



WARRANT

2020

FALL ANNUAL TOWN MEETING

TOWN OF MILLIS COMMONWEALTH OF MASSACHUSETTS

NORFOLK, SS.

GREETING:

To either of the Constables of the Town of Millis in said county, in the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Millis qualified to vote in elections and in town affairs, to meet on Saturday, the seventh day of November, AD 2020 at 12:00 p.m. in the Middle-Senior High School parking lot in said Millis:

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

WARRANT INSTRUCTIONS

OPENING MOTIONS

Pledge of Allegiance

Opening Comments (Moderator, Finance Committee Chair)

Opening Motions

Moderator recognizes Finance Committee Chairperson

(Fin Com Chair) I move that the reading of the warrant and return of service thereof be omitted

(Fin Com Vice Chair) Second

Discussion

Vote

Moderator recognizes Finance Committee Chairperson

(Fin Com Chair) I move that the Moderator be granted unanimous consent to omit the reading of the articles and to refer to them by number and subject matter.

Second (Fin Com Vice Chair)

Discussion

Vote

FALL 2020 TOWN MEETING ARTICLE LIST

- 1. Unpaid Bills**
- 2. FY21 Operational Budget Adjustments**
- 3. Capital Items**
- 4. Police Cruiser Lease/Purchase**
- 5. DPW Building Project – Additional Funding**
- 6. DPW Lease of Temporary Office Facilities**
- 7. Employee Wage/Salary Study**
- 8. Tree Maintenance**
- 9. General Bylaw Change - Date of Spring Annual Town Meeting**
- 10. Zoning Bylaw Change - Millis Center Economic Opportunity Overlay District (MCEOD)**

TOWN OF MILLIS

NOVEMBER 7, 2020 FALL ANNUAL TOWN MEETING WARRANT

ARTICLE 1. To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds the sum of **\$17,246.48** for unpaid bills, or act in any manner relating thereto.

(Submitted by Select Board)

DEPARTMENT	VENDOR	AMOUNT
Town Administrator	Cyber Com Inc	\$2,500.00
Town Administrator	Town of Millis	\$46.04
Town Administrator	AdPrint	\$82.00
Town Administrator	Town of Millis	\$21.35
Town Administrator	Blue Tarp (Northern Tool)	\$19.98
Town Administrator	Conway Technology	\$106.20
Town Administrator	Atlas Services Co	\$640.00
DPW	WB Mason	\$36.65
DPW	WB Mason	\$177.66
DPW	Geosphere	\$3,225.00
DPW	Town of Millis	\$245.96
DPW	Town of Millis	\$224.92
DPW	Town of Millis	\$204.00
DPW	Town of Millis	\$209.60
DPW	Imperial Ford	\$81.60
DPW	Mass mobile Inspections	\$1,375.00
DPW	Safelite Fulfillment, Inc	\$454.94
DPW	Turf Products	\$82.75
DPW	Woodco Machinery	\$313.68
DPW	K & K Mulch	\$570.00
DPW	United AG & Turf	\$253.67

DEPARTMENT	VENDOR	AMOUNT
DPW	United AG & Turf	\$81.40
DPW	United AG & Turf	\$95.00
DPW	United AG & Turf	\$504.38
DPW	United AG & Turf	\$265.64
Fire	TR Miller Co	\$504.10
Fire	TR Miller Co	\$504.10
Fire	Eversource	\$814.64
Police	Eversource	\$3,109.13
Town Clerk	LHS Associates	\$213.55
TOTAL GENERAL FUND UNPAID BILLS		\$16,431.66
DPW	WB Mason	\$36.65
DPW	WB Mason	\$177.66
TOTAL SEWER ENTERPRISE UNPAID BILLS		\$214.31
DPW	WB Mason	\$36.65
DPW	WB Mason	\$177.66
DPW	Mass-EZ pass	\$11.65
DPW	Power Up Generator	\$167.05
DPW	Power Up Generator	\$207.50
TOTAL WATER ENTERPRISE UNPAID BILLS		\$600.51
TOTAL UNPAID BILLS		\$17,246.48

Or take any other action related thereto.

