



WARRANT

2017

SPRING 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 fifth day of June, AD 2017 at 7:30 p.m. in the Middle-Senior High School Auditorium in said Millis:

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

SPRING 2017 TOWN MEETING ARTICLE LIST

1. Unpaid Bills
2. FY17 Additional Wages and Expenses
3. Pump 3 Well Building Roof Repair
4. Pump 4 Well Building Roof Repair
5. AFSCME Council 93 Local 3901 DPW Contract Ratification
6. Millis Dispatcher Association Contract Ratification
7. FY18 Operating Budget
8. Sewer Enterprise Fund
9. Water Enterprise Fund
10. Amendments to Personnel Plan
11. Independent Audit
12. Actuarial Study
13. Replacement Facility for Clyde F. Brown School
14. Purchase of ClearGov.com Software
15. Sewer I & I Project
16. Replacement of Old Dover Road Water Main
17. MS4 Permit Regulatory Compliance
18. Yukon Cargo Trailer for DPW
19. Board of Health Appointing Authority
20. Community Preservation Fund
21. Previously Approved School Bus Lease
22. Previously Approved Computer Lease
23. Medicare/Medicaid Reimbursement Services
24. Creation of School Bus Stabilization Fund
25. Approval of Year One of Three Year Lease/Purchase of New School Computers
26. Repairs to Clyde F. Brown School Roof
27. Bond Premiums
28. Revolving Funds
29. OPEB Funding
30. K-12 Curriculum/Instructional Materials
31. Repairs/Upgrades to Bathrooms at MS/HS
32. Fund School Bus Stabilization Fund
33. Stabilization Fund
34. Reserve Fund
35. Board of Selectmen Report – Unfunded Capital Project Requests
36. Citizen's Petition: Amend Zoning Map
37. Citizen's Petition: Massachusetts Safe Communities Act

TOWN OF MILLIS
June 5, 2017 SPRING ANNUAL TOWN MEETING WARRANT

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 year(s), or take any other action in relation 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 5, Operating Budget, of the May 9, 2016 Annual Town Meeting or take any other action in relation thereto.
(Submitted by Board of Selectmen)

ARTICLE 3. To see if the Town will vote to transfer from water surplus a sum of money for **Pump 3 Well Building Roof Repair**, and any incidental or related costs and expenses, or take any other action in relation thereto.
(Submitted by the Department of Public Works)

ARTICLE 4. To see if the Town will vote to transfer from water surplus a sum of money for **Pump 4 Well Building Roof Repair**, and any incidental or related costs and expenses, or take any other action in relation thereto.
(Submitted by the Department of Public Works)

ARTICLE 5. To see if the Town will vote to raise and appropriate or transfer from available funds or 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 AFSCME Council 93 Local 3901 (DPW)** effective July 1, 2016, or take any other action in relation thereto.
(Submitted by Board of Selectmen)

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds or 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 Millis Dispatch Association** effective July 1, 2016, or take any other action in relation thereto.
(Submitted by Board of Selectmen)

ARTICLE 7. 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 fiscal year beginning July 1, 2017, or take any other action in relation thereto.

(Submitted by Board of Selectmen)

ARTICLE 8. 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 beginning July 1, 2017**, including a reserve fund, or take any other action in relation thereto.

(Submitted by Board of Selectmen)

ARTICLE 9. 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 beginning July 1, 2017**, including a reserve fund, or take any other action in relation thereto.

(Submitted by Board of Selectmen)

ARTICLE 10. To see if the Town will vote to adopt **amendments to Schedule A-Salary Plan of the Town of Millis Personnel Plan** effective July 1, 2017, or take any other action in relation 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 for **an independent audit** of all accounts of all departments of the Town, or take any other action in relation thereto.

(Submitted by Board of Selectmen)

ARTICLE 12. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money for an **Actuarial Study**, or take any other action in relation thereto.

