

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, August 3, 2015 7:00 PM
Veterans Memorial Bldg. Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. Smith called the meeting to order at 7:00 pm. The following persons were present: Chair Christopher Smith, Vice-Chair James Neville, Clerk James McCaffrey, Operations Support Manager Karen Bouret, and Town Administrator Charles Aspinwall.

PUBLIC HEARINGS/SCHEDULED APPOINTMENTS

15-237 Woodworking Club Scrap Metal Drive

Paul Sims, leader of the Millis High School Woodworking Club, spoke to the BOS regarding a Scrap Metal Drive fundraiser the club would like to hold on August 22, 2015, from 9:00 a.m. to 4:30 p.m. here at the Veteran's Memorial Building parking lot. Mr. Sims said the goal is construct a workshop/garage on school grounds for the club to store projects and tools as well as work out of. Mr. Sims said Allied Recycling of Walpole will drop a dumpster off where scrap metal can be collected.

Sel. Neville made a motion that the BOS approves the MHS Woodworking Club's request to hold a Scrap Metal Drive on 8/22/15 from 9:00 a.m. to 4:30 p.m. at the VMB parking lot subject to coordination on timing for the dumpster drop off and pick up with the BOS office. The motion was seconded by Sel. McCaffrey and passed unanimously.

NEW BUSINESS

15-242 Confirmation of Inter-function Transfers

Mr. Aspinwall said the inter-function transfers that were approved at the last BOS meeting on 7/13/15 were listed as an "unforeseen" item on the agenda and asked the BOS to confirm the vote.

Sel. Neville made a motion that the BOS does confirm the approval of inter-function transfers as voted on 7/13/15 for a total of \$21,390.55. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-244 Minuteman Library Network Contract Approval

Library Director Alex Lent asked the BOS to approve the one year agreement between the Town and the Minuteman Library Network. Mr. Lent said the Minuteman Network provides wired internet services for the library and allows citizens to have borrowing rights at the other 43 libraries who are also part of the network.

Sel. Neville made a motion that the BOS approves the contractual agreement between the Town of Millis and the Minuteman Library Network, Inc. as written in the amount of \$25,465.43 effective immediately through June 30, 2016. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. Neville made a motion that the BOS approves the sign permit requests for Wu Xing Kung Fu to place informational 2'-0" x 4'-0" signs from 9:00 a.m. to 9:00 p.m. daily from 8/4/15 through 12/31/15 weather permitting. The motion was seconded by Sel. McCaffrey and passed unanimously.

PUBLIC HEARINGS/SCHEDULED APPOINTMENTS

15-239 Medical Marijuana Dispensary/Cultivation

Ms. Ellen Rosenfeld spoke to the BOS about her interest in applying to the Massachusetts Department of Public Health Medical Use of Marijuana Program for a Registered Marijuana Dispensary (RMD) through CommCan, Inc., to be located on her property off Route 109 near the Medway line in Millis. Ms. Rosenfeld explained that there is a rolling application process which is quite extensive. She is looking for the Town's approval through a letter of support saying that the proposed RMD is located in a zoning district that allows such use due to local permitting in order to complete her application. Ms. Rosenfeld said her plan is to have a cultivation system facility in Medway and three dispensaries, one of which would be located in Millis. The application process is phase two of a three step process with the DPH. If the application is approved Ms. Rosenfeld would come back to the Town for a special permit process. At that time a discussion about a Host Community Agreement through which the Town and CommCan would negotiate a flat fee of total sales or a percentage of sales to go back to the Town.

Sel. Neville made a motion that the BOS authorizes the Chair to sign a letter of support on behalf of the Town to support the application by CommCan, Inc., to operate a registered marijuana dispensary in Millis in the zoning district which allows such use through local permitting subject to host community agreement negotiations. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-240 CDR Maguire Contract Amendments – Police/Fire Project

Wayne Klocko, Chairman of the Permanent Building Committee, spoke about the additional permitting and administration services proposal, Addendum #3, submitted by CDR Maguire associated with the remediation of contaminated soils at the future Police station site. Mr. Klocko said the contamination found during site excavation exceeds what could have been foreseen during planning and the PBC recommends approving the addendum as written.

Sel. Neville made a motion that the BOS supports the Permanent Building Committee's recommendation to approve CDR Maguire's contract Amendment # 3A for LSP Construction Administration Phase Additional Services not to exceed \$40,542.00. The motion was seconded by Sel. McCaffrey and passed unanimously.

Mr. Klocko said that CDR Maguire submitted a proposal for compensation for additional services related to value engineering for the Police/Fire project. The four items specifically listed are redesign of the fascia at the Police Station, revision of the hot water delivery system including attic modifications at for the Police Station, truss modification for the Police Station, and window type revisions for both Police and Fire. Mr. Klocko said the work has been performed and the PBC recommends approval of the additional fee in the amount of \$11,020.00.

