



TOWN OF MILLIS

Craig W. Schultze, *Chair*
 Ellen Rosenfeld, *Vice Chair*
 Erin T. Underhill, *Clerk*

OFFICE OF THE SELECT BOARD

Veterans Memorial Building (VMB)
 900 Main Street • Millis, MA 02054
 Phone: 508-376-7041

Michael J. Guzinski
 Town Administrator
mguzinski@millisma.gov

Karen Bouret DeMarzo
 Assistant Town Administrator/
 Human Resources Manager
kbouret@millisma.gov

SELECT BOARD MEETING AGENDA
MONDAY, OCTOBER 23, 2023; 7:00 PM
VETERANS MEMORIAL BUILDING ROOM 229

	Topic	Time	Speaker
I.	Call to Order	7:00 PM	Chair Schultze
II.	Announcements <ul style="list-style-type: none"> • Tri-County Election 10/24 Reminder • 11/6/23 Town Meeting 		
III.	Appointments/Scheduled Business		
23-207	Sign Veterans Proclamation	7:00 PM	Sel. Underhill
23-208	<u>Appointment of:</u> <ul style="list-style-type: none"> • Seasonal Snow Removal Contractors • EPA Grant Administrator • Senior Services/Outreach Coordinator • Council on Aging Board Member 	7:05 PM	M. Guzinski Chair Schultze
23-209	Presentation: PFAS Treatment Facility at Well 3	7:10 PM	J. McKay T. Bernier
23-210	Continuation of Millis Housing Discussion	7:25 PM	C. Avery
IV.	Open Session Items		
23-211	Approval of Rock Salt Bid		J. McKay
23-212	Discuss and Assign 11/6/23 Fall Annual Town Meeting Warrant Articles		Chair Schultze
23-213	Board/Committee Liaison Updates		Select Board
23-214	Approval of DRAFT Minutes <ul style="list-style-type: none"> • 3/8/21 • 3/22/21 • 10/12/23 		Select Board

23-215	Approval of Water/Sewer Commitment	M. Guzinski
V.	Adjournment	

Proposed Upcoming Meeting Schedule

Date	Time	Location
Monday, November 6, 2023	6:30 pm	MS/HS Library
	7:30 pm	Fall Annual Town Meeting
Monday, November 20, 2023	7:00 pm	Room 229 VMB
Monday, December 4, 2023	7:00 pm	Room 229 VMB
Monday, December 18, 2023	7:00 pm	Room 229 VMB

Select Board meetings are broadcast whenever possible through Millis Community Media on Comcast channel 6 and Verizon channel 38 and Zoom

Zoom (Broadcast only)
Meeting ID: 852 638 7223
Passcode: SBMeeting

A Special Election will be held on Tuesday, October 24, 2023, at the Veterans Memorial Building, 900 Main Street, to vote by ballot on two (2) separate election ballots on the following (2) questions:

Debt Exclusion Question for Tri-County Regional School Building Project:

Shall the Town of Millis be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bonds issued by the Tri-County Regional Vocational Technical School District to pay costs of designing, constructing, and equipping a new high school to be located at 147 Pond Street, in Franklin, Massachusetts including the payment of all costs incidental or related thereto?

Authorization Question for approval of the Tri-County Regional School Building Project:

Do you approve of the vote of the Regional District School Committee of the Tri-County Regional Vocational Technical School District adopted on September 20, 2023, to authorize the borrowing of \$285,992,692 to pay costs of designing, constructing, originally equipping, and furnishing a new District high school to be located at 147 Pond Street, Franklin, Massachusetts?

Polls will open at 12:00 P.M. and close at 8:00 P. M.


The Fall Annual Town Meeting* (FATM) will be held on Monday, November 6, 2023, at the Millis Middle/High School Auditorium, 245 Plain Street beginning at 7:30 p.m.

Warrant articles for the November 6th meeting include a funding for a PFAS** treatment facility at Well 3, funding for road/sidewalk construction, design, repair, and maintenance as well as other important Town business.

Your attendance at this Town event is **STRONGLY** encouraged. **EVERY** vote counts and you must be present to vote!

Information is posted on the home page of the town website at millisma.gov

MILLIS RECREATION DEPARTMENT



TOUCH-A-TRUCK

Halloween Party



SATURDAY 10/28 @ 1PM-3PM

VETERANS MEMORIAL BLDG.
900 MAIN STREET

ADMISSION: 1 BAG OF UNOPENED HALLOWEEN CANDY

Millis Recreation Department



@millis

23-207

Veterans Proclamation

Town of Millis Veterans Day, 2023

In 1954, President Dwight D. Eisenhower signed the first Veterans Day proclamation calling on our nation to “pay appropriate homage to the veterans of all its wars who have contributed so much to the preservation of this nation.”

Our nation has fought, and continues to fight, battles around the world. The words of that first proclamation still ring true: “Let us solemnly remember the sacrifices of all those who fought so valiantly, on the seas, in the air, and on foreign shores, to preserve our heritage of freedom, and let us reconsecrate ourselves to the task of promoting an enduring peace so that their efforts shall not have been in vain.”

We remember with somber and grateful hearts those who have served the United States of America with distinction and valor as sailors, soldiers, aviators, and Marines, and offer our sincere prayers for those who continue to defend the principles on which our nation was founded.

The state of Massachusetts is home to thousands of our nation’s military families. We are proud to recognize our country’s veterans and extend the appreciation of our citizens to those who wear the uniforms of the United States Armed Forces and serve on the front lines preserving the freedom and liberty.

