



# 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](mailto:mguzinski@millisma.gov)

Karen Bouret DeMarzo  
Assistant Town Administrator/  
Human Resources Manager  
[kbouret@millisma.gov](mailto:kbouret@millisma.gov)

### SELECT BOARD MEETING AGENDA MONDAY, DECEMBER 4, 2023; 7:00 PM VETERANS MEMORIAL BUILDING ROOM 229

	Topic	Time	Speaker
I.	Call to Order	7:00 PM	Chair Schultze
II.	Announcements		
III.	Open Session Items		
23-234	Review/Approval of Town-wide Yard Sale Event Millis High School Senior Project		J. Ryan K. B. DeMarzo
23-235	Approval of 2024 Millis Beautification Day		Sel. Underhill
23-236	Appointment of Seasonal Snow Removal Contractor - DPW		J. McKay M. Guzinski
23-237	Consider Request to Establish Gift Fund		J. McKay
23-238	Review/Approval of 2023-2024 Joint Salt Bid		J. McKay
23-239	Accept Bid for Installation of Key Fob Electronic Lock System at Veterans Memorial Building		M. Guzinski
23-240	Review/Approval Application for Amendments to Alcohol License at Millis Mobil <ul style="list-style-type: none"><li>• Change of Corporate Name</li><li>• Change of DBA</li><li>• Change of Manager</li></ul>		K. B. DeMarzo
23-241	Review/Approval Suicide Prevention Awareness Event		K.B. DeMarzo
23-242	Board/Committee Liaison Updates		Select Board
23-243	Approval of DRAFT Minutes		Select Board
IV.	Adjournment		

## Proposed Upcoming Meeting Schedule

Date	Time	Location
Monday, December 18, 2023	<b>7:00 pm</b>	Room 229 VMB
Monday, January 8, 2023	<b>7:00 pm</b>	Room 229 VMB
Monday, January 22, 2023	<b>7:00 pm</b>	Room 229 VMB

Select Board meetings are broadcast whenever possible through Millis Community Media on Comcast channel 6 and Verizon channel 11 and Zoom

Zoom (Broadcast only)

**Meeting ID: 852 638 7223**

**Passcode: SBMeeting**

23-234

Approval of Town-wide Yard Sale

## Karen Bouret DeMarzo

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**From:** Kris Fogarty  
**Sent:** Wednesday, November 22, 2023 9:59 AM  
**To:** Jack Ryan  
**Cc:** Karen Bouret DeMarzo  
**Subject:** RE: Millis Town-Wide Yard Sale

Hi Jack,

*Sunday April 28*

I am sorry for the delay. I did print your email to remind me to get back to you. We don't have anything on the calendar for April 27<sup>th</sup> so that looks like a good day? I am not sure if that is around the time they do Millis Beautification Day? I am going to be honest that I did not have anything to do with the Yard Sale last year. It was Karen Bouret DeMarzo in the Town Administrators office that helped Kathrine last year. I am happy to help if I can, but I think it would be best to get in touch with Ms. Demarzo first because the Select Board has to approve the request. Her email is :  
Karen Bouret DeMarzo [Karen.Bouret.DeMarzo@millisma.gov](mailto:Karen.Bouret.DeMarzo@millisma.gov)

Best of luck,  
Kris Fogarty

---

**From:** Jack Ryan <jacrya24@millisschools.org>  
**Sent:** Wednesday, November 22, 2023 9:28 AM  
**To:** Kris Fogarty <kfogarty@millisma.gov>  
**Subject:** Fwd: Millis Town-Wide Yard Sale

**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! Just wanted to see if you saw this email.

----- Forwarded message -----

**From:** Jack Ryan <jacrya24@millisschools.org>  
**Date:** Mon, Nov 13, 2023 at 10:15 AM  
**Subject:** Millis Town-Wide Yard Sale  
**To:** <kfogarty@millisma.gov>

Hi Ms. Fogarty,

For my senior project I am looking to carry on Katherine LaDuke's project from last year and host a town wide yard sale similar to the one that she did. I want to make sure that there are no overlapping events for the date that I have in mind: April 27th. Please let me know if that day has anything scheduled. I am also interested in advertising this project through the Recreation Department if you are interested in working with me and have any ideas.

Please let me know.

Jack Ryan

23-235

Approval of MBD

## **Karen Bouret DeMarzo**

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**From:** Erin T. Underhill  
**Sent:** Monday, November 27, 2023 10:58 AM  
**To:** Karen Bouret DeMarzo; Mike Guzinski; Craig Schultze  
**Subject:** Don Reynolds Beautification Day

Hi!

The Millis Lions club is seeking permission to hold Millis Beautification Day on Saturday, April 27th from 9am-12pm. Could this be added to an agenda for approval please?

Thank you!

