



# TOWN OF MILLIS

**Finance Committee**  
900 Main Street • Millis, MA 02054

*Peter Berube, Chair  
Jodie Garzon, Vice Chair  
Peter Underhill, Clerk  
Joyce Boiardi  
Michael Krone  
Jonathan Loer  
Cathy MacInnes  
Sara Reyes  
Jen Zarutskie*

## Meeting Agenda

**Date:** Wednesday, October 11, 2023  
**Time:** 7:00 PM  
**Location:** 900 Main Street – Room #229

The Meeting will be broadcast live on Millis Community Media. Participation is available via Zoom: <https://us02web.zoom.us/j/86545716472>

### Committee Attendees:

Peter Berube, Chair ☐; Jodie Garzon, Vice Chair ☐; Peter Underhill, Clerk ☐; Joyce Boiardi ☐; Michael Krone ☐; Jonathan Loer ☐; Cathy MacInnes ☐; Sara Reyes ☐; Jen Zarutskie ☐

**Non-Committee Attendees:** Deirdre Gilmore

**Invited Guests:** Mike Guzinski ☐; Carol Johnston ☐; Jim McKay ☐

**Current Reserve Fund Balance:** \$ 50,000.00  
**Free Cash Balance:** \$3,266,213.00  
**Stabilization Fund Balance as of July 31, 2023:** \$2,150,986.71\*\*

\*\*Of which \$400,000.00 will be transferred out for Article #5 appropriated at the Spring Town Meeting

Agenda		
Time	Topic	Speaker
~7:00	Call Meeting to Order	Peter Berube
~7:05	DPW Capital Item Requests	Jim McKay
~7:25	November 6, 2023 Town Meeting Warrant Article Discussion	Mike Guzinski
~7:35	Minority and Majority Report Discussion	Committee
~7:50	Bills Payable: Gatehouse Media (Advertise Pre-Town Meeting)	Committee
~7:55	Finance Committee Meeting Minutes Approval: October 4, 2023	Committee
~8:00	Adjourn	Committee

### Important Dates:

Wednesday, October 18, 2023 – Final Recommendations

Monday, October 23, 2023 – Finance Committee Report to Printer

Monday November 6, 2023 Fall Town Meeting

### Upcoming Meetings:

Wednesday – October 18, 2023 – Capital Planning Committee's Presentation

Wednesday, November 1, 2023 Pre-Town Meeting

To view Meeting Materials please click on the link: <https://www.millisma.gov/meeting-materials/pages/fy24-meeting-materials>

## CAPITAL PROJECT DETAIL SHEET

Project Title: **2024 CK20953 Chevrolet Silverado 2500 pickup truck.**Department: **Millis Department of Public Works**Category: **On the DPW Capital replacement list.**Description and Justification:

DPW is requesting the replacement of Unit #11 a 2011-2500 Van with 100K milage. The vehicle is used by water and sewer department staff daily. The high cost in keeping unit #11 on the road is the reason for the replacement. Unit #11 is on the DPW replacement schedule.

It will be replaced with a 2024 Chevrolet Silverado 2500 pickup truck (see attached quote).

The pickup will be paid by: Water and Sewer funds = \$ 84,906.06.

The trade of unit #11 will be used to lower the final amount.

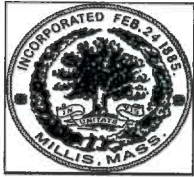
*Please send a photo depicting the capital request as a separate file. Do not drop it in to this template.*

**RECOMMENDED FINANCING**

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	7 and 8		\$84,906.06					
G. Contingency								
H. Other								
<b>TOTAL</b>			<b>\$84,906</b>					

Source of Funds Legend

- |                        |                 |                             |                                     |
|------------------------|-----------------|-----------------------------|-------------------------------------|
| (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      |
|                        |                 |                             | (9) Stormwater Enterprise Fund Fees |



# Town of Millis

## Capital Planning Committee

### Priority Ranking Worksheet

<b>Project Name:</b>	Replace Unit #11 2011 dump truck with a 2024 pickup truck
<b>Priority Ranking:</b>	1
<b>Project Type:</b>	Vehicle
<b>Useful Life:</b>	10 years
<b>Responsible Department:</b>	Millis Department of Public Works

Criteria	Description	Rating Scale (1-9)	Project Rating *	Notes / Comments
Project Requirements	Is the project required to meet legal, compliance, or regulatory mandates or potentially impact the towns ability to provide necessary services?	1 = not required or mandated 5 = pending requirement 9 = required or mandated	9.00	Public Safety. Truck is on the capital planning list of replacement.
Strategic Alignment	To what extent is the project aligned with the government's overall strategies?	1 = no alignment with strategies 5 = partial alignment with strategies 9 = full alignment with strategies	1.00	
Value to Citizens	How much value will the outcome of this project bring to our citizens?	1 = minimal value 5 = partial value 9 = high value	9.00	Unit #11 has 100K miles, the side panels are rusting out the engine is also in bad shape.
<b>Priority Factor</b>			19.00	

Priority Ranking Criteria	Applicable**	Weighting Factor	Priority Factor	Score	Notes / Comments
Public Health and Safety	1	1.50	19.00	28.50	truck is needed daily.
Employee Health and Safety	1	1.25	19.00	23.75	truck is not dependable.
Regulatory Mandate		1.50	19.00	-	
Frequent Problems	1	1.25	19.00	23.75	truck is down for repairs.
Generates Revenue		1.00	19.00	-	
Lowens Ongoing Operation Costs or generates savings		1.25	19.00	-	
Age or Condition of Existing	1	1.00	19.00	19.00	exceed rating of 10years.
Public Benefit	1	1.25	19.00	23.75	see above
Public Demand	1	1.00	19.00	19.00	see above
Synergy with Other Projects	1	1.00	19.00	19.00	
Comprehensive Plan Component		1.25	19.00	-	
<b>Total Score</b>				156.75	

\*Project Rating - Using Rating Scale rate your project from 1 - 9

\*\*Applicable - Enter a 1 if your project meets the Priority Ranking Criteria



# Liberty Chevrolet



Town of Millis

August 25, 2023

Attn: Jim McKay

885 Main Street

Millis, MA 02054

Dear Sir,

Liberty Chevrolet has a contract with Plymouth County Commissioners for various vehicles and equipment. All vehicles offered under this contract come with a 5 year/100,000-mile powertrain warranty. We are pleased to quote you the following:

Item 86	2024 Chevrolet Silverado CK20953 Double Cab 4WD 2500 Pickup	\$50,923.00
QXT	All Terrain Tires (5)	\$200.00
ZXT	Matching Spare Tire & Wheel	\$380.00
PCV	WT Convenience Package Includes: Tinted Windows, Rear Window Defogger, Power Trailing Mirrors & Heated Upper Glass	\$650.00
VYU	Snowplow Prep Package	\$300.00
JL1	Trailer Brake Controller	\$275.00
DW1	Upgrade Outside Mirrors to Heated and Auto Dimming Upper Glass with Turn Signal Indicator, Paddle Lamps, Perimeter Lighting AUX Lighting	\$720.00
V76	Front Chrome Bumper	\$100.00
9L7	Upfitter Switches	\$150.00
K14	Power Outlet Interior 120 Volt	\$150.00
5N5	Rear Camera Kit	\$73.00
3% Contract Discount on Factory Options		(-\$89.94)
Total 2024 Truck Price		\$53,831.06

Liberty Chevrolet, Inc.

