

MINUTES OF REGULAR SESSION – MAY 9, 2011

ROOM 03-TOWN HALL

7:00PM

PRESENT: Chairman Dino B. DeBartolomeis; Selectmen Brian W. Murray and William D. Buckley; Town Administrator Louis J. Celozzi; and Minutes Recorder Jean M. DeTore.

1. Mr. Murray moved, seconded by Mr. Buckley: To sign the warrant and approve the minutes of April 25, 2011 as submitted, UNANIMOUS.

2. Citizen Participation – None.

3. James Sanchioni, Director of the Milford Youth Center, Jennifer Ward and Sidney DeJesus, Staff members, Paul Seaver, Chairman of the Milford Youth Commission and members Michael Walsh, Amy Tamagni, Sandy Caproni and previous Director Arthur Morin were present to update the Board on the renovation progress at the Armory as well as current and future program plans. Chairman DeBartolomeis recognized Mr. Murray, Chairman of the Armory Renovation Committee for an overview of the renovation plans. He stated that the committee has been continuously working with the Milford Youth Commission since the building was purchased by the town in 2007 and that they had engaged Bargmann Hendrie & Archetype, Inc. Boston, MA to study and assess a variety of options for the use and renovation of the building. Mr. Seaver stated that the Milford Youth Center has become the focal point for the children of Milford and that they are very proud of the excellent staff that provides many activities and events.

Mr. Sanchioni then provided a power point presentation that highlighted the following: Current after-school programs, local organizations utilizing the Milford Youth Center, current events and fundraisers hosted for non-profit organizations, past year highlights, upgrades to the Center in the past two years including a new boiler, new outside lighting, a handicap lift, new windows, new scoreboard, repair of the side entrance stairs, automatic electronic defibrillator and the repainting of every room at no cost to the town.

Tom Scarletta of Bargmann Hendrie & Archetype, Inc. Boston, MA provided a power point presentation of the Milford Armory Feasibility Study. He stated that this study was based on discussions with the Milford Youth Center staff, site visits and inspections. It includes changes required for wheelchair accessibility and Code compliance, and various schedules for the renovation. The Improvements and Maintenance Needs Study will provide the Town with the necessary information required to secure funding and move forward with a strategy for the renovation of the Youth Center facility. He further noted that one of the primary renovations should be the gymnasium floor since the majority of the floor is uneven with soft spots.

Responding to a question from Mr. Buckley regarding the issue of water damage, Mr. Scarletta and Mr. Sanchioni both indicated that it was determined that before the windows were replaced, water had leaked into the building and that there is a problem with the flat part of the roof. In concluding remarks, Mr. Murray recommended that the Youth Commission meet with the Capital Improvement Committee and the Finance Committee to develop plans to seek funds at a future Town Meeting focusing on a specific renovation project.

4. Thomas J. Scanlon, Jr. of Scanlon & Associates, Auditor for the Town of Milford presented the Board with the FY10 "Management Letter." He noted that overall, the Town should be pleased with the report, as all indications were that the Town of Milford was in sound financial shape and well managed.

Management Findings for the current year included the following recommendations:

1. Accounts Receivable – Sewer
2. Establishment of Sewer Reserve and Policy
3. New Accounting and Financial Reporting Requirements for Fund Balances-GASB No. 54

Town Administrator Celozzi noted that in relation to Finding #1 that the program had already been re-written and operational; #Finding #2 was on the warrant (Article34) at the upcoming Annual Town Meeting and Finding #3 was already being implemented.

As to prior year issues, Mr. Scanlon included the following recommendations:

1. Deputy Collector Procedures
2. Cellular Phone Policy
3. Police Off- Duty Receivable
4. Old Delinquent Real Estate Taxes

Again, Mr. Celozzi noted that in relation to Finding #4 that an "Agency Fund" had been opened, Finding #5 that a Cellular Phone Policy had been written and adopted, Finding #6 that a Revolving Account is open and receivable.

In regard to Finding #7, Mr. Buckley noted that this has been a long standing concern and that he was hopeful a corrective plan could be instituted to address this issue as soon as possible. He requested that Town Counsel Moody be advised of his concerns as well as the Assessors' office. Mr. Scanlon concurred with this suggestion and also recommended the establishment of an OPEB Trust. He did note that of the approximate eighty (80) communities that he audits, the Town of Milford ranks in the top five (5).

In conclusion, he stated that the town's debt is 5-6% of the total budget; there are no internal control deficiencies; the Stabilization Fund contains \$9.2M; and that the Town of Milford is well managed and in robust financial shape.

