

**SELECT BOARD
REGULAR SESSION MEETING MINUTES
Monday, October 28, 2019, 2019
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

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

ANNOUNCEMENTS

Sel. Barnes announced Assistant Assessor Paula Dumont's retirement and thanked her for her service.

Sel. Barnes noted that the Town no longer has an active Tri-County School Representative and asked for any interested individual to let us know.

Jim McKay, DPW Director, announced that the Mass DEP awarded the Town of Millis Recycling Dividends Program funds under the Sustainable Materials Recovery Program in the amount of \$4,550.00.

PUBLIC HEARINGS & APPOINTMENTS

19-208 Veterans Day/Field of Flags

Cynthia Harris, Director of Veterans Affairs, and Robert Yeager, former Director, discussed Veterans Day activities to be held November 11th. Mr. Yeager said the Town should be proud and support its veterans, noting that there is and have been a very high number of veterans who have resided here.

A member of the Millis Lions and Leos provided information on the "Field of Flags" event which will be the third year having them displayed here at Town Hall.

Sel. Jurmain made a motion to approve the request by the Lions to place a Field of Flags at the Veterans Memorial Building (Town Hall) for a period of two weeks. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Jurmain made a motion to adopt a proclamation as follows:

In 1954, President Dwight D. Eisenhower signed the first Veterans Day proclamation calling on our nation to "pay appropriate homage to the veterans of all its wars who have contributed so much to the preservation of this nation."

Our nation has fought, and continues to fight, battles around the world. The words of that first proclamation still ring true: "Let us solemnly remember the sacrifices of all those who fought so valiantly, on the seas, in the air, and on foreign shores, to preserve our heritage of freedom, and let us reconsecrate ourselves to the task of promoting an enduring peace so that their efforts shall not have been in vain."

We remember with somber and grateful hearts those men and women who have served the United States of America with distinction and valor as sailors, soldiers, airmen and Marines, and offer our sincere prayers for those who continue to defend the principles on which our nation was founded.

Massachusetts is home to more than 300,000 of our nation's veterans and military families. We are proud to recognize our country's veterans and extend the appreciation of our citizens to those who wear the uniforms of the United States Armed Forces and serve on the front lines preserving the freedom and liberty.

We, the Town of Millis Select Board, do hereby proclaim November 11, 2019, as VETERANS DAY in the Town of Millis and encourage all townspeople to observe and appreciate the sacrifices and contributions of our veterans who fought for peace and defended democracy in our land and abroad.

The motion was seconded by Sel. McCaffrey and passed unanimously.

19-209 Clyde F. Brown and Dover Road Projects Bond Sale Approval

Jennifer Scannell, Treasurer/Collector, asked the Board to approve the sale of the \$3,940,000.00 General Obligation Municipal Purpose Loan of 2019 to Robert W. Baird & Co., Inc. at the price of \$4,196,425.15 and accrued interest if any.

Sel. McCaffrey made a motion to approve the sale of the \$3,940,000.00 General Obligation Municipal Purpose Loan of 2019 to Robert W. Baird & Co., Inc. at the price of \$4,196,425.15 and accrued interest if any as the winning bid with the Bonds maturing on October 15, 2031, 2039, and October 15, 2044 as presented in the document from Bond Counsel. The motion was seconded by Sel. Jurmain and passed unanimously.

Sel. McCaffrey made a motion to approve the sale of the \$1,511,789.00 Bond Anticipation Note with a premium of \$4973.78 as presented by Bond Counsel. The motion was seconded by Sel. Jurmain and passed unanimously.

Sel. McCaffrey made a motion to approve the Continuing Disclosure Procedures as outlined and provided by the Treasurer/Collector. The motion was seconded by Sel. Jurmain and passed unanimously.

