

MINUTES OF REGULAR SESSION –JANUARY 8, 2018

ROOM 03 – TOWN HALL

7:00PM

PRESENT: Chairman William E. Kingkade Jr.; Selectmen William D. Buckley and Michael K. Walsh; Town Administrator Richard A. Villani; and Minutes Recorder Jean M. DeTore.

1. Chairman Kingkade thanked the Citizens for Milford for their efforts in organizing the tree lighting ceremony. Nancy Wojick Chairperson/Coordinator recognized and thanked Peter and Claudia Scandone for their efforts in obtaining a new tree; Dave Sanchez(Busy Bee Landscaping) for planting the tree and caring for it; Peter and Claudia Scandone; Nancy and Amie Sanborn; Beverly and George Swymer and Steve and Rosemary Trettel for placing the lights on the tree; Cathy Mitchel-photographer for the event; Gerri Eddins and husband Steve for the PR Program and sound system; Donna and Jeff Niro for providing hot chocolate; Beverly Swymer-for the cookies from Olivas; Claflin Hill Brass Quintet providing the music; Cheryl Miller for the sing along and Michael Bresciani-Parks Director for arranging the use of electricity at Draper Park.
2. Chairman Kingkade thanked the following Firefighters for their efforts in organizing the Annual Santa Parade: Chris Kowal; Michael Curley and James Curley. Matthew Denman (absent). Firefighter Michael Curley expressed thanks and appreciation to the Fire Chief; Deputy Fire Chief for the use of the Fire equipment for the parade; Milford Police Department for Traffic safety; the Milford Highway Department for cleaning the candy in the streets the next day; the owner of Dunkin Donuts, Mr. Sardinio for his support; Birchler's Automotive for donating and storing the "Santa" sleigh; and to all the members of the Fire Department for the set up and clean up for the parade.
3. Mr. Buckley moved, seconded by Mr. Walsh: To sign the warrant, UNANIMOUS.
4. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Minutes of December 11, 2017 as submitted, UNANIMOUS.
5. **Invitation to Speak** - Mr. Jamie Wheelock requested to address the board. Chairman Kingkade stated that he would not allow the request.
6. Finance Director Zachary Taylor provided a list of the proposed FY19 Town goals and objectives. Chris Morin, Chairman of the Finance Committee was also in attendance. Several of the items proposed and discussed were:
  - ✚ Clear Snow & Ice deficit if incurred

- + \$3,000,000 Targeted Excess Levy Capacity(built into balance sheet without free cash for operational budget purposes-to adjust final funding sources upon FC approval in September)
- + Estimated Raise & Appropriate earmark: \$1.5 million of capital funding
- + Contribute \$500,000 to the town Stabilization Fund
- + Contribute an additional amount if available toward OPEB (minimally keep \$600k within the operational budget via Art 4 & revisit in October)
- + Potentially Fund \$100,000 for compensated absence Special Revenue Fund
- + Potentially Fund \$100,000 for Inured on Duty Special Revenue Fund
- + Potentially Fund \$100,000 to replenish Health Insurance Mitigation Plan adopted under G.L.c32B
- + New pension funding schedule to achieve fully funding status by FY35
- + Start the 5 year phase II MS4 plan based on the Notice of Intent
- + \$2 million of free cash for the Spring Annual Town Meeting
- + Water Company-Continued preparation – DPU defense plan
- + Refund Geriatric Authority excess bond proceeds resulting from May 2015 bond issuance
- + Finalize Woodland School project financing following significant C/O
- + Fund Selectmen appointed Human Resource position within Article 4-operational budget
- + Keep operational budget at or less than 4% increase
- + Target single tax rate increase to be less than 3%
- + Anticipate first Assessment from the MWRTA on the Cherry Sheet

Mr. Taylor noted that he will be meeting with the Finance Committee and then seeking an actual budget direction from the Board of Selectmen.

7. Bryan Cole, co-chair of the Election Working Group Committee updated the Board on the result of the first meeting with Amy Neves, co-chair on December 14, 2017. He stated that they discussed the composition of the committee and decided that an eight member committee, one from each precinct would allow a variety of different voices. He further noted that the goal is to improve voter participation in town elections as well as the November elections. Some of the suggestions discussed were: Placing messages on several of the message signs (i.e. Middle School East; Louisa Lake); using the Senior Center newsletter to provide voting information; using Reverse 911; establishing a Town face book page and using social media. After a brief discussion, Chairman Kingkade suggested that the committee establish a membership; a list of goals; discussing the possibility of changing pole locations and date of the town election; providing MWRTA transportation on election-day to voters; scheduling a civics day at the High School (candidate forum) and researching how information is published by other towns. Mr. Cole also requested establishing a budget for the Town Election Committee. Chairman Kingkade recommended he provide recommendations for a funding source. Mr. Buckley suggested looking into grant programs and volunteers.

