

MINUTES OF REGULAR SESSION –AUGUST 15, 2016

ROOM 03 – TOWN HALL

7:00PM

PRESENT: Chairman William D. Buckley; Selectman William E. Kingkade Jr.; Town Administrator Richard A. Villani; and Minutes Recorder Jean M. DeTore. Selectman Brian W. Murray, Esq. was absent.

1. Mr. Kingkade moved, seconded by Chairman Buckley: To sign the warrant, UNANIMOUS.
2. Mr. Kingkade moved, seconded by Chairman Buckley: To approve the Minutes of July 25, 2016 as submitted, UNANIMOUS.
3. INVITATION TO SPEAK – Mr. Michael Visconti, a resident of Milford, voiced his concerns regarding the notice sent out by the Milford Water Company stating that there were levels of contaminants found in the water. Chairman Buckley requested that Town Administrator Villani ask the Board of Health if they received any correspondence and if there is any level of concern regarding the contaminants. Mr. Visconti also inquired as to who is responsible for the maintenance regarding the removal of weeds growing around the “Welcome to Milford Sign”. Chairman Buckley requested that Town Administrator Villani as Michael Bresciani, Parks Director to look into the clean-up.
4. A public hearing was held on the application request from Milford Regional Medical Center seeking to discontinue a portion of Orrin Slip (3,361 sq. ft.) as a public way. Joseph Boczanowski, Director, Facilities Management was present on behalf of Milford Regional. After a brief discussion, Mr. Kingkade moved, seconded by Chairman Buckley: To support the request and place the appropriate article in the Town Meeting Warrant, UNANIMOUS.
5. Chairman Buckley stated as a matter of disclosure that a cousin of his works at the Milford Nissan Corporation and there is no conflict of interest. Jeffrey Batta, Manager of Milford Nissan Corporation, 320 East Main Street, represented by Attorney Ernest Pettinari, were present to request an amendment to the Class I License to include the display of a maximum of 25 vehicles at the property being purchased at 233 East Main Street. Mr. Kingkade moved, seconded by Chairman Buckley: To approve the amendment contingent upon issuance of a Special Permit by the Zoning Board and approval of a Site Plan by the Planning Board, UNANIMOUS.
6. John Flynn, CEO/Fiesta Shows and Rachel Driscoll, Assistant to the Principal/Memorial School, et al were present seeking a Carnival Permit. Ms. Driscoll noted that the carnival will serve as a fundraiser for Memorial School’s PTO. Mr. Kingkade moved, seconded by Chairman Buckley: To

approve the request for a Carnival Permit pending Health Department permits for September 8-September 11, 2016, UNANIMOUS.

7. Thomas J. Scanlon, Jr., Auditor and Jeffrey Gendron Senior Manager of Scanlon & Associates, along with Zachary Taylor, Finance Director and Christopher Pilla, Town Treasurer were present to review the FY15 "Management Letter." The current year comments and recommendations as well as the Town's responses were discussed for:

1. New OMB Circular
2. Tax Title
3. Student Activity Funds
4. Retirement System – Recording Receivables and Payables

After a brief discussion, Mr. Scanlon commended the Department Heads for their efforts and stated that the Town of Milford's financial policies are working.

Chairman Buckley took the request from Scanlon & Associates to renew a three year contract under advisement and stated that the board would discuss it at a future meeting.

8. TOWN ADMINISTRATOR'S REPORT

1. Veteran Signs– The Highway Department has begun to replace the old Veterans Square signs with the new metal signs. Highway Surveyor, Scott Crisafulli is working with Veteran's Agent John Pilla on this project. These signs are given in memory of those Veterans who were killed in action and for Medal of Honor recipients. There are approximately ninety (90) of these signs to replace.
2. National Grid – I have been informed by National Grid that they are beginning its summer aerial inspections of approximately 3,000 miles of electric transmission lines in Massachusetts, Rhode Island, New Hampshire and Vermont. Over the next three (3) weeks, the helicopter flyovers will identify any potential problems in the transmission lines. Line crews will be dispatched to address any issues discovered during the inspections before they impact service for customers.
3. Milford Youth Center- We have had lights installed outside the Youth Center to properly illuminate the United States Flag. I want to thank Facilities Director, Carlos Benjamin, for overseeing this project.
4. Veto Overrides – I want to again thank Senator, Ryan Fattman and Representative, John Fernandes, for their efforts in successfully restoring the earmarked funds for the following:
\$84,000.00 for the Police Department and Juvenile Advocacy Group to maintain a regional abuse outreach program
\$50,000.00 to be used for the Youth Center
\$50,000.00 for ongoing improvements to be made at Fino Field
\$75,000.00 to be used for the MWRTA bus service in Milford.

