

**SELECT BOARD
MEETING MINUTES
Tuesday, November 19, 2024
Millis Middle/High School Library
245 Plain Street, Millis, MA 02054**

I. CALL TO ORDER

Chair Rosenfeld 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, Assistant Town Administrator Karen Bouret and Jay Talerman, Town Counsel.

II. SCHEDULED APPOINTMENTS/HEARINGS

24-217 Appointments

Sel. Underhill made a motion to ratify the Town Administrator's appointment of Marcy Buckler and John Cappello as Election Workers. The motion was seconded by Sel. Schultze and passed unanimously.

III. OPEN SESSION ITEMS

24-218 Approval of Climate Action Plan Contract (CAP)

Bob Weiss, Energy Manager, said the Energy Committee solicited bids for an energy or an environmental contractor to create a Climate Action Plan for the Town. The Town is looking to be designated a Climate Leader, and to that goal seeks a Plan to help the private sector move toward net-zero energy in 2050. Mr. Weiss said that after a formal review of the bid packages by the review committee, he recommends that the Select Board approve and sign the Climate Action Plan contract with Weston & Sampson Engineers, Inc.

Sel. Underhill made a motion to approve and sign the Climate Action Plan contract with Weston & Sampson Engineers, Inc. of Reading, MA for an amount not to exceed \$60,000. The motion was seconded by Sel. Schultze and passed unanimously.

24-219 Accept the Planning

Board Report for Zoning of Off-Street Parking & Loading/FATM Article 13

Mr. Guzinski explained that a public hearing was held by the Planning Board on Tuesday, November 12, 2024, to consider amending the Town of Millis Zoning By-Laws.

Sel. Underhill made a motion to accept the Planning Board report recommending approval of Section VIII. Off-Street Parking and Loading Regulations Zoning amendments for Article 13 of the 11/19/24 town meeting as written. The motion was seconded by Sel. Schultze and passed unanimously.

24-220 Discuss Fall Annual Town Meeting Articles

The Board reviewed the town meeting articles. A brief discussion was held about the Lansing Millis Building project, articles 3 and 4, Resident Alan Handel asked if grant options had been investigated and Chair Rosenfeld explained that they had and that half of the cost of the project will come from Community Preservation funds. It was noted that an RFP to solicit bids will be created with the assistance of the Permanent Building Committee.

24-221 Municipal Hours for 11/27 & 12/24/24

Sel. Underhill made a motion to close municipal offices, the DPW, and the library at 1:00pm on both November 27, 2024 and December 24, 2024, for the holidays. The motion was seconded by Sel. Schultze and passed unanimously.

24-222 Liaison Updates

Sel. Schultze said he attended the Finance Committee meeting, Pre-Town Meeting.

Chair Rosenfeld said she attended the Charles River Pollution Control District meeting, no updates, and attended the Energy Committee meeting where they are working on next steps for theCAP.

24-223 Liaison Updates

Sel. Underhill made a motion to approve the October 2024 Water/Sewer Department Commitment to the Collector in the amount of \$1,080,737.66 and quarterly bill run, November 2024, Commitment in the amount of \$1,077,278.44. The motion was seconded by Sel. Schultze and passed unanimously.

IV. EXECUTIVE SESSION 6:30pm

Sel. Underhill made a motion to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position.

(MA Coalition of Police & SEIU) and to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position.

(Well Permit) seconded by Sel. Schultze.

Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

Sel. Underhill made a motion to recess the meeting until the conclusion of the town meeting.

Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

V. ADJOURNMENT

Sel. Underhill motioned to adjourn following town meeting's conclusion. Sel. Schultze seconded the motion and the motion passed unanimously.

Respectfully submitted by Karen Bouret DeMarzo