

**SELECT BOARD
MEETING MINUTES
Monday, January 27, 2025
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

I. CALL TO ORDER

Chair Rosenfeld called the meeting to order at 7:00 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

Karen Bouret DeMarzo presented Town Administrator Mike Guzinski with an award from the ICMA (International City/County Management Association) for 30 years of service in municipal government.

Sel. Rosenfeld announced the Town will be entering a contest put forth by the MMA (Massachusetts Municipal Association) for the 2025 Millis Annual Town Report. The MMA which judges and awards the best Town Reports. She is urging residents to send photos, news or events throughout 2025 that help show how special Millis is. Please send to townreport@millisma.gov.

Sel. Rosenfeld announced the Select Board will start a new part of their meetings called "Municipal Moment". This will be a brief summary of different topics related to how municipal government works. The Board discussed and quickly created a list of a few topics to get it started including the role of the Select Board, Stormwater, and other Boards/Committees roles.

Sel. Rosenfeld stated there will be updates on the website that include a list of grants the Town has received. She also stated there is a updated list of town parcels that are for sale on the website. If you are interested in purchasing one, please reach out to the Select Board. She stated E-Permitting is in the works but the complete roll out will be in a few more months.

Climate Action Plan Survey is on the Website, please fill out the survey to help the Energy Committee gather feedback to meet their net zero goals.

Karen stated there are a few Board/Committee openings including Enterprise Advisory Committee, Energy Committee, Recreation Committee, and the planning Board is looking to form a zoning bylaw review subcommittee.

III. SCHEDULED APPOINTMENTS/HEARINGS

25-005 Appointments:

- *Police Detail Officer*
Sel. Underhill moved for the Board to ratify the Town Administrator's appointment of Domenic Tiberi as a Police Detail Officer. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.
- *Snow Removal Contractor (2)*
Sel. Underhill moved for the Board ratify the Town Administrator's appointment of Noah Ryan and Brayden Ryan as Snow Removal Contractors pending submission of a completed work permit. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

24-006 Hearing: Consider Grant of Location to Install Conduit – Eversource

Sel. Underhill moved that the Board open the hearing to consider a grant of location to install conduit by Eversource. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

Christine Crosby from Eversource is requesting to install conduit to provide electric service to 3 Paddock Lane.

A resident of 18 Rolling Meadow Drive, his driveway is on Paddock Lane, stated the electrical conduits and boxes are on his property. He stated this petition only involves 3 Paddock Lane, but he is requesting 5 Paddock Lane be involved as well.

Karen Bouret DeMarzo Assistant Town Administrator stated she only received paperwork for 3 Paddock Lane. Ms. Crosby stated we can continue with this 3 Paddock Lane hearing and hold another hearing for 5 Paddock Lane at the 2/10 meeting.

The resident of 18 Rolling Meadow Drive is concerned about being notified prior to any work being done because the electrical boxes and conduits are behind a fence on his property. Ms. Crosby stated in the formal motion the Board can ask for these residents and abutters to be notified prior to beginning work.

Sel. Underhill moved that the Board close the hearing to consider a grant of location to install conduit by Eversource. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

Sel. Underhill moved that the Board grant permission to NSTAR Electric Company d/b/a Eversource Energy to construct and install a line of conduits and manholes with the necessary wires and cables therein under the following public way: Paddock Lane, Northerly, approximately 200' +/- north of Rolling Meadow Drive and Approximately 191' +/- conduit at PMH 17075 under the condition 3 and 5 Paddock Lane and 18 Rolling Meadow Drive be notified in advance of the date the work is to be completed. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

25-007 Hearing: Common Victualler License Application – Honey Dew Millis

Sel. Underhill moved that the Board open the hearing to consider a common Victualler application by OM Donuts, Inc. d/b/a Honey Dew Millis. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

Karen Bouret DeMarzo stated that if you serve food and have seating the business must have a Common Victualler license. When Honey Dew first opened, they did not have seating, earlier this year they went back to the Planning Board and received the OK to have seating. The Select Board was not notified, so we are playing catch up with issuing this License.

Sel. Underhill moved that the Board close the hearing to consider a common Victualler application by OM Donuts, Inc. d/b/a Honey Dew Millis. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

Sel. Underhill moved that the Board approve the common Victualler application by OM Donuts, Inc. d/b/a Honey Dew Millis located at 1105 Main Street as submitted. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

25-008 Hearing: Consider Class II License Application – Select Used Cars, Corp./1352 Main Street

Sel. Underhill moved that the Board open the hearing to consider an application by Select Used Cars Corporation for an Automobile Class II Dealer License. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

Brad Anthony, the owner of Select Used Cars, introduces himself and gives a brief overview of his business.

Karen Bouret DeMarzo reviewed suggested conditions and restrictions for the Board to impose upon license approval.

