

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, February 11, 2019
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Sel. MacInnes called the meeting to order at 6:30 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.

EXECUTIVE SESSION

**To conduct strategy sessions in preparation for litigation if an open meeting may have a detrimental effect on the litigating position of the public body. (Coviello/Tanko) and (Pernice)
Sel. MacInnes – aye, Sel. Barnes – aye, Sel. McCaffrey, aye**

Return to regular session at 7:00pm.

ANNOUNCEMENTS

Sel. MacInnes announced that Millis Beautification Day will be on Saturday, April 27th, and encouraged residents to participate. An informational flyer will be posted on the website.

PUBLIC HEARINGS & SCHEDULED APPOINTMENTS

19-015 Approval of One-Day Alcohol License – Taste of Millis

Allison Maher, Treasurer of the Millis Boosters, announced that the Annual Taste of Millis will be held Thursday, March 28 from 6:30-9:00pm.

Sel. McCaffrey made a motion to approve the request for a One-Day Alcohol License for wine and malt beverages for the Annual Taste of Millis to be held at Encompass Fitness on Thursday, March 28 from 6:30-9:00pm. The motion was seconded by Sel. Barnes and passed unanimously.

19-016 Appt. of Economic Development Committee Member

Sel. Barnes made a motion to appoint Nathan Maltinsky to the Economic Development Committee for a term ending June 30, 2019. The motion was seconded by Sel. McCaffrey and passed unanimously.

SCHEDULED BUSINESS

19-018 Review/Approval of Credit Card Policy

Mr. Guzinski explained that the Town does not currently have a general credit card for use for the Town, but it has been found that having a credit card would be very useful for ordering items for the Town when invoicing is not an option. Carol Johnston, Finance Director, said she and the Treasurer have spoken to the Town auditors and reached out to other towns and has a proposed cardholder procurement card agreement for Millis. Ms. Johnston said the card will be held at the Treasurer's office and will be maintained there. There should be a quick turnaround for billing so that interest will not be incurred. Ms. Johnston explained that Charles River Bank is the Town's largest depository which is why that financial institution was chosen.

Sel. McCaffrey made a motion to approve the credit card procurement card agreement as presented by the Finance Director. The motion was seconded by Sel. MacInnes and passed unanimously.

PUBLIC HEARINGS & SCHEDULED APPOINTMENTS

19-017 Review/Approval of Acorn Place Sewer Connection

Dan Merrikin, of Legacy Engineering, asked for the Board's approval of the sewer connection for Acorn Place. Mr. Merrikin said the applicant has extended the option for six homes to get a sewer connection with the Town's hook-up fee but no betterment fee since that will be paid by the applicant. Mr. Merrikin said per a letter from GCG Associates, Inc., the Town's peer review, they have been given the go ahead.

Sel. Barnes made a motion to approve the request for approval of the sewer connection at Acorn Place, and to accept the site plans dated 12/31/18, and to include approval of six homes to hook up to the sewer connection with no betterment fee to be assessed to the homeowners, only the standard hook up fee. The motion was seconded by Sel. MacInnes and passed unanimously.

SCHEDULED BUSINESS

19-019 Review/Approval of Host Agreement with CommCan, Inc.

Sel. McCaffrey said that after many months of negotiation between the Town and CommCan, Inc., attorney Lisa Whelan has drafted a host community agreement, a five-year contract, which is now being presented to the Board for approval. Mr. McCaffrey reviewed the conditions and financial implications of the contract.

Sel. McCaffrey said the agreement will create a predictable stream of revenue by accepting a \$20,000.00 minimum quarterly payment or a minimum of 3% of annual gross sales as a community impact fee. Local sales tax is also 3% but will be delayed since the state receives that first. Sel. McCaffrey cautioned residents that the total figures are unknown at this time, but that all money, under state law, will go into the general fund.

Ellen Rosenfeld was in attendance. Ms. Rosenfeld said this is the last piece of her application for the sale of retail marijuana. Ms. Rosenfeld said in addition to the stipulations in the agreement, she will be providing badly needed kitchen appliances at the Council on Aging as a gift to the Town. Ms. Rosenfeld said that if a Police detail is required due to traffic related to opening of the retail establishment, that she will pay the details directly.

Sel. McCaffrey made a motion to approve the Host Community Agreement between the Town and CommCan, Inc. dated 2/11/19. The motion was seconded by Sel. MacInnes and passed unanimously.

Sel. MacInnes made a motion to authorize the Chair of the Board Selectmen to sign the Host Community Agreement between the Town and CommCan, Inc. dated 2/11/19. The motion was seconded by Sel. McCaffrey and passed unanimously.

19-021 Open 5/13/19 ATM Warrant

Sel. Barnes made a motion to open the 5/13/19 Annual Town Meeting Warrant effective immediately and to close the warrant effective 2/25/19 at 6:00pm. The motion was seconded by Sel. MacInnes and passed unanimously.

The Board asked the Town Administrator to compile a list from each individual Board member for possible agenda topics for Town Counsel to hold informational public meetings.

19-022 Schedule Spring BOS Meetings

Mr. Guzinski suggested a schedule of dates to include:

2/25, 3/11, 3/25, 4/8, 4/22,4/29, 5/13, 5/20, 6/3, and 6/17/19

Sel. McCaffrey noted that plans are to have a Tri-Board meeting on 3/6/19

19-020 Discuss Future Use of Town Property at 64 Exchange Street

Nate Maltinsky was in attendance. The Board discussed possible options for the Town-owned building, The Lansing Millis Memorial Building, at 64 Exchange Street which was up until recently leased by the Town to Woodside Montessori School but is now vacant. Mr. Guzinski said Marc Prufer, a local architect, has offered to do a walk-through of the building and offer advice and options from a professional standpoint. The Board will discuss the matter at the next meeting once Mr. Prufer has provided comment. Sel. Barnes asked that the Economic Development Committee be invited to participate in the walk-through.

ADJOURNMENT

Sel. McCaffrey a motion to adjourn at 8:50pm. The motion was seconded by Sel. Barnes and passed unanimously.

Respectfully submitted: Karen M. Bouret