*We, the Town of Millis Select Board, do hereby proclaim Saturday, November 11, 2023, as **VETERANS DAY** in the Town of Millis and encourage all townspeople to observe and appreciate the sacrifices and contributions of our veterans who fought for peace and defended democracy in our land and abroad.*

In the Town of Millis, given this 11th day of November 2023:

Craig W. Schultze, Select Board Chair

Ellen Rosenfeld, Select Board Vice Chair

Erin T. Underhill, Select Board Clerk

Millis Veteran's Day Celebration

Saturday, November 11th 2023



**Honor our Military Veteran's for their service
to the defense of our great nation
the United States of America**

8:30 to 10:30 AM Free Veterans Breakfast
to for all Veteran's of the US Armed Forces
to be served at the American Legion Post
208, Millis, MA

1100 AM Veteran's Day Formal Ceremony
To be held at the World War I Memorial
which is located across the street in front of
the American Legion Post 208 building or
In case of rain that will be moved indoors.



Veteran's Day 2023

Veteran's Day Ceremony, Saturday, November 11th 2023

Location: The WW I Memorial, Memorial Square Millis, Massachusetts

Ceremony Starts at 11:00 AM

Master of Ceremonies, Lawrence J. McCarter, SMSgt, USAF (Ret)

1st Vice Commander, Millis American Legion Post 208

Participants

American Legion Post 208, Military Order of the Purple Heart Chapter 1885, AMVETS Post 495, Millis Board of Selectman, Millis Police Department, Millis Fire Dept, Millis School Band, Boy Scouts Troop 15, Girl Scouts, Cub Scouts Pack 115 and Cub Scouts Pack 165

Program

The clock strikes 11 o'clock, one minute of silence.

Introduction: Robert Yeager, Commander, American Legion, Post 208

Welcome: Lawrence J. McCarter, Millis American Legion Post 208

Post 208 and AMVETS, Post 495 Color Guard: Posting of the Colors

Millis School Band: The National Anthem, Janice Norton (Conductor)

Invocation: Alan Burch, Chaplain, American Legion Post 208

The Pledge of Allegiance: Led by the Scouts

Proclamation from the Governor of the Commonwealth of Massachusetts

Proclamation from Millis Board of Selectmen

Address from Millis Veteran's Agent: John Moore, Major, USMC (Ret), Millis Veterans Agent. And Member of Post 208.

Keynote Speaker: Even Wright, Commander, US Navy

Placing of the wreath Mary Ann Sheridan, SSgt, US Army, (Ret)

AMVETS, Pot 495 and American Legion, Post 208.

Benediction: Alan Burch, Chaplain, American Legion Post 208

God Bless America, Millis School Band

Dismissal: Robert Yeager Commander, American Legion Post 208

23-208

Appointments

- Seasonal Snow Removal Contractors
- EPA Grant Administrator
- Senior Services/Outreach Coordinator
- COA Board Member

TOWN OF MILLIS



DEPARTMENT OF PUBLIC WORKS

Veterans Memorial Building
900 Main Street
Millis, Massachusetts 02054

October 20, 2023

RE: Appointment of Snow Contractor

The Millis Department of Public Works requests the Town Administrator appoint the annual positions for Snow Contractor covered under the Personnel Plan. Start date November 1, 2023 through March 1, 2024.

Michael Cafro
Joseph Bouret
Jack Borst
Mark Robbins

As part of employment they will need to complete a physical and back cori check.

Best,

James F. McKay
Director of Public Works



TOWN OF MILLIS

OFFICE OF THE TOWN ADMINISTRATOR

Veterans Memorial Building
900 Main Street • Millis, MA 02054
Phone: 508-376-7041
townadministratorsoffice@millisma.gov

Michael Guzinski
Town Administrator
mguzinski@millisma.gov

Karen Bouret DeMarzo
Assistant Town Administrator
Human Resources Manager
Karen.bouret.demarzo@millisma.gov

Senior Services/Outreach Coordinator Council on Aging Department

The Town of Millis is seeking a highly responsible individual for the position of Senior Services/Outreach Coordinator to assist the Director in managing daily operations of the Millis Senior Center and to provide important social services to Millis' older adult population.

This is a fully benefitted position, 35 hours per week, and a member of the Service Employees International Union (SEIU).

The ideal candidate will possess:

- Ability to maintain confidentiality
- Excellent interpersonal skills
- Strong attention to detail
- Ability to work independently and to solve problems

A full job description is attached.

Hourly wage range is \$23.68-29.57/hour

Applications are available upon request at the Town Administrator's Office, Veterans Memorial Building, 900 Main Street, Millis, MA 02054, or at millisma.gov. Completed job application and resume should be returned to the Town Administrator's Office Town at townadministratorsoffice@millisma.gov

Position will remain open until filled

The Town of Millis is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. The Town of Millis is committed to compliance with all fair employment practices regarding citizenship and immigration status.



MILLIS COUNCIL ON AGING

Veterans Memorial Building
900 Main Street • Millis, MA 02054
Phone: 508-376-7051

Anne-Marie Gagnon, MSW
Director

Council on Aging Board

Meredith St. Sauveur, Chair
Herbert Lannon, Jr., Vice Chair
Elizabeth Derwin, Secretary/Treasurer
Joyce Bolardi, Member
William Brown, Member
Helen Daly, Member
Open, Member
Elizabeth Derwin, HESSCO Representative

Date: October 18, 2023

To: Michael Guzinski, Town Administrator

Karen Bouret DeMarzo, Assistant Town Administrator

From: Anne-Marie Gagnon, Council on Aging Director

RE: Recommendation of Lisa Kirby for the Senior Services/Outreach Coordinator Position

I am pleased to recommend Ms. Lisa Kirby for the 35 hour per week, fully benefited position of Senior Services/Outreach Coordinator at the Council on Aging.

After interviewing Ms. Kirby and checking with the references she provided, I believe that Ms. Kirby's educational background, professional experience and commitment to public service make her an excellent candidate for this position.

