

**BOARD OF SELECTMEN  
REGULAR SESSION MEETING MINUTES  
Monday, December 17, 2018, 2018, 2018  
Veterans Memorial Building Room 229  
900 Main Street, Millis, MA 02054**

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

**ANNOUNCEMENTS**

Sel. McCaffrey announced that there will be a Tri-Board meeting, including Selectmen, Finance Committee members, and School Committee members on January 9<sup>th</sup> to discuss budget planning. The public is welcome to attend. The meeting will be held at the Police Station meeting room.

Sel. McCaffrey announced that there will be a community outreach meeting regarding the new CommCan marijuana dispensary on Wednesday, December 19<sup>th</sup> at the Millis Public Library.

Robert Weiss, Energy Manager, announced that there will be a Municipal Vulnerability Workshop held on Tuesday, January 8, 2019 at the Library.

**PUBLIC HEARINGS & SCHEDULED APPOINTMENTS**

**18-273 Interview/Appointment of Economic Development Committee Members**

Sel. Barnes presented six candidates for appointment on the Economic Development Committee. Amanda Borgman, Mark Spangenberg, and Peter Harkey were present at the meeting as well as the Planning Board designate Nicole Riley. Additionally, Beth Murphy and Jim Sabitus who were not present were put forth. The candidates in attendance all gave a brief statement on why they are interested and what they can bring to the group moving forward.

**Sel. Barnes made a motion to appoint Amanda Borgman, Mark Spangenberg, Peter Harkey, Nicole Riley, Jim Sabitus and Beth Murphy to the Economic Development Committee for the remainder of FY19. The motion was seconded by Sel. McCaffrey and passed unanimously.**

**Sel. McCaffrey made a motion to appoint Sel. Barnes as the Board of Selectmen's designate on the Economic Development Committee as a voting member. The motion was seconded by Sel. MacInnes and passed unanimously.**

**18-274 Review and Approve Economic Development Committee's Charge**

Sel. McCaffrey said he'd look to the charge of the Board to be an advisory committee of seven with a member of the Board of Selectmen and a member of the Planning Board included as voting members with a broad strategy and to leave it to the Board itself to identify and prioritize specific steps.

Sel. Barnes reviewed her proposal for the committee's charge including fourteen likely activities and advocated for using the draft version from November 27, 2018. Sel. Barnes asked the Board to move forward with the activities list as she presented.

A discussion ensued about which version to move forward with and how detailed the charge should be.

**Sel. Barnes made a motion to accept the Economic Development Committee charge/purpose as presented by Sel. McCaffrey and amended as follows:**

**An advisory committee of 5 to 7 members, including one member of the Board of Selectmen and one member of the Planning Board, appointed annually by the BOS to make recommendations regarding the creation and implementation of an economic development strategy for Millis which will be adopted by the Board.**

**The economic development strategy should enhance the ability of the Town to work proactively to promote, encourage and facilitate the development of responsible and properly planned business and industrial growth within the community to expand and strengthen the local economy and diversify the community's tax base.**

**The committee is responsible for identifying and prioritizing specific action steps for the Board to consider to effectively implement an economic development plan which will carry out the development strategy to both:**

**(a) promote growth of existing businesses; and (b) attract new businesses to Millis.**

**This committee encourages a voice for local business and relevant stakeholders and a throughput process that will boost commercial revenue and local employment. The committee will utilize data and best practices identified by state, municipal, industry, business, research, chamber and higher education organizations in the formation of strategic proposals for the Board of selectmen's consideration.**

**The motion was seconded by Sel. McCaffrey and passed unanimously.**

18-275 Appointment of On Call Library Assistant

Mr. Guzinski read a brief memo from the Library Director and asked the Board to confirm his appointment of Jean Todesca as an On-Call Library Assistant.

**Sel. McCaffrey made a motion that the Board approves the Town Administrator's appointment of Jean Todesca as an On-Call Library Assistant pending a successful CORI and physical. The motion was seconded by Sel. Barnes and passed unanimously.**

18-276 Appointment of DPW HEO/Laborer

James McKay, DPW Director, asked the Board to ratify the Town Administrator's appointment of Kyle Lopez as Heavy Equipment Operator/Laborer pending a successful drug screen and completion of training for licenses.

**Sel. McCaffrey made a motion to appoint Kyle Lopez as Heavy Equipment Operator pending a successful drug screen and with the condition to obtain his 2A Hoisting Engineering License within six months of his start date and to obtain a CDL Class B within one year of hire. The motion was seconded by Sel. Barnes and passed unanimously.**

18-277 Approval of Phone Contract

Mr. Guzinski asked the Board to consider the approval of a phone contract with TPX for a new phone system at Town Hall, to go along with the new School, Police and Fire systems, pending final approval of the contract by Town Counsel. Mr. Guzinski said Diane Jurmain, as well as Wayne Klocko, was

instrumental in working on this contract and acquiring the pricing. Mr. Guzinski added that the current phones are antiquated and in dire need of replacing.

**Sel. McCaffrey made a motion to authorize the Town Administrator to approve the contract with TPX for a phone system once it has been approved to form by Town Counsel. The motion was seconded by Sel. Barnes and passed unanimously.**

18-278 Water/Sewer Abatement Request – Myrtle Street

Mr. McKay said the high water bill for 54 Myrtle Street was due to an irrigation leak over the summer while the homeowner was away. Mr. McKay said no sewer charges were incurred and the water was used. Mr. McKay added that only part of the bill has been paid and the bill would need to be paid in full if abatement were to be considered by the Board. Mr. McKay reviewed three options that were given to the Board to be considered as written by the Treasurer/Collector. The homeowner stated that he was not notified that there was a high water read by the Town. Mr. McKay said a letter was sent from the Town once a high water read occurred.

