

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, December 4, 2017
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. McCaffrey called the meeting to order at 6:00 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.

EXECUTIVE SESSION

Sel. McCaffrey made a motion to enter executive session to conduct strategy sessions in preparation for negotiations with non-union personnel. The motion was seconded by Sel. MacInnes.

Roll call vote: Sel. McCaffrey, aye Sel. MacInnes, aye Sel. Barnes, aye

Sel. McCaffrey made a motion to exit executive session at 7:00 pm; the motion was seconded by Sel. MacInnes. Roll call vote: Sel. McCaffrey, aye Sel. MacInnes, aye Sel. Barnes, aye

ANNOUNCEMENTS

Sel. McCaffrey said the Millis High School football team will be in attendance at the December 18th Board meeting so that the Board can recognize their Super Bowl win this year.

Jim McKay showed a banner and poinsettia given as a thank you from the Life Experience School. The gift was in recognition for the work done by the DPW to fix the sidewalk and crosswalk to make it safe for students in wheelchairs to cross. The Board thanked the DPW for stepping up to complete the work. Sel. MacInnes noted that having the work performed in house saved money for the Town.

SCHEDULED BUSINESS

17-301 Appointment of Temporary Department Assistant at the Board of Health

Mr. Guzinski asked that the Board to appoint Gunbhusan Kaur as the temporary Board of Health Assistant. The position is temporary, and will offer coverage for an employee currently on medical leave.

Sel. MacInnes made a motion that the Board approves the Town Administrator's appointment of Gunbhusan Kaur as Temporary Department Assistant III at the Board of Health for 9.5 hours per week. The motion was seconded by Sel. Barnes and passed unanimously.

17-302 Tax Rate Classification Hearing

Sel. McCaffrey made a motion to open the public hearing for the tax rate classification hearing. The motion was seconded by Sel. MacInnes and passed unanimously.

Paula Dumont, Assistant Assessor, asked the Board to approve a single tax rate as has been done historically in the Town of Millis. Ms. Dumont said split tax rates are typically for towns with more commercial properties, and having a single tax rate will help to draw commercial business to Millis.

Sel. MacInnes made a motion to close the public hearing for the tax rate classification hearing. The motion was seconded by Sel. McCaffrey and passed unanimously.

Sel. McCaffrey made a motion to approve a single tax rate for the Town of Millis for Levy Year 2018. The motion was seconded by Sel. MacInnes and passed unanimously.

17-304 Approval of Green Communities Annual Report

Mr. Robert Weiss summarized the Green Communities Report and briefly reviewed...

Sel. McCaffrey made a motion that the Board authorizes the Chair to sign the Green Communities Annual Report as submitted. The motion was seconded by Sel. MacInnes and passed unanimously.

17-303 Water/Sewer Rate Hearing Continued

Sel. McCaffrey made a motion to reopen the Water/Sewer Rate Hearing which has been continued to this meeting. The motion was seconded by Sel. MacInnes and passed unanimously.

Michael Schrader, P. E., Project Manager from Tighe & Bond gave a presentation on a water and sewer rate study he performed for the Town. (See PowerPoint Presentation dated 12/4/17) The presentation detailed what drives rate increases including increasing materials and equipment and capital projects/improvements. Mr. Schrader explained the revenue breakdown for both water and sewer then reviewed charts showing existing conditions and the retained earnings target plus recommended rates and the impacts on consumers for water and then for sewer. The recommendation is for a 10% water rate increase for FY18 and a 5% increase for sewer rates in FY18. Sel. McCaffrey reminded everyone that a successful expansion of the sewer system, more users, is very beneficial for rates overall. Mr. McKay added that rate holders that are tied into the system pay 20% of the expansion while the rest is paid by betterments.

Mr. Guzinski reviewed a memo he wrote on water/sewer indirect cost analysis and recommendation in which he detailed how costs are assessed to departments and municipal budgets. Mr. Guzinski said he believes a realignment of the costs is in order. Mr. McKay also gave a comprehensive presentation of DPW costs in relation to water/sewer costs, including forecasting and review.

Sel. MacInnes made a motion to close the Water/Sewer Rate Hearing which has been continued to this meeting. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. MacInnes made a motion that the Board, acting as Water/Sewer Commissioners approve an increase fees for water and sewer to take effect for the next billing cycle by 10% for water rates and by 5% for sewer rates. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. MacInnes made a motion that for FY18 the fee for capital assessment (Paine) be set at \$38.02, the cross-connection fee \$55.00, on/off fees during regular hours \$38.50, from 3:30pm to 12:00pm \$104.50, from 12:01am to 7:00am \$203.50, meter tampering be \$550.00 with a water tie-in fee of \$2,420.00 and a sewer tie-in fee of \$4,095.00. The motion was seconded by Sel. Barnes and passed unanimously.

