

**SELECT BOARD
REGULAR SESSION MEETING MINUTES
Monday, January 27, 2020
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. Barnes called the meeting to order at 6:35 pm. The following persons were present: Sel. Loring Barnes, Sel. James McCaffrey, Sel. Pete Jurmain, Town Administrator Michael Guzinski, Operations Support Manager Karen Bouret, and Town Counsel Jay Talerman of Mead, Talerman and Costa.

ANNOUNCEMENTS

Sel. McCaffrey announced that Sunday is Millis Fund Sunday and asked people to donate to the fund to help other Millis families at 142 Exchange Street by mail or the Millis houses of worship will be accepting funds.

Sel. Barnes announced that there are eleven open positions for the election this May and encouraged members of the community to consider running for office.

Sel. Barnes thanked Dave Byrne for his unrelenting focus on safety through the Local Emergency Planning Committee and his work both at the Millis Public Schools as Facilities Manager and as Electrical Inspector. Mr. Byrne has retired from the Town after decades of service for which the community is very grateful.

PUBLIC HEARINGS & APPOINTMENTS

20-013 Norfolk County Sheriff's Office & Correctional Facilities Update

Sheriff Jerry P. McDermott addressed the Board regarding the community service work crews as well as services for seniors, leadership academies for kids, as well as animal therapy. The Board thanked the Sheriff for the work crews time when they were in Millis doing landscaping in the fall and interior painting in the winter.

20-014 Senior Project Presentation – Softball Scoreboard

Mackenzie Smith, Millis High School Senior, presented her Senior Project proposal for a new Softball Field scoreboard to the Board. (see attached) The project includes fundraising for the scoreboard, equipment and materials. The Board asked Ms. Smith to work in coordination with the Softball League, DPW Director Jim McKay, and Recreation to coordinate timing and logistics for installation.

20-015 Approve Utilization of Grant Fund for Softball Field Improvements

Mr. Guzinski said a field improvement grant that was given to the Town years ago was never expended for the specified improvements at the Oak Grove Farm fields. Jay Talerman, Town Counsel, said the firm still needs to look further into what the funds can specifically be used for. Michael Rand, President of Millis Girls Softball and Michael Leach, President of Millis Baseball, said the Softball League is asking for funds to be allocated to help rehabilitate the fields. (See letter attached) Sel. McCaffrey asked Mr. Rand and Mr. Leach for the order of priority for the improvements listed as the scope of work. Mr. McKay said that the Planning Board recently voted unanimously to release \$25,000 to be used specifically for town fields specifying funds must be used within in one year of January 24, 2020. Additionally there is \$11,000 in a former playground fund that can be used for the project. Mr. Guzinski said if counsel opines that the grant funds can be used for the requested improvements, the project will

need to go through the procurement process. Sel. McCaffrey asked for written support for this project from the various groups in town such as Flag Football. Further research into funding options will occur in the near future.

Sel. Barnes made a motion that the Board is in support of the project pending approval of the funds and a future presentation at the February 10th Select Board meeting. Sel. McCaffrey seconded the motion and the motion passed unanimously.

20-019 Appointment of Historical Committee Members

Sel. Barnes made a motion to appoint Lawrence Giargiari, Charles “Rusty” Cushman, Robert Ruggeri, Carolyn McNiff and Dennis Anderson as Associate Members to the Historical Commission. The motion was seconded by Sel. McCaffrey and passed unanimously.

20-016 Millis Lions Gift Approval – LED Sign

Debbie Hayes made a presentation to the Board for a new LED sign board for announcements and community news to replace the existing community sign. Ms. Hayes explained that the original sign was a gift from the Lions to the Town for their 40th anniversary and the Lions are now turning 75 and gifting the Town again.

Sel. McCaffrey made a motion to approve and accept a new LED sign board as described and presented to replace the existing Lions’ community sign located in front of the Veterans Memorial Building. The motion was seconded by Sel. Barnes and passed unanimously.

