

**BOARD OF
REGULAR SESSION MEETING MINUTES
Monday, July 10, 2017
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. McCaffrey called the meeting to order at 7:00 pm. The following persons were present: Sel. James McCaffrey, Sel. Catherine MacInnes, Sel. Loring Barnes, Town Administrator Michael Guzinski, and Operations Support Manager Karen Bouret.

ANNOUNCEMENTS

Sel. McCaffrey announced that the Governor has signed the bill removing the Town from Civil Service.

PUBLIC HEARINGS & SCHEDULED APPOINTMENTS

17-178 Stormwater Management Hearing, Continued

Sel. MacInnes made a motion to reopen the stormwater hearing with respect to the Toll Bros applicant at 7:08pm. The motion was seconded by Sel. Barnes and passed unanimously.

Mr. Scott Miccile of Toll Bros summarized the stormwater system that will be on the site and said that there will be no more runoff off the site after development than there is currently due to infiltration. Melissa Recos of BETA Group, Inc. spoke on behalf of the Town as peer review. Ms. Recos said the applicant has updated the plans based on BETA's comments and recommendations (see 7/6/17 letter) both for the physical site and operations and maintenance plans. Ms. Recos said eventually the responsibility for operations and maintenance will be the responsibility of the future homeowner's association. Ms. Recos said the applicant has addressed all requests based on the conditions that need to be met by the BOS. Mr. Guzinski recommended that the BOS approve the permit subject to the conditions

Sel. MacInnes made a motion to close the stormwater hearing with respect to the Toll Bros application. The motion was seconded by Sel. Barnes, and passed unanimously.

Sel. MacInnes made a motion to approve the application for the Stormwater Management Permit and Land Disturbance Permit for the property known as 84 Orchard Street identified by the Millis Assessor's Office as Map 1, Lots 1-4 & 6, Town of Millis Assessor's Map 5, Lot 35 contingent on meeting the six conditions recommended in the July 6th, 2017 peer review letter from BETA Group, Inc. to the Board of Selectmen. The motion was seconded by Sel. Barnes, and passed unanimously.

17-179 Sewer Extension Permit Toll Bros

Michael Dryden of Bohler Engineering spoke on behalf of Toll Bros. Mr. Dryden explained that Toll Bros has reached an agreement with the Town to have Town sewer and there will not be a separate treatment plant on site. Mr. Dryden showed a map of the area and explained how the pump system will work and improvements that will occur. Mr. Dryden said residents along Orchard Street will be able to connect if desired with no betterment charges since the work will be built through the developer. Residents would be responsible for the hookup fee and a grinder pump. Jim McKay, DPW, said design is still under discussion and is being reviewed by GCG Associates, on behalf of the Town. Mr. McKay said currently the cost is \$3900.00 for the hookup fee as well as a few thousand as a guess for a grinder pump at each home. Chair McCaffrey noted that the proposal will not be approved by the BOS tonight, since details are still being worked out regarding the plan itself. Residents voiced concerns about an

enlarging the existing pump station and possible noise etc. Additional questions regarding extending the line past Glen Ellen towards Holliston and/or extending it down part of Exchange Street was discussed as well as traffic concerns. Chair McCaffrey asked that these issues be addressed at the August 14th meeting when a design has been finalized.

17-180 Big Beef Licenses

The applicant for the Common Victualler license and Entertainment license for Big Beef, Exarhos Papageorgiou said he is looking for approval of the licenses at the same location as his former restaurant. Mr. Papageorgiou said if all goes well he will be seeking an alcohol license in the future.

Sel. MacInnes made a motion that the Board approves a common victualler' license for Big Beef located at 1390 Main Street. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. MacInnes made a motion that the Board approves a license for Big Beef at 1390 Main Street. The motion was seconded by Sel. Barnes and passed unanimously.

SCHEDULED BUSINESS

17-181 Clyde F. Brown Project Status

Sel. MacInnes is the liaison to the Elementary School Building Committee but Sel. Barnes attended the first Elementary School Building Committee (ESBC) meeting post Town Meeting. Ms. Barnes said it was mainly an organizational meeting. Mr. Guzinski received an email from Wayne Klocko, Chair, regarding the Construction Manager (CM at Risk) selection process meeting. Mr. Guzinski said at the 7/24 BOS meeting the ESBC will be looking for award of the contract to Agostini Bacon. Chair McCaffrey asked that the ESBC bring a timetable for the project that can be shared with the public when the contract is awarded. Sel. Barnes voiced concerns about Spring Street traffic and would like that addressed at the 7/24 meeting.

17-182 Marijuana Draft Language

Chair McCaffrey said the BOS has a meeting with the Planning Board on 7/11 and said some model draft language has been put together for possible zoning regulations, a moratorium, and/or prohibition of recreational marijuana in town. Board members voiced concerns regarding the sale of recreational marijuana in town and the fact that no true regulatory commission exists at this time. Chair McCaffrey said this is a first step by the Board regarding the regulation of recreational marijuana in town and acknowledged that there will be public forums to follow. The Board's general consensus is that some sort of local steps need to be taken to ensure there is a level of control at the Town level.

