

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, February 26, 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 and non-union personnel. The motion was seconded by Sel. Barnes.
Sel. McCaffrey – aye Sel. MacInnes – aye Sel. Barnes – aye**

Return to Regular Session at 7:00pm.

ANNOUNCEMENTS

No announcements were made.

PUBLIC HEARINGS & SCHEDULED APPOINTMENTS

18-040 Appointment of Police Sergeants

Chief Soffayer individually introduced and spoke about the accolades of each candidate for sergeant including Officer Corey Volpicelli, Officer John Shearns, and Officer/Detective Dominic Tiberi.

Town Administrator Michael Guzinski recommended the appointment/promotion of Corey Volpicelli to Sergeant.

Sel. MacInnes made a motion to confirm the appointment of Corey Volpicelli as Police Sergeant for the Millis Police Department. The motion was seconded by Sel. Barnes and passed unanimously.

Town Administrator Michael Guzinski recommended the appointment/promotion of John Shearns to Sergeant.

Sel. MacInnes made a motion to confirm the appointment of John Shearns as Police Sergeant for the Millis Police Department. The motion was seconded by Sel. Barnes and passed unanimously.

Town Administrator Michael Guzinski recommended the appointment/promotion of Dominic Tiberi to Sergeant.

Sel. MacInnes made a motion to confirm the appointment of Dominic Tiberi as Police Sergeant for the Millis Police Department. The motion was seconded by Sel. Barnes and passed unanimously.

18-041 Appointment of HEO Laborer Stormwater

Mr. McKay, the Deputy Director of the DPW, introduced Mark Bussaglia and said he recommends that he be appointed as a Heavy Equipment Operator/Laborer to work full time on stormwater functions. Mr. Guzinski agreed and appointed Mr. Bussaglia with the Board's approval.

Sel. Barnes made a motion that the Board confirms the Town Administrator's appointment of Mark Bussaglia as HEO Laborer. The motion was seconded by Sel. MacInnes and passed unanimously.

18-042 Update on Snow and Ice Expenditures

Mr. McKay reviewed the current status of the Snow and Ice budget, explaining that 145% has currently been expended. Mr. McKay provided a breakdown including all expenses and salaries. Mr. Guzinski said the Board approved the Snow and Ice budget being spent in deficit at the last Board of Selectmen's meeting.

Mr. McKay went on to explain how and when the DPW goes out to treat the roads and some concerns he has seen on social media. Sel. McCaffrey reiterated that the Board fully supports both Mr. McKay's and Mr. Guzinski's decisions on how and when to treat the roads to keep citizens safe.

18-043 FY19 Assessors Budget Presentation

Paula Dumont, Assistant Assessor, presented the FY19 budget for her department and explained the GIS system. Sel. Barnes thanked Paula for her efforts to help with economic development in the Town.

18-044 FY19 Library Budget Presentation

Wendy Barry, Chair of the Library Trustees, and Kimberly Tolson, Library Director, presented the FY19 Library budget including spending highlights. Ms. Barry noted that there are building repairs that will be necessary as well as maintenance supplies. Ms. Barry said the Trustees and Director also feel strongly about bringing someone in to work on technology and extending hours on Thursday evenings and for Saturdays during the summer. Sel. Barnes suggested establishing a revolving fund for fines and other fees that could possibly go back into the Library budget. Sel. McCaffrey cautioned that it could have the unintended consequence of the Town cutting back on funding.

18-045 Retail Marijuana Committee Update

Nicole Riley, Chair of the Retail Marijuana Committee, reviewed what the Retail Marijuana Committee has been working on. Ms. Riley explained that they will not be recommending a ban, since Millis has already approved a medical facility which will have the right to "convert" their facility to recreational marijuana. Ms. Riley reviewed the timeline for meetings to review and work towards drafting bylaws to present to the May town meeting to regulate sales. Ms. Riley said the biggest difficulty the committee is facing is that the state's Cannabis Control Commission has not issued regulations yet so they don't know what they are up against or where the state will come out regarding regulations. Ms. Riley said if a bylaw passes, they will also be asking to restrict the amount of facilities to the greater of 25% of alcohol licenses or one. Lastly, Ms. Riley said they will be looking to add a 3% sales tax on all sales on the retail sale of marijuana that would come to the Town.

Discussion ensued regarding creating an overlay district to restrict the area where sales can occur. Sel. McCaffrey said the sense of the Board is to support creation of an overlay, but noted that timing is very tight.

Sel. MacInnes made a motion to recommend that the number of Retail Marijuana establishments be one or 25% of the Alcohol licenses subject to adoption at Town Meeting. The motion was seconded by Sel. McCaffrey. The motion was carried 2-1. Sel. Barnes voted no.

Sel. MacInnes made a motion to recommend that a 3% Town sales tax be added to the sale of retail marijuana. The motion was seconded by Sel. Barnes and passed unanimously.

Sel. MacInnes made a motion that the Board makes a recommendation to the Retail Marijuana Committee and Planning Board to work on the development of an overlay district. Seconded by Sel. Barnes and passed unanimously.

18-046 Approval of Guaranteed Maximum Price (GMP) for Clyde Brown School

Wayne Klocko, Chair of the ESBC, introduced Jeff D'Amico, Project Manager for the Clyde Brown Project and Tom Donatelli, the Pre-Construction Manager.

Mr. D'Amico gave a PowerPoint presentation (see attached)

Mr. D'Amico noted that the project is currently en route to come in under budget.