Get [Outlook for iOS](#)

23-236

Appt of Seasonal Snow Removal Contractor



## *TOWN of MILLIS*

### DEPARTMENT OF PUBLIC WORKS

900 MAIN STREET, MILLIS, MA 02054

**TO:** Michael Guzinski, Town Administrator  
**FROM :** James F. McKay, Director of Public Works  
**DATE :** November 30, 2023  
**SUBJECT :** Snow Plow Contractor

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I would ask that you appoint Jack McBrien, as a seasonal snowplow contractor, which is covered under the Personal Plan starting December 05, 2023, and ending April 01, 2024. These appointments are made yearly by the DPW and have proven to be very successful with helping with all snow removal needs.

Jack, is a driver for the senior center and has all qualifications to start in the position.

James F. McKay,  
Director of Public Works



23-237

Request to Establish Gift Fund



[dan@legacy-ce.com](mailto:dan@legacy-ce.com)  
508-376-8883(o)  
508-868-8353(c)  
730 Main Street  
Suite 2C  
Millis, MA 02054

November 30, 2023

James McKay  
DPW Director  
900 Main Street  
Town Offices  
Millis, MA 02054

Ref: 10 Acorn Street  
Sewer Extension Permit

Dear Jim,

I am writing to confirm our discussion that the \$20,000 payment made by the owner of 10 Acorn Street to the Town is a gift for the Town to use in the future repaving of the intersection of Hammond Lane and Main Street or any other related areas associated with the sewer extension currently being installed. As discussed with the Select Board, the sewer trenches will be permanently patched by the applicant and the Town can use these additional funds to repave whatever areas they feel are appropriate. Do not hesitate to contact me if you have any questions or comments.

Sincerely,

LEGACY ENGINEERING LLC

Digitally signed by Daniel J.  
Merrikin, P.E.  
Date: 2023.11.30 11:50:24 -05'00'

Daniel J. Merrikin, P.E.  
President

cc: File

23-238

Approval of 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 :** November 29, 2023  
**Re :** Salt Bid

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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).



# TOWN OF MEDFIELD

Office of

## DIRECTOR OF PUBLIC WORKS

MEDFIELD, MASSACHUSETTS

MAURICE GOULET  
Director

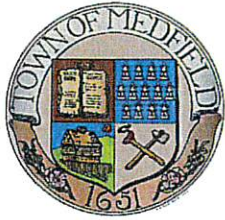
TO: Medfield Select Board  
FROM: Maurice Goulet, Director of Public Works  
DATE: November 21, 2023  
RE: Joint Purchase of Salt 2023-2024 Bid Results

It is hereby recommended that the following bids be awarded to the following responsive and responsible vendors in accordance with the Town of Medfield bid specifications:

- Rock Salt                    Primary Bidder: Eastern Minerals, Inc.  
   Secondary Bidder: Morton Salt Co., Inc.
- Solar Salt                    Primary Bidder: Eastern Minerals, Inc.  
   Secondary Bidder: Mid-American Salt
- Treated Salt                Primary Bidder: Eastern Minerals, Inc.  
   Secondary Bidder: Morton Salt Co., Inc.

### BID RESULTS: (\$ price per ton)

	<u>Rock Salt</u>	<u>Solar Salt</u>	<u>Treated Salt</u>
Eastern Minerals, Inc.	\$59.98	\$59.98	\$79.98
(picked up price)	\$59.98	\$59.98	\$79.98
Morton Salt Co., Inc.	\$67.91	No Bid	\$83.91
(picked up price)	\$67.00	No Bid	\$83.00
Mid-American Salt	\$69.12	\$69.12	\$84.12
(picked up price)	\$69.00	\$69.00	\$84.00
Cargill, Inc.	No Bid	No Bid	No Bid



TOWN OF MEDFIELD  
MASSACHUSETTS  
*Department of Public Works*

**MAURICE G. GOULET**  
Director of Public Works

55 North Meadows Road  
Medfield, MA 02052  
(508) 359-8597  
Fax (508) 359-4050  
mgoulet@medfield.net

October 26, 2022

To: Cities and Towns of the Medfield  
Joint Purchase Salt Bid

From: Maurice Goulet  
Director of Public Works

SUBJECT: Road Salt Award

Please be advised, at a duly called and posted meeting on Tuesday, October 25, 2022, the Board of Selectmen voted unanimously to award the Joint Purchase Salt Bid for 2022-2023, according to the lowest bid prices and the Town of Medfield specifications as follows:

- Rock Salt (price per ton)  
Primary Bidder: Eastern Minerals, Inc.  
\$72.50 (delivered) \$72.50 (picked up)  
Secondary Bidder: Morton Salt Co.  
\$78.03 (delivered) \$78.00 (picked up)
- Solar Salt (price per ton)  
Primary Bidder: Eastern Minerals, Inc.  
\$82.50 (delivered) \$82.50 (picked up)  
Secondary Bidder: Morton Salt Co.  
\$85.20 (delivered) \$85.00 (picked up)
- Treated Salt (price per ton)  
Primary Bidder: Eastern Minerals, Inc.  
\$92.50 (delivered) \$92.50 (picked up)  
Secondary Bidder: Morton Salt Co.  
\$94.03 (delivered) \$94.00 (picked up)

Sincerely,

Maurice G. Goulet  
Director of Public Works  
Medfield, Massachusetts

23-239

Approval of Bid – Key Fob System



# TOWN OF MILLIS

**TO:** Select Board

**CC:** Karen Bouret DeMarzo, Assistant Town Administrator

**FROM:** Michael Guzinski, Town Administrator

A handwritten signature in blue ink, appearing to read "Michael Guzinski", is written over the "FROM:" line.

