

**SELECT BOARD  
MEETING MINUTES  
Wednesday December 18, 2024  
Veterans Memorial Building Room 229  
900 Main Street, Millis, MA 02054**

**I. CALL TO ORDER**

**Chair Rosenfeld called the meeting to order at 7:30 pm.**

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

**II. ANNOUNCEMENTS**

On the Town website there is a community survey from the library – the last day to complete it is Friday 12/20. The first night of Hanukkah is 12/25, the menorah lighting will be held on the night of 12/26 at 6:30pm in front of the VMB building.

Energy Manager Bob Weiss announced that the Empower Millis Energy Aggregation Plan has a new plan that will be submitted to the DPU and is on the Town Website for review by citizens before it is submitted.

Eversource has announced its new electric supply rates will be lower than the Empower Millis rates and residents will have the ability to opt out of the Empower program. Please reach out to Bob Weiss [rweiss@millisma.gov](mailto:rweiss@millisma.gov) for more information.

**III. SCHEDULED APPOINTMENTS/HEARINGS**

**24-236 Appointments**

- *Building Commissioner*

**Sel. Underhill moved that the Board ratify the Town Administrator's appointment of Joseph Atchue as Building Commissioner, to be effective January 6, 2025. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.**

- *Temporary Building Inspector*

**Sel. Underhill moved that the Board ratify the Town Administrator's appointment of Peter Tartakoff as an On Call Building Inspector to be paid on a per inspection basis only. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.**

- *Collections Manager – Library*

**Sel. Underhill moved that the Board ratify the Town Administrator's appointment of Alyssa Freden as Library Collections Manager pending a successful CORI and physical. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.**

**24-237 Consider Connection Fee Waiver Pollard Farms Condo Trust**

DPW Director Jim McKay states he has been in discussion with the Condo trust for many years. When the building was built only one meter was put in to service the property, the condo trust would like to separate the units and place individual meters for each unit. He states he is in support of this and thinks it would be good for the Town.

**Sel. Underhill moved that the Board, acting as the Water/Sewer/Stormwater Commissioners, waive the individual meter connection fee of \$2,662.00 for each of the 6 units at Pollard Farms Condominiums. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.**

**24-238 Approval of contracts for:**

- *Dump Sander Truck*

**Sel. Underhill moved that the Board approve and authorize the Town Administrator to sign a contract with Boston Freightliner, Inc. for the purchase of a 2025 Freightliner Dump Truck with plow/sander in an amount**

not to exceed \$264,850.00. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

- *Towable Gas Boom Lift*

Sel. Underhill moved that the Board approve and authorize the Town Administrator to sign a contract with United Rentals for the purchase of a 2025 Aerial Boom Lifts in an amount not to exceed \$52,923.00. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

- *Engineering Services for Infiltration & Inflow (I/I)*

Sel. Underhill moved that the Board approve and authorize the Town Administrator to sign a contract with GCG Associates for engineering services to complete the 2024 Inflow and Infiltration (I/I) investigations in an amount not to exceed \$137,630.00. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

#### **24-239 Award Contract for Village Street Water Treatment Plant PFAS Project to Winston Builders**

Sel. Underhill moved that the Board approve and authorize the Town Administrator to sign the notice of award for the Well 3 Water Treatment Facility (PFAS) project to Winston Builders Corporation for an amount not to exceed \$6,227,007.00. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

#### **24-240 Review/Approval of Local Initiative Program (LIP) Deed Rider and Covenants – Cobble Knoll**

Sel. Underhill moved that the Board approve and authorize the Town Administrator to sign the Local Initiative Program Affordable Housing Deed Rider and Regulatory Agreement and Declaration of Restrictive Covenants for Ownership Project for Cobble Knoll Enterprise, LLC for the property located at 1344 Main Street, Millis. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

#### **24-241 Establish Policy to Waive Inspection Fees for Town Building Projects**

Sel. Underhill moved that the Board vote to approve the policy to waive all types of permit fees, including but not limited to building, wiring, plumbing, and fire, and any other permit fees related to Municipal and School projects in the Town of Millis, and note that only the actual direct costs of the project inspections shall be charged to the project. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

#### **24-242 Approve Award of Oak Grove Farmhouse Roof Project**

Sel. moved that the Board award a contract to Canoni Roofing for a price not to exceed \$38,850.00 for reroofing of the farmhouse at Oak Grove Farm as presented and to authorize the Town Administrator to sign on the Town's behalf. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

The motion was rescinded to determine if the Select Board has the authority to waive the Board of Health application fees.

