



**Town of Millis**  
**Tri-Board Meeting**  
**Finance Committee, Select Board and School Committee**  
900 Main Street • Millis, MA 02054

**Meeting Agenda**

**Date:** Thursday, December 15, 2022

**Time:** 7:00 PM

**Location:** VMB Room #229 and Zoom Remote Platform

**The Meeting will be broadcast live on Millis Community Media Channels and Zoom Remote Platform:**

<https://us02web.zoom.us/j/87209897360>

**Finance Committee Attendees:**

Peter Berube, Chair □; Jodie Garzon, Vice Chair □; Peter Underhill, Clerk □; Joyce Boiardi □; Patrick Gatto □; Jonathan Loer □; Cathy MacInnes □; Sara Reyes □; John Steadman □

**Select Board Attendees:**

Erin Underhill (Chair) □; Craig Schultze (Vice Chair) □; Ellen Rosenfeld (Clerk) □

**School Committee Attendees:**

Steven Catalano (Chair) □; Denise Gibbons (Secretary) □; Robyn Briggs □; Marc Conroy □; Kerri Roche □

**Invited Guests:** Mike Guzinski □; Carol Johnston □; Robert Mullaney □; Terry Wiggin □

**Non-Committee Attendees:** Deirdre Gilmore

<b>Current Reserve Fund Balance:</b>	<b>\$ 50,000.00</b>
<b>Free Cash Balance:</b>	<b>\$1,163,680.71</b>
<b>Stabilization Fund Balance as of November 18, 2022:</b>	<b>\$2,088,358.48</b>

Time	Topic	Speaker
~7:00	Call Tri-Board Meeting to Order	Board and Committees
~7:05	SPED Funding	Board and Committees
~7:20	Town Department Needs (IT, DPW, Etc.)	Board and Committees
~7:35	Seniors	Board and Committees
~7:50	Building Maintenance	Board and Committees
~8:05	Capital Planning Resources/Budget, Software, Training, Etc.	Board and Committees
~8:20	FY24 Budget Timeline and Process	Board and Committees
~8:35	Marijuana Impact Funds: Incorporation of HCA Funding Items into Operating Budget Renegotiation of HCA	Board and Committees
~8:50	MSBA Timeline Refresher	Board and Committees
~9:05	Disposition of Town Assets (Braun Property, Etc.)	Board and Committees
~9:30	Adjourn	Board and Committees

**Important Dates:**

May 1, 2023 Spring Town Meeting

**Upcoming Meetings:**

To be determined

**To view Meeting Materials please click on the link:** <https://www.millisma.gov/meeting-materials/pages/fy23-meeting-materials>



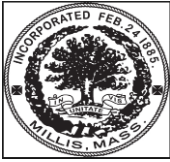
# Town of Millis

## Host Community Agreement

### Marijuana Impact Funds Request - FY2023

Department	Description of Expense	Total Expenses	Date of Proposed Funding
Administration	Administrative Support for HCA	\$9,200.00	Spring TM May 22
Administration	Administrative Support for HCA	\$9,200.00	Fall TM Nov 22
Administration	Social Work Services for the Town of Millis - Entire Community Support	\$35,000.00	Spring TM May 22
Administration	Social Work Services for the Town of Millis - Entire Community Support	\$35,000.00	Fall TM Nov 22
Board of Health	Cannabis use in e-cigarettes/vaping	\$4,000.00	Spring TM May 22
Library	Extend the hours Library is open to the public on Thursday evening until 8 pm	\$10,400.00	Spring TM May 22
Library	Extend the hours Library is open to the public on Saturdays during July & August	\$2,188.89	Spring TM May 22
Library	Extend the hours Library is open to the public on Friday evening until 8 pm	\$10,400.00	Spring TM May 22
Oak Grove Farm	Grounds improvements to encourage active outdoor recreation for children	\$17,055.00	Spring TM May 22
Police	School Resource Officer Salary	\$52,781.00	Spring TM May 22
Police	School Resource Officer Salary	\$40,678.92	Fall TM Nov 22
Police	Marijuana Stipend - per Contract FY23	\$10,800.00	Spring TM May 22
Police	Marijuana Training	\$45,000.00	Spring TM May 22
Recreation	Teen Program Coordinator-20 hours (\$23/hour)	\$11,960.00	Spring TM May 22
Recreation	Teen Program Coordinator-20 hours (\$23/hour)	\$11,960.00	Fall TM Nov 22
Recreation	2/3 of Benefits (\$1,247.37/month) Teen Coordinator	\$14,968.44	Spring TM May 22
Recreation	Staff for Inclusive Camp- 4 weeks	\$10,880.00	Spring TM May 22
Recreation	Supplies , Equipment, Porta Potty, Water/Pizza/Snacks	\$2,000.00	Spring TM May 22
School	School Adjustment Counselor - 1.0 FTE	\$71,631.00	Fall TM Nov 22
School	Social Emotional Learning Program Teacher - 1.0 FTE	\$35,815.50	Spring TM May 22
School	Social Emotional Learning Program Teacher - 1.0 FTE	\$35,815.50	Fall TM Nov 22
School	After-school activities through Extended Day Program	\$10,000.00	Spring TM May 22
School	Vaping Detectors Middle/High School Bathrooms/Locker Rooms	\$21,000.00	Spring TM May 22
<b>Marijuana Impact Funds Request - FY2023</b>		<b>\$507,734.25</b>	

	Marijuana Impact Funds Request - FY2023	\$303,448.83	Spring TM May 22
	Marijuana Impact Funds Request - FY2023	\$204,285.42	Fall TM Nov 22
<b>Marijuana Impact Funds Request - FY2023</b>		<b>\$507,734.25</b>	



# Town of Millis

## FY24 Budget

### *Preliminary* Key Dates & Deliverables

ITEM	DATE	TOPIC/DELIVERABLE	RESPONSIBLE
December			
	12/16/2022	FY24 Distribution of Budget Templates to Departments Heads	Finance Director
January			
	1/13/2023	FY24 Draft Departmental Budget Templates due to Finance Office	Department Heads
	1/23/2023 to 2/3/2023	Administration Meetings with Dept Heads to review FY24 Budget Submission	Town Admin., Finance & Dept Heads
February			
	2/6/2023	Select Board Meetings with Dept Heads to review FY24 Budget Submission	Select Board & Dept Heads
	2/14/2023 to 2/28/2023	Finance Committee Meetings with Dept Heads to review FY24 Budget Submission	Finance Committee & Select Board
March			
	3/1/2023 to 3/31/2023	Finance Committee Meetings with Dept Heads to review FY24 Budget Submission	Finance Committee & Select Board
April			
	4/1/2023 to 4/30/2023	Preparation of FY24 Annual Budget Presentation for Town Meeting	Town Admin. & Finance
	4/21/2023	Finance Committee Report for Residents sent to Printer	Finance Committee
May			
	5/1/2023	Budget presented to Town Meeting	Finance Committee & Select Board