

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, April 9, 2018 at 7:00 PM
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. McCaffrey called the meeting to order at 7:00 pm. The following persons were present: Sel. Catherine MacInnes, Sel. Loring Barnes, Town Administrator Michael Guzinski and Maureen Canesi Department Assistant.

ANNOUNCEMENTS AND ACKNOWLEDGEMENTS:

18-103 Millis Beautification Day

Selectmen MacInnes read the flyer from the Millis Beautification Day Committee asking for volunteers to help clean publicly owned areas in the town. The event will be held Saturday April 28th from 9am – noon. Everyone is asked to meet at the Town Hall.

PUBLIC HEARINGS AND SCHEDULED APPOINTMENT

18-093 Appointment of Full and Part Time Dispatchers

Town Administrator, Michael Guzinski requested that the BOS approve the appointment of John McLaughlin as full-time dispatcher.

Sel. McCaffrey motioned that the BOS approve the appointment of John McLaughlin as full-time dispatcher. The motion was seconded by Sel. MacInnes and it passed unanimously.

Town Administrator, Michael Guzinski requested that the BOS approve the appointment of Kevin Conley as full-time dispatcher.

Sel. McCaffrey motioned that the BOS approve the appointment of Kevin Conley as full-time dispatcher. The motion was seconded by Sel. MacInnes and it passed unanimously.

Town Administrator, Michael Guzinski requested that the BOS approve the appointment of Claudia Rodas as part-time dispatcher.

Sel. McCaffrey motioned that the BOS approve the appointment of Claudia Rodas as part-time dispatcher. The motion was seconded by Sel. MacInnes and it passed unanimously.

Town Administrator, Michael Guzinski requested that the BOS approve the appointment of Colby Zitoli as part-time dispatcher.

Sel. McCaffrey made a motion that the BOS approve the appointment of Colby Zitoli as part-time dispatcher. Sel. Barnes seconded the motion and it passed unanimously.

Town Administrator, Michael Guzinski requested that the BOS approve the appointment of David Shearns as part-time dispatcher.

Sel. McCaffrey, made a motion that the BOS approve the appointment of David Shearns as part-time dispatcher. Sel. MacInnes seconded the motion and it passed unanimously.

Sel. McCaffrey made a motion to amend the appointments of the three part-time dispatchers subject to successful physicals. Sel. MacInnes seconded the motion and it passed unanimously.

18-094 Approval of Polyethylene Pipe for Water Main at 26-28 Sprint Street – Tom Roche

DPW Director, Jim McKay responded and reviewed to the BOS the guidelines of Millis Water Main Construction. Changes would have to be made to Guideline items 1 through 13 for the approval of Mr. Roche's request. Mr. McKay asked that the BOS not grant the request at this time and stated that he has plans to come back to the BOS by November Town Meeting with changes to the guidelines. Mr. Roche approached the BOS and asked for consideration. The BOS concluded that they didn't have enough information to approve the waiver at this time and would need to go to Town Meeting to change the regulations.

18-095 Approval of Signage – NE Signature Properties and Rosenfeld Concrete

DPW Director, Jim McKay review with the BOS the proposed signage panels by NE Signature Properties.

Sel. MacInnes made a motion that the BOS approve the proposed panels donated by Signature Properties, one at Towle's Corner and one at Holbrook Square.

The motioned was seconded by Sel. Barnes and it passed unanimously.

DPW Director, Jim McKay updated the BOS that Tresca Bros. wants to donate the billboard located on their property to the Town. They would still maintain the billboard and will put what the Town wants on it.

Sel. Barnes recommended that this become one of the initiatives of the Economic Development Committee.

SCHEDULED BUSINESS

18-096 FY 19 Budget Update

Town Administrator, Michael Guzinski reviewed with the BOS and stated that there were no changes to the Budget packet but did state that the BOS keep it on their agendas. He did however note to the BOS the last page of the is a memo from the Building Commissioner, Mike Giampietro with his proposal for compensation to electrical and plumbing inspectors. Sel. McCaffrey stated that this is an unresolved issue and asked what the contingency plan is. Mr. Guzinski informed the BOS that he would be working with the Financial Consultant and design an alternate plan to be presented at the next BOS meeting. Sel. MacInnes expressed concerns with regards to hours required of the inspectors.