(Submitted by Board of Selectmen)

ARTICLE 13. To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the School Building Committee for the design, construction, equipping, and furnishing of a **new replacement facility for the existing Clyde Brown Elementary School**, 5 Park Rd., Millis, MA, and to authorize any and all incidental and related costs, including but not limited to building demolition and site preparation, which new school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) the approved reimbursement rate as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA. Further to authorize

use of the construction management at risk delivery method pursuant to the provisions of G.L. c.149A, §§1-13; and further, to fund an appropriation made hereunder, to authorize the Treasurer with the approval of the Board of Selectmen, to borrow such sum under and pursuant to the provisions of G.L. c. 44, §§7 or 8 or any other enabling authority, and to issue bonds or notes of the Town therefor, provided that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved hereunder in accordance with G.L. c. 44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; provided however that no funds shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts required to pay for any such bonds or notes from the limitations of G.L. c. 59, §21C (Proposition 2½); and further to authorize the School Building Committee to enter into any agreements and execute all documents including contracts for a term in excess of three years, necessary to effectuate the purposes of this Article; or act in any manner relating thereto.

(Submitted by the School Committee)

ARTICLE 14. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money for the **purchase of ClearGov.com software**, or take any other action in relation thereto.

(Submitted by Board of Selectmen)

ARTICLE 15. To see if the Town will vote to raise and appropriate or 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 **Phase IV-B of the Sewer I & I project**, including design, engineering, and any incidental and related costs and expenses, or take any other action in relation thereto.

(Submitted by the Department of Public Works)

ARTICLE 16. To see if the Town will vote to raise and appropriate or transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 a sum of money for water system improvements including replacement of the **Old Dover Road water main**, including the payment of all design and engineering costs and costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under M.G.L. Chapter 44 or any other enabling authority, and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all necessary actions to carry out this project, or take any other action in relation thereto.

(Submitted by the Department of Public Works)

ARTICLE 17. To see if the Town will vote to raise and appropriate or 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 **US EPA mandated National Pollutant Discharge Elimination Systems (NPDES) Munic-**

ipal Separate Storm Sewer Systems (MS4) permit regulatory compliance with respect to administration of the Town's municipally owned and operated stormwater management system, including engineering, training and inspection costs, including any incidental and related costs and expenses, or take any other action in relation thereto.
(Submitted by the Department of Public Works)

ARTICLE 18. To see if the Town will vote to raise and appropriate or 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 the purchase and equipping of a **Yukon Cargo Trailer for the DPW**, or take any other action in relation thereto.
(Submitted by the Department of Public Works)

ARTICLE 19. To see if the Town will vote in accordance with M.G.L., Chapter 41, section 4A, and Chapter 268A, 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 the fix the salary of such appointee, notwithstanding the provision of M.G.L. Chapter 43, Section 108, or act in any manner in relation thereto.
(Submitted by the Board of Health)

ARTICLE 20. To see if the Town will vote to raise and 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 administrative expenses, community preservation projects and/or other expenses in fiscal year 2018, with each item to be considered a separate appropriation or act in any manner in relation thereto.
(Submitted by the Community Preservation Committee)

ARTICLE 21. To see if the Town will vote to raise and appropriate or 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 **previously approved lease/purchase(s) for School buses**, or take any other action in relation thereto.
(Submitted by the School Committee)

ARTICLE 22. To see if the Town will vote to raise and appropriate or 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 **previously approved lease/purchase(s) for School computers**, or take any other action in relation thereto.
(Submitted by the School Committee)

ARTICLE 23. To see if the Town will vote to raise and appropriate or 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 **Medicare/Medicaid Reimbursement Services**, or take any other action in relation thereto.

(Submitted by the School Committee)

ARTICLE 24. To see if the Town will vote pursuant to M.G.L. Chapter 40 §5B to **create a School Bus Stabilization Fund** for purchasing buses previously leased, or take any other action in relation thereto.

(Submitted by the School Committee)

ARTICLE 25. To see if the Town will vote to authorize the Board of Selectmen to enter into a three year lease purchase agreement in accordance with the provisions of G.L. c.44, §21C **for the purchase of new computers**, and to appropriate a sum of money for the first year payment of such agreement, or take any other action in relation thereto.

(Submitted by the School Committee)

ARTICLE 26. To see if the Town will vote to raise and appropriate or 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 **repairs to the Clyde Brown school roof**, including any design, engineering, or incidental and related costs and expenses, or take any other action in relation thereto.

(Submitted by the School Committee)

ARTICLE 27. To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs, and **the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied**, or take any other action in relation thereto.

