
MINUTES OF REGULAR SESSION – April 13, 2020
ROOM 03 – TOWN HALL
7:00 PM

PRESENT: Chairman William D. Buckley, Selectmen William E. Kingkade, Jr. and Michael K. Walsh and Town Administrator Richard A. Villani.

Also present: Fire Chief William Touhey, Police Chief Michael Pighetti, Director of Public Health, Jackie Murphy, Town Counsel, Charles Boddy and IT Director, Chris George.

Pursuant to Governor Baker's March 12, 2020 order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec 18, this meeting is being conducted via remote participation.

1. Chairman Buckley read the Governor's Order regarding the Open Meeting Law and remote participation.
2. Police Chief Mike Pighetti, Fire Chief Touhey and Director of Public Health Jackie Murphy were present to update the Board on the COVID19 virus. Chief Pighetti has three officers being tested who are asymptomatic. One other Officer is also asymptomatic. He has received some complaints that some stores are not practicing social distancing by not marking floors or having one-way lanes. The Bike Trail is still an issue. Parks Director, Jim Asam will be closing part of the Louisa Lake parking lot reducing the number of spots to 28 regular spots and 4 handicapped spots. He is requesting people park at the Fino Field lot. He advised the public to be aware of scams regarding coronavirus. Chief Touhey informed the Board that MEMA has been offering support with PPE. He did get 8 gallons of hand sanitizer which was given to Milford Regional Medical Center. He is providing gloves and masks for the Milford Senior Helpers. MEMA is running webinars regarding tracking finances. The expected reimbursement is 75 percent. MEMA is looking at alternative care sites for coronavirus patients at the DCU, Boston Convention Center and at Cape Cod. PPE is ok, but is running low. He has placed orders with vendors and MEMA for PPE. When his Department responds to a call, they, if the situation allows, ask if people are sick or have symptoms. Residents are donating N95 masks and gloves. Chief Pighetti is patrolling the Bike Trail and observed about half of the users of the trail are wearing masks. Milford Regional is still busy, but still under capacity. They have a number of people on ventilators. Director of Public Health Murphy received a donation of face shields from Tri-County Vocational School which she is sharing with the Police and Fire Departments. There has been an increase of cases in Massachusetts to 26,867. There has also been an increase in

cases locally. The Genesis Center has seen a number of cases. The BOH is issuing a Face Mask advisory. She is encouraging social distancing, wearing of face masks and frequent hand washing. Town Administrator Villani stated the Picnic Area at Louisa Lake is now closed to the public. The local election has been rescheduled to June 16th and the deadline to register to vote is June 15th until 8 PM. All registered voters are eligible to vote early by mail and the deadline to vote early by mail is June 15th at noon. The Town Clerk is promoting early voting by mail. The deadline to return absentee and early voting ballots is June 16th at 8 PM. He also stated that Senator Fattman and Representative Murray have written a letter to Governor Baker and other State and Federal officials seeking support for Milford in receiving PPE supplies. Selectmen Kingcade thanked the Task Force for their work. He asked if anyone has reached out to Countryside at Milford. Jackie has reached out to them and they need gowns. He requested a follow up with them. Chairman Buckley asked for a status on all nursing homes and health care facilities. Director Murphy said she has been in contact with many of them. Selectman Walsh thanked the Police Chief for trying to keep the bike trail open. He asked if we are taking care of our Police and Fire personnel. Chief Pighetti said all protocols are being followed. Selectmen Kingcade asked for an update on the amount spent to date on COVID 19. Chief Touhey they are cleaning trucks every morning and trying to conserve PPE supplies by getting dressed at the scene when they reasonably can. Chairman Buckley said reasonable restrictions be put on Department Heads regarding expenditures. Chief Touhey said he is tracking expenditures with the Finance Director and he expects 75% reimbursement from MEMA.

3. Mr. Kingcade moved, seconded by Mr. Walsh: To sign the warrant, UNANIMOUS. Roll Call Vote. UNANIMOUS.
4. Mr. Kingcade moved, seconded by Mr. Walsh: To approve the Regular Session Minutes of March 30, 2020 and April 6, 2020 as submitted. UNANIMOUS. Roll Call Vote. UNANIMOUS.
5. Mr. Kingcade moved, seconded by Mr. Walsh: To approve the Executive Session Minutes of March 30, 2020 as submitted. UNANIMOUS. Roll Call Vote. UNANIMOUS.
6. Manning Food, LLC dba Sky Buffet was scheduled to present an application for the transfer of their All-Alcohol Beverages License. Chairman Buckley opened the Hearing and continued the Hearing to a future scheduled Selectmen meeting upon request of the applicant.

7. ADMINISTRATOR'S REPORT – April 13, 2020

A. Schedule A – Finance Director Zach Taylor informed me he has received final approval from the Mass Department of Revenue Division of Local Services for his submission of the FY 19 Schedule A. Schedule A is a complete reconciliation of all Municipal spending from all sources and funds for FY2019. It reconciles all fund

balances, debt service and cash balances. The data is used for comparable purposes in the municipal database through the Division of Local Services. Local officials and citizens alike can use this database to compare important key drivers such as stabilization levels, federal and state revenue receipts per year and undesignated fund balance levels. It is also a tool to ensure a level of assurance to justify free cash certification and ensure accuracy of accounting practices. If Schedule A is not completed and approved it could lead to the withholding of state aid/ cherry sheet funding in the subsequent year.

