



JUNE 8, 2015

**ANNUAL
TOWN MEETING**

TOWN OF MILLIS

COMMONWEALTH OF MASSACHUSETTS

NORFOLK, SS.

GREETING:

To either of the constables of the Town of Millis in said county, in the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Millis qualified to vote in elections and in town affairs, to meet on Monday, the eighth day of June, AD 2015 at 7:30 p.m. in the Middle-Senior High School Auditorium 245 Plain St., in said Millis:

**FOR THE BUSINESS MEETING, THEN AND THERE,
TO ACT ON THE FOLLOWING ARTICLES, VIZ**

ANNUAL TOWN MEETING WARRANT ARTICLE LIST
June 8, 2015

1. UNPAID BILLS
2. CURRENT FISCAL YEAR UNDERFUNDED BUDGETS
3. ADDITIONAL WAGES OR EXPENSES FOR CURRENT YEAR WATER FUND
4. ADDITIONAL WAGES OR EXPENSES FOR CURRENT YEAR SEWER FUND
5. PERSONNEL PLAN AMENDMENTS
6. NON-UNION WAGE INCREASES
7. SEIU CONTRACT
8. FIREFIGHTERS CONTRACT
9. FY16 OPERATING BUDGET
10. FY16 WATER ENTERPRISE FUND
11. FY16 SEWER ENTERPRISE FUND
12. VETERANS MONUMENT IMPROVEMENTS
13. ANNUAL AUDIT
14. UNEMPLOYMENT BENEFITS
15. FIRE DEPARTMENT ADVANCED LIFE SUPPORT TRAINING INITIATIVE
16. TOWN BUILDING IMPROVEMENTS
17. STREETLIGHT PURCHASE
18. CHAPTER 90 ROAD IMPROVEMENTS
19. STORMWATER (MS4) IMPROVEMENTS
20. SEWER SYSTEM IMPROVEMENTS
21. WELL BUILDING IMPROVEMENTS
22. WATER SYSTEM IMPROVEMENTS
23. ROSS AVE. WATER MAIN
24. REGIONAL ENERGY MANAGER GRANT MATCH
25. VOTING MACHINES
26. SCHOOL BUSES
27. SCHOOL DATA PROCESSING EQUIPMENT
28. MEDICAID REIMBURSEMENT SERVICES
29. SCHOOL LIBRARY CARPETING
30. SPECIAL NEEDS VAN
31. SCHOOL FURNITURE
32. SCIENCE, FITNESS, AND COMPUTER EQUIPMENT
33. HIGH SCHOOL/MIDDLE SCHOOL MEDIA CENTER IMPROVEMENTS
34. UPDATE OF SCHOOL WEBSITE
35. HIGH SCHOOL/MIDDLE SCHOOL AUDITORIUM LIGHTS
36. BOARD OF HEALTH APPOINTING AUTHORITY
37. COMMUNITY PRESERVATION FUND BUDGET AND RESERVATIONS
38. COMMUNITY PRESERVATION TOWN QUILT GLAZING PROJECT
39. ACCEPT DRAINAGE OR RECREATION EASEMENT
40. RESCIND BORROWING AUTHORITY
41. REVOLVING FUND AUTHORIZATION
42. LARGE SCALE GROUND MOUNTED SOLAR INSTALLATIONS ZONING BYLAW
43. DOMESTICATED FOWL OR RABBIT GENERAL BYLAW AMENDMENT
44. LIVESTOCK, HORSE OR POULTRY PENS ZONING BYLAW AMENDMENT
45. NON-COMMERCIAL KEEPING OF POULTRY ZONING BYLAW AMENDMENT