**Sel. McCaffrey made a motion, acting as Water/Sewer Commissioners, to deny the request for abatement. The motion was seconded by Sel. MacInnes. Sel. Barnes opposed. The motion passed 2-1.**

18-279 Approval of Common Victualler License – The Sandwich Shop

Karen Bouret introduced Gary Portway, the future owner of The Sandwich Shop which will replace Isabella's as of January 1, 2019 pending final signature of the P & S. Mr. Portway said the business will remain a sandwich and bakery pizza shop.

**Sel. McCaffrey made a motion to approve a Common Victualler for The Sandwich Shop. The motion was seconded by Sel. Barnes and passed unanimously.**

18-280 Approval of 2019 BOS Licenses

**Sel. McCaffrey made a motion that the Board grants licenses for calendar year 2019 as follows:**

Jui Xing, Inc.	Alcohol on Premises - Wine & Malt
Ryan Family Amusements, Inc.	Alcohol on Premises -Wine and Malt
Main Street Mobil, Inc.	Alcohol Pkg Store - Wine and Malt
Morganti's, Inc.	All Alcohol -Package Store
Millis Package Store Corp.	All Alcohol -Package Store
Kiara, LLC	All Alcohol -Package Store
AM Vets Post #495 Millis, MA, Inc.	All Alcohol -Veterans Club
<b>Jalapa Mexican Grill, LLC*</b>	<b>All Alcohol-Restaurant</b>
Rocklawn Restaurants, LLC	All Alcohol-Restaurant
Napper Tandys Millis, Inc	All Alcohol-Restaurant
Primavera, Inc.	All Alcohol-Restaurant

Barrett & Johnson Enterprises, Inc.	All Alcohol-Restaurant
AM Vets Post #495 Millis, MA, Inc.	Automatic Amusement
Barrett & Johnson Enterprises, Inc.	Automatic Amusement
Ryan Family Amusements, Inc.	Automatic Amusement (37)
Ryan Family Amusements, Inc.	Bowling Alley (22)
Bob's Auto Body	Class II
Export Auto of Millis	Class II
Foreign Car Repair	Class II
McGowan Auto Sales	Class II
Millis Car Care Center	Class II
Millis Collision	Class II
New England Auto Salvage	Class II
Farm Street Auto Sales	Class III
Millis Car Care Center	Class III
New England Auto Salvage	Class III
Millis Used Auto	Class III
W.T. Holmes Transportation Co., Inc.	Class III
Big Beef, Inc.	Common Victualler
Black Cow Ice Cream	Common Victualler
Millis Donuts, Inc.	Common Victualler
Millis Fitness, Inc.	Common Victualler
Jalapa Mexican Grill, LLC	Common Victualler
Rocklawn Restaurants, LLC	Common Victualler
King Street Café On The Charles, Inc.	Common Victualler
John Kazis, Inc.	Common Victualler
Jui Xing, Inc.	Common Victualler
St. George & St. Mary, Inc.	Common Victualler
Elkarma, Inc.	Common Victualler
Sellia Group, LLC	Common Victualler
AJRK, Inc.	Common Victualler
Napper Tandys Millis, Inc	Common Victualler
Primavera, Inc.	Common Victualler
Roche Brothers Supermarket	Common Victualler
Saigon Restaurant	Common Victualler
Twist Bakery & Café, Inc.	Common Victualler
Barrett & Johnson Enterprises, Inc.	Common Victualler
AM Vets Post #495 Millis, MA, Inc.	Entertainment
Big Beef, Inc.	Entertainment
Millis Donuts, Inc.	Entertainment
Millis Fitness, Inc.	Entertainment
Rocklawn Restaurants, LLC	Entertainment
King Street Café On The Charles, Inc.	Entertainment

John Kazis, Inc.	Entertainment
Napper Tandys Millis, Inc	Entertainment
Primavera, Inc.	Entertainment
Ryan Family Amusements, Inc.	Entertainment
Barrett & Johnson Enterprises, Inc.	Entertainment
Millis Used Auto	Junk & Materials
Bethany House Ministries, Inc.	Junk Collector
AM Vets Post #495	Pool Table
Barrett & Johnson Enterprises, Inc.	Pool Table
Fin, Fur & Feather Club, Inc.	Skeet and Trap Shooting

**With a condition that Jalapa’s all alcohol license is being issued contingent upon a successful reinspection by the Building Inspector and Fire Chief within 30 days of December 17<sup>th</sup>. The motion was seconded by Sel. Barnes and passed unanimously.**

18-281 Approval of Stormwater Utility Commitment to Collector

**Sel. McCaffrey made a motion to approve the annual Stormwater Utility Commitment to Collector for FY19 in the amount of \$657,954 and passed unanimously. The motion was seconded by Sel. Barnes and passed unanimously,**

18-282 Approval of Winter BOS Meeting Schedule

Mr. Guzinski recommended that the Board meet January 7<sup>th</sup>, January 28<sup>th</sup>, February 11<sup>th</sup>, and February 25<sup>th</sup> for regular Monday meetings and Saturday, February 9<sup>th</sup> from 9:00am-4:00pm for a special budget workshop where department heads will present their proposed FY20 budgets.

**ADJOURNMENT**

**Sel. Barnes made a motion to adjourn at 9:10pm and seconded by Sel. McCaffrey. The motion passed unanimously.**

Respectfully submitted: Karen M. Bouret