17-183 BOS Policy and Procedures Manual

Mr. Guzinski proposed that the BOS adopt a draft policy and procedures manual for the Board. Mr. Guzinski received comments from the Board but has not incorporated all of the comments and feedback yet. The draft will be ready for the 7/24 meeting to be debated and potentially adopted.

17-184 Capital Planning Advisory Committee

Chair McCaffrey reviewed a proposed draft charter for a Capital Planning Advisory Committee. (See Memo – Capital Planning Advisory Committee Charter) and asked for comment by the Vice Chair and Clerk. Sel. Barnes said she is in favor and would like to see this move forward. Sel. MacInnes suggested rotating members for those who represent Boards so that the same people aren't always on particular boards. Discussion ensued.

Sel. Barnes made a motion to accept Chair McCaffrey’s proposed Capital Planning Advisory Committee Charter and to establish a Capital Planning Advisory Committee to review all aspects of the future financial vision of the Town with both rotating Board representatives and Town residents as submitted. The motion was seconded by Sel. MacInnes and passed unanimously.

17-185 Charter Review Committee Charter

Chair McCaffrey reviewed a proposed draft Charter Review Study Committee charter that he created. (See Memo-Charter Review Study Committee Charter) Mr. McCaffrey said this is a unique committee that will require multiple years.

Sel. McCaffrey made a motion that the Board adopt Chair McCaffrey’s proposed Charter Review Study Committee Charter and to establish a Charter Review Study Committee to conduct a comprehensive review of the organizational structure of Town Government to consist of 5-7 members. The motion was seconded by Sel. MacInnes and passed unanimously.

The Board asked the Town Administrator to review what a Bylaw Committee should be comprised of for a future BOS meeting. Chair McCaffrey asked that both charters be posted on the Town website.

17-186 Annual Paving Bid

Mr. McKay asked that the Board authorize the Town Administrator to sign a contract with the low bidder, T. Miozzi, Inc., for the FY18 Annual Street Paving Bid. Mr. McKay said the \$355,797.45 fund Exchange Street updates including sidewalk repair, paving on Village Street from the welcome island to Heritage Path, Village Street from Himelfarb to Tara Terrace, and the purchase of a hot box which will be used to repave the Orchard Street stone arch bridge among many other future street repairs.

Sel. MacInnes made a motion to authorize the Town Administrator to sign a contract with T. Miozzi, Inc. of North Kingstown, RI, for \$355,797.45 for the FY17 street paving bid. The motion was seconded by Sel. Barnes and passed unanimously.

17-186A

Sel. McCaffrey listed potential FY18 Goals for the BOS (see list) and asked the other Board members to review and add or subtract from the list for the next Board meeting. Sel. McCaffrey asked that comments be emailed directly to the Town Administrator in time for review at the next Board meeting on 7/24.

17-187 Town Meeting Process Review

Sel. Barnes spoke regarding the June 5th Annual Town Meeting and said she heard concerns from many residents that they did not feel comfortable voting due to an open vote due to potential negative comments or actions from other residents. Sel. Barnes said people disclosed that they felt “bullied” and didn’t want to look like they were against the school by voting against the project. Chair McCaffrey asked the Town Administrator to convene a meeting with town employees to make sure there is no intimidation moving forward, and asked that he also reach out to the Superintendent. Discussion ensued regarding possible options for a bylaw regarding town meeting votes and or the option of a ballot versus a standing count.

CONSENT ITEMS

Motion by Sel. McCaffrey, seconded by Sel. MacInnes to approve and accept the Regular Session minutes of 5/8/17, 5/15/17, and 5/22/17 as submitted. The motion was seconded by Sel. Barnes, and passed unanimously.

17-188

Sel. Barnes made a motion to approve the inter-function transfer request in the amount of \$33,141.19 for various line items under the Selectmen’s budget to Town Buildings. The motion was seconded by Sel. MacInnes and passed unanimously.

Sel. McCaffrey made a motion to approve the inter-function transfer request in the amount of \$47,255.19 for Fire Shift Coverage from various lines including Police and Health Insurance. The motion was seconded by Sel. MacInnes and passed unanimously.

Sel. McCaffrey made a motion to approve the inter-function transfer request in the amount of \$17,874.41 for Dispatch Overtime from Police. The motion was seconded by Sel. MacInnes and passed unanimously.

EXECUTIVE SESSION 9:55 PM

Sel. McCaffrey made a motion to enter into executive session for the following reasons:

To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the government’s bargaining 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.

(SEIU)

The motion was seconded by Sel. MacInnes.

Sel. McCaffrey – yes, Sel. MacInnes – yes, Sel. Barnes – yes

Sel. McCaffrey made a motion to exit executive session to at 10:20 pm. Motion seconded by Sel. MacInnes.

Sel. McCaffrey – yes, Sel. MacInnes – yes, Sel. Barnes – yes

ADJOURNMENT

Sel. McCaffrey made a motion to adjourn at 10:21 pm. The motion was seconded by Sel. Barnes and passed unanimously.

Respectfully submitted: Karen M. Bouret