

Select Board Meeting Minutes 1/25/21

Sel. McCaffrey called the meeting to order at 6:00pm.

The following persons were present via Zoom: Sel. Jim McCaffery, Sel. Pete Jurmain, Sel. Erin Underhill, Town Administrator-Michael Guzinski and Operations Support Manager Karen Bouret.

Sel. McCaffrey made a motion to enter executive session to consider the purchase or value of real estate for the 61A parcel on Village Street as well as to conduct strategy sessions in preparation for negotiations with union personnel for the SEIU. The motion was seconded by Sel. Jurmain.

Sel. McCaffrey polled the Board and the motion passed unanimously.

The Board returned to open session at 6:35 pm.

Announcements

John McVeigh and Chief Barrett addressed the Board regarding current vaccine information, explaining that clinics will be set up to provide the public with vaccines as soon as we have them available. First responders have been immunized at this point and the next group will be those over 75 years of age as per the state directive.

Chair McCaffrey announced that he will not be running for another term on the Board this spring. The Chair said he will continue to work hard for the Town for the remainder of his term.

21-016 Discuss/Approve Clothing Donation Bins for MERIT Fundraiser

Patrick Murphy, a representative from MERIT said the group is looking for new ways to fundraise during the pandemic. Mr. Murphy said Bay State Textiles will schedule pickups and will watch to see when the bins need to be picked up and will start with once a week. Mr. Murphy assured the Board that no debris will be left out.

Sel. Jurmain made a motion to approve to allow the placement of a collection bin down by the transfer station at the direction of the director of the DPW, and placement of one at the schools by the direction of the school. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-015 Appointment of Police Officer

Chief Soffayer explained the process of hiring a new officer including physical agility, general knowledge, and personality insight reviews. Chief Soffayer recommends the hiring of Kelly O'Dowd. Ms. O'Dowd is fluent in Spanish and comes highly recommended. Mr. Guzinski asked the Board to confirm his appointment of Kelly O'Dowd.

Sel. Underhill made a motion to approve the appointment of Kelly O'Dowd as a full-time reserve police officer, subject to completion of a physical, drug screen, and mental evaluation. Sel. Jurmain seconded this motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-017 Hearing: Tangerini's All Alcohol License

Sel. McCaffrey made a motion to open the hearing. This motion seconded by Sel. Jurmain. Sel. McCaffrey polled the Board and the motion passed unanimously.

Tangerini's explains how a liquor license will improve their business and asked the Board to approve their liquor license.

Sel. McCaffrey motion to adjourn the hearing, seconded by Sel. Underhill. Sel. McCaffrey polled the Board and the motion passed unanimously.

Sel. Jurmain made a motion to grant Tangerini's Spring Street Farm, Inc. DBA Tangerini's Spring Street Farm an All-Alcohol liquor license and for the hours of operation to be 9am through 10pm. The motion was seconded by Sel. Underhill. Sel. McCaffrey polled the Board and the motion passed unanimously.

21-018 Review/Approve Response Letter to DHCD – Gateway LIP 232-248 Main Street

Sel. Underhill made a motion to accept the revised letter to the DHCD as presented and for the Board Chair to sign on the Board's behalf. Sel. Jurmain seconded this motion. Sel. McCaffrey polled the Board and the motion passed unanimously

21-019 Review and Approval of Tree Removal Contract

Mr. McKay presented a proposal for tree removal throughout Town as approved at the November 2020 town meeting.

Sel. Jurmain made a motion to approve the contract for tree removal with Pathfinder Tree Service, LLC as presented in the proposal dated January 21, 2021, for a not to exceed amount of \$40,000. The motion was seconded by Sel. Underhill. Sel. McCaffrey polled the Board and the motion passed unanimously.

21-020 Review and Approval of DPW Vehicle Contracts

Mr. McKay presented two quotes for vehicles which were voted and approved at the November town meeting.

Sel. McCaffrey Made a motion to approve the purchase of a 2020 Chevy Silverado SD 108SD 4x4 Dump Truck with plow and sander in the amount of \$108,585.50 and for funding to be allocated as follows: 25% from the general fund, 25% water, 25% sewer and 25% stormwater. The Motion was seconded by Sel. Underhill. Sel. McCaffrey polled the Board and the motion passed unanimously.

Sel. McCaffrey made a motion to approve the purchase of a 2020 Chevy Silverado 2500 4x4 pick-up with plow in an amount of \$44,022.11 and for funding to be allocated as follows: 50% water and 50% sewer. The motion was seconded by Sel. Jurmain. Sel. McCaffrey polled the Board and the motion passed unanimously.

21-021 Review and Approve GCG Associates Contract for I/I Investigations

Mr. McKay presented a contract for I/I with GCG Associates for which funding was approved by Town Meeting in November 2020.