90 Bay State Road • Wakefield, MA 01880 • Main 781-246-1919 • Fax 781-245-8987 • [www.libertychevy.com](http://www.libertychevy.com)

**Truck Body Equipment**

5002	Westin Black Tube Steps	\$970.00
5003	Weather Tech Floor Mats: Digital Fit	\$300.00
5195	Knapheide 8' Long Steel Service Body – SRW Chassis	\$14,050.00
5199	PPG Paint Upgrade Level #2	\$2,950.00
5200	Surface Mounted LED S/T	\$500.00
5063	Remount OEM Supplied BUA	\$395.00
5087	Two (2) Buyers 6-LED Flashers	\$900.00
5217	Two (2) Work Lights LED	\$950.00
5089	Two (2) Whelen Vertex LED Flashers	\$900.00
5076	One (1) Whelen Light Bar Mini	\$1,750.00
5215	JCM Aluminum Headache Rack Utility	\$1,050.00
5216	Upgrade Light Bar Bracket for Headache Rack	\$175.00
5217	Two (2) Work Lights LED	\$950.00
5221	C-Tech Pull Out Alum Drawer System (5) 4-3", 1-5" Drawers	\$2,235.00
5213	Frame Mounted Receiver & Light Plug	\$1,050.00
5107	Rhino Spray Liner Package – 8' Utility Cargo Area & Tailgate	\$1,300.00
5110	Upgrade Rhino Tops of Utility	\$250.00
5113	Upgrade Rhino Bumper	\$400.00

**Total Truck & Equipment****\$84,906.06****Option**

5124	Fisher 8' Snowplow Package Model HD2	\$9,517.00
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**Note: This is a 2024 Truck being built in November/December.**

Thank you for your consideration of Liberty Chevrolet. If you have any questions concerning our proposal, please do not hesitate to contact me at 508-450-9993.

Sincerely,

A handwritten signature in black ink that reads "Wayne Wardwell". The signature is written in a cursive, flowing style with a large initial 'W'.

Wayne Wardwell

General Fleet Manager

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September 26, 2023

Mr. James F. McKay  
Department of Public Works Director  
Town of Millis  
900 Main Street  
Millis, MA 02054

RE: Well 3 PFAS Treatment Facility

Dear Mr. McKay:

Kleinfelder has been progressing the final design, permitting, and funding of the proposed Well 3 PFAS Treatment Facility since July of this year. The project includes a new 2,900 square foot treatment building with granular activated carbon (GAC) for PFAS removal and new chemical feed systems to replace the systems at the existing Well 3 facility. The total anticipated project construction cost including construction phase engineering services is \$6.8M - \$7.1M. The 75% design documents are scheduled to be submitted this week and a final construction cost estimate will be prepared prior to the October Select Board Meeting. The Town has applied for and received an EPA grant for \$3.5M to cover PFAS treatment construction expenses. This grant requires a 20% match of \$700,000 from the Town. An application has been submitted to the Drinking Water SRF program to cover the remaining project costs.

If you have any questions about the project or need any additional information, please feel free to call me at (617) 498-4772.

Sincerely,  
**KLEINFELDER**

A handwritten signature in black ink, appearing to read "Tyler J. Bernier". The signature is fluid and cursive, with the first name "Tyler" being more prominent.

Tyler J. Bernier, Project Manager

Cc: Kirsten Ryan; Kleinfelder  
Mike Guzinski, Town of Millis

## CAPITAL PROJECT DETAIL SHEET

Project Title: **2023 SECA Model ECO-900 Sewer/Vactor Truck.**Department: **Millis Department of Public Works**Category: **addition to DPW fleet**Description and Justification:

DPW is requesting the purchase of a new sewer/vactor truck.  
see attached quote and justification breakdown.

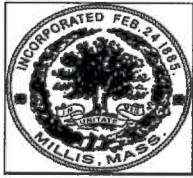
*Please send a photo depicting the  
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not drop it in to this template.*

**RECOMMENDED FINANCING**

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1/7/8/9		\$573,559.61					
G. Contingency								
H. Other								
<b>TOTAL</b>			<b>\$573,560</b>					

Source of Funds Legend

- |                        |                 |                             |                                     |
|------------------------|-----------------|-----------------------------|-------------------------------------|
| (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      |
|                        |                 |                             | (9) Stormwater Enterprise Fund Fees |



# Town of Millis

## Capital Planning Committee

### Priority Ranking Worksheet

Project Name:	Combination Vector Truck
Priority Ranking:	1
Project Type:	Departmental Equipment
Useful Life:	15 years
Responsible Department:	Millis Department of Public Works

Criteria	Description	Rating Scale (1-9)	Notes / Comments
Project Requirements	Is the project required to meet legal, compliance, or regulatory mandates or potentially impact the towns ability to provide necessary services?	1 = not required or mandated 5 = pending requirement 9 = required or mandated	Vehicle will be used across all departments. This vehicle will be used during all emergencies.
Strategic Alignment	To what extent is the project aligned with the government's overall strategies?	1 = no alignment with strategies 5 = partial alignment with strategies 9 = full alignment with strategies	above comment.
Value to Citizens	How much value will the outcome of this project bring to our citizens?	1 = minimal value 5 = partial value 9 = high value	much quicker response not relying on contractor.
Priority Factor			27.00

Priority Ranking Criteria	Applicable**	Weighting Factor	Priority Factor	Score	Notes / Comments
Public Health and Safety	7	1.50	27.00	283.50	
Employee Health and Safety	1	1.25	27.00	33.75	
Regulatory Mandate	9	1.50	27.00	364.50	
Frequent Problems	7	1.25	27.00	236.25	
Generates Revenue	0	1.00	27.00	-	
Lowers Ongoing Operation Costs or generates savings	9	1.25	27.00	303.75	
Age or Condition of Existing	0	1.00	27.00	-	
Public Benefit	9	1.25	27.00	303.75	
Public Demand	0	1.00	27.00	-	
Synergy with Other Projects	0	1.00	27.00	-	
Comprehensive Plan Component	0	1.25	27.00	-	
Total Score				1,525.50	

\*Project Rating - Using Rating Scale rate your project from 1 - 9

\*\*Applicable - Enter a 1 if your project meets the Priority Ranking Criteria

Justification of purchasing of a SECA Model ECO-900 Combination Sewer/Vactor Truck.

