

Select Board Minutes 07/19/21

Announcements

Thank you to Sam Hockenbury

Sel. Jurmain read a proclamation signed by the Select Board thanking Mr. Hockenbury for his time and service to the town in his capacity as an intern in the Select Board/ Town Administrator's Office. Mr. Guzinski and Ms. Bouret DeMarzo echoed the sentiments of the board. Mr. Hockenbury thanked the board and the town and remarked on how he enjoyed the experience.

Taken out of order:

21-205 Approval of 2021 Millis Boosters Run Back to School

Allison Maher was invited up to speak on behalf of the Boosters Club. She expressed this is an annual tradition and fundraiser, with the exception of last year due to the pandemic.

Sel. Schultze made a motion to approve the Millis Boosters Run Back to School on Sunday, September 26th beginning at 9:00am in coordination with Millis Police and DPW. The motion was seconded by Sel. Underhill and passed unanimously.

21-195 Appointment of Council on Aging Outreach Worker

Sel. Schultze made a motion to approve the Town Administrator's appointment of Deborah Sand as an Outreach Worker at Council on Aging pending a satisfactory physical. The motion was seconded by Sel. Underhill and passed unanimously.

21-196 Appointment of Council on Aging Van Driver

Sel. Schultze made a motion to approve the Town Administrator's appointment of John "Jack" McBrien as a Senior Van Driver pending a satisfactory physical. The motion was seconded by Sel. Underhill and passed unanimously.

21-197 Appointment of Full-Time Police Officer

Police Chief Soffayer introduced Officer Colby Roy. He expressed that this would fill a full-time police position that was vacated when an officer left for the State police. Officer Roy comes over from Medfield and will be ready to serve on day one, as he will not need to go to the academy or the one-year probationary training period. The Chief expressed how great the department is and how the support from the town's people and leadership makes Millis attractive to high caliber recruitments like Officer Roy. Mr. Guzinski and each member of the board expressed their gratitude to have such a qualified and ready to go officer available for appointment.

Sel. Underhill moved to ratify the appointment of the Colby Roy to full time police officer by the Town Administrator based on the Chief's recommendation. The motion was seconded by Sel. Schultze and passed unanimously.

Officer Roy was then pinned with his badge by his mother, with his wife beside him. A contingent of the force was then invited up for a group photo and one with the Select Board.

After the photo, the Chief informed the board that he would return for their meeting on the 16th looking to appoint another officer Ms. Kelly O'Dowd who will be completing her academy training shortly.

21-198 Appointment of On-Call Library Assistant

Sel. Underhill moved to accept the appointment of Fatima Neville to be an on-call library assistant. The motion was seconded by Sel. Schultze and the motion was passed unanimously.

21-199 Approval of Commitment to Public Health Shared Services Grant Program

John McVeigh, Board of Health Director, asked the Board to approve a MetroWest Shared Public Health Service Collaborative and to sign a letter of commitment in order to use funds provided under the program to augment municipal funding for staff and /or services.

Sel. Schultze made a motion to authorize the Town Administrator to sign a letter of commitment in order to take advantage of the Shared Services Grant Program as presented. The motion was seconded by Sel. Underhill and passed unanimously.

21-200 Approval of Contracts with Kleinfelder

Mr. Guzinski asked the Board to approve the following contracts with Kleinfelder Northeast, Inc. (Kleinfelder):

- D'Angelis PFAS Water Treatment Plant 100% Design
- PFAS Treatment Evaluation for Wells 3-4-5-6
- PFAS FY22 Ongoing Support
- Water System Emergency Response Plan
- MS4 Program Services
- Village/Birch Street Culvert Design

Jim McKay, DPW Director, said that the team at Kleinfelder has done a lot of work for Millis and has always been on time and on task. Mr. McKay gave a brief overview of all of the projects.

Kirsten Ryan, Senior Engineer at Kleinfelder, gave a PowerPoint presentation (see attached)

Sel. Schultze made a motion to authorize the Town Administrator to approve and sign the contract for Water EF Wells 3-6 for PFAS Plant Design, conceptual design, Part A for an amount not to exceed \$255,600.00. The motion was seconded by Sel. Underhill and passed unanimously.

Sel. Schultze made a motion to authorize the Town Administrator to approve and sign the contract for Water EF D'Angelis Wells PFAS Plant Design Part B in an amount not to exceed \$197,990.00. The motion was seconded by Sel. Underhill and passed unanimously.

Sel. Underhill made a motion to approve the PFAS On-Call Support for ongoing support and to authorize the Town Administrator to approve and sign the contract for an amount not to exceed \$60,000.00. Sel. Schultze seconded and the motion passed unanimously.

Sel. Underhill made a motion to approve the Water Systems Emergency Response Plan and to authorize the Town Administrator to approve and sign the contract for an amount not to exceed \$35,000.00. Sel. Schultze seconded and the motion passed unanimously.