FOR TOWN MEETING ACTION

ARTICLE 1. To see if the Town will vote to transfer from available funds or by transfer from the Stabilization Fund, a sum of money to pay **unpaid bills** incurred by Town departments from previous fiscal years, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 2. To see if the Town will vote to transfer from available funds or by transfer from the Stabilization Fund, a sum of money for **additional wages or expenses not sufficiently funded under Article 14, Operating Budget**, of the May 2014 Annual Town Meeting; or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 3. To see if the Town will vote to transfer from available funds or by transfer from the Water Fund a sum of money for **additional wages or expenses not sufficiently funded under Article 15, Water Enterprise Fund**, of the May 2014 Annual Town Meeting; or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 4. To see if the Town will vote to transfer from available funds or by transfer from the Sewer Fund a sum of money for **additional wages or expenses not sufficiently funded under Article 16, Sewer Enterprise Fund**, of the May 2014 Annual Town Meeting; or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 5. To see if the Town will vote to adopt **amendments to Schedule A-Classification Plan, Schedule B-Salary Plan, Schedule C-Employee Benefits, and Schedule D-Policies and Procedures of the Town of Millis Personnel Plan**, effective July 1, 2015, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 6. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for **non-union wage increases** in the fiscal year beginning July 1, 2015, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 7. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money to **fund the first year cost items contained in the contract between the Town of Millis and the Service Employees International Union Local 888 effective July 1, 2015**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 8. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money to **fund the first year cost items contained in the contract between the Town of Millis and Professional Firefighters of Millis Local 4704 effective July 1, 2015**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 9. To see if the Town will vote to fix the compensation of elected officers, provide for a reserve fund, and determine what sums of money the Town will raise and appropriate, including appropriations from taxation, by transfer from available funds, and/or the Stabilization Fund **to defray charges and expenses to the Town, including debt and interest**, and a reserve fund for the general fund and sewer and water enterprise funds, for the fiscal year beginning July 1, 2015 and ending June 30, 2016, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the water enterprise fund for the period beginning July 1, 2015 and ending June 30, 2016**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 11. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the sewer enterprise fund for the period beginning July 1, 2015 and ending June 30, 2016**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 12. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money to fund **improvements to veterans monuments**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 13. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for an independent **audit** of all accounts of the Town, **GASB 34 fixed asset maintenance, and an audit of school department accounts** as required under the education reform act, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 14. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for **unemployment benefits**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 15. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money **for a Fire Department advanced life support (paramedic) training initiative**; or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 16. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds, or by transfer from the Stabilization Fund a sum of money for **town building improvements including all costs incidental and relating thereto** or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 17. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds, or by transfer from the Stabilization Fund a sum of money **to purchase streetlights** or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 18. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds, a sum of money for **Chapter 90 funded road resurfacing, reconstruction, drainage improvements, road maintenance, and equipment** and land or easement purchases or takings, including bridge or culvert improvements, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 19. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **municipal separate storm sewer system (MS4 stormwater)** expenses, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 20. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **sewer system improvements and operations and maintenance plans including the payment of all costs incidental and relating thereto**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 21. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **well building improvements including all costs incidental and relating thereto**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 22. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **water system improvements including, but not limited to, a water system valve improvement program**, including the payment of all

costs incidental and related thereto, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 23. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **water system improvements including, but not limited to, replacement of the water main and appurtenances on Ross Ave.,** including the payment of all costs incidental and related thereto, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 24. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds or by transfer from the Stabilization fund, a sum of money for a **Regional Energy Manager** and to authorize the Board of Selectmen to apply for and accept grants therefore, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 25. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to purchase new voting machines** or act in any manner relating thereto. (Submitted by the Town Clerk)

