

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, May 8, 2017 at 7:00 PM
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. Neville called the meeting to order at 7:05 pm. The following persons were present: Sel. James McCaffrey, Sel. Catherine MacInnes, Sel. Loring Barnes, Operations Support Manager Karen Bouret, and Town Administrator Michael Guzinski.

ANNOUNCEMENTS AND ACKNOWLEDGEMENTS

Chair McCaffrey announced the Norfolk County Office Hours for June 8th.

PUBLIC HEARINGS/SCHEDULED APPOINTMENTS

17-118 Appointment of Summer Seasonal Workers DPW (2)

Mr. Jim McKay spoke regarding the two individuals who he is recommending be appointed to the Summer Seasonal Worker positions. Town Administrator Michael Guzinski made a recommendation for the BOS to appoint Willem Thum and Daniel Geraci as Seasonal Summer Workers for the DPW.

Sel. MacInnes made a motion to approve the Town Administrator's appointment of Willem Thum and Daniel Geraci as Summer Seasonal Workers for the DPW pending physicals and sufficient CORI results. The motion was seconded by Sel. Barnes and passed unanimously.

17-119 Appointment of Full Time Heavy Equipment Operators DPW (2)

Mr. McKay spoke on behalf of Matthew Donovan and Joseph Clinton and recommended that they both be appointed as Heavy Equipment Operator/Laborers (HEO).

Sel. MacInnes made a motion to approve the Town Administrator's appointment of Matthew Donovan to the position of HEO subject to obtaining the proper D1 and T1 license and a physical. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. MacInnes made a motion to approve the Town Administrator's appointment of Joseph Clinton as full time Heavy Equipment Operator subject to a physical. The motion was seconded by Sel. Barnes and passed unanimously.

17-120 Appointment of Full Time Paramedic

Fire Chief Rick Barrett introduced Jason Kelley and said he is recommending him for Full Time Firefighter Paramedic. Chief Barrett said Jason is currently a Millis resident and on-call firefighter. Mr. Guzinski made a recommendation that Jason be appointed to the full time paramedic position.

Sel. MacInnes made a motion to approve the Town Administrator's appointment of Jason Kelley as full time paramedic firefighter pending a physical. The motion was seconded by Sel. Barnes.

Chief Barrett announced that the new Fire Station renovation Open House will be held on Saturday, May 20th at 3:00pm and invited all to come.

17-121 Life Experience School – Sidewalk Plans Presentation

Mr. McKay presented plans for traffic improvements by GCG Associates, including a proposed concrete wheelchair ramp and crosswalk at Exchange and Lavender Streets. Mr. McKay noted some of the funds that may be available including the Sidewalk Fund and Local Roads. Mr. McKay said the options are to contract this out and use the funds or the DPW could do the work, but either way the work needs to be completed this summer.

Senator Ross was in attendance and made a few brief remarks including welcoming Loring Barnes as the new Selectperson to Town. He said he will return to Millis to attend Town Meeting on June 5th.

17-122 Stormwater Hearing South End Farm

Sel. MacInnes made a motion to open the hearing for Stormwater and Land Disturbance permits at South End Farm at lots 17, 18, 21, 22, 25, and 26 Frontier Lane. The motion was seconded by Sel. Barnes and passed unanimously.

Dan Merrikin, of Merrikin Engineering, introduced himself and gave a brief synopsis of the lots being presented. A brief discussion ensued. Mr. Merrikin noted that the same systems have been used for the other lots at South End Farm. Mr. Merrikin said there are 16 conditions included in the decisions.

Sel. MacInnes made a motion to close the hearing for Stormwater and Land Disturbance permits at South End Farm at lots 17, 18, 21, 22, 25, and 26 Frontier Lane. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. MacInnes made a motion to grant a Stormwater Management Permit and a Land Disturbance Permit for 17 Frontier Lane (Lot 9D), 18 Frontier Lane (Lot 10D), 21 Frontier Lane (Lot 48), 22 Frontier Lane (Lot 49), 25 Frontier Lane (Lot 46) and 26 Frontier Lane (Lot 47) based on the findings identified in the decisions and subject to the 16 conditions in the decisions. The motion was seconded by Sel. Barnes and passed unanimously.