**General Fund use:**

- The town of Millis is responsible for maintaining over 20 StormChamber/Cultec systems.
- Three systems are located at the public parking lot behind the Millis Police Station and Millis Public Library.
- Two systems are in the Millis Police Station rear parking lot.
- Two systems are in the Millis Town Hall parking lot.
- Two systems are in the Clyde Brown parking lot (lower field).
- Two large systems service the new Clyde Brown School, one is under the Tennis court and the other is in the upper Clyde Brown parking lot.
- Two large systems are located off Lincoln Ave. These systems control run off from Acorn Street drainage system.
- Three large systems are located at the intersection of Granite Drive and Myrtle Street. These systems control run off from Granite Drive subdivision.
- Four large systems are located at the intersection of Forest Road and Birch Street. These systems control run off from Village Street down Forest Road.

What is a StormChamber/Cultec system:

CULTEC chambers are underground stormwater retention, recharging, detention, and flow control systems. They are used as an efficient alternative to conventional stormwater systems such as concrete structures, modular wetlands, ponds, swales, pipe and stone trenches or beds. Stormwater is collected in inlet structures and piped to an underground retention/detention system where solids are captured, and clean stormwater is infiltrated into the ground.

The Town of Millis, "Massachusetts Small MS4 Permit" states that all chambers must be inspected and cleaned at least once a year and that could vary depending on the unit.

**The contracted cost for a Vactor truck is \$ 262.50 per hour, 20 units X 3hr @ \$ 262.50 = \$ 15,750.00.**

The Vactor could assist with main line sewer back-ups at all Town buildings.

**Water Fund Use:**

- Water main breaks.
- Cleaning of water gate boxes.
- Cleaning out of water chambers located in the PFAS plants.

**Sewer Fund Use:**

- Sewer main breaks.
- Cleaning of sewer mains.
- Cleaning of lift stations.

**The contracted cost for a Vactor truck is \$ 262.50 per hour, total paid Fy23-FY24 \$ 10,923.75.**

**Stormwater Fund:**

The Town of Millis Stormwater fund is responsible for the maintenance and cleaning of 1,128 which 57 of the basins need to be cleaned by a vactor.

**The contracted cost for a Vactor truck is \$ 262.50 per hour, 57 units X 16hr @ \$ 262.50 = \$ 4,200.00.**

- Culvert cleaning.
- Culvert repairs.
- Drain line cleaning.

**The contracted cost for a Vactor truck is \$ 262.50 per hour, total paid Fy23-FY24 \$ 5,168.13.**

**Break Down Cost for Vactor:**

Cost for Vactor:	\$ 573,559.61	100%
Stormwater Cost:	\$ 430,169.71	75%
Water Cost:	\$ 47,796.63	8.33%
Sewer Cost:	\$ 47,796.63	8.33%
General Cost:	\$ 47,796.63	8.33%

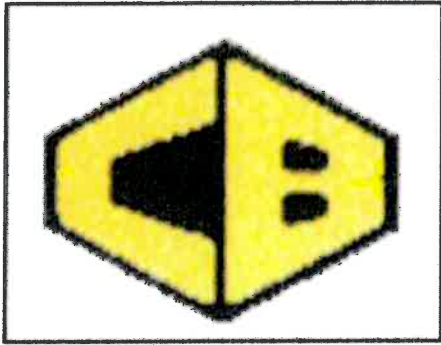
**Project 2-year savings: \$ 36,041.75**





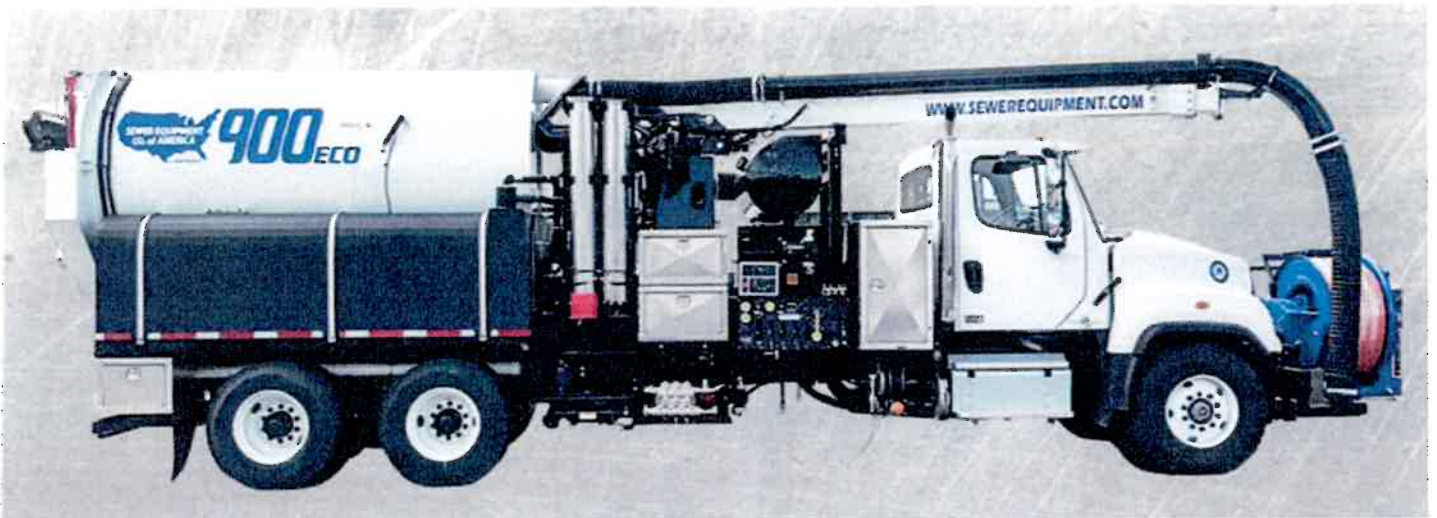






**Chadwick-Baross**  
Formerly J.F. McDermott Corp.  
1235 AUBURN ST  
WHITMAN, MA 02382  
508-580-7740  
FAX 508-580-7747

**Presents a Proposal Summary  
Of the**



**SECA Model ECO-900 Combination Sewer Truck complete with a 12-  
yard debris body**

**Attn: Jim McKay  
Director of Public Works  
900 Main Street  
Millis, MA 02054  
508-376-5424**

September 20, 2023

Reference: Sourcewell Price for Combination Sewer Truck  
Model 900 ECO, 12 yard, Tandem Axle

Sourcewell Number: 101221-SCA

We are pleased to quote you on the following:

One (1) Sewer Equipment, Model 900-ECO combination Jet/Vac Truck, complete with 12 Yard Debris Tank, Triplex Water Pump, Hydro-Excavation Kit. Truck is mounted on a Freightliner Chassis, with Tandem Axles.

