

**BOARD OF SELECTMEN  
REGULAR SESSION MEETING MINUTES  
Monday, January 8, 2018  
Veterans Memorial Building Room 229  
900 Main Street, Millis, MA 02054**

**CALL TO ORDER:** Sel. McCaffrey called the meeting to order at 6:30 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 union personnel. The motion was seconded by Sel. MacInnes.**

**Sel. McCaffrey – aye Sel. MacInnes – aye Sel. Barnes – aye**

**ANNOUNCEMENTS**

Sel. McCaffrey read a statement from Chief Soffayer regarding an alcohol compliance check for Town businesses and the check resulted in 100% compliance at Millis restaurants and bars.

Sel. McCaffrey the newly formed Town Meeting Study Committee was appointed by Town Moderator, Paul Jacobsen. The members are as follows: James Angelo, Marc Conroy, James McCaffrey, Beth Murphy, Mary Russo, Craig Schultze, Patricia Sjogren, and Erin Underhill. The first meeting is scheduled for next week.

Sel. McCaffrey announced that Town Administrator Michael Guzinski won an award as former Town Administrator in Douglas. The award was an ICMA Program Excellence Award for Community Partnership. The Board congratulated Mr. Guzinski.

Sel. Barnes thanked the DPW for their hard work for the Town and read a letter from a resident. Ms. Bouret also thanked Paul Sims, Senior Building Maintenance Worker, for all of his hard work keeping the Town Buildings clear.

**PUBLIC HEARINGS & SCHEDULED APPOINTMENTS**

**18-001 Appointment of Library Director**

Mr. Guzinski announced that a final candidate was chosen for the position of Library Director. Wendy Barry, Chair of the Library Trustees, said a thorough search was completed and presented Kimberly Tolson. Ms. Barry said she is highly qualified and the Trustees are very pleased.

**Sel. McCaffrey made a motion to approve the Town Administrator’s appointment of Kimberly Tolson as Library Director for the Town of Millis pending a successful CORI and physical results. The motion was seconded by Sel. MacInnes and passed unanimously.**

**18-002 Appointment of Permanent Part Time Plumbing Inspector**

Mr. Guzinski asked the Board to confirm his appointment of James Coakley as a Permanent Part Time Plumbing Inspector for Millis.

**Sel. McCaffrey made a motion that the Board confirms the Town Administrator's appointment of James Coakley as Part Time Plumbing Inspector pending a successful CORI and physical. The motion was seconded by Sel. Barnes and passed unanimously.**

18-003 Oak Grove Farm Commission Playground Repair Discussion

Sel. MacInnes recused herself since Steve MacInnes, Chair of the Oak Grove Farm Commission, came to speak about damage that has occurred at the Oak Grove Playground. Mr. MacInnes asked if there are funds available to order parts and make repairs. A discussion ensued about possible funding and what the scope of the project might entail. Sel. McCaffrey asked Mr. MacInnes to send the information on the project to the Capital Planning Advisory Committee to add to the capital projects list.

Sel. Barnes commended Mr. MacInnes on his ongoing work for the Town and with the Oak Grove Commission.

**SCHEDULED APPOINTMENTS**

18-004 Approval of Net Metering Proposal

Robert Weiss, Energy Manager, spoke about the net metering proposal. Mr. Weiss said the Town would pay a discounted rate instead of Eversource's rates. Mr. Weiss said the Town would save \$21,000.00 plus the first year which would increase about 3% every year thereafter. The agreement is for 20 years. Mr. Weiss explained that there was a procurement process and through this competitive process a rate of 15% reduction was found. Sel. MacInnes asked what effect a large solar array would have on this agreement and Mr. Weiss said that would make us solar providers which could then be sold.

**Sel. Barnes made a motion that the Board approves and authorizes the Chair to sign a Net Metering agreement with Kearsarge Carver LLC, to purchase 50% of the total output of the Net Metering Facility in Carver, MA, as listed, for a period of 20 years with an opportunity for an extension. The motion was seconded by Sel. MacInnes and passed unanimously.**

Sel. MacInnes asked for Mr. Weiss to help create a memo with information on owning versus renting solar panels etc. and to help residents under opportunities and pitfalls.

18-005 Approval of Concrete & Steel Package for CFB Project

Wayne Klocko, Chair of the ESBC, said he is here to ask for the second early release package for the Clyde Brown School project. Jeff D'Amico, Compass Project Management, presented the contract award timeline and costs.

Mr. D'Amico said the frigid temperatures have caused work to stop for a bit, but the equipment is still on site and ready to be mobilized as soon as warmer temps occur. Mr. D'Amico said the project is currently under budget and the work stoppage will not affect that.

Sel. McCaffrey noted that there was a savings of about \$900,000.00+ on the concrete and steel package. Steve Agostini, contractor, said recently school projects have been coming in under budget so this is hopeful. Mr. Agostini said there could be other items that come in over budget, but this is a good start. Sel. MacInnes said any excess money from savings should be put back into the budget and not spent on extras. Mr. D'Amico explained the bid process including that about 10% of bidders get weeded out after references are checked etc.

**Sel. McCaffrey made a motion that the Board approves Agostini Bacon's Amendment #2 Early Concrete & Structural Steel Packages GMP dated 1/8/18 in the sum of \$4,984,082.00, seconded by Sel. MacInnes. The motion passed unanimously.**

18-006 Approval of Payment in Lieu of Taxes (PILOT) for 1280 Main Street

Mr. Guzinski said that the Energy Manager and Town Counsel have been negotiating a PILOT agreement for 1280 Main Street, and the contract has been approved to form by Counsel and is awaiting the Board's approval. The agreement is for 20 years and will bring in between \$13,000-\$14,000 per year in additional tax revenue for the Town and Mr. Guzinski recommends approval of the agreement as written. Greg Carey, Clean Energy Collective, said they have a building permit and they are on schedule for a March 31<sup>st</sup> deadline. Mr. Carey said a landscaping plan and screening plan was included in response to abutters who came to the BOS with concerns about sight lines.

**Sel. McCaffrey made a motion to approve the PILOT agreement between the Town of Millis and MillisMA1 LLC for 1280 Main Street. Seconded by Sel. MacInnes and passed unanimously.**

18-007 Departmental Budget Review Discussion

Sel. McCaffrey said the Town Administrator suggested having presentations by Department Heads to the Board regarding their budgets on a Saturday in order to focus on the budgets and not try and do it at a regular board meeting. The Board agreed that choosing a Saturday would be a good way to do it.

18-008 Approval of Water/Sewer Commitment

**Sel. McCaffrey made a motion that the Board approves the Water/Sewer for December 2017 in the amount of \$5684.11. The motion was seconded by Sel. Barnes and passed unanimously.**

**CONSENT ITEMS**

**Sel. Barnes made a motion to approve the regular session minutes of 9/11/17, 10/02/17, 10/16/17, 10/30/17, and 11/20/17. The motion was seconded by Sel. McCaffrey and passed unanimously.**

**ADJOURNMENT**

**Sel. MacInnes made a motion to adjourn at 9:00pm. The motion was seconded by Sel. Barnes And passed unanimously.**

Respectfully submitted: Karen M. Bouret