

**BOARD OF SELECTMEN  
REGULAR SESSION MEETING MINUTES  
Monday, June 8, 2015 6:30 PM  
Millis MS/HS Library  
245 Plain Street, Millis, MA 02054**

**CALL TO ORDER:** Sel. Smith called the meeting to order at 6:30 pm. The following persons were present: Chair Christopher Smith, Vice-Chair James Neville, Clerk James McCaffrey, Operations Support Manager Karen Bouret, Town Administrator Charles Aspinwall, and Town Counsel Mark Reich.

**PUBLIC HEARINGS/SCHEDULED APPOINTMENTS**

**15-191 Guaranteed Maximum Price for Police/Fire Project**

Wayne Klocko, Chairman of the Permanent Building Committee, discussed how the guaranteed maximum price for the Police and Fire Project was determined. Mr. Klocko said scrutinizing the project plans and value engineering with Brian Main, Project Manager they were able to find \$270,000.00 in savings in order to bring the project in under budget. Mr. Klocko said both the Fire Chief and Police Chief were involved in the decisions that were made. There are two major pieces that were cut which are a new membrane roof over the Fire apparatus bay at about \$130,000.00 and a carport for the Police Department at about \$100,000.00. Mr. Klocko said the membrane roof would be the first add alternate and is hopeful that the project contingency will be able to cover both the roof and carport.

**Sel. Neville made a motion to authorize the Town Administrator to sign the Owner-Construction Manager at Risk Agreement Police and Fire Station Facilities Contract Amendment No. 1 – Guaranteed Maximum Price dated 06/08/15 in the amount of \$7,482,584.00 contingent on review by Town Counsel. The motion was seconded by Sel. McCaffrey and passed unanimously.**

**15-192 Contract Amendments for Police/Fire Project**

Wayne Klocko presented Amendment No. 1 for CDR Maguire, Inc. for additional designer services for soils permitting and audio visual design. Mr. Klocko said these were outside the scope of the original contract and total \$18,480.00.

**Sel. Neville made a motion to authorize the Town Administrator to sign and approve Amendment No. 1 for additional designer services to increase CDR Maguire, Inc.'s contract in the amount of \$18,480.00 for soils permitting and audio visual design. The motion was seconded by Sel. McCaffrey and passed unanimously.**

Wayne Klocko presented Amendment No. 2 for CDR Maguire, Inc. for additional designer services for additional scope due to value engineering and additional environmental engineering and permitting.

**Sel. Neville made a motion to authorize the Town Administrator to sign and approve Amendment No. 2 for additional designer services to increase CDR Maguire, Inc.'s contract in the amount of \$43,730.00 for additional scope due to value engineering and additional environmental engineering and permitting. The motion was seconded by Sel. McCaffrey and passed unanimously.**

Wayne Klocko presented Amendment No. 1 for Guerriere & Halnon for additional services beyond the original scope including plotting, property and utility survey and additional field survey work.

**Sel. Neville made a motion to authorize the Town Administrator to sign and approve Amendment No. 1 for additional services to increase Guerriere & Halnon's contract in the amount of \$3,000.00 for additional scope due to value engineering and additional environmental engineering and permitting. The motion was seconded by Sel. McCaffrey and passed unanimously.**

**OLD BUSINESS**

15-193 Inter-function Transfers

Mr. Aspinwall presented an inter-function transfer for Finance Committee printing for the Special Town Meeting that was unforeseen.

**Sel. Neville made a motion to approve the inter-function transfer of \$3,155.00 from account # 0190051-519150 Health Insurance to account # 0113152-540100 Finance Committee Printing. The motion was seconded by Sel. McCaffrey and passed unanimously.**

15-194 Warrant Review

Mr. Aspinwall said there is nothing new to review regarding the warrant.

**NEW BUSINESS**

15-199 Fireworks Abutter Concern

Mr. Aspinwall said letters were mailed to abutters of Tangerini's Farm to notify them of the upcoming Town fireworks display which will be set off there on June 27<sup>th</sup>. Mr. Aspinwall said one resident who is an abutter responded and has pregnant cattle and is concerned the noise will bother them or they could stampede. Mr. Aspinwall said a call was made to Crescent Ridge Dairy in Sharon to see how their town fireworks affect the cattle and were assured that there have never been any ill-effects on the cattle. Attorney Mark Reich said that by the Town sending a letter the individual has been properly notified by the Town with ample notice and it is incumbent upon the individual to take any action he deems necessary to care for his cows. The Selectmen agreed, and asked Mr. Aspinwall to write a letter to the resident advising him of that.

**OLD BUSINESS**

15-195 Kensington Place

Mr. Aspinwall said the Board already approved the Memorandum of Agreement between McDonough Building, Inc., and the Town of Millis but a few updates have been made including revising the names of the Selectmen to reflect the new Board.

**Sel. Neville made a motion to approve the Memorandum of Agreement between McDonough Building, Inc., owner of 43 Van Kleeck Road, Millis, Massachusetts and the Town of Millis for the Kensington Place LIP project as written and presented. The motion was seconded by Sel. McCaffrey and passed unanimously.**

**NEW BUSINESS**

15-197 Voted to Dedicate Emergency Operations Center

Mr. Aspinwall said that Herman 'Buz' Downing is retiring from the Town of Millis as Emergency Management Co-Director after many years and referred to a proclamation written in his honor.

Sel. Neville made a motion to rename the Emergency Operations Center at Town Hall to the Herman "Buz" Downing Emergency Operation Center. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-196 Water/Sewer Final Water Bills and Special Commitments May 2015

**Sel. Neville made a motion to approve the May 2015 Water/Sewer Department Commitment to the Collector for final water bills and special commitments in the amount of \$1,588.04. The motion was seconded by Sel. McCaffrey and passed unanimously.**

15-198 Request to Close Town Hall Offices 7/10/15 for Training

Mr. Aspinwall asked the Board to approve closing the Town Hall offices for business on 7/10/15 for training by Synergy Solutions. Mr. Aspinwall said the training is violent intruder scenario based training and will be for all staff and employees and will require Police presence.

**Sel. McCaffrey made a motion to authorize Synergy Solutions to conduct training on 7/10/15 for Town Hall staff and employees and to close the Town Hall for business on that day. The motion was seconded by Sel. Neville and passed unanimously.**

**CONSENT ITEMS**

**Motion by Sel. Neville, seconded by Sel. McCaffrey to approve and accept the Regular and Executive Session minutes of June 1, 2015 as written. The motion passed unanimously.**

**EXECUTIVE SESSION 7:20 PM**

**Motion by Sel. Smith to enter in to Executive Session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel, and the Chair does so declare. (Police and SEIU Contract)**

**By Roll Call Vote: Sel. Smith—aye, Sel. Neville—aye, Sel. McCaffrey—aye.**

**ADJOURNMENT**

**Motion to adjourn by Sel. Neville at 7:29 PM, seconded by Sel. McCaffrey. The motion passed unanimously.**

Respectfully submitted:

Karen M. Bouret