#### **24-243 Review/Approve 2025 Select Board Licenses**

Sel. Underhill moved that the Board approve and issue all licenses as presented on the 2025 license document dated 12/18/24. (see below) Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.

|                              |                        |                                   |
|------------------------------|------------------------|-----------------------------------|
| Calendar Year 2025 Renewals  | 12/18/2024             |                                   |
| <b>NAME</b>                  | <b>DBA</b>             | <b>LICENSE TYPE</b>               |
| Jiu Xing, Inc.               | Lilac House Restaurant | Alcohol on Premises - Wine & Malt |
| Ryan Family Amusements, Inc. | Ryan Family Amusements | Alcohol on Premises - Wine & Malt |

|                                        |                                      |                             |
|----------------------------------------|--------------------------------------|-----------------------------|
| 132 Exchange Street, Inc.              | Richdale Food Shop                   | Package Store - Wine & Malt |
| GMI Gas, Inc.                          | Millis Mobil                         | Package Store - Wine & Malt |
| Namaste Convenience, Inc.              | Namaste                              | Package Store - Wine & Malt |
| Kiara, LLC                             | One Stop Liquors                     | Package Store - All Alcohol |
| Millis Pkg Store Corp                  | Harkeys                              | Package Store - All Alcohol |
| Swami Ne Sang Corp.                    | Liquor World                         | Package Store - All Alcohol |
| AvaLena's                              | AvaLena's                            | Restaurant - All Alcohol    |
| AM Vets Post 495 Millis, MA, Inc.      | AM Vets                              | Veterans Club - All Alcohol |
| Barrett & Johnson Enterprises, Inc.    | Victory Lane Bar and Grill           | Restaurant - All Alcohol    |
| Napper Tandys Millis, Inc              | Napper Tandys                        | Restaurant - All Alcohol    |
| Tangerini's Spring Street Farm, Inc.   | Tangerini's Spring Street Farm       | Restaurant - All Alcohol    |
| AM Vets Post 495 Millis, MA, Inc.      | AM Vets                              | Automatic Amusement         |
| Barrett & Johnson Enterprises, Inc.    | Victory Lane Bar and Grill           | Automatic Amusement         |
| Ryan Family Amusements, Inc.           | Ryan Family Amusements               | Automatic Amusement (37)    |
| Ryan Family Amusements, Inc.           | Ryan Family Amusements               | Bowling Alley (22)          |
| Export Auto of Millis                  | Export Auto of Millis                | Class II                    |
| Foreign Car Repair                     | Foreign Car Repair                   | Class II                    |
| NEAS, LLC                              | New England Auto Salvage             | Class II                    |
| R & R Auto Repair, Inc.                | R & R Auto Repair                    | Class II                    |
| Robert & Ellen Santos                  | Bob's Auto Body                      | Class II                    |
| Farm Street Auto Sales                 | Farm Street Auto Sales               | Class III                   |
| Millis Used Auto Parts, Inc.           | Millis Used Auto Parts, Inc          | Class III                   |
| NEAS, LLC                              | New England Auto Salvage             | Class III                   |
| W.T. Holmes Transportation Co., Inc.   | W.T. Holmes Transportation Co., Inc. | Class III                   |
| AvaLena's                              | AvaLena's                            | Common Victualler           |
| Barrett & Johnson Enterprises, Inc.    | Victory Lane Bar and Grill           | Common Victualler           |
| Big Beef, Inc.                         | Big Beef                             | Common Victualler           |
| Black Cow Ice Cream                    | Black Cow Ice Cream                  | Common Victualler           |
| Cali-Burritos Mexican Millis, LLC      | Cali-Ritos Burrito Grill             | Common Victualler           |
| Country Kitchen Donuts & Muffins, Inc. | Country Kitchen Donuts & Muffins     | Common Victualler           |
| Elkarma, Inc.                          | Marinho's Pizza                      | Common Victualler           |
| Jiu Xing, Inc.                         | Lilac House Restaurant               | Common Victualler           |
| Millis Donuts, Inc.                    | Dunkin Donuts                        | Common Victualler           |
| Millis Fitness, Inc.                   | Encompass Fitness                    | Common Victualler           |
| Millis House of Pizza, Inc.            | Millis House of Pizza                | Common Victualler           |
| Napper Tandys Millis, Inc              | Napper Tandys                        | Common Victualler           |
| Pathways Center, Inc.                  | Nirvana Tea House & Café             | Common Victualler           |
| Romaya, LLC                            | Luca's Italian Deli                  | Common Victualler           |
| Sellia Group, LLC                      | McDonald's                           | Common Victualler           |
| St. George & St. Mary, Inc.            | Louie's Pizzeria                     | Common Victualler           |
| Stacked Enterprises, LLC               | Stack'd Sandwich & Slice Co.         | Common Victualler           |
| Tangerini's Spring Street Farm, Inc.   | Tangerini's Spring Street Farm       | Common Victualler           |
| Mema & Alam, Inc.                      | Kravings Grille & Ice Cream          | Common Victualler           |
| Twist Bakery & Café, Inc.              | Twist Bakery & Café                  | Common Victualler           |
| AM Vets Post 495 Millis, MA, Inc.      | AM Vets                              | Entertainment               |
| AvaLena's                              | AvaLena's                            | Entertainment               |
| Barrett & Johnson Enterprises, Inc.    | Victory Lane Bar and Grill           | Entertainment               |
| Big Beef, Inc.                         | Big Beef                             | Entertainment               |
| Country Kitchen Donuts & Muffins, Inc. | Country Kitchen Donuts & Muffins     | Entertainment               |
| Millis Donuts, Inc.                    | Dunkin Donuts                        | Entertainment               |
| Millis Fitness, Inc.                   | Encompass Fitness                    | Entertainment               |
| Napper Tandys Millis, Inc              | Napper Tandys                        | Entertainment               |
| Ryan Family Amusements, Inc.           | Ryan Family Amusements               | Entertainment               |
| Stacked Enterprises, LLC               | Stack'd Sandwich & Slice Co.         | Entertainment               |

