



**June 29, 2020**

**ANNUAL  
TOWN MEETING WARRANT**

**TOWN OF MILLIS  
COMMONWEALTH OF MASSACHUSETTS**

**NORFOLK, SS.**

**GREETING:**

To either of the Constables of the Town of Millis in said county, in the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Millis qualified to vote in elections and in town affairs, to meet on Monday, the twenty-ninth day of June, AD 2020 at 7:30 p.m. in the Middle-Senior High School Gymnasium located at 245 Plain Street in said Millis:

**FOR THE BUSINESS MEETING, THEN AND THERE,  
TO ACT ON THE FOLLOWING ARTICLES, VIZ**

## **SPRING 2020 TOWN MEETING ARTICLE LIST**

1. Unpaid Bills
2. FY20 Additional Wages and Expenses
3. FY21 Operating Budget
4. Sewer Enterprise Fund
5. Water Enterprise Fund
6. Stormwater Enterprise Fund
7. Consent Agenda
  - Amendments to the Personnel Plan
  - Board of Health Appointing Authority
  - Revolving Funds
  - Community Preservation Fund
8. Independent Annual Audit
9. Capital Items
10. New Computers Lease
11. Reallocation of DPW Capital Project Expenses
12. Ratify Water Infrastructure Maintenance Contract
13. Community Preservation Historic Resource Reserve Fund
14. Community Preservation Memorial Field Improvements Project
15. Board of Assessors – FY21 Personal Property Interim Year Inspections
16. Medicare/Medicaid Reimbursement Services
17. Unemployment Insurance Fund

## TOWN OF MILLIS

### June 29, 2020 SPRING ANNUAL TOWN MEETING WARRANT

**ARTICLE 1.** To see if the Town will vote to transfer from available funds or by transfer from the Stabilization Fund, a sum of **\$1,056.32** to pay the following **unpaid bills** incurred by Town departments from previous fiscal year(s), or take any other action in relation thereto.

DPW General Fund	<b>\$204.48</b>	Millis Police Detail
DPW General Fund	<b>\$223.60</b>	Millis Police Detail
DPW General Fund	<b>\$473.62</b>	Town of Millis
DPW Sewer Enterprise	<b>\$154.62</b>	Power Up Generator

(Submitted by The Select Board)

*4/5ths majority*

**ARTICLE 2.** To see if the Town will vote to transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for **additional wages or expenses** not sufficiently funded under Article 4, Operating Budget, of the May 13, 2019 Annual Town Meeting, or take any other action in relation thereto.

(Submitted by The Select Board)

*2/3 majority if stabilization funds used*

**ARTICLE 3.** To see if the Town will vote to fix the compensation of elected officers, provide for a reserve fund, and determine what sums of money the Town will raise and appropriate, including appropriations from taxation, by transfer from available funds, and/or the Stabilization Fund to **defray charges and expenses to the Town, including debt and interest, and a reserve fund**, for the fiscal year beginning July 1, 2020, or take any other action in relation thereto.

(Submitted by The Select Board)

*2/3 majority if stabilization funds used*

**ARTICLE 4.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the sewer enterprise fund beginning July 1, 2020**, including a reserve fund, or take any other action in relation thereto.

(Submitted by The Select Board)

*Simple majority*

**ARTICLE 5.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the water enterprise fund beginning July 1, 2020**, including a reserve fund, or take any other action in relation thereto.

(Submitted by The Select Board)

*Simple majority*

**ARTICLE 6.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the stormwater enterprise fund beginning July 1, 2020**, including a reserve fund, or take any other action in relation thereto.

(Submitted by The Select Board)

*Simple majority*

**CONSENT ARTICLE 7.** To see if the Town will vote the following consent articles:

1. To see if the Town will vote to adopt **amendments to Schedule A-Salary Plan of the Town of Millis Personnel Plan** effective July 1, 2020, as shown in the FY21 Finance Committee Report, or take any other action in relation thereto.

(Submitted by The Select Board)

*Simple majority*

2. To see if the Town will vote in accordance with M.G.L., Chapter 41, section 4A, and Chapter 268A, to authorize the **Board of Health to appoint any of its members to another town office or position for which it has appointing authority**, for the term provided by law, if any, otherwise for a term not exceeding one year, and fix the salary of such appointee, notwithstanding the provision of M.G.L. Chapter 41, Section 108, or act in any manner in relation thereto.

(Submitted by the Board of Health)

*Simple majority*

3. To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E½, to establish the following fiscal year spending limit for the Town's established revolving funds for Fiscal year 2021:

<b>AUTHORIZED REVOLVING FUNDS</b>	<b>FISCAL YEAR EXP. LIMIT</b>
Oak Grove Farm Maintenance Fund	\$ 35,000.00
Animal Control Shelter Fund	\$ 3,000.00
Fire Alarm Fund	\$ 10,000.00
Historical Commission Fund	\$ 12,000.00
Ambulance Department Fund	\$ 20,000.00
Council on Aging Transportation Fund	\$ 5,000.00
VMB Custodial/Maintenance Fund	\$ 6,000.00
School Food Service Fund	\$ 360,000.00
School Transportation Fund	\$ 500,000.00
Stormwater Management Fund	\$ 10,000.00
BOH Medical Servs./Vaccination Fund	\$ 20,000.00
BOH Rabies Clinic/Program Fund	\$ 2,500.00
School Athletic Fields Fund	\$ 35,000.00
School Extracurricular Fund	\$ 8,000.00
Library Special Use Fund	\$ 10,000.00
Recreation Fund	\$ 200,000.00
Tobacco Control Program	\$ 1,000.00

(Submitted by The Select Board)

*Simple majority*

4. To see if the Town will vote to raise and appropriate a sum of money or reserve a sum of money from the **Community Preservation Fund**, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve,

or the Budgeted Reserve from annual revenues in the amounts recommended by the Community Preservation Committee for administrative expenses, community preservation projects and/or other expenses in fiscal year 2021, with each item to be considered a separate appropriation or act in any manner in relation thereto.

