

MINUTES OF REGULAR SESSION – October 1, 2018

ROOM 03 – TOWN HALL

7:00PM

PRESENT: Chairman Michael K. Walsh; Selectmen William D. Buckley and 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 Minutes of September 17, 2018 as submitted, UNANIMOUS.
3. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the Minutes of September 20, 2018 as submitted, UNANIMOUS.
4. Finance Director, Zach Taylor, was present to discuss the Financial Team Recommendations for the October 2018 Special Town Meeting. He informed the Board that New Growth came in at \$1.3 million, much higher than estimated. He also said the Fire Chief will be passing over his article seeking \$650,000.00 for a new Fire Engine 1. Zach stated Free Cash has been certified at \$3,869,569.00. The Financial Team recommended Tax Payer Relief be set at \$3.7 million and that \$1,350,000.00 be placed in the Stabilization Account. This will still result in \$2,369,569 in Free Cash to be carried over to the May Annual Town Meeting. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the Financial Team's recommendations for the October Special Town Meeting with the attached spreadsheets. UNANIMOUS.
5. Finance Director, Zach Taylor, was present and stated he and the Town Administrator met with Mike Isabella, Administrator of Countryside at Milford and Trustees, David Consigli and Barbara Auger to discuss forgiveness of reimbursement of debt services on scheduled payment dates. He recommended a final agreement with the Geriatric Authority to forgive \$365,046.82 in principle by December 2018 and amortize the interest compound (\$170,000.00 over the life of the loan. Mr. Buckley moved, seconded by Mr. Kingkade: To support the Finance Director's recommendation to enter into an agreement with the Geriatric Authority Trustees to forgive reimbursement to the town in the amount of \$365,046.82 in principle by December 2018 and amortize the interest compound \$170,000.00 over the life of the loan. UNANIMOUS.
6. Human Resources Director, Maureen Giffin, was present to update the Board on her first six weeks working as the Town's Human Resources Director. She informed the Board she has been meeting with Department Heads, crafting Job Descriptions, helping to interview job applicants and working on the Employee Handbook.

She also presented a proposal for a Family Medical Leave Act Policy (FMLA). The FMLA is a Federal Law that provides eligible employees of covered employers with unpaid, job-protected leave for specified family and medical reasons.

Eligible employees may take up to 12 workweeks of leave in a 12-month period if they meet approved criteria. She made the following recommendations to the Board:

1. The Town of Milford use a rolling twelve (12) month period to be measured backward from the date of employee first uses any FMLA leave.
2. Employees eligible for FMLA must use any available paid leave concurrently with their FMLA leave until all such paid leave is exhausted. Employees must comply with the Town's normal paid leave policies. Employees who use FMLA for his/her own serious health condition, or the serious health condition of a family member must use all sick, personal and vacation time. An employee on FMLA for any other reason must use accrued vacation and personal time, but is not required to use accrued sick time.
3. In order to be paid for holidays which occur during an employee's FMLA leave, the employee must use accrued time off. At a minimum, accrued time must be used the day before and the day after a holiday.)
4. Employees will continue to accrue Sick Leave if using earned leave during FMLA. Exception if employee is on MA Parental Leave, they would continue to accrue Sick Leave while on the Parental Leave. Once MPL is exhausted, they would follow FMLA guidelines.

Mr. Buckley moved, seconded by Mr. Kingkade: To approve the four (4) recommendations made by the Human Resources Director for the Town's FMLA Policy. UNANIMOUS.

7. GC Fridays Boston, LLC is seeking a change of Manager to Sarah Joy Tedeschi.

Mr. Buckley moved, seconded by Mr. Kingkade: To approve the change of Manager, UNANIMOUS.