It is my earnest hope that you look favorably upon this recommendation and that the members of the Select Board appoint her without hesitation. Thank you.

Karen Bouret DeMarzo

From: Elizabeth Derwin <eaderwin@gmail.com>
Sent: Wednesday, October 18, 2023 2:18 PM
To: Karen Bouret DeMarzo
Cc: Anne-Marie Gagnon
Subject: New COA Board member

CAUTION: This email originated from outside of the Town of Millis mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Karen,

The COA Board is suggesting Carol Malouf as a new member to our Board. Carol has work experience in Social Security, Medicare, and Medicaid. These experiences will benefit our COA population. Also, Carol resides at the Regency at Glen Ellen and can help us become more inclusive with that community.


Please add this item to the next Select Board meeting.

Regards,
Elizabeth Derwin

Sent from my iPad

23-209

PFAS Treatment Facility Presentation



Project Update:


Well 3

Water Treatment Plant

PFAS Removal Upgrades

Select Board October 23, 2023


Tyler Bernier, Project Manager
Kleinfelder
Boston



1

Project Purpose and Benefit

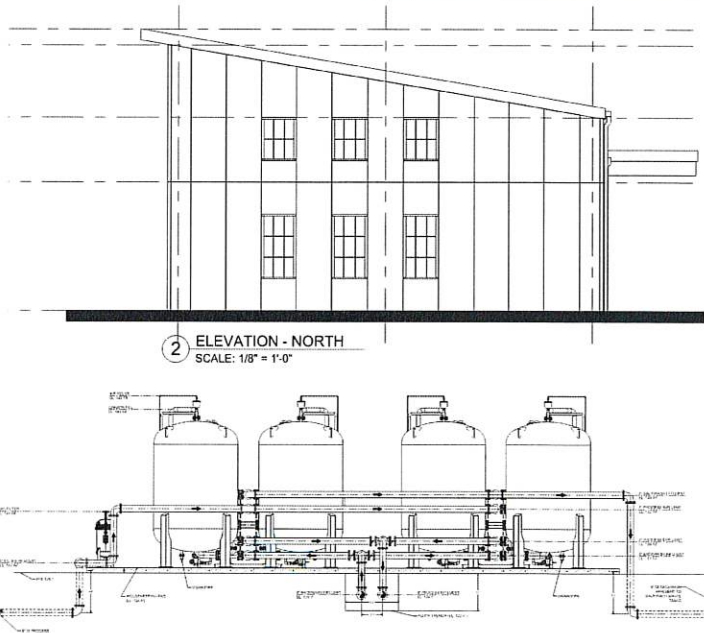
- New WTP will remove PFAS6 chemicals to non-detectable levels and will comply with existing MA and proposed EPA regulations.
- Installation of granular activated carbon treatment in a new building
 - 4 vessels each with 10,000 lbs of GAC
- Long term investment in improved Town water supply and system resiliency



2

Design Progress

- 75% Design Completed
 - September
- 100% Design
 - December 2023
- Permitting
 - Conservation Commission - 11/13
 - MassDEP – December
 - Federal Permitting - Complete



5

Funding

- Estimated Construction Cost
 - \$6.8M-7.1M
- EPA Community Grant
 - \$3,452,972
 - 20% Town Match (\$690,594)
- SRF PEF Submitted
 - \$3M
- PFAS Grant Program
 - Details May 2024

Schedule

- December - Design Complete
- January - SRF Intended Use Plan
- Feb/Mar – SRF Application and Approval to Advertise
- Mar/Apr - Bidding
- May/June – Construction Start
- Fall 2025 – Estimated Construction Completion

6

6

23-210

Millis Housing Discussion

23-211

Rock Salt Bid

TOWN OF MILLIS



DEPARTMENT OF PUBLIC WORKS

Veterans Memorial Building
900 Main Street
Millis, Massachusetts 02054

To : Select Board
From : James F. McKay, Director Department of Public Works
Date : October 19, 2023
Re : Salt Bid

Attached please find the results for the joint Salt Bid for 2023 – 2024.

I would ask that the Select Board approve a not to exceed amount of \$170,727.00 to Eastern Minerals (bid amounts attached).

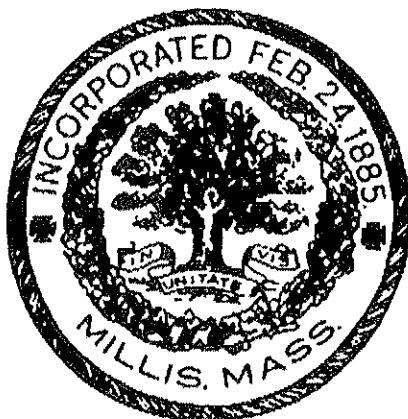


2023-2024 JOINT SALT BID OPENING
 THURSDAY OCTOBER 5, 2023
 MEDFIELD PUBLIC WORKS GARAGE

COMPANY NAME	BID BOND	DELIVERED PRICE				PICKED UP PRICE			
		ROCK SALT	SOLAR SALT	TREATED SALT	ROCK SALT	SOLAR SALT	TREATED SALT	ROCK SALT	
CARGILL, INC.	—	\$ NO BID	\$ NO BID	\$ NO BID	\$ NO BID	\$ NO BID	\$ NO BID	\$ NO BID	\$ NO BID
MORTON SALT, INC.	√	\$67.91	\$ NO BID	\$83.91	\$67.00	\$ NO BID	\$83.00	\$ NO BID	\$ NO BID
AMERICAN ROCK SALT	√	\$82.00	\$ NO BID	\$ NO BID	\$76.00	\$ NO BID	\$ NO BID	\$ NO BID	\$ NO BID
MID-AMERICAN SALT	√	\$64.91	\$64.91	\$81.22	\$64.00	\$64.00	\$80.00	\$64.00	\$80.00
EASTERN MINERALS, INC.	√	\$59.98	\$59.98	\$79.98	\$59.98	\$59.98	\$79.98	\$59.98	\$79.98
		\$	\$	\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$	\$	\$