## 8. TOWN ADMINISTRATOR'S REPORT

1. Verizon – Application to Attach Flags – I want to update the Board on the progress of requesting permission from Verizon to attach Flags to their utility poles. I have completed and submitted the Municipal Decorative Pole Attachment Agreement. The next step was to do a survey of the poles owned by Verizon. Fire Chief William Touhey has now completed the survey and has submitted an application for forty (40) flag permits to Verizon. Once Verizon approves, the Town will sign a decorative licensing agreement. I have informed Jason Mack, the Veteran who has raised money to purchase the flags, of our progress to date.
2. Milford Water Company Hydrant Flow Test - We have been notified by the Operations Manager of the Milford Water Company that due to renovations being done at the Brigham and Women's Cancer Center on Prospect Street, they will be completing a hydrant flow test on January 17th at approximately 10 PM. This will likely cause localized water discoloration for the Prospect Street area. The Water Company will take measures to try to mitigate this discoloration. They will notify customers in the area and post a notice on their website.
3. Winter Storm – I want to thank the Highway, Police, Fire and Maintenance Departments for their hard work in dealing with the difficult winter storm last Thursday.
4. Earmark Opioid Task Force – I was informed by Representative Murray that the Governor released the earmark request in the amount of \$50,000.00 he submitted on behalf of the Town to be used by the Police Department and Community Impact to fight the serious opioid epidemic in our area.
5. Water Company Legislation - Representative Murray further informed me that the House has “engrossed” the Special legislation filed by the Town for the Milford Water Company acquisition of the assets and the ability to issue a forty (40) year bond. Both bills will now move to the Senate for final approval before being submitted to the Governor.

9. Town Administrator Villani provided a revised agenda for the “Round Table” meeting with Department/Board/Committee and Schools. It was the consensus of the board to approve the agenda as presented and schedule the meeting for January 18, 2018 at 6:00PM in Upper Town Hall.

10. Town Administrator Villani provided correspondence from the Massachusetts Coalition for Water Resources Stewardship (MCWRS) updating the status of the MS4 General Permit. Mr. Villani noted that the Court has appointed a mediator to try to assist the parties in settling the case and if mediation is not successful, the case will likely be litigated. He further stated that the Massachusetts Rivers Alliance and its membership have challenged the SPA's postponement of the permit and hopes to get it overturned so that the permit would take effect immediately. As a result, the MCWRS is in need of further funding to continue to litigate this case. They are again requesting each city and town contribute funds to the appeal based on population. The Town of Milford's assessment would be \$2,500.00. Mr. Buckley moved, seconded by Mr. Walsh: To contribute the additional assessment of \$2,500.00, UNANIMOUS.

11. Mr. Buckley requested an update on the status of the tax title on 23 Princeton Drive and the guidelines for Sexual Harassment policies for new and current employees.
12. Chairman Kingcade discussed the possibility of scheduling a special election date for the proposed Marijuana Ballot Question. Town Administrator Villani stated to date, he has not received a decision from the Attorney General's office on the Zoning By-law. He further noted that by the end of 90 day period, the town should receive a response. It was the consensus of the board to send a letter to Attorney General Healey requesting an update on the status of the decision noting the timing required in scheduling a special election for the referendum question.
13. After reviewing correspondence from Highway Surveyor Scott Crisafulli requesting to appoint Jennifer Walsh to fill the vacant position on the Public Transportation Advisory Board; Mr. Buckley moved, seconded by Mr. Walsh: To appoint Jennifer Walsh to the Public Transportation Advisory Board, UNANIMOUS.
14. Chairman Kingcade requested scheduling a meeting with the Tree Warden, Town Counsel and the property owner regarding illegal tree cutting to resolve the issue to try to avoid litigation.
15. Mr. Buckley moved, seconded by Mr. Walsh: To accept the resignation of Francis Trafecante from the Milford Youth Commission, UNANIMOUS.
16. After reviewing correspondence from Amy Tamagni, Chair/Milford Youth Commission requesting to appoint John Dulude fill the vacant position on the Milford Youth Commission; Mr. Walsh moved, seconded by Mr. Buckley: To appoint John Dulude to the Milford Youth Commission, UNANIMOUS.
17. Chairman Kingcade requested an update on the concerns regarding the "curve" at Bowdoin and Tufts Drive.
18. Mr. Buckley requested an update on the tree concerns on Beaver Street. Town Administrator Villani stated that he will request the Tree Warden inspect the area and provide a written report.
19. **INFORMATIONAL CORRESPONDENCE**
  1. Milford Town Library, re: Legislative Breakfast
  2. Police Chief, re: Annual License Establishments Activity Report- October 1, 2017 through December 31, 2017

20. Mr. Buckley moved, seconded by Mr. Walsh: To adjourn the Selectmen's meeting at 8:48PM, UNANIMOUS. ROLL CALL VOTE: Chairman William E. Kingkade, Jr.; Selectmen William D. Buckley and Michael K. Walsh all vote in the affirmative to go into Executive Session to discuss the Police Chief's contract; 23 Princeton Drive; the Milford Water Company; Dispatchers Contract and Central Street property.

Respectfully submitted:

MILFORD BOARD OF SELECTMEN

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Jean M. DeTore  
Minutes Recorder

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William E. Kingkade, Jr., Chairman

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William D. Buckley

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Michael K. Walsh