

**SELECT BOARD
MEETING MINUTES
Monday, August 14, 2023
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

Chair Schultze called the meeting to order at 7:00pm.

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

Announcements

The Millis Recreation Department is hosting the 'Summer Concert Series' on Wednesdays in August at 6:30pm

The Millis MBTA 3A Advisory Committee is providing an opportunity for Town residents to take a survey and give their comments regarding the plan for the Town's MBTA Multi-Family Zoning requirement. The survey will be posted on the Town Website, Millis Community Media's Website, and local social media.

State Representative James Arena-DeRosa will be hosting a Small Business Roundtable at the VMB building on August 29, 2023, at 8:30am.

23-159 Appointments

- *School Committee Member (joint appointment with the School Committee)*
School Committee member Marc Conroy made a motion to appoint Sean Powers as interim member of the School Committee through the May Annual Town Election to fill the vacancy created by the resignation of Steve Catalano. The motion was seconded by Shayna Canestrari. Select Board Chair Craig Schultze polled the Select Board and the School Committee – Conroy, yay. Briggs, yay. Canestrari, yay. Underhill, yay. Rosenfeld, no. Schultze, no. The motion passed with majority.
- *Planning Board Member*
Sel. Rosenfeld made a motion to appoint James McKay as an interim member of the Planning Board through the May Annual Town Election to fill the vacancy created by the resignation of Josh Guerrero. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.
- *Payroll Administrator*
Sel. Rosenfeld made a motion to ratify the Town Administrators appointment of Mary Montione as Payroll Administrator subject to a successful physical. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.
- *Member of the Economic Development Committee*
Sel. Rosenfeld made a motion to ratify the Town Administrators appointment of Jonathan Sussman as a member of the Economic Development Committee through June 30th, 2024. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.
- *Election worker*
Sel. Rosenfeld made a motion to ratify the Town Administrators appointment of Donna Cabibbo as an election worker retroactive to 5/1/23. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-160 Bond Anticipation Note Renewal

Sel. Rosenfeld made a motion to adopt the vote prepared by bond counsel in connection with the sale and approval of the Town's August bond anticipation note. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-161- Review/Approval of Stormwater Utility Support FY24 Billing Cycle – Kleinfelder

Peter Varga from Kleinfelder gave a brief update on the FY24 Millis Stormwater Program.

Sel. Rosenfeld made a motion to approve the agreement with Kleinfelder for the purpose of FY24 stormwater support services in an amount not to exceed \$107,002.00. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-162 Hearing: Dangerous Dog/Bentley Muzzle Order

Sel. Schultze made a motion to open a Hearing for consideration of a dangerous dog muzzle order for Bentley. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

The following individuals were present at the hearing and were sworn in under oath:

1. ACO Erin Mallette
2. Karen Karlsson
3. Judith Carlson, 4 Concord Circle
4. Patricia Fuller, 5 Concord Circle
5. Deb Sheppard, 10 Ticonderoga Lane
6. Paul Miller, 7 Concord Circle

ACO officer Erin Mallette issued a muzzle and restraint order due to the pending appeal regarding this case, the public safety of the residents, the owner's confession of not having the dog properly restrained, and the severity of the multiple bite wounds.

Abutters voiced their concerns regarding the dog Bentley.

Sel. Schultze made a motion to close the Hearing for consideration of a dangerous dog muzzle order for Bentley. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Sel. Rosenfeld made a motion that the Board approves a muzzle and restraint order on Bentley which will remain in effect until all appeals of the Select Board's order to euthanize have been completed. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-163 Complete Streets: Presentation of Upcoming Projects

Nicole Riley, Chair of the Economic Development Committee, presented their list of recommendations for upcoming projects. Including the Village Street/Himelfarb Street/Acorn Street intersection, Main Street Pedestrian Detectable Warning Panels, Middlesex Street/Ridge Street intersection, Plain Street sidewalk reconstruction, Main Street/Exchange Street intersection improvement.