23-212

FATM Article Discussion and Assignment



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 **\$13,223.23 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 Cabilbo	\$ 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	Steves Auto Parts	\$ 760.64
DPW	Verizon	\$ 20.62
		\$ 6,815.88
DPW - SEWER	Verizon	\$ 20.62
DPW - SEWER	Verizon	\$ 39.36
DPW - SEWER	Verizon	\$ 11.05
		\$ 71.03
DPW - WATER	Alpha Analytical	\$ 1,120.15
DPW - WATER	Williamson Pump	\$ 717.02
DPW - WATER	Verizon	\$ 20.62
DPW - WATER	Verizon	\$ 39.36
DPW - WATER	Verizon	\$ 11.04
		\$ 1,908.19
DPW-STORMWATER	Millis Police Detail	\$ 4,020.70
DPW-STORMWATER	USA Bluebook	\$ 297.98
DPW-STORMWATER	USA Bluebook	\$ 109.45
		\$ 4,428.13
TOTAL UNPAID BILLS		\$ 13,223.23

(Submitted by Select Board)
4/5 Majority

ARTICLE 2. To see if the Town will vote to transfer from **Marijuana Impact Fees (Free Cash) the sum of \$210,585.03, and transfer from Opioid Settlement Funds (Free Cash) the sum of \$2,520.00, for a total sum of \$213,105.03** for additional wages and expenses not sufficiently funded under Article 3 - Operating Budgets, of the May 3, 2023, Annual Town Meeting, as follows:

<u>Department</u>	<u>Description of Expense</u>	<u>Total Expenses</u>
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	\$ 12,220.00
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
Board of Health	Substance Abuse Therapist	<u>\$ 2,520.00</u>
Total		\$213,105.03

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:**

<u>#</u>	<u>Department</u>	<u>Item</u>	<u>Cost</u>
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			\$359,279.00

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

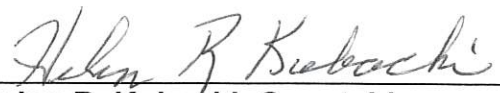


Erin T. Underhill, Clerk

A True Copy, Attest



Lisa J. Hardin, Town Clerk



Helen R. Kubacki, Constable
Town of Millis

23-213

Board/Committee Liaison Update

23-214

DRAFT Minutes

3/8/21

3/22/21

10/12/23

Select Board Meeting Minutes 3/8/21

Sel. McCaffrey called the meeting to order at 7:07pm.

The following persons were present via Zoom: Sel. Pete Jurmain, Sel. Erin Underhill, Town Administrator Michael Guzinski and Operations Support Manager Karen Bouret.

Announcements

None

21-045 COVID Vaccine Update

John McVeigh, Board of Health Director, said the Town is looking at homebound vaccinations for residents once vaccines arrive. The state has limited vaccines, and the Town is "hoping" we will be given some vaccines for this purpose.

Chair McCaffrey said the Lions and Millis Garden Club are planning to have Millis Beautification Day on April 24th. Mr. McCaffrey said more information will be forthcoming, but they are hopeful that they will be able to move forward with COVID safety protocols in place.

21-046 Cultural Council Member

Sel. Jurmain made a motion to appoint Jennifer Zarutskie Sieczkiewicz to the Millis Cultural Council. The motion was seconded by Sel. Underhill.

Sel. McCaffrey polled the Board and the motion passed unanimously.

21-047 FY22 Budget Presentation - Building Department

Mike Giampietro, Building Commissioner, said the proposed Building budget was level funded. Mr. Giampietro said the inspection fees and mileage line items are best estimates at this point. Mr. Giampietro reviewed a permit issued analysis from 2017-2020 outlining fees, estimated construction costs and the number of permits issued. Mr. Giampietro thanked his staff for stepping in during his medical absence. He then reviewed ongoing major construction projects in Town which included Toll Brothers, Acorn Place, South End Farms, Cube Smart, the Assisted Living project at Dover Road and others.

21-048 Vote to Authorize Deficit Spending for Snow and Ice Budget

Jim McKay, DPW Director, said the snow and ice budget is in deficit by \$147,332.81. Mr. McKay said the Finance Committee already voted to authorize this request and he is asking the Select Board to do the same. Carol Johnston, Finance Director, said this is standard operating procedure and Sel. Jurmain reiterated that this is the only budget that is allowed to be deficient spent.

Sel. Jurmain made a motion to approve deficit spending of a not to exceed amount of \$250,000.00 for FY21. The motion was seconded by Sel. Underhill.

Sel. McCaffrey polled the Board and the motion passed unanimously.

Chair McCaffrey thanked the DPW crew for their consistent hard work keeping our roads safe.

21-049 FY22 DPW Budget Presentation

Mr. McKay said he provided sixty pages for his budget (see attached) but he will touch on highlights for tonight's presentation. Mr. McKay reviewed the FY22 department highlights starting with a request for a Budget and Procurement Manager and to increase the Department Assistant I from 12 to 19 hours. Mr. McKay provided information for funding the salaries as well as the savings in DPW overtime. Mr. McKay asked the Board to consider the addition of a

Heavy Equipment Operator/Laborer stating that the position would "relieve the need of staff assigned to enterprise funds of maintaining general fund duties."

A discussion ensued about outsourcing work to engineering firms for peer review and the need evaluate whether an in-house engineering position should be created. Mr. McKay said he has included this above level service position requests for the last two years in his budget requests.

