

MINUTES OF REGULAR SESSION –JUNE 25, 2018

ROOM 03 – TOWN HALL

7:00PM

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

1. Mr. Buckley moved, seconded by Mr. Kingkade: To sign the warrant, UNANIMOUS.
2. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the Minutes of June 4, 2018 as submitted, UNANIMOUS.

3. **Invitation to Speak** - None

4. Police Chief Thomas J. O'Loughlin updated the board on personnel changes in the Police Department. He stated that the following have **retired**:

- Sergeant Peter Rizoli-April 4, 2017-served the town for 40 years
- Sergeant Michael Pasacane-June 9, 2017-served the town for 30 years
- Officer Alan Bacchiocchi-June 5, 2017-served the town for 29 years
- Officer Jeffrey Vartersian-June 15, 2018-served the town for 30 years

Police Chief O'Loughlin introduced the following personnel who were in attendance:

Robert Tusino-promoted to Sergeant on March 31, 2018

Carlos Sousa-promoted to Sergeant on March 31, 2018

Brian Araujo-promoted to Sergeant July 1, 2018

**New Officers:**

Officer Kevin O'Loughlin; Officer Steven Sousa; Officer Elias Giokas; Officer Jonathan Branch; Officer Crystal Heron; Officer Brian Hayes; Officer Thomas Leung; Officer Justin Kuras.

The board thanked the Chief for his efforts and extended congratulations to all.

5. Police Chief O'Loughlin, along with Manager Robert DeDominick, Powerless, Inc. d/b/a The Tradesman, 284 West Street were present requesting approval for the annual one day all alcohol and entertainment licenses for the Labor Day Festival on September 2, 2018. Police Chief O'Loughlin stated that he discussed Crowd Control; Identification Verification; Parking; Parking Restrictions; Ingress and Egress; Music and Noise complaints with Mr. DeDominick. After a brief discussion: Mr. Buckley moved, seconded by Mr. Kingkade: To approve the request for a One-Day All-Alcohol license for September 2, 2018 from 12Noon-11:00PM; and a One-Day Entertainment License for September 2, 2018 12Noon-11:00PM, UNANIMOUS.

6. Town Accountant Thomas Brown was present to request the following 33B Transfers:
- Transfer request from Town Administrator Villani to transfer \$158.34 from 122-5300 General Expenses to 122-5110 the Salary Wage account to cover the deficit as a result of a contract salary increase
  - Transfer request from Fire Chief to transfer \$50,000 from Salaries and Wages to Equipment and Maintenance and encumber to cover the cost of ongoing vehicle repair

Mr. Buckley moved, seconded by Mr. Kingkade: To approve the recommendations from the Finance Department for the transfers as presented, UNANIMOUS.

7. Ray Auger and Joe Callery, co-chairs for the July 4<sup>th</sup> Parade Committee were present to provide an update. Mr. Callery stated that they have close to 40 entries, raised approximately \$5,000 in addition to the \$2,000 approved by the Selectmen. The parade will begin at 10:00AM and follow the same route as the "Santa Parade". There will be Two (2) Patriot Cheerleaders; a Brass Band; Stilt Walkers; Juggler; Two (2) musical acts; and Fire Trucks from several towns. Both Mr. Auger and Mr. Callery thanked the board for their support.

#### 8. TOWN ADMINISTRATORS REPORT

1. Senior Center – Benefit Enrollment Center – The Senior Center will open a Benefit Enrollment Center in partnership with Tri Valley, Inc. Tri Valley has been awarded a grant through the National Council on Aging to help eligible individuals identify and apply for benefit programs. To qualify you must be a Medicare eligible senior or a person with a disability. You may be eligible for one or more programs including, Medicare Part D Extra Help/Low-Income Subsidy, Medicare Savings Programs, Medicaid, Supplemental Nutrition Assistance Program (SNAP), or Low-income Home Energy Assistance Program. Application Assistance will be provided for other services as well. This service will be provided second and forth Monday of every month from 1:00 to 4:00 beginning July 9<sup>th</sup>. To make an appointment with a counselor please call Tri Valley at 508-949-6640.
2. Council on Aging Grant - The Board of Trustees of the MetroWest Health Foundation has approved a grant of \$12,000.00 to the Milford Council on Aging for the Wellness Program at the Senior Center. These grant funds will be used to pay the wellness trainers.
3. Senior Center Railing- We have installed a metal railing at the Senior Center to provide protection for the building. This railing is only temporary and will be replaced with a permanent wood railing. We also will look into planting shrubbery.
4. Town Hall Heat Pumps – We have completed the replacement of the existing Wall Mounted Heating and Cooling Units on the 1st and 2nd floor in the Town Hall with

new high efficiency units. This project was the last of the heating units to be completed at Town Hall.

