



# TOWN OF MILLIS

Ellen Rosenfeld, *Chair*  
Erin T. Underhill, *Vice Chair*  
Craig W. Schultze, *Clerk*

## OFFICE OF THE SELECT BOARD

Veterans Memorial Building (VMB)  
900 Main Street • Millis, MA 02054  
Phone: 508-376-7041

Michael J. Guzinski  
Town Administrator  
[mguzinski@millisma.gov](mailto:mguzinski@millisma.gov)

Karen Bouret DeMarzo  
Assistant Town Administrator/  
Human Resources Manager  
[kbouret@millisma.gov](mailto:kbouret@millisma.gov)

### SELECT BOARD MEETING AGENDA MONDAY, FEBRUARY 10, 2025; 7:00 PM VETERANS MEMORIAL BUILDING ROOM 229

Select Board meetings are broadcast on YouTube at:

<https://www.youtube.com/@MillisTownGovernmentMeetings>

and through Millis Community Media on Comcast channel 6 and Verizon channel 38 whenever possible.

|        | Topic                                                                                                                                                           | Time    | Speaker                                    |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------------------------|
| I.     | Call to Order                                                                                                                                                   | 7:00 PM | Chair Rosenfeld                            |
| II.    | Announcements <ul style="list-style-type: none"><li>Time to Nominate-Lansing Millis Legacy Award</li><li>Riley Sullivan – Senior Project Announcement</li></ul> |         |                                            |
| III.   | Scheduled Appointments/Hearings                                                                                                                                 |         |                                            |
| 25-021 | Vote to Open Spring Annual Town Meeting Warrant                                                                                                                 | 7:00 PM | Chair Rosenfeld                            |
| 25-022 | Appointments: <ul style="list-style-type: none"><li>Police Sergeant</li><li>Chief Electrical Inspector</li><li>Cable Advisory Committee Rep.</li></ul>          | 7:05 PM | M. Guzinski<br>Chief Soffayer<br>J. Atchue |
| 25-023 | Vote to Award Bid for Permitting & Zoning Guidebook/Business Improvement District Blueprint Project                                                             | 7:10 PM | N. Riley<br>R. Weiss                       |
| 25-024 | Discuss and Vote Upon Human Resources Study Recommendations                                                                                                     | 7:15 PM | Mary Aicardi<br>UMass Collins Center       |
|        | Open Session Items                                                                                                                                              |         |                                            |
| 25-025 | A Municipal Moment – Role of Select Board                                                                                                                       |         | Chair Rosenfeld                            |
| 25-026 | Review/Approval of Emergency Call-back Policy for Building Inspectors                                                                                           |         | M. Guzinski                                |

|               |                                                                               |                 |
|---------------|-------------------------------------------------------------------------------|-----------------|
| <b>25-027</b> | Establish Policy to Waive Inspection Fees for Town Building & School Projects | M. Guzinski     |
| <b>25-028</b> | Appointment of Special Counsel for Verizon Fios Cable License Negotiations    | M. Guzinski     |
| <b>25-029</b> | Approval of Millis Beautification Day                                         | K. B. DeMarzo   |
| <b>25-030</b> | Board/Committee Liaison Updates                                               | Chair Rosenfeld |
| <b>25-031</b> | Review/Approval of Water/Sewer Commitment                                     | M. Guzinski     |

**IV.**

**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.  
(Fire, Police, DPW, and SEIU)

|           |                    |
|-----------|--------------------|
| <b>V.</b> | <b>Adjournment</b> |
|-----------|--------------------|

**Proposed Upcoming Meeting Schedule**

| Date                      | Time           | Location         |
|---------------------------|----------------|------------------|
| Monday, February 24, 2025 | <b>7:00 PM</b> | Room 229 VMB     |
| Monday, March 10, 2025    | <b>7:00 PM</b> | Room 229 VMB     |
| Monday, March 31, 2025    | <b>7:00 PM</b> | Room 229 VMB     |
| Monday, April 14, 2025    | <b>7:00 PM</b> | Room 229 VMB     |
| Monday, April 28, 2025    | <b>7:00 PM</b> | Room 229 VMB     |
| Monday, May 5, 2025       | <b>6:00 PM</b> | MS/HS Library    |
| Annual Town Meeting       | <b>7:30 PM</b> | MS/HS Auditorium |
| Monday, May 19, 2025      | <b>7:00 PM</b> | Room 229 VMB     |