



TOWN OF MILLIS

Finance Committee 900 Main Street • Millis, MA 02054

*Peter Berube, Chair
Craig Schultze, Vice Chair
Doug Riley, Clerk
Joyce Boiardi
Jim Borgman
Jodie Garzon
Cathy MacInnes
Katie Tieu*

Meeting Agenda

Date: Wednesday, March 17, 2021
Time: 7:00 PM
Location: Remote

The Meeting will be broadcast live on: Zoom Virtual Platform: <https://us02web.zoom.us/j/82124822228>
The Meeting will be recorded and posted to the Town's Website at a later date.

Committee Attendees:

Peter Berube, Chair ☐; Craig Schultze, Vice Chair ☐; Doug Riley, Clerk ☐; Joyce Boiardi ☐; Jim Borgman ☐; Jodie Garzon ☐; Cathy MacInnes ☐; Katie Tieu ☐

Non-Committee Attendees: Deirdre Gilmore

Invited Guests: Mike Guzinski ☐; Carol Johnston ☐; Chief Barrett ☐; Chief Soffayer ☐; Kim Tolson ☐; Rich Nichols ☐; Select Board Member ☐

Current Reserve Fund Balance: \$ 36,000.00
Certified Free Cash: \$ 425,990.34
Stabilization Fund Balance as of December 31, 2020: \$1,834,244.59

Agenda		
Time	Topic	Speaker
~7:00	Call Meeting to Order	Pete Berube
~7:05	Fire and Rescue FY22 Budget Request Discussion	Chief Barrett
~7:15	Emergency Management FY22 Budget Request Discussion	Chief Barrett
~7:25	Police FY22 Budget Request Discussion	Chief Soffayer
~7:40	Library FY22 Budget Request Discussion	Kim Tolson
~8:00	Planning Board Warrant Articles Discussion	Rich Nichols
~8:25	CARES Act and other Financial Updates	Carol Johnston
~8:45	Spring 2021 Town Meeting Warrant Article Discussion	Mike Guzinski
~8:55	Spring 2021 Town Meeting Warrant Article Assignments	Committee
~9:10	Finance Committee Policies and Procedure Handbook Review and Discussion	Committee
~9:15	Liaison to the Community Preservation Act Committee	Committee
~9:20	Old Business/New Business	Committee
~9:25	Finance Committee Meeting Minutes Approval: March 10, 2021 - Postponed	Committee
~9:30	Adjourn	Committee

Important Dates:

April 14, 2021 – Final Recommendations
April 19, 2021 – Finance Committee Report – Printer
April 26, 2021 – Finance Committee Report - Residents
April 28, 2021 – Pre-Town Meeting/Public Hearing
Spring Town Meeting – Saturday, May 1, 2021 or Monday, May 3, 2021

Upcoming Meetings:

Wednesday, March 24 2021

To view Meeting Materials please click the link: <https://www.millisma.gov/meeting-materials/pages/fy21-meeting-materials>

		Fire Department						
		FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 TM ADOPTED	FY2022 REQUESTS	FY2022 PROPOSED
FIRE DEPARTMENT 012200								
<i>Personnel Services</i>								
	Holiday Pay	\$34,780	\$40,885	\$53,212	58,137	64,320	74,094	
	Salary Department Head	\$115,903	\$118,826	\$121,320	123,750	141,000	145,230	
	Fire wages	\$251,998	\$346,600	\$402,595	447,854	434,787	437,669	
	Wages Clerical		\$0	\$0	21,688	27,373	28,275	
	Rescue Wages	\$296,366	\$318,549	\$388,047	355,815	366,453	366,453	
	Paramedic		\$0	\$22,557	65,558	66,468	69,061	
	Wages Overtime	\$51,625	\$82,494	\$98,865	105,657	135,000	135,000	
	On-Call Wages	\$80,252	\$61,507	\$87,766	66,973	75,000	75,000	
	Night Differential		\$0					
	Shift Coverage	\$167,347	\$187,332	\$202,898	185,712	160,000	160,000	
	Traing Overtime	\$17,509	\$32,484	\$41,641	19,844	22,603	25,000	
	Longevity	\$5,750	\$5,575	\$5,775	6,175	6,950	7,725	
	Stipends	\$31,203	\$31,285	\$39,353	41,451	49,211	54,888	
	ALS Coordinator		\$0	\$0	-	4,000		
	Total	\$1,052,734	\$1,225,537	\$1,464,028	1,498,614	1,553,165	1,578,396	-
<i>Expenses</i>								
	EMT Certification	\$9,051	\$6,581	\$6,441	10,319	10,000	10,000	
	Training	\$100	\$24,645	\$1,716	6,398	5,750	5,750	
	Consulting Services			\$10,000	10,000	10,000	15,000	
	Printing	\$356	\$357	\$952	42	700	700	
	Supplies and Expenses	\$42,505	\$35,307	\$35,107	44,594	35,000	25,000	
	Medical Supplies						15,000	
	Telephone		\$6,329	\$8,263	8,733	8,000	8,000	
	Postage	\$30	\$26	\$149	84	100	100	
	Oxygen	\$586	\$720	\$687	910	1,500	-	
	Clothing/Uniforms	\$14,927	\$19,455	\$16,822	18,314	47,000	25,000	
	Equipment	\$12,810	\$8,129	\$8,043	14,344	16,000	16,000	
	Hazmat Truck		\$0	\$0	-	1,000	1,500	
	Equipment Repairs	\$5,529	\$6,414	\$11,813	15,622	9,000	10,000	
	Maintenance Fire	\$838	\$595	\$5,088	6,590	3,000	3,000	
	Vehicle Supply Repair	\$16,059	\$18,780	\$15,444	9,823	20,000	20,000	
	Gasoline/Oil	\$10,421	\$10,316	\$12,758	4,551	10,800	10,800	
	Administrative Expenses	\$3,250	\$9,376	\$8,713	2,662	8,000	8,000	
	Heat & Fuel		\$5,263	\$8,088	10,950	8,500	8,500	
	Water/Sewer		\$4,425	\$5,069	3,921	7,000	7,000	
	Electricity		\$19,645	\$21,740	18,713	15,000	15,000	
	Total	\$116,463	\$176,364	\$176,890	186,569	216,350	204,350	-
TOTAL BUDGET		\$1,169,197	\$1,401,901	\$1,640,918	1,685,183	1,769,515	\$1,782,746	-

DEPARTMENT:

BUDGET NARRATIVE**Description of Department Function**

Describe the overall mission or purpose of the Department.

The purpose of the Millis Fire/Rescue Department is to respond to all emergency and non-emergency calls for service from the residents of Millis and neighboring communities.

These calls include but are not limited to:

Fires	Medical Emergencies	Motor Vehicle Accidents
Hazardous Materials		Weather Related Emergencies
Carbon Monoxide Emergencies	Brush Fires	Ice/Water Rescues
Gas Emergencies	Missing Persons	Floods
Mutual Aid Fire/Medicals	Technical Rescues	Inspections Building Plan Review
Code Compliance	Public Education	Permitting

The Millis Fire/Rescue Department is staffed by 30 dedicated members. Those members make up our combination Fulltime and On Call Department. Our fulltime members handle the first emergency that is called in and On Call and off duty fulltime members respond back to the station to handle any other emergencies that come in.

Current Staffing:

1 Fulltime Fire Chief	1 On Call Deputy Chief	4 Fulltime Lieutenants
16 Fulltime Firefighter/EMT's	14 On Call Firefighter/EMT's	

Fire Chief: Monday-Friday 8am- 4pm Responds to calls as needed 24hrs/day, 365 days/yr.

On Call Deputy Chief: Responds to emergencies as needed, attends meetings and coordinates trainings

Full Time Members: Work a 4-group system, groups consist of 1 Lieutenant and 2 Firefighter/EMT's

Groups work a 24hr shift on/ 24hrs off/24 hrs. on/96hrs off.

On Call Members: Are assigned to a Group that follows the fulltime shift schedule and are responsible to cover from 6pm-6am. Additionally they must attend department trainings and meetings. Many on call members cover shifts for fulltime members when they are out.

Programs and Sub-Programs

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

Structural Firefighting	Emergency Medical Services both BLS and ALS
Fire Prevention and Code Compliance	Fire and Public Education
CPR and First Aid	

Accomplishments

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

2020 Staffing for Adequate Fire and Emergency Response Grant: Funding for 4 Firefighters for 3 years \$978,000. This allowed us to meet the NFPA standard set forth for the correct staffing for our department.

Emergency Management Preparedness Grant: Funding for equipment to deal with any emergency in town, \$5,000.

Firefighter Equipment Grant: A state grant to purchase equipment for the firefighters, \$12,500.

2020 was a tough year for all departments, the Fire Rescue department had to respond to, treat and prevent the spread of COVID 19. Providing the proper PPE for my department as well as the town was the primary mission. Our members were provided with enough PPE to protect them, the testing as needed and the vaccination once it was available.

FY22 Departmental Goals

Describe the initiatives and accomplishments planned for FY22

The departments goals will be to work closely with other town departments to control the spread of COVID 19, establish clinics to vaccinate our population and reduce the amount of positive cases in our community.

One of the biggest goals the department has is to continue to strengthen staffing by filling empty On call positions.

Continually prepare for the Town growth and facilities, buildings, neighborhoods that are set to come on line in the next few years.

Spending Highlights for FY22

Explain any significant budget changes from FY21

\$5,000 increase to our Consulting Services line: To run an Ambulance in Massachusetts a department must have an Affiliate Medical Control Director from a Hospital or multiple hospitals. In Norfolk county there is a Service zone medical director that we currently contribute \$10,000 for the Doctor to oversee all EMT's & Paramedics within our service. Until last year our Affiliate Medical control Director was the same Doctor who worked for Norwood Hospital. With Norwood Hospital closing we needed to acquire a new Affiliate Medical Control Director. We were able to obtain an agreement with Dr. Morris from Metrowest Medical Center in Framingham. With this comes a fee of \$5,000 per year. Dr. Morris agreed to waive the fee during the remainder of this fiscal because we did not budget for it, but with a new fiscal budget we need to add it. Our affiliate medical control director works directly with our service zone medical director and our EMS Coordinator. They work on patient care report reviews, new policies, new medication administrations, training and discipline if necessary. We are luck because all three work very well together. Medical Control acts as guidance to EMT's & Paramedics during calls as well, certain treatments require that medical control is contacted before administering certain medications.

Supplies & Expenses -\$25,000 reduced by \$10,000, Medical Supplies- \$15,000

Oxygen-\$1,500 eliminate and include in medical line: With the increased need to track spending. This request is to add a Medical Supplies line item to the Fire Budget. Currently all supplies and expenses come out of 1 line item. This line covers all supplies and expenses from medical to building supplies and all associated expenses. Annually it is budgeted around \$35,000 and runs about \$40-\$45,000.

This request would reduce the Supplies and Expenses line to \$25,000 and add a Medical Supplies line at \$15,000. It would also eliminate the oxygen line and move it into the medical supplies line. With the increased cost in medical supplies & equipment this reduce the effect on the supplies & expenses budget and focus it to the Medical supplies line.

New Line Item for Preventative Maintenance Contracts total- \$23,000

Add a line item that funds the numerous Preventative Maintenance Contracts that we are required to have.

Under 105 CMR 170.00-Annually our ambulances are inspected by the state. We must provide them with documentation that our equipment is maintained and meets all manufacture specifications for maintenance. This requires us to have preventative maintenance contracts with manufactures to ensure that we meet this regulation. Stryker is the EMS manufacturer that we buy all our major equipment from and attached is a 3 year agreement for preventative maintenance.

All our fire department apparatus must be maintained by an Emergency Vehicle Technician (EVT). We have found several times that annual Preventative Maintenance reduces large costly repairs on much of our equipment but apparatus has been left out. This annual agreement allows for our trucks to meet the maintenance requirements set forth by the manufacturer.

Our Fire Incident reporting software also has an annual contract that includes maintenance and connectivity with the Public Safety dispatch center software.

Replace A1-\$350,000

This request is to replace our 2007 Ambulance that has 135,000 miles on it. A1 is on the Capital replacement schedule for this fiscal year.

A1 is primarily used as our secondary ambulance, with call volume increasing it is being utilized much more than as a back up. By ordering the Ambulance on this fiscal it takes approximately 200 days for building and delivery. It makes A1, 15 years old and A2, 5 years old creating a 5 year rotation schedule for our frontline ambulance and replacement after 10. A1 has been documented by the state inspector with several areas of concern. There is body rot, frame rot and other issues that make it close to not passing inspection each year.

The replacement cost is \$350,000, we purchased the last ambulance in 2016 for \$265,000 but were able to preclude the newest requirements for a power lifting system that cost approx \$50k.

With ambulance revenue projections the goal is to fund the next ambulance replacement in 2026.

Non-tax Funding

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

[illegible]

TOWN OF MILLIS
FISCAL YEAR 2022 BUDGET

FORM #5

EQUIPMENT DETAIL

DEPARTMENT:					
CODE	DESCRIPTION	# OF UNITS	VALUE OF TRADE	NEW OR REPLACE	BUDGET REQUEST
	SCOTT AIR PACK-SPARE BOTTLES HALF OF THE BOTTLES WERE REPLACED IN 2007 HALF HAVE REACHED THERE LIFE EXPECTANCY	24		0 2 Years Replace 10 Bottles	
	HOLMATRO JAWS TOOLS PURCHASED IN 2009, GREAT SHAPE PM CONTRACT CAN PROLONG LIFE	1		0 5 Years Replace	
	HOLMATRO JAWS TOOLS PURCHASED IN 2013, GREAT SHAPE PM CONTRACT CAN PROLONG LIFE	1		0 10 Years replace	
	PAGERS AND PORTABLES All Portables should be upgraded within the next 2 years. A federal grant has been applied for to replace all portables And add additional radio sites in town.	24 30		2 Years	
	FIRE ALARM SYSTEM SYSTEM IS OUTDATED AND COMMONLY NEEDS COSTLY REPAIRS,	1		Replace ASAP	
	FIREFIGHTERS TURNOUT GEAR All turnout gear has been replaced over a 2 year period. A state grant was received to replace the last remaining items.	30		10 years replace	
	THERMAL IMAGER- ENGINE 2	1		12 Years replace	
	THERMAL IMAGER- LADDER 1	1		5 Years replace	
	TOWN WIDE DEFIBRILLATORS	24		4 Years replace	
	MULTI GAS METERS	5		5 years replace	
	TECHNOLOGY	8		replacing as needed	
	CARDIAC MONITORS	2		5 Years replace	
					0

TOWN OF MILLIS FISCAL YEAR 2022 BUDGET		FORM #5 EQUIPMENT DETAIL			
DEPARTMENT: FIRE					
CODE	DESCRIPTION	# OF UNITS	VALUE OF TRADE	NEW OR REPLACE	BUDGET REQUEST
	ENGINE 1- 1987 E-ONE SPARTAN MILEAGE- 14,140 HOURS-3,250 CONDITION IS AVERAGE WITH SOME RUST AND REPAIRS REQ ON PUMP	1	\$5,000	1 YEAR REPLACE	
	ENGINE 2- 2009 E-ONE CYCLONE MILEAGE-12,893 CONDITION IS EXCELLENT	1	\$250,000	13 YEARS REPLACE	
	LADDER 1-2012 SMEAL QUINT MILEAGE- 10,542.40 EXCELLENT CONDITION/NEW	1	\$700,000	16 YEARS REPLACE	
	ENGINE 5-1999 FORD F-550 SD MILEAGE-14,743 TRUCK IS IN GOOD SHAPE AND HAS BEEN REWORKED TO BE MORE USEFUL TO THE DEPT	1	\$20,000	4 YEARS REPLACE	
	BRUSH 2-2005 FORD F-350 MILEAGE-21,153 TRUCK IS IN GREAT SHAPE AND ALSO HAS BEEN REWORKED TO BE MORE USEFUL TO THE DEPARTMENT	1	\$25,000	9 YEARS REPLACE	
	AMBULANCE 1-2008 CHEVY 4500 MILEAGE-121,512 TRUCK IS IN GOOD CONDITION WILL BENEFIT BY BEING THE SECOND AMB	1	\$10,000	Replace	\$350,000
	AMBULANCE 2-2016 DODGE 4500 MILEAGE-112 NEW AMBULANCE USED AS PRIMARY AMBULANCE	1	\$260,000	7 YEARS REPLACE	
	CAR 2- 2012 CHEVY TAHOE MILEAGE-27,150 TRUCK IS IN GOOD CONDITION	1	\$25,000	1 years REPLACE	
	CAR 1- 2018 CHEVY TAHOE	1		8 Years REPLACE	\$0
	STATION 1- GENERATOR 10KW SUPERIOR GENERATOR HRS-388	1	\$5,000	5 YEARS REPLACE	
	STATION 2- GENERATOR 5KW SUPERIOR GENERATOR HRS-300	1	\$5,000	MOVE TO RADIO SITE	
					350000

DEPARTMENT: **FIRE****Budget Request Above Level Service****Title:****Preventative Maintenance Contracts****Description of Request:**

Add a line item that funds the numerous Preventative Maintenance Contracts that we are required to have.