**DATE:** November 30, 2023

**RE: Award Bid for Installation of Electronic Locks at the Veterans Memorial Building**

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Greetings,

Enclosed in your packet is the bid from Anastas Lock & Safe Company. They submitted the lowest bid that we received for installing electronic locks at the Veterans Memorial Building. They will be installing locks on 4 exterior entrance doors and in two interior doors. The Town Meeting approved \$25,000 for the installation of the electronic locks.

I am recommending that the Board award the bid for the installation of electronic locks for the Veterans Memorial Building to Anastas Lock & Safe Company in the amount of \$24,975.

Please let me know if you have any questions regarding this matter.

Thank you.



Anastas Lock & Safe Co.

76 Railroad St.  
Holliston, MA 01746

# Estimate

Date	Estimate #
11/20/2023	11616

Name / Address
Town of Millis TOWN HALL - 4- EXTERIOR ENTRANCE DOORS - TREASURE'S OFFICE - GYM DOOR

			Project
Description	Qty	Cost	Total
2-DOOR ACCESS CONTROL PANEL W/ POWER SUPPLY HONEYWELL x 2 SIGNO WALL MOUNT READER HID x 2 SIGNO MULLION MOUNT READER HID x 3 GENESIS RIM PANIC STRIKE ELECTRIC STRIKE FOR CYLINDRICAL LOCKSET W/ OPT PLATE ELECTRIC LATCH RETRACTION KIT FOR V/D 33/35 & 98/99 EXIT DEVICE 2A. 24VDC POWER SUPPLY 1 INPUT 1 OUTPUT DOOR CORD 12" PROGRAMMABLE 2-RELAY 900 MHz LOGIC MODULE x 2 900 MHz DIGITAL TRANSMITTER x 4 RELAY MODULE 12/24 VDC 5AMP x 2 18-2 S'STRANDED WIRE 2000' 22-6 S'STRANDED WIRE 2000' 22-6 S'STRANDED WIRE SHIELDED 2000' HARDWARE, CONDUIT, RACEWAY		24,975.00	24,975.00
		<b>Subtotal</b>	
		<b>Sales Tax (6.25%)</b>	
		<b>Total</b>	

Phone #	Fax #
508-429-7856	508-429-9442

Anastas Lock & Safe Co.

76 Railroad St.  
Holliston, MA 01746

# Estimate

Date	Estimate #
11/20/2023	11616

Name / Address
Town of Millis TOWN HALL - 4- EXTERIOR ENTRANCE DOORS - TREASURE'S OFFICE - GYM DOOR

Project

Description	Qty	Cost	Total
<p>LABOR: INSTALL ACCESS CONTROL PANELS, PULL CABLING &amp; TERMINATE WIRES IN PANEL INSTALL ELECTRIC DOOR HARDWARE &amp; WIRE TO SYSTEM INTERFACE ACCESS CONTROL WITH AUTO DOOR OPERATORS CONNECT EXISTING NETxSI PANEL TO NEW SYSTEM PROGRAM ACCESS CONTROL SYSTEM WITH EMBEDDED BROWSER INSTRUCT OWNER ON PROGRAMING ACCESS SYSTEM &amp; MOBILE ACCESS</p> <p>NOTE: PRICE BASED ON EXISTING DOORS &amp; HARDWARE IN PROPER WORKING CONDITION, ANY NECESSARY REPAIRS AT EXTRA CHARGE DOES NOT INCLUDE PERMIT FEES PRICE GOOD FOR 14 DAYS</p>			
		<b>Subtotal</b>	\$24,975.00
		<b>Sales Tax (6.25%)</b>	\$0.00
		<b>Total</b>	\$24,975.00

Phone #	Fax #
508-429-7856	508-429-9442

23-240

Approval of Alcohol License Amendments

Mobil



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 95 Fourth Street, Suite 3, Chelsea, MA 02150  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
 MONETARY TRANSMITTAL FORM

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: <https://www.mass.gov/epay-for-online-payments-abcc>

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL

EPAY CONFIRMATION NUMBER

ada25e95-6c12-4c85-9100-

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

00022-PK-0716

ENTITY/ LICENSEE NAME

GMI Gas, Inc.