Sel. Schultze made a motion to authorize the Town Administrator to approve and sign the contract for the MS4 Stormwater Program Services for FY22 for an amount not to exceed \$65,000.00. The motion was seconded by Sel. Underhill and passed unanimously.

Sel. Underhill made a motion to authorize the Town Administrator to approve and sign the contract for the Village and Birch Street Drainage Culvert Final Design for an amount not to exceed \$107,200.00. The motion was seconded by Sel. Jurmain and passed unanimously.

21-201 Approval of Metro West Consortium Contract Extensions

Mr. McKay presented the Metro West Area Planning Consortium contracts for Tree Services, Paving, and Pavement Markings. The Board voted as follows:

Sel. Schultze made a motion to approve a contract extension for Tree Services with Pathfinder Tree Services, LLC for a period to expire on 7/1/22 for a not to exceed amount of \$55,000.00 with \$15,000.00 in funding from the general fund tree care line and \$40,000.00 from the Spring Annual Town Meeting article on 5/1/21. The motion was seconded by Sel. Underhill and passed unanimously.

21-202 Discuss Charter Review Recommendations

The Board reviewed the Charter Review Committee's recommendations and voted as follows.

Sel. Schultze made a motion to accept the recommendation to move forward with a change in the Town Charter to increase the Select Board size from 3 to 5 members. The motion was seconded by Sel. Underhill and passed unanimously.

The Board decided to table the recommendation to rename the Finance Committee to Warrant Committee until more research is done. The Board will discuss this and vote at their next open meeting

Sel. Underhill made a motion to accept the recommendation to amend the charter through Town Meeting to allow the Moderator to appoint a Deputy Moderator. The motion was seconded by Sel. Schultze and passed unanimously.

The Board decided to table the recommendation to increase the term for the Moderator from one year to three years and to invite the current Moderator to attend a Select Board meeting in September.

Sel. Schultze made a motion to accept the recommendation to move forward with a change in the Town Charter to move the Town Clerk position from an elected position to an appointed position. The motion was seconded by Sel. Underhill and the motion passed unanimously.

Sel. Underhill made a motion to authorize the Town Administrator to draw up a draft job description for the Town Charter for final review by the Board. The motion was seconded by Sel. Schultze and passed unanimously.

21-203

Sel. Schultze motion to approve HVAC IFB seconded by Sel. Underhill and the motion passed unanimously.

21-206 Ratification of Fire Union Contract

Sel. Underhill made a motion to ratify the Memorandum of Agreement between the Town and The Professional Firefighters of Millis, Local 4704 and terminating on June 30, 2021 as written. The motion was seconded by Sel. Schultze and passed unanimously.

21-204 Approval of (2) One- Day Alcohol Licenses

Sel. Underhill made a motion to approve the One-Day Special All Alcoholic Beverages Alcohol License for the Boggestowe Fish & Game Club located at 247 Ridge Street for the 10th Annual Boggestock Music Festival on September 18, 2021 from 12:00pm to 9:00pm. The motion was seconded by Sel. Schultze and passed unanimously.

Sel. Underhill made a motion to approve the One-Day Special All Alcoholic Beverages Alcohol License for the Boggestowe Fish & Game Club located at 247 Ridge Street for the 81st Annual Clam Bake on August 15, 2021 from 12:00pm to 5:00pm. The motion was seconded by Sel. Schultze and passed unanimously.

21-207 Discuss Future Role of EFAC

Sel. Jurmain handed out a document he authored with bullet points outlining items for the EFAC to vet to make recommendations to the Select Board. (See attached) The Board discussed the items on the list. Sel. Jurmain explained that the Committee was established to have a committee to advise the Select Board on a number of issues and he asked the Board to consider three main areas: bylaw for a hookup to Town sewer, PFAS issues, and Stormwater policy. Cathy MacInnes, Chair of the EFAC, made a few recommendations and asked the Board to provide specific requests for the EFAC's direction and they will provide bullet points on various items. The Board decided to put together individual lists of points and will present them to the Town Administrator to be discussed at the August Board meeting.

21-208 Board/Committee Liaison Update

Sam Hockenbury, Intern, said he saw the Finance Committee meeting and reported that they approved the inter-fund transfers that the Select Board approved previously. The Board asked for the Finance Director to attend the next Board meeting for a ClearGov status update.

21-209 Approval of Water/Sewer Commitment

Sel. Schultze made a motion to approve the Water/Sewer Commitment to Collector for June 2021 for a total of \$2933.06. The motion was seconded by Sel. Underhill and passed unanimously.

21-210 Set Date for Special Meeting

The board discussed when a special meeting could be held, and determined if changes needed approval of town meeting then a meeting in early fall would need to be held. But if the town meeting was not needed to make changes the meeting could wait until late November through January.

Sel. Schultze made a motion to adjourn, seconded by Sel. Underhill 10:00pm