ARTICLE 26. To see if the Town will vote to authorize the School Committee to enter into a lease of school buses for a period of three or more years, and further to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for the annual payment of a **lease for and/or for the purchase of school buses,** or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 27. To see if the Town will vote to authorize the School Committee to enter into a lease of school computers for a period of three or more years, and further to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, a sum of money to purchase, and/or for the annual payment of a lease purchase agreement for, **school computers,** or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 28. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **Medicaid/Medicare Reimbursement Services,** or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 29. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to replace school library carpeting** or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 30. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money **to purchase a school special needs van** or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 31. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **for school furniture** or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 32. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to replace school science, fitness, and computer equipment** or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 33. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money to purchase resources includ-

ing but not limited to books and materials to improve the Library collection at the Middle/High School, or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 34. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to revise and update the Public School Website** or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 35. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to make repairs or replace the Middle School/High School auditorium lights including all costs incidental and relating thereto**, or act in any manner relating thereto. (Submitted by School Committee)

ARTICLE 36. To see if the Town will vote in accordance with M.G.L. Chapter 41, section 4A, and Chapter 268A section 21A, **to authorize the Board of Health to appoint any of its members to another town office or position for which it has appointing authority**, for the term provided by law, if any, otherwise for a term not exceeding one year, and to authorize the Town to fix the salary of such appointee, notwithstanding the provisions of MGL Chapter 43, section one hundred and eight, or act in any manner relating thereto. (Submitted by Board of Health)

ARTICLE 37. To see if the Town will vote to appropriate a sum of money, or reserve a sum of money from the **Community Preservation Fund**, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve, or the Budgeted Reserve, from annual revenues in the amounts recommended by the Community Preservation Committee, for committee administrative expenses, community preservation projects and/or other expenses in fiscal year 2016, with each item to be considered a separate appropriation; or act in any manner relating thereto. (Submitted by Community Preservation Committee)

ARTICLE 38. To see if the Town will vote to appropriate a sum of money from the Community Preservation Historic Resource Reserve Fund and/or the Community Preservation Fund Budgeted Reserve and/or the Undesignated Fund for the **town quilt glazing project**, or act in any manner relating thereto. (Submitted by Community Preservation Committee)

ARTICLE 39. To see if the Town will vote to authorize the Board of Selectmen to acquire by gift a permanent easement to use for general municipal purposes, including but not limited to recreation or drainage purposes, a portion of a parcel of land located on Spring St., shown on Assessor's Map #23, Parcel #22, said portion adjacent to the Clyde brown School field and further to authorize the Board of Selectmen to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the town to effectuate the purposes of this Article, or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 40. To see if the town will vote to rescind all or a portion of the borrowing authority originally voted under the following:

Article 3 of the November 3, 2013 Fall Annual Town Meeting - Cedar St. sewer project
Article 32 of the May 12, 2014 Annual Town meeting – Village St. Sewer project
Article 24 of the May 13, 2013 Annual Town Meeting – purchase of Quint Fire Truck;

or act in any manner relating thereto. (Submitted by Board of Selectmen)

ARTICLE 41. To see if the Town will vote to authorize or **reauthorize**, pursuant to M.G.L. Chapter 44 Section 53E 1/2, the following **revolving funds**:

- A. Oak Grove Farm Revolving Fund, said fund to be credited with the receipts from user fees, and the sale of bricks, under the authority of the Oak Grove Farm Commissioners, proceeds to be used for Oak Grove Farm Maintenance, such expenditures not to exceed \$35,000;

