and beautification of the property.

25-085: Review/Approval of DRAFT Minutes

Sel. Underhill moved that the board approve the draft meeting minutes for November 19th, 2024, February 24th, 2025, and March 17th, 2025, as amended. Sel. Schultze seconded the motion, Chair Rosenfeld polled the Board, Schultze- yay. Underhill- yay, Rosenfeld- yay. The motion passed unanimously.

V. ADJOURNMENT

Sel. Underhill motioned to adjourn, Sel. Schultze seconded the motion, Chair Rosenfeld polled the Board, Schultze- yay. Underhill- yay, Rosenfeld- yay. The motion passed unanimously, and the meeting adjourned at 8:20 PM.

Respectfully submitted by Samantha Beaudry