Vacuum System:

- 4400 CFM Positive Displacement Blower
- 8" Vacuum Hose system
- 18" Hg vacuum rating
- Dual Cyclone Separator
- Dual Element 10 Micron Final Filter
- Remote Vacuum Relief
- Analog Vacuum Display
- (6) Tube / Tube Rack

Water System:

- 1500 Gallon Capacity Water Tank.
- Water Pump: Triplex Plunger style- 80 GPM @ 2500 psi
- Black Duraprolene™ Water Tank Construction w/ 10 Year Warranty
- Cold Weather Recirculation System
- 2.5" Hydrant Fill system
- Air Purge Valve
- Variable Volume Delivery
- Low Water Warning Light
- Analog Pressure Display

Hose Reel & Hose

- Front Mounted Telescoping & Rotating
- 600 ft X 1 inch Hose Capacity
- 10' Leader Hose

- Single Side Controls

#### Boom:

- Telescoping Boom System
- Telescoping Reach 17' 2" to 27' 2"
- Hydraulic Powered Boom
- 180° Working Radius
- Boom Joystick Control

#### Electrical:

- NEMA 4 Control Panel
- Hour Meter (Blower & Water Pump)
- Military Spec. Sealed Switches

#### Debris Tank:

- 12 Cubic Yard Capacity
- Exten Steel Construction
- Debris Level Indicator
- Hydraulic Dump, 50° Dump Angle (LIFT CLYINDER)
- Dual Ported Rear Door w/ Knife Valve
- Dump Height 60"
- Hydraulic Open/Close/Lock Door

#### Truck:

- Mounting to Approved Chassis (Freightliner)
- (1) Alum Toolbox 24"x42"x100" - Behind Cab
- LED D.O.T. Approved Lighting
- Tow Hooks Front Bumper (2)

#### Accessories:

- (3) 8" x 6' Extension Tube
- 8" X 3' Extension Tube
- 8" x 6' Crowned Suction Nozzle
- 6" x 10' Flat Discharge Hose
- (6) Quick Clamps
- BB Hose Guide
- Tri-Star (chisel point) nozzle
- DD (high flow) nozzle



- Finned Nozzle extension
- Nozzle Rack (Mounted midship toolbox)
- 25' Fill Hose
- Upstream Pulley Guide
- Cleaner, Tip, Torch, Small,
- Hydrant Wrench
- Paper Owner's Manual

#### SELECTED OPTIONS:

#### HOSE REEL ASSEMBLY:

- AUTOMATIC LEVEL WIND WITH HYDRAULIC UP/DOWN ACTION
- DIGITAL SMART COUNTER
- FOOTAGE METER (mounted on jet hose reel)
- SEWER HOSE: Selected: 600 ft of 1 inch

#### WATER PUMPS:

- TRIPLEX PLUNGER STYLE GIANT WATER PUMP RATED AT 80 GPM @ 2500 PSI (includes drain valves)

#### WATER TANKS:

- WATER TANK LOW LEVEL AUDIBLE ALARM (level set point is fixed at 150 gallons)
- ADDITIONAL 200 GALLON DURAPROLENE™ WATER TANK W/ 10 YEAR WARRANTY - (between rails). Note #1: TOTAL CAPACITY 1500 Gallons. Note #2: Subject to chassis load capacity specifications.
- DIGITAL WATER TANK LEVEL GAUGE

#### WATER SYSTEM ATTACHMENTS:

- FILL HOSE STORAGE RACK
- STANDARD HYDROEXCAVATION CLEANING KIT, 20 GPM AT 2000PSI (8" X 6' digging tube, 10 gpm linear nozzle (shipped loose), (2) 5' extension wands and automatic reel w/75' of 3/8" hose)
- 2" Y-STRAINER ON INLET FILL SYSTEM
- CENTRAL WASHDOWN SYSTEM (includes 50' of 1/2" hose on a spring retracting hose reel mounted mid-ship)

#### TOOLBOX CONFIGURATIONS:

- REAR TOOLBOX GROUP w/(2) long handle tool storage tubes, (2) 24"x18"x18" boxes, (1) 63.75"x17.25"x12" cabinet and (2) 4" tubes)
- (2) 30"x18"x18" passenger side toolboxes with retractable two-step ladder

- (1) LOCKING ACCESS COVER FOR DRIVER'S SIDE BUMPER (located driver side front bumper)

#### DEBRIS BOX & BOOM:

- DEBRIS LIQUID LEVEL AUDIBLE ALARM (level set point is adjustable). Note: Tied to vacuum relief and opens vacuum relief valve.
- DEBRIS BODY WASH OUT SYSTEM (includes dual nozzles in debris box)
- MANUAL/ELECTRIC BOOM CONTROL VALVE (Control valves have built-in levers for manual boom control)
- DUAL VARIABLE VACUUM CONTROL VALVE (Located at both hose reel & midship stations)
- DECANT SCREEN ON REAR DOOR PORT (swing out perforated shield)

#### ELECTRICAL & LIGHTING:

- WIRELESS REMOTE CONTROL PENDANT (controls include hose reel payout/retrieve, water pump on/off, vacuum relief on/off, boom up/down, boom left/right, boom extend/retract and module kill switch)
- WIRELESS REMOTE ALARM (buzzer alarm sounds off when truck is taken out of neutral with remote not in docking station)
- ENHANCED VISIBILITY CAMERA SYSTEM (includes front and rear mounted camera heads with split screen monitor in cab)
- (6) LED FLUSH MOUNTED STROBES: (2) Front, (2) Side & (2) Rear Facing
- LED ARROW STICK (factory standard)
- LED MANHOLE AREA WORK LIGHT
- LED CURBSIDE BODY MOUNTED WORK LIGHT
- LED BOOM MOUNTED WORK LIGHTS (2) (complete with limb guard)
- LED REAR MOUNTED WORK LIGHTS (2) : LOCATED ABOVE REAR DOOR

#### CHASSIS:

- AIR PURGE WINTERIZATION SYSTEM (supplied by chassis air system)
- (4) RUBBER BUMPERS MOUNTED ON REAR BUMPER (recommended for use when dumping into containers)
- SIX (6) 28" D.O.T. SAFETY CONES AND HOLDER
- CENTRAL LUBRICATION SYSTEM
- (2) TOW HOOKS REAR BUMPER
- NON-STOCK CHASSIS MOUNTING ALTERATIONS

#### STANDARD FACTORY PAINT:

- DEBRIS BOOM: STANDARD,STERLING WHITE (FDG91327)

- DEBRIS TANK: STANDARD, STERLING WHITE (FDG91327)
- HOSE REEL - UPRIGHT STANDARD, SEWER BLUE (PAN 287)
- FRAME: STANDARD BLACK (FDG9000)
- SLIDE FRAME: STANDARD BLACK (FDG9000)

**MANUALS & TRAINING:**

- USB OPERATORS MANUAL
- TRAINING - CUSTOMER LOCATION (1 DAY)
- PDI at Chadwick-BaRoss

**SPECIAL ITEMS:**

- 1" Magnum Warthog Nozzle

CHASSIS: 2023 Freightliner 114SD

**PRICING:**

<b>SECA Module Price:</b>	<b>\$430,178.98</b>
<b>Sourcewell Discount</b>	<b>- \$12,905.37</b>
<b>Factory Freight to Dealer:</b>	<b>\$ 5,000.00</b>
<b><u>Freightliner Chassis</u></b>	<b><u>\$151,286.00</u></b>
<b>COST:</b>	<b>\$573,559.61</b>

**Clarifications And/or Exceptions:**

- This quote is valid for 30 days.
- Unit will be inspected & tested at Chadwick-BaRoss before delivering to customer.
- Freight to customer is included.
- One (1) Day of Training at Customer location is included.