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5. TOWN ADMINISTRATOR'S REPORT

- Monthly Budget Update – With less than two months remaining in FY11, all budgets under the jurisdiction of the Board of Selectmen are on target.
- On Tuesday, May 3, 2011, I met with the CIC to review the 5 Year Plan as well as to present Article 19 (Dilla Street Property) for their consideration at the upcoming Annual Town Meeting. They voted unanimously to support your recommendation.
- I'm pleased to report to you that your efforts on behalf of the Gutierrez Company produced results. As you recall, Bill Caulder had requested that we contact Congressman Neal to seek his intervention with the Army Corps of Engineers for deadlines regarding the project off Cedar Street. A site walk with the Army Corps of Engineers is scheduled for May 13, 2011 and I have Town Engineer Santora attending to provide his assistance.
- I met today with Amy Neves, Town Clerk, and two officials from Secretary of State William Galvin's office relative to the redistricting of our precincts for almost two hours. As you know, this is part of the 10 year Census which has resulted in all cities & town going through this process. It appears that Milford will be expanding to eight (8) precincts and they have been working for months moving people about. A final plan for the Board's approval will be on the June 6, 2011 agenda. Amy will be here for a brief discussion and presentation.

6. After reviewing the May 23, 2011 Annual Town Meeting warrant articles, the Board voted as following:

Mr. Murray moved, seconded by Mr. Buckley: To support all articles sponsored by the Board of Selectmen, UNANIMOUS.

Mr. Murray moved, seconded by Mr. Buckley: To support articles 22, 24 and 33, UNANIMOUS.

Mr. Murray moved, seconded by Mr. Buckley: To support articles 32 and 35, UNANIMOUS.

Mr. Murray moved to support Article 16 submitted by the Planning Board, Chairman DeBartolomeis seconded for discussion. Two in favor, One opposed (Mr. Buckley in opposition). IT IS A VOTE.

Mr. Murray moved, seconded by Mr. Buckley: To vote in opposition of articles 23 and 25, UNANIMOUS.

Mr. Murray moved, seconded by Mr. Buckley: To support Article 24, UNANIMOUS.

Mr. Murray moved, seconded by Mr. Buckley: To support Articles 37 and 38, UNANIMOUS.

7. The Board reviewed correspondence from Town Administrator Celozzi outlining his recommendations for the recruitment process to fill the Building Commissioner vacancy and the changes suggested by the Board for the job description and advertisement. Mr. Murray moved, seconded by Mr. Buckley: To approve the changes and the advertisement for the Beacon, UNANIMOUS.
8. Mr. Murray moved, seconded by Mr. Buckley: To approve a Permit to Obstruct at Park and Main Street on behalf of the Milford Vietnam Servicemen Killed in Action Scholarship Fund on May 30, 2011, from 7:00AM to 1:00PM, UNANIMOUS.
9. Mr. Murray moved, seconded by Mr. Buckley: To approve a One-Day All-Alcohol License for Italian American Veterans Post #40, Hayward Field: Friday, June 17, 2011 6:00 PM – 11:00PM, UNANIMOUS.
10. Mr. Murray moved, seconded by Mr. Buckley: To approve the Memorial Day Parade scheduled for Monday, May 30, 2011, UNANIMOUS.
11. Mr. Murray moved, seconded by Mr. Buckley: To approve the permit to obstruct for Saint Mary's of the Assumption Church Portuguese community of Milford in celebration of the Our Lady of Fatima procession beginning at 7:30PM on Sunday, May 15, 2011, UNANIMOUS.
12. Town Counsel Moody was present to review his correspondence and recommendation relative to the Alcoholic Beverage Control Commission guidelines under which underage compliance checks or so-called "sting" operations would be conducted in the future. After a brief discussion, Mr. Murray moved, seconded by Mr. Buckley: To adopt the ABCC Guidelines as Milford Licensing Authority requirements effective immediately and to add as item #18 that after a compliance check, if no violation is discovered, the business should be notified and advised of their performance, UNANIMOUS.
13. INFORMATIONAL CORRESPONDENCE
 1. Dept. of Telecommunications & Cable, re: Public Hearing-COMCAST
 2. Vahan Sarkisian, re: Resignation-Milford Upper Charles Trail Committee
 3. Town Accountant, re: April FY11 "Financial Facts"
 4. Priscilla Hogan, Assessor/Administrator, re: Rob Bonnell
 5. Schedule of MeetingsInvitations
 1. Trinity Episcopal Church, re: Steeple Rededication – May 15, 2011
 2. Dept. of Veterans' Services, re: Memorial Day Parade – May 30, 2011
 3. Memorial School, re: Memorial Day Program – May 25, 2011

14. Mr. Murray moved, seconded by Mr. Buckley: To accept with regret the resignation of Vahan Sarkisian from the Milford Upper Charles Trail Committee, UNANIMOUS.

15. Mr. Murray moved, seconded by Mr. Buckley: To adjourn the Selectmen's meeting at 8:44PM, UNANIMOUS. ROLL CALL VOTE: Chairman DeBartolomeis, Selectmen Murray and Buckley all vote in the affirmative to go into Executive Session to discuss Highway and Parks Collective Bargaining, Police Association Collective Bargaining and an Insurance Claim

Respectfully submitted:

Jean M. De Tore
Minutes Recorder

MILFORD BOARD OF SELECTMEN

Dino B. DeBartolomeis, Chairman

Brian W. Murray, Esq.

William D. Buckley