

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, August 12, 2019
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. Barnes called the meeting to order at 6:00 pm. The following persons were present: Sel. Loring Barnes, Sel. James McCaffrey, Town Administrator Michael Guzinski, and Operations Support Manager Karen Bouret. Sel. Peter Jurmain was on vacation and unable to attend.

ANNOUNCEMENTS

- Sel. Barnes thanked the Millis Police, DPW, and all of the local businesses for a very successful National Night Out held at the Town Hall parking lot and Town Park on Tuesday, August 6th. Over 700 people were in attendance and we look forward to another National Night out summer of 2020.
- Sel. Barnes announced that the Grand Opening for the new Clyde F. Brown School will be held on September 7th, 2019.
- Mr. Guzinski announced earmarks that were awarded by the Legislature and thanked our State Representatives and the Governor.
- Mr. McKay, DPW Director, announced Chapter 90 funding amounts and reviewed paving locations where work will begin in August.
Rosenfeld Road Main Street – From Old Dover Road to Union Street/Village Street Main Street –
From Plain Street to Milliston Road Union Street – From Rosenfeld Road to Ridge Street.

PUBLIC HEARINGS & SCHEDULED APPOINTMENTS

19-149 Millis Boosters Fun Run 5K

Robin Christie spoke on behalf of the Millis Boosters and asked the Board for approval of a one-mile fun run and a 5k run/walk to be held Sunday, September 22 and approval to hang a banner over Rte. 109 to promote the event.

Sel. McCaffrey made a motion to approve the Fun Run/Walk fundraiser event hosted by the Millis Boosters to be held on Sunday, September 22 with registration beginning at 7:30 am at the Millis High School Football field in coordination with Millis Police and Fire and to approve hanging a banner across Rte. 109 from 8/13/19 through the date of the event to promote the event. The motion was seconded by Sel. Barnes and passed unanimously.

19-150 Appointment of Part Time Temporary Department Assistant I at Building Department

Mr. Guzinski asked the Board to ratify his appointment Jen Kiggen as a Temporary Department Assistant I at the Building Department until such time as the current staff member returns from medical leave.

Mr. Guzinski said Jen is currently the Board of Health Assistant 24 hours per week and an SEIU member.

Sel. Barnes made a motion to approve the Town Administrator's appointment of Jennifer Kiggen as Temporary Department Assistant I in the Building Department a total of 8 hours per week until the current staff member returns from medical leave. The motion was seconded by Sel. McCaffrey and passed unanimously.

19-151 Appointment of Part Time Public Health Nurse

John McVeigh, Board of Health Director, introduced Emily Dellaglio and asked for the Board to ratify the Town Administrator's appointment of her as Public Health Nurse for 10 hours per week. Mr. McVeigh said a Public Health Nurse runs blood pressure clinics, flu clinics as well as other community outreach.

Sel. McCaffrey made a motion to approve the appointment of Emily Dellaglio as Public Health Nurse for ten hours per week pending a successful CORI result and satisfactory physical result. The motion was seconded by Sel. Barnes and passed unanimously.

19-152 Status Update from Website Committee

Sel. Barnes, the Board's liaison to the Website Committee, explained that the Town will have a new website platform "look" as early as Friday. Sel. Barnes noted that while the move to a new site will happen shortly, there is still a lot of work to be done behind the scenes. Sel. Barnes noted that the vendor pushed the date for the new platform from January 1 to this week and urged people to be patient during the migration process. Residents with questions or suggestions about the website should send emails to townwebsite@millisma.gov.

19-153 Approval of Marijuana Impact Funds Request Form

Carol Johnston, Finance Director, presented a draft form that town department heads can use to request marijuana impact funds. Sel. McCaffrey asked that the form be reviewed by town counsel to provide clear direction as to what the parameters are for such a request. A discussion of what should and should not be included on the form ensued. The Board agreed that a collaborative effort between Sel. McCaffrey as the former liaison to the Recreational Marijuana Committee, the Town Administrator, and the Finance Director should be undertaken to add descriptive language and fine tune the form.

19-154 Review/Approval of Sewer Line at the Old Stone Arch Bridge at Orchard Street

Mr. McKay said Toll Brothers has decided to move forward with directional drilling for the sewer line at the stone arch bridge as originally approved in the plans submitted to the Town. Mr. McKay said he and the Town Administrator will be meeting with Toll Brothers on Wednesday to get more information and dates as to when the work will occur. Sel. Barnes noted her disappointment, on behalf of the residents that have homes located past the development site on Orchard Street, that as a result of the decision to not move forward with the alternate plan of hanging the sewer pipes from the bridge the section of road by those homes was not paved. Mr. McKay said he will discuss the paving with Toll Brothers at the meeting to see if they will reconsider.