Sel. Schultze made a motion to submit all 5 projects to DOT for approval. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-164 Review/Approval of Economic Development Committee Recommendation for Exchange St.
Nicole Riley, Chair of the Economic Development Committee, discussed the recommendation for the signage on Exchange Street.

Sel. Rosenfeld made a motion that the Board vote to approve the recommended changes to Exchange St. parking as submitted by the Economic Development Committee and described in their memo dated August 8th, 2023, with the exclusions of items 1 & 2. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-165 Review/Approval of Drainage Easements @ Emerson Place

Sel. Rosenfeld made a motion that the Board vote to approve and accept the non-exclusive drainage easement for Emerson Place Development, LLC pursuant to G.L.C.83 § 4 dated February 2019 as presented. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-166 Approval of DPW Contract/Change Orders

- *Pavement Markings*
Sel. Rosenfeld made a motion to approve entering a contract through the MAPC with KS Corporation for road pavement markings in an amount not to exceed \$25,000.00 and to authorize the Town Administrator to sign on the Town's behalf. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.
- *SCADA System Computer Upgrade*
Sel. Rosenfeld made a motion to approve entering a contract with Woodard & Curran to upgrade the SCADA computer system for a lump sum fee of \$22,000.00 and to authorize the Town Administrator to sign on the Town's behalf. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.
- *(2) Change Orders – D'Angelis PFAS Plant*
Sel. Rosenfeld made a motion to approve change order #6 in the amount of \$20,006.00 and change order #7 in the amount of \$13,101.00 for Winston builders in relation to the construction of the D'Angelis PFAS water treatment plant. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-167 Review/Approval of Mutual Aid Agreement for Animal Control Services

Sel. Rosenfeld made a motion to approve the mutual aid agreement with Milford for regional animal control services as written. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-168 Review/Approval of Letter to Legislative Delegation RE: Millis Housing Authority

Sel. Rosenfeld made a motion that the Board approves the letter to our legislative delegation regarding the Millis Housing Authority as written pending confirmation of the final numbers. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-169 Approval of Overdose Awareness Event

Sel. Rosenfeld made a motion to approve the request form SAFE Coalition for an overdose awareness event to include placing flags on the lawn outside of the Veterans Memorial Building from 8/28/23-9/1/23 and to hold a 30-minute vigil on the side lawn on 8/31/23 at 3:45pm in coordination with the

DPW Director. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-170 Approval of One-Day Special Alcohol Licenses

- *Millis Lions Club*
Sel. Rosenfeld made a motion to approve the One-Day Special Alcohol license for the Millis Lions club through Lois Lawson for a non-profit event to be held from 5-8pm on September 22nd, 2023 located at 974 Main Street. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.
- *Boggestowe Fish & Game Club*
Sel. Rosenfeld made a motion to approve the One-Day Special Alcohol license for the Boggestowe Fish & Game Club through Nate Maltinsky for a non-profit event to be held from 5-10pm on August 24th, 2023 located at 247 Ridge Street. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-171 Board/Committee Liaison Updates

Sel. Underhill attended the Local Emergency Management Committee where they discussed plans for hazard mitigation.

Sel. Rosenfeld attended the Energy Committee where they discussed their Net Zero Goals report.

Sel. Schultze attended the Economic Development Committee where they discussed the complete streets presentation that was given earlier in the meeting.

23-172 Approval of DRAFT Minutes

Sel. Rosenfeld made a motion to approve the draft minutes from 3/29/21, 4/5/21, 4/12/21, and 7/19/23 as written. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-173 Approval of Water/Sewer Commitments

Sel. Rosenfeld made a motion to approve the water/sewer commitment to the collector for July 2023 in the amount of \$4,433.91 and the commitment from June 2023 in the amount of \$2,491.04. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to enter Executive Session at 9:10pm to discuss strategy with respect to potential litigation (Dangerous Dog Decision Appeal), only emerging to adjourn. Sel. Rosenfeld seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Respectfully Submitted by Victoria Schindler