5. Human Resources Director – We have received twenty three (23) applications and Resumes for the Human Resources Director position advertised by the Town. I have provided copies to each Board member and Finance Director Zach Taylor for review. We will be looking to schedule interviews with candidates this week and next week if needed. Final interviews will be scheduled for the next Selectmen’s meeting on July 16th.

9. Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Rochelle Thomson	Animal Control Officer	(R )6/25/18	4/30/19	UNANIMOUS.
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Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Keith Haynes	Asst. Animal Contr.Off.	(R )6/25/18	4/30/19	UNANIMOUS
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Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Leonard C. Oliveri	Fair Housing Director	(R )6/25/18	6/30/19	UNANIMOUS
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Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

William J. Touhey, Jr.	Emergency Mgt. Dir.	(R )6/25/18	6/30/19	UNANIMOUS
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George Cleveland	Deputy Director	(R )6/25/18	6/30/19	UNANIMOUS
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#### **COMMISSION ON DISABILITY**

Mr. Kingkade moved, seconded by Mr. Buckley: To Appoint:

Denise Rizoli	(A)6/25/18	6/30/21	
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#### **AND TO RE-APPOINT:**

Susan Clark	(R)6/25/18	6/30/21	
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Rhonda L. Crosby	(R)6/25/18	6/30/21	UNANIMOUS
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#### **COMMUNITY USE COMMITTEE**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Jeremey Kearnan	(R)6/25/18	6/30/21	
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Leonard C. Oliveri	(R)6/25/18	6/30/21	
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William A. Fertitta, Jr.	(R)6/25/18	6/30/21	UNANIMOUS
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#### **CONSERVATION COMMISSION**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Edward Ross	(R)6/25/18	6/30/21	
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Robert J. Buckley	(R)6/25/18	6/30/21	UNANIMOUS
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**COUNCIL ON AGING**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Regina Ferrera	(R)6/25/18	6/30/21	
Paul Gallagher	(R)6/25/18	6/30/21	
Vincent Squiciari	(R)6/25/18	6/30/21	UNANIMOUS

**FAIR HOUSING COMMITTEE**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Leonard Oliveri	(R)6/25/18	6/30/19	
John Morte	(R)6/25/18	6/30/19	
Alfred Sannicandro	(R)6/25/18	6/30/19	
Brian Falk, Esq.	(R)6/25/18	6/30/19	
Justin Dulak	(R)6/25/18	6/30/19	UNANIMOUS

**FINANCE COMMITTEE**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Robert P. DeVita	(R)6/25/18	6/30/21	
Vincenzo Valastro	(R)6/25/18	6/30/21	
John A. Tennaro, Esq.	(R)6/25/18	6/30/21	
Jerry D. Hiatt	(R)6/25/18	6/30/21	
Christopher Morin	(R)6/25/18	6/30/21	

**GERIATRIC AUTHORITY OF MILFORD**

Mr. Kingkade moved, seconded by Mr. Buckley: To appoint:

Dr. Joseph Lopes	(A)6/25/18	6/30/19	
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Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Barbara A. Auger	(R)6/25/18	6/30/21	
Tara Kennelly	(R)6/25/18	6/30/21	
David R. Consigli	(R)6/25/18	6/30/21	UNANIMOUS

**HISTORICAL COMMISSION**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Robert Andreola	(R)6/25/18	6/30/21	
Mary Villani	(R)6/25/18	6/30/21	
Marilyn Lovell	(R)6/25/18	6/30/21	UNANIMOUS

**INDUSTRIAL DEVELOPMENT COMMISSION**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Robert Bullock	(R)6/25/18	6/30/21	
Ronald Platukis	(R)6/25/18	6/30/21	
Matthew Shields	(R)6/25/18	6/30/21	
Gregory Cucino	(R)6/25/18	6/30/21	UNANIMOUS