ADDRESS

972 Main Street

CITY/TOWN

Millis

STATE MA

ZIP CODE 02054

For the following transactions (Check all that apply):

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> New License                                   | <input type="checkbox"/> Change of Location   | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal)         | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License                           | <input type="checkbox"/> Alteration of Licensed Premises  | <input type="checkbox"/> Change of License Type (i.e. club / restaurant)  | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock)    |
| <input checked="" type="checkbox"/> Change of Manager                  | <input checked="" type="checkbox"/> Change Corporate Name   | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement               |
| <input type="checkbox"/> Change of Officers/<br>Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest<br>(LLC Members/ LLP Partners,<br>Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder       | <input type="checkbox"/> Change of Hours                              |
|  |   | <input type="checkbox"/> Other <input type="text"/>                       | <input checked="" type="checkbox"/> Change of DBA                     |

ALCOHOLIC BEVERAGES CONTROL COMMISSION  
 95 Fourth Street, Suite 3  
 Chelsea, MA 02150-2358

23-241

Approval of Suicide Prevention Awareness Event

## Karen Bouret DeMarzo

---

**To:** David Campisano  
**Subject:** RE: Event June 2024 for Suicide Prevention

On Nov 3, 2023, at 10:49, Karen Bouret DeMarzo <[Karen.Bouret.DeMarzo@millisma.gov](mailto:Karen.Bouret.DeMarzo@millisma.gov)> wrote:

Please see the request below for an event. Please give the go ahead or share any concerns or questions you may have. This is on the docket for review/approval by the Select Board at their 11/20 meeting.

Thank you!

*Karen Bouret DeMarzo*

Assistant Town Administrator  
Human Resources Manager

900 Main Street  
Millis, MA 02054  
508.376.7041

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**From:** David Campisano <[dave@22mohawks.com](mailto:dave@22mohawks.com)>  
**Sent:** Tuesday, October 17, 2023 4:16 PM  
**To:** Karen Bouret DeMarzo <[Karen.Bouret.DeMarzo@millisma.gov](mailto:Karen.Bouret.DeMarzo@millisma.gov)>  
**Cc:** Stacey Coyne <[stacey@22mohawks.com](mailto:stacey@22mohawks.com)>  
**Subject:** Re: Event June 2024 for Suicide Prevention

**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,

I hope you're doing well. Following up on our last email. Below is the route for the event. It's a 4-mile litter carry that will start at Millis High and go up to Oak Park off Key St and back. (Out and back). I have 2 teams' completing the route full dress rehearsal on November 4<sup>th</sup> for feedback and recommendations. I will provide a full report to you after we complete it.

DETAILS:

Who: 22 Teams of 3 people 66 max (2 Male 1 Female or 2 Female 1 Male)  
What: Carry a 100lb Litter 4 Miles while rucking w/ 25lbs for suicide prevention

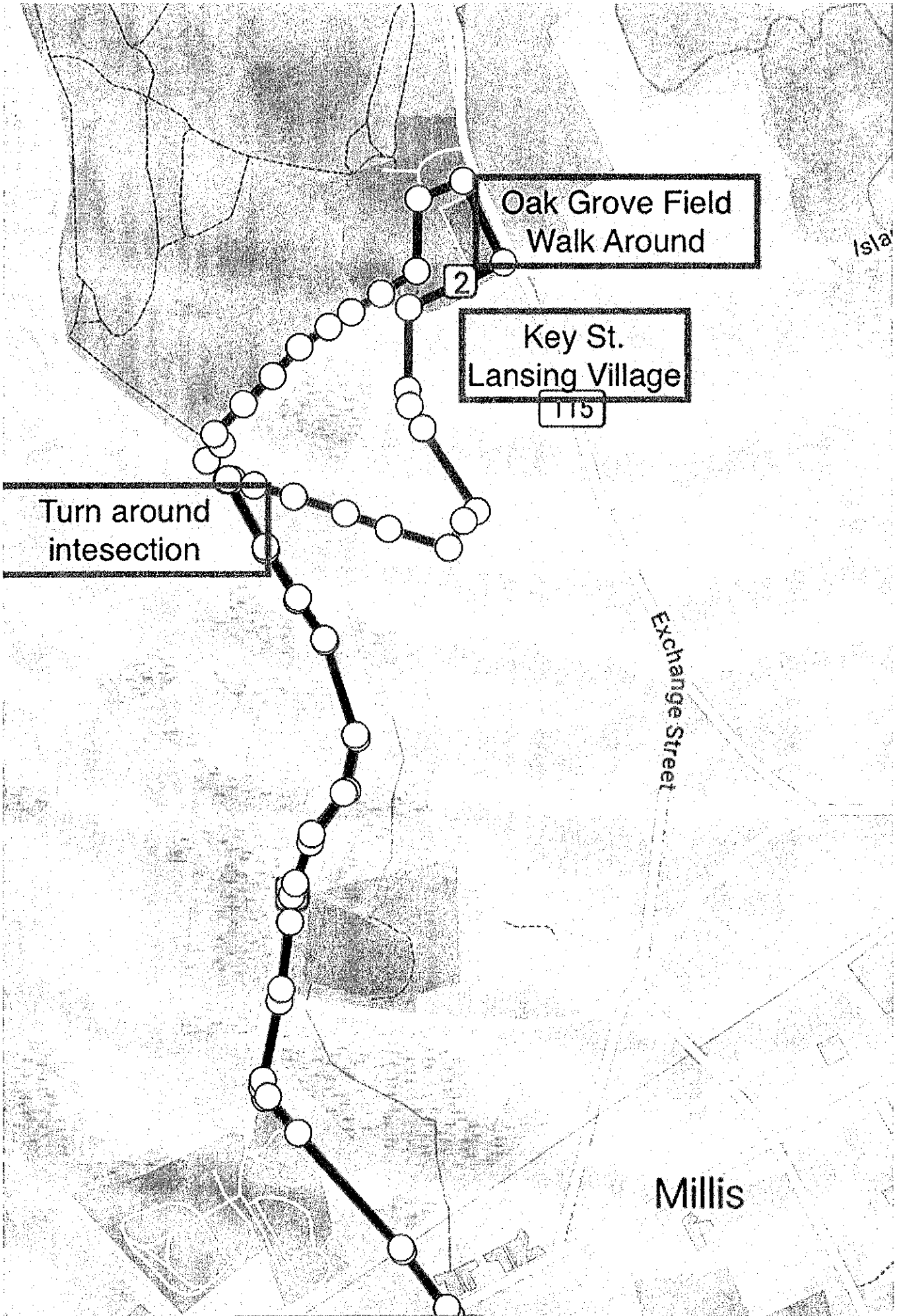
When: Saturday June 1, 2024  
0800 start time  
Where: Millis High School  
245 Plain St. Millis, Ma Football Field

