

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, March 25, 2019
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. MacInnes called the meeting to order at 6:00 pm. The following persons were present: Sel. Cathy MacInnes, Sel. Loring Barnes, Sel. James McCaffrey, Town Administrator Michael Guzinski, and Operations Support Manager Karen Bouret.

EXECUTIVE SESSION

***To conduct strategy sessions in preparation for negotiations with union personnel.
(Police/Dispatch Contracts)***

***To consider the purchase or sale of real estate if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.
(Acorn Street Lot 13)***

***To conduct strategy sessions in preparation for litigation if an open meeting may have a detrimental effect on the litigating position of the public body.
(Pernice)***

Return to regular session at 7:00pm.

ANNOUNCEMENTS

Town Clerk Lisa Hardin said a few words about Rita Murphy, who served on the Board of Registrars for thirty years. Sel. McCaffrey read the certificate of appreciation for Ms. Murphy.

PUBLIC HEARINGS & SCHEDULED APPOINTMENTS

19-043 Discussion with Senator Rausch

Senator Rebecca Rausch and the Selectboard discussed a variety of issues brought forth by the Town including an increase of various forms of state aid (Chapter 70 Education Aid & Circuit Breaker, Chapter 90 Road Construction/Repair Aid, Unrestricted Local Aid), Providing assistance through the DOT to fix the Dover Road Bridget, Preventing the Cannabis Control Commission from becoming intrusive into the host community agreement process, and support our community compact grant request to combine the Towns financial systems with the school department.

19-044 All Alcohol License Hearing: Clicquot Coffee

Sel. McCaffrey opened the All Alcohol License hearing for Clicquot Coffee, LLC doing business as Clicquot Coffee to be located at 1060 Main Street. The motion was seconded by Sel. Barnes and passed unanimously.

Alan Sky, owner/manager, said this will be a gourmet coffee shop that serves Paninis, crepes, specialty coffees, as well as cocktails.

Sel. McCaffrey made a motion to close the All Alcohol License hearing for Clicquot Coffee, LLC doing business as Clicquot Coffee to be located at 1060 Main Street. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. McCaffrey made a motion to approve the application for an All Alcohol License for Clicquot Coffee, LLC doing business as Clicquot Coffee to be located at 1060 Main Street. The motion was seconded by Sel. Barnes and passed unanimously.

19-045 Appointment to the Board of Registrars

Ms. Hardin said due to Rita Murphy's retirement, she is asking the Board to appoint Karen Bouret as a replacement on the Board of Registrars.

Sel. McCaffrey made motion to appoint Karen Bouret to the Board of Registrars to serve the remainder of Ms. Murphy's term. The motion was seconded by Sel. Loring Barnes and passed unanimously.

19-046 Appointment of Charter Review Committee

Sel. MacInnes noted that at this time there are only two volunteers who have expressed interest recently and asked for this item to be moved to the next meeting of the Board. The Board agreed to reach out to other individuals to see if more volunteers will step forward.

19-047 Discuss Updated DPW Building Project at 7 Water Street

Wayne Klocko, Chair of the Permanent Building Committee (PBC), spoke about the process of the proposed design for a refurbished DPW building. Jim McKay, DPW Director, presented the concept plan and pointed out the various areas on the drawings. (See attached) Sel. MacInnes noted that she is the liaison to the PBC and said a lot of work has been put into this design and it is frugal yet addresses all of the Town's needs as well as compiling with EPA and DEP regulations. Also in attendance were the structural engineers and mechanical engineers.

Robert Taylor of Taylor and Burns, the architect for the project, spoke about the size of the buildings. Sel. Barnes asked for an additional toilet to be added to the Women's area and Mr. Taylor said he will review the plan. Mr. Klocko reviewed the construction costs, soft costs, contingencies for design and construction as well as escalation to mid-2020, for a total project cost not to exceed \$3.9 million dollars. Mr. Klocko noted that there is money left from funding that was approved at previous town meetings. Mr. Guzinski said there is an article on the May town meeting warrant to reallocate that funding towards this project. Mr. Klocko said if this project is not approved, the cost of doing nothing will not be zero due to OSHA updates etc. Mr. Guzinski said this would be a borrowing not an override and the payments would be made from the general fund and the water and sewer enterprise fund equally. Mr. Guzinski said at this time the Board needs to either voice endorsement of the project for the warrant or not.