Under 105 CMR 170.00-Annually our ambulances are inspected by the state. We must provide them with documentation that our equipment is maintained and meets all manufacture specifications for maintenance. This requires us to have preventative maintenance contracts with manufactures to ensure that we meet this regulation. Stryker is the EMS manufacturer that we buy all our major equipment from and attached is a 3 year agreement for preventative maintenance.

All our fire department apparatus must be maintained by an Emergency Vehicle Technician (EVT). We have found several times that annual Preventative Maintenance reduces large costly repairs on much of our equipment but apparatus has been left out. This annual agreement allows for our trucks to meet the maintenance requirements set forth by the manufacturer.

Our Fire Incident reporting software also has an annual contract that includes maintenance and connectivity with the Public Safety dispatch center software.

Detailed Cost Impact:

1st year of a 3 year contract with Stryker- \$6,017.73

An annual contract for Vehicle maintenance with New England Fire Equipment and Apparatus-\$12,465.00

Cost associated with Fire Incident Reporting Software-\$3,861.68

Cost associated with IMC-Dispatch Software-\$637.50

New Line Item for Preventative Maintenance Contracts total- \$23,000

Justification for Request

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

See attached



Budgetary Quote - Effective 5/20/21 to 5/19/24

Quote Number: 10292736

Version: 1
Prepared For: TOWN OF MILLIS FIRE DEPT
Attn: Brian Polimeno
bpolimeno@millisma.gov
(508) 376-2361

Remit to: **Stryker Medical**
P.O. Box 93308
Chicago, IL 60673-3308
Rep: Phil Howard
Email: phil.howard@stryker.com
Phone Number: (888) 627-9698
Mobile: (206) 617-2499 Ext 78235

Quote Date: 12/02/2020

Delivery Address

Name: TOWN OF MILLIS FIRE DEPT
Account #: 1205613
Address: 885 MAIN ST
MILLIS
Massachusetts 02054

End User - Shipping - Billing

Name: TOWN OF MILLIS FIRE DEPT
Account #: 1205613
Address: 885 MAIN ST
MILLIS
Massachusetts 02054

Bill To Account

Name: TOWN OF MILLIS FIRE DEPT
Account #: 1205613
Address: 885 MAIN ST
MILLIS
Massachusetts 02054

ProCare Products:

#	Product	Description	Qty	Start Date	End Date	Sell Price	Total
1.0	78000020	ProCare LUCAS Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage	1	05/20/2021	05/19/2024	\$3,790.80	\$3,790.80
2.0	71011PT	PREVENT (no batts) - Power Cot	2	12/01/2021	05/19/2024	\$2,137.14	\$4,274.28
3.0	73071PT	PREVENT - Stair Chair	1	12/01/2021	05/19/2024	\$528.21	\$528.21
4.0	78000020	ProCare LUCAS Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage	1	02/02/2022	05/19/2024	\$2,897.70	\$2,897.70
5.0	77501102	Prevent -1yr Power Load	1	02/02/2022	05/19/2024	\$3,283.64	\$3,283.64
6.0	73071PT	PREVENT - Stair Chair	1	02/02/2023	05/19/2024	\$491.24	\$491.24
7.0	78000008	ProCare LIFEPAK 15 Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage	2	07/11/2023	05/19/2024	\$1,393.66	\$2,787.32
ProCare Total:							\$18,053.19

Price Totals:

Grand Total: \$18,053.19

\$6,017.73
per/yr



Budgetary Quote - Effective 5/20/21 to 5/19/24

Quote Number: 10292736

Version: 1
Prepared For: TOWN OF MILLIS FIRE DEPT
Attn: Brian Polimeno
bpolimeno@millisma.gov
(508) 376-2361

Quote Date: 12/02/2020

Remit to: **Stryker Medical**
P.O. Box 93308
Chicago, IL 60673-3308
Rep: Phil Howard
Email: phil.howard@stryker.com
Phone Number: (888) 627-9698
Mobile: (206) 617-2499 Ext 78235

Comments:

Term: 3-years WITH PRORATIONS
Billing: Annually at \$ 6017.73 / Year
Effective: 5/20/21 to 5/19/24
Devices:
1-ea. LUCAS w/ On-Site Prevent w/ Batteries
(EFFECTIVE 5/20/21 TO 5/19/24)
S/N: 3520L019
2-ea. Power Pro Cots w/ Prevent w/o
Batteries
(EFFECTIVE 12/1/21 TO 5/19/24 - PRORATED
FOR 900 DAYS)
S/N: 100840809 161141721
1-ea. Stair Pro Chair w/ Prevent
(EFFECTIVE 12/1/21 TO 5/19/24 - PRORATED
FOR 900 DAYS)
S/N: 161140763
1-ea. LUCAS w/ On-Site Prevent + Batteries
(EFFECTIVE 2/1/22 TO 5/19/24 - PRORATED
FOR 837 DAYS)
S/N: TBD
1-ea. Power Load w/ Prevent w/o Batteries
(EFFECTIVE 2/2/22 TO 5/19/24 - PRORATED
FOR 837 DAYS)
S/N: TBD
1-ea. Stair Pro Chair w/ Prevent
(EFFECTIVE 2/2/22 TO 5/19/24 - PRORATED
FOR 837 DAYS)
S/N: TBD
2-ea. LIFEPAK 15 w/ On-Site Prevent +
Batteries
(EFFECTIVE 7/11/23 TO 5/19/24 - PRORATED
FOR 314 DAYS)
S/N: 47400970 47401553

Prices: In effect for 60 days. Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

The Terms and Conditions of this quote and any subsequent purchase order of the Customer are governed by the Terms and Conditions located at <https://techweb.stryker.com>. The terms and conditions referenced in the immediately preceding sentence do not apply where Customer and Stryker are parties to a Master Service Agreement.

New England Fire Equipment & Apparatus Corporation

10 Stillman Road
North Haven, CT 06473
Tel: 203-239-5678

QUOTE

DATE	QUOTE NO.
12/21/2020	6228

NAME / ADDRESS

MILLIS FD
885 Main Street
Millis, MA. 02054

Unit #	REP
Fleet	DJF

QTY	ITEM	DESCRIPTION	COST	TOTAL
1	Engine PM	Engine 2 2008 EONE Typhoon		
1	Transmission PM - ...	Engine PM	450.00	450.00
1	Pump Specific PM	Transmission PM with Transynd	625.00	625.00
1	DOT - Single axle	Pump Specific PM	250.00	250.00
		Federal DOT Inspection 49CFR 396.17, Wheel off visual brake inspection with photo archive.	350.00	350.00
				0.00
1	105'	Ladder 1 2012 Smeal 105 Aerial		
1	Engine PM	50/100 Hour Aerial PM - 105' Ladder	3,500.00	3,500.00
1	Transmission PM - ...	Engine PM	450.00	450.00
1	Pump Specific PM	Transmission PM with Transynd	625.00	625.00
1	DOT - Tandem	Pump Specific PM	250.00	250.00
		Federal DOT Inspection 49CFR 396.17, Wheel off visual brake inspection with photo archive.	450.00	450.00
1	Engine PM	Engine 1 1987 EONE Typhoon		
1	Transmission PM - ...	Engine PM	450.00	450.00
		Transmission PM, Dexron III Transmission Fluid included in price	450.00	450.00
1	Pump Specific PM	Pump Specific PM	250.00	250.00
1	DOT - Single axle	Federal DOT Inspection 49CFR 396.17, Wheel off visual brake inspection with photo archive.	350.00	350.00
1	Ambulance PM	A-1 2008 Chevy Kodiak 4500 Ambulance		
1	Ambulance DOT	Ambulance PM	550.00	550.00
		Ambulance DOT with wheels off brake inspection	250.00	250.00
1	Ambulance PM	A-3 2016 Dodge 4500 Ambulance		
		Ambulance PM	550.00	550.00

All Work Shall Be Done on Site, at Your Fire House

TOTAL

New England Fire Equipment & Apparatus Corporation

10 Stillman Road
North Haven, CT 06473
Tel: 203-239-5678

QUOTE

DATE	QUOTE NO.
12/21/2020	6228

NAME / ADDRESS
MILLIS FD 885 Main Street Millis, MA. 02054

Unit #	REP
Fleet	DJF

QTY	ITEM	DESCRIPTION	COST	TOTAL
1	Ambulance DOT	Ambulance DOT with wheels off brake inspection	250.00	250.00
1	Forestry PM	Engine 5 2006 Ford F350 Light Duty Diesel PM, Forestry/Utility Pump and Trans PM	650.00	650.00
1	DOT - Single axle	Federal DOT Inspection 49CFR 396.17, Wheel off visual brake inspection with photo archive.	250.00	250.00
1	Forestry PM	Brush 2 1997 Ford F350 Light Duty Diesel PM, Forestry/Utility Pump and Trans PM	650.00	650.00
1	DOT - Single axle	Federal DOT Inspection 49CFR 396.17, Wheel off visual brake inspection with photo archive.	250.00	250.00
4	OVN	Cost of all filters added to final billing	75.00	300.00
8	Meals	Overnight Charge	20.00	160.00
1	FSC	Meals	155.00	155.00
		Field Service Charge for Road service		

All Work Shall Be Done on Site, at Your Fire House

TOTAL \$12,465.00



Please send payments to:
ESO Solutions, Inc.
PO Box 679449
Dallas, TX 75267-9449

Invoice

Date: 1/4/2021
Invoice # ESO-47358
Terms Net 30
Due Date 2/3/2021
PO#

Bill To

Millis Fire Rescue
885 Main Street
Millis MA 02054
United States
rbarrett@millisma.net

Ship To

Millis Fire Rescue
885 Main Street
Millis
MA 02054
US

Item	From	To	QTY	UOM	Total
ESO Fire Discounted Bundle	2/3/2021	2/2/2022	1	Stations	\$2,275.63
Includes ESO Fire Incidents, Personnel Management, Properties and Inspections.					
Fire Incidents CAD Integration	2/3/2021	2/2/2022	1	Incidents	\$1,586.05
Allows for integration of CAD data into the FIRE application. Ongoing maintenance included. Additional fees from your CAD vendor may apply.					

Invoice Message:

Total (Without Tax): \$3,861.68
Tax: \$0.00
Grand Total: \$3,861.68
Amount Paid/Credit: \$0.00
Total Recurring: \$3,861.68
Total One-Time:
Invoice Balance: \$3,861.68

Remit Payment to:

ESO Solutions, Inc.
PO Box 679449
Dallas, TX 75267-9449

Amounts invoiced are per your agreement(s) (which may include annual escalation).

Questions? Contact:
AccountsReceivable@eso.com
866-766-9471 option 8

ESO will never e-mail you soliciting payment information. Please call us or e-mail AccountsReceivable@eso.com if you have any questions or wish to make a change.

Tax ID: 36-4566209

Pay Online

[For a 3% fee, pay via Card](#)

Direct Card Payment Link: https://app.suitesync.io/payments/acct_1FelgtGvY2g6ha8S/custinvc/1995281/?amount=397753.04

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Direct Bank Transfer Link: https://app.suitesync.io/payments/acct_1FelgtGvY2g6ha8S/custinvc/1995281/?card=false



Invoice

Invoice No

303522

Date

12/29/2020

Page

1 of 1

Tritech Software Systems, a CentralSquare Company
1000 Business Center Drive
Lake Mary, FL 32746

Billing Inquiries: Accounts.Receivable@centralsquare.com

Bill To

Millis Fire Department, MA
Millis Fire Department
885 Main Street
Millis MA 02054
United States

Ship To

Millis Fire Department, MA
Millis Fire Department
885 Main Street
Millis MA 02054
United States

Customer No	Customer Name	Customer PO #	Currency	Terms	Due Date
13696	Millis Fire Department, MA		USD	Net 30	8/16/2019

	Description	Units	Rate	Extended
Contract No. 8415				
1	CAD to 3rd Party XML 1 Additional Destination Folder Annual - Annual Maintenance Fee CAD to 3rd Party XML Maintenance: Start:9/1/2019, End: 8/31/2020	1	\$450.00	\$450.00
2	Pervasive License Annual Maintenance Fee - Annual Maintenance Fee Pervasive Maintenance: Start:9/1/2019, End: 8/31/2020	1	\$187.50	\$187.50

RB 245505

Please include invoice number(s) on your remittance advice, made payable to Tritech Software Systems

Subtotal \$637.50

Tax \$0.00

ACH:

Routing Number 121000358

Account Number 1416612641

E-mail payment details to: Accounts.Receivable@CentralSquare.com

Invoice Total \$637.50

Check:

12709 Collection Center Drive

Chicago, IL 60693

Payments Applied \$0.00

Balance Due \$637.50

DEPARTMENT: **FIRE****Budget Request Above Level Service****Title:**

Addition of a Medical Supplies Line Item

Description of Request:

With the increased need to track spending. This request is to add a Medical Supplies line item to the Fire Budget.

Currently all supplies and expenses come out of 1 line item. This line covers all supplies and expenses from medical to building supplies and all associated expenses.

Annually it is budgeted around \$35,000 and actually runs about \$40-\$45,000.

This request would reduce the Supplies and Expenses line to \$25,000 and add a Medical Supplies line at \$15,000. It would also eliminate the oxygen line and move it into the medical supplies line.

With the increased cost in medical supplies & equipment this reduce the effect on the supplies & expenses budget and focus it to the Medical supplies line.

Detailed Cost Impact:

Supplies & Expenses -\$25,000 reduced by \$10,000

Medical Supplies- \$15,000

Oxygen-\$1,500 eliminate and include in medical line.

Justification for Request

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

DEPARTMENT: **FIRE****Budget Request Above Level Service****Title:**

Consulting Services

Description of Request:

To run an Ambulance in Massachusetts a department must have an Affiliate Medical Control Director from a Hospital or multiple hospitals. In Norfolk county there is a Service zone medical director that we currently contribute \$10,000 for the Doctor to oversee all EMT's & Paramedics within our service. Until last year our Affiliate Medical control Director was the same Doctor who worked for Norwood Hospital. With Norwood Hospital closing we needed to acquire a new Affiliate Medical Control Director. We were able to obtain an agreement with Dr. Morris from Metrowest Medical Center in Framingham. With this comes a fee of \$5,000 per year. Dr. Morris agreed to waive the fee during the remainder of this fiscal because we did not budget for it, but with a new fiscal budget we need to add it. Our affiliate medical control director works directly with our service zone medical director and our EMS Coordinator. They work on patient care report reviews, new policies, new medication administrations, training and discipline if necessary. We are luck because all three work very well together. Medical Control acts as guidance to EMT's & Paramedics during calls as well, certain treatments require that medical control is contacted before administering certain medications.

Detailed Cost Impact:

\$5,000 increase to our Consulting Services line.