Organization Hosting: 22Mohawks Corp  
[www.22mohawks.com](http://www.22mohawks.com)  
Contact: Founder Dave Campisano  
[dave@22mohawks.com](mailto:dave@22mohawks.com)  
[REDACTED]

This event will be focused on bringing the community together for veteran suicide prevention and awareness. The event will be difficult to complete and should only bring in the fittest people to attempt. We can open it up to vendors from the Town of Millis to promote their organizations. We will be promoting for sponsors to help support our mission of suicide prevention. Each team will be required to raise \$1,000 and the winning team will be given a prize.

We are fully prepared to fund all police details, any porta potties and clean up if needed.

We appreciate your consideration for this event. I look forward to hearing from you and please let me know if you need anything else from me.



Oak Grove Field  
Walk Around

Key St.  
Lansing Village

Turn around  
intesection

Exchange Street

Millis

2

115

112



## Karen Bouret DeMarzo

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**From:** Derek Phinney <dphinney@millisschools.org>  
**Sent:** Thursday, November 30, 2023 9:07 AM  
**To:** David Campisano  
**Cc:** Karen Bouret DeMarzo; Chief Chris Soffayer; Chief Rick Barrett; Jim McKay; Kris Fogarty; Mike Guzinski; Stacey Coyne; Ian Rogers  
**Subject:** Re: Event June 2024 for Suicide Prevention

**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.

Good morning. From an athletic standpoint, the only potential events would be MIAA tournament games for baseball/softball. Not sure it will be a big issue with an 8am start. I would love to get some of our teams or captains involved if you need volunteers or participants.

Sounds like an awesome event and something our Active Minds group might like to get involved with.

Derek Phinney  
Director of Athletics

On Thu, Nov 30, 2023 at 6:26 AM David Campisano <[dave@22mohawks.com](mailto:dave@22mohawks.com)> wrote:

Hi Karen,

I hope you had a great Thanksgiving. Looks like the cold weather is finally here.

I wanted to follow up on this event request for next June and see if you needed anything else from me?

Have a great day.

Very Respectfully,

David M. Campisano  
Founder and President  
22Mohawks  
617-680-9852  
[www.22mohawks.com](http://www.22mohawks.com)

On Nov 3, 2023, at 10:49, Karen Bouret DeMarzo <[Karen.Bouret.DeMarzo@millisma.gov](mailto:Karen.Bouret.DeMarzo@millisma.gov)> wrote:

Please see the request below for an event. Please give the go ahead or share any concerns or questions you may have. This is on the docket for review/approval by the Select Board at their 11/20 meeting.

23-242

Board/Committee Liaison Updates

23-242

Approval of Draft Minutes

- 11/13/23, 11/20/23, 11/28/23

**SELECT BOARD  
MEETING MINUTES  
Monday, November 13, 2023  
VIA ZOOM**

**Chair Schultze called the meeting to order at 6:00pm.**

The following persons were present Chair Craig Schultze, Vice Chair Ellen Rosenfeld, Clerk Erin Underhill, Assistant Town Administrator/HR Manager Karen Bouret DeMarzo, Town Assessor Teresa Gonsalves, Finance Director Carol Johnston.