Sel. McCaffrey made a motion that the Board endorses the project as presented for structural updates to the DPW building(s) to be placed for approval on the 5/13/19 Town Meeting Warrant. The motion was seconded by Sel. Barnes and passed unanimously.

19-048 Approve Verizon Easement for CFB Project

Mr. Klocko asked the Board to approve an easement for the Clyde F. Brown school project.

Sel. McCaffrey made a motion to approve an easement for Verizon as shown for the Clyde F. Brown project. The motion was seconded by Sel. Barnes and passed unanimously.

19-049 Discuss Conditions of Orchard Street Related to Regency at Glen Ellen Construction

Sel. McCaffrey said the signage during construction of the Regency at the Glen Ellen project is confusing and inadequate and asked that the contractor take care of the issues. Concerns were also raised regarding construction happening beyond the specified hours. Mr. McKay said he will bring the General Contractor in to meet with the Police and Fire Chiefs to discuss the issues and work towards solutions. Resident and Planning Board member Rich Nichols voiced concerns and said unfortunately the contractor is more reactionary then proactive and listed many issues that have caused concerns and problems on the street. Mr. McKay said one option is to close the road and open it for residents only, but for now can speak to all parties to find a resolution.

Mr. McKay said the project is very close to on schedule. He shared a proposed letter to residents regarding an informational meeting he will be hosting on April 4th to update all on construction of a new sewer lift station that will replace the one at the corner of Middlesex and Orchard Streets.

Sel. Barnes asked that extending the water line past the project to the Holliston line be placed back on the table. Mr. McKay said at this point it would be cost prohibitive, but Mr. Guzinski said with the waiver they are looking for it can be looked at again.

19-050 Vote to Deficit-Spend Snow & Ice

Mr. McKay said at the last meeting he asked for a not to exceed \$25,000 but is now asking for a not to exceed \$75,000.

Sel. McCaffrey made a motion that the Board approves a not to exceed amount of \$75,000.00 for FY19 to deficit-spend the Snow & Ice account. The motion was seconded by Sel. Barnes and passed unanimously.

19-051 All Alcohol License Hearing: Budabing's

Sel. McCaffrey made a motion to open the All Alcohol License hearing for Budabings. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. McCaffrey made a motion to approve an All Alcohol License for The 50's Café, LLC doing business as Budabings. The motion was seconded by Sel. Barnes and passed unanimously.

SCHEDULED BUSINESS

19-052 Personnel Plan Adjustments for FY20

Sel. McCaffrey made a motion to approve the Personnel Plan adjustments as presented in the packet. The motion was seconded by Sel. Barnes and passed unanimously.

19-053 Vote to Open ATM Warrant and Review Articles

Mr. Guzinski reviewed the draft Annual Town Meeting Warrant including recommended alterations.

Sel. McCaffrey made a motion that the Board authorize the opening of the 5/13/19 Annual Town Meeting Warrant. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. McCaffrey made a motion to add the DPW union to the list of unions for ratification, add the Police cruiser lease payment, add the recommendation to deposit \$150,000.00 into the Unemployment Fund, delete article 25 for Signs, and renumber all articles accordingly. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. McCaffrey made a motion that the Board close the 5/13/19 Annual Town Meeting Warrant. The motion was seconded by Sel. Barnes and passed unanimously.

19-054 Review and Discuss FY20 Draft Budget Recommendations

Carol Johnston, Finance Director, reviewed the revenue summary including shared expenses/chargebacks and must fund warrant articles. A discussion ensued about the Tri County School assessment and the Town's membership as well as the 65/35% split between School and Town. Sel. Barnes asked, through the Chair, that the Town Administrator investigate what services we could garner from the MBTA since we don't have any direct benefit from the assessment fee. Mr. Guzinski said the numbers will be refined at the next meeting and that the school has been briefed on the current figures. Mr. Guzinski said the Finance Committee will review the current draft at their meeting Wednesday and a final recommendation should be available for the Board at their next meeting on April 8.

19-055 Discussion Regarding VMB Storage

A brief discussion ensued regarding the current situation of storage for the VMB. The board agreed to discuss this further at a later date.

19-056 Approval of 4/27 Scrap Metal Drive

Sel. McCaffery motioned to approve the Scrap Metal Drive on 4/27. The motion was seconded by Sel. Barnes and passed unanimously.

ADJOURNMENT

Sel. Barnes a motion to adjourn at 10:48 pm. The motion was seconded by Sel. McCaffrey and passed unanimously.

Respectfully submitted: Karen M. Bouret