5. Act to Modernize Municipal Finance and Government – The Governor recently signed An Act to Modernize Municipal Finance and Government. A number of beneficial changes were made to areas which are relevant to each Town Department as well as the Schools. I have sent a section by section Summary to each Department Head and requested they review and analyze each change that impacts their Department. I have further requested a Memo outlining these impacts. They will be discussed at upcoming Department meetings so that everyone will be educated as to these impacts both on a Department and Town wide basis.
9. Mr. Kingcade moved, seconded by Chairman Buckley: To accept the Memorandum of Agreement between the Town of Milford and the Metrowest Regional Transit Authority, UNANIMOUS.
10. Town Administrator Villani provided a revised draft of the Performance Evaluation Process and Form for the Town Administrator position and Department Heads with the new due dates for the Town Administrator's Specific Tasks and Objectives. Mr. Villani stated that since the state was not accepting applications for the Community Compact, the town could still implement Best Practices with delegation to appropriate Department Heads for implementation. Chairman Buckley and Selectman Kingcade commended Mr. Villani on his concise outline.
11. Town Administrator Villani outlined the process for the recommendation of the Technology Support Technician. He stated that the position was advertised in the Milford Daily News on July 15, 2016 as well as posted on the Town Website. Nine applications were received and reviewed by Finance Director Zachary Taylor, IT Manager Andrew Diorio and Mr. Villani. Three (3) candidates were selected to be interviewed. They recommended appointing Daniel J. Fournier as the Technology Support Technician. Mr. Kingcade moved, seconded by Chairman Buckley: To appoint Daniel J. Fournier as the Technology Support Technician at Level 2/Step 1 with a starting hourly rate of \$21.69 beginning August 29, 2016, UNANIMOUS.
12. Mr. Kingcade moved, seconded by Chairman Buckley: To approve the date of October 24, 2016 for a Special Town Meeting, UNANIMOUS.
13. After reviewing correspondence from Police Chief O'Loughlin recommending the removal of a handicap parking space at 36 Franklin Street; Mr. Kingcade moved, seconded by Chairman Buckley: To approve the request, UNANIMOUS.
14. Mr. Kingcade moved, seconded by Chairman Buckley: To approve the request for a Permit To Obstruct from Valencia Council #80, Knights of Columbus for a Toll Road on September 24 and October 1, 2016 from 8:00AM to 2:00PM, UNANIMOUS.

15. Mr. Kingkade moved, seconded by Chairman Buckley: To approve the request submitted by Café Sorrento, 143 Central Street for a One-Day All Alcohol License for Sunday, September 18, 2016 for a Clam Bake for the Marine Building Fund, UNANIMOUS.

16. Mr. Kingkade moved, seconded by Chairman Buckley: To approve the request from WMRC-First Class Radio for a Permit To Obstruct to hang a banner across 173-174 Main Street from August 18, 2016 to August 31, 2016 advertising a radio-thon to benefit the Oliva Fund at Milford Regional Medical Center, UNANIMOUS.

17. Mr. Kingkade requested that Town Administrator Villani and Finance Director Taylor contact Christopher Bullock, of Clear Gov, to request a demonstration of the modern website which lists towns' expenditures and receipts.

18. Chairman Buckley expressed his disappointed with the Milford Water Company's response which stated that they can support the 62,000 gallons per day that would be needed for the proposed 40B project without any infrastructure upgrades. He asked Town Administrator Villani to request an explanation from David Condrey, Manager of the Milford Water Company.

19. INFORMATIONAL CORRESPONDENCE -

1. Verizon, re: TV Programming Change
2. Department of Inspections, re: Monthly Permit and Fee activity

20. Mr. Kingkade moved, seconded by Chairman Buckley: To adjourn the Selectmen's meeting at 8:29PM, UNANIMOUS. ROLL CALL VOTE: Chairman William Buckley; and Selectman William E. Kingkade Jr. all vote in the affirmative to go into Executive Session to discuss a claim, UNANIMOUS.

Respectfully submitted:

MILFORD BOARD OF SELECTMEN

Jean M. DeTore
Minutes Recorder

William D. Buckley, Chairman

Brian W. Murray, Esq.

William E. Kingkade, Jr.