23-223 FY 24 Tax Classification Hearing

**Sel. Schultze made a motion to open a hearing on Tax Classification. Sel. Underhill seconded the motion. Sel. Schultze polled the Board, Schultze – yay, Rosenfeld – yay, Underhill – yay, the motion passed unanimously.**

The Town Assessor Teresa Gonsalves stated the Board of Assessors met last week to review the values for the Town and make a recommendation to the Town on the decision to have a split tax rate or a single tax rate. Millis has had a single rate, and the Board of Assessors is recommending Millis stay with a Single Tax rate for FY24.

Sel. Schultze asked when Towns usually switch to a split tax rate.

Ms. Gonsalves stated Towns usually change to a split tax rate when their commercial/industrial is at least 15% - 20% of their Tax base. Millis currently has a commercial/Industrial 9% of our tax base.

**Sel. Schultze made a motion to close the hearing on Tax Classification. Sel. Underhill seconded the motion. Sel. Schultze polled the Board, Schultze – yay, Rosenfeld – yay, Underhill – yay, the motion passed unanimously.**

**Sel. Rosenfeld made a motion for the board to approve a single Tax rate for the FY24. Sel. Underhill seconded the motion. Sel. Schultze polled the Board, Schultze – yay, Rosenfeld – yay, Underhill – yay, the motion passed unanimously.**

23-224 Approval of DRAFT Minutes

**Sel Rosenfeld made a motion to approve all the DRAFT Minutes from 2020 as written. Sel. Underhill seconded the motion. Sel. Schultze polled the Board, Schultze – yay, Rosenfeld – yay, Underhill – yay, the motion passed unanimously.**

**Sel. Rosenfeld made a motion to adjourn at 6:05pm. Sel. Rosenfeld seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.**

Respectfully Submitted by Victoria Schindler

**SELECT BOARD  
MEETING MINUTES  
Monday, November 20, 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, Town Administrator Mike Guzinski, Assistant Town Administrator/HR Manager Karen Bouret DeMarzo.

Announcements

Energy Manager Bob Weiss gave an update on EMPower Millis on the current rates. He stated the rate will be 16.17C/Kilowatt hour and Eversource is 17.25/Kilowatt hour. This is a locked rate for 2 years. Any questions please give him a call at 508-906-3742.

The Santa Parade to the Bandstand will be held on Saturday December 2<sup>nd</sup>, 2023, starting at 5pm and will march through Downtown to the park.

Municipal offices will be closed in observance of Thanksgiving Day starting at noon on Wednesday, November 22<sup>nd</sup>, 202. Offices will reopen to the public on Monday, November 27<sup>th</sup>, 2023, at their regularly scheduled times.

23-225 Presentation of Citation to Millis Rec Serves Program by Rep. Marcus Vaughn

State Representative Marcus Vaughn presents a citation from the House of Representatives to the Millis Rec Serves in recognition of over 500 hours of collective service hours donated back to the Millis Community.

23-226 Appointment

• Police Patrol Officer

Police Chief Chris Soffayer asks Town Administrator Mike Guzinski to consider Brian Jewett for the position of Full Time Police Officer. He states this is not a new position, it is a replacement due to a retirement within the department. Mr. Jewett graduated from the MBTA police Academy in 2011, upon his graduation he worked for the Ashland Police Department. Town Administrator Mike Guzinski agreed with the Police Chief and asked the Board to ratify his appointment.

**Sel. Rosenfeld made a motion to ratify the Town Administrators appointment of Brian Jewett of a Full Time Police Officer pending a successful physical, drug screen, and psychological exam. Sel. Underhill seconded this motion. Sel. Schultze polled the Board and the motion passed unanimously.**

23-227 Approve & Sign FY23 Green Communities Annual Report

Energy Manager Bob Weiss discusses the FY23 Green Communities Annual Report which states the Town has reduced its energy production by 19 ½%.

**Sel. Rosenfeld made a motion to approve and sign the FY23 Green Communities Annual Report and authorize the Select Board Chair to sign on the Town's behalf. Sel. Underhill seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.**

### 23-228 Review/Approval of 1098 Main Street Sewer Connection

DPW Director Jim McKay discusses the property 1098 Main Street located on the corner of Pleasant Street and Main Street stating a few years ago they had a sewer back up and it was discovered they were on a septic system, yet the owners had been paying municipal sewer bills for years. They are requesting to connect to the Town sewer and all connection fees of \$4,095.00 be waived because they have been paying sewer fees for years.

Jim Duffy from the Enterprise Advisory Committee also asked the Board to waive the \$4,095.00 connection fee.