Justification for Request

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

Under 105 CMR 170.300**170.300: Affiliation Agreements**

(A) To be licensed to provide ALS services, each ambulance or EFR service must have a current written contract, called an affiliation agreement, with one or more hospitals licensed by the Department to provide medical control, in accordance with 105 CMR 170.300(D). This agreement shall contain a reasonable and effective plan for medical control and include the following features:

Medical Control means the clinical oversight by a qualified physician to all components of the EMS system, including, without limitation, the Statewide Treatment Protocols, medical direction, training of and authorization to practice for EMS personnel, quality assurance and continuous quality improvement.

Medical Direction means the authorization for treatment established in the Statewide Treatment Protocols provided by a qualified medical control physician to EMS personnel, whether on-line, via direct communication or telecommunication, or off-line, via standing orders.

CAPITAL PROJECT DETAIL SHEET

Project Title: A1 (Ambulance) Replacement								
Department: Fire Rescue				Category:				
<u>Description and Justification:</u> <p>This request is to replace our 2007 Ambulance that has 135,000 miles on it. A1 is on the Capital replacement schedule for this fiscal year. A1 is primarily used as our secondary ambulance, with call volume increasing it is being utilized much more than as a back up. By ordering the Ambulance on this fiscal it takes approximately 200 days for building and delivery. It makes A1, 15 years old and A2, 5 years old creating a 5 year rotation schedule for our frontline ambulance and replacement after 10. A1 has been documented by the state inspector with several areas of concern. There is body rot, frame rot and other issues that make it close to not passing inspection each year. The replacement cost is \$350,000, we purchased the last ambulance in 2016 for \$265,000 but were able to preclude the newest requirements for a power lifting system that cost approx \$50k. With ambulance revenue projections the goal is to fund the next ambulance replacement in 2026.</p>				<p><i>Please send a photo depicting the capital request as a separate file. Do not drop it in to this template.</i></p>				
RECOMMENDED FINANCING								
	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other		\$350,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
TOTAL		\$350,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
<u>Source of Funds Legend</u>								
(1) Operating Revenues		(3) State Aid	(5) EMS Revolving Fund Fees		(7) Sewer Enterprise Fund Fees			
(2) Municipal GO Bonds		(4) Trust Funds	(6) Free Cash / Other		(8) Water Enterprise Fund Fees			

Emergency Management

EMERGENCY MANAGEMENT 012910

Personnel Services

Salary
Salaries Clerical

Total

Expenses

Supplies and Expenses

Total

TOTAL BUDGET

FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 TM ADOPTED	FY2022 REQUESTS	FY2022 PROPOSED
\$715	\$737	\$737	\$756	\$1,500	1500	
\$715	\$737	\$737	\$756	\$1,500	1500	0
\$1,420	\$1,050	\$272	\$0	\$2,500	2500	
\$1,420	\$1,050	\$272	\$0	\$2,500	2500	0
\$2,135	\$1,787	\$1,009	\$756	\$4,000	4000	0

DEPARTMENT:

BUDGET NARRATIVE**Description of Department Function**

Describe the overall mission or purpose of the Department.

The mission of the Local Emergency Planning Committee is to provide expertise and leadership for the Town's emergency management responsibilities through the integration of emergency management programs, functions, and supporting activities to prevent, protect against, mitigate the effects of, respond to, and recover from all hazards. In addition, the Committee provides planning and preparedness resources for disasters, outbreaks and other large-scale public health emergencies.

This is accomplished by working with several different departments within the town. Cooperation between the Millis Fire, Police, DPW, Board of Health, Transportation, Select Board and Town Administrators office ensures that necessary resources, information and knowledge are available.

Programs and Sub-Programs

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

Monthly meetings with all departments to discuss, plan and train for emergencies.

Accomplishments

Describe the major describable accomplishments or measurable activities in FY19 or CY20. Use statistics whenever possible.

FY22 Departmental Goals

Describe the initiatives and accomplishments planned for FY21

Improvements to the LEPC offices including updating of technology, office space, meeting space.

Better inform the community of the role of the LEPC, its functions and responsibilities.

Spending Highlights for FY22

Explain any significant budget changes from FY21

Increase in expenses to upgrade technology in the LEPC office.

Non-tax Funding

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

**01291510 - EMERGENCY MGMT
FORM 2
FY2022 Payroll Budget Calculation Worksheet**

Current	Step At	Weekly	Step	Months	Weeks	1 Full Day	1st	2nd	Wages	Wages	1 Full Day	Base	Total
Grade	S.O.Y.	Hours	Date	At	At	Hours	Rate	Rate	1st Rate	2nd Rate	Wages	Dollars	Dollars
				1st Rate	2nd Rate							For FY2022	For FY2022
												Longevity	
Rick Barrett			7/1	2			\$ 1,500.00	\$ -	\$ 1,500.00	\$ -		\$ 1,500.00	\$ 1,500.00

% Increase to PP

DBO 1/13/2021
DEPARTMENT HEAD/DATE

Police & Dispatch

POLICE DEPARTMENT 012100*Personnel Services*

	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 TM ADOPTED	FY2022 REQUESTS	FY2022 PROPOSED
Education/Quinn Bill	\$45,308	\$93,651	\$85,117	\$ 127,826.33	\$ 135,186.22	\$ 156,896.40	
Holiday Pay	\$44,428	\$50,302	\$52,211	\$ 56,286.36	\$ 65,146.37	\$ 67,211.57	
Salary Department Head	\$97,443	\$130,269	\$145,048	\$ 165,100.02	\$ 168,402.00	\$ 171,770.00	
Salaries Clerical Wages	\$25,515	\$26,052	\$26,052	\$ 27,507.16	\$ 28,057.12	\$ 28,165.24	
Wages	\$945,872	\$1,036,009	\$1,058,125	\$ 1,077,333.91	\$ 1,246,198.28	\$ 1,308,015.80	
Wages OT	\$363,335	\$203,926	\$246,699	\$ 179,768.54	\$ 160,000.00	\$ 164,000.00	
Wages Training	\$34,142	\$70,107	\$54,105	\$ 63,009.16	\$ 60,000.00	\$ 61,200.00	
Wages School Traffic	\$36,701	\$35,392	\$37,797	\$ 33,985.20	\$ -	\$ -	
Wages Lockup	\$714	\$675	\$615	\$ 318.33	\$ 1,583.63	\$ 1,623.22	
Night Differential	\$23,850	\$22,571	\$23,161	\$ 22,822.50	\$ 36,929.20	\$ 37,872.93	
Officer in Charge	\$11,917	\$4,110	\$2,440	\$ 5,586.71	\$ 7,600.00	\$ 7,790.00	
Wages P/T Custodian			\$62	\$ -	\$ -	\$ -	
Longevity	\$11,150	\$11,388	\$10,778	\$ 10,625.00	\$ 11,025.00	\$ 9,825.00	
Stipends	\$8,632	\$8,600	\$8,118	\$ 9,306.75	\$ 9,955.25	\$ 9,368.25	
Clothing Cleaning	\$24,667	\$26,656	\$29,334	\$ 28,900.00	\$ 32,200.00	\$ 32,200.00	
Clothing Cleaning Traffic	\$382	\$1,350	\$300	\$ 1,072.44	\$ 1,280.00	\$ -	
Marijuana Stipend			\$0	\$ 9,000.00	\$ 10,800.00	\$ 10,800.00	
Sick Leave Buy Back	\$17,353	\$0	\$0	\$ -	\$ -	\$ -	
Total	\$1,691,409	\$1,721,055	\$1,779,961	\$1,818,448	\$1,974,363	\$2,066,738.31	\$0

POLICE DEPARTMENT (cont'd)*Expenses*

	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 TM ADOPTED	FY2022 REQUESTS	FY2022 PROPOSED
Maintenance Contract	\$11,484	\$31,726	\$38,796	\$ 43,689.00	\$ 36,863.00	\$ 39,863.00	
Medical Costs	\$1,120	\$1,585	\$1,840	\$ 990.00	\$ 2,240.00	\$ 2,240.00	
Tuition/Training	\$6,613	\$15,466	\$13,667	\$ 16,277.34	\$ 13,000.00	\$ 13,000.00	
Office Cleaning/Custodial	\$3,213	\$212	\$0	\$ -	\$ -	\$ -	
Printing	\$715	\$916	\$732	\$ 508.56	\$ 1,000.00	\$ 1,000.00	
Supplies and Expenses	\$26,038	\$14,111	\$14,757	\$ 16,205.43	\$ 14,000.00	\$ 14,000.00	
Telephone	\$21,601	\$28,736	\$25,562	\$ 26,672.40	\$ 28,000.00	\$ 28,000.00	
Postage	\$259	\$282	\$279	\$ 292.15	\$ 300.00	\$ 300.00	
Dues & Subscriptions	\$11,175	\$7,699	\$7,856	\$ 7,619.00	\$ 7,900.00	\$ 7,900.00	
Equipment	\$56	\$7,790	\$9,769	\$ 9,281.76	\$ 9,681.00	\$ 9,681.00	
Equipment Repairs	\$2,450	\$13,165	\$12,579	\$ 11,568.12	\$ 13,000.00	\$ 13,000.00	
Vehicle Supplies/Repairs	\$12,921	\$10,886	\$10,846	\$ 12,645.37	\$ 10,000.00	\$ 10,000.00	
Gasoline/Oil	\$23,606	\$27,206	\$31,341	\$ 28,787.01	\$ 26,549.00	\$ 26,549.00	
Heat & Fuel		\$11,091	\$10,956	\$ 3,419.69	\$ 11,091.00	\$ 11,091.00	
Water/Sewer		\$2,319	\$2,832	\$ 2,695.87	\$ 3,300.00	\$ 3,300.00	
Electricity		\$55,579	\$78,392	\$ 62,749.87	\$ 61,600.00	\$ 61,600.00	
Total	\$121,252	\$228,769	\$260,204	\$243,402	\$238,524	\$241,524	\$0
TOTAL BUDGET	\$1,812,661	\$1,949,824	\$2,040,165	\$2,061,850	\$2,212,887	\$2,308,262	\$0

Police & Dispatch

DISPATCH 012350

Personnel Services

	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 TM ADOPTED	FY2022 REQUESTS	FY2022 PROPOSED
Holiday Pay	\$7,268	\$7,697	\$8,206	\$8,551.52	\$9,422.50	\$9,760.80	
Wages	\$167,807	\$172,816	\$180,362	\$130,607.87	\$206,456.87	\$211,234.64	
Wages Part Time	\$27,888	\$22,415	\$36,874	\$54,710.63	\$17,948.00	\$18,396.44	
Wages Overtime	\$52,101	\$42,160	\$36,646	\$48,812.33	\$31,673.00	\$32,464.31	
Wages Training	\$8,465	\$6,734	\$3,975	\$4,468.96	\$4,000.00	\$5,410.72	
Night Differential	\$4,206	\$5,138	\$5,100	\$5,651.49	\$5,522.50	\$5,660.77	
Longevity	\$913	\$550	\$550	\$550.00	\$850.00	\$850.00	
Sick Leave Buy Back	\$2,486	\$0	\$0	\$-	\$-		
Stipends		\$500	\$750	\$1,600.00	\$2,000.00	\$2,900.00	
Total	\$271,134	\$258,010	\$272,463	\$254,953	\$277,873	\$286,678	\$0

Expenses

Supplies and Expenses	\$337	\$1,614	\$1,398	\$1,919.04	\$1,500.00	\$1,500.00	
Clothing/Uniforms	\$2,527	\$3,587	\$2,186	\$2,400.00	\$3,400.00	\$3,400.00	
Equipment		\$750	\$743	\$639.96	\$750.00	\$750.00	
Equipment Repairs		\$1,770	\$1,505	\$1,339.00	\$1,500.00	\$1,500.00	
Tuition/Training	\$369	\$2,612	\$2,665	\$4,409.00	\$2,100.00	\$2,100.00	
Total	\$3,233	\$10,333	\$8,497	\$10,707	\$9,250	\$9,250	\$0
TOTAL BUDGET	\$274,366	\$268,343	\$280,959	\$265,660	\$287,123	\$295,928	\$0

BUDGET NARRATIVE

Description of Department Function

The Mission of the Millis Police Department is to consistently find ways to promote, preserve, and deliver a sense of security, safety and quality of life to the residents of Millis, and those that pass through. We believe law enforcement has certain values at its core. To fulfil our mission, we are committed to:

Acknowledge our responsibility to the residents of Millis, our source of authority. Performing our duties within the spirit and the letter of the laws and constitution. Remaining sensitive to human needs and treating each person with respect, compassion and dignity. Approaching each situation as unique and responding creatively with empathy and prudent use of discretion. Promoting mutual trust between our department, and citizens and businesses of Millis.

Programs and Sub-Programs

Millis Police Public Forum, National Night Out, Citizen Information Registration, Department Internships, Veteran Outreach, 365 Drug Take Back, Millis Police Leadership Academy, Senior Center Outreach, DARE, Violent Intruder Programs, Rape Aggression Defense, Millis Toy Drive, EOPPS Traffic Initiatives, Crime Prevention, Firearms Licensing, Solicitor Permitting, D.E.A. Task Force, Traffic Enforcement, Social Media, CORI Fingerprinting, and Metro LEC.

Accomplishments

See attached "Form #1 Department Accomplishments FY 2022".

FY22 Departmental Goals

See attached "Form #1 Department Goals FY 2022".

Spending Highlights for FY22

Explain any significant budget changes from FY21

Non-tax Funding

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

Our department has brought in a significant amount of revenues, however, currently they all go to the general fund. This past year we have brought in the following;

2,300.00	Court Fines
5,325.00	License to Carry
16,355.52	Detail Admin Fee
23,980.52	Total Revenues



*Christopher J. Soffayer
Chief of Police*

Millis Police Department

*Town of Millis
Commonwealth of Massachusetts*



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Fax: 508-376-6220*

Millis Police Department Staffing Accomplishments FY 2022

The Millis Police Department has historically operated as an understaffed department. Last year we added two patrol officer positions to raise the number of full-time officers to eighteen. The two new officers have just completed field training, and have been added to the rotation as of January 3, 2021. Officer safety is paramount. The climate of policing has changed significantly. We deal with a wide range of incidents within our community. Incidents range from mental health issues, domestics, drug activity, investigations, property crimes, traffic control, and general calls for service.

We have continued to improve our dispatch center operations. We have recruited dispatchers that want to pursue a career in law enforcement. Specifically, a career here in Millis. We have spent a significant amount of time recruiting dispatchers that have a vested interest in our police department. We look for individuals that are dedicated to our department and have the desire to work their way through the ranks. Utilizing our hiring process greatly reduces a “training ground” atmosphere. We look for individuals that are here for the long-term, not the short term.

In addition, we have added part-time dispatchers to the rotation to help alleviate the workload on the four full-time dispatchers. Implementing the additional part-time dispatchers has eliminated the issue of filling shifts. More importantly, it has boosted the moral within the communication center.



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Funding Accomplishments

We have had significant funding accomplishments within the department. We purchased various capital items which alleviated the taxpayers having to fund these items. We purchased the following through grants and asset forfeiture funding.

Bola Wrap	\$ 28,500.00
Municipal Police Training	\$ 17,695.00
911 Equipment Grant	\$ 34,389.00
911 Training Grant	\$ 15,652.76
Traffic Safety Grant	\$ 11,990.00
Bullet Proof Vest Grant	\$ 6,400.00
Evidence Room Audit	\$ 3,600.00
Edward Byrne Justice Grant	\$ 15,016.96
Training Simulation Equipment	\$ 21,031.32
Total:	154,275.04



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Operational Accomplishments

We will continue to be a very accessible department within the community. Our department is responsive to the fears and concerns of the residents. The enhancement of our various social media platforms has allowed us to connect with the community. We typically send news out via Facebook, Twitter, and Instagram.

This past year has impacted our departments ability to connect with the community due to COVID. In an effort to stay connected, we increased the number of social media posts, offered various workshops via zoom, and participated in many community-oriented activities. Some of the activities included parades, socially distant meetings with various youth groups, and several meetings with our local veterans.