(Submitted by Treasurer/Collector)

ARTICLE 28. To see if the Town will vote pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to (1) **establish the following revolving funds** and fiscal year spending limits as set forth below, and further (2) to amend the General By-laws by inserting in Article VI, Appropriations, a new by-law establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

12. Revolving Funds

1. There are hereby established in the Town of Millis pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds, from which the specified department head, board, committee, or officer may incur liabilities against and spend monies from without appropriation in accordance with the limitations set forth in this by-law.

2. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
3. No liability shall be incurred in excess of the available balance of the fund.
4. The total amount spent during a fiscal year shall not exceed the amount authorized by Annual Town Meeting or any increase therein as may later be authorized by the Board of Selectmen and Finance Committee in accordance with G.L. c.44, §53E½.
5. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the General Fund.
6. Authorized Revolving Funds

REVOLVING FUND PROGRAM OR PURPOSE	DEPARTMENT RECEIPTS TO BE CREDITED TO FUND	REPRESENTATIVE OR BOARD ENTITY AUTHORIZED TO SPEND
Oak Grove Farm Maintenance Fund	User Fees/Sale of Bricks	Oak Grove Farm Commission
Animal Control Shelter Fund	Operation Receipts	Board of Selectmen
Fire Alarm Fund	Fees/Fines	Board of Selectmen
Historical Commission Fund	User Fees	Historical Commission
Ambulance Department Fund	User Fees	Board of Selectmen
Council on Aging Transportation Fund	User Fees	Board of Selectmen
VMB Custodial/Maintenance Fund	User Fees	Board of Selectmen
Food Service Fund	Inspection Fees	Board of Health
Stormwater Management Fund	Connection/Inspect Fees	Board of Selectmen
BOH Medical Services/Vaccination Fund	Vaccine Reimbursement	Board of Health
BOH Rabies Clinic/Program Fund	Vaccine Fees	Board of Health
Continuing Education Fund	Drivers/Continuing Ed Fees	School Committee
School Athletic Fields Fund	Fundraising Proceeds	School Committee
School Extracurricular Fund	Receipts/Donations	School Committee
Library Special Use Fund	User Fees	Library Trustees

and this by-law, all applicable state and local laws and regulations that govern the receipt, custody, expenditure and payment of town funds shall apply to the use of revolving funds established and authorized by this by-law.

And, further, to establish the following fiscal year spending limit for such funds:

AUTHORIZED REVOLVING FUNDS	FISCAL YEAR EXPENDITURE LIMIT
Oak Grove Farm Maintenance Fund	\$35,000.00
Animal Control Shelter Fund	\$3,000.00

Fire Alarm Fund	\$10,000.00
Historical Commission Fund	\$12,000.00
Ambulance Department Fund	\$20,000.00
Council on Aging Transportation Fund	\$5,000.00
VMB Custodial/Maintenance Fund	\$6,000.00
Food Service Fund	\$4,500.00
Stormwater Management Fund	\$10,000.00
BOH Medical Services/Vaccination Fund	\$8,500.00
BOH Rabies Clinic/Program Fund	\$2,500.00
Continuing Education Fund	\$50,000.00
School Athletic Fields Fund	\$35,000.00
School Extracurricular Fund	\$8,000.00
Library Special Use Fund	\$10,000.00

Or take any other action in relation thereto.

(Submitted by Board of Selectmen)

ARTICLE 29. To see if the Town will vote to raise and appropriate or transfer from available funds, **a sum of money for the OPEB fund**, or take any other action in relation thereto.

(Submitted by Board of Selectmen)

ARTICLE 30. To see if the Town will vote to raise and appropriate or 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 K-12 Curriculum and Instructional Materials**, or take any other action in relation thereto.

(Submitted by the School Committee)

ARTICLE 31. To see if the Town will vote to raise and appropriate or 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 repairs/upgrades to the bathrooms at the Middle & High Schools**, including design, engineering, and incidental and related costs and expenses, or take any other action in relation thereto.

(Submitted by the School Committee)

ARTICLE 32. To see if the Town will vote to raise and appropriate or 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 the **School Bus Stabilization Fund** or take any other action in relation thereto.

(Submitted by the School Committee)

ARTICLE 33. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money for the **Stabilization Fund**, or take any other action in relation thereto.

(Submitted by Board of Selectmen)

ARTICLE 34. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money for the **Reserve Fund**, or take any other action in relation thereto.

(Submitted by Finance Committee)

ARTICLE 35. To see if the Town will hear and accept the report of the Board of Selectmen on the status of **all unfunded current capital project requests**.