**MILFORD CULTURAL COUNCIL**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Charlene Capone	(R)6/25/18	6/30/21	
Marco Carneiro	(R)6/25/18	6/30/21	
Tiffany Branco	(R)6/25/18	6/30/21	
Vincent R. Kiejzo	(R)6/25/18	6/30/21	
James J. Buckley	(R)6/25/18	6/30/21	
Marci C. Macri	(R)6/25/18	6/30/21	UNANIMOUS

**PERSONNEL BOARD**

Mr. Kingkade moved, seconded by Mr. Buckley: To appoint:

Tarik P. Miranda	(A)6/25/18	6/30/22	UNANIMOUS
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Mr. Kingkade moved, seconded by Mr. Buckley: To appoint:

Harold S. Rhodes	(A)6/25/18	6/30/21	UNANIMOUS
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Mr. Kingkade moved, seconded by Mr. Buckley: To appoint:

Scott Harrison	(A)6/25/18	6/30/23	
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Mr. Walsh suggested that James Dorval be moved up and appointed since he was the alternate.

Both Mr. Kingkade and Mr. Buckley were in favor of Mr. Dorval remaining as the alternate

**2 in favor, One opposed. (Mr. Walsh in opposition).**

**IT IS A VOTE**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

James Dorval (Alternate)	(R)6/25/18	6/30/21	UNANIMOUS
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**REGISTRARS OF VOTERS**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Donna C. Horrigan	(R)6/25/18	6/30/21	UNANIMOUS
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**ZONING BOARD OF APPEALS**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

John Dagnese	(R)6/25/18	6/30/23	UNANIMOUS
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Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Timothy Walsh-Assoc.#3	(R)6/25/18	6/30/21	UNANIMOUS
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**MILFORD YOUTH COMMISSION**

Mr. Kingkade moved, seconded by Mr. Buckley: To re-appoint:

Sandra Caproni	(R)6/25/18	6/30/21	
Amy Tamagni	(R)6/25/18	6/30/21	
Brenda Wheelock	(R)6/25/18	6/30/21	UNANIMOUS

Mr. Buckley stated that he has learned that Dennis Carroll, member of the Personnel Board is no longer a resident of Milford.

Mr. Buckley further noted that after consulting with Town Counsel Boddy regarding residency requirements for board members, the Board of Selectmen is the appointing and unappointing authority and nothing precludes removing a member from a committee or board if they are no longer a town resident. They may appoint a Milford resident (town preference) from the Talent Bank. Mr. Buckley moved that Mr. Carroll be removed from the Personnel Board, if he does return as a resident of Milford, he may reapply by sending in a Talent Bank application; Mr. Kingkade seconded for discussion Mr. Kingkade stated that he is in favor of appointing a Milford resident if Town Counsel was consulted regarding the residency requirements.

**2 in favor, One opposed. (Mr. Walsh in opposition).**

**IT IS A VOTE**

10. Mr. Buckley moved, seconded by Mr. Kingkade: To accept and send a letter of thanks for the gift donations for the Milford July 4<sup>th</sup> Parade from:

Crown Supply; Tracy & Becky Day Care; Milford Power; BJ Electric; Oliva's Family; Doyle Siding; Salon T. Daigle, Inc.; Richard and Joanne Powell; and Charles River Bank, for a total of 2,850.00, UNANIMOUS.

11. Chairman Walsh noted that he received the boards input on Town Administrator Villani's evaluation. He stated that he is very pleased with the results. The total evaluation reveals he meets or exceeds expectations in every category. For example: his day to day Managing, work practice, willingness to do more than is required and constant availability. The members expressed their congratulations on a great job and to keep up the good work.

12. Town Administrator Villani provided a proposed Timeline for the Appointment of Administrative Assistant to the Town Administrator as well as the job description. After reviewing the job description Mr. Buckley suggested under Supervisory Responsibility: The employee, as a regular part of the job may be required to provide supervision to the Administrative Services Coordinator, in the absence of the Town Administrator. Education and Experience: A minimum of a Bachelor's Degree in Public Administration is preferred, but not required. It was the consensus of the board to authorize Mr. Villani to publish in the job posting in the newspaper and notify the Personnel Board of the changes to the job description.

13. After reviewing correspondence from Town Counsel Boddy regarding the recent May 14, 2018 Annual Town Meeting authorizing the Selectmen to decertify the November 16, 2009 TIF Agreement; Mr. Buckley moved, seconded by Mr. Kingkade: To vote to decertify the November 16, 2009 TIF Agreement between the Town of Milford and Saint-Gobain Containers, Inc., a/k/a Ardagh Glass, UNANIMOUS.