We are a busy department, however the biggest request we received this year has been for traffic enforcement. We have structured all shifts to include traffic enforcement at various locations in town. On average, we cover between 8-10 locations in a 24-hour period. We have been working diligently with Mr. McKay, and the Millis D.P.W. to address traffic issues when they are presented to us.



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Training Accomplishments

The Millis Police Department continues to be one of the premier departments to host professional development classes for police officers across the state. We have one of the nicest training facilities in the area. We have continued our partnership with the Massachusetts Criminal Justice Training Council and the Municipal Police Institute. We run various classes in cooperation with both groups, in exchange we get free seats in each class. On average, a seat in a week-long class is 1,000.00. We are fortunate to get 2-3 seats in each class for free. This year we were able to host classes, however the class size was reduced to accommodate COVID gathering restrictions.

Millis Police Officers have a mandatory 40-hour in-service training each year which include legal updates, use of force and defensive tactics. In the past, officers would attend the course through South Suburban Police Institute. We paid 6,000.00 a year in dues to belong to the institute. We now handle everything in house, thus eliminating the dues. We conduct the 40-hour training at the police department. Instructors are comprised of officers within the police department as well as from outside agencies.

In addition to professional development for police officers, we have officially partnered with Anna Maria College. Starting in the fall of 2021, the Millis Police Department will be a satellite campus for Anna Maria College. They will be offering both undergraduate, and graduate criminal justice classes.



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Millis Police Department Goals for FY 2022

Workforce

We will continue to develop and retain quality employees within our growing department. Our organization will achieve this by enhancing our recruiting efforts. We want to recruit superior candidates and set our department apart from others.

We seek officers that are educated, well rounded, and best suited for our department and community. We have adopted a process that brings our officers up through the ranks, ultimately leading to a full-time police officer position. All candidates start dispatching and eventually work their way into the patrol hiring process. We have found bringing everyone through the ranks allows us to hire individuals that are dedicated to our department and community. It has all but eliminated the “training mill” we had for several years.

Last year, we recently adopted our own fitness standard that candidates must pass to move forward to the state test. Implementing a more comprehensive physical ability test provides us with a candidate that is less likely to go out injured. We accomplish this objective by fostering a solid work life environment, job satisfaction/productivity, and develop competency and capabilities. History has shown that our department has at least



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one officer out long term every year. Our goal is to add depth within the department and grow with the community. Policing in general has changed significantly over the last 10 years. In addition, the community communicates various fears and concerns to us daily. Our officers are extremely responsive to the various requests, and act if need be. We need to consider and implement a plan now to address the increased population because of new business and residential homes. Every day that goes by, we are a year behind in the process. It takes about 1 year for an officer to complete the police academy, and field training program. We have reached the point that we need to add officers to our staff. Fortunately, this past year we added two police officer positions, which is a step in the right direction. We will have a total of 18 full-time officers on staff. The average is 20 full-time officers for comparable departments. Public safety is going to be an issue that the town will have to seriously consider in the next couple of years. This town continues to grow and add new developments, all of which are going to have a direct impact on public safety. Especially, since much of the new building is for 55 and older. My goal is to work with the various stakeholders to communicate, educate, and adjust our strategic plan moving forward.

Communications/Dispatch

Dispatch plays a vital role within the police & fire department. We are continually looking to hire additional part-time dispatchers. Currently we have three part-time



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dispatchers. We will continue to recruit talented individuals to fill this critical role. It is important that we have multiple part-time dispatches to ensure shifts get filled, and vacation time can be granted. More importantly, part-time dispatch is where all our future officers start.

Mental Health Training

Last year, mental health training for law enforcement was the priority. This year we will continue to learn about mental health, and how to appropriately respond. The climate of policing is constantly changing. To help address those ever-changing issues, we will continue to work on enhancing mental health training for our police officers. Intervention training for our police officers will assist them in helping individuals with mental health issues find appropriate care. Mental health training will offer the education and skills police officers need to identify those in need of mental health or substance abuse care and seek out appropriate treatment services. Our calls involving mental health issues have increased from last year. These calls are unpredictable at times and can lead to dangerous situations. We will continue to train and provide equipment to handle these types of calls. In addition to mental health, this year highlighted police reform. Fortunately, our department is ahead of the curve. All our officers attend yearly in-service training that certifies them for the upcoming year. In addition, we are currently in the process of becoming an accredited department within the state of Massachusetts. It is a long, detailed



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process that involves policy and facility review by a third part committee. We are on track to complete the accreditation process by May 1, 2021. We will be one of 73 departments in the state that is accredited. An accredited department further insulates the town and department from lawsuits. In addition, the town will get a substantial reduction in the cost of insurance. Police reform addresses de-escalation training, and how to appropriately handle those types of calls. We will increase our training this year to have all officers trained in de-escalation, and how we can respond with the appropriate force. As a department, we are extremely proud that we have never had a use of force complaint on the department. We will continue to build on the training program to reduce the liability on both the department and town.

Police Officer Mental Health

Police officer suicides are up 24% this year over last. Over the same period in 2018, law enforcement suicides totaled 92. Over the next few months, we will begin training all our officers on police suicide prevention. As the number of officer suicides continues to rise, its important law enforcement takes steps to deliver a comprehensive program on prevention and intervention of police suicide. It is no coincidence that the majority of training will be held in September during National Suicide Prevention Month.



*Christopher J. Soffayer
Chief of Police*

Millis Police Department

***Town of Millis
Commonwealth of Massachusetts***



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The program, titled "Be on the Look Out, (for each other)," is designed as a nuts-and-bolts class taught by police officers for police officers. The suicide prevention, intervention and postvention class will include recognition of warning signs, risk factors and intervention techniques, with a review of readily available resources throughout Massachusetts and New England. Attendees will be encouraged to develop a relationship with local hospitals to assist officers who may be suicidal. This helps ensure that the hospital is an appropriate facility with the capabilities to treat a suicidal person and that the officer will be in a secure area out of the public view. Upon completion of the in-service training, every police officer in the state will be better prepared to take action to help save the life of a brother or sister officer.

Communication

We will work on our continued efforts to remain transparent with the community, and actively seek suggestions from citizens on what we can do to improve our department. Our department has updated our website to work with smartphones. It allows the public to report crimes, offer information, and ask questions. The website now integrates anything the public needs with a touch of a button. Technology is changing fast, we need to keep up with the trend. We pride ourselves in responding in a timely fashion when issues arise, these will add just another avenue for folks to reach-out to us.



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Technology

Our department needs to be on the cutting edge of technology in order to improve service to the community. We will rely on data and statistics to improve analysis and decision making. Our social media initiative will continue to be developed to deliver information to the community in a timely manner. We plan on expanding our popular social media platform to include informative videos that will be produced in our department. We will address specific issues that are relevant to Millis.

Violent Intruder Training

The Millis Police Department will continue to train all town employees in violent intruder training. The last two years all employees have received training once a year to address response to a violent intruder. This is a perishable skill, it is important the topic gets covered regularly. We will expand our training and offer it to additional organizations in town. Its important people get the training, so they can be empowered in a time of crisis. We will be working with several houses of worship in town, to help educate them based on recent incidents in the news.

TOWN OF MILLIS	Form #3					
FISCAL YEAR 2022 BUDGET	<u>STAFFING HISTORY</u>					
Department:						
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Position	FTE	FTE	FTE	FTE	FTE	FTE
Chief	1	1	1	1	1	1
Sergeant	4	5	5	5	5	5
Patrol Officer	13	12	12	12	13	13
Dispatcher Full time	4	4	4	4	4	4
Dispatcher Part Time	3	3	3	3	3	3
SUBTOTAL/TOTAL	25	25	25	25	26	26

TOWN OF MILLIS
FISCAL YEAR 2022 BUDGET

FORM #5

EQUIPMENT DETAIL

DEPARTMENT:					
CODE	DESCRIPTION	# OF UNITS	VALUE OF TRADE	NEW OR REPLACE	BUDGET REQUEST
	Cruiser- 2020 Ford Police Utility There are two options 1. Purchase vehicle one payment of 47,872.84 2. Lease vehicle three payments of 17,11.52			Replace	47,872.84
					47872.84

DEPARTMENT:

Budget Request Above Level Service**Title: Cruiser Replacement****Description of Request:**

I am requesting that the cruisers are implemented into the operating budget of the police department. Many police departments integrate the cost into their expenses. I understand cruisers are capital, however they are one of the most important tools we have to do our job. I don't look at this as an above level service request, it's really a reclassification of money we spend every year. I am asking the town to consider moving the funding from an article, and reclassify the funding as an expense out of the police budget.

Detailed Cost Impact:

Lease Option: 3 payments of 17,11.52 Total: 51,334.56

Purchase Option: 1 payment of 47,872.84

Justification for Request

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



Town of Millis

Host Community Agreement

Marijuana Impact Funds Request Form

Request Date	12-Jan-21
Requestor's Name	Chief Christopher Soffayer
E-mail	csoffayer@millisma.gov
Phone	508-906-3273
Department	Millis Police Department

IMPORTANT NOTICE
By signing and submitting this form you agree that the requested funds will be used for the purposes stated in this form.

Category	Demographic Information	Classification
<input type="checkbox"/> Training <input type="checkbox"/> Materials <input type="checkbox"/> Staffing <input type="checkbox"/> Special Event <input type="checkbox"/> General	<input type="checkbox"/> Child <input type="checkbox"/> Middle School <input type="checkbox"/> High School <input type="checkbox"/> Adult/Parent <input type="checkbox"/> Senior <input type="checkbox"/> General	<input type="checkbox"/> Education <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Security <input type="checkbox"/> Public Infrastructure <input type="checkbox"/> Traffic <input type="checkbox"/> Inspections <input type="checkbox"/> Municipal Officials Time

Description of Request:

Funding Start Date	1-Jul-21
Funding End Date	Fund annually
Total Funding Requested	\$129,859.92

Detailed Cost Impact:

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Salaries			1	\$94,059.92
Airfare				\$0.00
Ground Transportation			1	\$0.00
Conference/Registration Fees			1	\$0.00
Lodging			1	\$0.00
Meals and Tips			1	\$0.00
Capital Project			1	\$0.00
Miscellaneous			1	\$35,800.00
Grand Total				\$129,859.92

Justification for Request

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

Please see attached narrative for Marijuana Impact Funds Request

Requestor Signature		Date Signed	
Approved By			
Approval Signature		Date Approved	



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Marijuana Impact Funds Request FY 2022

The Millis Police Department is requesting three separate items to be funded by the Marijuana Impact Fund. The three items are the School Resource Officer Salary, Marijuana Stipend, and De-escalation training money.

The School Resource Officer plays a critical role bridging the gap between the school and the police department. In addition, he is assigned to the school full-time during the school year. The School Resource Officer handles a wide range of issues daily ranging from truancy, bullying, domestic issues, and illegal substances. He also has a positive impact on the students by earning their trust and offering support to them. We are asking that the School Resource Officer salary be paid out of the Marijuana Impact Fund in the amount of \$94,059.92.

Millis Police Officers receive a Marijuana Impact stipend each fiscal year. We are asking that \$10,800.00 in stipends be paid out of the Marijuana Impact Fund.

Our third item is a request for \$25,000.00 to be paid out of the Marijuana Impact Fund and added to our training line item. The \$25,000.00 is for additional mandated training as a result of the police reform bill. We need to take proactive steps to further insulate the Millis Police Department, as well as the Town of Millis from any potential lawsuits. More importantly, our officers need to have current training on how to properly



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respond to various incidents. The police reform bill includes the following new training mandates:

- Updates the de-escalation and disengagement training section to include de-escalation, mental illness and disability, as well as new training requirements for mass gatherings or protests, and cultural competency.
- New training mandate for school resource officers.
- New training mandates for appropriate interactions with persons on the autism spectrum and those with other intellectual and developmental disabilities.
- New training mandate on the regulation of physical force, new standards for use of force are established by this bill.
- New training mandate for law enforcement officers on mental wellness and suicide prevention.

While not a mandate, the bill adds to the training offered by Center for Responsive Training in Crisis Intervention the following: de-escalation tactics and techniques in crisis response situation; institutional and structural racism, implicit bias and the history, legacy and impact of racism in the United States; and best practices for responding to mass gatherings or protests that shall emphasize de-escalation and minimizing the necessity for use of force.

Library

LIBRARY 016100*Personnel Services*

Department Head Salary
Wages
Wages-Extra Time
Wages -Custodian
Wages-Pages
Longevity
On-Call Wages

FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 TM ADOPTED	FY2022 REQUESTS	FY2022 PROPOSED
\$72,899	\$75,193	\$73,612	\$75,667	\$75,950	\$79,465	
\$132,239	\$142,840	\$148,217	\$168,037	\$178,048	\$179,532	
\$11,728	\$10,322	\$11,104	\$8,400	\$12,901	\$15,500	
\$2,392	\$0	\$0	\$0	\$0	\$0	
\$8,995	\$8,828	\$8,701	\$10,233	\$10,970	\$11,601	
\$1,400	\$650	\$1,300	\$1,500	\$2,250	\$3,000	
\$9,731	\$6,108	\$2,718	\$4,541	\$4,500	\$5,500	
Total	\$239,384	\$243,941	\$245,651	\$268,378	\$294,598	\$0

Expenses

Building Repairs
Library Materials
Supplies and Expenses
Office Supplies
Water/Sewer
Postage
Advertising
Membership
Equipment

\$8,796	\$13,315	\$13,563	\$11,682	\$11,518	\$11,518	
\$73,819	\$73,381	\$74,696	\$73,283	\$81,449	\$85,715	
\$12,069	\$11,622	\$8,727	\$11,050	\$10,276	\$11,675	
\$3,557	\$2,208	\$4,467	\$1,957	\$2,400	\$3,000	
\$1,355	\$1,545	\$1,484	\$1,480	\$1,700	\$1,500	
\$100	\$76	\$147	\$38	\$150	\$150	
		-\$352	\$0	\$0	\$0	
\$30,917	\$31,537	\$32,797	\$35,565	\$33,331	\$37,654	
\$4,153	\$5,639	\$4,075	\$5,243	\$4,927	\$5,300	
Total	\$134,767	\$139,322	\$139,604	\$145,751	\$156,512	\$0
TOTAL BUDGET	\$374,151	\$383,263	\$385,255	\$408,675	\$451,110	\$0

DEPARTMENT: Library

BUDGET NARRATIVE**Description of Department Function**

Describe the overall mission or purpose of the Department.

The mission of the Millis Public Library is to inspire lifelong learning and build community by providing a safe and welcoming space where community members of all ages can freely access materials, technology, information, services, and programs that engage the imagination, foster literacy, inspire intellectual curiosity, and broaden cultural perspectives.

To carry out this mission, the Library provides free access to both physical and online collections of books, audiobooks, magazines, news, movies, music, and more. As a member of the Minuteman Library Network, the Library provides access to the collections of 40 additional libraries in Massachusetts. The library also hosts an array of educational, cultural, and recreational programs for all ages, including technology instruction, early literacy programs, art exhibits, book discussions, and much more.

The Library building itself is an important resource for the community, with large meeting spaces, study rooms, computer stations, and areas for work, play, and community gathering. The Library is the primary provider of free technology access in town, with desktop and laptop computers, WiFi, e-readers and tablets, and printing, scanning, and faxing capacity.

Library staff are key in maintaining and accessing these services, helping residents to navigate library collections and find information, planning and supervising programs, and ensuring a welcoming and safe space for all.

During the pandemic, the Library has pivoted to be able to continue to provide core services in a way that is in line with current safety recommendations and protocols. This has included implementing contactless materials pickup, creating virtual programming, providing virtual technology services, and implementing alternative promotional and outreach strategies.

Programs and Sub-Programs

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

Circulation

- Books in multiple formats for all ages (print, large print, Spanish, book on CD, eBooks, downloadable audiobooks)
- DVDs and music CDs
- Downloadable/streaming video and music
- Video games and consoles
- Magazines
- Museum passes
- Table games and puzzles
- Tools, appliances, and electronics (metal detectors, sewing machines, etc.)