Mr. McKay presented DPW Highway Division FY21 Budget Reductions (see spreadsheet) by reviewing the highlights including being unable to replace ornamental lights on Main Street, line painting of crosswalks, patching of roadways and tree removal. Mr. McKay asked that Supplies Road Maintenance be increased by \$50,000 in order to pave or repair roads not covered under Chapter 90 funding. A discussion about road repair funding and tree removal/pruning funding being included in the DPW budget verses funding through separate warrant articles at town meeting was had.

Mr. McKay went on to review the DPW Water Systems Emergency Response Plan Update for \$30,000 as well as Water Treatment Plant Improvements for \$255,600. He then briefly reviewed all remaining budget forms.

Cathy MacInnes, resident, asked if the Board could consider adding a maintenance line for town properties/open space maintenance. She also asked for the Board to look at how the enterprise allocations for salaries are calculated.

Mr. McKay closed by thanking the Permanent Building Committee for their hard work and diligence during the DPW building project.

21-050 Discuss 61A Property at Village (Braun)

Chair McCaffrey said a public hearing regarding the possible purchase of the 23.3 acres at Village was held on March 1. The Board will continue to seek input in order to decide on whether or not the Town should exercise its right of first refusal for this property. And at this as a warrant item at their meeting on March 22nd or the following meeting. Sel. Underhill said she received some email comments, the majority of which were not in favor of the Town purchasing the property. Sel. Jurmain said he has received an equal number in favor and against the purchase. Both said the biggest concerns are the cost and how this might affect building a new senior center or where the funding will come from. Sel. McCaffrey said people have asked whether to add more open space without a budget to maintain it or instead putting the money towards maintenance of existing Town-owned space. Sel. McCaffrey said others feel this is a once in a lifetime chance since the property is 23+ contiguous acres is hard to come by. The Board agreed that the task at hand is to do what's in the best interest for the majority of the community. Sel. Underhill said the majority of the Community Preservation Committee was generally not in favor of using CPC funds since it would put restrictions on use of the property. Sel. McCaffrey said ultimately the decision will rest in with the community since Town Meeting would need to approve it with a 2/3 vote if the Board does decide to move forward in that direction. He urged residents to ask questions and send emails to the Town Administrator's office and or the Select Board. He also encouraged people to look at information provided on the website.

21-051 Cannabis Delivery Discussion

Kate Feodoroff, Town Counsel, said there are two new types of marijuana delivery which are courier, which is just transportation, and packaging/warehouse where product can be

repackaged in a facility with full security etc. Ms. Feodoroff reviewed the existing zoning bylaw and said it is simple. She suggested just adding to the existing bylaw to include delivery. Ms. Feodoroff said you cannot ban delivery from other towns to Millis since Millis does allow for marijuana retail. Ms. Feodoroff said it's important to be specific about delivery and what would or would not be allowed since not doing anything would allow for possible interpretation. The Chair asked Ms. Feodoroff to prepare language to update bylaw(s) related to delivery.

21-052 Town Meeting Warrant Discussion

Mr. Guzinski listed articles that the Board has not officially voted to add to the spring town meeting warrant. (See highlighted articles). Chair McCaffrey noted that the Tree Warden did want to add an article for funding of Tree Removal/Pruning although the plan is to try and include them in the budget instead. Sel. Jurmain asked for Road Repairs funding to be added as well. The Board decided to open the warrant officially at the 3/22 meeting to add the articles.

21-053 not needed

21-054 Discuss COLA for FY22 for Personnel Plan

Mr. Guzinski recommended a 2.5% cost of living increase for FY22 based on existing employment contracts and the current economy.

Sel. Underhill made a motion to establish a 2.5% COLA for all personnel plan employees and appointed specials for FY22, seconded by Sel. Jurmain.

Sel. McCaffrey polled the Board and the motion passed unanimously.

21-055 Discuss Finance Committee Liaison Request

The Board discussed attending on a rotating basis.

Sel. Jurmain will attend on the 3/10, Sel. Underhill will attend the following meeting and Chair McCaffrey will attend the next meeting.

21-056 Approval of Sign Permit – Youth Baseball

Sel. McCaffrey made a motion to approve request beginning on 3/9 for a period of 6 weeks. The motion was seconded by Sel. Jurmain. Sel. McCaffrey polled the Board 2nd PJ. PU

Sel. Made a motion to enter Executive Session at 10:30pm to discuss the purchase, exchange, lease or value of real estate (61A parcel village street). Also, to conduct a strategy session in preparation for negotiations with union and non-union personnel (SEIU Contract/Finance Director). Sel. Underhill seconded this motion. Sel. McCaffrey polled the Board and the motion passed unanimously.

Respectfully Submitted by Victoria Schindler

10:30 pm

Executive Session

Mr. Guzinski said this will be Carol Johnston's last contract with the Town as she will be looking to retire after that. Mr. Guzinski reviewed an email in which Ms. Johnston pointed out her accomplishments to this point, and her proposal which includes changing her schedule to Monday - Thursday, 25 vacation days per year, 5 personal days per year and deferred comp in an amount of \$10,000 in a three-year agreement. Mr. Guzinski said she is more interested in more free time rather than a significant salary increase. The Board discussed including language in the contract to ensure that the job requirements are performed.

\$127,500

1.5% COLA

Performance incentive years 2 and 3 of 1.5% additional

Ms. Johnston joined the meeting at 10:55 pm

She said she is more than willing to prioritize as needed and put in as much time as needed from M-Th or as needed

Sel. McCaffrey made a motion to approve the Finance Director's contract between the Town and Carol Johnston as outlined today and for the Town Administrator to finalize the language for the next Board meeting. The motion was seconded by Sel. Jurmain. Sel. McCaffrey polled the Board and the motion passed unanimously.