8. ADMINISTRATOR'S REPORT October 1, 2018

1. Pre-Town Meeting Forum – The Special Town Meeting Forum will be held on Tuesday, October 9, 2018 at 7:00 PM in the Upper Town Hall. The purpose of the Forum is to provide an opportunity for both Town Meeting members and Milford residents to ask questions of Town Meeting article sponsors to learn more about each of the thirty six (36) Warrant articles.
2. Central Street Demolition – We will be loaming and seeding the vacant area on Central Street. The Highway Department will be providing the loam as well as spreading the loam. A private landscaping company will be hydro seeding and providing a final grade to the area. While there is a possibility there could be some washout, we will be installing silk barriers to help prevent this from occurring. We will also be painting over the graffiti on the remaining building. This was scheduled for last week, but to the weather will be rescheduled for this week.

3. Weed Control Main Street- I did secure two (2) quotes from private landscape companies to do weed control from Restaurant 99 to the island just past the lights at the hospital before the Hopedale Town line. The quote also includes cutting back the brush in the Sacred Heart parking lot. The services will include spraying, weed whacking and removal of all debris. The lower of the two quotes is \$6,500.00. Should the Board wish to proceed we would need to use funds from the Biomeasure TIF account.
4. Selectmen Meeting and Special Town Meeting Dates for October- Special Town Meeting will be held on Monday, October 15, 2018. Please note the earlier starting time of 7:00 PM. The next Selectmen meeting will be Monday, October 22, 2018.

9. The Board discussed and supported the Town loaming and seeding the vacant lots on Central Street.

10. Mr. Buckley moved, seconded by Mr. Kingkade: To approve the spending of the sum of \$6,500.00 from the Biomeasure Tax Increment Financing Account to hire a private contractor to do weed control from the 99 Restaurant to the island just past the lights at the hospital before the Hopedale Town line. UNANIMOUS.

11. The Board reviewed a Memo from Police Chief O'Loughlin and the request made for "Caution Children" signs on Muriel Lane. Mr. Buckley moved seconded by Mr. Kingkade: To approve the recommendation of the Police Chief to place "Caution Children" signs at the intersection of Muriel Lane and Covino Road facing northbound traffic on Muriel Lane and at the intersection of Nancy Road and Muriel Lane facing southbound traffic on Muriel Lane. UNANIMOUS.

12. The Board reviewed a Memo from Police Chief O'Loughlin and the request made for "One Way" signs on Beaver Street. Mr. Buckley moved seconded by Mr. Kingkade: To approve the recommendation of the Police Chief to place a "Wrong Way" sign just north of the McDonald's driveway and a "One Way" sign on Beaver Street opposite the driveway. UNANIMOUS.

13. The Board reviewed a Memo from Police Chief O'Loughlin and the request made for "No Parking" signs on Bragg Slip, Baker Slip and Finley Court. Mr. Buckley moved seconded by Mr. Kingkade: To approve the recommendation of the Police Chief to place a "No Parking Here to Corner" sign just after the driveway of 60 South Bow Street and a "No Parking" sign on telephone pole #8 at the corner of South Bow Street and Bragg Slip. UNANIMOUS.

14. Chairman Walsh read the following statement: The Board of Selectmen, in executive session on September 17, 2018, decided by a 2-1 vote, Selectmen Buckley and Kingkade voting in favor, and myself voting against, not to renew the contract of the Police Chief. Accordingly, the Chief's current employment contract will terminate as of June 30, 2019.

15. Chairman Walsh read correspondence dated September 20, 2018 from Reno DeLuzio, Chairman of the Town Meeting Study and Improvement Committee announcing a Pre-Town Meeting Forum will be held on Tuesday, October 9, 2018 in the Upper Town Hall.

16. INFORMATIONAL CORRESPONDENCE - NONE

17. Mr. Buckley moved, seconded by Mr. Kingkade: To adjourn the Selectmen's meeting at 7:56 PM, 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 Police Collective Bargaining Negotiations.

Respectfully submitted:

Richard A. Villani
Minutes Recorder

MILFORD BOARD OF SELECTMEN

Michael K. Walsh, Chairman

William D. Buckley

William E. Kingkade, Jr.