Sel. McCaffrey asked that the Town Administrator come to the BOS on the 23rd of April with an updated Budget.

Dave Byrne, Inspector of Wires approached the BOS and stated that the current inspection approach with regards to office hours is sufficient.

Sel. MacInnes made a motion that the BOS not change the in-office hours of the plumbing, gas and wiring inspectors remain as is the personnel plan.

The motion was not carried.

18-097 Marijuana Bylaws Update/Discuss Marijuana Host Agreement

Town Counsel, Lisa Whelan reviewed the revised Zoning Bylaw Amendment which presented alternate options 1 and 2 to the BOS based on discussions at the last BOS meeting. The BOS discussed the changes specifically the zoning districts buffer zones for retail and medical facilities. The decision the BOS has is whether to stay with the current bylaw or go with one of the alternatives presented due to fact that there is a possible applicant (617 Therapeutics) for a non-medical marijuana facility. Peter D'Agostino of Lynch Associates, representing 617 Therapeutics (company wishing to open a facility at 1073 Main Street) approached the BOS and stated that 617 Therapeutics is looking to have a

Registered Marijuana Dispensary for manufacturing and cultivation for non-medical marijuana. The BOS addressed questions Mr. D'Agostino about zoning.

Sel. McCaffrey outlined the procedure for the BOS to present changes to the Planning Board. The Planning Board would then hold a hearing to decide on whether to support. The BOS would then have another meeting to confirm what will go into the Warrant, which is then presented to the Finance Committee for consideration and to Town Meeting.

Sel. McCaffrey also informed the BOS the Retail Marijuana Committee would continue to work and have the ability to take a position one way or the other relying on their expertise, as the group is a vocal point for citizen opinion.

Residents at the meeting approached the BOS with questions and statements.

Sel. McCaffrey made a motion that the BOS recommend a change in the Bylaw by incorporating Option 2 which includes a 500' setback for all enumerated businesses and does eliminate the video arcade and would eliminate the reference to residential zoning district. Sel. MacInnes seconded the motion. The motion was approved by a 2 to 1 vote.

18-098 Review & Approval of Town Meeting Warrant

1. **Sel. McCaffrey made a motion to approve \$135 in Unpaid Bills. Sel. MacInnes seconded the motion and it passed unanimously.**
2. **Sel. McCaffrey made a motion to approve FY18 Additional Wages and Expenses. Sel. Barnes seconded the motion and it passed unanimously.**
3. **Sel. McCaffrey made a motion to approve SEIU 888 & Firefighters Local 4704 Contract Ratification subject to funding request. Sel. MacInnes seconded the motion and it passed unanimously.**
4. FY19 Operating Budget. Deferred.
5. **Sel. McCaffrey made a motion to approve Sewer Enterprise Fund. Sel. Barnes seconded the motion and it passed unanimously.**
6. **Sel. McCaffrey made a motion to approve Water Enterprise Fund. Sel. MacInnes seconded the motion and it passed unanimously.**
7. **Sel. McCaffrey made a motion to approve Stormwater Enterprise Fund. Sel. Barnes seconded the motion and it passed unanimously.**
8. Amendments to Personnel Plan. Deferred.
9. **Sel. McCaffrey made a motion to approve Independent Audit. Sel. MacInnes seconded the motion and it passed unanimously.**
10. **Sel. McCaffrey made a motion to approve Board of Health Appointing Authority. Sel. Barnes seconded the motion and it passed unanimously.**
11. **Sel. McCaffrey made a motion to approve Revolving Funds. Sel. Barnes seconded the motion and it passed unanimously.**
12. **Sel. McCaffrey made a motion to approve Capital Items. Sel. Barnes seconded the motion and it passed unanimously.**
13. **Sel. McCaffrey made a motion to approve Community Preservation Fund. Sel. Barnes seconded the motion and it passed unanimously.**
14. **Sel. McCaffrey made a motion to approve CPC Digitization of Hindy Rosenfeld Collection. Sel. Barnes seconded the motion and it passed unanimously.**
15. **Sel. McCaffrey made a motion to approve CPC Currier & Ives Reprints Framing Project. Sel. Barnes seconded the motion and it passed unanimously.**
16. **Sel. McCaffrey made a motion to approve Revaluation FY19. Sel. MacInnes seconded the motion and it passed unanimously.**