SEIU

Mr. Guzinski recommended No to 3 personal days since this will only be a one-year agreement
2.5% increase not 3%

Motion to adjourn EU 2nd PJ. PU 11:25 PM

Adjourn EU, PJ out! 11:26 PM

Select Board Meeting 3/22/21

I. **Call to Order**

Sel. McCaffrey called the meeting to order at 6:30pm. The following persons were present via Zoom: Sel. Pete Jurmain, Sel. Erin Underhill, Town Administrator-Michael Guzinski and Department Assistant, Maureen Canesi.

II. **Announcements**

Sel. McCaffrey announced that there is a tentative date set for Millis Beautification Day, April 24th 9:00am – noon. Residents can check back at the next Select Board meeting for confirmation and approval.

III. **Open Session Scheduled Appointments & Hearings**

21-058 COVID Vaccine Update

John McVeigh, Board of Health Director, updated the Board and stated that the Town's and the State Department of Public Health has information with regards to the COVID. The Millis Board of Health is currently in the process of vaccinating the Housing Authority and will also soon be able to go house to house for residents who cannot make it to vaccination location sites.

21-059 Charter Review Committee Update

Charter Review Committee Chair, Christopher Soffayer updated and reviewed: Introduction, Process, Recommendations and Table Issues with the Board.

Sel. McCaffrey proposed that the conversation continue at the next meeting so as to ask more questions and how the process of changes will be implemented.

21-060 Veterans Budget Above Level Service Request

Director of Veterans Services, John Moore, presented to the Board the Budget Above Level Service Request including: Accomplishments, Future Initiatives, Increased Capabilities and VSO Salary Comparison and Staff Size.

Sel. McCaffrey asked that the Town Administrator fold this request into the Budget preparation for consideration.

21-061 1344 Main Street – Cobble Knoll LIP Application

The Board reviewed the request from the owners to support a project exception which would enable them to waive the need for an appraisal on the property, 1344 Main Street.

Sel. McCaffrey made a motion to assign a letter of waiver for 1344 for the acquisition of the property at a valuation of \$400,000.

Sel. Underhill seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-062 Capital Planning Committee – Update by Chair

CPC Chair, Jonathan Barry, updated and reviewed with the Board the CPC Report – May 2021, CPC Priorities for June 2020 Town Warrant and Summary of Capital Needs for FY 2022-2031.

Mr. Barry also addressed questions from the Board with regards to the above referenced reports.

21-063 Approval of Waiver of Water/Sewer Connection Fees for DPW Building Project

Sel. Underhill made a motion to waive the fees for Water and Sewer Entrance/Connection for construction at 7 Water Street (Staff Wing) in the amount of \$6,765.

Sel. Jurmain seconded the motion and it passed unanimously.

Sel. Underhill made a motion to waive the fees for Water and Sewer Entrance/Connection for construction at 7 Water Street (Vehicle Wash Bay) in the amount of \$6,765.

Sel. Jurmain seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-064 Review/Approval of Lansing Millis Stabilization Proposal

Permanent Building Committee Chair, Wayne Klocko updated the project description and the estimate to stabilize the Lansing Millis building.

Sel. McCaffrey suggested that a project application for funding be submitted to the Community Preservation Committee for their recommendation and review by May Town Meeting.

Sel. Underhill stated that she would draft the proposal application for submission to the Town Administrator.

Sel. McCaffrey made a motion to submit a proposal to the Community Preservation Committee to execute stabilization project, Lansing Millis Building, outlined by the Permanent Building Committee.

Sel. Jurmain seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-065 Review Proposed Language for Solar ByLaw

Planning Board Director, Richard Nichols and Doug Pope, Pope Clean Energy reviewed: Proposed Zoning ByLaw Amendments/Article Section XXI: Large Scale Ground-Mounted Solar and are looking to get it on the Town Meeting agenda.

Sel. Underhill made a motion to direct the Town Administrator to place Proposal on Town Meeting Warrant with the amendment to send back to the Planning Board for review/hearing

Sel. Jurmain seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-066 Review Proposed Language for Cannabis Delivery – Zoning By Law – and Refer to Planning Board

Sel. McCaffrey made a motion to place on the warrant and send back to planning bord for review/hearing.

Sel. Jurmain seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-067 Review/Approval of Gasoline and Diesel Pricing

Energy Manager, Robert Weiss, asked the Board to sign the Contract to purchase gasoline through the Norfolk County consortium at the price of \$2.56 per gallon with a window to allow for an increase of no more than \$0.05; and to purchase diesel fuel at the price of \$2.58 per gallon with a window to allow for an increase of no more than \$0.05. The Contract would be in effect from 9/1/2021-8/31/2022.

Sel. Underhill made a motion to approve the Contract.

Sel. Jurmain seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-068 Review & Approval of Special Legal Counsel for PFAS

Town Administrator, Michael Guzinski, and Town Counsel, recommended that the Town appoint the firm Giarrusso Norton Cooley & McGlone, PC as special Town Counsel to investigate and identify parties that may be liable in relation to PFAS contamination of the Town Wells.

Sel. McCaffrey made a motion that the Board appoint Giarrusso Norton Cooley & McGlone, PC as special counsel to the Town of Millis relating to PFAS Cost Recovery issues; working with Millis Town Counsel and the Town Administrator.

Sel. Underhill seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-069 Acceptance of CEP PFAS Design Grant & Approval of Contract with Kleinfelder

Sel. McCaffrey suggested that the Board ask the Town Administrator to draft and letter and coordinate a meeting with the DEP to help find additional solutions in terms of what the Town is being required to do.

Sel. Jurmain made a motion that the Board accept the Grant from the DEP in the amount of \$197,990 and direct the Town Administrator to sign the Contract with Kleinfelder in the same amount for the phase of the project identified on the Water PFAS Treatment Grant-Round 2 from the Mass DEP.

