

08/16/21 Select Board Meeting Minutes

Chair Jurmain called the meeting to order at 7:05pm

The following persons were present: Sel. Pete Jurmain, Sel. Erin Underhill, Sel. Craig Schultze, Town Administrator-Michael Guzinski, Operations Support Manager Karen Bouret, and Board of Health Director John McVeigh

Announcements

No announcements

21-213 Appointment of COA Assistant

Mr. Guzinski asked the Board to confirm his appointment of Sandy Moore as a Department Assistant I at the Council on Aging for 19 hours per week, noting that both he and the Council on Aging Director feel she is the best candidate for the position.

Sel. Underhill made a motion to ratify the Town Administrator's appointment of Sandy Moore as Department Assistant I for the Council on Aging pending a successful CORI and physical results. The motion was seconded by Sel. Schultze. The motion passed unanimously.

21-214 Appointment of Chief Wiring Inspector

Mr. Guzinski asked the Board to confirm his appointment of Michael Giampietro, Building Commissioner, as Chief Wiring Inspector and to approve his updated job description. Mr. Guzinski said Mr. Giampietro has been Acting Chief Wiring Inspector for several months and noted that the SEIU agreed to allow Mr. Giampietro to act in both roles. Mr. Guzinski noted that this appointment will help streamline the Building Department's operations and reduce operating costs.

Sel. Underhill made a motion to ratify the Town Administrator's appointment of Michael Giampietro as Chief Wiring Inspector effective 7/1/21 and approves the updated job description as presented. The motion was seconded by Sel. Schultze. The motion passed unanimously.

21-215 Appointment of Local Emergency Planning Committee (LEPC) Member

Mr. Guzinski said the Board of Health nominated member Matthew Fuller to be their representative on the LEPC.

Sel. Underhill made a motion appoint Matthew Fuller to the LEPC for a term expiring on June 30, 2022. The motion was seconded by Craig Schultze and passed unanimously.

21-219 Approval of BAN for Village Street/Braun Purchase

Sel. Underhill made a motion to approve the vote prepared by Lock Lord, bond counsel to the Town, in connection with the Town's \$1,000,000.00 bond anticipation note that sold on August 12, 2021. The motion was seconded by Sel. Schultze and passed unanimously.

21-216 Hearing for FY22 Water/Sewer/Stormwater Rates

Sel. Jurmain made a motion to open the FY22 Water/Sewer/Stormwater rates' hearing at 7:15 pm. The motion was seconded by Sel. Underhill and passed unanimously.

Mike Schrader, Project Manager at Tighe & Bond, reviewed his recommendation for a rate increase of 3.5% for the FY22 sewer rate. Mr. Schrader said they are not recommending an increase for water or stormwater rates. Mr. McKay noted that in order to continue Infiltration and Inflow (I/I) work in Town, and since there was no rate increase last fiscal year, it is important to vote the increase in order to maintain funding in the reserve account.

Sel. Underhill made a motion to close the hearing at 7:30 pm. The motion was seconded by Sel. Schultze and passed unanimously.

Ms. Scannell noted that there has not been an increase to sewer rates since 2018.

Sel. Schultze made a motion to increase the sewer rates for FY22 by 3.5% and the water and stormwater should remain at the same rate as FY21. The motion was seconded by Sel. Underhill and passed unanimously.

21-217 Update on Status of COVID-19

Board of Health Director John McVeigh addressed the Board regarding recommendations for mask wearing since the number of DELTA variant infections of COVID have been trending upwards in the state and in town. Mr. McVeigh said the Center for Disease Control is recommending wearing a mask indoors at this time whether individuals are vaccinated to both prevent the spread of the disease and protect others.

The Board decided to schedule a tentative meeting for noon on Monday, August 23rd to review COVID numbers.

Sel. Underhill made a motion to authorize the Town Administrator in coordination with the Board of Health Director to mandate an indoor mask requirement for municipal buildings prior to August 23 if necessary due to a dramatic increase in cases in Town. The motion was seconded by Sel. Schultze and passed unanimously.

21-218 FY20 Audit Review Presentation

Scott McIntyre of Melanson gave an overview of the Financial Statements for year ending June 30, 2020. (See attached Management Letter and Financial Statements)

Mr. McIntyre said the overall audit review went very well.

21-220 ClearGov Status Update

Carol Johnston, Finance Director, gave a brief presentation on ClearGov demonstrating on the screen how to access information from the Town website but clicking on the Town Finances button on the homepage. Ms. Johnston said not all the information is completely up to date, but the majority is at this point.

21-224 Approval of Green Communities Grant Contract

Robert Weiss, Energy Manager, reviewed the Green Communities Competitive Grant.