Thank you for your interest in our product line. Please call if we can be of further assistance.

Regards,

Matthew Kennedy  
 Sales Representative  
 Chadwick-BaRoss  
 1235 Auburn St  
 Whitman, MA 02382  
 508-580-7740  
 Cell: 617-519-8869

## Capital Planning Committee Report – November 2023

The Capital Planning Committee (CPC) is pleased to present the Town with our capital planning report for November 2023. The committee was established by bylaw in May of 2017 with the mandate of creating a long-term capital plan for the Town of Millis which could help citizens attain a more complete understanding of expenditures that the Town may need to undertake in coming years. The CPC has worked with the Select Board, Town Administrator, Library, School, DPW, COA, Police, Fire and other town departments to compile the information provided in this report.

For those items considered, the CPC went through a process to rank the priorities for the various projects, which accounted for such factors as public safety, integration with broader projects, and overall benefit to the Town. Based on this ranking, the committee then grouped the various capital items into three categories 1) highest priorities 2) medium priorities and 3) lower priorities. It should be noted that the CPC does not choose projects for consideration at Town Meeting based on availability of funding. The Select Board selects projects for inclusion in the Warrant and the Finance Committee makes its recommendation for action at Town Meeting.

The department requests for fiscal year 2024 that the CPC considered are shown in the table below:

	# of projects	Total estimated cost
Highest priorities	6	\$8,032,838
Medium priorities	0	0
Lower priorities	0	0
Total	6	\$8,032,838

Highest priorities include the construction of a water treatment plant for Well 3, a new radio antenna for public safety communication, a pickup truck for the DPW, a lighting management system for the library, HVAC repairs for the Veterans Memorial Building and Fire Station, and a vactor truck for the DPW to be used to clean storm drains.

Included in this report is a schedule that summarizes the Town's known long-term capital needs for the next 10-years and beyond that have been identified by the various departments for them to service the needs of the community. The intent of the Committee is to provide the citizens of Millis with as much transparency as possible to the evolving future capital needs of the town, totaling approximately \$90 million broken down as follows:

Maintenance and repair of existing capital	\$19.1M
Enterprise system related capital needs	\$26.3M
Other potential capital needs	\$44.2M
Total	\$89.6M

Included in the maintenance and repair category are items such as the replacement of vehicles and equipment that are expected to reach the end of their useful life in the next 10 years and ongoing road maintenance. Enterprise system capital needs include sewer, water and stormwater projects such as potential stormwater remediation projects.

Other capital items include potential costs related to renovations to the Middle High School, the potential need for upgrades to the Senior Center, possible renovations to the Lansing Millis Building, and use of open space, including athletic fields. The Capital Planning Committee is working with various Town Departments and Committees to assess potential costs for these projects and have included preliminary estimates in our long-term capital plan.

Since the Committee first compiled information on the Town's capital needs, we have refined the prioritization process, however, we recognize that there are areas that will need to be further developed within the capital planning process, and as such, the Committee expects that the long term capital plan and the annual recommendation process will evolve over time to meet the needs of the Select Board, other relevant committees, department heads, and most importantly, the citizens of the Town of Millis.

The members of the Committee have regularly scheduled meetings where the public is welcome to attend and ask any questions regarding this report and we look forward to working with all interested parties on this important initiative.

Respectfully submitted,

Town of Millis Capital Planning Committee

Jonathan Barry – Chair

Jonathan Loer (Finance Committee representative)

Peter Jurmain

Marc Conroy (School Committee representative)

Craig Schultze (Select Board representative)



### Capital Planning Committee Priorities for November 2023 Town Warrant

<b>Highest priorities</b>			
Department	Description	Estimated Cost	Comment
DPW	Treatment plant for well 3	7,100,000	Federal funding expected to defray a portion of the cost
Public Safety	New antenna for communication	89,373	
Library	Upgrade lighting system	110,000	
Town buildings	Municipal buildings HVAC repair	75,000	
DPW	Pickup truck	84,906	
DPW	Vactor truck	573,559	
Subtotal		\$8,032,938	
<b>Medium priorities</b>			
Subtotal		N/A	
<b>Lower priorities</b>			
Subtotal		N/A	
Total		\$8,032,838	

## Town of Millis - Capital Planning Summary November 2023

### Maintenance and Repair/Replacement of Existing Capital

Owner	Description	Annual											Total
		Sum of FY24	Sum of FY25	Sum of FY26	Sum of FY27	Sum of FY28	Sum of FY29	Sum of FY30	Sum of FY31	Sum of FY32	Sum of FY33	Sum of Indefinite	
COA			\$ -					\$ 50,000					\$ 50,000
DPW		\$ 839,892	\$ 712,000	\$ 620,000	\$ 500,000	\$ 525,000	\$ 640,000	\$ 500,000	\$ 500,000	\$ 655,000	\$ 640,000	\$ 702,000	\$ 6,833,892
Fire		\$ 100,000	\$ 200,000	\$ 110,000	\$ 195,000	\$ 760,000	\$ 60,000	\$ 170,000	\$ 60,000	\$ 425,000	\$ 850,000		\$ 2,930,000
Library		\$ 140,500	\$ 60,000	\$ 57,000	\$ 28,000	\$ 25,000	\$ 25,000						\$ 335,500
Police		\$ 28,490		\$ 50,850		\$ 3,950		\$ 15,980	\$ 81,995				\$ 181,265
Police/Fire									\$ 120,000				\$ 120,000
School		\$ 1,301,964	\$ 830,218	\$ 1,102,722	\$ 462,059	\$ 211,245	\$ 67,245	\$ 148,233	\$ 310,972	\$ 534,536	\$ 90,600		\$ 5,059,793
Town administration													
VMB		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		\$ 250,000
		\$ 364,558	\$ 433,000	\$ 40,000	\$ 232,000	\$ 52,000	\$ 45,000	\$ 227,000	\$ 70,000	\$ 497,000	\$ 452,000	\$ 900,254	\$ 3,312,812
Grand Total		\$ 2,800,404	\$ 2,260,218	\$ 2,005,572	\$ 1,442,059	\$ 1,602,195	\$ 862,245	\$ 1,136,213	\$ 1,167,967	\$ 2,136,536	\$ 2,057,600	\$ 1,602,254	\$ 19,073,262