- B. Animal Control Shelter Revolving Fund, said fund to be credited with the receipts from the operation of the shelter, under the authority of the Board of Selectmen, proceeds to be used for kennel maintenance and construction costs, such expenditures not to exceed \$3000;
- C. Fire Alarm Revolving Fund, said fund to be credited with the fees and fines relative to fire alarms, under the authority and direction of the Board of Selectmen, proceeds to be used for the costs of labor, equipment and services, to maintain the fire alarm system, such expenditures not to exceed \$10,000;
- D. Historical Commission Revolving Fund, said fund to be credited with the fees generated by user fees or appropriations, under the authority and direction of the Historical Commission, proceeds to be used for the maintenance of historical buildings and grounds, such expenditures not to exceed \$12,000;
- E. Ambulance Department Revolving Fund, said fund to be credited with the fees generated by user fees, under the authority and direction of the Board of Selectmen, proceeds to be used to pay for ambulance expenses and billing collections, such expenses not to exceed \$20,000;
- F. Council on Aging Transportation Revolving Fund, said fund to be credited with the fees generated by user fees or appropriations, under the authority and direction of the Board of Selectmen, proceeds to be used for COA transportation programs, such expenditures not to exceed \$5,000;
- G. Veterans Memorial Building Custodial and Maintenance Revolving Fund, said fund to be credited with the fees generated by user fees or appropriations, under the authority and direction of the Board of Selectmen, proceeds to be used for custodial expenses, such expenditures not to exceed \$6,000;
- H. Food Service Revolving Fund, said fund to be credited with the fees generated by user and/or inspection fees or appropriations, under the authority and discretion of the Board of Health, proceeds to be used for food service inspections, such expenditures not to exceed \$4500;
- I. Stormwater Management Revolving Fund, said fund to be credited with the fees generated by municipal stormwater connection and inspection fees or appropriations, under the authority and discretion of the Board of Selectmen, proceeds to be used for stormwater related inspections, tests, and engineering reviews, such expenditures not to exceed \$10,000;
- J. Board of Health Medical Services and Vaccination Fund, said fund to be credited with the receipts from vaccination reimbursements obtained from federal, state and private agencies, under the authority of the Board of Health, proceeds to be used for any necessary medical services, vaccinations, or supplies, such expenditures not to exceed \$6,000;
- K. Board of Health Rabies Clinic/Program, said fund to be credited with the receipts from vaccinations obtained from owners of animals under the authority of the Board of Health, proceeds to be used for any necessary medical services, vaccinations, or supplies, such expenditures not to exceed \$2,500;
- L. Continuing Education Revolving Fund, said fund to be credited with the receipts from users fees from continuing education classes such as drivers' education, under the authority of the School Committee, proceeds to be used for providing continuing education for students, such expenditures not to exceed \$50,000;
- M. Millis Public School Athletic Fields Revolving Fund, said fund to be credited with the receipts from fundraising for construction, renewal, and improvement of athletic fields, including but not limited to structures, equipment such as scoreboards and maintenance of the fields, under the authority of the School Committee, proceeds to be used for improvement of the Millis Public Schools athletic fields, such expenditures not to exceed \$35,000;
- N. Millis Public School Extracurricular Revolving fund, said fund to be credited with the receipts and donations from school-based extracurricular activities such as, but not limited to Dance, Drama, and Arts Performances. Funds will be used for expenses incurred by the extracurricular activities such

as, but not limited to, rental of equipment, materials or costumes, purchase of items needed for performances and stipends for extracurricular instructors, such expenditures not to exceed \$8,000;

- O. Millis Public Library Special Use Fund, said fund to be credited with the fees generated by use of the public meeting rooms in the library or appropriations, under the authority and direction of the Trustees of the Library, proceeds to be used to pay staff salary for afterhours work, custodial expenses and other such expenses, not to exceed \$10,000;

or act in any manner relating thereto. (Submitted by Board of Selectmen).

ARTICLE 42. To see if the town will vote to amend the Zoning Bylaws, as most recently amended, by amending the various sections identified herein as follows, or to take any other action related thereto:

By amending Section V, Use Regulations, Table 1, Use Regulations, by inserting a new Principal Use #20 for "Large-Scale Ground-Mounted Solar Photovoltaic Installations with Rated Nameplate Capacity of 250 Kw DC or more" under the heading "Wholesale, Transportation & Industrial" and by inserting in the columns for the various Zoning Districts that such use is allowed by right, by special permit or prohibited as follows:

	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-P-2
20. Large-Scale Ground-Mounted Solar Photovoltaic Installations with Rated Nameplate Capacity of 250 Kw DC or more.	N	N	N	N	N	N	N	P	P

And by adding a new Section XXI - Large-Scale Ground-Mounted Solar Photovoltaic Installations as follows:

Section XXI - Large-Scale Ground-Mounted Solar Photovoltaic Installations

1. Purpose:

The purpose of this Bylaw is to promote the creation of new Large-Scale Ground-Mounted Solar Photovoltaic Installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

The provisions set forth in this section shall apply to the construction, operation, and/or repair of Large-Scale Ground-Mounted Solar Photovoltaic Installations.

