

## Select Board Meeting Minutes 11/16/20

### **Sel. McCaffrey called the meeting to order at 6:35 PM**

Present via Zoom: Chair James McCaffrey, Vice Chair Peter Jurmain, Clerk Erin Underhill, Town Administrator Michael Guzinski, Operations Support Manager Karen Bouret

### Announcements

Sel. McCaffrey thanked everyone involved behind the scenes as well as on Town Meeting Day itself for all of the hard work making the day a success.

Sel. McCaffrey recognized and thanked Nancy Gustafson, current Superintendent, for all she has done for the schools and the whole town of Millis. Ms. Gustafson will be retiring at the end of November and Robert Mullaney, current High School Principal, will be taking on the role.

Robert Weiss spoke about restoring DLTA funding for FY21. Mr. Weiss asked residents to email Senator Rebecca Rausch to ask for the funding to be restored. A letter template and Senator Rausch's address will be added to the Town website to help.

Sel. McCaffrey said he feels it's important for the Board to reach out to legislators about an amendment related to PFAS in support.

Sel. Jurmain announced that a member of the American Legion passed away.

### 20-264 Sustainable Materials Recovery Program Municipal Grant Award

Jim McKay, DPW Director, said the Town has applied for and received this grant for many years. The Town was again awarded a Recycling Dividends Program grant of \$4,550. Mr. McKay would like to get a compactor for the Transfer Station with this money this year. The Board thanked Mr. McKay and the DPW staff for working to get this grant.

**Sel. McCaffrey made a motion to accept the Sustainable Materials Recovery Program grant and for James McKay to sign on the Town's behalf. The motion was seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

### 20-265 Appointment of On Call Snow Removal Worker

**Sel. Underhill made a motion to approve the Town Administrator's appointment of Sammuel Lange as an On Call Snow Removal Worker pending physical and drug screen. The motion was seconded by Sel. Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

### 20-266 Appointment of Seasonal Snowplow Operator

**Sel. Jurmain made a motion to approve the Town Administrator's appointment of Kenneth "Alec" McColl as a Seasonal Snowplow driver. This motion was Seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-272 Review KENO Notification for Alpaca Stores at 1105 Main Street

**Sel. McCaffrey made a motion for the Board to take no action on the notification. Sel. Underhill seconded. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-267 Tax Classification Hearing

**Sel. McCaffrey made a motion to open the Tax Classification Hearing at 7:00pm. The motion was seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

Teri Gonsalves, Assistant Assessor, provides information that the town of Milis has always adopted a single tax rate and the Board of Assessors recommends that you do the same for FY21.

**Sel. McCaffrey made a motion to close the hearing. The motion was seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. Underhill made a motion that the Town approve a single tax rate for the Fiscal/Levy Year 2021. The Motion was seconded by Sel. Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-268 Discuss Request for Reserve Fund Transfer for Oak Grove Farm Tree Removal

Mr. Guzinski said he and Mr. McKay walked the Oak Grove property with Steve MacInnes and John McAvoy, members of the Oak Grove Farm Commission as well as Nate Maltinsky of the Historical Commission. Mr. Guzinski then developed a scope of work with Mr. McKay and the scope was sent to four different companies. Three responded and Stumpy's came in with the lowest bid at \$12,800 with an addendum of \$1,200. Mr. McKay added that this won't cover all the tree damage but will put a dent in it and hopefully more money will be appropriated in the spring.

**Sel. Jurmain made a motion to enter a contract with Stumpy's for an amount not to exceed \$14,000 for tree removal and clean up at Oak Grove Farm. The motion was seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

Mr. Guzinski said this will now go for approval by the Finance Committee as a reserve fund transfer and it is anticipated that the work will be performed in the upcoming weeks.

20-269 DPW Building Project Construction Contract Approval

Wayne Klocko presented the construction contract for the DPW building project and asked the Board for approval to enter the contract for an amount of \$3,488,000. The sum is based upon alternate 1 which took \$80,000 off the original total of \$3,568,000 which means there will be an EPDM roof as opposed to a metal roof.

**Sel. Jurmain made a motion to approve entering a contract between the Town of Millis and J.J. Cardosi, Inc. in an amount of \$3,488,000.00 for the DPW building project and to authorize the Town Administrator to sign on behalf of the Town. The motion was seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffrey made a motion to authorize the Town Administrator or Chair of the PBC to approve change orders in an amount up to \$50,000. The motion was seconded by Sel. Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

Sel. McCaffrey instructed the Town Administrator to notify MIIA to bind coverage for the Builders' Risk policy effective November 17th.

#### 20-270 Approval of RFP - Water Towers at Farm Street and Walnut Street

Mr. McKay said he, the Town Administrator, the Finance Director and GCG Associates, Inc. acting as peer review for the Town, compared the proposals submitted for Request for Qualifications for inspection, maintenance, repair, modification, asset management of water storage facilities. While CorrTech, Inc. was a little lower for total price, but Suez Advanced Solutions/Utility ranked higher in every category they were ranked in.

**Sel. McCaffrey made a motion to approve the recommendation to move forward with Suez utilities management company. For the inspection, maintenance, repair, modification, and asset management for the Water/Sewer facilities for the Town of Millis in an amount of \$1,898,851 subject to finalization of contract language. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

#### 20-271 Select Board Liaison Board and Committee Updates

Sel. McCaffrey said he has not attended any meetings.

Sel. Jurmain said the Enterprise Committee met and Cathy MacInnes was voted Chair. Sel. Jurmain asked that the proposed sewer bylaw article be reviewed by the Select Board for spring town meeting. The committee also discussed PFAS and said they will work on getting more information out to the public. Mr. Jurmain said the Energy Committee also met and discussed "empowering" the community by providing information on purchasing clean energy on the Town website.

Ms. Underhill had no updates.

#### 20-273 Ratification of Vote to Approve Traffic Signal Repair at Pleasant Street and Rte. 109

The Board approved an unforeseen agenda item at the 11/7 meeting to approve a quote from Dagle Electrical Construction Corp. due to a failing signal. Mr. Guzinski said that since that meeting Dagle provided a revised quote to allow the addition of Opticom Equipment which allows emergency vehicles to control the light in the event of an emergency. \$5,000 was a gift to the Town and will cover the addition of the Opticom equipment.

**Sel. McCaffrey Made a motion to ratify the contract as amended the vote of the Select Board on November 7th for a total of \$17,100.89. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffrey made a motion to enter executive session 8:35pm to consider the purchase, exchange, lease, or value of real estate (61A Parcel 5C Ridge Street) only emerging to adjourn. Sel. Jurmain seconded the motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

Respectfully submitted by Victoria Schindler