- Toys for creative play (Legos, American Girl dolls, etc.)
- STEM equipment (telescopes, Makey-Makeys, etc.)
- Materials for people with hearing and visual impairment
- Online articles (magazine, newspaper, encyclopedia)
- Patron renewals and holds
- Interlibrary Loan
- Curbside Hold Pickup

Youth Services/Programs

- Early Literacy Storytimes
- Arts & crafts programs
- Science, Technology, Engineering, Math (STEM) programs (*Girls Who Code, Robotics, 3D printing, etc.*)
- Summer Reading programs for preschool, kids, and teens
- Literacy-based programs (Book Clubs, Battle of the Books, Journaling)
- Dance Classes
- Family movie nights
- Early School Release activities
- Hosting Senior Project Presentations
- Spanish Programming
- Read to a Dog (literacy encouragement program)
- Exam Study Nights for High School students
- Book Buddies (Spanish and English language)
- Last day of school Fun Fair

Adult Services/Programs

- Book groups
- Film screenings
- Garden Club
- Art & Crafting Programs
- Drop-in Tech Help
- Memory Cafe
- Parenting Programs
- Fitness Classes (senior Latin fitness, Qigong, ballroom dance)
- Health & Wellness Programs

All Ages Services/Programs

- Author/Speaker Events
- Concerts
- Art exhibits
- Millis Reads (Community-Wide Read)
- Job Fairs
- Community cultural outings

Technology

- WiFi internet access
- Laptops and desktops for in-library use

- Technology assistance
- Print, copy, scan, and fax services
- E-Reader lending

Other Services

- Reference assistance
- Private study rooms
- Public meeting space
- Work, study, and play spaces
- Tax forms and publications
- Public bulletin boards
- HESSCO Cooling Center
- Notary Public

Accomplishments

Describe the major describable accomplishments or measurable activities in FY20 or CY19. Use statistics whenever possible.

FY20 Accomplishments

- 44% increase in usage of electronic collections compared with previous year (streaming music and video, online articles, video courses, language learning resources, etc.), with total usage over 27,000.
- 22% increase in e-book and e-audio checkouts from Overdrive (Libby) and Hoopla digital collections.
- Staff professional development in the areas of conflict of interest and record keeping, addressing mental health issues in patrons, dementia for community professionals, Narcan training, reader's advisory, use of online resources, the New England Library Association Conference, and more
- Created a new strategic plan for FY2021 to FY2025 and had it approved by the Massachusetts Board of Library Commissioners (MBLC)
- Received a grant of \$7,500 for Health & Wellness programming and services targeted to seniors. This funding allowed for the creation a Memory Cafe to support those with memory loss and their caregivers, public programming around health and wellness, collection updates and enhancements, and staff training.
- Developed new employee orientation procedures to ensure consistency in training.
- Received \$600 in grants from Girls Who Code for our club.
- Added a new 3D printer to the Library's technology offerings. This was used to make masks for healthcare workers early in the pandemic.
- Water fountain was replaced with a water bottle refill station to complement the Library's other green efforts.
- Staff successfully transitioned to a temporary all-remote work arrangement, following state Stay at Home Advisory. This included adjusting workflows, modifying work responsibilities to fit a remote environment, implementing new methods of communication and engagement with other staff and the public, and attending an array of professional development webinars and online trainings.

- Modified services in response to the suspension of in-person services, allowing us to continue to serve the community while following new health and safety guidelines. This included developing new virtual programs and modifying existing programs to be held virtually, implementing curbside pickup services, creating an appointment-based model for in-person technology use and browsing, and expanding virtual outreach and promotion efforts.
- Planned for gradual reopening of Library with a written phased reopening plan.
- From March through June 2020, we held 131 virtual programs with attendance at these programs totaling 1,245.
- Curbside pickup services began on June 3rd, the last month of FY2020. That month we had 372 appointments. Use of this service has increased significantly in FY2021.
- Tech Use and Browsing appointments began in FY21 but much of the planning and preparation was done in FY20.
- Staff worked as a team to plan for the Director's three-month maternity leave to take place in early FY2021, including cross-training and preparing for an in-house Interim Directorship.
- Planned and prepared for changes stemming from a 5% cut to our FY2021 budget to minimize service impacts.
- Planned a completely new Summer Reading program for summer 2020, which could be done virtually.

FY22 Departmental Goals

Describe the initiatives and accomplishments planned for FY22

-
- Conduct a study of when and how patrons are using the Library's physical space.
 - Explore implementing an after-hours hold pickup service.
 - Create/modify tutorials for using eLibrary resources (Hoopla, Mango, Overdrive, etc.) and add to website.
 - Identify and secure funding sources for any furnishings or materials needed for YA Room reconfiguration.
 - Add interior signage to assist with wayfinding
 - Collaborate with other town departments on the creation of a town-wide meeting and event calendar.
 - Explore and identify ways to work with local cultural, artistic, and/or educational groups to implement joint initiatives.
 - Host an open house style event for public, town employees, and committee members to showcase Library resources.
 - Identify underserved populations in the community and explore ways to engage them with Library services.
 - Recruit and train volunteers and/or an intern to provide teen-centered services during after school hours and on early release days.
 - Conduct a community survey to better understand needs and interests.
 - Develop and promote a programming outline/schedule for each fiscal year.
 - Incorporate authors and writers into more programming.
 - Explore implementing literacy initiatives within the community (e.g. Little Free

- Libraries, Storywalks, ESL programming).
 - Develop a long-term staffing plan, including an analysis of on-call and part-time positions, to ensure staffing appropriately supports Library goals.
 - Help patrons locate and discover Library materials by experimenting with new collections grouped by topic.
 - Introduce add-ons within print collections (e.g. pathfinders/QR codes to online resources, unusual items grouped with print collections).
 - Explore the cost of implementing RFID technology for circulation of materials
-

Spending Highlights for FY22

Explain any significant budget changes from FY21

On-Call Wages, Extra Time Wages, Supplies and Expenses, and Office Supplies were reduced during the FY21 budget process. This budget request reflects level funding from FY20.

Non-tax Funding

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

The total non-tax revenue received in FY20 was \$22,622. \$14,522 of this was provided by the Friends of the Library (Friends) and the remaining \$8,100 was grant funding. **The Library budget does not include funds for any programming. Funding required for the 512 programs held in FY20 was provided through the Friends or through grants.**

The Friends are a non-profit 401c3 organization that support the library through membership, book sales, and fundraising. This support makes it possible for the Library to offer a variety of public programs and other services.

In FY20, the Friends supplied \$8,832 in funding for Library programs, \$3,290 for museum passes, and \$2,400 for capital expenses (furniture, technology, etc.). The Friends funded at a lower level this year than in previous due to loss of revenue as a result of the pandemic. In FY22, we expect funding to increase somewhat. Whether the Friends are able to provide

funding at a level similar to past years depends on the whether they are able to hold their planned fundraising events in CY 2021.

Library staff, with support from the Friends, will also apply for outside grant funding to support various initiatives. Due to the competitive nature of grants, it is difficult to predict how much we will receive in any given year. In FY20, the Library was awarded a \$7,500 LSTA (Library Services & Technology Act) Grant for a Health and Wellness program aimed at Seniors and \$600 in grant funds from Girls Who Code for our club. Grants are often awarded to the Friends group rather than the Library itself, due to their 401c3 status.

TOWN OF MILLIS
FISCAL YEAR 2022 BUDGET
DEPARTMENT: Library

Form 2

Form #2

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
Tolson, Kimberly	Library Director	\$79,000.00	40			1/29	31.6 @ \$1,519.23 20.4 @ \$1,542.02	\$79,464.88			\$79,464.88
Appelbaum, Rebecca	Library Assistant		31	2	4	9/11	10.4 wks/31 hrs @ \$17.08 41.6wks/31 hrs @ \$17.38 (+7.5 hrs)	\$5,506.59 \$22,543.60			\$28,050.19
Borst, Kim	Senior Library Assistant		15	5	9	11/7	18 wks/15 hrs @ \$24.42 34 wks/15 hrs @ \$24.97 (+5 hrs)	\$6,593.40 \$12,859.55		\$750.00	\$20,202.95
Brooks, Donna	Library Assistant		21	2	10	8/31	52 wks/21 hrs @ \$19.44 (+7 hrs)	\$21,364.56		\$750.00	\$22,114.56
Carney-Philips, Mary	Library Assistant		10	2	4	10/24	18 wks/10 hrs @ \$17.08 34 wks/10 hrs @ \$17.38 (+5 hrs)	\$3,074.40 \$5,996.10			\$9,070.50
Davis, Esther	Senior Library Assistant		35	5	4	9/11	10.4 wks/35 hrs @ \$21.84 41.6 wks/35 hrs @ \$22.36 (+7 hrs)	\$7,949.76 \$32,712.68		\$750.00	\$41,412.44
Mortimer, Karen	Page		16	N/A	N/A		26 wks/16 hrs @ \$13.50 26 wks/16 hrs @ \$14.25 (+4 hrs)	\$5,616.00 \$5,985.00			\$11,601.00
Silverman, Rachel	Youth Services Librarian		35	9	10	10/17	52 wks / 35 hrs @ \$33.35 (+7 hrs)	\$60,930.45		\$750.00	\$61,680.45
	On-Call Library Assistant		varies						\$5,500.00		\$5,500.00
	Extra Time								\$15,500.00		\$15,500.00
SUBTOTAL/TOTAL								\$270,596.97	\$21,000.00	\$3,000.00	\$294,596.97

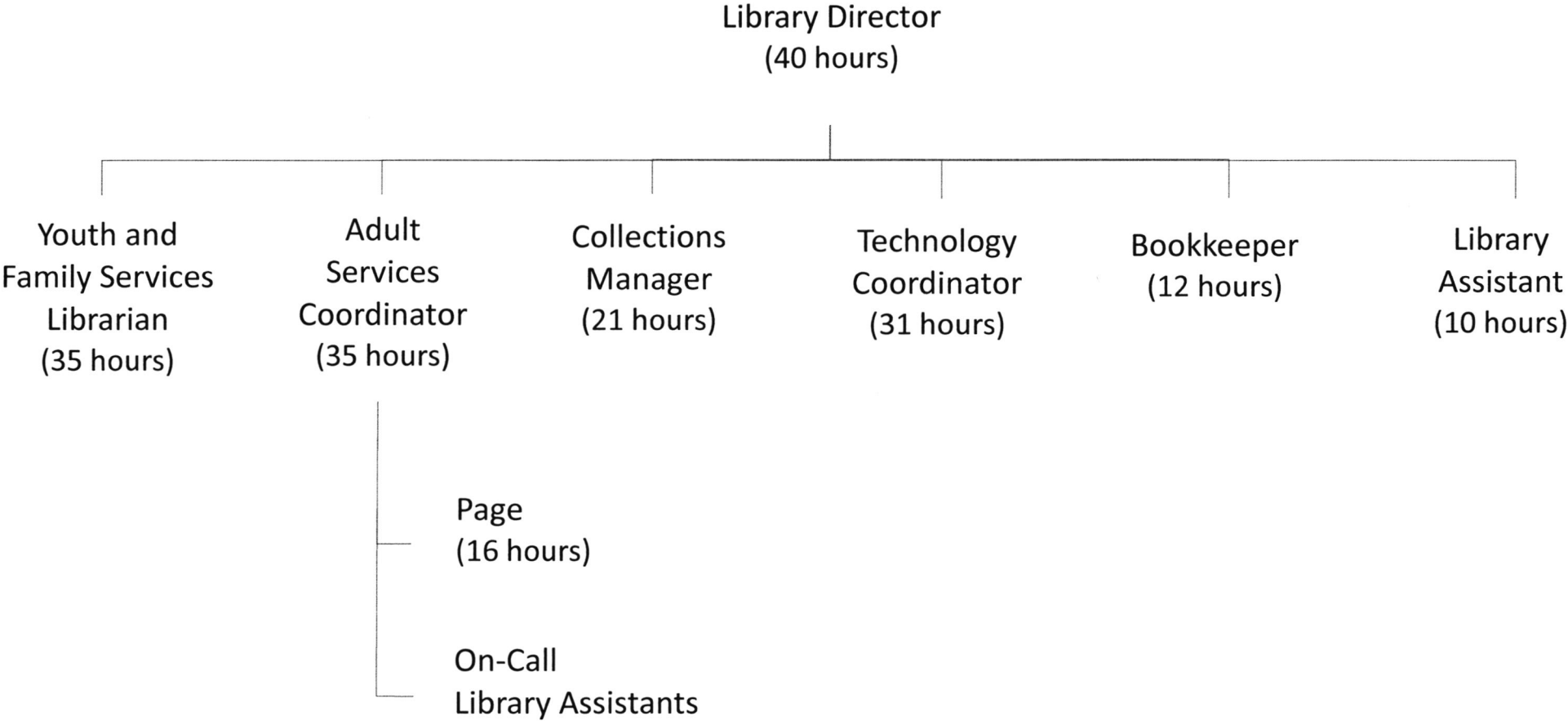
\$294,596.97

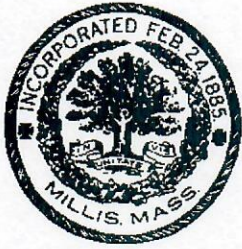


S:\BUDGET\FY 2022\Departmental Submissions\Library\FORM #5 Equipment Library FY2022

Millis Public Library

Organizational Chart





TOWN OF MILLIS

Richard Nichols, *Chair*
Nicole Riley, *Clerk*
George Yered
Bodha B. Raut Chhetry
Alan Handel
Joshua Guerrero, *Associate*

OFFICE OF THE PLANNING BOARD

900 Main Street • Millis, MA 02054

Phone: 508-376-7045

Fax: 508-376-7053

Camille Standley
Administrative Assistant
cstandley@millisma.gov

PUBLIC HEARING NOTICE

The Town of Millis Planning Board will hold a remote public hearing pursuant to G. L. c. 40A, § 5, on Tuesday, April 6, 2021, at 7:40 p.m. via ZOOM platform. The agenda with login information will be posted on the Planning Board's webpage (<http://www.millisma.gov/planning-board>) 48 hours prior to the public hearing. The purpose of the public hearing is to provide interested parties with an opportunity to comment on proposed amendments to the Millis Zoning By-Laws to allow for solar installations to be permitted in districts other than Industrial on agricultural/farmland, provided certain criteria are met. The proposed amendments include:

To see if the Town will vote to amend the Zoning By-Laws, as most recently amended, by amending Section XXI Large-Scale Ground-Mounted Solar Photovoltaic Installations, as follows: amend subsection 3. Definitions: Designated Location, and adding (a) and (b); amend subsection 9. Dimensions and Density Requirements: (a), (b), (c), and add (d); and

Amend Section V. Table 1. Use Regulations, Wholesale, Transportation & Industrial, #20, and add footnote 5 to Table 1 Notes, or to take any other action related thereto.

The complete text of the proposed amendments is on file at the office of the Town Clerk, Veterans' Memorial Building, 900 Main Street, Millis, and may be viewed on the Planning Board's web page at: <http://www.millisma.gov/planning-board>

THESE ARTICLES MAY NOT BE NUMBERED AS THEY WILL ULTIMATELY APPEAR IN THE WARRANT AT TOWN MEETING.

Richard Nichols
Chair

March 18, 2021

March 25, 2021

cc: Town Clerk
R. Weiss, Economic Dev. & Planning Dir.
Select Board
MAPC; Dept. of Housing & Community Dev.
Surrounding Towns, File

Proposed Amendments to Section XXI of the Millis Zoning By-Law
Large-Scale Ground-Mounted Solar Photovoltaic Installations

The following amendments (in **bold** below) are proposed to the current Millis Zoning By-Law:

1. Amend the definition of "Designated Location" in Section XXI.3 (Definitions):

Designated Location: The location(s) designated herein where Large-Scale Ground-Mounted Solar Photovoltaic Installations with a Rated Nameplate Capacity of 250 kW or more may be sited As-of-Right:

(a) in the I-P and I-P-2 Districts, as shown on the **Zoning Map of the Town of Millis, Massachusetts** referenced in Section III.C of this Zoning By-Law, or

(b) on any lot or grouping of contiguous lots that

(i) is at least 15 acres in total area and

(ii) consists of land

a. that is primarily and directly used for agricultural purposes as defined in M.G.L. c. 61A, § 1;

b. that is primarily and directly used for horticultural purposes as defined in M.G.L. c. 61A, § 2; or

c. where at least fifty percent (50%) of the total area of the lot or grouping of contiguous lots consists of important farmlands, including without limitation prime farmlands, unique farmland, and additional farmland of statewide importance, identified by the United States Department of Agriculture Natural Resources Conservation Service.