2. Applicability:

This section applies to Large-Scale Ground-Mounted Solar Photovoltaic Installations (LGSPI) proposed to be constructed after the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

The provisions set forth in this Section shall apply to the construction, operation and/or repair of Large-

Scale Ground-Mounted Solar Photovoltaic Installations with a Rated Nameplate Capacity of from 250 kW DC or more.

3. Definitions:

The following definitions shall apply:

As-of-Right Siting: As-of-Right Siting shall mean that development may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. As-of-right development may be subject to site plan review to determine conformance with local zoning bylaws. Projects cannot be prohibited, but can be reasonably regulated by the Building Inspector and the Planning Board.

Building Permit: A construction permit issued by an authorized building inspector; the building permit evidences that the project is consistent with the state and federal building codes as well as local zoning bylaws, including those governing ground-mounted large-scale solar photovoltaic installations.

Designated Location: The location(s) designated herein where Large-Scale Ground-Mounted Solar Photovoltaic Installations with a Rated Nameplate Capacity of 250kW or more may be sited As-of-Right in the I-P and I-P-2 Districts as shown on the Town of Millis zoning maps.

Large-Scale Ground-Mounted Solar Photovoltaic Installation (LGSPI): A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a Rated Nameplate Capacity of 250 kW DC or more.

Rated Nameplate Capacity: The maximum rated output of electric power production of the photovoltaic system in Direct Current (DC).

Site Plan Review: Review by the Site Plan Review Authority Planning Board to determine conformance with local zoning bylaws.

Solar Photovoltaic Array: An arrangement of solar photovoltaic panels.

Zoning Enforcement Authority: The Building Inspector.

4. General Requirements for all Large-Scale Ground-Mounted Solar Power Generation Installations:

The following requirements are common to all LGSPI to be sited in designated locations in Millis.

Compliance with Laws, By-Laws and Regulations: The construction and operation of all LGSPI shall be consistent with all applicable local, state and federal requirements including, but not limited to, all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a LGSPI shall be constructed in accordance with the State Building Code.

Building Permit and Building Inspection: No LGSPI shall be constructed, installed or modified as provided in this section without first obtaining a building permit.

Fees: The applications for a Site Plan Review, a Building Permit, and any other permits related to a LGSPI must be accompanied by the required fees.

5. Site Plan Review:

LGSPI shall undergo site plan review prior to construction, installation or modification as provided in this section.

General: All plans and maps shall be prepared, stamped and signed by a Professional Engineer licensed to practice in Massachusetts.

Required Documents:

An application for LGSPI site plan shall include the following documents:

- (a) A site plan showing:
 - i. Property lines and physical features, including roads, for the project site;
 - ii. Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures;
 - iii. Blueprints or drawings of the solar photovoltaic installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures; and
 - iv. One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
 - v. Documentation of the major system components to be used, including the PV panels, mounting system, and inverter;
 - vi. Name, address, and contact information for proposed system installer;
 - vii. Name, address, phone number and signature of the project proponent, as well as all co-proponents or property owners, if any; and
 - viii. The name, contact information and signature of any agents representing the project proponent.
- (b) Documentation of actual or prospective access and control of the project site (see also Section entitled "Site Control");
- (c) An operation and maintenance plan (see also Section entitled "Operation and Maintenance Plan");
- (d) Zoning district designation for the parcel(s) of land comprising the project site (submission of a copy of a zoning map with the parcel(s) identified is suitable for this purpose);
- (e) Proof of liability insurance;

- (f) A public outreach plan, including a project development timeline, which indicates how the project proponent will meet the required site plan review notification procedures and otherwise inform abutters and the community; and

- (g) Description of financial surety plan.