Appropriations:

From 2021 estimated revenues for Committee Administrative Expenses	\$10,746.00
(To be divided equally: \$5,373.00 CPC Salary Account: \$5,373.00	CPC Expenses)
From Undesignated Fund Balance for Long Term Debt- Principal	\$25,000.00
From Undesignated Fund Balance for Long Term Debt- Interest	\$11,075.00

Reserves:

From FY2021 estimated revenues for Historic Resources Reserve	\$21,492.00
From FY2021 estimated revenues for Community Housing Reserve	\$21,492.00
From FY2021 estimated revenues for Open Space Reserve	\$21,492.00
From FY2021 estimated revenues for Budgeted Reserve	\$80,000.00

(Submitted by the Community Preservation Committee))

Simple majority

**ARTICLE 8.** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money for **an independent audit** of all accounts of all departments of the Town, or take any other action in relation thereto.

(Submitted by The Select Board)

*Simple majority*

**ARTICLE 9.** To see if the Town will vote to raise and appropriate or transfer from available funds, by transfer from the Stabilization Fund, or by borrowing the sum of **\$485,100 to fund the following capital items:**

<u>Department</u>	<u>Capital Item</u>	<u>Amount</u>
Schools	Committed Bus Leases	\$ 89,999
Schools	Committed Computer Leases	\$ 46,600
Police	Committed Police Cruiser Leases	\$ 31,913
Police	Crosswalk Signals (4)	\$ 40,000
Water EF	Drinking Water Risk/Resilience Assessment	\$ 40,000

Water EF	Water Tank(s) Assessment/Management Program	\$199,921
W/S EF	Radio Communication System for DPW Vehicles	\$ 36,667

**Total    \$ 485,100**

Or take any other action in relation thereto.

(Submitted by The Select Board)

*2/3 majority if stabilization funds or borrowing used*

**ARTICLE 10.** To see if the Town will vote to raise and appropriate or transfer from available funds, or by transfer from the Stabilization fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of **\$23,300** for new and previously approved lease/purchase(s) for **computers for the Millis Schools**, or take any other action in relation thereto.

(Submitted by the School Committee)

*2/3 majority if stabilization funds or borrowing used*

**ARTICLE 11.** To see if the Town will **appropriate unexpended money**, originally appropriated under (i) Article 9 of the warrant for the November 5, 2012 town meeting to finance DPW HVAC repairs, (ii) Article 24 of the warrant for the November 2, 2015 town meeting to finance DPW roof repairs, and (iii) Article 30 of the warrant for the May 9, 2016 town meeting to finance DPW garage repairs, **to instead pay a portion of the costs of the DPW facility construction, renovation, and remodeling project approved under Article 13 of the warrant at the May 13, 2019 town meeting**, including the payment of all costs incidental and related thereto, as permitted by Chapter 44, Section 20 of the General Laws; or take any other action relative thereto.

(Submitted by Select Board)

*2/3 majority if repurposing borrowed funds*

**Article 12.** To see if the Town will vote, in accordance with G.L .c 40 §§62-69 to authorize the Select Board to **enter into a contract of up to twenty years for the purpose of inspecting, maintaining, repairing, modifying and providing asset management services for the Town's water tanks at Farm Street and Walnut Street** on terms and conditions the Board deems in the best interest of the Town, or take any action relative thereto.

(Submitted by Select Board)

*Simple Majority*

**ARTICLE 13.** To see if the Town will vote to appropriate a sum of money from the Community Preservation Historic Resource Reserve Fund for the **Preservation & Rehabilitation of the Henry F. Walling Map**, or take any other action in relation thereto.

(Submitted by the Community Preservation Committee)

*Simple majority*

**ARTICLE 14.** To see if the Town will vote to appropriate a sum of money from the Community Preservation Fund Open Space Reserve and/or the Community Preservation Fund Budgeted Reserve and/or Undesignated Fund for the **Memorial Fields Improvements Project**, or take any other action in relation thereto.

(Submitted by the Community Preservation Committee)

*Simple majority*

**ARTICLE 15.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the stabilization fund, the sum of **\$15,600 for Fiscal Year 2021 Personal Property interim year inspections and Real Estate interim year revaluations**, or act in any manner relating thereto.

(Submitted by Board of Assessors)

*2/3 majority if stabilization funds used*

**ARTICLE 16.** To see if the Town will vote to raise and appropriate or transfer from available funds, or by transfer from the Stabilization fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **Medicare/Medicaid Reimbursement Services**, or take any other action in relation thereto.

(Submitted by the Select Board)

*2/3 majority if stabilization funds or borrowing used*



**ARTICLE 17.** To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of **\$75,000.00 for the Unemployment Insurance Fund**, or take any other action in relation thereto.

(Submitted by the Select Board)

*Simple Majority*

And, you are hereby directed to serve this Warrant by posting attested copies hereof fourteen days before time of said meeting as directed by the vote of the Town. Hereof fail not and make due return of this Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 1<sup>st</sup> day of June in the year two thousand and twenty.

**TOWN OF MILLIS  
SELECT BOARD**

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Loring Barnes Edmonds, Chair

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James J. McCaffrey, Vice-Chair

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Peter C. Jurmain, Clerk

**A True Copy, Attest**

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**Lisa J. Hardin, Town Clerk**

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**Helen R. Kubacki, Constable  
Town of Millis**