Sel. Neville made a motion that the BOS supports the Permanent Building Committee's recommendation to approve CDR Maguire's contract Amendment # 3B for Additional Services related to value engineering in the amount of \$11,020.00. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-241 Francesco Demolition Final Cost Settlement – Old Library Demo

Mr. Klocko said since the Library project funds were fully expended, the demolition of the old library fell under the Police and Fire project. Mr. Klocko said the original scope of work for the demolition covered

in the contract price of \$94,000.00 has increased significantly due to hazardous materials which were uncovered. Mr. Klocko said he doesn't think the Police and Fire project should bear the entire cost of the demolition. After a change order, the contract total increased to \$105,818.00 but subsequent haz mat findings created more work. Paul Matuszko Environmental Consulting conducted a review of work performed and determined that \$108,859.20 would be fair for work conducted to complete the project. Mr. Klocko said the Town and Francesco Demolition negotiated a settlement for additional work in change order number two, in the amount of \$11,924.40 for a grand total contract price of \$117,742.20. Mr. Klocko, on behalf of the PBC, recommended that the BOS vote to approve the final change order.

Sel. Neville made a motion that the BOS authorize the Town Administrator to approve Francesco Demolition's Change Order #2 in the amount of \$11,924.20 as a negotiated settlement of additional work for a total contract price of \$117,742.20. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-238 Transfer Station Sticker - 53 Bow Street

Jim McKay, Deputy DPW Director, addressed the BOS regarding the purchase of a transfer station sticker for 53 Bow Street. The resident at 53 Bow no longer drives and her son-in-law is interested in purchasing a sticker he and his two brothers-in-law could use to dispose of her trash for her. Mr. McKay said it would be unfair to allow a sticker to be "shared" between different people in different vehicles. The BOS asked Mr. McKay to research the situation further and advised that all exceptions to the rule of one sticker per vehicle per household should be brought before the board for review.

NEW BUSINESS

15-243 BOS Meeting Date Schedule for Fall

Sel. Smith read the proposed dates for future BOS meetings through the end of the calendar year. Sel. Smith said he would like to continue to start the meetings at 7:00pm as long as Cable is amenable. The

BOS agreed to the following schedule:

9/14, 9/28, 10/5, 10/19, 10/26, 11/16, 11/30, 12/14 all at Room 229 starting at 7:00pm
11/2 at the MHS Library starting at 6:00pm, followed by the November Town Meeting at the auditorium

15-245 Paving Contract Change Order Request

Mr. Aspinwall said a change order request has been submitted due to some missing items in the MAPC bid. Mr. Aspinwall said that due to the cost they would need to rebid to add these items but are opting to use a two phase process to avoid that. Mr. Aspinwall asked the BOS to approve the change order as written.

Sel. Neville made a motion that the BOS approves the change order from Aggregate Industries in the amount of \$95,538.60 plus Police Detail costs. The motion was seconded by Sel. McCaffrey and passed unanimously.

15-230 BOS Goals and Objectives

Sel. Smith asked the Selectmen to each list their goals and objectives for the coming year.

Sel. Neville said his main goal is to figure out funding and make a plan for road repair and maintenance. Sel. Neville said the winter was especially tough on the Town roads and now more than ever something has to be figured out for funding in addition to the Chapter 90 funds.

Sel. McCaffrey said that presently the Town has some major capital projects in progress. He would like to see more transparency about the budgets for these projects with the residents. Mr. McCaffrey said there is a need to find new revenue streams and encourage new business in order to fund these large projects.

Sel. Smith listed several items he would like to see the BOS focus on. Sel. Smith said finding a way to push Advanced Life Support (ALS) through for our Fire department is high on his list. Although this is an expensive initiative Sel. Smith feels the benefit for the Town is well worth it.

Sel. Smith said he'd like to see completion of the monuments in front of the town hall, a project that was pushed out at the annual town meeting last spring.

Sel. Smith said the use of free cash in the budget for recurring items doesn't seem like the best way to handle these items and would like to see better budget planning so that these items could be included. Sel. Smith said the first step is to get rid of hand written budget submittals from department heads.

Sel. Smith spoke about reaching out to the residents regarding adding sewer, to find the areas where there is truly a need.

Sel. Smith said funding a study for a master plan for the future of the Council on Aging is a priority, and cited the ever increasing elder population in Town.

Lastly, Sel. Smith said the need for improved or new fields in Town needs to be revisited.

Mr. Aspinwall said the last Master Plan was adopted in 2000 and agreed that a plan to see where the community wants to be in 2020 and after should be started. Mr. Aspinwall said he sees adopting a new Master Plan as one of his goals.

The BOS agreed that all of these items are important and will continue to work toward these goals and find concrete solutions as they move forward.

CONSENT ITEMS

Sel. Neville made a motion to approve the regular and executive session meetings of 7/13/15 as written. The motion was seconded by Sel. McCaffrey and passed unanimously.

ADJOURNMENT

Sel. Smith said the next regular BOS meeting will be held on 8/17/15 in room 229 at 7:00pm in the Veterans Memorial Building.

Sel. Neville made a motion to adjourn at 9:35pm. The motion was seconded by Sel. Smith and passed unanimously.

Respectfully submitted:

Karen M. Bouret