The Planning Board may waive documentary requirements for good cause.

Upon receipt of an application for site plan approval of a LGSPI, the Planning Board may engage, at the applicant's cost, professional and technical consultants, including legal counsel, to assist the Board with its review of the application in accordance with the requirements of Section 53G of Chapter 44 of the Massachusetts General Laws. The Planning Board may direct the applicant to deposit funds with the Planning Board for such review at the time the application is accepted, and add additional funds as needed upon notice. Failure to comply with this section shall be good grounds for denying the application. Upon approval of the application, any excess amount in the account attributable to the project, including any interest accrued, shall be repaid to the applicant.

6. Site Control:

The applicant shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation.

7. Operation & Maintenance Plan:

The applicant shall submit a plan for the operation and maintenance of the LGSPI, which shall include measures for maintaining safe access to the installation, stormwater controls, vegetation controls, as well as general procedures for operational maintenance of the installation.

8. Utility Notification:

No LGSPI shall be constructed until evidence has been given to the Planning Board that the utility company that operates the electrical grid where the installation is to be located has been informed of the LGSPI's owner or operator's intent to install an interconnected customer-owned generator; as well as documentation from said utility that they can and will connect the proposed customer-owned (owned by an entity other than the utility company) generator into their power grid.

9. Dimension and Density Requirements:

The following dimensional and density requirements shall apply to all LGSPI.

Setbacks:

For large-scale ground-mounted solar photovoltaic installations, front, side and rear setbacks shall be as follows:

- (a) Front yard: The front yard depth shall be at least 40 feet; provided, however, that where the lot abuts a Conservation-Recreation or Residential district, the front yard shall not be less than 50 feet.
- (b) Side yard: Each side yard shall have a depth at least 20 feet; provided, however, that

where the lot abuts a Conservation-Recreation or Residential district, the side yard shall not be less than 50 feet.

- (c) Rear yard: The rear yard depth shall be at least 30 feet; provided, however, that where the lot abuts a Conservation-Recreation or Residential district, the rear yard shall not be less than 50 feet.

Appurtenant Structures: All appurtenant structures to LGSPI shall be subject to reasonable regulations concerning the bulk and height of structures, lot area, setbacks, open space, parking and building coverage requirements. All such appurtenant structures including, but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, appurtenant structures should be shielded from view and/or joined or clustered to avoid adverse visual impacts.

10. Design Standards:

The following design standards shall apply to all LGSPI.

Lighting: Lighting of LGSPI shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the solar photovoltaic installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution

Signage: A sign consistent with the Town's Zoning By-Law Section VII shall be required to identify the owner and operator of the LGSPI and provide a 24-hour emergency contact phone number. Solar photovoltaic installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the LGSPI.

Utility Connections: Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the LGSPI underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

Screening: LGSPI and appurtenant structures shall be adequately screened with vegetation or behind other existing structures from view from public ways and neighboring properties.

Where LGSPI abut residential uses, there must be increased consideration for mitigating visual impact to the residential use. For example, the Planning Board may require items such as increased setbacks, visual screening or sound buffering in the Site Plan Review.

Where installation panels could pose sun glare to abutting properties or roadways, additional screening or other public safety measures may be considered

When vegetation is used, where possible, a diversity of plant species shall be used, with a preference for species native to New England and this region. Use of plants listed in the most recent version of the "Massachusetts Prohibited Plant List" maintained by the Massachusetts Department of Agriculture

al Resources (or the then equivalent document) is prohibited.

Fencing: Where deemed necessary, fencing may be required as part of the Site Plan Review process.

