

MINUTES OF REGULAR SESSION – March 7, 2019

ROOM 03 – TOWN HALL

7:00PM

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

1. Mr. Buckley moved, seconded by Mr. Kingkade: To sign the warrant, UNANIMOUS.
2. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the Open Meeting Minutes of February 25, 2019 as submitted, UNANIMOUS. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Executive Session Meeting Minutes of February 25, 2019 as submitted, Mr. Kingkade abstained. IT IS A VOTE.
3. INVITATION TO SPEAK – NONE.
4. Police Chief Thomas J. O’Loughlin and Fire Chief William J. Touhey were present to update the Board on their respective Departments. Chairman Walsh apologized for not recognizing them at the last meeting for their roles in leading their policemen and firemen in battling the fire on North Bow Street. Fire Chief Touhey informed the Board that the Department is in a good position. They went on 5400 runs last year. He will be seeking increased staffing for the upcoming fiscal year. Police Chief O’Loughlin stated the events on North Bow Street showed the great working relationship between the Police and Fire Departments. The Dispatcher did what he was trained to do as did his officers. He informed the Board that the Special Ops Team is in the Schools and is continuing its training with the School Department, Ambulance Service and is working with the hospital.
5. Joseph M. Antonellis, Attorney for Virginio Sardinha, Jr., GENECSII, 350 East Main Street, was present seeking a change of Manager from Michael A. Hicks to Virginio Sardinha, Jr. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the change of Manager, UNANIMOUS.
6. Joseph M. Antonellis, Attorney for Imperial Hyundai, 154 East Main Street, was present along with John Nenard seeking to amend their Class I and Class II Dealers’ Licenses to add dba Genesis of Milford. Chairman Walsh disclosed that he works for Imperial Cars. Attorney Antonellis stated they did the Site Plan requested cleanup and secured a variance from the Zoning Board of Appeals for parking along Hamilton Street. They put in signage and striping to improve traffic flow. They will be going before the Planning Board to get approval of their amended Site Plan. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the

amendment of the Class I and II Licenses subject to amended Site Plan approval from the Planning Board. UNANIMOUS.

7. Kelley Sontag, Milford Site Health and Environmental Manager of Waters Corporation of 34 Maple Street, Milford presented two (2) applications seeking to amend its licenses pursuant to MGL Chapter 148, section 13 to store flammables, combustibles or explosives. The first amendment for 34 Maple Street is to store an additional 437 gallons of Class I Flammable liquids, an additional 527 gallons of Class II combustible liquids and an additional 3,200 cubic feet of flammable gases. The second amendment for 5 Technology Drive is to store an additional 391 gallons of Class I Flammable liquids, an additional 370 gallons of Class II combustible liquids and an additional 3,200 cubic feet of flammable gases. The Fire Chief reviewed and approved both amendments. Mr. Buckley moved, seconded by Mr. Kingcade: To approve the amendment of the Class I and II Licenses. UNANIMOUS.
8. Human Resources Director, Maureen Giffin, was present to discuss and recommend the Board adopt four (4) new policies to be included in the Employee Handbook. The policies are: Anti-Harassment, General Confidentiality, Payroll Confidentiality, and CORI. Mr. Buckley asked if the duty to report to the Selectmen is clearly stated in the Anti-Harassment Policy. He also requested that HIPPA be listed in the Confidentiality Policies. Mr. Buckley moved, seconded by Mr. Kingcade to vote to adopt the CORI policy as recommended by the Human Resources Director. UNANIMOUS.
9. ADMINISTRATOR'S REPORT March 7, 2019
 1. Snow and Ice Vote to Deficit Spend- Highway Surveyor, Scott Crisafulli, has informed me the snow and ice budget is in deficit approximately \$69,000.00. The Highway Surveyor will now need to deficit spend.
 2. Chapter 90 Local Transportation Aid Funding for FY 2020- We have been informed by Governor Baker that Chapter 90 Funding will total \$200 million statewide, pending final legislative approval. Milford's Chapter 90 apportionment for FY 20 will be \$819,994.00. This \$1,887.00 less than last year.
 3. National Grid – National Grid has several tree crews trimming trees at various locations throughout the town. As provided in MGL Ch 87 section 14 they have the right to prune back limbs that could impact the overhead distribution power lines. Tree Warden has granted permission for this work and will be inspecting and observing as work progresses.
10. Selectman Buckley asked the Town Administrator to contact the tree Warden to determine if the dead tree at Memorial School was removed.
11. The Board reviewed a Memo from Finance Director, Zach Taylor, reviewing the process to select a new Technology Support Technician. Zach, IT Manager Andrew Diorio and Maureen Giffin, HR Director interviewed four (4) candidates. They recommended Matthew R. Arena be