2. Add a new subsection XXI.9(d) to Section XXI.9 (Dimension and Density Requirements):

9. Dimension and Density Requirements:

The following dimensional and density requirements shall apply to all LGSPI.

Setbacks:

For large-scale ground-mounted solar photovoltaic installations, front, side and rear setbacks shall be as follows:

(a) Front yard: The front yard depth shall be at least 40 feet; provided, however, that where the lot abuts a Conservation-Recreation ~~or Residential~~ district, the front yard shall not be less than 50 feet, **and where the lot abuts a Residential District, the front yard shall provide a treed fifty foot (50') wide buffer from all Town roads and residential properties, except as provided in (d) below.**

- (b) Side yard: Each side yard shall have a depth at least 20 feet; provided, however, that where the lot abuts a Conservation-Recreation ~~or Residential~~ district, the side yard shall not be less than 50 feet, **and where the lot abuts a Residential District, the side yard shall provide a treed fifty foot (50') wide buffer from all Town roads and residential properties, except as provided in (d) below.**
- (c) Rear yard: The rear yard depth shall be at least 30 feet; provided, however, that where the lot abuts a Conservation-Recreation ~~or Residential~~ district, the rear yard shall not be less than 50 feet, **and where the lot abuts a Residential District, the rear yard shall provide a treed fifty foot (50') wide buffer from all Town roads and residential properties, except as provided in (d) below.**
- (d) Subject to application for and receipt of a Special Permit, natural sight barriers (which shall include without limitation rivers, upland gradients, and any wetland setbacks required by the Millis Conservation Commission pursuant to applicable law) may be considered by the Planning Board as a basis for reducing the 50' treed buffer requirement of (a), (b) and (c) above.

3. Amend Section V. Table 1. Use Regulations, Wholesale, Transportation & Industrial, #20 and add footnote 5 to Table 1 Notes:

Principal Uses	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-P-2
20. Large-Scale Ground-Mounted Solar Photovoltaic Installations with Rated Nameplate Capacity of 250 kW DC or more. (Added June 8, 2015)	N⁽⁵⁾	N⁽⁵⁾	N⁽⁵⁾	N⁽⁵⁾	N⁽⁵⁾	N⁽⁵⁾	N⁽⁵⁾	P	P

**Table 1 Notes: (Amended May 13, 1985) (Amended June 14, 2010)
(Amended May 12, 2014)**

5. But see Section XXI where, under certain conditions, such solar facilities will be allowed in the district.

Zoning By-Law Amendment

Parking Dimensions

ARTICLE – Zoning By-Law Definition Amendment

To see if the Town will vote to amend the Zoning By-Laws, as most recently amended, by amending the section identified herein as follows, or to take any other action related thereto.

1) By amending Section II, Definitions, “Parking Space”

From:

“An off-street space at least 9 ft. in width and 21 ft. in length, having an area of not less than 189 sq. ft., plus access and maneuvering space, whether inside or outside a structure for exclusive use as a parking stall for one motor vehicle.”

To:

“An off-street space at least 9 ft. in width and **19 ft.** in length, having an area of not less than **171 sq. ft.**, plus access and maneuvering space, whether inside or outside a structure for exclusive use as a parking stall for one motor vehicle.”

Zoning By-Law Amendment

Compact Car Parking

ARTICLE – Zoning By-Law Amendment

To see if the Town will vote to amend the Zoning By-Laws, as most recently amended, by adding the section identified herein as follows, or to take any other action related thereto.

- 1) Amend Section VIII. “Off-Street Parking and Loading Regulations”, subsection B “General”, by adding the following:

6. In order to reduce the overall impervious surface of off-street parking areas, the Planning Board may allow by Special Permit, the use of parking spaces designed for cars smaller than full size, hereinafter called “compact cars”, and still count toward the overall number of spaces required, as follows:

- a. The dimensional requirements of compact car parking spaces shall be 8’ x 16’ (128 sq ft).
- b. In parking lots containing more than 20 spaces, up to thirty-three (33%) of parking spaces may be designed for use by compact cars. In parking lots with 20 or fewer parking spaces, spaces designed for use by compact cars are not permitted.
- c. Compact car parking spaces shall be located in one (1) or more contiguous areas and shall not be intermixed with spaces designed for full size cars.
- d. Compact car parking spaces shall be clearly designated by pavement marking and labeled as “Compact Car Parking Only.”
- e. Compact car parking shall be designed as perpendicular or angled parking only. All parallel parking spaces shall be full sized spaces as defined in Section II of this By-Law.
- f. Approval shall be based upon determination by the Planning Board that safety will be adequately protected and that commonly employed engineering and planning standards have been met in full.
- g. For any reduction in total parking area obtained as a result of using compact parking spaces, an equal area of open space shall be provided in addition to the minimum open space required herein.

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									Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)			
CHARLES RIVER BANK		P.O. BOX 790408	ST. LOUIS	MO	63179-0408	001	Purchase of ZOOM	6/30/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	475	475
TOLSON, KIMBERLY		82 WALNUT AVE	NORWOOD	MA	02062	002	Purchase of ZOOM	6/30/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	16	16
TOLSON, KIMBERLY		82 WALNUT AVE	NORWOOD	MA	02062	003	Purchase of ZOOM	6/30/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	16	16
TOLSON, KIMBERLY		82 WALNUT AVE	NORWOOD	MA	02062	004	Purchase of ZOOM	6/30/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	16	16
CHARLES RIVER BANK		P.O. BOX 790408	ST. LOUIS	MO	63179-0408	005	Purchase of ZOOM	5/7/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	16	16
CHARLES RIVER BANK		P.O. BOX 790408	ST. LOUIS	MO	63179-0408	006	Purchase of ZOOM	6/4/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	417	417
CHARLES RIVER BANK		P.O. BOX 790408	ST. LOUIS	MO	63179-0408	007	Purchase of ZOOM	5/7/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	16	16
CHARLES RIVER BANK		P.O. BOX 790408	ST. LOUIS	MO	63179-0408	008	Purchase of ZOOM	5/7/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	16	16
CHARLES RIVER BANK		P.O. BOX 790408	ST. LOUIS	MO	63179-0408	009	Purchase of ZOOM	5/7/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	16	16
GILMORE, DEIRDRE		17 PLEASANT PARK	MILLIS	MA	02054	010	Purchase of ZOOM	6/11/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	16	16
ATLAS CLEANING-WALPO		PO BOX 27	SOUTH WALPOLE	MA	02071	011	Purchase of COVID related Office Cleaning	5/21/2020	Cleaning/Disinfection of public buildings	Yes	1,290	323
ATLAS CLEANING-WALPO		PO BOX 27	SOUTH WALPOLE	MA	02071	012	Purchase of COVID related Office Cleaning	6/25/2020	Cleaning/Disinfection of public buildings	Yes	1,300	325
ATLAS CLEANING-WALPO		PO BOX 27	SOUTH WALPOLE	MA	02071	013	Purchase of COVID related Office Cleaning	6/30/2020	Cleaning/Disinfection of public buildings	Yes	1,300	325
QUALITY CLEANING		18 TICONDEROGA LANE	MILLIS	MA	02054	014	Purchase of COVID related Office Cleaning	6/30/2020	Cleaning/Disinfection of public buildings	Yes	3,580	895
OKUN SOUND SERVICES		71 CARDINAL CIRCLE	RAYNHAM	MA	02767	015	Audio for Annual Town Meeting	6/30/2020	Signage and communication including translation services	Yes	1,800	450
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	016	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	15	4
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	017	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	12	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	018	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	019	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	4	1
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	020	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	4	1
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	021	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	4	1
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	022	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	11	3

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QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	023	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	24	6
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	024	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	24	6
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	025	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	11	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	026	Purchase of COVID related 1st Responders Uniform Cleaning	6/30/2020	Other	Yes	13	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	027	Purchase of COVID related 1st Responders Uniform Cleaning	5/7/2020	Other	Yes	17	4
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	028	Purchase of COVID related 1st Responders Uniform Cleaning	5/7/2020	Other	Yes	15	4
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	029	Purchase of COVID related 1st Responders Uniform Cleaning	5/7/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	030	Purchase of COVID related 1st Responders Uniform Cleaning	5/7/2020	Other	Yes	16	4
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	031	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	23	6
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	032	Purchase of COVID related 1st Responders Uniform Cleaning	5/7/2020	Other	Yes	21	5
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	033	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	19	5
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	034	Purchase of COVID related 1st Responders Uniform Cleaning	5/7/2020	Other	Yes	17	4
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	035	Purchase of COVID related 1st Responders Uniform Cleaning	5/7/2020	Other	Yes	9	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	036	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	12	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	037	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	12	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	038	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	15	4
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	039	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	10	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	040	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	12	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	041	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	042	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	25	6
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	043	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	044	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	13	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	045	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	24	6

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QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	046	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	17	4
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	047	Purchase of COVID related 1st Responders Uniform Cleaning	5/21/2020	Other	Yes	11	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	048	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	049	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	13	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	050	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	22	5
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	051	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	052	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	16	4
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	053	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	054	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	12	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	055	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	056	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	104	26
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	057	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	80	20
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	058	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	130	33
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	059	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	10	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	060	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	061	Purchase of COVID related 1st Responders Uniform Cleaning	6/11/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	062	Purchase of COVID related 1st Responders Uniform Cleaning	6/25/2020	Other	Yes	26	6
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	063	Purchase of COVID related 1st Responders Uniform Cleaning	6/25/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	064	Purchase of COVID related 1st Responders Uniform Cleaning	6/25/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	065	Purchase of COVID related 1st Responders Uniform Cleaning	6/25/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	066	Purchase of COVID related 1st Responders Uniform Cleaning	6/25/2020	Other	Yes	16	4
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	067	Purchase of COVID related 1st Responders Uniform Cleaning	6/25/2020	Other	Yes	11	3
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	068	Purchase of COVID related 1st Responders Uniform Cleaning	6/25/2020	Other	Yes	20	5

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QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	070	Purchase of COVID related 1st Responders Uniform Cleaning	6/25/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	071	Purchase of COVID related 1st Responders Uniform Cleaning	5/7/2020	Other	Yes	8	2
AMAZON		P.O. BOX 530958	ATLANTA	GA	30353	072	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/11/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	1,684	421
BARRY, WENDY		6 PADDOCK LANE	MILLIS	MA	02054	073	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	60	15
BLUE TARP		P.O. BOX 105525	ATLANTA	GA	30348-5525	074	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/11/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	480	120
BLUE TARP		P.O. BOX 8023	DUBLIN	OH	43016	075	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	300	75
BLUE TARP		P.O. BOX 790408	ST. LOUIS	MO	63179-0408	076	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/30/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	160	40
BOUND TREE MEDICAL L		P.O. BOX 8023	DUBLIN	OH	43016	077	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	5/7/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	123	31
BOUND TREE MEDICAL L		P.O. BOX 8023	DUBLIN	OH	43016	078	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	187	47
CHARLES RIVER BANK		P.O. BOX 790408	ST. LOUIS	MO	63179-0408	079	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	5/7/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	236	59
CHARLES RIVER BANK		P.O. BOX 790408	ST. LOUIS	MO	63179-0408	080	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	4/9/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	64	16
CLEAN CUT SOLUTIONS		16 MEREDITH CIRCLE	NEEDHAM	MA	02492	081	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	5/7/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	141	35
CLEAN CUT SOLUTIONS		16 MEREDITH CIRCLE	NEEDHAM	MA	02492	082	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	5/7/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	141	35
CLEAN CUT SOLUTIONS		16 MEREDITH CIRCLE	NEEDHAM	MA	02492	083	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	5/7/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	141	35

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CLEAN CUT SOLUTIONS		16 MEREDITH CIRCLE	NEEDHAM	MA	02492	084	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/30/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	174	44
HOWIE'S AUTO DETAIL		1275 MAIN STREET	MILLIS	MA	02054	085	Purchase of COVID related Vehicle Sanitizing	5/7/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	300	75
HOWIE'S AUTO DETAIL		82 WALNUT AVE	NORWOOD	MA	02062	086	Purchase of COVID related Vehicle Sanitizing	5/7/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	800	200
HOWIE'S AUTO DETAIL		1116 MAIN STREET	MILLIS	MA	02054	087	Purchase of COVID related Vehicle Sanitizing	6/18/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	1,000	250
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	088	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	5/7/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	35	9
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	089	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	150	37
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	090	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	288	72
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	091	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	5/21/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	70	17
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	092	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	129	32
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	093	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	449	112
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	094	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	326	81
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	095	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	160	40
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	096	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	140	35
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	097	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	280	70

Submission 1: CvRF Direct Payments (3/1/2020 - 6/30/2020)

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Subrecipient Information						Payment Details						
Payee Name	DUNS Number	Street Address	City	State	Zip	Payment Number	Payment Description	Payment Date	Attachment A Expenditure Subcategory	FEMA Reimbursable?	Total Quarterly Payment Amount	CvRF Quarterly Expenditure Amount
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	098	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	36	9
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	099	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	280	70
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	100	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	240	60
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	101	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	70	17
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	102	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	140	35
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	103	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	300	75
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	104	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/4/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	140	35
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	105	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/25/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	39	10
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	106	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/25/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	6	2
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	107	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/25/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	220	55
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	108	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/25/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	100	25
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	109	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/25/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	85	21
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	110	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/25/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	53	13
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	111	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/25/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	144	36

Submission 1: CvRF Direct Payments (3/1/2020 - 6/30/2020)

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Subrecipient Information						Payment Details						
Payee Name	DUNS Number	Street Address	City	State	Zip	Payment Number	Payment Description	Payment Date	Attachment A Expenditure Subcategory	FEMA Reimbursable?	Total Quarterly Payment Amount	CvRF Quarterly Expenditure Amount
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	112	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/30/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	22	5
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	113	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/30/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	294	74
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	114	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/30/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	296	74
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	115	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/30/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	596	149
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	116	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	6/30/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	120	30
TOWN OF SHERBORN		19 WASHINGTON ST	SHERBORN	MA	01770	117	Purchase of N95 Masks	6/11/2020	Signage and communication	Yes	2,050	513
AD-PRINT		96 MAIN ST	MEDWAY	MA	02053	118	Purchase of COVID signage	6/30/2020	including translation services	Yes	360	90
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	119	Purchase of COVID signage	6/30/2020	Signage and communication including translation services	Yes	49	12
MILLIS POSTMASTER		1116 MAIN STREET	MILLIS	MA	02054	120	Postage for COVID Related Communication to residents	6/25/2020	Signage and communication including translation services	Yes	640	160
ARCADIO JASON CONZALEZ		7 ROLAND WAY	MILFORD	MA	01757	121	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	458	115
CRAIG P THOMPSON		26 HOOKSETT CIRCLE	MEDWAY	MA	02053	122	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	466	116
DALE V BICKFORD		51 ORCHARD ST	MILLIS	MA	02054	123	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	477	119
KRISTOPHER C MAXANT		14 BOW ST	MILLIS	MA	02054	124	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	567	142
MATTHEW C SULLIVAN		76 HILL AVE	FRANKLIN	MA	02038	125	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	660	165
NICHOLAS T MELESKI		156 ALGONQUIN TRAIL	ASHLAND	MA	01721	126	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	472	118
PAUL D SMITH		80 MIDDLESEX STREET	MILLIS	MA	02054	127	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	405	101
DOMENIC J TIBERI		44 VILLAGE ST	MILLIS	MA	02054	128	Backfill staffing	4/30/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	562	140