19-210 Cemetery Committee Presentation

Jim McKay spoke on behalf of the Cemetery Committee saying there are unused lots that have been sold back to the town which are now available to sell to residents as well as lots which have become available due to dead tree removal. Mr. McKay read a letter from the Committee to the Board. (See attached) The committee proposed that the price per lot be set at \$700.00 with a \$100.00 perpetual care fee. Abutters adjacent to available lots will have first choice November 4, 2019 at 9:00am through Friday, November 22, 2019 at 12:30 pm.

Sel. McCaffrey made a motion that the Board approves the Cemetery Committee's proposal for the short-term sale of available lots as presented. The motion was seconded by Sel. Jurmain and passed unanimously.

Resident Rick Tarara addressed the Board regarding the purchase of lots that abut the lots he owns and asked for a waiver of the two-lot maximum. The Board did not oblige but rather noted that there could be more than one resident in a family and could purchase the additional two lots.

19-211 Appointment of Ex-Officios to Permanent Building Committee (PBC)

Wayne Klocko, Chair of the PBC, said they have received five feasibility proposals for the Senior Center. Mr. Klocko asked the Board to appoint two ex-officios to the PBC for the duration of the Senior Center project, Patty Kayo the Council on Aging Director and Burt Lannon the Chair of the Council.

Sel. McCaffrey made a motion that the Board appoints Patty Kayo and Bert Lannon to serve as ex-officio members of the PBC for the duration of the Senior Center Project. The motion was seconded by Sel. Jurmain and passed unanimously.

19-212 Clyde F. Brown Testing/Remediation Update

Mr. Klocko updated the Board on the radon remediation efforts saying the tests have been completed at this point and will soon be analyzed.

19-213 Appointment of Part-Time Public Safety Dispatcher

Sel. McCaffrey made a motion to approve the Town Administrator's appointment of Angela Vongsavath as a Part-Time Dispatcher pending a successful CORI, physical and drug screen. The motion was seconded by Sel. Jurmain and passed unanimously.

19-214 Cyber Security Seminar Update

Sel. Jurmain gave a brief summary regarding recent cyber security seminar he attended, acting as the Town's Acting IT Director.

19-215 11/4/19 Town Meeting Warrant Article Discussion

The Board discussed the two items that the Finance Committee recommended amendments to from Fall Town Meeting Warrant article three (3). The first was funding of two additional police officer positions. Police Chief Soffayer presented a new funding proposal. The Chief said the Fin Com's recommendation to only add one position now and one at the spring town meeting would in reality be a twenty-month delay for an officer due to the timing of the academy. Chief Soffayer noted that running shifts with only two officers is no longer ideal for the Town and by staffing the department as quickly as possible it will allow for better management costs moving forward.

Sel. Jurmain made a motion that the Board endorses the Chief's revised proposal at a reduced cost of \$38,473.36 for the February academy and to fund two new officer positions as presented. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Barnes spoke about the need for more infrastructures sharing between Town and School and spoke in favor of funding a study of the structure and operation of Town/School IS/IT as it was presented in article three. Sel. McCaffrey agreed there are IT needs but doesn't feel the study would be prudent at this time and would look to an IT Director to assess the need once one is seated. Sel. Jurmain said he also feels getting a new IT Director is the most important move at this time and the study should be overseen by that individual.

Sel. McCaffrey made a motion to eliminate the Study of IT/IS from article three in the amount of \$20,000.00. The motion was seconded by Sel. Jurmain and passed 2-1. Sel. Barnes voted no.

19-216 Charter Review Committee Appointment Discussion

The Board reviewed candidates and each put forward two names.

Sel. McCaffrey: Paul Jacobson & Craig Schultze

Sel. Jurmain: Nancy Sitta & Chief Soffayer
Sel. Barnes: Lindsey Machamer & Doreen Hayes

The Board decided that Chief Soffayer should be the seventh member. Sel. Jurmain then put forth Diane Jurmain.

Sel. McCaffrey made a motion to appoint Diane Jurmain as a Charter Review Committee for the duration of the committee. Sel. Jurmain recused himself. Sel. Barnes seconded and the motion passed unanimously.

