

**SELECT BOARD
REGULAR SESSION MEETING MINUTES
Monday, January 13, 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, Town Administrator Michael Guzinski, and Operations Support Manager Karen Bouret. Sel. Jurmain was unable to attend.

EXECUTIVE SESSION

Cancelled

ANNOUNCEMENTS

Mr. Guzinski announced that there will be Violent Intruder Training on Friday, January 17th for Town Hall employees and volunteers. The Town Hall will be closed from 9:00am-10:30am to the public on that day.

Sel. Barnes thanked Cynthia Harris for her service to the Town as Director of Veterans Affairs and noted that the Town will be hiring a replacement in the near future.

Sel. Barnes announced that there is an opening on the Finance Committee and thanked James Bullion for his service to the Town.

James McKay, DPW Director, announced that new small bags are available at \$1.25 per bag at Roche Bros., Namaste, and Richdale Foods in addition to the regular large blue bags at \$1.75 per bag.

Mr. Guzinski informed the community that a supplemental amount for Chapter 90 funds of \$27,265.00 was approved bringing the total apportionment to \$299,912.00.

PUBLIC HEARINGS & APPOINTMENTS

20-002 Community Electrical Aggregation Update

Bob Weiss, Energy Manager, said he and the Town Administrator worked with the Town's broker Good Energy to review energy aggregation bids submitted in December. It was determined that it was in the Town's best interest to reject the bids due to the low savings that would've resulted.

20-003 Appointment of Ex-Officio Permanent Building Committee (PBC) Members

Mr. Weiss, now acting as Interim Planning and Economic Development Director, asked on behalf of the Economic Development Committee for the Select Board to appoint Nate Maltinsky as an Ex-Officio member to work on the Lansing Millis Building. Sel. McCaffrey suggested that Bob Weiss also serve as an Ex-Officio.

Sel. McCaffrey made a motion to appoint Nathan Maltinsky and Robert Weiss as Ex-Officio members to the Permanent Building Committee for the duration of the Lansing Millis Building project. The motion was seconded by Sel. Barnes and passed unanimously.

20-005 Appointment of PBC Member

Sel. McCaffrey made a motion to appoint John Larkin as a PBC member through June 20, 2020. The motion was seconded by Sel. Barnes and passed unanimously.

20-006 Tax Bill Overview

Mr. Guzinski presented a three-page document containing information on how property taxes are calculated and the billing and abatement processes. (See attached) The Board encouraged residents to reach out to the Town finance departments at the phone numbers listed with any specific questions regarding their individual tax bills. A discussion ensued about recent debt exclusion votes and the Proposition 2 ½ levy limits. Sel. Barnes encouraged residents to get involved in town government and town decisions by volunteering for committees or running for office instead of lashing out on social media.

SCHEDULED BUSINESS

20-007 Approval of Norfolk County Control Mutual Aid Agreement for Joint Fire/Rescue/Ambulance Service

Fire Chief Barrett explained that mutual aid gives us the right to share services across jurisdictional lines and for the billing to be shared.

Sel. McCaffrey made a motion to approve and authorize the Chair to execute the Norfolk County Control Mutual Aid Agreement for Medway and Medfield Joint Fire, Rescue, and/or Ambulance Service. The motion was seconded by Sel. Barnes and passed unanimously.

20-008 Approval of Contract for Study of DPW Operational Analysis Study

Mr. Guzinski said he and the Finance Director acted on the directive of the Select Board to solicit proposals for a comprehensive study of management and operations at the Department of Public Works. He said they both recommend Community Paradigm Associates be awarded the project.

Sel. McCaffrey made a motion to approve the contract between the Town and Community Paradigm Associates for a comprehensive DPW management and operations study and to authorize the Town Administrator to execute the agreement in an amount not to exceed \$22,000.00. The motion was seconded by Sel. Barnes and passed unanimously,

20-009 Approval of Fin, Fur, Feather Club License Change of Hours

Sel. McCaffrey made a motion to approve the skeet shooting license change of hours to allow opening its outdoor range from sunup to sundown on Sundays if the need arises through March 31, 2020 but to be extended to December 31, 2020 if no nuisance complaints are received before the end of March. The motion was seconded by Sel. Barnes and passed unanimously.

20-010 Adoption of Town Clerk Job Description

Sel. McCaffrey noted that since the Clerk's job is elected, the Board is not allowed to impose a job description. Sel. Barnes asked to push this discussion to a future meeting when the entire Board will be present.

20-011 Town Social Media Policy

Sel. Barnes suggested that adding an official outbound Facebook page be established to provide information to residents in addition to the website. Sel. McCaffrey noted that the existing Social Media policies govern how Town Board members and employees act on other Facebook pages. Sel. McCaffrey

noted that properly implementing an outgoing Facebook page requires some overall organizational review to make sure the communication is accurate and well-managed. Sel. Barnes asked to continue the discussion at a future meeting when the entire Board will be present.

20-012 Approval of December 2019 Water/Sewer Commitment

Sel. McCaffrey made a motion to approve the December 2019 Water/Sewer Commitment in the amount of \$2,249.89. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. McCaffrey made a motion to approve the minutes of December 16, 2019 as written. The motion was seconded by Sel. Barnes and passed unanimously.

ADJOURNMENT

Sel. McCaffrey made a motion to adjourn at 8:20 pm. The motion was seconded by Sel. Barnes and passed unanimously.

Respectfully submitted: Karen M. Bouret