11. Safety and Environmental Standards:

The following safety and environmental standards shall apply to all LGSPI.

Emergency Services: The LGSPI owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Millis Fire Chief. Upon request the owner or operator shall cooperate with Millis emergency services in developing an emergency response plan. All means of shutting down the solar photovoltaic installation shall be clearly marked. The owner or operator shall provide the Town with the contact information for a responsible person for public inquiries throughout the life of the installation.

Land Clearing, Soil Erosion and Habitat Impacts: Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the LGSPI or otherwise prescribed by applicable laws, regulations, and bylaws.

12. Monitoring and Maintenance:

Solar Photovoltaic Installation Conditions: The LGSPI's owner or operator shall maintain the facility and access road(s) in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Millis Fire Chief.

Modifications: All material modifications to an LGSPI made after issuance of the required building permit shall require approval by the Planning Board. In determining whether a modification is material, the Planning Board shall consider the scope of the proposed modification in relation to the approved LGSPI.

13. Abandonment or Decommissioning:

Removal Requirements: Any LGSPI, which has reached the end of its useful life or has been abandoned, shall be removed by the owner or operator no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

- (a) Physical removal of all LGSPI structures, equipment, security barriers and transmission lines from the site;
- (b) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.; and
- (c) Stabilization and re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

Abandonment: Absent notice of a proposed date of decommissioning or written notice of extenuating

circumstances, the LGSPI shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board. If the owner or operator of the LGSPI fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the Town may, to the extent it is otherwise duly authorized by law, enter the property and physically remove the installation.

Financial Surety: Proponents of LGSPI projects shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the Planning Board, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein. Such surety will not be required for municipally- or state-owned facilities. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, in conformance with the removal requirements (a) (b) and (c) of this section, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

14. Liability Insurance:

The owner or operator of an LGSPI shall provide the Town Clerk with a certificate of insurance showing that the property has a minimum of one million dollars in liability coverage, and that the Town of Millis is an additional named insured thereon. Such a certificate shall be supplied on an annual basis upon the renewal of said insurance policy;

or act in any manner relating thereto. (Submitted by Planning Board)

ARTICLE 43. To see if the town will vote to amend its General Bylaws, as most recently amended, by amending Article XXII, Domesticated Fowl or Rabbit Regulations, as noted below,

- a) By amending Section 4, Registration & Inspections, by deleting the following paragraph, as it current appears, in its entirety:

“Except as provided for below, as part of every application made under these regulations, an applicant shall provide a copy of a certified abutter's list obtained from the Assessors and written notice of his/her intent to raise or keep domesticated fowl or rabbits, to be sent by the Health Director to parties in interest in the manner set forth in M.G.L. Ch. 40A, Section 11. The notice shall fully and accurately describe the location and the proposed number and type of animals, as well as all associated structures and facilities. This notices hall also indicate that abutters have the right to file with the Health Director written comments in support of or objecting to the application, and shall indicate the deadlines, as set forth below, for submission of comments.”

- b) By amending Section 4, Registration & Inspections, by inserting the following new language after the second paragraph:

“Applicants shall provide, at their own expense, a copy of a certified abutter's list obtained from the Assessors identifying each direct abutter to the property for which the application is filed, along with the applicant's written notice of his/her intent to raise or keep domesticated fowl or rabbits. At the applicant's expense, the Health Director shall send, by certified mail, written notice of the application to the abutters identified by the Assessors, which notice shall fully and accurately describe the location and the proposed number and type of animals, as

well as all associated structures and facilities. This notice shall also indicate that direct abutters have the right to file with the Health Director written comments in support of or objecting to the application, and shall indicate the deadlines, as set forth below, for submission of comments.”

- c) By amending Section 4, Registration & Inspections, by deleting the following paragraph, as it currently appears, in its entirety:

“No certified abutters list, nor any notice to abutters, nor an administrative hearing, shall be required in those instances where a special permit will also be required under the Town’s Zoning Bylaw for the keeping or raising of animals subject to an application under this bylaw.”