B. Youth Center Dance Floor – Youth Director Jen Ward has informed me the new dance floor has been installed. I want to thank Consigli Construction for their installation of the floor at no cost to the Town. I also want to thank Facilities Director, Carlos Benjamin, for his oversight on this project.

8. Contemporary Concepts, Inc. dba Route 85 Mobil of 134 Cedar Street filed an application for a change of manager. The new manager is David Roy. Mr. Kingkade moved, seconded by Mr. Walsh: To approve the change of manager. UNANIMOUS. Roll Call Vote. UNANIMOUS.
9. The Board next discussed the rescheduling of the Annual Town Meeting. Mr. Kingkade moved, seconded by Mr. Walsh: In light of the state of emergency in the Commonwealth of Massachusetts, I move, pursuant to the executive authority granted to the Board of Selectmen by the General Court, that the Town Moderator, consult and as appropriate under the current state of emergency, exercise his authority to recess and continue the Annual Milford town Meeting and thereafter notify the Agent of the Milford Board of Health of such action so that she may, report to the Massachusetts Attorney General justifying the declaration. UNANIMOUS. Roll Call Vote. UNANIMOUS. Town Administrator next read the Order to Reschedule the Town Meeting.
10. The Board next discussed the extending of the Tax Due Deadline. Mr. Kingkade moved, seconded by Mr. Walsh: Motion: In light of the current state of emergency in the Commonwealth of Massachusetts, I move, pursuant to the executive authority granted to the Board of Selectmen by the General Court in section 10 of chapter 53 of the Acts of 2020, that the date by which unpaid taxes begin to accrue interest, as described in Section 57 of chapter 59 of the General Laws shall be extended from May 1 to June 1; the due date for payment of actual tax bills, and for payment of bills for taxes assessed under section seventy-five or section seventy-six of chapter 59, shall be extended from May 1 to June 1; and the date by which applications for exemption under chapter 59 of the General Laws shall be extended from May 1 to June 1, or within 3 months after the bill or notice of assessment was sent, whichever is later. UNANIMOUS. Roll Call Vote. UNANIMOUS. Town Administrator next read the Order to extend the Tax Due Deadline Date.
11. The Board next discussed the waiver of interest or other penalty on tax bills. Mr. Kingkade moved, seconded by Mr. Walsh: Motion: In light of the current state of emergency in the

Commonwealth of Massachusetts, I move, pursuant to the executive authority granted to the Board of Selectmen by the General Court in section 10 of chapter 53 of the Acts of 2020, that the payment of interest or other penalty in the event of late payment of any excise tax, betterment assessment or apportionment thereof, sewer rate or annual sewer use or charge added to a tax for any payments with a due date on or before or after March 10, 2020, and made after its respective due date but before June 30, 2020 shall be waived. UNANIMOUS. Roll Call Vote. UNANIMOUS. Town Administrator next read the Order to waive interest and other penalties on tax bills.

- 12.** Mr. Kingkade moved, seconded by Mr. Walsh: To approve the request by Jen Walsh on behalf of the Milford Special Olympics to change the date of the permit to obstruct for their Annual Road Race and Walk from September 26, 2020 to September 27, 2020. UNANIMOUS. Roll Call Vote. UNANIMOUS.

- 13.** Mr. Kingkade moved, seconded by Mr. Walsh: To accept a gift in the amount of \$100.00 from Louis D. Fortin on behalf of the Birch Hill Condominium Association to the Milford Fire Department. UNANIMOUS. Roll Call Vote. UNANIMOUS.

- 14.** Mr. Buckley stated he believed the budget proposed by Governor Baker will not be the budget we will see come down in the future. He stated revenues will not be as expected pre COVID 19. He suggested the Town go into next year's budget with as close as we can to the Governor's proposed budget. He does not want to cut back services or lay off people. He wants to make tradeoffs for new additional employees. He further suggested working with the Finance Director, Finance Committee and Department Heads to see how close we can get to the Governor's original planned budget using our Stabilization Fund. The goals are to not impact tax rates, not "hard hit" Department Heads and not hurt the tax payers. He wants to use the Stabilization Fund to keep services consistent, not have layoffs of personnel, not increase taxes and not tax to the levy limit. Mr. Kingkade stated we have millions in reserve and we need to look at Stabilization Fund as this is what it is for. Mr. Walsh stated he does not want anyone to lose their jobs as we are sitting on a pretty good nest egg. We need to take care of people, both employees and taxpayers. The Board requested the Finance Director develop a new Financial Plan with new goals for the FY21 budget to try to meet the Governor's budget. It should not increase levy capacity, but keep it flat. It should use the Stabilization Fund.

- 15.** INFORMATIONAL CORRESPONDENCE - NONE

- 16.** Mr. Kingkade moved, seconded by Mr. Walsh: To adjourn the Selectmen's meeting at 8:44 PM, UNANIMOUS. ROLL CALL VOTE: Chairman Michael K. Walsh; Selectmen William D. Buckley and William E. Kingkade, Jr. all vote in the affirmative to go into Executive Session to discuss the Treasurer Contract and new Fire Chief Contract. UNANIMOUS.

Richard A. Villani
Minutes Recorder

William D. Buckley, Chairman

William E. Kingkade, Jr.

Michael K. Walsh