20-017 Approval of Sign Banner – Lions

Sel. McCaffrey made a motion to approve the banner permit application from the Millis Lions for a banner to celebrate 75 years of service to the Town to be hung across Route 109 for the month of February 2020. The motion was seconded by Sel. Barnes and passed unanimously.

20-018 Sewer Capacity Presentation

Jim McKay, DPW Director and Mike Carter, of GCG Associates presented a Sewer Capacity Report. (See attached PowerPoint presentation) The presentation included review of uniform compliance standards for wastewater collection and treatment, current sewer capacity amounts vs. permitted vs. promised, potential upcoming projects and deficiencies, and unused betterments. The report included two recommendations including monitoring and updating flows as connections occur, establish policy in the form of a bylaw for a timetable to mandate hook-ups, and partnerships to include possible buy-backs. Mr. Carter recommended that the Town continues to improve infiltration and inflow (I/I) research and repairs. Mr. Talerman said if there is some capacity in limbo and a 40B project comes into town and tries to jump the line for capacity, there are cases to support the Town in denying the 40B. A discussion ensued about a Plan B for developers to include septic or on site treatment plants at their cost or funds to be used for future I/I work. Mr. Talerman strongly recommended that the Select Board acting as sewer commissioners take a position on upcoming developments, to include 40B projects. Mr. Talerman suggested creating a policy and/or taking formal votes to advise the Zoning Board of Appeals since they act as sewer commissioners for 40B projects as well as provide to developers who are looking to build.

Sel. McCaffrey made a motion that the Board directs town counsel to develop a policy for the 2/10 meeting to deal with the diminishing sewer capacity and that the Board will not entertain any requests until that time. The motion was seconded by Sel. Jurmain and passed unanimously.

Dan Merrikin of Legacy Engineering voiced concerns about “actual” capacity numbers and asked the Board to make their own decisions on capacity numbers vs. DEP’s numbers and what is truly prohibited legally. Bob Weiss, Planning and Economic Development Director said he wants the Board to remember that the Town wants to encourage future development and applauded the Board’s effort to work to find ways to chase sewer capacity.

Jay Talerman left the meeting at 9:25pm.

20-020 Appointment of Website & Communications Members

Sel. Barnes made a motion to appoint Matt Iorlano to the Website & Communication Committee through June 30, 2020. The motion was seconded by Sel. McCaffrey and passed unanimously.

SCHEDULED BUSINESS

20-021 Town Clerk Position Guidelines

Sel. Barnes asked the Board to consider adopting Town Clerk position guidelines, not a job description since the position is elected, to frame responsibilities as listed in the consultant’s report. Sel. McCaffrey said this is not something the Board can authorize due to the position being elected and the Town Charter. Sel. McCaffrey said since the Board decided not to go forward with making the Clerk’s position appointed the Board has no authority to authorize a job description for elected positions. Mr. Guzinski said he believes the consultant’s report included the job description for and if the position became appointed. The Board decided to take no action.

20-022 Town Social Media Policy Discussion

Sel. Barnes said social media, in the form of a Facebook page or other could be used to promote events, upcoming meetings, emergency news etc. from the Town. Sel. McCaffrey sees some benefit to getting information to residents via social media but wants to understand how the governance will work for who would be responsible to get information out timely and how to make it work to benefit everybody. Sel. McCaffrey would like the Board to ask the various individual departments that already have social media pages how they are monitored and managed. Sel. Jurmain agreed that getting a social media process in place is important but agreed that it needs further vetting.

CONSENT ITEMS

Sel. McCaffrey made a motion to approve the minutes of January 13, 2020 as written. The motion was seconded by Sel. Barnes and passed unanimously. Sel. Jurmain abstained since he was not present at the meeting.

Sel. Barnes reminded viewers that there are 11 positions where they can make a difference and encouraged them to run for election. Sel. Barnes officially announced that she is not running for re-election as a Select Board member and thanked everyone for supporting her and said she hopes people are inspired to run.

ADJOURNMENT

Sel. Jurmain made a motion to adjourn at 10:10 pm. The motion was seconded by Sel. McCaffrey and passed unanimously.

Respectfully submitted: Karen M. Bouret