17-307 Stormwater Management and Land Disturbance Hearing for 214 Pleasant Street

Sel. MacInnes made a motion to open the public hearing for a stormwater and erosion control permit at 214 Pleasant Street. Seconded by Sel. Barnes and passed unanimously.

Dan Merrikin, Merrikin Engineering, reviewed an application for a stormwater management and land disturbance permit application. Mr. Merrikin said it is a large piece of land and the owner is looking to

build a single family home to reside in set back on the property and a long driveway. An abutter, Sharon and Rob Bennett, voiced concerns about the plan due to wetlands in the area. Mr. Merrikin said the work will be done outside of 100'-0" of the wetlands and showed on a map where the septic will be placed.

Sel. MacInnes made a motion to close the public hearing for a stormwater and erosion control permit at 214 Pleasant Street. Seconded by Sel. Barnes and passed unanimously.

On a motion by Sel. McCaffrey and seconded by Sel. MacInnes the board voted unanimously to grant the following to Laurie Carter for the proposed development of #214 Pleasant Street:

- 1. Pursuant to Section 6.F.2 of Article I, subject to the conditions enumerated below, the Board hereby grants a Stormwater Management Permit,**
- 2. Pursuant to Section 6.F.2 of Article I, subject to the conditions enumerated below, the Board hereby grants a Land Disturbance Permit,**

All permits and approvals granted above are subject to the following conditions:

- 1. This permit shall run with the land and shall apply to all future owners of this lot. In the event of a change of ownership, the owner shall send the Millis Board of Selectmen a notice indicating the name, mailing address, and phone number of the new property owner(s).**
- 2. The lot shall be developed in accordance with the submitted plan entitled "214 Pleasant Street Lot Plan of Land in Millis, MA", prepared by Merrikin Engineering, LLP, dated November 6, 2017 with a revision date of December 4, 2017 (herein referred to as the "Approved Plan").**
- 3. Construction activities shall be in accordance with the submitted SWPPP (attachment D of the Stormwater Report), which shall be finalized and coverage under the Construction General Permit obtained prior to the commencement of construction.**
- 4. A professional engineer or Massachusetts certified Soil Evaluator shall inspect the soils at each roof runoff leaching field prior to installation to determine the location of seasonal high groundwater (SHGW). The bottom of the roof runoff leaching field(s) shall be at least two feet above SHGW.**
- 5. Wherever plans and conditions differ, conditions of the permit shall govern.**
- 6. This decision shall be recorded by the applicant prior to issuance of a building permit for the project.**
- 7. Construction shall commence within two years of obtaining all necessary permits or from the resolution of appeals action, whichever occurs later. If construction does not commence within that time-period, this permit shall lapse.**

17-305 GAF Demolition Discussion

Nate Maltinsky and Mark Prufer, residents and members of the Historical Commission, spoke to the Board about preserving the tower structure at the GAF property as a historical landmark for the town. Mr. Prufer noted that the property is now zoned as residential when it was formerly industrial. The current owner is responsible for remediation on the property and it would be more difficult to remove

the contamination under the tower. Mr. Guzinski said the Building Commissioner has issued permits for demolition for the majority of the site but not for the main pieces of the building. Mr. Maltinsky said he'd like the support of the Board and asked that perhaps a representative from the Board can attend a meeting on 12/14 with the GAF owners or provide a letter of support. A discussion about possibly using CPC funds to preserve the building as an incentive. Sel. McCaffrey said the Board can support the project in relation to its relevance with our Housing Production Plan.

17-306 Appointment of DPW Seasonal Snow Plow Drivers

Mr. Guzinski recommended the appointment of two snow plow drivers Alex McColl and Fred Souza, both retired former DPW employees, to work for the winter season for the DPW.

Sel. McCaffrey made a motion to approve the appointment of Alex McColl and Fred Souza as Temporary Seasonal On-Call Snow Plow Drivers for three months effective immediately. The motion was seconded by Sel. MacInnes and passed unanimously.

17-309

Mr. Guzinski explained that this is a new contract\proposal...to finalize stormwater utility implementation plan....Sel. Barnes asked that there be a narrative presentation in digital format can be put on the website as well as provide a Q & A on the website where residents can ask questions.

Sel. MacInnes made a motion that the Board approves the proposal and authorizes the Town Administrator to execute the contract on behalf of the Town with Kleinfelder for Stormwater Utility Implementation Services – Phase 2, in an amount not to exceed \$69,400.00 The motion was seconded by Sel. Barnes and passed unanimously.

17-308 Marijuana Committee

Sel. MacInnes made a motion to appoint Joyce Boiardi, Christine Maltinsky, Nicole Riley, James Borgman, James Riley, and Dave Schofield to the Retail Marijuana Committee. The motion was seconded by Sel. Barnes and passed unanimously.

Adjournment

Motion to adjourn at 10:35pm by Sel. Barnes, seconded Sel. MacInnes. The motion passed unanimously.

Respectfully submitted: Karen M. Bouret