

Meeting Minutes 9/13/21

Sel. Jurmain called the meeting to order at 7:00pm.

The following persons were present via Zoom: Sel. Pete Jurmain, Sel. Erin Underhill, Sel. Craig Schultze, Town Administrator-Michael Guzinski, Operations Support Manager Karen Bouret, and Board of Health Director John McVeigh.

Announcements

No announcements at this meeting

21-232 Appointment of Teen Coordinator

Kris Fogarty, Recreation Director, introduced Erin LeBlanc as the candidate she is recommending for the Teen Coordinator position which will be funded through Recreational Marijuana funds. Ms. Fogarty said Ms. LeBlanc has a lot of experience working with both children and teens and would be a great asset to the Recreation Department. Mr. Guzinski agreed and asked the Board to confirm his appointment of Ms. LeBlanc to this position.

Sel. Schultze made a motion to ratify the Town Administrator's appointment of Erin LeBlanc as Teen Coordinator for the Recreation Department pending a satisfactory physical. The motion was seconded by Sel. Underhill. Sel. Jurmain polled the Board and the motion passed unanimously.

21-233 Vote to Open the Town Meeting Warrant

Sel. Schultze made a motion to open the Fall Annual Town Meeting Warrant. The motion was seconded by Sel. Underhill. Sel. Jurmain polled the Board and the motion passed unanimously.

Mr. Guzinski said after speaking with town counsel the Board can consider moving the town meeting date from November 1 to November 8 to allow for more preparation time. Mr. Guzinski added that the Board of Health Director will attend the next Select Board meeting to give an update on COVID and any recommendations he may have regarding the Town Meeting. The Board agreed to decide on the date at the 9/27 meeting.

21-234 Discuss Current Town Meeting Articles

Mr. Guzinski reviewed the first draft of the warrant which includes eight articles as follows:

1. Unpaid Bills
2. FY22 Operational Budget Adjustments
3. Capital Items
4. Water Treatment Plant – PFAS
5. Senior Work Program Abatement Adjustment
6. Sewer Bylaw Amendment
7. Stormwater Bylaw Regulation Amendment
8. Request Special Act – Town Charter Changes
9. Snow and Ice Deficit Transfer
10. Unemployment Account Transfer

The Board discussed setting up a working meeting to draft a stormwater bylaw regulation amendment (article #7) and sending it to the Enterprise Funds Advisory Committee for their input.

Chair Jurmain announced that the warrant will close in two weeks and encouraged anyone interested in submitting an article to do so.

21-235 Town Paving Update and Approval of Additional Paving Contracts

Jim McKay, DPW Director, explained that all Chapter 90 paving projects have been completed at this time. Mr. McKay said in addition, Orchard Street paving has been completed which was funded by Toll Brothers. He noted that Bridge Street will be paved by the Dover Road Assisted Living Project contractor, hopefully this fall.

Mr. McKay asked the Board to approve paving from Spring Street from Main Street to Plain Street for \$125,435.20.

Sel. Schultze made a motion to approve the contract with Lorusso Corporation for paving of Spring Street from Main Street to Plain Street for a total of \$125,435.20 and to authorize the Town Administrator to sign on the Town's behalf. The motion was seconded by Sel. Underhill. Sel. Jurmain polled the Board and the motion passed unanimously.

21-236 Urban Land Institute's Technical Assistance Panel Study

Mr. Weiss, Economic Development Director, was unable to attend to present this item. This will be discussed at the next Board meeting.

21-237 Review/Approval of PILOT Agreement for Clyde F. Brown School Rooftop Solar

Mr. Guzinski said the final PILOT agreement is before the Board for the Clyde F. Brown Elementary School rooftops which is in lieu of the conventional tax process and the preferred method of taxation for solar in the state.

Sel. Underhill made a motion to approve the PILOT agreement for the Clyde F. Brown Solar Array between Solect Energy Development LLC and the Millis Public Schools as presented. The motion was seconded by Sel. Schultze. Sel. Jurmain polled the Board and the motion passed unanimously.