### Other Potential Capital Needs

Owner	Description	Annual											Total
		Sum of FY24	Sum of FY25	Sum of FY26	Sum of FY27	Sum of FY28	Sum of FY29	Sum of FY30	Sum of FY31	Sum of FY32	Sum of FY33	Sum of Indefinite	
COA	Senior Center Placeholder											\$ 16,000,000	\$ 16,000,000
School	Athletic Fields - High School											\$ 5,000,000	\$ 5,000,000
School	HS Renovation											\$ 19,000,000	\$ 19,000,000
Town	Athletic Fields - Clyde Brown											\$ 1,500,000	\$ 1,500,000
Town	Athletic Fields - Oak Grove											\$ 670,000	\$ 670,000
Town	Lansing Millis Building Upgrades											\$ 2,000,000	\$ 2,000,000
Energy	Vehicle charging station											\$ 76,800	\$ 76,800
Grand Total												\$ 44,246,800	\$ 44,246,800

### Enterprise System Related Capital Needs

Owner	Description	Annual											Total
		Sum of FY24	Sum of FY25	Sum of FY26	Sum of FY27	Sum of FY28	Sum of FY29	Sum of FY30	Sum of FY31	Sum of FY32	Sum of FY33	Sum of Indefinite	
DPW	Stormwater Recharge Structures	\$ 40,000											\$ 40,000
DPW	Infiltration/Inflow Investigations & Repairs	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000		\$ 2,000,000
DPW	Walnut Street Water Tank & Farm Street Water Tank												\$ -
DPW	Water meter replacement	\$ 333,333	\$ 333,334	\$ 333,333									\$ 1,000,000
DPW	Water System Master Plan	\$ 697,000	\$ 697,000	\$ 697,000	\$ 697,000	\$ 697,000	\$ 697,000	\$ 697,000	\$ 697,000	\$ 697,000			\$ 6,273,000
DPW	Stormwater improvements and infrastructure		\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000		\$ 9,000,000
DPW	New treatment plant for well 3	\$ 7,100,000											\$ 7,100,000
Grand Total		\$ 8,370,333	\$ 2,230,334	\$ 2,230,333	\$ 1,897,000	\$ 1,897,000	\$ 1,897,000	\$ 1,897,000	\$ 1,897,000	\$ 1,897,000	\$ 1,200,000	\$ 920,000	\$ 26,333,000



# **WARRANT**

**2023**

## **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 Monday, the sixth day of November, AD 2023 at 7:30 p.m. in the Middle-Senior High School auditorium 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 James McCaffrey, Finance Committee Chair Peter Berube)

Opening Motions

Moderator recognizes Finance Committee Chairperson

(Mr. Berube) 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

(Mr. Berube) 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 2023 TOWN MEETING ARTICLE LIST

1. Unpaid Bills
2. FY24 Operational Budget Adjustments
3. Capital Items
4. PFAS Treatment Plant at Well #3 Borrowing Authorization
5. Road and Sidewalk Construction, Design and Repair
6. Vector Truck Borrowing Authorization
7. Bus Lease Borrowing Authorization
8. OPEB/Actuarial Study
9. Special Education Fund
10. Ch. 41 Section 111F Injury Leave Indemnity Fund
11. OPEB Trust Fund
12. Stabilization Fund



# TOWN OF MILLIS

## NOVEMBER 6, 2023, 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 **\$13,346.81** for unpaid bills, or to take any other action relating thereto.

DEPARTMENT	VENDOR	AMOUNT
Select Board	Direct Energy	\$ 30.71
BOH	John McVeigh	\$ 30.79
Building Dept	Tim Costello	\$ 17.03
Building Dept	Bob Fogarty	\$ 40.22
Building Dept	Michael Giampietro	\$ 16.38
Building Dept	Jennifer Sweet	\$ 2.62
Building Dept	Michael Mancini	\$ 3.93
Treasurer	Gatehouse Media	\$ 945.52
Treasurer	KP Law	\$ 448.00
Town Clerk	Donna Cabibbo	\$ 108.75
Library	Esther Davis	\$ 750.00
Fire	Joseph Sullivan	\$ 647.73
DPW	Wheelbrator	\$ 2,921.12
DPW	Commonwealth of Mass (EZ Pass)	\$ 51.80
DPW	Norfolk Power Equipment	\$ 20.02
DPW	Stevens Auto Parts	\$ 760.64
DPW	Verizon	\$ 20.62
		<b>\$ 6,815.88</b>
DPW	Verizon	\$ 20.62
DPW	Verizon	\$ 39.36
DPW	Verizon	\$ 11.05
		<b>\$ 71.03</b>
DPW	Alpha Analytical	\$ 1,120.15
DPW	Williamson Pump	\$ 717.02
DPW	Verizon	\$ 20.62
DPW	Verizon	\$ 39.36
DPW	Verizon	\$ 11.04
		<b>\$ 1,908.19</b>
DPW	Millis Police Detail	\$ 4,020.70
DPW	WB Mason	\$ 90.27
DPW	WB Mason	\$ 33.31
DPW	USA Bluebook	\$ 297.98
DPW	USA Bluebook	\$ 109.45
		<b>\$ 4,551.71</b>
	<b>TOTAL UNPAID BILLS</b>	<b>\$ 13,346.81</b>

(Submitted by Select Board)

**ARTICLE 2.** To see if the Town will vote to transfer from Marijuana Impact Fees (Free Cash) the sum of **\$210,585.03**, for additional wages and expenses not sufficiently funded under Article 3 - Operating Budgets, of the May 3, 2023, Annual Town Meeting, as follows:

<b>Department</b>	<b>Description of Expense</b>	<b>Total Expenses</b>
Administration	Social Work Services – Entire Community	\$35,000.00
Police	School Resource Officer Salary	\$23,299.83
Police	Marijuana Training	\$27,500.00
Recreation	Teen Program Coordinator	\$12,200.00
School	School Adjustment Counselor – 1.0 FTE	\$60,791.20
School	High School Paraprofessional	\$21,435.20
School	Middle School SEL Teacher	\$30,338.80
		<b>Total \$210,585.03</b>

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 **\$359,279.00** to fund the following Capital items:

<b>#</b>	<b>Department</b>	<b>Item</b>	<b>Cost</b>
1	Fire	Public Safety Radios/Antenna	\$ 89,373.00
2	Town Bldgs.	HVAC Repairs	\$ 75,000.00
3	Water/Sewer	Chevy Silverado Pickup Truck	\$ 84,906.00
4	Library	Phase 2/Lighting Replacement	<u>\$110,000.00</u>
Total			<b>\$359,279.00</b>

Or take any other action related thereto.  
(Submitted by Select Board)

**ARTICLE 4.** To see if the Town will vote to appropriate **\$7,100,000**, or any other amount, to pay costs of designing, constructing, furnishing and equipping a new **Well 3 PFAS Treatment Facility**, including the payment of all other costs incidental and related thereto; to determine whether this amount shall be raised by borrowing or otherwise provided, or to take any other action relative thereto.