Sel. Underhill seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-070 Discuss 61A Property at Village Street

Discussion with the Board for the potential acquisition of the property at Village Street and how to include and article in the Warrant for the Town to consider buying the property.

The Board spoke about residents who have offered the opinion on the subject; for and against. Robert Fox, the Developer, addressed the Board and offered to sit down with representatives from the Town, at no cost, to advise on what the Town could do with the property. Sel.

McCaffrey stated that they would like to meet with Mr. Fox for more discussion on the matter.

A few residents spoke to the Board on their opinions, thoughts and ideas.

Sel. McCaffrey suggested that there be another open forum for more education and to create a more specific plan.

IV. Open Session Agenda Items

21-071 Open Annual Town Meeting Warrant & Discuss Articles

Town Administrator, Michael Guzinski reviewed each of the (draft) Articles and also made recommendations.

- Sel. McCaffrey stated that there should be an additional Article added: the Lansing Millis Building
- Sel. McCaffrey recommended that Articles 20 (Street Acceptance-Hickory Hills) and 26 (Town Bylaw Amendment Sewer) should be removed

Sel. McCaffrey made a motion to open Town Meeting Warrant.

Sel. Underhill seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

Sel. McCaffrey made a motion to direct the Town Administrator to add a warrant article Comm Preservation for the Lansing Memorial Building and to delete Articles 20 and 26.

Sel. Underhill seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-072 Close Town Meeting Warrant

Sel. Underhill made a motion to close the Warrant.

Sel. McCaffrey seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-073 Approval Annual Town Meeting Date/Location

Town Administrator reviewed the letter from the MA Department of Revenue stating that the Governor had signed H.73, "An Act Further Providing for Early Voting by Mail".

The Board discussed the Town Administrator's recommendations and details for approval of the date and location for Annual Town Meeting and Town Elections.

Sel. McCaffrey made a motion that the Annual Spring Town Meeting be held Saturday, May 1st at noon in the High School parking lot with a rain date of May 2.

Sel. Underhill seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-074 Approve Town Election Dates

Sel. McCaffrey made a motion to designate May 10th as the Town Election date.

Sel. Underhill seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

21-075 Update on FY22 Budget Process

Town Administrator, Mr. Guzinski, reviewed his memo to the Board informing them that he and the Finance Director are updating the revenue estimates as additional information becomes available. He also advised that he expected to be able to discuss the FY22 budget (expenses and revenues) in detail at the next Select Board Meeting (March 29th).

21-076 Discuss Legislative Earmark Requests

Town Administrator, Mr. Guzinski, informed the Board that the Town was contacted to advise that they would like a list of submit 3 items for funding as part of the FY22 State budget. It was decided by the Board and the Town Administrator that they would submit to the State Delegation 3 Capital Items: COA Van, School Special Education Van and VMB Fire Alarm for consideration.

21-077 Review/Approval of Sign Permit Application – Wu Xing Kung Fu

Sel. McCaffrey made a motion to approve the Sign Permit Application for Wu Xing Kung Fu at 903 Main Street subject to the dates of 4/1/21–11/1/21 and to bring the sign in during inclement weather.

Sel. Underhill seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

V. Approval of Consent Items

Sel. Jurmain made a motion to adopt the 2/22/21 draft minutes as written.

Sel. Underhill seconded the motion. Sel. McCaffrey polled the Board and it passed unanimously.

10:05 PM

Sel. McCaffrey made a motion to enter executive session to consider the purchase, exchange, lease or value of real estate for the 61A parcel located at Village Street and to conduct a strategy session in preparation for negotiations with union and non-union

personnel for the SEIU contract and Finance Director's contract. The motion was seconded by Sel. Underhill.
Sel. McCaffrey polled the Board and the motion passed unanimously.

VI. Adjournment

Sel. McCaffrey made a motion to Adjourn the Open Public Meeting at 11:30 p.m. Sel. McCaffrey polled the Board and it passed unanimously.

Respectively submitted by: Maureen Canesi

DRAFT

**SELECT BOARD
MEETING MINUTES
Thursday October 12th, 2023
Veterans Memorial Building Room 229
900 Main Street, Millis, MA 02054**

Chair Schultze called the meeting to order at 7:00pm.

The following persons were present Chair Craig Schultze, Vice Chair Ellen Rosenfeld, Clerk Erin Underhill, Assistant Town Administrator/HR Manager Karen Bouret DeMarzo.

Announcements

The Mass DEP has awarded the Town of Millis Recycling Dividends Program under the Sustainable Materials Recovery Program and will receive \$7,200.00.

There will be a Tri-County Presentation and Ice Cream Social Event held at the Millis Senior Center on Tuesday October 17th, 2023, at 11:30am.

The Flu Clinic will be held on Saturday 10/28/23 from 10am-12pm in the VMB Memorial Gym.

Lisa Hardin, Town Clerk stated the Tri-County Vote will be on October 24th from 12:00pm-8:00pm. Voter registration will be available online or in person in the Town Clerks office.

The Friends of the Millis Public Library event will be held on Saturday 10/14/23 from 10am-2pm with lots of fun games and events.

The Millis Fire Department Blood drive will also be held on Saturday 10/14/23 from 9:00am-2:30am at the Millis Fire Department.

The Millis Fire Department is having their annual Fire Prevention Open House on Sunday 10/15/23 from 10:00am-2:00pm.

DPW Director Jim McKay gave a brief paving update, stating it is complete except for line painting.

