

**SELECT BOARD
MEETING MINUTES
Monday June 10, 2024
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

Chair Schultze 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/HR Manager Karen Bouret DeMarzo.

Announcements

The Millis Carnival will be held at Town Park on June 28-30. Please visit the website for more information.

June is Pride month and when we celebrate the LGBTQI+ community.

***OUT OF ORDER* 24-117 Approval of:**

- *Field of Flags/Pride Flags*
Sel. Underhill motioned for the Board to approve the request to place a field of 250 pride flags on the front lawn at the Veterans Memorial Building for the month of June in recognition of Pride month. Sel. Rosenfeld seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

The transfer station is following their summer hours and will open on Wednesday nights at 6:45.

The Millis DPW announced the 2024 Water Ban – watering is allowed two days a week before 9:00am or after 5:00pm. Even number houses Monday and Thursday. Odd number houses Tuesday and Friday. For more information, please visit the website or call the DPW.

***OUT OF ORDER* 24-117 Approval of:**

- *Recreation – Banners @ Courts*
Sel. Underhill motioned to approve the Millis Recreation Departments display of Banners at the pickleball and tennis courts on June 10- July 1 to advertise for the Carnival and then July 15- August 30 to advertise for the Summer Concert Series. Sel. Rosenfeld polled the Board and the motion passed unanimously.
- *Run Back to School Event – Boosters*
Sel. Underhill moved that the Board approve the Boosters Run Back to School event set for Sunday, September 29, 2024, as specified and in coordination with the Millis public safety departments and school personnel. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.
- *Bike Ride for Food 10/6/24*
Sel. Underhill moved that the Board approve the 13th annual bicycle Ride for Food to come through Town as specified on Sunday, October 6, 2024, with a police detail from 9am-12pm at Rte. 115 and Baltimore Street AND the intersection of Pleasant and Village Streets. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.
- *Lawn Sign Request – Millis Soccer Club*
Sel. Underhill moved that the Board approves the request to place lawn signs announcing Millis Soccer Club registration at town park near the directional signs and in front of the Veterans Memorial Building from June 11-June 25, 2024. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

Appointments/Scheduled Items

24-107 Presentation of 2024 Lansing Millis Service Award to Richard Poslensky

The Lansing Millis Legacy Award was established last year to honor and recognize the volunteer contributions of our Towns senior residents. This year's recipient is Rich Poslensky. He has lived in Millis for over 30 years and offers his services to our senior residents needing transportation to medical appointments, shopping for groceries, medical supplies, and other necessary appointments. He is a critical member of the COA team.

Sel. Underhill moved that the Board designate Richard Polensky as the winner of the 2024 Lansing Millis Service Award. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

24-108 Vote to Petition State Legislative Delegation to File Petition for Special Act

Sel. Underhill moved that the Board approve and sign the Home Rule Petition as presented, for submittal to the General Court. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

24-110 Affordable Housing Discussion

Mary Ellen D'Espinosa, member of the Millis Housing Authority, gives a brief overview of the current state of the Millis Housing Authority. They currently oversee 73 senior/disabled units and 10 family units. The current demand as of October 2023 has over 63 applicants waiting. Affordable housing has two types of criteria – Income Based (generally 30% of the household's gross adjusted income) and Area Median Income (AMI) (determined by HUD; Millis is listed as having an AMI of \$141,300, qualify for low-income households cannot make more than \$113,040/year and to qualify for very low-income households cannot make more than \$70,650. She states the economic impact to the Town would be use of community preservation funds which are earmarked for housing and funded by real estate sales and the state and a potential town donation of land on which to build. The next steps would include the Town would identify potential land to consider for the project, Town meeting approval and a vote to determine if residents approve the land transfer.

Sel. Rosenfeld stated there are two properties they have looked at for the potential donation to the Millis Housing Authority – Cassidy Farm and Braun Property. She stated they recently had the properties flagged for wetlands.

Residents had concerns regarding the property at Cassidy Farm.

A resident questioned how the land would be appropriated to the housing authority. The Board stated the Town would gift the land and then the state would incur the cost of the building.