**Sel. Rosenfeld made a motion that the Board acting as Water Sewer Commissioners approve the sewer entrance and connection and to waive the \$4,095.00 application fee per the recommendation of the DPW Director. Sel. Underhill seconded this motion. Sel. Schultze polled the Board and the motion passed unanimously.**

### 23-229 Approval of DPW Equipment Purchase Agreements:

- *Vactor Truck*
  - **Sel. Rosenfeld made a motion to approve and authorize the Town Administrator to sign a purchase agree through Sourcewell Government contracts for the purchase of a Vactor Truck from Chadwick-Baross in an amount not to exceed \$573,559.61, funded at the Annual Town Meeting on 11/6/23 under Article 6 and split between Stormwater \$430,169.71, General \$47,796.63, Water \$47,796.63, and Sewer \$47,796.63. Sel. Underhill seconded this motion. Sel. Schultze polled the Board and the motion passed unanimously.**
  - *Silverado Pickup Truck*
- Sel. Rosenfeld made a motion to approve and authorize the Town Administrator to sign a purchase agree through Plymouth County Commission for the purchase of a pickup truck from Liberty Chevrolet in an amount not to exceed \$84,906.00 funding at the 11/6/23 Town Meeting Article 3 and split between water enterprise and sewer enterprise each responsible for \$42,453.00. Sel. Underhill seconded this motion. Sel. Schultze polled the Board and the motion passed unanimously.**

### 23-230 Approval of Final Change Orders for D'Angelis Water Treatment Facility PFAS Plant

DPW Director Jim McKay states the D'Angelis Water Treatment Facility PFAS plant is complete, and these will be the last change order for the Board to approve. He will provide a breakdown at their next meeting of exactly how much the Town has spent. He stated it the project is still under budget and on time.

**Sel. Rosenfeld made a motion to approve and authorize the Town Administrator to sign change order #8A in the amount go \$5,026.00 and change order #8B in the amount of \$1,856.00 for a total of \$6,882.00 with Winston Builders for the D'Angelis Water Treatment Facility PFAS Plant upgrade project. Sel. Underhill seconded this motion. Sel. Schultze polled the Board and the motion passed unanimously.**

### 23-231 Board/Committee Liaison Updates

Sel. Underhill attended the School Building Committee where they discussed the process to finalized a designed. She also attended the Local Emergency planning committee where they discussed hazard mitigation and emergency sheltering.

Sel. Rosenfeld attended the Charles River Pollution Control meeting where they reviewed their new sewer hookups, Millis had 6 new hookups.

Sel. Schultze only attended Annual Town Meeting.

23-232 Approval of DRAFT Minutes

Sel. Rosenfeld made a motion to approve the draft meeting minutes for 10/23/23 and 11/06/23 as written. Sel. Underhill seconded this motion. Sel. Schultze polled the Board and the motion passed unanimously.

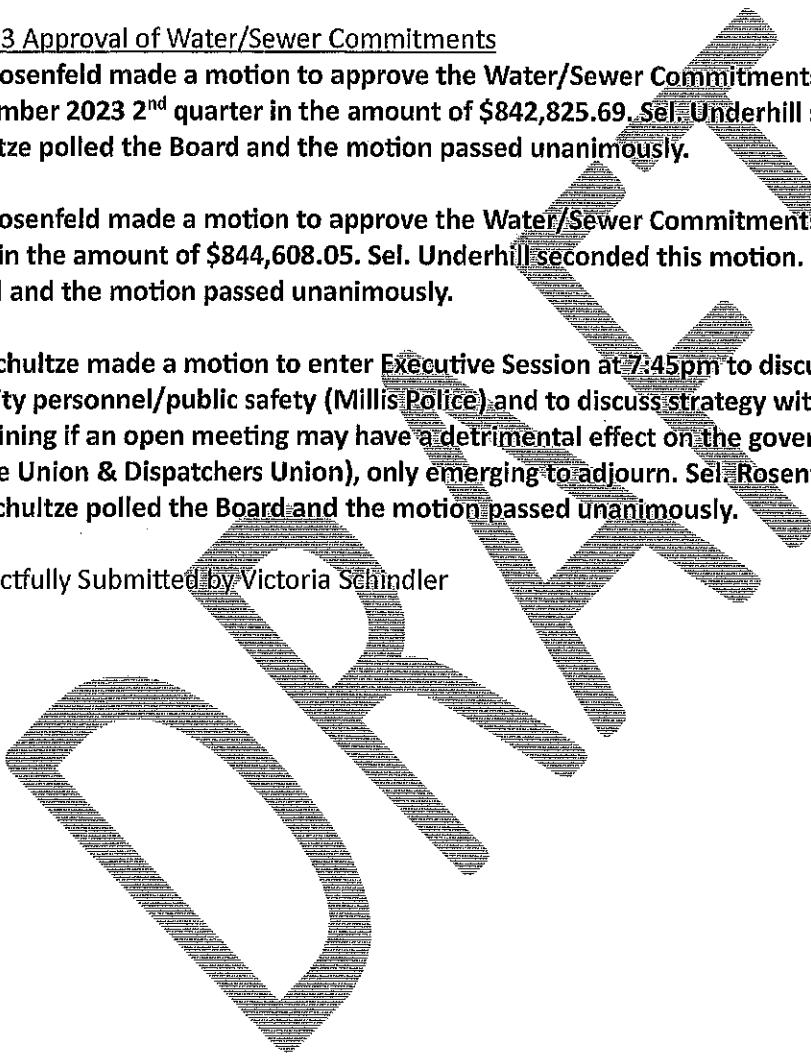
23-233 Approval of Water/Sewer Commitments

