

Select Board Meeting Minutes 02/27/23

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

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

Announcements

Millis Beautification Day will be on Saturday April 29th, 2023.

State Representative James Arena-DeRosa will be holding Office hours on Monday March 6th from 12-2pm at the VMB Building.

23-035 Close ATM Warrant

Sel. Schultze made a motion to close the Spring ATM Warrant. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

23-036 Request for Fee Waiver – Senior Project

Katherine a Senior at Millis High School is holding a Town wide yard sale to raise money for Rosie's Place. She is asking the Board to waive the \$5 fee for people participating in the yard sale on Sunday April 30th with a rain date of May 6th.

Sel. Schultze made a motion to waive any fees for the participants of the Town wide yard sale on April 30th with a rain date of May 6th. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

23-037 Review/Approval of Ambulance Billing Rates

Chief Barrett is requesting that the Town increases ambulance rates. The rate is what is charged to the patient's insurance company. The Town has not raised rates since 2017.

Sel. Schultze made a motion to adopt the rate change for the Town of Millis Ambulance Cost effective March 1st and authorize the Town Administrator to sign on the Towns behalf. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

23-038 Hearing Continuation of 1178 Main

Sel. Schultze made a motion to open a Hearing for 1178 Main Street. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to continue the Hearing for 1178 Main Street until 3/27/23 at 7:30pm. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to close the Hearing for 1178 Main Street. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

23-039 Hearing: Grant of Location for Conduit at Rolling Meadow Drive

Sel. Schultze made a motion to open a Hearing for grant of location for conduit at Rolling Meadow Drive. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Christine Crosby from Eversource is requesting permission from the Board to install approximately 45 feet of conduit on Rolling Meadow Drive in Mill.

Sel. Schultze made a motion to close the Hearing for grant of location for conduit at Rolling Meadow Drive. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to issue the grant of location for conduit for Rolling Meadow Drive, work order #5946010. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

23-040 Discuss Future Plans for Lansing Millis Building

Richard Nichols, Chair of the Permanent Building Committee, stated they are looking for guidance from the Select Board on next steps for the Lansing Millis Building. The Town has authorized \$250,000 for “Stabilization” of the property but question if the money is well spent. He stated due to the conditions of the building the decision should be made in the next 6 months.

Economic Development and Planning Director Robert Weiss asked the Board for a small amount of time to work with the Economic Development Committee to come up with a plan to find a tenant for the building.

A discussion ensued about potential solutions for the building.

23-041 Appointments – Department Assistant II Executive Office/Enterprise Funds Advisory Committee/Cultural Council/On-Call Library Assistants

The Board decided to defer the Appointments for the Enterprise Funds Advisory Committee until the meeting on 3/13.

Sel. Schultze made a motion to ratify the Town Administrators appointment of Victoria Schindler as Department Assistant II in the Executive Office. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to appoint Marie Turley to the Millis Cultural Council. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to appoint Nuala Barner to the Millis Cultural Council. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to ratify the Town Administrators appointment of Kara Hadden as an On-Call Library Assistant. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to ratify the Town Administrators appointment of Kaycee Conover of Temporary Library Assistant. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

23-042 Discuss FY24 Budget Proposals

Town Administrator Mike Guzinski discusses the revenue estimates for the FY24 Budget he and the Finance Director have been working on. He brings up some budgetary issues they have met this years, Specifically the Special Education at the Schools. He and the Finance Director present the option of creating a Special Education Stabilization Fund to help in dealing with unexpected spikes in special education within the Millis Public Schools.

They also present an updated FY24 Capital Requests Sheet and updated FY24 Above Level Service Requests.

23-043 Review/Approval of Proposal for Comprehensive Response Actions at 12-14 Exchange Street

Sel. Schultze made a motion to authorize the Town Administrator to sign on the Towns behalf a contract with Ransom in the amount of \$43,850.00. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

23-044 Discuss Potential Legislative Earmarks for FY24

Mr. Guzinski discusses the potential legislative earmarks for FY24. The proposed list includes Digitizing files, funding for design/study of a new senior center, Transportation vehicle for senior center, aerial boom lift for use at all municipal/school buildings, library building repairs, upgrade wireless system in schools.

23-045 Ratify Contracts Fire Chief/Professional Firefighters of Millis, Local 4704

Sel. Schultze made a motion to ratify the collective bargaining agreement with the PFFM Local 4704. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to ratify the collective bargaining agreement with the Fire Chief Rick Barrett. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

23-046 Boards/Committee Liaison Updates

Sel. Rosenfeld attended the Charles River Pollution Control District meeting where they discuss potentially creating a Bord with Medway, Millis and Bellingham to discuss Sewer needs.

Sel. Schultze attended the Capital Planning Committee where they discussed the updated capital requests and talked about adjusting their sheets to configure in maintenance costs.

23-047 Approval of Water Sewer Commitments

Sel. Schultze made a motion to approve the Q3 Water/Sewer commitment to the collector in the amount of \$821,982.32. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

23-048 Approval of DRAFT Minutes

Sel. Schultze made a motion to approve the DRAFT minutes for 4/4/22, 2/6/23, 2/13/23 as written. Sel. Rosenfeld seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Sel. Underhill made a motion at 8:32pm to enter Executive Session to conduct a strategy session in preparation for negotiations with union personnel (SEIU) and to consider the purchase or lease of real estate property if such discussion may have a detrimental effect on the negotiation position of the governmental body only emerging to adjourn. Sel. Schultze seconded the motion. Sel. Underhill polled the Board and the motion passed unanimously.

Respectfully Submitted by Victoria Schindler