(Submitted by Select Board)

ARTICLE 2. To see if the Town will vote to raise and appropriate the sum of **\$302,616**, transfer from Marijuana Impact Fees (Free Cash) the sum of **\$95,940**, and transfer from the Ambulance Revolving Fund the sum of **\$85,000**, for a total sum of **\$483,556** for additional wages or expenses not sufficiently funded under Article 3, Operating Budget, of the June 29, 2020 Annual Town Meeting, as follows:

Restoration of Staff Hours to FY20 Levels as of December 1, 2020, and restoration of Library Expenses:

<i>Department Breakdown</i>	<i>Category</i>	<i>Variance FY21 (5%) vs FY21 TA Proposed</i>	<i>December 1, 2020</i>
GENERAL GOVERNMENT			
SELECTMEN/TA	SALARIES	(\$30,899.13)	\$18,024.49
FINANCE DIR/ACCOUNTANT	SALARIES	(\$21,279.95)	\$12,413.30
ASSESSORS	SALARIES	(\$13,003.03)	\$7,585.10
TREASURER/COLLECTOR	SALARIES	(\$15,718.09)	\$9,168.88
TOWN COUNSEL	EXPENSES	(\$9,000.00)	\$0.00
TOWN CLERK	SALARIES	(\$8,628.50)	\$5,033.29
PLANNING BOARD	SALARIES	(\$2,245.38)	\$1,309.80
CONSERVATION	SALARIES	(\$1,683.55)	\$982.07
TOWN BUILDINGS	SALARIES	(\$8,823.20)	\$5,146.87
LINE 1 - GENERAL GOVT		(\$111,280.82)	\$59,663.81
PUBLIC SAFETY			
BUILDING DEPT.	SALARIES	(\$13,197.00)	\$7,698.25
LINE 2 - PUBLIC SAFETY		(\$13,197.00)	\$7,698.25
EDUCATION			
MILLIS SCHOOLS	SALARIES	(\$296,798.00)	\$173,132.17
LINE 3 - MILLIS SCHOOLS		(\$296,798.00)	\$173,132.17
HEALTH & HUMAN SERVICES			
COUNCIL ON AGING	SALARIES	(\$13,401.97)	\$7,817.81
LINE 6 HLTH/HUMN SERV		(\$13,401.97)	\$7,817.81
CULTURE & RECREATION			
LIBRARY	SALARIES	(\$6,237.96)	\$3,638.81
LIBRARY	EXPENSES	(\$6,445.00)	\$3,759.58
RECREATION	SALARIES	(\$3,266.49)	\$1,905.45
LINE 7 CULTURE & RECREATION		(\$15,949.45)	\$9,303.84
TOTAL BUDGET		(\$450,627.24)	\$257,615.89

Recreation Expenses (Additional Funding) \$10,000

IT Administration (Cyber Security Initiative) \$35,000

Funding from Marijuana Impact Fund:

Police Salaries (School Resource Officer Salary)	\$85,140
Marijuana Stipends (per contract)	\$10,800

Funding from Ambulance Revolving Fund:

Fire Salaries (Overtime for Safer Grant Employees)	\$60,000
Fire Expenses (Clothing Allowance & Equipment)	\$25,000

Or take any other action related thereto.

(Submitted by Select Board)

ARTICLE 3. To see if the Town will vote to appropriate and raise by taxation, transfer from available funds, or borrow the sum of **\$325,384** to fund the following capital items:

Department	Item	Cost
Fire	Turnout Gear	\$ 43,330
Fire	SCBA Bottles	\$ 12,000
Fire	Fire Hose	\$ 15,000
Water/Sewer	Pickup Truck	\$ 44,023
W/S/ST/DPW	Dump Truck	\$108,586
Sewer	I/I Study	\$105,775
Total		\$328,714

(Submitted by Select Board)

ARTICLE 4. To see if the Town will vote to transfer from Free Cash the sum of **\$18,000** for the payment of the first year of a three year lease/purchase of a Police Cruiser, or take any other action related thereto.