21-238 ARPA Coronavirus Local Fiscal Recovery Fund Update

Mr. Guzinski said Millis has been allotted \$1,614,120.00 from the ARPA Coronavirus Local Fiscal Recovery Fund Allocations by Municipality. Mr. Guzinski said this money will likely go to water/sewer infrastructure towards the PFAS Water treatment plant.

Carol Johnston said there are limited areas that this funding can be used for, and this is the only critical project she is aware of.

21-239 Approval of Purchase of Council on Aging Van

Mr. Guzinski said the COA was awarded a \$60,000.00 earmark for FY22 for the purchase of a vehicle to provide. Transportation for Millis seniors and disabled residents and asked the Board to authorize the purchase of a van in the amount of \$64,885.00.

Sel. Underhill made a motion to authorize the purchase of a 2021 Ford T350 for an amount not to exceed \$65,000.00 and for the Town Administrator to sign on the Town's behalf. The motion was seconded by Sel. Schultze. Sel. Jurmain polled the Board and the motion passed unanimously.

21-240 Review and Approval of Classification and Compensation Study Contract

Sel. Underhill made a motion to approve a contract with GovHR USA in an amount not to exceed \$15,000.00 for a Classification and Compensation Study and for the Town Administrator to sign on behalf of the Town. The motion was seconded by Sel. Schultze. Sel. Jurmain polled the Board and the motion passed unanimously.

21-241 Review/Approval of Letter of Endorsement for Norfolk County Registrar

The Board discussed the Registrar's letter asking for support in filling the vacant position of Registry Chief Information Officer (see attached).

Sel. Underhill made a motion to authorize the Town Administrator and Chair Jurmain to craft a letter of support from the Select Board in support of a CIO position at the Registry of Deeds of Norfolk County. The motion was seconded by Sel. Schultze. Sel. Jurmain polled the Board and the motion passed unanimously.

21-242 Approval of Consultant for Azure – Mike Gilbert

Chair Jurmain asked the Board to consider approving a technical consultant for Azure to work with and explain information to the Town's IT Director. Mr. Jurmain disclosed that he has work with this consultant previously and asked the Board if they have any concerns. Sel. Schultze said he has no issue and would like to attend the meeting. No need for a vote as long as the Board is in favor.

21-243 Discuss Notice of Intent to Install KENO Monitor at Alpaca Store

Sel. Jurmain brought up concerns about having a KENO monitor and the effects of gambling. The Gambling commission has already approved the KENO monitor and the Board doesn't have much action to take.

21-244 Board/Committee Liaison Meeting Updates

Sel. Schultze said the Permanent Building Committee met and the DPW is on schedule and change orders are under control and it is going well. He also attended a affordable housing presentation and encourage the Board to watch it.

Sel. Underhill attended a Capital Planning Committee meeting, and they will meet again next Monday. It was a review of what has been submitted and they will go through the updated list at the next meeting.

21-245 Set Date for Stormwater Policy Review Workshop

The Board decided on 10/4 to discuss the current stormwater policy.

21-246 Approval of Water/Sewer Commitments

Sel. Schultze made a motion to approve the August 2021 1st Quarter water/sewer commitment to the collector in an amount of \$778,991.48. Sel. Underhill seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.

Sel. Underhill made a motion to approve the August 2021 water/sewer commitment to the collector in an amount of \$6,957.33. Sel. Schultze seconded the motion. Sel. Jurmain polled the Board and the motion passed unanimously.

21-247 Approval of DRAFT Minutes

Sel. Underhill made a motion to approve the Draft Meeting Minutes from the Select Board meeting on August 23,2021. The motion was seconded by Sel. Schultze. Sel. Jurmain polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to adjourn at 8:52pm. The motion was seconded by Sel. Underhill. Sel. Jurmain polled the Board and the motion passed unanimously.

Respectfully submitted by Victoria Schindler