
MINUTES OF REGULAR SESSION – April 27, 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, Deputy Fire Chief Mark Nelson, Police Chief Michael Pighetti, Director of Public Health, Jackie Murphy, Town Counsel, Charles Boddy, Finance Director Zach Taylor, Finance Committee Chairman Chris Morin, 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. Mr. Kingkade moved, seconded by Mr. Walsh: To sign the warrant, UNANIMOUS. Roll Call Vote. UNANIMOUS.
3. Mr. Kingkade moved, seconded by Mr. Walsh: To approve the Regular Session Minutes of April 13, 2020 as submitted. UNANIMOUS. Roll Call Vote. UNANIMOUS.
4. Mr. Kingkade moved, seconded by Mr. Walsh: To approve the Regular Session Minutes of April 20, 2020 as submitted. UNANIMOUS. Roll Call Vote. UNANIMOUS.
5. Mr. Kingkade moved, seconded by Mr. Walsh: To approve the Executive Session Minutes of April 13, 2020 as submitted. UNANIMOUS. Roll Call Vote. UNANIMOUS.
6. Police Chief Mike Pighetti, Fire Chief Touhey, Deputy Fire Chief Nelson and Director of Public Health Jackie Murphy were present to update the Board on the COVID19 virus. Chief Touhey informed the Board that MEMA has requested Long Term Care Facilities, Assisted Living Facilities, Nursing Homes and Funeral Homes to request PPE directly from MEMA via email. PPE supplies are sufficient. The Department had a busy weekend with COVID 19 patients. Milford Regional has 36 positive patients. Patient volume is increasing. They are still making their own gowns. The Fire Department and BOH are providing PPE to the health facilities in small amounts when they can. Deputy Nelson has contacted the Assisted Care

Facilities, Long Term Care Facilities and Nursing Home regarding PPE. Genesis has a new Administrator. Chief Pighetti has three officers who were exposed to the virus this weekend and are now in self quarantine. They will be tested Wednesday and are asymptomatic. Service calls are level compared to last year. The public has been complying with the Governor's Orders for the most part. The Louisa Lake lot and picnic area is still an issue. He is working Parks Director, Jim Asam. He recommends using the Fino Field lot and requiring blocking off every other space. He advised the public to be aware of scams regarding coronavirus. Director of Public Health Murphy informed the Board it is "Healthy Kids Week". She is posting on the BOH Face Book Page advising residents and workers to wear masks when going into businesses. She is working on "contact tracing" – test, treat, isolate. This is tracing all contacts who had close contact with a positive confirmed COVID 19 patient. BOH is helping provide PPE to facilities. The State has a dashboard to check on each health care facility. The National Guard is testing in all long term care facilities and nursing homes. The Town Administrator stated we are working to prepare for the June 16th Local Election. He reminded residents there is a drop box at Town Hall to deliver tax payments and any other documents to Town Departments. He updated the status of the Route 16 TIP Project. He was advised by Senator Fattman and Representative Murray that the project will not begin until the Town, Milford Regional and MassDOT feel comfortable that there is a low enough risk from COVID 19. Mr. Kingkade thanked the Task Force and was pleased the Governor is spending time on Long Term Care and Nursing Homes. He asked if we know the number of patients and staff that tested positive at these facilities. Director Murphy said this information is available on the State Dashboard in ranges of less than 10, between 10 and 30 and greater 30. She said Blair House and Countryside have less than 10, Cornerstone has between 10 and 30 and Genesis has greater than 30. Mr. Kingkade asked what is the comfort level to hold the election on June 16th? The Town Administrator stated we are promoting early voting by mail and will look at possibly using Milford High School. Mr. Walsh thanked the Task Force and gave them credit for not closing the trail. He asked the public to wear masks and use social distancing when on the trail. He asked about having the Memorial Day Parade and the July 4th Fireworks. Director Murphy stated that the number of positive test cases are reported to the DPH, tests are sent to the lab and reports sent back to DPH and then to the facility.

7. A public hearing was held regarding Mass Electric and Verizon New England's application to install and maintain new poles 1 and 2 on Spruce Street. The poles are needed to gain proper clearance with overhead facilities relative to existing buildings. Mr. Kingkade moved, seconded by Mr. Walsh: To approve the installation of the new poles. UNANIMOUS. Roll Call Vote.
8. 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 the May 11, 2020 Selectmen meeting upon request of the applicant. Mr.

Kingkade moved, seconded by Mr. Walsh: To continue the Hearing to the May 11, 2020 Selectmen meeting. UNANIMOUS. Roll Call Vote.

9. A Public Hearing was held regarding the Cable Television license under M.G.L. c. 166A. Town Counsel Charles Boddy was present to discuss the Verizon cable license. Also present were Andy Starkis of Milford TV and Paul Trane from Verizon. Attorney Starkis has been negotiating the contract with Verizon the needs of Milford TV to advance their programs. He felt the contract as negotiated was a good deal for the Town and the residents. Verizon will increase their funding to Milford TV from 4% to 5%. They will also be providing a high definition broadcast. Resident Jamie Wheelock stated there is very little oversight of Milford TV and felt we do not need high definition. He wants to keep rates from rising. Mr. Buckley said he is confident the best interests of Milford residents were considered in this new license. Mr. Kingkade stated he is confident in the negotiation of the license with the input of Town Counsel, Attorney Starkis and Milford TV. Mr. Walsh stated Milford TV is a great asset to Milford. Mr. Kingkade moved, seconded by Mr. Walsh: To approve the license as presented. UNANIMOUS. Roll Call Vote.

