

**SELECT BOARD
MEETING MINUTES
Monday, November 6, 2023
Middle/High School Library
245 Plain Street, Millis, MA 02054**

Ellen Rosenfeld called the meeting to order at 7:00pm.

The following persons were present, Vice Chair Ellen Rosenfeld, Clerk Erin Underhill, Assistant Town Administrator/HR Manager Karen Bouret DeMarzo, Town Administrator Michael Guzinski, Town Counsel Kate Feodoroff, Town Counsel Steve Chaplin.

Chair Craig Schultze arrived five minutes late.

23-216 Sign Veterans Proclamation

Mr. Guzinski reviewed a mutual aid agreement between Millis and Norfolk for shared IT services. This agreement will provide coverage when Millis' IT Director is away on vacation or leave. Mr. Guzinski recommended the Board's approval.

Sel. Rosenfeld made a motion to approve and authorize the Town Administrator to sign the Shared IT Services Mutual Aid Agreement between Millis and Norfolk as written. Sel. Underhill seconded the motion. The motion passed unanimously.

23-217 Review/Approval of Cell Tower Lease

Mr. Guzinski reviewed a wireless telecommunications facility lease agreement between Wireless Edge Towers II, LLC. Mr. Guzinski explained that after a lengthy procurement process and town counsel's review the lease agreement has been approved and executed by Wireless Edge Towers II. The lease consists of a 30-year agreement with annual lease payments to the Town of \$29,412 and an annual escalator of 2.5%. There is a co-location rent bonus of 50% from commercial antenna renters and a one-time Tower Permit Bonus of \$30,000. Town public safety equipment will be placed free of charge at the top of the tower. Mr. Guzinski recommended the Board's approval.

Sel. Rosenfeld made a motion to approve and authorize the Chair to sign the cell tower lease agreement between Millis and Wireless Edge Towers II, LLC. as written. Sel. Underhill seconded the motion. The motion passed unanimously.

23-218 MS/HS OPM Contract

Mr. Guzinski said that he assisted the Millis School Building Committee (SBC) in the procurement process for selection of an Owner's Project Manager (OPM) last summer in compliance with Mass School Building Authority (MSBA) regulations and state law. The SBC awarded the contract to The Vertex Companies, LLC. Mr. Guzinski recommended the Board's approval.

Sel. Rosenfeld made a motion to approve and authorize the Town Administrator to sign the contract for OPM services for the Millis Middle/High School building project between Millis and The Vertex Companies, LLC as written. Sel. Underhill seconded the motion. The motion passed unanimously.

23-219 Discuss Fall Annual Town Meeting Warrant Articles

Mr. Guzinski let the Board know that the Acting Moderator approved a handout related to Article 4 regarding funding for the proposed PFAS treatment facility. The Board briefly discussed the warrant, but no votes were taken.

23-220 Board & Committee Liaison Updates

Sel. Rosenfeld said she attended an Energy Committee meeting. The committee has asked for a liaison to be appointed to the Permanent Building Committee (PBC). Chair Schultze said he will ask the PBC to invite the Energy Committee whenever a discussion that could involve energy is on their agenda.

23-221 Approval of DRAFT Minutes

Sel. Rosenfeld made a motion to approve the draft minutes of January 25, 2021, February 16, 2021, March 1, 2021, and October 23, 2023 as written. Sel. Schultze seconded the motion.

Sel. Underhill abstained. The motion passed 2-1

23-222 Approval of Stormwater Commitment

Sel. Rosenfeld made a motion to approve the FY24 Annual Stormwater Commitment in the amount of \$701,316. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to enter executive session at 6:30pm to discuss strategy with respect to potential litigation for a dangerous dog appeal (Bentley) and to discuss strategy with respect to litigation (3M/PFAS Class Action lawsuit)

The Board returned from executive session at 6:40pm.

Sel. Schultze made a motion to recess to town meeting at 6:45pm.

Sel. Schultze made a motion to adjourn after town meeting at 8:27pm. Sel. Rosenfeld seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Respectfully Submitted by Karen Bouret DeMarzo