appointed to the position at Level 2/Step 3. Mr. Buckley moved, seconded by Mr. Kingkade: To appoint Matthew R. Arena as Technology Support Technician and that he be placed at Level 2/Step 3 under Article 2 with a starting hourly rate of \$24.04. UNANIMOUS.

Selectman Buckley asked the HR Director to see if there was a process for new hires where the Town can compress the time to make an offer so as to not have to start the new hire at Step 1 and then go to a higher recommended step.

- 12.** The Board reviewed the articles submitted for the May Annual Town Meeting Warrant. They discussed the Board's power to include or exclude an article from the Warrant. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the articles listed in the Memo provided by the Town Administrator to be included on the Warrant as follows:

Selectmen Articles
Town Accountant Articles
Treasurer Articles
Planning Board Article
Geriatric Authority Article
Police Chief Article
Canvas n Cup Article
Finance Committee Article
Citizens Petition to Change Local Town Election Date
Citizens Petition to Increase Board of Selectmen to Five Members
School Committee Articles
UNANIMOUS.

The Board also discussed submitting an article to provide a budget for the Police Chief Selection Review Committee. Mr. Buckley moved, seconded by Mr. Kingkade: To approve adding an article to the May Town Meeting Warrant to provide a budget to the Police Chief Selection Review Committee.

The Board also discussed including an article on the May Town Meeting Warrant to provide a budget for an interim Police Chief if needed.

- 13.** Mr. Buckley moved, seconded by Mr. Kingkade: To approve the request of the Greenleaf Garden Club of Milford to hold their Annual Plant Sale on Saturday, May 18, 2019 from 6:30AM-1:00PM, at Louisa Lake Park, UNANIMOUS.
- 14.** Mr. Buckley moved, seconded by Mr. Kingkade: To award the contract for the Annual July 4th Fireworks display (July 3, 2019, Rain date July 5, 2019) to Atlas PyroVision Productions at the bid price of \$18,000.00, UNANIMOUS.

15. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the renewal of the following seasonal club licenses: Maspenock Road & Gun Club, Inc., 1 McGill Lane and Sons of Italy Dramatic & Sportsmen Club, Inc., 55 Depot Street, UNANIMOUS.
16. After reviewing the FY20 Salary recommendations from Town Administrator Villani on Article 3 (Elected Officials); Mr. Buckley moved, seconded by Mr. Kingkade: To support the recommendation for a 2.5% increase for full time and part-time elected officials, UNANIMOUS.
17. Mr. Buckley moved, seconded by Mr. Kingkade: To accept the gift of \$623.00 in total donations for the purpose of the memory of Chris Swindell and the JAG Regional Substance Navigation Efforts. UNANIMOUS.
18. Mr. Buckley moved, seconded by Mr. Kingkade: To accept the gift of \$25.00 from Diana Heinsohn to the Milford Fire Department for equipment and supplies, UNANIMOUS.
19. Selectman Kingkade informed the Board he spoke with a resident on Courtland Street who told him there is a “lot of water running down the street”. He asked the Town Administrator to consult the Highway Surveyor and Town Engineer to see if additional drains are needed.
- 20. INFORMATIONAL CORRESPONDENCE – NONE.**
21. Mr. Buckley moved, seconded by Mr. Kingkade: To adjourn the Selectmen’s meeting at 8:48 PM, UNANIMOUS.

Respectfully submitted:

Richard A. Villani
Minutes Recorder

MILFORD BOARD OF SELECTMEN

Michael K. Walsh, Chairman

William D. Buckley

William E. Kingkade, Jr.