17. **Sel. McCaffrey made a motion to approve Previously Approved School Bus Lease. Sel. Barnes seconded the motion and it passed unanimously.**
18. **Sel. McCaffrey made a motion to approve Previously Approved Computer Lease. Sel. Barnes seconded the motion and it passed unanimously.**
19. **Sel. McCaffrey made a motion to approve Medicare/Medicaid Reimbursement Services. Sel. Barnes seconded the motion and it passed unanimously.**
20. **Sel. Barnes made a motion to approve OPED Funding. Sel. MacInnes seconded the motion and it passed unanimously.**
21. **Sel. McCaffrey made a motion to approve Stabilization Fund. Sel. Barnes seconded the motion and it passed unanimously.**
22. **Sel. McCaffrey made a motion to approve Capital Planning Committee Bylaw. Sel. Barnes seconded the motion and it passed unanimously.**
23. **Sel. McCaffrey made a motion to approve DPW Director Bylaw as amended. Sel. Barnes seconded the motion as amended and it passed unanimously.**
24. Finance Director Bylaw. Deferred by recommendation of the Town Administrator.
25. **Sel. McCaffrey made a motion to approve Release of Drainage Easement at Acorn Street. Sel. Barnes seconded the motion and it passed unanimously.**
26. Retail Marijuana (1) Special Permit/Zoning. Deferred.
27. **Sel. McCaffrey made a motion to approve Retail Marijuana (2) Limitation. Sel. Barnes seconded the motion and it passed unanimously.**
28. **Sel. McCaffrey made a motion to see if the town will vote to impose the Retail Marijuana (3) 3% Sales Tax. Sel. MacInnes seconded the motion and it passed unanimously.**
29. **Sel. McCaffrey made a motion to approve Site Evaluation & Preliminary Design of Walnut St. Pump Station as amended. Sel. Barnes seconded the motion as amended and it passed unanimously.**
30. **Sel. McCaffrey made a motion to approve Board of Selectmen Report – Unfunded Capital Project Requests. Sel. Barnes seconded the motion and it passed unanimously.**
31. Citizen's Petition: Town Clerk Stipend Increase/Full Time Elected Official

Town Administrator stated that Articles 4, 8, 24 & 26 will be reviewed at the April 11th BOS meeting.

18-099 Review and Approval of Town Election Warrant

Sel. McCaffrey made a motion to approve the Town Election Warrant. Sel. MacInnes seconded the motion and it passed unanimously.

18-100 Discuss Draft Social Media Policy for BOS Appointed Boards/Committees

Deferred to future meeting.

18-101 Discuss Finance Director Job Description/Bylaw Article

See Item 24 in the above Warrant.

18-102 Housing Production Plan Update

Deferred to future meeting.

18-103 Approval of Millis Beautification Day

Sel. Barnes read aloud the Flyer at the beginning of the meeting as an announcement.

18-104 Approval of Car Wash Permit – Softball

Sel. McCaffrey made a motion to approve the Millis High School request for a Car Wash Permit. Sel. MacInnes seconded the motion and it passed unanimously.

18-105 Approval of Water/Sewer Commitment March 2018

Sel. McCaffrey made a motion to approve the Water/Sewer Commitment of \$570.73. Sel. Barnes seconded the motion and it passed unanimously.

ADJOURNMENT

Sel. McCaffrey made a motion to adjourn the meeting at 11:20pm. Sel. MacInnes seconded the motion and it passed unanimously.

CONSENT ITEMS

There were no consent items.

Respectfully submitted: Maureen Canesi