19-155 Presentation of Asset Management Grant/Pavement Assessment

Betsy Frederick and Andrew Goldberg of Kleinfelder gave a PowerPoint presentation titled "Infrastructure Planning Projects". (See Attached Presentation) The presentation included information on implementing a planning program for Town infrastructure to help streamline operations and make informed plans for maintenance and future investments including pavement/road management and stormwater management. A preliminary draft including a table of tasks proposed through the asset management grant was discussed. Mr. Goldberg explained that while the project cost is yet to be determined, the grant reimbursement will be 60% of the project value. (See Attached Summary Table 8/8/19)

Sel. McCaffrey made a motion to instruct the Town Administrator to work with the DPW Director to file a grant with the Mass Clean Water Trust, for the Asset Management Grant Program, seconded by Sel. Barnes and passed unanimously.

19-156 Continuation: FY20 Water/Sewer/Stormwater Rate Hearing

Sel. Barnes made a motion to continue the FY20 Rate Hearing for water/sewer/stormwater. The motion was seconded by Sel. McCaffrey and passed unanimously.

Mr. McKay proposed an increase of 5% for water rates and no change from FY19 to sewer and stormwater rates. Cathy MacInnes, a resident on Island Road, asked the Chair if corrections will be made to adjust funding for DPW employee salaries to better reflect work performed. Mr. Guzinski agreed that salaries should be evaluated to see if adjustments should be made either at the fall town meeting or for the annual town meeting in the spring. A discussion ensued and it was agreed to discuss this in greater detail at a future Board meeting.

Sel. Barnes made a motion to close the FY20 Rate Hearing for water/sewer/stormwater. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. McCaffrey made a motion to increase the water rates by 5% for FY20 as presented and to make no change to sewer and stormwater rates for FY20. The motion was seconded by Sel. Barnes and passed unanimously.

19-157 Tree Warden Presentation on Status of Trees in Town

Robert Cantoreggi, Tree Warden, gave an informative PowerPoint presentation on the status of trees in Town, funding tree removal, and details about the Tree Warden's role. (See Attached) Mr. Cantoreggi said he is looking for the Board to support a warrant article to fund diseased/dead tree removal throughout Town. Discussion ensued about whether or not to notify residents of trees that are in danger of falling that are on their private property. It was asked that a letter be drafted to be reviewed by town counsel and brought before the Board at an upcoming meeting.

19-158 946 Main Street 40B LIP Proposal Discussion

Town Counsel Jay Talerman said Medfield Holdings, LLC, the applicant, is looking for a formal approval from the Board to sign an MOU and that they would like to move forward with the project but there are still decisions to be made. Ed Lyons, the architect representing the applicant, reviewed the changes to the design as requested at the last Board meeting to break up the scale of the building and provide a setback. Sel. Barnes voiced concerns including the look of the street elevation, lack of parking, lot egress and removal of trees. Counsel for the applicant addressed some of the issues. Mr. Talerman talked about different options for the number of units and percentages for meeting 40B requirements. Sel. McCaffrey and Mr. Talerman also voiced concerns over having only one spot for parking per apartment citing issues with winter weather. A discussion ensued about the number of units and the possibility of reducing the total to 10 or 8 to reduce the size of the building. Sel. Barnes said that the Board would like to work with the developer but are hoping that they will come back with suggestions and revisions addressing the specific concerns discussed this evening at the next Board meeting.

19-159 Approval of (3) MAPC Contracts

Sel. McCaffrey made a motion to approve a one-year extension of the MAPC between the Town of Millis and Pathfinder Tree Service, LLC through December 31, 2019 for tree care in an amount not to exceed \$25,000.00. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. McCaffrey made a motion to approve a one-year extension of the MAPC between the Town of Millis and Truax Corporation through December 31, 2019 for catch basin cleaning in an amount not to exceed \$25,000.00. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. McCaffrey made a motion to approve a one-year extension of the MAPC between the Town of Millis and Markings Inc. through December 31, 2019 for traffic line painting in an amount not to exceed \$30,000.00. The motion was seconded by Sel. Barnes and passed unanimously.

19-160 Approval of Water/Sewer Department Commitment to Collector

Sel. McCaffrey made a motion to approve the Water/Sewer Department Commitment to the Collector for July 2019 for a total of \$1,208.17. The motion was seconded by Sel. Barnes and passed unanimously.

CONSENT ITEMS

Sel. McCaffrey made a motion to approve the minutes of 07/22/19 regular session. The motion was seconded by Sel. McCaffrey and passed unanimously.

ADJOURNMENT

Sel. McCaffrey made a motion to adjourn at 9:55pm. The motion was seconded by Sel. Barnes and passed unanimously.

Respectfully submitted: Karen M. Bouret