17-123 Request for Street Signs OGF

Police Chief Soffayer asked for no parking signs to be placed along Rte. 115 along the Oak Grove Farm fields and said with the high traffic volume it is not a safe place to park. The Chief spoke to the Oak Grove Farm Commission and they are in favor of signage. Sel. Barnes recommended adding directional signs to show where parking actually is. The Chief and Mr. McKay said two signs, one at the entrance to the farmhouse and one to Island Road might be helpful.

Sel. MacInnes made a motion to direct the DPW to order and place no parking/no standing signs every 100'-0" along Exchange Street from the Oak Grove Farm entrance to Island Road on the Oak Grove Farm side of the road. The motion was seconded by Sel. Barnes and passed unanimously.

Mr. McKay will ask the Oak Grove Farm Commission for permission to add directional signage at the two entrances.

17-124 Review/Approval of Utility Agreement Water/Sewer Glen Ellen

Mr. Guzinski said there was a positive and productive Sewer Study Committee meeting to review the utility agreement between the Town and Toll Bros. but is deferring the actual approval to the May 22nd meeting.

SCHEDULED BUSINESS

17-126 Chapter 90 Road Discussion

Mr. McKay said the Town will have a total of \$426,499.23 available from the state grant, Chapter 90, and is now in the hands of the Board to appropriate the funds. Sel. McKay said this no longer needs to go through Town Meeting since it's a grant directly from the state. Mr. McKay is recommending that a few projects be undertaken; Exchange Street from Union to the Curve Street intersection, Village Street from Himelfarb to Tara Terrace, Village Street from Main to Pine View Way, and the Village Street intersection. Mr. McKay said there is a comprehensive road list for the Town which grades the roads' condition from poor to acceptable which is how the projects have been determined. Mr. McKay said he is also asking for an Asphalt Hot Box to keep the asphalt heated to properly patch potholes for \$27,800.00, which would bring the total request to \$407,590.75.

Mr. McKay will put the road grading listing on the DPW page of the website. Mr. McKay explained that starting at the DPW sewer station on Dover Road to the bridge at Medfield, the entire road will be reclaimed as the final part of the water main project. Sidewalks will be replaced as well. The reclaiming will begin May 22nd.

Mr. Guzinski explained that Chapter 90 is a state grant program and each town gets funds based on size, length of roads, etc. A resident spoke about Eden Street and said it's a dirt road but it's always in need of grading and is asking that the road be improved in some manner and a plan be set forth. Discussion ensued. A resident on Orchard voiced concerns about water from the proposed Toll Bros. project.

Sel. MacInnes made a motion that the Board, acting as Road Commissioners, approves the Assistant DPW Director and Town Administrator's recommendation to use Chapter 90 funds to pave Exchange Street (Union Street to Curve Street Intersection), Village Street (Himelfarb Street to Tara Terrace), Village Street (Main Street to Pine View Way), and Village Street (Main Street Intersection) as well as authorize the purchase of a SPH Gravity discharge hot box 2.0. The motion was seconded by Sel. Barnes and passed unanimously.

Chair McCaffrey asked Mr. McKay to look at possible options for improving Eden Street.

PUBLIC HEARINGS/SCHEDULED APPOINTMENTS

17-125 Appointment of Tri-County School Committee Rep

Heidi Perkins introduced herself and explained why she is interested in becoming the representative. The Town Moderator and Chair of the School Committee both thanked Heidi and voiced support of her service.

The Town Moderator, Paul Jacobsen, made a motion to appoint Heidi Perkins as the Millis representative effective July 1, 2017 for a period of three years. Seconded by Chair of the Board of Selectmen, James McCaffrey, and Chair of the School Committee, Marc Conroy.

