

Conservation

		FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 TM ADOPTED	FY2022 REQUESTS	FY2022 PROPOSED
CONSERVATION 011710								
<i>Personnel Services</i>								
	Salaries Clerical	\$15,102	\$13,226	\$12,926	\$16,546	\$16,135	\$16,889	
	Longevity	\$325	\$325	\$375	\$375	\$425	\$425	
	Total	\$15,427	\$13,551	\$13,301	\$16,921	\$16,560	\$17,314	\$0
<i>Expenses</i>								
	Supplies and Expenses	\$2,346	\$2,856	\$2,737	\$2,396	\$4,777	\$4,777	
	Two Form 6s (Pleasant & Village St.)						\$4,750	
	Total	\$2,346	\$2,856	\$2,737	\$2,396	\$4,777	\$9,527	\$0
TOTAL BUDGET		\$17,773	\$16,408	\$16,038	\$19,317	\$21,337	\$26,841	\$0

DEPARTMENT: Conservation Commission

BUDGET NARRATIVE**Description of Department Function**

Describe the overall mission or purpose of the Department.

The Millis Conservation Commission is responsible for the enforcement of the regulations associated with the Massachusetts Wetlands Protection Act (Chapter 131 of the MA General Laws), Article XIX, Town of Millis Wetlands Protection Bylaw and associated Wetlands Protection Rules and Regulations. In addition, it is also charged with the plan of the Open Space Program for the Town of Millis.

Programs and Sub-Programs

Consider and list the actual Programs and Sub-Programs Executed by the Department

Accomplishments

Describe the major describable accomplishments or measurable activities in FY20 or CY21. Use statistics whenever possible.

The Conservation Commission typically meets once to twice monthly to conduct public hearings, address wetland concerns, review applications/plans, and issue Order of Conditions and numerous other permits, etc. on proposed projects. Additionally, members of the Commission participate in numerous site visits.

FY22 Departmental Goals

Describe the initiatives and accomplishments planned for FY22

The Conservation Commission proposes the following ongoing activities for FY22 in addition to its routine jurisdictional responsibilities:

Continued maintenance and improvements to properties administered by the Conservation Commission. Development and maintenance of trails, bicycles and cross-country skiing routes on properties administered by the Commission.

Spending Highlights for FY22

Explain any significant budget changes from FY21

The Conservation Commission proposes only that which is absolutely necessary for the adequate protections of the environment and natural resources of the Town of Millis.

Non-tax Funding

List any expected non-tax revenues that will be used to fund department activities, including an estimate to be received.

The Millis Conservation Commission approved and adopted the Town of Millis Wetlands Protection Rules and Regulations to be promulgated under Article XIX, Wetlands Protection Bylaw, effective August 6, 2007. The Commission can require applicants to cover the cost of engineers, wetland scientists, wildlife biologists or other experts in cases where they are needed. Wetland filing fees are collected under the Wetlands Protection Act.

TOWN OF MILLIS
FISCAL YEAR 2022 BUDGET

Form 2

Form #2

DEPARTMENT: Conservation Commission

PERSONNEL SUMMARY

NAME	POSITION-PAY ITEM	CURRENT TOTAL ANNUAL SALARY	HRS/ WEEK	GRADE	STEP	ANNIV DATE	ANNUAL SALARY # WKS/HRS @ SAL	BASE SALARY	OTHER PAY	LON- GEVITY	TOTAL SALARY
Camille Standley	Dept. Asst. II	\$16,560.00	12	6	10	9/14	52wksX12hrsX26.98/hr	\$16,889.48		\$425.00	\$17,314.00
SUBTOTAL/TOTAL								\$16,889.48	\$0.00	\$425.00	\$17,314.00

TOWN OF MILLIS

FISCAL YEAR 2022 BUDGET

STAFFING HISTORY

Department: Conservation Commission

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Position	FTE	FTE	FTE	FTE	FTE	FTE
Dept. Assistant II - 12 hrs. week only	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SUBTOTAL/TOTAL						

Budget Request Above Level Service

Title: Improvements to Pleasant Meadows Farm

Description of Request:

Add additional signage as noted in 6.2.1 of the Open Space Recreational Plan. Replace the aging picnic table with an more durable table. Replace old bench at entrance and add one at the overlook of Tangerini Farm. This will enhance the potential of this outstanding property.

Detailed Cost Impact:

The cost of this upgrade is estimated at less than \$4,000. With approval, detailed plans and multiple quotes will be obtained as submitted to the Conservation Commission prior to implementation.

Justification for Request

Attach copies of reports, master plans, or supporting documentation)

see attached spreadsheet and budget estimates.

Proposed Investments in Pleasant Meadows Farm

Item	Budget per	Quantity	Cost	Notes
72 Pleasant Street				
Picnic table	\$ 948.00	1	\$ 948.00	There is not one now, but in poor shape
Benches 6'	\$ 818.85	2	\$ 1,637.70	Replace the one at start and add one overlooking Tangerini Farm
ConCom sign	\$ 210.45	1	\$ 210.45	
Rules Sign	\$ 56.00	1	\$ 56.00	
Posts	\$ 27.00	3	\$ 81.00	
Installation	\$ 125.00	2	\$ 250.00	
Contingency			\$ 477.47	15%
			<u>\$ 3,660.62</u>	

Providence Walk-Thru Picnic Tables

AS LOW AS
\$818.85



Product Details

DESCRIPTION

Convenient walk-thru design has easy seating access for young and old.