14. Town Administrator Villani provided the results of the request for quotes for the Senior Center Building repairs as follows:

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|----------------------------|-------------|
| 1. CM Construction Company | \$34,400.00 |
| 1 Rosebud Lane, Milford    |             |

- |                          |             |
|--------------------------|-------------|
| 2. Dennis DiGiando Corp. | DID NOT BID |
| 3. Landmark Associates   | DID NOT BID |

Mr. Buckley moved, seconded by Mr. Kingkade: To accept the recommendation of Town Administrator Villani to award the contract to CM Construction Company, 1 Rosebud Lane, Milford in the amount of \$34,400.00, UNANIMOUS.

15. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the request from Marchegiano Club, 60 Meade Street, Milford for a One-Day All Alcohol License for July 3, 2018 with a rain date of July 5, 2018 from 8:00AM to 1:00AM, UNANIMOUS.

16. After reviewing correspondence from the Brookside PTO requesting to waive the permit fee for the proposed outdoor classroom; Mr. Buckley moved, seconded by Mr. Kingkade: To waive the \$91.00 permit fee for the outdoor classroom, UNANIMOUS.

17. After reviewing correspondence from Police Chief O'Loughlin regarding a request for a "No Parking" sign on Forest Street; Mr. Buckley moved, seconded by Mr. Kingkade: To approve the recommendation of the Police Chief for a "NO PARKING – TOW ZONE" only on the southerly curb (eastbound lane) side from South Main Street to Grove Street, UNANIMOUS.

18. After reviewing correspondence from Town Clerk Amy E. Hennessy Neves regarding New Election Equipment; Mr. Buckley moved, seconded by Mr. Kingkade: To discontinue the use of the current (9) Accu-Vote Tabulator and Precinct Bundles purchased from LHS Associates, Inc. and to approve the purchase of (9) Imagecast Precinct Bundles from LHS Associates, UNANIMOUS.

19. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the request from the Milford Special Olympics, 31 West Fountain Street, for their Annual Road Race and Walk on September 22, 2018, UNANIMOUS.

20. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the request from the Milford Fire Department for Permit to Obstruct for a Toll Road on September 8, 2018 from 9:00AM-12Noon, with a rain date of September 15, 2018, UNANIMOUS.

21. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the request from the Italian American War Veterans, 4 Hayward Field, Milford for a One-Day All Alcohol License for July 3, 2018 from 3:00PM to 10:30PM on the grounds of Post #40, UNANIMOUS.

22. Mr. Buckley noted that due to the closing of the Ardagh Group Milford facility, he was willing to be the board's liaison to determine what job opportunities could exist at that location. He would consult with the Industrial Development Commission and later seek input from the Commonwealth of Mass Economic Development. Mr. Kingkade moved, seconded by Mr. Buckley to appoint Mr. Buckley as liaison for the Selectmen, UNANIMOUS.

23. Chairman Walsh requested that Town Administrator Villani contact the owner of the Gibbs property at the corner of Cedar Street requesting an update on his plans for cleaning the property.

24. Mr. Buckley moved, seconded by Mr. Kingkade: To accept, with regret, the resignation of Charles E. Abrahamson, Jr. from the Personnel Board, UNANIMOUS.

25. Town Administrator Villani provided a copy of the new Department of Inspections Interdepartmental Pre-Application Routing Slip. It was the consensus of the board that this Routing slip would be a benefit to all departments and would expedite the process for building permits.

26. Mr. Buckley moved, seconded by Mr. Kingkade: To accept, with regret, the resignation of Teresa Graceffa from the Commission on Disability, UNANIMOUS.

**27. INFORMATIONAL CORRESPONDENCE - NONE**

28. Mr. Buckley moved, seconded by Mr. Kingkade: To adjourn the Selectmen's meeting at 8:17PM, 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 collective bargaining for Police. Mr. Kingkade stated that he would not be participating in Executive Session due to a conflict of interest.

Respectfully submitted:

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Jean M. DeTore  
Minutes Recorder

MILFORD BOARD OF SELECTMEN

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Michael K. Walsh, Chairman

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William D. Buckley

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William E. Kingkade, Jr