ARTICLE 5. To see if the Town will vote to

\$600,000 in additional funds from General Fund/Stormwater Enterprise/Water Enterprise/Sewer Enterprise for the DPW Building Project

Or take any other action related thereto.

(Submitted by Select Board)

ARTICLE 6. To see if the Town will vote to appropriate and raise by taxation, or transfer from available funds the sum of **\$275,000** for the payment of the first year of a two year lease for Temporary Office Space for the DPW, or take any other action related thereto.

(Submitted by Select Board)

ARTICLE 7. To see if the Town will vote to appropriate and raise by taxation, or transfer from available funds the sum of **\$15,000** to fund a Wage/Salary Study of municipal positions at the Veterans Memorial Building, or take any other action related thereto.

(Submitted by Select Board)

ARTICLE 8. To see if the Town will vote to appropriate and raise by taxation, or transfer from available funds the sum of **\$40,000** for tree trimming and removal, or take any action thereto.

(Submitted by Select Board)

ARTICLE 9. To see if the Town will vote to **amend ARTICLE I, Section 1 of the Town's General Bylaws** by deleting the first sentence and replacing it with the following:

“The Annual Town Meeting for the transaction of business will be held on the first Monday of May, and the Annual Meeting for the election of officers and such other matters as may be voted on the official ballot will be held on the second Monday in May.”

or to take any other action related thereto.

(Submitted by Select Board)

ARTICLE 10– Millis Center Economic Opportunity Overlay District (MCEOD)

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

- 1) By adding the following parcels to the Millis Center Economic Opportunity Overlay District (MCEOD):

Assessor's Map 22, Parcels – 33, 32, 31, 30, 26, 17, 16, 15, 13, 12;
Assessor's Map 23, Parcels - 155, 129, 127, 98, 96, 94, 93, 92, 91, 90
Assessor's Map 30, Parcels – 12, 74;
Assessor's Map 31, Parcels – 10, 9, 8

- 2) By amending Section III, Establishment of Zoning District, Subsection C. Zoning Map, "Mixed Use Development Overlay District", by adding the following street names and parcel numbers:

"Mixed Use Development Overlay District", said district comprising of the following parcels of land on Main St., Plain St., Spring St., Exchange St., Park Rd., Lavender St., Pleasant St., Farm St. and Hammond Ln. as follows:

Assessor's Map 22, Parcels – 33, 32, 31, 30, 26, 17, 16, 15, 13, 12;
Assessor's Map 23, Parcels - 155, 129, 127, 122, 119, 118, 117, 116, 115, 114, 113, 112, 111, 110, 108, 107, 106, 105, 98, 96, 94, 93, 92, 91, 90, 77, 76, 75, 74, 73, 72, 70, 69, 68, 67, 66, 64, 63, 62, 61, 60, 59, 56, 55, 54, 53, 52, 51, 50, 49, 48, 47, 46, 45, 44, 43;
Assessor's Map 24, Parcels - 122, 121, 115, 114, 112, 54, 53;
Assessor's Map 30, Parcels – 74, 12; and
Assessor's Map 31, Parcels – 10, 9, 8

- 3) By amending the third sentence of Section XIII, Special Permit Conditions, Subsection P.1., Millis Center Economic Opportunity Overlay District, (MCEOD), "Purpose":

From:

The MCEOD shall hereby be established for that portion of the C-V District between Plain Street and Auburn Road, on both the North and South sides of Route 109."

To read:

The MCEOD shall hereby be established for those parcels of the C-V District west of Plain Street, as more specifically enumerated in Section III.C."

- 4) By amending the Millis Zoning Map to effectuate the changes to the MCEOD and to accurately reference such overlay district, all as shown on a Map on file with the Town Clerk seven days prior to Town Meeting

(Submitted by Planning Board)

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

Given under our hands this 5th day of October in the year two thousand and twenty.

**TOWN OF MILLIS
SELECT BOARD**

James J. McCaffrey, Chair

Peter C. Jurmain, Vice-Chair

Erin T. Underhill, Clerk

A True Copy, Attest

Lisa J. Hardin, Town Clerk

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