- ♦ Perfect for picnic areas, parks, schools, and more
- ♦ Recycled Black plastic frame with plastic BarcoBoard™ seats and top
- ♦ Commercial-grade plastic injection molded, ribbed and reinforced boards
- ♦ 50 year guarantee against breakage
- ♦ Maintenance-free & will never need paint or stain
- ♦ A perfect low-cost solution

- ♦ UV and moisture resistant
- ♦ Lab tested for UV-fading and extreme weather to ensure durability
- ♦ Assembly hardware included; some assembly required
- ♦ Keep all screws loose during assembly until entire table is assembled
- ♦ Two top/seat colors available with wood grain finish
- ♦ ADA version available

NOTE: All 8ft. picnic tables ship on oversized pallets. If you do not have access to a forklift and/or loading dock at your facility - please contact customer service to further assist with a custom shipping solution for delivery. Due to the size of this product, Liftgates cannot be used to move this product on and off the delivery truck.

DOCUMENTS AND INSTRUCTIONS

★ REVIEWS	Assembly Instructions [Size: 534.5 KB]
	Specifications [Size: 137.6 KB]

SPECIFICATIONS

SKU	ABM1430	ABM1435
Model Name	6' Table	8' Table
Material	Plastic	Plastic
Mount Type	Portable	Portable
Shape	Rectangular	Rectangular
Seats	6	8
Seat Dimensions	72" L x 9.5" W x 20" H	96" L x 9.5" W x 20" H
TableTop Dimensions	72" L x 29" W x 33" H	96" L x 29" W x 33" H
Footprint Dimensions	72" l x 61.75" w	96" l x 61.75" w
Height	33"	33"

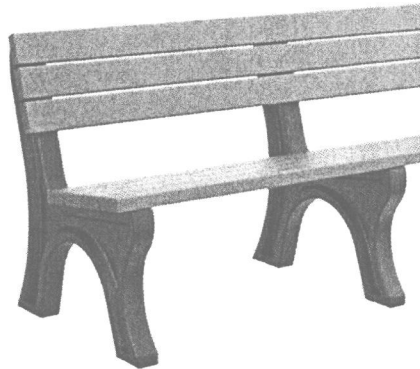
Victory Benches

AS LOW AS

\$

890

* REVIEWS



Product Details

DESCRIPTION

Economical recycled plastic bench comes with a 50-year guarantee.

- ♦ Seat/Back: Recycled plastic
- ♦ Seat Length Options: 4 ft., 5 ft., 6 ft. or 8 ft.
- ♦ Frame: Recycled plastic
- ♦ Elegant, sleek design in recycled plastic
- ♦ Durable maintenance-free construction
- ♦ No sealing or painting, ever
- ♦ Won't rot, crack or splinter

Perma-Line Corp

REMIT ADDRESS

P.O. Box 1022

Easton, MA 02334-1022

Phone # 508-588-6240

Fax # 508-587-2110

E-mail

steve@perma-line.com

Web Site

www.perma-line.com

Quote

Date	Quote #
12/9/2020	17300

Name Address
Town of Millis Millis Town Hall 900 Main St Millis, MA 02054

Ship To
DPW BARN 7 Water St Millis, MA 02054 508-376-5424

Terms	Rep
Net 30	

Qty	Item	Description	Unit Rate	Total
4	*M	Finished Traffic Signs - *Prismatic* 23 1/2 x 13.5 1/2 Green w/ White Letters and Seal (double Sided) Millis Conservation Commission (SEAL) Conservation Land	145.25	581.00
4	*M	23 1/2 x 7 1/2 Green w/ White Letters (Double Sided) Regency At Glen Ellen Open Space	65.00	260.00
4	*M	24x24 White w/ Green Letters PLEASE COMPLY WITH THE FOLLOWING REGULATIONS (RULES ATTACHED)	55.50	222.00

Subtotal	\$1,063.00
Sales Tax (0.0%)	\$0.00
Total	\$1,063.00

DEPARTMENT: Conservation Commission

Budget Request Above Level Service**Title:** Improvements to Village Street Conservation Area**Description of Request:**

Add additional signs as noted in 6.2.1 of the Open Space Recreational Plan. The new signs will show the hiking trail and the boundary into private land. An additional set of rules will be placed at the edge of the woods along with trail signs at the two entrances, and a sign showing the end of the property.

Detailed Cost Impact:

The cost of four signs with posts and installation is estimated at \$750. With approval, detailed plans and multiple quotes will be obtained as submitted to the Conservation Commission prior to implementation.

Justification for Request

Attach copies of reports, master plans, or supporting documentation)

see attached spreadsheet and budget estimates.

Proposed Investments in Village Street

Item	Budget per	Quantity	Cost	Notes
72 Pleasant Street				
Rules Sign	\$ 56.00	1	\$ 56.00	
Trail Signs	\$ 14.75	2	\$ 29.50	
Boundary Sign	\$ 56.00	1	\$ 56.00	
Posts	\$ 27.00	4	\$ 108.00	
Installation	\$ 125.00	3	\$ 375.00	
Contingency			\$ 93.68	15%
			<u>\$ 718.18</u>	

Perma-Line Corp

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Quote

Date	Quote #
12/9/2020	17300

Name Address
Town of Millis Millis Town Hall 900 Main St Millis, MA 02054

Ship To
DPW BARN 7 Water St Millis, MA 02054 508-376-5424

Terms	Rep
Net 30	

Qty	Item	Description	Unit Rate	Total
4	*M	Finished Traffic Signs - *Prismatic* 231x 13.51Green w/ White Letters and Seal (double Sided) Millis Conservation Commission (SEAL) Conservation Land	145.25	581.00
4	*M	231x 71Green w/ White Letters (Double Sided) Regency At Glen Ellen Open Space	65.00	260.00
4	*M	24x24 White w/ Green Letters PLEASE COMPLY WITH THE FOLLOWING REGULATIONS (RULES ATTACHED)	55.50	222.00

Subtotal	\$1,063.00
Sales Tax (0.0%)	\$0.00
Total	\$1,063.00