Sel. Rosenfeld made a motion to approve the Water/Sewer Commitments to the Collector for November 2023 2<sup>nd</sup> quarter in the amount of \$842,825.69. Sel. Underhill seconded this motion. Sel. Schultze polled the Board and the motion passed unanimously.

Sel. Rosenfeld made a motion to approve the Water/Sewer Commitments to the Collector for October 2023 in the amount of \$844,608.05. Sel. Underhill seconded this motion. Sel. Schultze polled the Board and the motion passed unanimously.

Sel. Schultze made a motion to enter Executive Session at 7:45pm to discuss the deployment of security personnel/public safety (Millis Police) and to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the governments bargaining position (Police Union & Dispatchers Union), only emerging to adjourn. Sel. Rosenfeld seconded the motion. Sel. Schultze polled the Board and the motion passed unanimously.

Respectfully Submitted by Victoria Schindler









50 for a study. Ms. Gagnon noted that there already is a cooperative shared effort amongst area COA  
51 Directors. Mr. Alessandri stated if we can point to early wins, better services as the same cost, get the  
52 lower hanging fruit, then it would be easier to implement the larger changes. It was noted that the state  
53 does not take the lead in this process. Mr. Boynton stated his agreement with Mr. Alessandri about  
54 focusing on the low hanging fruit. He noted that we already have regional services with fire and police  
55 with our intermunicipal agreements. There was consensus to move forward with a study. Mr. Boynton  
56 talked about the potential to share in the Millis debt service of their library. Mr. Schultze stated that he  
57 would like to put that option on the table noting that would assist with residents' tax burden.

58

59 Next steps were discussed relative to looking at senior services and hiring a consultant noting all would  
60 need to look at the proposed project scope. Ms. Gagnon stated there are a few COAs on the North  
61 Shore that are looking at regionalizing services. It was noted that the Collins Center could be a good  
62 option for consulting services. Mr. Trindade talked about the potential to share food pantry services  
63 and the non-English speaking residents need for social services. Mr. Myers suggested that the survey  
64 should look outside the box for services including partnering with private businesses, i.e., 39 Main  
65 Street, and the future Meehan project. Mr. Trindade noted that it is harder than you think to work with  
66 private entities and the responsibility should be on the municipality. Ms. Riley noted that the Willows  
67 has shared their pool facilities with the Medway seniors. It was noted that nothing is off the table  
68 relative the assessment regional services including making existing buildings work or the building of a  
69 new facility. Mr. Boynton noted that we have purchased Medway Block for the purpose of building  
70 municipal facilities. Mr. Alessandri noted that we could expand services using existing facilities,  
71 specifically, library services. There was discussion about the need for respite services. Mr. Boynton and  
72 Mr. Guzinski stated they will get together to find a consultant to study the senior services. Mr. Trindade  
73 suggested a committee of both Millis and Medway Select Board members to continue to move this  
74 initiative forward.

75

76 Mr. Boynton requested that Ms. Langley add the following to next Monday's Select Board meeting  
77 agenda: Discussion/Vote: Support of Regional Service Research with the Town of Millis.

78

79

80 Respectfully submitted,  
81 Liz Langley  
82 Executive Assistant  
83 Town Manager's Office



# TOWN OF MILLIS

**OFFICE OF THE SELECT BOARD**  
Veterans Memorial Building  
900 Main Street • Millis, MA 02054  
Phone: 508-376-7041

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

Michael J. Guzinski  
Town Administrator  
[mguzinski@millisma.gov](mailto:mguzinski@millisma.gov)

Karen Bouret DeMarzo  
Assistant Town Administrator  
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## SELECT BOARD MEETING AGENDA JOINT WORKSHOP WITH MEDWAY SELECT BOARD

**TUESDAY, NOVEMBER 28, 2023; 7:00 PM**  
MEDWAY SENIOR CENTER  
76 OAKLAND STREET  
MEDWAY, MA 02053

	Topic	Time	Speaker
I.	Call to Order	7:00pm	Chair Schultze
II.	Open Session Items		
	Discussion Regarding Joint Municipal Services with Medway		
III.	Adjournment		