17-127 Approval of Diesel Contract Norfolk County Consortium

Robert Weiss, Energy Manager, presented the pricing for ultra-low sulfur diesel (ULSD) fuel which has dropped to \$2.1424 which is approximately .23 less than is was approved at in February.

Sel. McCaffrey made a motion to approve purchase of 20,000 gallons of ULSD fuel from the Norfolk County Consortium at an amount not to exceed \$2.16 per gallon. The motion was seconded by Sel. MacInnes and passed unanimously.

17-128 Approval of Amendment No. 1 to Service Agreement Energy Consulting Services

Mr. Guzinski said the Board approval is not necessary for this amendment.

17-129 Approval of Green Communities Grant Extension

Robert Weiss, Energy Manager, said the Green Communities grant was amended only to extend the date to May 31, 2018 and asked for the Board's approval.

Sel. MacInnes made a motion that the Board approves the extension of the standard contract between the Town and the Department of Energy Resources through May 31, 2018. The motion was seconded Sel. Barnes and passed unanimously.

Sel. Barnes commended Mr. Weiss on his continuing efforts working for Millis and said his efforts outside of Millis are commendable as well.

17-130 Approval of 7th Annual White Cane Fund Raiser

Sel. MacInnes made a motion to approve the Lions' seventeenth annual White Cane Drive Fundraiser to be held Saturday 5/13/17 from 9:00am to 12:00pm in coordination with Millis Police and Fire. The motion was seconded by Sel. Barnes and passed unanimously.

17-131 Schedule Upcoming BOS Meeting Dates

The Board scheduled upcoming meeting dates as follows:

May 15, May 22, June 19 – at the Veterans Memorial Building, Room 229, at 7:00pm

June 5 at MHS Library at 6 pm, directly preceding Annual Town Meeting

17-132 Approval of Sign Permit at Lumpy's Liquors

Sel. MacInnes made a motion to approve a sign permit for Lumpy's Liquors for a sandwich board sign to be put out periodically during business hours only to advertise special events, through November 30, 2017. The motion was seconded by Sel. Barnes and passed unanimously.

17-133 Approval of Carnival and Summer Splash Day Permits for Recreation

Sel. MacInnes made a motion to approve a permit for Millis Recreation for the Annual Summer Carnival to be held at Town Park from July 7-9th and to waive ½ the permit fees for Plumbing and Electrical for discussion. Seconded by Sel. Barnes.

Sel. MacInnes voiced concerns about damage to the fields and asked for Recreation to inform the Board of who would be responsible if such damage occurs.

The motion passed unanimously pending Recreation's response.

Sel. MacInnes made a motion to approve the permit for Summer Splash Day to be held August 9th subject to liability coverage, and that the Board will allow the event to be held that day only even if there is a water ban in place at that time. The motion was seconded by Sel. Barnes and passed unanimously.

17-134 Approval of Inter-Function Transfers

Mr. Guzinski explained what an inter-function transfer noting that they are only allowed at the end of the fiscal year, in May or June, and that they need approval by both the Board of Selectmen and Finance Committee. Mr. Guzinski said they were developed as a tool to help towns close out the fiscal year by allowing funds to be transferred as specified.

Sel. MacInnes made a motion to approve the inter-function transfer from the Conservation expense line to the Conservation salary line in the amount of \$2,400.00 to cover deficit in the salary account. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. MacInnes made a motion to approve the inter-function transfer from Planning Board expense lines to the Planning Board salary line in the amount of \$3,028.00 to cover deficit in the salary account. The motion was seconded by Sel. Barnes and passed unanimously.

ADJOURNMENT

Sel. Barnes made a motion to adjourn at 10:00pm. The motion was seconded by Sel. McCaffrey and passed unanimously.

Respectfully submitted: Karen M. Bouret