(Submitted by Select Board)  
2/3rds Majority

**ARTICLE 5.** To see if the Town will vote to transfer from available funds the sum of **\$500,000, for Road/Sidewalk Construction, Design, Repair, and Maintenance**, or take any other action related thereto.

(Submitted by Select Board)

**ARTICLE 6.** To see if the Town will vote to borrow under the provisions of M.G.L. Chapter 44 or any other enabling authority, the sum of **\$573,559 for the purchase of a Vector Truck for the Department of Public Works** or take any other action in relation thereto.

(Submitted by the Select Board)  
2/3rds Majority

**ARTICLE 7.** To see if the Town will vote to borrow under the provisions of M.G.L. Chapter 44 or any other enabling authority, the sum of **\$136,100.00 for the lease/purchase of one Bus for the Millis Schools** or take any other action in relation thereto.

(Submitted by the School Committee)  
2/3rds Majority

**ARTICLE 8.** To see if the Town will vote to transfer from available funds the sum of **\$7,800.00 for an OPEB/Actuarial Study**, or take any other action related thereto.

(Submitted by Select Board)

**ARTICLE 9.** To see if the Town will vote to transfer from available funds the sum of **\$320,784.00 to the Special Education Fund**, or take any other action related thereto.

(Submitted by Select Board)

**ARTICLE 10.** To see if the Town will vote to transfer from available funds the sum of **\$300,000.00 to the MGL Chapter 41, Section 111F Injury Leave Indemnity** Fund, or take any other action related thereto.

(Submitted by Select Board)

**ARTICLE 11.** To see if the Town will vote to transfer from available funds the sum of **\$50,000.00 To the OPEB Trust Fund Account**, or take any other action related thereto.

(Submitted by Select Board)

**ARTICLE 12.** To see if the Town will vote to transfer from available funds the sum of **\$700,000.00 to the Stabilization Fund**, or take any other action related thereto.

(Submitted by Select 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 12th day of October in the year two thousand and twenty-three.

**TOWN OF MILLIS  
SELECT BOARD**

\_\_\_\_\_  
Craig W. Schultze, Chair

\_\_\_\_\_  
Ellen Rosenfeld, Vice-Chair

\_\_\_\_\_  
Erin T. Underhill, Clerk

**A True Copy, Attest**

\_\_\_\_\_  
**Lisa J. Hardin, Town Clerk**

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

# DRAFT

On 24 October 2023, there will be two ballot votes on measures relating to the Tri-County Vocational Technical High School (TCVTHS).

**BACKGROUND:** Millis is one of 11 communities which send students who opt to pursue vocational education to the facility located in Franklin. Millis incurs a financial obligation for each student who attends TCVTHS.

The TCVTHS needs major repairs, upgrades, and investment in order to sustain its operation. TCVTHS entered the Massachusetts School Building Authority (MSBA) process for state-subsidized renovation or replacement. The TCVTHS School Committee subsequently evaluated options for the required work and selected a total replacement project valued at approximately \$286 million.

Under state law (MGL Chapter 71 Section 16(n)) approval of the project will be decided via a district-wide ballot needing a simple majority of the towns' aggregate ballot count to pass. Each of the 11 towns will simultaneously vote for 8 hours on October 24<sup>th</sup> from 12pm to 8pm. This issue is presented to Millis voters as the "Authorization Question". If the project passes the district-wide vote, TCVTHS will then be authorized to secure funding via a 30-year bond and proceed with detailed design documents and eventual construction.

Under state law, costs associated with repair or replacement of the school are to be divided amongst the participating communities on a prorated share, based on the respective town's student population at TCVTHS. Millis' historic student population at TCVTHS has ranged from about 35-60 students annually, or approximately 3.5 to 6% of total population. Millis' calculated share of the estimated annual obligation for the construction is \$482,371/year for 30 years. As Millis does not have available operating budget capacity to cover this obligation, a debt exclusion/operational override will be required. Approval for this override is presented on a second ballot as the "Debt Exclusion Question".

Given that Millis' TCVTHS student population varies from year to year, Millis taxpayer burden for the project will range from \$135 to \$214/year for the average assessed home value (\$510,856).

On 27 September, the Millis Finance Committee voted in a split count of 5 to 4 **not in favor** of the TCVTHS project. The Finance Committee voted 8-1 **in favor** of the local debt exclusion, in the event the district-wide vote approves the project.

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## MAJORITY OPINION:

It is strongly felt that adding to the Millis taxpayer burden for the TCVTHS project will come to the detriment of the Millis Public School district. There are 3 potential overrides forecast in the next several years. Those being (listed in anticipated chronological order):

1. TCVTHS construction (Millis estimated share \$482,371/yr @ \$135-214/yr for avg. assessed home value)
2. Millis Public School SPED funding shortfall (\$900K) and sunseting of marijuana retail sales host community impact funding (\$400K) (\$255-373/yr for avg. assessed home value)

# DRAFT

# DRAFT

3. Millis High School renovate/repair add/alter project (\$35-50 million) (\$292-398/yr for avg. assessed home value)

The above **potential** overrides, if passed, would add \$682 to \$985/yr tax burden at the average assessed home value. We simply cannot recommend approval of every project as presented. Tough choices must be made in line with sensible priorities.

In the case of the TCVTHS project, we object to the following:

1. The project was not designed with cost burden in mind. The project includes tens of millions of dollars in athletic fields and other MSBA non-reimbursable costs.
2. Community engagement was insufficient from project onset. The towns did not have adequate opportunity to participate in development, nor selection of project concepts or schematic designs.
3. The MSBA reimbursement cost calculation is inadequate. Vocational Technical high schools are much more expensive than traditional schools. Thus, the reimbursement formulas must be modified to boost state aid.
4. While TCVTHS markets itself as an alternative to the traditional college prep education, it duplicates much of what Millis HS already provides (including college prep and “AP” courses) thus putting itself in direct competition for limited resources.

Further increasing Millis’ already high tax rate, without investing in our district facilities, does not attract new residents or growth to the community. Rather it could have the opposite effect; driving families away from Millis due to lack of affordability and/or a dilapidating middle and high school. Given the fiscal constraints, it is more prudent for Millis to invest in the school that supports nearly all of its middle and high school students.

A district-wide “No” vote on the project ballot could have the effect of delaying the Tri-County Vocational Technical High School project’s implementation and force reconsideration of the plan.

The following Finance Committee members recommend a “No” vote on the proposed replacement plan for the Tri-County Vocational Technical High School.

*Peter Berube*

*Michael Krone*

*Jonathan Loer*

*Sara Reyes*

*Jen Zarutskie*

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## **MINORITY OPINION:**

Our recommendation for a “yes” vote on the Tri-County school replacement plan is based on the hard construction numbers.