- d) By amending Section 6, Administrative Hearing, by deleting the following language as it currently appears in the first sentence:

“Where no special permit will be required under Millis’ zoning for the keeping or raising of animals for which application is also being made under this Article.”

- e) By amending Section 6, Administrative Hearing, by deleting the last sentence as it currently appears and replacing it with the following sentence:

“The Health Director shall give written notice of the time and place of the hearing, not less than seven (7) days prior to the hearing, to the applicant by certified mail, to abutters by certified mail, and by posting with the Town Clerk.”

or take any other action relative thereto. (Submitted by Planning Board)

ARTICLE 44. To see if the town will vote to amend the Zoning Bylaws, as most recently amended, by amending the section identified herein as follows:

Table 1 – Use Regulations: by amending Accessory Use #16, by deleting the words “or penned” and inserting the following new language, “Any fenced-in area shall be allowed up to the property line,” such that the bylaw, as amended, shall state “Accessory building for keeping of livestock, horses or poultry (non-commercial). Provided that they are not housed within 40 feet of property line. Any fenced-in area shall be allowed up to the property line,” and appear as follows within the Table:

Principal Uses	Residential				Commercial			Industrial	
	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-P-2
ACCESSORY USES									
16. Accessory building for keeping of livestock, horses or poultry (non-commercial). Provided that they are not housed within 40 feet of property line. Any fenced-in area shall be allowed up to the property line.	SBA	SBA	SBA	N	N	N	N	N	N

or to take any other action related thereto (Submitted by Planning Board)

ARTICLE 45. To see if the town will vote to amend the Zoning Bylaws, as most recently amended, by amending the various sections identified herein as follows:

1. Section II – Definitions: by amending the definition of “Agriculture” by inserting after the word “poultry” the phrase “as a commercial enterprise” and by inserting before the word “swine” the phrase “the keeping and raising of”, such that this segment of the definition as amended shall read: “the keeping and raising of poultry as a commercial enterprise, the keeping and raising of swine, cattle and other domesticated animals used for food purposes”;
2. Table 1 - Use Regulations: by amending Agricultural Use #5 by deleting the words "and poultry" and inserting the word “and” before the word “horses”;
3. Table 1 – Use Regulations: by amending Accessory Use #16 by deleting the words “or poultry” and inserting the word “and” before the word “horses”;
4. Table 1 – Use Regulations: by inserting a new Accessory Use #16A, “Non-commercial raising and keeping of poultry”, and by inserting in the columns for the various Zoning Districts that such use is allowed by right, by special permit or prohibited as follows:

Principal Uses	Residential				Commercial			Industrial	
	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-P-2
ACCESSORY USES									
16A. Non-commercial raising and keeping of poultry	P	P	P	N	P	P	P	P	P

5. Table 1 – Use Regulations: by inserting a new Accessory Use #16B, “Accessory building for keeping and raising of non-commercial poultry, provided that they are not housed within 10 feet of a property line. Any fenced-in area shall be allowed up to the property line.” And further, by inserting in the columns for the various Zoning Districts that such use is allowed by right, by special permit or prohibited as follows:

Principal Uses	Residential				Commercial			Industrial	
	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-P-2
ACCESSORY USES									
16B. Accessory building for keeping and raising of non-commercial poultry, provided that they are not housed within 10 feet of a property line. Any fenced-in area shall be allowed up to the property line.	P	P	P	N	P	P	P	P	P

, or to take any other action related thereto. (Submitted by Planning Board)

**TOWN OF MILLIS
BOARD OF SELECTMEN**

Christopher J. Smith, Chairman

James G. Neville, Vice-Chairman

James J. McCaffrey, Clerk

Date: _____

A True Copy, Attest

Lisa J. Hardin, Town Clerk