

REGULAR SESSION MEETING MINUTES
Monday, September 14, 2020; 6:30pm
SELECT BOARD via ZOOM
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054

CALL TO ORDER: Sel. McCaffrey called the meeting to order at 6:30pm. The following persons were present via Zoom: Sel. Pete Jurmain, Sel. Erin Underhill, Town Administrator-Michael Guzinski and Department Assistant-Maureen Canesi.

ANNOUNCEMENTS

Sel. McCaffrey announced that there will be a Community Kitchen Program for food relief with sessions starting September 19, 2020 at 350 Village where you can collect a clean bag of food.

DPW Director, Jim McKay, updated the Board on the project status regarding the bridges between the Town of Millis and the Town of Medfield. He stated that crews have mobilized both bridges and will work through the winter hopefully finishing by the spring unless they have to shut down during the winter; then the project would start up again in the spring and throughout the summer.

SCHEDULED BUSINESS

20-194 Announce Closure Fall Town Meeting Warrant and Discuss Planning Process

Town Administrator, Mike Guzinski updated the items in the Warrant and also reviewed his memo to the Board dated September 10, 2020 regarding where the Fall Town Meeting might be held.

Board of Health Director, John McVeigh communicated to the Board of his recommendations with respect to having the meeting held outside.

Sel. Jurmain made a motion to close the Fall Town Meeting Warrant. The motion was seconded by Sel. Underhill and it passed unanimously.

20-195 Discussion Regarding Timing and Protocol for Reopening Veterans Memorial Building

Town Administrator, Mike Guzinski reviewed his Memo dated September 10, 2020. Board of Health Director, John McVeigh spoke to the Board regarding COVID and the potential increase in the fall and advised the Board not to change the current status quo.

The Board and Town Administrator agreed to re-evaluate sometime during the month of January 2021.

Sel. McCaffrey made a motion for the town's protocol remain as is.

Sel. Underhill seconded the motion and it passed unanimously.

20-196 Appointment of Local Building Inspector

Town Administrator asked that the Select Board ratify the appointment Robert Fogarty as Local Building Inspector.

Sel. Jurmain made a motion that the Board approve the Town Administrators recommendation of Robert Fogarty as Local Building Inspector.

Sel. McCaffrey seconded the motion and it passed unanimously.

20-197 FY21 Financial Update – Revenue Projections

Finance Director, Carol Johnston, reviewed her memo to the Select Board dated September 10, 2020 regarding the FY21 Financial Update.

20-198 Review and Approve FY21 Green Communities Grant Contract (R. Weiss)

Energy Manager, Robert Weiss asked that the Board sign the FY21 Green Communities Grant Contract. Sel. Underhill made a motion that the Board accept the Contract and to authorize the Select Board Chair to sign the Contract. Sel. Jurmain seconded the motion and it passed unanimously.

20-199 Approval of GTE Host Community Agreement 1480 Main Street (K. Feodoroff, J. McCaffrey)

Town Counsel Attorney Feodoroff reviewed the GTE Host Community Agreement with the Board. Sel. Jurmain made a motion that the Select Board accept and sign the Agreement. Sel. Underhill seconded the motion subject to the \$15,000 down payment to the Town of Millis. The motion was carried and it passed unanimously.

20-200 Discuss Stormwater Credit Manual /Appeals Process (J. McKay, B. Frederick)

DPW Director, Jim McKay, updated the Board regarding the 13 Credit Applications received from residents which were all denied per the Credit Manual processes. All applications were denied and Mr. McKay advised that the Board schedule hearings for all applicants to determine if they are eligible for a credit. Sel. McCaffrey stated that the Board will work with Town Administrator and DPW Director to schedule hearings and that it would also be helpful to hear directly from the Applicants.

20-201 Discuss New EPA Proposed Stormwater Regulations (J. McKay, B. Frederick, P. Jurmain)

Town Administrator, Mike Guzinski advised the Board that he has had email contact with the EPA and the DEP. He stated and that they would be having public input sessions and that they will be accepting public commentary regarding the proposed stormwater regulations and the implications on the Town. Mr. Guzinski asked that Betsy Frederick of Kleinfelder speak to the Board with different perspectives and to get feedback from the DPW Director and to what possible actions the town could take to have an impact on this in a way that would be beneficial to the community and also prepare the community if these regulations come into effect.

OPEN SESSION AGENDA

20-202 Review/Approval of Water & Sewer Extensions at Emerson Place – Ridge Street (M. Carter, D. Merrikin)

Mike Carter of GCG Associates, Inc. reviewed with the Board a letter dated July 27, 2020 regarding revised recommendations from a previous letter dated July 8, 2020. Dan Merrikin of Legacy Engineering requested that the Board move forward and accept the Water/Sewer connections. Sel. McCaffrey made a motion to approve the 43 Water/Sewer Connections at Emerson Place. Sel. Underhill seconded the motion and it passed unanimously.

20-203 Approval of Glen Ellen Orchard Street Bond Estimate Reduction #4 (J. McKay, M. Carter)

Sel. Jurmain made a motion that the Board approve the changes to the Glen Ellen, Orchard Street Bond Reduction #4. Sel. Underhill seconded the motion and it passed unanimously.

20-204 Discuss DRAFT Select Board Policies and Procedures (M. Guzinski, J. McCaffrey)

The Board reviewed the "Draft" Operating Policies and Procedures and all members made recommendations/changes to the document.

20-205 Approval of Water/Sewer Commitments (2) (M. Guzinski)

Sel. Underhill made a motion to approve the Town of Millis Water/Sewer Commitment for FY21 Quarter 1 in the amount \$873,334.64.

Sel. Jurmain seconded the motion and it passed unanimously.

Sel. Underhill made a motion that the Board approve the Water/Sewer Commitment for FY21, August 2020 in the amount of \$2840.58 Sel.

Sel. McCaffrey made a motion that the Board go into executive session at 10:00 pm. The motion was carried.

Respectfully submitted: Maureen Canesi