1. The cost of replacing the school, after reimbursement by the state, is \$200 million.
2. The cost to renovate the existing Tri-county building instead of replacing it is estimated to be \$180 million.
3. For 10% more, Tri-County students will have a brand-new school rather than a renovated one with a substantially shorter usable lifespan than the new construction.

# DRAFT



# DRAFT

The renovation work will most likely be more expensive than the estimates due to additional issues that will become apparent when the work commences. Older buildings such as the existing Tri-County school will most likely need remediation of harmful materials used in construction and will lead to additional expenses. Also, renovating the school while the students are occupying it for classes will be highly disruptive to the classroom and hands-on training happening throughout the school year. Finally, the nature of technical school training has changed greatly since the building was designed and built, a renovation will not be the best usage of space for that training due to reusing the existing structure rather than designing and building a new building to train students to current standards.

Many of the objections raised about this project were about the process involved in choosing the design of the new school, the method of authorizing the building of the new school, and the level of reimbursement by the state. While we share those concerns and agree they should be addressed with the state, it will not have an impact on the plan in front of us now.

A “No” vote will result in either a plan being presented to us using the same policies and processes in place now, a new construction plan that will not include reimbursement from the state due to the delay, or massive renovations to the Tri-County school building that Millis will be obligated to pay for under the existing apportionment with Tri-County without state reimbursement.

The following Finance Committee members recommend a “Yes” vote on the proposed replacement plan for the Tri-County Vocational Technical High School.

*Joyce Boiardi*

*Jodie Garzon*

*Cathy MacInness*

*Peter Underhill*

# DRAFT

## Finance Committee Meeting

October 4, 2023 7:00 PM EST  
Veterans Memorial Building – Room #229  
900 Main Street Millis, MA 02054

### Committee Members In Attendance:

Pete Berube, Chair  
Jodie Garzon, Vice Chair  
Peter Underhill, Clerk  
Joyce Boiardi  
Jonathan Loer  
Cathy MacInnes  
Sara Reyes  
Jen Zarutskie

### Invited Guest in Attendance:

Carol Johnston, Finance Director

Pete Berube called the Finance Committee Meeting to order at 7:01 PM.

### Further Discussion on the Finance Committee's Position on the October 24, 2023 Ballot Questions and Information to the Public:

At their last meeting, the Finance Committee voted 5/4 not to support the Tri-County Regional High School Construction Project and intended to send the residents of Millis a mailing outlining the opinions of those in the Majority and Minority. However, since then, Town Counsel, confirmed under the Commonwealth of Massachusetts' Office of Campaign and Political Finance, regulations prohibit the use of Municipal Funds to advocate for or against any Tax Override Ballot Question. The Finance Committee may distribute materials at their meeting describing the Minority and Majority positions on the matter. Any member of the Finance Committee may use their personal funds for a mailing to convey their position on the matter to residents.

At the October 11, 2023 Finance Committee Meeting both the Majority and Minority Reports will be read which will be documented in the Meeting Minutes. Residents in attendance will have the opportunity to ask questions and the committee will have the opportunity to convey their positions on the upcoming Ballot Questions which will be voted on October 24, 2023 between 12:00 PM – 8:00 PM.

As a Finance Committee, Pete Berube and other members believe it's up to the committee to advise Millis Residents of upcoming financial impacts. The results of the October 24<sup>th</sup> Election if supported, which is most likely amongst the eleven communities, will eventually be a Town Meeting Warrant Article and the committee will have to make a recommendation at a future Town Meeting.

Carol Johnston reminded the committee that an email was sent by the Assistant Town Administrator to Board and Committee Chairs regarding Ethics Training required by November 3, 2023.

### November 6, 2023 Town Meeting Warrant Article Discussion:

Carol Johnston made the committee aware that the November Town Meeting Warrant Articles are unchanged and will be discussed at the Select Board Meeting on October 12, 2023; funding amounts will be determined at that time.

FY24 Operating Budget Adjustments include funding \$219,785.03 for Marijuana Impact Fee Programs and Positions. In FY23, the town received \$44,000.00 in OPIOD Fund Mitigation which is included in Free Cash and could be appropriated at the November Town Meeting or appropriated into a separate fund for future use. The funding is expected to be \$218,000.00 over a twenty-year period based on the town's population; the Annual OPIOD Funding is expected to be between \$8,000.00 - \$10,000.00. The HCA Marijuana Impact Fees will expire in early FY25 and Town Officials will need to make a decision on what Programs and Positions will be terminated or funded at that time. Grant Funding for the positions and programs would be initiated by each department; Recreation, Police and School departments.

### Bills Payable:

Jodie Garzon made a motion to recommended payment in the amount of \$1,157.40 to the Millis Postmaster for postage to mail the Finance Committee's Report; Peter Underhill seconded. Vote: 8/0. Motion carries unanimously.

### Finance Committee Meeting Minutes Approval:

Jodie Garzon made a motion to approve the September 27, 2023 Finance Committee Meeting Minutes as written; Joyce Boiardi seconded. Vote: 8/0. Motion carries unanimously.

Board and Committee Liaison Updates:

Jon Loer, Capital Planning Committee Liaison, made the committee aware of the six potential Capital Items for consideration at the November Town Meeting which will be presented to the Select Board on October 12th:

- Antenna on Norfolk Road to improve communications to Fire & Rescue Personnel. The estimated cost is \$89,373.00.
- HVAC Repairs for Town Buildings estimated at \$75,000.00.
- Library Phase II Lighting System estimated at \$110,000.00.
- DPW Pickup Truck estimated at \$84,906.00.
- DPW Vactor Truck estimated at \$573,559.00.
  - The equipment would be used to clean catch basins which is currently outsourced and could potentially be shared with surrounding towns.
  - DPW Staff are licensed to use the equipment
- DPW PFAS Treatment Facility at Well #3 estimated at \$7.1 million.
  - A Federal Grant of \$3.4 million has been obtained however, the Finance Director does not have a formal grant agreement and therefore, at this point the borrowing authorization at Town Meeting will be for the full \$7.1 million.

The Capital Planning Committee will present their recommendations to the Finance Committee on October 18, 2023. The Finance Committee's Final Recommendations to Town Meeting will be voted on at that time. Recommendations at Town Meeting are an option.

Jodie Garzon, 3A MBTA Committee Member, wanted to notify the community that a survey is available online:

[https://mapc.az1.qualtrics.com/jfe/form/SV\\_1HM3M5RDEL3PKT4](https://mapc.az1.qualtrics.com/jfe/form/SV_1HM3M5RDEL3PKT4)

There have been approximately 150 responses and she encouraged residents to take the survey which will determine what steps the town will take in terms of Multi-Family Housing and future Zoning ByLaws required by the State.

Adjourn Meeting:

Jodie Garzon made a motion to adjourn the Finance Committee Meeting at 7:28 PM; Peter Underhill seconded. Vote: 8/0 motion carries unanimously.

Respectfully submitted,  
Deirdre Gilmore