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									Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive			
KRISTOPHER C MAXANT		14 BOW ST	MILLIS	MA	02054	129	Backfill staffing	4/30/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	567	142
BRIAN POLIMENO		262 UNION ST	MILLIS	MA	02054	130	Backfill staffing	5/14/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	1,413	353
PAUL C SHAW		98 UNION ST	MILLIS	MA	02054	131	Backfill staffing	5/14/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	918	229
MICHAEL J SCOTLAND		75 NORFOLK RD	MILLIS	MA	02054	132	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	665	166
WILLIAM J SCHULZ		180 PLEASANT STREET	MILLIS	MA	02054	133	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	514	128
JOHN M ALGER		20 TIMBERLINE RD	MILLIS	MA	02054	134	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	642	161
BRIAN POLIMENO		262 UNION ST	MILLIS	MA	02054	135	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	1,211	303
CHARLES E BISHOP		14 WESTVIEW ROAD	MEDFIELD	MA	02052	137	Backfill staffing	4/16/2020	Direct staffing costs - Overtime, additional hires, and/or backfilling staff who test positive	Yes	665	166
									Quarantine/isolation costs for first responders who may be infected and should not put household members at risk - or who should be kept apart from potentially infected household members			
MATTHEW C SULLIVAN		76 HILL AVE	FRANKLIN	MA	02038	138	Backfill staffing	5/14/2020	Quarantine/isolation costs for first responders who may be infected and should not put household members at risk - or who should be kept apart from potentially infected household members	Yes	330	82
NICHOLAS T MELESKI		156 ALGONQUIN TRAIL	ASHLAND	MA	01721	139	Backfill staffing	5/14/2020	Quarantine/isolation costs for first responders who may be infected and should not put household members at risk - or who should be kept apart from potentially infected household members	Yes	472	118
									Quarantine/isolation costs for first responders who may be infected and should not put household members at risk - or who should be kept apart from potentially infected household members			
CRAIG P THOMPSON		26 HOOKSETT CIRCLE	MEDWAY	MA	02053	140	Backfill staffing	5/14/2020	Quarantine/isolation costs for first responders who may be infected and should not put household members at risk - or who should be kept apart from potentially infected household members	Yes	466	116
QUALITY DRY CLEANERS		969 MAIN ST, UNIT 1	MILLIS	MA	02054	141	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		970 MAIN ST, UNIT 1	MILLIS	MA	02055	142	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		971 MAIN ST, UNIT 1	MILLIS	MA	02056	143	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		972 MAIN ST, UNIT 1	MILLIS	MA	02057	144	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	12	3
QUALITY DRY CLEANERS		973 MAIN ST, UNIT 1	MILLIS	MA	02058	145	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	12	3

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							Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	11	3
QUALITY DRY CLEANERS		974 MAIN ST, UNIT 1	MILLIS	MA	02059	146	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	11	3
QUALITY DRY CLEANERS		975 MAIN ST, UNIT 1	MILLIS	MA	02060	147	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		976 MAIN ST, UNIT 1	MILLIS	MA	02061	148	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	7	2
QUALITY DRY CLEANERS		977 MAIN ST, UNIT 1	MILLIS	MA	02062	149	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	4	1
QUALITY DRY CLEANERS		978 MAIN ST, UNIT 1	MILLIS	MA	02063	150	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		979 MAIN ST, UNIT 1	MILLIS	MA	02064	151	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	9	2
QUALITY DRY CLEANERS		980 MAIN ST, UNIT 1	MILLIS	MA	02065	152	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	4	1
QUALITY DRY CLEANERS		981 MAIN ST, UNIT 1	MILLIS	MA	02066	153	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	8	2
QUALITY DRY CLEANERS		982 MAIN ST, UNIT 1	MILLIS	MA	02067	154	Purchase of COVID related 1st Responders Uniform Cleaning	7/23/2020	Other	Yes	4	1
GUIDO'S PLATE GLASS		686 COTTAGE STREET	NEW BEDFORD	MA	02740	155	Furnish and install 4 germ barriers in Library	8/6/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	3,843	961
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	156	Signage	7/23/2020	Signage and communication including translation services	Yes	264	66
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	157	Signage	7/23/2020	Signage and communication including translation services	Yes	219	55
AMAZON		P.O. BOX 530958	ATLANTA	GA	30353	158	Signage	7/23/2020	Signage and communication including translation services	Yes	104	26
NEXT GEN SUPPLY GROU		11 NORFOLK STREET	MANSFIELD	MA	02048	159	CLEANING/DISINFECTION PB BLDG	8/20/2020	Cleaning/Disinfection of public buildings	Yes	800	200
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	160	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	8/6/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	40	10
MASON CO INC/WB		P.O. BOX 981101	BOSTON	MA	02298-1101	161	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	9/10/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	51	13
AMAZON		P.O. BOX 530958	ATLANTA	GA	30353	162	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	8/13/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	52	13
AMAZON		P.O. BOX 530958	ATLANTA	GA	30353	163	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	8/13/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	45	11
NEXT GEN SUPPLY GROU		11 NORFOLK STREET	MANSFIELD	MA	02048	164	Purchase of COVID related Office Hand Wipes, Gloves, Masks and Sanitizers	8/20/2020	PPE, including first responders, grocery store employees, gas station attendants and others who interact with the public	Yes	771	193
TOLSON, KIMBERLY		82 WALNUT AVE	NORWOOD	MA	02062	165	Purchase of ZOOM	8/6/2020	Accelerated telework capacity - infrastructure, subscriptions for meeting services, hardware (laptops)	No	16	16

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TOWN OF MILLIS |LIVE|
INVOICE LIST BY GL ACCOUNT

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YEAR/PERIOD: 2021/7 TO 2021/9		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
16045200				COVID-19 CARES CVRF EXP							
16045200	534000			SIGNAGE & COMMUNICATION							
000222	AD-PRINT	29718	0	2021 8 INV P	108.00	021121			153250		
002688	MHOA	ADV9536	0	2021 8 INV P	75.00	021121			153355		
				ACCOUNT TOTAL	183.00						
16045200	534010			ACCELERATED TELEWORK							
001065	CDW GOVERNMENT INC	7311255	0	2021 8 INV P	2,304.44	021121			153284		
013863	VERIZON WIRELESS	987025960	0	2021 9 INV P	122.75	031121			154014		
014521	CHARLES RIVER BANK	CC012621	0	2021 9 INV P	300.23	031121			153852	ZOOM	
014521	CHARLES RIVER BANK	CC112520	0	2021 7 INV P	223.08	010721			152710	ZOOM	
014521	CHARLES RIVER BANK	CC122420	0	2021 8 INV P	724.99	021121			153287	ZOOM	
					1,248.30						
				ACCOUNT TOTAL	3,675.49						
16045200	545000			CLEANING/DISINFECTION PB BLDG							
015014	NEXT GEN SUPPLY GROU	221957-02C	0	2021 7 INV P	947.52	012821			153067		
015014	NEXT GEN SUPPLY GROU	239436-02B	0	2021 7 INV P	270.72	012821			153067		
					1,218.24						
				ACCOUNT TOTAL	1,218.24						
16045200	550000			PPE							
000098	MASON CO INC/WB	212530551	0	2021 8 INV P	141.00	022521			153618		
000098	MASON CO INC/WB	213238500	0	2021 9 INV P	208.43	031121			153924		
000098	MASON CO INC/WB	216264449	0	2021 7 INV P	27.98	011421			152831		
000098	MASON CO INC/WB	216409757	0	2021 7 INV P	75.99	011421			152828		
000098	MASON CO INC/WB	216457554	0	2021 7 INV P	41.49	012821			153037		
000098	MASON CO INC/WB	216554352	0	2021 7 INV P	254.23	012821			153043		
000098	MASON CO INC/WB	216582681	0	2021 7 INV P	57.99	012821			153038		
000098	MASON CO INC/WB	216862981	0	2021 7 INV P	137.53	012821			153041		
000098	MASON CO INC/WB	216913454	0	2021 8 INV P	41.97	021121			153348		
000098	MASON CO INC/WB	217034023	0	2021 8 INV P	44.22	020421			153218		
000098	MASON CO INC/WB	217180902	0	2021 8 INV P	135.96	021121			153349		
000098	MASON CO INC/WB	217182426	0	2021 8 INV P	33.99	021121			153347		
000098	MASON CO INC/WB	217826573	0	2021 9 INV P	135.53	031121			153923		
000098	MASON CO INC/WB	CR8616091	0	2021 7 CRM P	-75.99	011421			152828		
					1,260.32						
000355	MOORE MEDICAL CORP	17120301	0	2021 8 INV P	82.95	020421			153223		
000487	INDUSTRIAL PROTECTIO	169988-01	0	2021 8 INV P	357.01	022521			153587		
000487	INDUSTRIAL PROTECTIO	170168-01	0	2021 8 INV P	552.41	022521			153589		
000487	INDUSTRIAL PROTECTIO	170168-02	0	2021 8 INV P	357.01	022521			153588		

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TOWN OF MILLIS |LIVE|
INVOICE LIST BY GL ACCOUNT

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YEAR/PERIOD: 2021/7 TO 2021/9		ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
								1,266.43		
002322	BOSTON MEDICAL CORPO	20120010		0	2021	8	INV P	1,494.08	022521	153469
007383	AMAZON	465459355839		0	2021	9	INV P	35.97	031121	153818
007383	AMAZON	555369598533		0	2021	9	INV P	48.03	031121	153821
007383	AMAZON	974689848543		0	2021	9	INV P	41.96	031121	153820
								125.96		
013476	AMAZON	434535585348		0	2021	7	INV P	99.99	012821	152893
								ACCOUNT TOTAL		
								4,329.73		
16045200	551000							EDUCATIONAL MATERIALS		
000071	APPLE COMPUTER INC	AD32788665		0	2021	8	INV P	15,580.00	021121	153258
								ACCOUNT TOTAL		
								15,580.00		
16045200	558000							TESTING FOR COVID		
001851	S&S WORLDWIDE	IN100690719		0	2021	8	INV P	27.82	021121	153387
012492	CONTROL POINT	18477		0	2021	9	INV P	210.00	031821	154043
012492	CONTROL POINT	18512		0	2021	9	INV P	350.00	031821	154043
012492	CONTROL POINT	18563		0	2021	7	INV P	2,605.46	011421	152799
012492	CONTROL POINT	18566		0	2021	7	INV P	5,205.90	011421	152799
012492	CONTROL POINT	18567		0	2021	9	INV P	633.34	031821	154043
012492	CONTROL POINT	18568		0	2021	7	INV P	2,250.00	011421	152799
								11,254.70		
013476	AMAZON	557345846388		0	2021	8	INV P	34.99	021121	153254
013476	AMAZON	597599947596		0	2021	8	INV P	622.84	021121	153254
013476	AMAZON	643464495836		0	2021	8	INV P	4,683.61	021121	153254
								5,341.44		
014269	FOXBOROUGH	26		0	2021	8	INV P	680.00	022521	153554
014269	FOXBOROUGH	33		0	2021	8	INV P	255.00	022521	153555
								935.00		
015014	NEXT GEN SUPPLY GROU	22251102		0	2021	8	INV P	1,015.20	021121	153364
015014	NEXT GEN SUPPLY GROU	229159-03		0	2021	8	INV P	1,392.64	021121	153364
								2,407.84		
015066	TRIMARK UNITED EAST	200212591		0	2021	7	INV P	238.44	012821	153162
								ACCOUNT TOTAL		
								20,205.24		

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TOWN OF MILLIS |LIVE|
INVOICE LIST BY GL ACCOUNT

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YEAR/PERIOD: 2021/7 TO 2021/9		INVOICE		PO	YEAR/PR TYP S			WARRANT	CHECK	DESCRIPTION
16045200	578000				OTHER REQUESTS					
000071	APPLE COMPUTER INC	AE12137268	0	2021	8	INV P	6,796.00	022521	153443	
000071	APPLE COMPUTER INC	AE14661668	0	2021	8	INV P	7,343.00	022521	153444	
							14,139.00			
000098	MASON CO INC/WB	212711136	0	2021	9	INV P	3,043.00	030421	153794	
000098	MASON CO INC/WB	217853949	0	2021	9	INV P	2,399.00	031121	153927	
							5,442.00			
000390	MILLIS/TOWN OF	21-000137	0	2021	8	INV P	1,259.18	021121	153359	
000487	INDUSTRIAL PROTECTIO	169988-0	0	2021	8	INV P	6,738.00	022521	153590	
001065	CDW GOVERNMENT INC	5419923	0	2021	8	INV P	536.62	021121	153282	
006962	COLLINS SPORTS MEDIC	374658	0	2021	7	INV P	2,493.88	011421	152790	
006962	COLLINS SPORTS MEDIC	375383	0	2021	7	INV P	710.24	011421	152790	
							3,204.12			
007396	HOME DEPOT	011321-5423	0	2021	8	INV P	143.79	021121	153331	
009636	STRYKER SALES CORP	3257315-M	0	2021	8	INV P	1,182.17	022521	153732	
009636	STRYKER SALES CORP	8972509-DM	0	2021	8	INV P	37,456.29	022521	153733	
							38,638.46			
010131	MASIMO AMERICAS	2622824	0	2021	9	INV P	1,263.00	031121	153915	
010131	MASIMO AMERICAS	2625224	0	2021	8	INV P	4,087.00	022521	153617	
							5,350.00			
013476	AMAZON	459757355344	0	2021	7	INV P	219.18	012821	152893	
014006	WAINWRIGHT, ANDREA	FY21-011321	0	2021	8	INV P	270.00	021121	153425	
014342	TELEFLEX MEDICAL INC	9503424435	0	2021	8	INV P	1,279.68	021121	153402	
014342	TELEFLEX MEDICAL INC	9503435269	0	2021	8	INV P	1,550.00	021121	153402	
014342	TELEFLEX MEDICAL INC	9503439371	0	2021	8	INV P	992.50	021121	153402	
							3,822.18			
015014	NEXT GEN SUPPLY GROU	221957-03	0	2021	8	INV P	1,759.68	021121	153364	
015014	NEXT GEN SUPPLY GROU	229159-02	0	2021	7	INV P	93.55	011421	152842	
							1,853.23			
015479	OLIVER PACKAGING & E	116038	0	2021	8	INV P	3,039.60	022521	153685	
015669	WILDFLOWER MEADOWS	37266	0	2021	8	INV P	632.86	021121	153430	