10. ADMINISTRATOR'S REPORT – April 27, 2020

A. Milford Youth Center – The Youth Center received the Foundation for Metro West 25th Anniversary Grant in the amount of \$5,000.00. The purpose of the Grant is to provide general operating support.

-The Youth Center also received the Harvard Community Spirit 9/11 Mini-Grant in the amount of \$500.00. This Grant is for the Milford Youth Center's "exemplary work and commitment". The funds are to be used to support the many programs offered to students after school and on weekends.

-The Youth Center partnered with Milford TV and the Board of Health to provide mask making kits to the community. Donations for this project came from Joann Fabrics of Milford, Home Depot of Mansfield and Carla Tuttle. 500 masks are to be distributed with the free breakfast and lunch program, 125 masks to the Senior Center with their Meals on Wheels Program, 20 family kits to Town Hall employees, 23 kits to Library employees and 25 kits to the Highway Department. We want to thank all who participated in this extremely worthwhile and important project.

11. Finance Director, Zach Taylor was present to review his COVID 19 Economic Relief Plan - Phase I. He stated that Lottery Receipts are down at the State level as are meals and hotel taxes. Unemployment levels are down. He does not want the Tax Levy to pick up the difference. He read the mission Statement which included to maintain current service levels provided to the community and not increase the tax levy over the current fiscal year 2020 tax levy. He stated the Town will have to use the Stabilization Fund to accomplish the mission statement. He felt we are very prepared to do this. We need to maintain a tight

focus on the operational budget. He recommended: not putting the \$950,000.00 into the Stabilization Fund as originally planned, push back capital requests for 1 year, unless it is an emergency or a Grant opportunity, and there not be any capital requests at the Annual Town Meeting. Mr. Buckley noted the money in the Stabilization Fund is the taxpayers' money. Finance Committee Chairman Chris Morin stated this is what the Stabilization Fund is intended to be used for and this is a time to use the Fund. He does not want to lay off workers. This is a short-term fix. Zach further stated he estimates a removal of \$3 million in State Aid, \$1 million in local receipts and using \$1.8 million from the Stabilization Fund. Mr. Buckley said Plan B is layoffs if we cannot accomplish the Finance Director plan. Zach also recommended a hiring freeze, but if we absolutely must hire that there be a tradeoff – body for body and if there are retirements we postpone hiring if we can. Mr. Kingkade said we are all on the same page. He asked we keep in mind we brought up Police and Fire to proper personnel levels and does not want to fall back to prior levels. Mr. Walsh said he is worried about next year. He asked Departments to turn back budget money. His goal is not to layoff anyone and stated there should not be any new hires. If someone retires, he said we could ask others to assist in performing the duties of the retired person, rather than hiring a new person. Mr. Kingkade moved, seconded by Mr. Walsh: To approve the Milford COVID 19 Economic Relief Plan – Phase I proposed by the Finance Director. UNANIMOUS. Roll Call Vote. UNANIMOUS.

- 12.** Town Counsel Charles Boddy discussed rescheduling the Town Meeting date as is allowed by the Legislative Order signed by the Governor. The Board discussed a new date of June 29, 2020. Mr. Kingkade moved, seconded by Mr. Walsh: To reschedule the Annual Town Meeting date to June 29, 2020 at 7 PM. UNANIMOUS. Roll Call Vote. UNANIMOUS.
- 13.** The Town Administrator presented the results of the Invitation to Bid for Fuel Oil. The low bidder was Devaney Energy. Mr. Kingkade moved, seconded by Mr. Walsh: To award the Fuel Bid to Devaney Energy. UNANIMOUS. Roll Call Vote. UNANIMOUS.
- 14.** Mr. Kingkade moved, seconded by Mr. Walsh to approve the renewal of all Second Hand Licenses for 2020 as listed on the sheet provided to the Board. UNANIMOUS. Roll Call Vote. UNANIMOUS.
- 15.** Mr. Kingkade moved, seconded by Mr. Walsh: To accept with regret the resignation of Lisa White from the Milford Youth Center. UNANIMOUS. Roll Call Vote. UNANIMOUS.
- 16.** Mr. Kingkade moved, seconded by Mr. Walsh: To appoint Steven Sousa to the Milford Youth Center. UNANIMOUS. Roll Call Vote. UNANIMOUS.

17. Mr. Kingkade moved, seconded by Mr. Walsh: To accept a gift in the amount of \$1,175.00 from Ray Auger and Bob Prevelige on behalf of the Giving Group to the Milford Youth Center. UNANIMOUS. Roll Call Vote. UNANIMOUS.

18. Mr. Kingkade moved, seconded by Mr. Walsh: To proclaim April 24, 2020, Arbor Day, to be a day of celebration in Milford. UNANIMOUS. Roll Call Vote. UNANIMOUS.

19. Mr. Buckley asked the public to send letters to the Town Administrator regarding any comments or concerns they may have to be reviewed and read by the Chairman at future Selectmen meetings.

20. INFORMATIONAL CORRESPONDENCE - NONE

21. Mr. Kingkade moved, seconded by Mr. Walsh: To adjourn the Selectmen's meeting at 9:21 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. UNANIMOUS.

Richard A. Villani
Minutes Recorder

William D. Buckley, Chairman

William E. Kingkade, Jr.

Michael K. Walsh