Sel. Underhill moved that the Board close the hearing to consider an application by Select Used Cars Corporation for an Automobile Class II Dealer License. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

Sel. Underhill moved that the Board approve the application for a Class II Dealer License by Select Used Cars Corporation at 1352 Main Street, Millis and impose the following conditions and restrictions: Maximum of 35 vehicles total to be stored on the lot; none are to be located on the west side of the building. Maximum of 7 vehicles to be located at the front of the lot perpendicular to Route 109. 42’-0” of clearance must be maintained to provide Fire apparatus access to the lot. For Sale signs must be clearly visible in/on windshield of sale vehicles. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

25-009 Tri-County High School Building Project Update

Tri County School Committee representative for Millis, Jane Hardin and Tri County School Business Administrator, Dan Haynes gave a brief update on the School Building Project. The work is proceeding as scheduled, and all is on track in the final design phase. They are estimating construction to be completed in Summer of 2027 and the new school to open in September 2027. A Bond sale for 140M in long-term debt financing for the first two years of construction, which brings the Town’s share to \$348,062. Tri-County will borrow another \$48M in two years once they get final funding numbers from MSBA. Tri-County students have done several projects for the Town of Millis including the new Gazebo project at Kennedy Terrace. Sel. Schultze commented that if Tri-County offers more AP classes than the local High Schools and kids then go on to competitive colleges, Tri-County is in direct competition with the public schools. Roughly 55% of Tri-County students go to college. The Tri-County representatives stated it is not a college prep school, and students do not go there to get AP classes. They also stated they most Tri-County students go on to community college or four-year college for technical programs such as medical, IT, and Security.

Sel. Rosenfeld confirmed with Tri-County School Committee Representative Jane Hardin that she will be coming quarterly to give the Board an update.

OPEN SESSION ITEMS

25-010 Review/Approval of Proposal to Rebuild Millis Girls Softball Equipment Shed

Sel. Underhill moved that the Board approve the proposal for the rebuild/expansion of the Millis Girls Softball League equipment shed located at the Millis Town Park near the varsity softball field as presented. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

25-011 Review/Approval Consulting Services – Community Needs for Adults in Millis/Medway

Town Administrator Mike Guzinski and COA Director Anne-Marie Gagnon stated this is a consulting service contract, which is part of a \$50k grant from the state legislature to work with UMass Boston Center for Social and Demographic Research on Aging to study regional needs for seniors in Millis and Medway.

Sel. Underhill moved that the Board approve and authorize the Town Administrator to sign the professional service agreement between the Town of Millis Council on Aging and UMass Boston represented by its Gerontology Institute for consulting services as outlined on the proposal dated January 21, 2025. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

25-012 Discuss Town of Millis Human Resources Review – Collins Center

Town Administrator Mike Guzinski stated the Town received a grant for a comprehensive Human Resources review by the Collins Center. Mary Aicardi from the Collins center will be coming to the 2/10 meeting to review the exact recommendations.

25-013 Review FY25 Select Board Goals

The Board reviewed their goals for FY25 and added goals for FY26. This includes creating a balanced budget for FY26, improving Town infrastructure, and updating and improving ClearGov.

25-014 Review/Approval of Signs for Millis Lions Super Bowl Breakfast

Sel. Underhill moved for the Board approve the request by the Millis Lions to place yard signs advertising the annual Superbowl Sunday Breakfast at the following locations: Park Road near the directional sign behind Town Hall, In front of Town Hall (at a distance from Veterans monuments), Intersection of Plain and Village Streets, Towle's Corner (Route 115 & Orchard Street intersection), Intersection of Curve Street and Exchange Street (across from American Legion). Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

25-015 Review/Approval of 22Mohawks Annual Litter Carry Event

Sel. Underhill moved for the Board approve the 22Mohawks Annual Litter Carry to be held on June 8, 2025, from 7:00AM to 12:00PM in coordination with the Police, Fire, and the DPW. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

25-016 Review/Approval of December 2024 Water/Sewer Commitment

Sel. Underhill moved for the Board approve and sign the Water/Sewer department commitment to the Collector for December 2024 in the amount of \$2,602.59. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

25-017 Board/Committee Liaison Updates

Sel. Underhill did not attend any meetings.

Sel. Schultze attended the School Committee meeting where they discussed how they reached out to other Towns' School Committees to propose School regionalization. They stated they got a "no" answer, except there was some interest in regionalizing the SPED services to share the cost burden in providing the services. He also attended the School Building Committee where they reviewed their recommendations for the MS/HS building. They will be presenting to the Select Board on 2/5.

Sel. Rosenfeld attended a Planning Meeting for Development projects in the community and the Energy Committee where they are focusing on the survey.

25-018 Approval of DRAFT Minutes – 01/06/2025

Sel. Underhill moved that the Board approve the draft minutes of 01/06/2025 as written. Sel. Schultze seconded the motion. Sel. Rosenfeld polled the Board, Schultze – yay, Underhill – yay, Rosenfeld – yay. The motion passed unanimously.

IV. EXECUTIVE SESSION/ADJOURNMENT

Sel. Underhill motioned to enter executive session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. (SEIU) emerging only to adjourn. 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