Sel. Made a motion to authorize the Town Administrator to sign the contract with GCG Associates for a not to exceed amount of \$87,980.00. The motion was seconded by Sel. Jurmain. Sel. McCaffrey polled the Board and the motion passed unanimously.

Sel. McCaffrey made a motion to authorize the DPW Director to spend up to \$17,525.00 for Police and Fire Details associated with the II project. Sel. Jurmain seconded this motion. Sel. McCaffrey polled the Board and the motion passed unanimously.

21-022 Discuss Upcoming Tri-Board Meeting

Carol Johnston, Finance Director, reviewed a memo dated January 20, 2021, regarding the FY21 Town Financial Update. Ms. Johnston said this is an update of her December memo showing current financial conditions and said Millis is in a very good financial position. A discussion ensued about local aid, the restrictions regarding marijuana impact fees, and the increase in new growth.

Chair McCaffrey reviewed the agenda for the upcoming Tri-Board meeting on Thursday. The Chair asked Ms. Johnston to send the five-year revenue projections to the Select Board as well as the Chair of the Finance Committee and Chair of the School Committee.

21-023 Review and Approve PFAS Litigation

Sel. Jurmain asked Mr. Guzinski to reach out to state representatives regarding PFAS and the DEP is providing some funding toward PFAS removal.

Mr. Guzinski said town council has reviewed an agreement for services for PFAS consolidated.

Sel. Underhill made a motion to approve the agreement with special counsel regarding service related to PFAS consolidated legislation and to authorize the Town Administrator to sign on the Town's behalf. The motion was seconded by Sel. Jurmain. Sel. McCaffrey polled the Board and the motion passed unanimously.

21-024 Review and Approve Town social media Policy

Mr. Guzinski said he contacted department heads and received positive feedback on the draft social media policy following the last board meeting. Mr. Guzinski said town council approved the policy and noted that it does not conflict with any collective bargaining agreement in place. Mr. Guzinski and the Board thanked Sel. Underhill for her work to create the policy.

Sel. Jurmain Made a motion to approve the social media policy as presented and to enact it as such. The motion was seconded by Sel. Underhill. Sel. McCaffrey polled the Board and the motion passed unanimously.

The Board asked Mr. Guzinski to share the policy including a training module for all employees and for them to provide confirmation the policy was received.

21-025 Board/Committee Liaisons

Sel. Underhill attended a School Committee meeting where they discussed expanding in-person learning and other items related to COVID and reviewed a draft of the FY22 budget.

Sel. Jurmain said he attended the Enterprise Funds Advisory Committee meeting where they discussed sewer capacity and PFAS as the primary agenda topics. Sel. Jurmain encouraged residents to attend future meetings to hear important information on how the enterprise funds affect everyone.

Sel. McCaffrey said he attended a Capital Planning Committee meeting and said the Select Board should be aware of how the prioritization of items occurs.

Sel. McCaffrey also attended the Permanent Building Committee meeting where they discussed the official kick off the DPW building project which recently occurred. Sel. McCaffrey said the architectural consultant provided an extremely detailed building analysis of 64 Exchange Street and possible uses of the building moving forward. Sel. McCaffrey said any work to renovate, possibly repurpose the building, as well as potential site work will all come with a very high price tag.

21-026 Ratification of SEIU MOA

Sel. Underhill made a motion to ratify the memorandum of agreement with the SEIU previously approved in executive session at the Board's January 11th meeting. The motion was seconded by Sel. Jurmain. Sel. McCaffrey polled the Board and the motion passed unanimously.

21-027 Ratification of Library Director's Contract

Sel. Jurmain made a motion to ratify the approval of the Library Director's employment agreement with the Town for the period of January 29, 2021, to January 28, 2024. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-028 Review and Approve Stormwater Commitment

Sel. Underhill made a motion to approve the stormwater commitment dated 1/11/21 in the amount of \$3,333.00 for Jameson Drive. Sel. Jurmain seconded the motion. Sel. McCaffrey recused himself. Sel. Jurmain and Sel. Underhill voted in favor

21-029 Review and Approve Water/Sewer Commitment

Sel. Jurmain made a motion to approve the stormwater commitment dated 10/2020 in the amount of \$4,990.94. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board and the motion passed unanimously.

21-030 Review and Approve Select Board Meeting Minutes

Sel. Jurmain made a motion to approve the minutes of January 11th as written. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Sel. McCaffrey motion to enter Executive Session at 8:50pm to conduct a strategy session in preparation for negotiations with union personnel. Sel. Jurmain seconded this motion. Sel. McCaffery polled the Board and the motion passed unanimously.

Respectfully submitted by Victoria Schindler