(Submitted by Board of Selectmen)

ARTICLE 36. To see if the Town will vote, pursuant to M.G.L. c. 40A, to amend the Town Zoning map dated June 9, 1959, as amended, and rezone the following properties as state:

From split zone, Industrial I-P-2 and Residential R-S to Industrial I-P-2 for Assessors Map 22 Lot 27, 1280 Main Street, 23.8 acres+/-, Millis MA, or take any other action in relation thereto.

(Submitted by Citizen's Petition)

ARTICLE 37. To see if the Town will vote to adopt the following resolution:

WHEREAS immigration enforcement in the United States is explicitly established as the responsibility of the federal government.

WHEREAS studies have shown that immigrants are less likely to report crimes when state and local law enforcement agencies cooperate with federal immigration enforcement, diminishing trust between communities and law enforcement and putting survivors of domestic violence at extremely high risk;

WHEREAS the current bill in the 190th General Court of the Commonwealth of Massachusetts, "HR.3052/SD.1596: An Act to protect the civil rights and safety of all Massachusetts residents," also known as the "Safe Communities Act," aims to protect all residents of Massachusetts and build trust within communities by allowing local police to do their job of protecting us without taking on the work of federal Immigration and Customs Enforcement.

BE IT RESOLVED that The Town of Millis supports the Massachusetts Safe Communities Act and we instruct our representatives in the Massachusetts State Senate and House to support the Safe Communities Act (SD 1596, HD 3052)

(Submitted by Citizen's Petition)

And, you are hereby directed to serve this Warrant by posting attested copies hereof fourteen days before time of said meeting as directed by the vote of the Town. Hereof fail not and make due return of this Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 3rd day of May in the year two thousand and seventeen.

**TOWN OF MILLIS
BOARD OF SELECTMEN**


James J. McCaffrey, Chair


Catherine C. MacInnes, Vice-Chair


Loring Barnes Edmonds, Clerk

A True Copy, Attest

Lisa J. Hardin, Town Clerk

**Helen R. Kubacki, Constable
Town of Millis**

UNFUNDED REQUESTS – FY18

- a) To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money for the construction of a storage **closet in the Veterans Memorial Building for Elections**, including any incidental and related costs and expenses, or take any other action in relation thereto.
(Submitted by the Town Clerk)
- b) To see if the Town will vote to raise and appropriate or 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 the purchase and equipping of a **Handicapped accessible vehicle for the Council on Aging**, or take any other action in relation thereto.
(Submitted by Board of Selectmen)
- c) To see if the Town will vote to raise and appropriate or 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 **local road improvements**, including design, engineering, and any incidental and related costs and expenses, or take any other action in relation thereto.
(Submitted by Board of Selectmen)
- d) To see if the Town will vote to raise and appropriate or 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 to **replace carpets in the Veterans Memorial Building**, including any incidental and related costs and expenses, or take any other action in relation thereto.
(Submitted by Board of Selectmen)
- e) To see if the Town will vote to raise and appropriate or 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 to **replace blinds in the Veterans Memorial Building**, including incidental and related costs and expenses, or take any other action in relation thereto.
(Submitted by Board of Selectmen)
- f) To see if the Town will vote to raise and appropriate or 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 to purchase and equip **two (2) 2017 Ford Sedans for the Police Department**, or take any other action in relation thereto.
(Submitted by the Police Department)
- g) To see if the Town will vote to raise and appropriate or transfer from available funds, or by transfer from the Stabilization fund, or by borrowing under the provi-

sions of M.G.L. Chapter 44 or any other enabling authority, a sum of money to purchase **Scott air packs & replacement air pack bottles for the Fire Department**, or take any other action in relation thereto.

(Submitted by the Fire Department)

h) To see if the Town will vote to raise and appropriate or 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 the purchase and equipping of a **Ford F450 Bucket Truck for the DPW**, or take any other action in relation thereto.

i) To see if the Town will vote to raise and appropriate or 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 **back-up storage servers**, or take any other action in relation thereto.

(Submitted by the School Committee)

j) To see if the Town will vote to raise and appropriate or 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 **repairs/upgrades to the High School Auditorium seating and lighting**, including design, engineering, and incidental and related costs and expenses, or take any other action in relation thereto.

(Submitted by the School Committee)