

**SELECT BOARD
MEETING MINUTES
Monday, January 8, 2024
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

Chair Schultze called the meeting to order at 7:00pm.

The following persons were present Chair Craig Schultze, Vice Chair Ellen Rosenfeld, Clerk Erin Underhill, Town Administrator Mike Guzinski, Assistant Town Administrator/HR Manager Karen Bouret DeMarzo.

Announcements

The Board thanks the DPW for all their effort cleaning up from the storm.

Sel. Underhill will be holding an office hour in room 206 on Tuesday January 9th from 11:00am- 12:00pm.

The Board is still working with the Finance Committee and the School Committee to sure up a date for the Tri-Board meeting. They are aiming for a date in February in hope they will have some preliminary numbers.

24-001 Hearing: Special Permit Application for 1480-1486 Main Street

Sel. Rosenfeld made a motion to open the hearing for a special permit application for 1480-1486 Main Street. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Sel. Rosenfeld made a motion that the hearing be continued to January 22nd, 2024, at 7:10pm. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

24-002 Discuss Request for Building and Wiring Permits Refunds – Freedom Forever, LLC

Building Inspector Mike Giampietro discussed the refund permit fees for 2 wiring permits and two building permits due to the homeowners not moving forward with the projects. They are based on the cost of construction. He recommends \$150-\$160/ permit.

Sel. Rosenfeld made a motion that the Board grant a refund for the \$40 inspection fee for two wiring permits and two building permits for a total refund of \$160 to Freedom Forever, LLC, due to the homeowners not moving forward with solar projects at 52 Dover Road and 75 Bullard Lane. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

24-003 Award Contract for Designer Services for MHS Building Project – Tappe Architects

Diane Jurmain, Chair of the Permanent Building Committee gave a brief project update. She states that Vertex will be the project managers. They then went out to bid for a designer, Tappe Architects won the bid, and she is asking the Board to review and decide to move forward.

Sel. Rosenfeld made a motion that the Board award the contract for designer services for the Middle/High School building project to Tappe Architects, Inc., at an amount of \$535,000 for basic services and \$173,910 for preliminary extra services associated with feasibility/schematic design for a total contract amount of not to exceed \$708,910.

24-004 Board/Committee Liaison Updates

The Board members have no updates except that Sel. Underhill is on the Community Preservation Committee and Sel. Rosenfeld is not.

24-005 Ratification of MOA for MA Coalition of Policeman Local 171 – Light Duty

Sel. Rosenfeld made a motion that the Board vote to ratify the Memorandum of Agreement between the MA Coalition of Police, Local 171 and the Town of Millis for Light Duty as written. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

24-006 Approval of DRAFT Minutes

No minutes to approve.

24-007 Approval of Water/Sewer Commitments

Sel. Rosenfeld made a motion that the Board approve the water/sewer commitment for December 2023 for an amount of \$1,574.21. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to adjourn at 7:36pm. Sel. Rosenfeld seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Respectfully Submitted by Victoria Schindler