Sel. McCaffrey made a motion to appoint Paul Jacobson, Craig Schultze, Nancy Sitta, Chris Soffayer, Lindsey Machamer, and Doreen Hayes as Charter Review Committee members for the duration of the committee. The motion was seconded by Sel. Jurmain and passed unanimously.

19-217 Appointment of Metropolitan Area Planning Council Representatives

Sel. McCaffrey made a motion to appoint Robert Weiss as a member of the MAPC and Nicole Riley as the alternate member of the MAPC for a period of three years and to communicate that to the MAPC. The motion was seconded by Sel. Jurmain and passed unanimously.

SCHEDULED BUSINESS

19-218 Toll Brothers/Columbia Gas Project Construction Update

Mr. McKay said the gas pipe is under the ground and construction continues but doesn't think paving will occur this year on Orchard Street weather dependent.

Sel. McCaffrey made a motion to approve the request for a work permit past the November 15th road closure date for Ponch Excavation, Toll Brothers, Columbia Gas and Jones Contracting Inc. to include Orchard Street Bridge Street and other locations in Town and to authorize the DPW Director to shut down work due to weather. The motion was seconded by Sel. Jurmain and passed unanimously.

19-219 Pilot Transfer Station Sticker Policy for Out-of-Town Registrations

Mr. McKay suggested holding a public hearing regarding Transfer Station Rules and Regulations to clarify language for the purchase of permits to perhaps include other means of proof of residency for tax payers beyond a car registration. A resident who owns two homes, one in Millis and one out of state, asked for approval to purchase a permit even though he has an out of state registration.

Sel. McCaffrey made a motion to approve the sale of an FY20 transfer station sticker to Richard Grant of 39 Myrtle Street as requested. The motion was seconded by Sel. Jurmain and passed unanimously.

19-220 Award of Salt Bid

Sel. McCaffrey made a motion to award the Salt Bid as presented in on the memo dated October 3, 2019 for the joint purchase of salt for 2019-2020. The motion was seconded by Sel. Jurmain and passed unanimously.

19-221 Draft Letter to Residents Regarding Dangerous Tree

The Board reviewed a draft letter to residents to notify them that the Town has deemed a tree on their property as dangerous. The Board asked that the Town Administrator's name be added to the letter but otherwise approved it as to form.

19-222 Approval of Eden Street Sewer Extension

Mr. McKay asked the Board to approve lengthening the sewer extension at Eden Street per the request submitted by Legacy Engineering by adding two more existing homes at 57 and 59 Dover Road.

A discussion ensued about the lack of sewer capacity in the Town and the potential ramifications to property owners and developers in the near future. The Board asked for a Sewer Study Committee meeting to be held to discuss the issue and bring recommendations back to the meeting on November 18.

Sel. Jurmain made a motion to approve the sewer extension request for 57 and 59 Dover Road as part of the Eden Street sewer extension. The motion was seconded by Sel. McCaffrey and passed unanimously.

19-223 Employee/Retiree Health Insurance Update

Mr. Guzinski updated the Board on the status of health insurance for employee and retirees. Mr. Guzinski said the Public Employees Committee (PEC) has been meeting to discuss options including staying with the GIC or moving on to another carrier.

19-224 Review/Approval of Stormwater Commitment

Sel. Jurmain made a motion to approve the annual stormwater commitment for a total of \$668,976.00. The motion was seconded by Sel. McCaffrey and passed unanimously.

CONSENT ITEMS

Sel. McCaffrey made a motion to approve the minutes of the October 7, 2019 with changes. The motion was seconded by Sel. Jurmain and passed unanimously.

ADJOURNMENT

Sel. McCaffrey made a motion to adjourn at 9:55pm. The motion was seconded by Sel. Jurmain and passed unanimously.

Respectfully submitted: Karen M. Bouret