23-198 Appointments

- *School Committee Member*
Sel. Rosenfeld made a motion to appoint Ana Hurley as a nonvoting member to the School Building Committee. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-199 Hearing: Special Permit 1375 Main Street

Sel. Rosenfeld made a motion to open a Hearing for 1375 Main Street at 7:10pm. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Ted Cannon spoke on behalf of his client, Joint Venture LLC, who is looking for a Special Permit for the Property of 1375 Main Street. His client would be re-purposing a 46,648 square foot facility for the processing and treating of raw material including grading, drying, sorting, crushing, grinding, and milling operations. This will not be a retail facility.

Tony Ma from GCG Associates reviewed the peer review which is summed by GCG believes that there should not be any major adverse impacts to this developed site due to the change of use and the addition of the dust collector system, based on presented material. However, the certification of the base flood elevations and the proposed works shall be certified by the project engineer.

Sel. Rosenfeld made a motion to open a Hearing for 1375 Main Street. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Sel. Rosenfeld made a motion to approve the Special Permit and site plan approval application for 1375 Main Street to be re-purposing a 46,648 square foot facility for the processing and treating of raw material including grading, drying, sorting, crushing, grinding, and milling operations, subject to the restrictions stated in the letter of recommendation by GCG. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-200 Presentation of Capital Planning Committee Report

Jonathan Barry Chair of the Capital Planning Committee presented the Fall 2023 Report. The Committee approve all 6 projects proposed including Well #3 PFAS Treatment Plant, Communications equipment and antenna for Public Safety, Library system upgrade, HVAC repair for VMB and Fire Buildings, new pickup truck for DPW, and a Vactor truck for the DPW.

23-201 Approval of Extension of Contract with Stump's Tree Service

Sel. Rosenfeld made a motion to approve and authorize the Town Administrator to sign a contract extension with Stumpy's Tree Service for a term of 1 year from November 1, 2023 – November 31, 2024, with Tree service rates are bound to the unit prices listed in the MAPC bid, executed on November 22, 2022.

23-202 Approve & Sign 11/6/23 FATM Warrant

Sel. Schultze made a motion to add \$2,520.00 for a Substance use therapist using opioid funding. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

The Board reviewed the Fall Annual Town Meeting Warrant.

Sel. Rosenfeld made a motion to approve and sign the Fall 2023 Annual Town Meeting Warrant. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-203 Discuss Tri-County Regional Vocational High School Building Project

Chair Schultze discussed his concerns regarding the Tri-County School Building project including the funding issues from the state and the lack of vocational representation on the MSBA. He urges residents of Millis to Vote on 10/24/23 and to understand to properly fund the project, residents must vote on an override to pay for it.

Vice Chair Rosenfeld urges Millis residents to come and vote regardless of if it's a yes or no, she states every vote counts.

Clerk Underhill stated the current Tri-County building has numerous repairs and renovations needed, even if the new school does not pass the renovations will still be needed and that will come to a substantial cost to the Town.

23-204 Approval of Field of Flags Event for Veterans Day – Millis Lions

Sel. Rosenfeld made a motion to approve the Field of Flags event for Veterans Day 2023. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

23-205 Board/Committee Liaison Updates

Sel. Schultze attended the Capital Planning Committee where they reviewed the capital planning requests and report.

Sel. Rosenfeld attended the cemetery committee where they are redoing their rules.

23-206 Approval of DRAFT Minutes 8/14/23, 8/31/23, 9/25/23

Sel. Rosenfeld made a motion to approve the draft minutes from 8/14/23, 8/31/23, 9/25/23 as written. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to enter Executive Session at 9:10pm to discuss strategy with respect to potential litigation (Dangerous Dog Decision Appeal), only emerging to adjourn. Sel. Rosenfeld seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Respectfully Submitted by Victoria Schindler

DRAFT

23-215

Water/Sewer Commitment



**THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF MILLIS**

WATER / SEWER DEPARTMENT COMMITMENT TO COLLECTOR

To: Jennifer Scannell, Collector of Taxes for the Town of Millis, in the County of Norfolk
IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby required to levy on and collect from the several persons named in the utility billing list herewith committed to you the amount of the utility charges assessed to each such person on Water and Sewer services to include Capital Assessment charges as set for the below, with interest and miscellaneous charges, the sum total of such list being.

ACCT #	COMMIT #	WATER	FINAL	SEWER	CROSS CONNECT	ON OFF	PAINÉ	TOTAL
200489800	F3721	44.25	47.25	90.25				181.75
35000231	F3726	27.17	47.25	56.49				130.91
35000233	F3727	27.17	47.25	56.49				130.91
35001006	F3728	31.44	47.25	64.93				143.62
350001020	F3729	48.52	47.25	98.69				194.46
201151700	F3730	27.17	47.25					74.42
301872400	F3732	35.71	47.25					82.96
421963010	F3733	44.25	47.25					91.50
221847210	F3736	39.98	47.25	81.81				169.04
321629100	F3737	104.03	47.25	208.41				359.69
301357900	F3738	74.14	47.25	149.33				270.72
35100008	F3739	35.71	47.25	73.37				156.33
35400028	F3740	31.44	47.25	64.93				143.62
350001014	F3741	31.44	47.25	64.93				143.62
35100002	F3742	27.17	47.25	56.49				130.91
350001008	F3743	35.71	47.25	73.37				156.33
221639910	F3734	57.06	47.25	115.57				219.88
201171100	F3751	57.06	47.25					104.31
TANGFARM1	F3752	258.12					61.83	319.95
101684510	F3753	27.17	47.25	56.49				130.91
Total Commitment for September 2023					3335.84			

And you are to pay over said charges, fees, and interest to the Treasurer of Millis and also to give the Treasurer an account of all charges, fees and interest collected by you.

And in the levy and collection of the amounts hereby committed to you, and of interest, charges, and fees as provided by law, you are to have and to exercise all the powers conferred by laws of the Commonwealth upon Collectors.

Given under our hands this _____ day of _____, 2023

Town of Millis Water Commissioners: _____