He noted there is an email address on both the project website and Facebook page that can be used to ask questions if residents are interested. Diane Jurmain has been posting a two week look ahead on the Facebook page and Town website home page as well.

Sel. McCaffrey made a motion to approve the Guaranteed Maximum Price \$41,340,039.00 including Amendment #3 in the amount of \$30,700,065.00 and to authorize the Town Administrator to sign on the Town's behalf. The motion was seconded by Sel. MacInnes and passed unanimously.

Mr. D'Amico said they are also asking for approval of a contract amendment, amendment #6, with Tappe Architect's roof testing and on-site construction monitoring for a total not to exceed of \$54,890.00 at the Clyde Brown School. The motion was seconded by Sel. Barnes and passed unanimously.

18-047 Discussion Regarding Inspection Fees for CFB Project

Mr. Guzinski said Building Commissioner, Mike Giampietro, put forth a recommendation that the Wiring and Plumbing/Gas inspector fees be paid per inspection. The ESBC approved the proposal for billing the out-of-pocket cost to the Town for those fees and would pay monthly directly from the project budget through the ESBC. Mr. Klocko said the priority of the ESBC is that building is inspected as needed and in a timely fashion. Mr. Giampietro said he feels this is the best direction for this particular project. Mr. Guzinski agreed that this is the most equitable and manageable way to handle inspections. A discussion ensued about the merits of changing the system. Sel. MacInnes asked that the Plumbing and Wiring Inspectors both come to a future meeting to give their opinion on this issue and also asked for the opinion of Town Counsel. Sel. McCaffrey agreed to add this to the next agenda with an attempt to resolve this issue.

SCHEDULED BUSINESS

18-048 Review and Approval of LIP Refinancing : 34 Heritage Path

Mr. Guzinski explained that the homeowner has adequate equity in the home in order to refinance but needs authority from the Board since this is part of an affordable housing development.

Sel. MacInnes made a motion that the Board approves the refinance of the property at 34 Heritage Path owned by Jerome and Cynthia Carbeau provided that the new mortgage is subordinate to the affordability restrictions on the property. The motion was seconded by Sel. Barnes and passed unanimously.

Solect Rooftop Solar Contract Approval

Mr. Guzinski asked the Board to approve the contract with SOLECT.

Sel. MacInnes made a motion that the Board approves the Power Purchase Agreement dated February 2018 between the Town of Millis and Solect Energy Development, LLC for rooftop solar panels at the Millis Public Library and to give the Town Administrator authority to sign on the Town's behalf. The motion was seconded by Sel. Barnes and passed unanimously.

18-050 Economic Development Committee Discussion

Sel. Barnes proposed creating an Economic Development Committee and offered to be the Board liaison to the committee.

Sel. Barnes made a motion to create an Economic Development Committee for the Town. The motion was seconded by Sel. MacInnes.

18-051 Gasoline/Diesel Pricing

Mr. Guzinski explained that the Town traditionally purchases gasoline and diesel fuels through a consortium organized by Norfolk County. He asked the Board to approve pricing received in a quote dated February 22 for \$2.40 per gallon of gasoline and \$2.53 per gallon of diesel effective 10/1/18-9/30/19.

Sel. MacInnes made a motion that the Board approves a one-year agreement effective 10/1/18 with Global Montello for gasoline at a rate not to exceed \$2.45 per gallon and for diesel at a not to exceed \$2.60 per gallon. The motion was seconded by Sel. Barnes and passed unanimously.

18-052 Update on Housing Production Plan

Mr. Guzinski reviewed the current status of the Housing Production Plan explaining that this was part of the Community Compact Grant. Ralph Wilmer of the MAPC will be coming out to meet with Mr. Guzinski to explain the background and where the project is at since much of the work happened prior to him working for the Town.

18-053 Review of Community Compact Grant for IT

Sel. Barnes said she and Mr. Guzinski met with a company called Viewpoint who could help automate Town permitting. Ms. Barnes said she applied for a grant for their services as well as for website help. Sel. Barnes will provide a copy of the grant application to the Board.

18-054 Cable Advisory Waiver

Deferred to next meeting

18-055 Close Town Meeting Warrant

Mr. Guzinski said the current article list includes standard annual articles as well as requests that have come in. Mr. Guzinski said all Capital items are listed separately with a single placeholder until the Capital Advisory Committee makes a recommendation. Mr. Guzinski said the warrant is now closed due to the vote taken two weeks ago.

18-056 Approval of Millis Youth Baseball

Sel. McCaffrey made a motion to approve the Millis Youth Baseball Opening Day Parade with coordination of Millis Police and Fire Departments on April 22, 2018 beginning at 10:00am. The motion was seconded by Sel. MacInnes and passed unanimously.

18-057 Water/Sewer Department Commitment

Sel. McCaffrey made a motion to approve the water/sewer commitment to collector for QB0318 in the amount of \$599,569.59. The motion was seconded by Sel. MacInnes and passed unanimously.

CONSENT ITEMS

Sel. MacInnes made a motion to approve the minutes of 12/4/17, 12/18/17, 1/22/18 as amended. The motion was seconded by Sel. Barnes and passed unanimously.

ADJOURNMENT

Sel. McCaffrey made a motion to adjourn at 10:40pm. The motion was seconded by Sel. MacInnes And passed unanimously.

Respectfully submitted: Karen M. Bouret