Sel. Schultze made a motion to accept the Green Communities grant of \$62,510 from the state's Department of Energy Resources (DOER) and authorized the Town Administrator to sign on behalf of the Town. The motion was seconded by Sel. Underhill and passed unanimously.

21-223 Approval of MVP Flood Resiliency Grant Contract

Robert Weiss, Energy Manager, reviewed the MVP Flood Resiliency Grant Contract.

Sel. Underhill made a motion to accept the \$170,000 grant award from the state's Department of Energy and Environmental Affairs (EEA) to develop a Flood Resiliency Master Plan and authorize the Town Administrator to sign on the Town's behalf. The motion was seconded by Sel. Schultze and passed unanimously.

21-221 Hearing On Premises Restaurant All Alcohol License Hearing

Sel. Underhill motion to open the All-Alcohol License hearing for S & S Enterprises dba AvaLena's at 8:30 pm.

Karen Bouret introduced Avalena's owner Steve Scioli and manager David Swift and said they are asking the Board, acting as the Local Licensing Authority (LLA), to approve an All-Alcohol License for their restaurant. The restaurant will be located at the Roche Bros. Plaza and was formerly Rock 'n' Coal Restaurant. They will serve Italian food and pizza.

Sel. Jurmain made a motion to close the hearing. Sel. Underhill seconded this motion. Sel. Juramin polled the Board and the motion passed unanimously.

Sel. Underhill made a motion that the Board, acting as the LLA, approves the request by S & S Enterprises dba Avalena's to be located at 36B/C Milliston Road, Millis for an All-Alcohol License and for the hours of operation to be Wednesdays through Saturdays from 11:00am-1:00 am and Sundays through Tuesdays from 11:00am- 12:00am pending final approval by the ABCC and completion of all Town inspections. The motion was seconded by Sel. Jurmain and passed unanimously.

21-222 Discuss Management of Town Property

John Steadman, a representative from the Conservation Commission, presented a request to secure proposals for a master plan of Town-owned properties as a PowerPoint presentation. (See attached) Mr. Steadman said the CPC is supportive of the request.

Sel. Schultze made a motion to endorse the CON Com plan to produce an RFP and for the TA to work at the town owned properties. Sel. Jurmain seconded this motion. Sel. Jurmain polled the Board and the motion passed unanimously.

21-226 Discuss Request for Reimbursement of Gas Permit Fee

Sel. Underhill made a motion to reimburse the applicant for \$40 for a gas permit fee. The motion was seconded by Sel. Schultze. Sel. Jurmain polled the Board and the motion passed unanimously.

21-225 Discuss EFAC Recommendations

Sel. Jurmain spoke to a list of issues to consider for the EFAC (see attached). Sel. Underhill suggested only putting forward one issue at a time to task the EFAC with. Sel. Schultze said he would recommend moving forward with working on a bylaw for hookup to Town sewer for the November Town Meeting. Sel. Jurmain said PFAS issues need to be considered but the Board decided they should not ask the EFAC to work on this – they should be the ones to handle this issue. Sel. Schultze said the cost-split for funding could be researched by the EFAC. The Board all agreed that more public outreach is needed and the DPW Director and Kleinfelder should be able to see what other communities are providing for their residents.

Sel. Underhill made a motion to ask the EFAC to work on a sewer bylaw to require sewer hookup for residents who have paid a betterment fee. The motion was seconded by Sel. Schultze and passed unanimously.

21-227 Continued Discussion: Charter Review Committee Recommendations

Mr. Guzinski reviewed language changes that he and Town Counsel worked on based on the Board's direction at their July 19 meeting.

21-228 Approval of Farming at Con Com Land

Mr. Guzinski stated that the land that Tangerini's is requesting to farm on is Con Com land. The Board voted no objection to Con Com licensing the property to farm on.

21-229 Discuss Board/Committee Liaison Assignments

Sel. Jurmain said he met with Representative Auchincloss and the CRPCD.

Sel. Schultze voiced concerns about Medway being over on paper with no real ramifications and doesn't want Millis to be penalized for being prudent and trying to remain in compliance.

21-230 Approval of Water/Sewer Commitment

Sel. Schultze made a motion to approve the water/sewer commitment to the Collector for July for \$5,328.42. Sel. Underhill seconded this motion. Sel. Jurmain polled the Board and the motion passed unanimously.

21-231 Approval of Meeting Minutes 7/12 and 7/19

Sel. Underhill made a motion to approve the draft minutes from 7/12. Sel. Schulze seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.

Sel. Underhill made a motion to approve the draft minutes of 7/19. Sel. Schulze seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to adjourn at 10:15pm. Sel. Underhill seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.

Respectfully submitted by Victoria Schindler