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 TOWN OF MILLIS |LIVE|
 INVOICE LIST BY GL ACCOUNT

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YEAR/PERIOD: 2021/7 TO 2021/9				ACCOUNT /VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
						COVID-19 FEMA EXPENSES							
16055200 530000						CONTRACTORS HIRED							
003017	QUALITY	DRY	CLEANERS	20339-936	0	2021	7	INV	P	12.00	010721	152754	
003017	QUALITY	DRY	CLEANERS	20339-937	0	2021	7	INV	P	4.00	010721	152754	
003017	QUALITY	DRY	CLEANERS	20342-056	0	2021	7	INV	P	8.00	010721	152754	
003017	QUALITY	DRY	CLEANERS	20343-256	0	2021	7	INV	P	8.00	010721	152754	
003017	QUALITY	DRY	CLEANERS	20343-257	0	2021	7	INV	P	4.00	010721	152754	
003017	QUALITY	DRY	CLEANERS	20346-581	0	2021	7	INV	P	8.00	010721	152754	
003017	QUALITY	DRY	CLEANERS	20350-909	0	2021	7	INV	P	23.89	012821	153120	
003017	QUALITY	DRY	CLEANERS	20353-289	0	2021	7	INV	P	12.00	012821	153120	
003017	QUALITY	DRY	CLEANERS	20353-290	0	2021	7	INV	P	4.00	012821	153120	
003017	QUALITY	DRY	CLEANERS	20356-397	0	2021	7	INV	P	16.00	012821	153120	
003017	QUALITY	DRY	CLEANERS	20357-611	0	2021	7	INV	P	12.00	012821	153120	
003017	QUALITY	DRY	CLEANERS	20357-612	0	2021	7	INV	P	12.00	012821	153120	
003017	QUALITY	DRY	CLEANERS	20358-708	0	2021	7	INV	P	24.00	012821	153120	
003017	QUALITY	DRY	CLEANERS	20363-894	0	2021	8	INV	P	4.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	20363-895	0	2021	7	INV	P	11.95	012821	153120	
003017	QUALITY	DRY	CLEANERS	20364-108	0	2021	8	INV	P	8.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	20364-110	0	2021	8	INV	P	12.00	022521	153703	
003017	QUALITY	DRY	CLEANERS	21005-512	0	2021	8	INV	P	55.78	022521	153703	
003017	QUALITY	DRY	CLEANERS	21008-910	0	2021	8	INV	P	16.00	022521	153703	
003017	QUALITY	DRY	CLEANERS	21008-911	0	2021	8	INV	P	9.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21011-034	0	2021	8	INV	P	10.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21012-189	0	2021	8	INV	P	4.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21012-190	0	2021	8	INV	P	4.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21013-260	0	2021	8	INV	P	8.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21013-284	0	2021	8	INV	P	12.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21015-434	0	2021	8	INV	P	15.95	022521	153703	
003017	QUALITY	DRY	CLEANERS	21015-448	0	2021	8	INV	P	27.95	022521	153703	
003017	QUALITY	DRY	CLEANERS	21019-784	0	2021	8	INV	P	12.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21022-062	0	2021	8	INV	P	8.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21022-064	0	2021	8	INV	P	4.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21026-392	0	2021	8	INV	P	20.95	022521	153703	
003017	QUALITY	DRY	CLEANERS	21026-393	0	2021	8	INV	P	12.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21029-710	0	2021	8	INV	P	4.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21029-711	0	2021	8	INV	P	4.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21029-712	0	2021	8	INV	P	11.95	022521	153702	
003017	QUALITY	DRY	CLEANERS	21033-865	0	2021	8	INV	P	27.45	022521	153703	
003017	QUALITY	DRY	CLEANERS	21034-962	0	2021	8	INV	P	8.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21036-136	0	2021	8	INV	P	12.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21036-138	0	2021	8	INV	P	4.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21036-190	0	2021	8	INV	P	15.95	022521	153703	
003017	QUALITY	DRY	CLEANERS	21037-288	0	2021	8	INV	P	12.00	022521	153703	
003017	QUALITY	DRY	CLEANERS	21041-536	0	2021	8	INV	P	4.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21041-562	0	2021	8	INV	P	8.00	022521	153702	
003017	QUALITY	DRY	CLEANERS	21042-647	0	2021	9	INV	P	24.95	031121	153963	
003017	QUALITY	DRY	CLEANERS	21042-712	0	2021	9	INV	P	28.55	031121	153963	
003017	QUALITY	DRY	CLEANERS	21043-812	0	2021	9	INV	P	12.00	031121	153963	
003017	QUALITY	DRY	CLEANERS	21047-187	0	2021	9	INV	P	12.55	031121	153963	
003017	QUALITY	DRY	CLEANERS	21050-440	0	2021	9	INV	P	12.00	031121	153963	
003017	QUALITY	DRY	CLEANERS	21054-790	0	2021	9	INV	P	8.00	031121	153963	

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TOWN OF MILLIS |LIVE|
INVOICE LIST BY GL ACCOUNT

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YEAR/PERIOD: 2021/7		TO 2021/9															
ACCOUNT/VENDOR				INVOICE		PO		YEAR/PR TYP S		WARRANT		CHECK		DESCRIPTION			
003017 QUALITY DRY CLEANERS				21054-799		0		2021 9 INV P		16.00		031121		153963			
										628.87							
ACCOUNT TOTAL										628.87							
16055200 545000								CLEANING/DISINFECTION PB BLDG									
007857 ATLAS CLEANING-WALPO				102		0		2021 9 INV P		1,500.00		031121		153830			
007857 ATLAS CLEANING-WALPO				1129		0		2021 7 INV P		1,200.00		010721		152699			
007857 ATLAS CLEANING-WALPO				130		0		2021 8 INV P		1,200.00		022521		153450			
										3,900.00							
ACCOUNT TOTAL										3,900.00							
16055200 550000								PPE									
007383 AMAZON				646976977697		0		2021 9 INV P		844.19		030421		153768			
015461 JARDINE ASSOCIATES				0240950-IN		0		2021 7 INV P		1,315.58		011421		152816			
ACCOUNT TOTAL										2,159.77							
16055200 558000								TESTING FOR COVID									
005258 SOFFAYER/CHRISTOPHER				020521REIMB		0		2021 8 INV P		69.99		022521		153723			
ACCOUNT TOTAL										69.99							
16055200 578000								OTHER REQUESTS									
000098 MASON CO INC/WB				217422180		0		2021 9 INV P		97.50		031121		153921			
014521 CHARLES RIVER BANK				CC012621		0		2021 9 INV P		293.25		031121		153852 ACUITY SCHEDULING			
015716 AQUILITEUS				5984188525		0		2021 9 INV P		4,800.00		031121		153826			
ACCOUNT TOTAL										5,190.75							
ORG 16055200 TOTAL										11,949.38							
=====																	
FUND 1605 COVID-19 FEMA										TOTAL:		11,949.38					
=====																	

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Town Tree Fund		
Company	Date	Amount
Rosenfeld Tree Donation	12/18/2015	10,000.00
CC TM PA LLC Tree Donation	3/30/2016	5,000.00
Hickory Hills - AoM	1/6/2020	7,920.00
HATEM ENT Tree Fund	9/23/2020	1,500.00
Town Tree Fund Balance 03/17/2021		24,420.00

Tree Trim/Removal Article		
Article	Date	Amount
FTM ART 3	11/4/2019	50,000.00
FTM ART 7	11/7/2020	40,000.00
Article Subtotal		90,000.00
Pathfinder Tree Service Pymts		61,120.00
Tree Trim/Removal Balance 03/17/2021		28,880.00

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TOWN OF MILLIS |LIVE|
ACCOUNT DETAIL HISTORY FOR 2000 00 TO 2021 13

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ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
29985111	2998-1-000-00-0-0000-00-511-483000-22541	REVENUE GIFTS						
00/03	62 09/30/99	C/R	1100				-15,000.00	-15,000.00
03/06	123 12/08/02	GEN 03-171					-5,642.00	-20,642.00
05/11	388 05/17/05	C/R	173939				-6,739.00	-27,381.00
06/12	155 06/07/06	C/R	198029				-11,960.00	-39,341.00
07/03	224 09/07/06	C/R	206932				-3,519.00	-42,860.00
09/02	257 08/29/08	C/R	282186				-78,252.00	-121,112.00
09/06	203 12/16/08	CRP	292049				-21,850.00	-142,962.00
16/01	209 07/17/15	CRP	554480				-17,530.00	-160,492.00
18/11	31 05/02/18	CRP	671012				-26,290.00	-186,782.00
19/04	262 10/31/18	CRP	688612				-7,000.00	-193,782.00
LEDGER BALANCES --- DEBITS:				.00	CREDITS:	-193,782.00	NET:	-193,782.00
29985111	2998-1-000-00-0-0000-00-511-558000-22541	EXPENSES						
03/05	9 11/07/02	API 002974		043947	28513	B	82.68	82.68
07/04	83 10/19/06	API 003956		392	5518	B	2,583.08	2,665.76
08/04	101 10/25/07	API 000241		CN11397059	56258	B	65.55	2,731.31
08/06	189 12/20/07	GEN 08-142				B	40,128.69	42,860.00
11/12	41 06/09/11	API 000088		8020	86216	B	1,917.50	44,777.50
11/12	244 06/30/11	API 000088		8066	86807	B	1,762.50	46,540.00
12/02	9 08/04/11	API 000088		8092	87425	B	3,010.00	49,550.00
12/05	63 11/10/11	API 010262		1130	89086		30,000.00	79,550.00
12/05	108 11/17/11	API 000088		8348	89248		522.50	80,072.50
12/05	108 11/17/11	API 000088		8287	89248		2,782.82	82,855.32
12/06	2 12/01/11	API 000088		8376	89584		105.00	82,960.32
12/06	90 12/15/11	API 010262		1139	89879	B	42,100.00	125,060.32
12/06	151 12/19/11	GEN 12-196				B	192.72	125,253.04
12/06	151 12/19/11	GEN 12-196				B	481.80	125,734.84
12/06	151 12/19/11	GEN 12-196				B	385.44	126,120.28
12/06	151 12/19/11	GEN 12-196				B	385.44	126,505.72
12/06	151 12/19/11	GEN 12-196				B	433.62	126,939.34
12/06	151 12/19/11	GEN 12-196				B	433.62	127,372.96
12/06	151 12/19/11	GEN 12-196				B	433.62	127,806.58
12/06	151 12/19/11	GEN 12-196				B	578.16	128,384.74
12/06	151 12/19/11	GEN 12-196				B	313.17	128,697.91
12/06	151 12/19/11	GEN 12-196				B	385.44	129,083.35
12/11	44 05/10/12	API 000088		8636	92656	B	552.50	129,635.85
13/07	7 01/03/13	API 006278		13083	97360	B	13,326.15	142,962.00
LEDGER BALANCES --- DEBITS:				142,962.00	CREDITS:	.00	NET:	142,962.00
29985111	2998-1-000-00-0-0000-00-511-596200-22541	TRANSFERS TO SPECIAL REVENUE F						
20/12	414 06/30/20	GCR 20-283 2998 TRNSF				B	50,820.00	50,820.00
LEDGER BALANCES --- DEBITS:				50,820.00	CREDITS:	.00	NET:	50,820.00

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TOWN OF MILLIS |LIVE|
 ACCOUNT DETAIL HISTORY FOR 2000 00 TO 2021 13

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ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
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GRAND TOTAL --- DEBITS:	193,782.00	CREDITS:	-193,782.00	NET:	.00
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35 Records printed

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TOWN OF MILLIS |LIVE|
ACCOUNT DETAIL HISTORY FOR 2000 00 TO 2021 13

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REPORT OPTIONS

Print GL Master Start-of-Year Balances?: N
Year and Period range: 2000 0 to 2021 13
Source journal code:
Include entries between dates: 01/01/1970 and 01/01/2999
Include Encumb/Liq entries: N
Include Budget entries: N
Print J/E comment and vendor: N
Double space journal detail: N
Separate page for each account: N
Multiyear view: D
Print report options: Y
Cash account: Subtotal by Date or Ref3/Deposit #: N

Town of Millis
May 2021 Annual Town Meeting Article List

Funding

#	Article	Amount:	Rec:	Source:	FinCom
1	Unpaid Bills				
2	FY21 Additional Wages and Expenses				
3	FY22 Operating Budget				
4	<i>Service Employees International Union #888 Contract Ratification</i>				
5	<i>Professional Firefighters Local #4704 Contract Ratification</i>				
6	Sewer Enterprise Fund:				
	Salaries				
	Expenses				
7	Water Enterprise Fund:				
	Salaries				
	Expenses				
8	Stormwater Enterprise Fund:				
	Salaries				
	Expenses				
9	Consent Agenda:				
	Amendments to Personnel Plan				
	Board of Health Appointing Authority				
	Revolving Funds:				
		See Addendum			
		N/A			
	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			
	Veterans Memorial Building Custodial/Maintenance Fund	\$6,000.00			
	School Department Food Service Fund	\$360,000.00			
	School Department Transportation Fund	\$500,000.00			
	Stormwater Management Fund	\$10,000.00			
	Board of Health Medical Services/Vaccinations Fund	\$20,000.00			
	Board of Health 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			
	Community Preservation Fund:				
	FY22 Administrative Expenses	\$12,549.00			CPA
	Long Term Debt - Principal	\$20,000.00			CPA
	Long Term Debt - Interest	\$9,950.00			CPA
	FY22 Estimated Revenues for Historic Resources Reserve	\$25,098.00			CPA
	FY22 Estimated Revenues for Community Housing Reserve	\$25,098.00			CPA
	FY22 Estimated Revenues for Open Space Reserve	\$25,098.00			CPA
	FY22 Estimated Revenues for Budgeted Reserve	\$80,000.00			CPA
10	Community Preservation Historic Resource Reserve Fund - Phase II Walling Map Rehab	\$1,469.00			CPA

3/17/2021

Town of Millis
May 2021 Annual Town Meeting Article List

#	Article	Amount:	Rec:	Source:	FinCom
11	Community Preservation Open Space/Recreation Reserve Fund - MHS Dugout Project	\$10,300.00		CPA	
12	Independent Audit				
13	FY22 Personal Property Interim Year Inspections - Board of Assessors				
14	FY23 Recertification Process - Board of Assessors				
15	Capital Items:				
16	<i>Tree Pruning and Removal</i>				
17	<i>Road Maintenance and Repair</i>				
18	<i>Previously Approved School Committed Bus Lease - Year 4 of 5</i>				
19	<i>Previously Approved School Committed Computer Lease - Year 2 of 3</i>				
20	<i>New School Computer Lease - Year 1</i>				
21	61A Purchase - Braun Property, Village Street	\$1,000,000.00			
22	Street Acceptance - Hickory Hills Subdivision	N/A			
23	Zoning ByLaw Amendment - Performance Based Solar Ordinance	N/A			
24	Zoning ByLaw Amendment - Parking Dimensions	N/A			
25	Zoning ByLaw Amendment - Compact Car Parking	N/A			
26	<i>Zoning ByLaw Amendment - Cannabis Delivery</i>				
27	Town ByLaw Addition - Waiver of Town Building Project Permit Fees				
28	Town ByLaw Amendment - Sewer				
29	Update Emergency Response Plan				
30	PFAS Treatment Design				
31	Design/Construction of Drainage Village Street and Birch Street				
32	Authorize the Sale of Town Land - Acorn Street				
33	<i>PILOT Agreement - Clyde F. Brown Solar</i>				
34	Medicare/Medicaid Reimbursement Services				
35	Unemployment Insurance Fund				
36	OPEB Fund				
35	Stabilization Fund				
	<i>Unofficial Articles/Placeholders</i>				

Free Cash:	\$425,990.34
Appropriated:	
Balance:	\$425,990.34

The Town of Millis - Finance Committee

FY22 Operating Budget Departments/Boards/Committees

		FinCom	
Department:	Presenter:	Scheduled:	Completed:
Community Preservation Act	Nate Maltinsky	3/3	Yes
Council on Aging	Patricia Kayo	3/3	Yes
Board of Health	John McVeigh	3/10	Yes
DPW	Jim McKay	3/10	Yes
Emergency Management	Chief Barrett	3/17	
Fire & Rescue Department	Chief Barrett	3/17	
Library	Kim Tolsen	3/17	
Planning Board	Rich Nichols	3/17	
Police & Dispatch Department	Chief Soffayer	3/17	
Assessors	Teri Gonsalves	3/24	
Finance Offices	Carol Johnston	3/24	
IT Administration	Carol Johnston	3/24	
Recreation	Kris Fogarty	3/24	
<i>Town Clerk/Elections/Registrars</i>	<i>Lisa Jane Hardin</i>	<i>3/24</i>	
Veterans	John Moore	3/24	
Capital Planning Committee	Jon Barry	3/31	
Debt Service	Carol Johnston	3/31	
Employee Benefits	Carol Johnston	3/31	
Executive Office/Select Board	Mike Guzinski	3/31	
General Insurance	Carol Johnston	3/31	
Millis Schools	Robert Mullaney	3/31	
<i>Town Buildings</i>	<i>Karen Bouret</i>	<i>3/31</i>	
Town Counsel	Mike Guzinski	3/31	
Building Department	Mike Giampietro	4/7	
<i>Zonig Board of Appeal</i>	<i>TBD</i>	<i>4/7</i>	
Animal Control	Brenda Hamelin		
Conservation			
Oak Grove Farm Committee			
Tri-State Schools	TBD		

Italics = tentative