|                                      |                                |                       |
|--------------------------------------|--------------------------------|-----------------------|
| Tangerini's Spring Street Farm, Inc. | Tangerini's Spring Street Farm | Entertainment         |
| Bethany House Ministries, Inc.       | Bethany House Hope Chest       | Junk/Metals Dealer    |
| Millis Used Auto Parts, Inc.         | Millis Used Auto Parts, Inc    | Junk/Metals Dealer    |
| AM Vets Post 495 Millis, MA, Inc.    | AM Vets                        | Pool Table            |
| Fin Fur & Feather Club               | Fin Fur & Feather Club         | Skeet & Trap Shooting |
| 12/18/2024                           |                                |                       |

**Sel. Underhill moved that the Board approve the Retail Marijuana license for Commonwealth Cannabis Company, Inc. DBA Commcan. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – abstain. The motion passed by majority with one abstention.**

**Sel. Underhill moved that the Board approve the All Alcohol, Common Victualler and Entertainment licenses for Primavera Inc., DBA Primavera Ristorante, pending receipt of a sprinkler report and reinspection within 30 days of today showing completion of minor repairs noted during the initial inspection. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.**

The Board discussed the current conditions of Export Auto with the owners and a local neighbor who filed a complaint with the Town regarding late night truck deliveries.

**Sel. Underhill made a motion to amend the conditions for Export Auto of Millis, License type Class II, to increase the number of cars allowed at 91 Union Street for outside storage limited to a max of 35 cars instead of 20. Also to allow for deliveries and pickups of vehicles between the hours of 8am-7pm 7 days a week only. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.**

#### **24-244 Discuss Select Board Operating Policies and Procedures**

**Sel. Underhill moved that the Board approve the 12/18/24 Select Board Policies and Procedures as amended and contained in the agenda packet. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.**

#### **24-245 Board/Committee Liaison Updates**

Sel. Underhill did not attend anything.

Sel. Schultze attended the Economic Development Committee where they discussed signage entering the Town brought up by a resident, they are taking it under advisement and getting different pricing. He also attended the School Building Committee forum where they stated they must get a preferred option into the MSBA by February.

Sel. Rosenfeld attended the Charles River Pollution Control District Meeting where they did not discuss anything new, she also attended the energy committee where Bob Weiss reviewed the updates in the Announcements.

#### **24-246 Review/Approval of Stormwater Utility Commitment**

**Sel. Underhill moved that the Board approve the annual FY25 stormwater utility commitment to the collector in the amount of \$729,696.00. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.**

#### **24-247 Approval of DRAFT Minutes – 12/02/2024**

**Sel. Underhill moved that the Board approve the draft minutes of 12/02/24 as written. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Underhill – yay, Schultze – yay, Rosenfeld – yay. The motion passed unanimously.**

#### **IV. ADJOURNMENT**

**Sel. Underhill motioned to adjourn at 8:32pm. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.**

Respectfully Submitted by Victoria Schindler