The Board stated this is the first of many steps in the decision-making process and will continue keeping the public informed. The Board posted the delineations of each property on the Town website.

<https://www.millisma.gov/select-board/pages/site-evaluation-wetland-delineation-reports>

24-111Enterprise Funds Advisory Committee Presentation – Stormwater Regulations

Kleinfelder reviewed the updated stormwater regulations. The next steps include submitting reline revisions to the Town Administrator and Town Counsel for a comprehensive legal review, incorporate any changes from counsel review, and the present to Select Board for adoption and eventual approval by Town Meeting.

Sel. Underhill moved that the Board approves sending the stormwater regulations, as presented, to town counsel for comment as the next step in the Town's review and acceptance process. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

24-112 Approval of MAPC Contracts

Sel. Underhill moved that the Board approve the contract for crack sealing services with Sealcoating, Inc., as solicited by the Metropolitan Area Planning Council (MAPC) on behalf of the Metro West Regional Services Consortium for a

period of July 1, 2024-June 30, 2025, at an amount not to exceed \$25,000. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

Sel. Underhill moved that the Board approve the contract for pavement markings with K5 Corporation, as solicited by the MAPC on behalf of the Metro West Regional Services Consortium, for a period of July 1, 2024-June 30, 2025, at an amount not to exceed \$30,000. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

24-113 Approval of Salt Shed Project

DPW Director Jim McKay requested the Board use the remaining available funds in the “snow ice removal fund” to replace the outside skin of the salt shed. He stated the building was requested to be replaced as part of the DPW restoration project but was eliminated due to the cost.

Sel. Underhill moved that the Board approve the salt shed restoration project as presented using \$9,000 in available funds from the Snow & Ice account # 01423520-553010. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

24-114 Review and Vote Upon Appointed Board/Committee Social Media Policy

The Board discussed the proposed policy and explained this is for Select Board appointed and Moderator appointed Boards and Committees.

The Board decided to review the document for a few more weeks and vote on it at their next meeting.

24-115 Discuss FY24 Select Board Goals

The Board reviewed the FY24 Select Board Goals.

Sel. Rosenfeld asked Jim Duffy, a member of the Enterprise Advisory Committee, to review the topics discussed at their meetings which include reviewing the future buildings planned in Millis.

24-116 Discuss/Vote Date for Fall Annual Town Meeting – Thursday 11/14/24

Sel. Underhill moved that the Board schedule the date of the Fall Annual Town Meeting for Thursday, November 14, 2024, at 7:30pm in the Middle/High School Auditorium. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

24-118 Discuss/Vote Closure of Municipal Offices/Library/DPW on 7/5/24

Sel. Underhill moved that the Board votes to close all municipal offices, the town library, and the department of public works on Friday, July 5, 2024. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

24-119 Board/Committee Liaison Updates

Sel. Underhill did not attend any meetings.

Sel. Rosenfeld attended the cemetery committee where they reviewed the cemetery improvements.

Sel. Schultze attended the 3a MBTA advisory committee where they discussed the proposed plan which is being presented at the Planning Board tomorrow.

24-120 Review/Approval Water/Sewer Commitment to Collector (2)

Sel. Underhill moved that the Board approves the May 2024 water/sewer department commitment to the collector for a total commitment amount of \$808,814.11. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

Sel. Underhill moved that the Board approves the 4th quarter FY24 water/sewer department commitment to the collector for a total commitment amount of \$805,572.54. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

24-121 Approval of DRAFT Minutes 5/20/24

Sel. Underhill moved that the Board approves the 5/20/24 board meeting minutes as written. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.

***Unforeseen Item* – Sel. Underhill moved that the Board approve the inclusion of an informational flyer in the next property tax bill in accordance with MGL Ch 60 section 3A. Such flyer to will contain information relating to the proposed MBTA 3A Zoning Bylaw. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board and the motion passed unanimously.**

Adjournment

Sel. Underhill moved for the Board to adjourn at 9:10pm. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board – Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

Respectfully Submitted by Victoria Schindler