

MINUTES OF REGULAR SESSION –December 5, 2016

ROOM 03 – TOWN HALL

7:00PM

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

1. Mr. Murray moved, seconded by Mr. Kingkade: To sign the warrant, UNANIMOUS.
2. Mr. Murray moved, seconded by Mr. Kingkade: To approve the Minutes of November 7, 2016 as submitted. Two in favor, One abstention (Mr. Buckley abstains) IT IS A VOTE.
3. Mr. Murray moved, seconded by Chairman Buckley: To approve the Minutes of November 21, 2016 as submitted. Two in favor, One abstention (Mr. Kingkade abstains) IT IS A VOTE.
4. INVITATION TO SPEAK – Mr. Jamie Wheelock, a resident of Milford, voiced his concerns regarding the re-placement of a commemorative plaque at the Milford Youth Center.
5. Edward L. Bertorelli, Chairman of the Milford Housing Authority and members Loriann M. Braza Katherine E. Consigli, and Michael A. Dioro were present to fill, with the Board of Selectmen, the existing vacancy of the late Samuel J. Bonasoro. Also in attendance was Patricia A. Morrill, Executive Director of the Milford Housing Authority. Chairman Buckley explained the Roll Call Vote procedure and called for nominations. Mr. Dioro moved to nominate Patrick G. Holland, Esq., Mr. Murray seconded for discussion. Mr. Murray questioned the need to fill the position when only three months remain until the town election. Mr. Kingkade stated that he was in favor of the Milford Housing Authority's recommendation to fill the position just as he respects the Assessor's decision not to fill the position on the Board of Assessor's until the election. Roll Call Vote: Mr. Bertorelli, Mr. Dioro, Ms. Consigli and Ms. Braza vote in the affirmative to appoint Patrick G. Holland, Esq. to the position of Milford Housing Authority commissioner. Four in favor, UNANIMOUS. Mr. Kingkade moved, seconded by Chairman Buckley: To appoint Patrick G. Holland, Esq. to the position of Milford Housing Authority commissioner. Roll Call Vote: Mr. Kingkade and Chairman Buckley vote in the affirmative to appoint Patrick G. Holland, Esq. to the position of Milford Housing Authority commissioner. Two in favor, one opposed. (Mr. Murray in opposition). IT IS A 6 – 1 VOTE. Patrick G. Holland, Esq. is elected to fill the unexpired term of Mr. Bonasoro.
6. Joseph M. Antonellis, Attorney for Milford Restaurant Holdings, LLC was present along with Howard and Anna Wallach, Truffles Grille & Wine Bar, LLC, 198 East Main Street seeking a transfer of the All Alcohol Common Victualler and Common Victualler License from Truffles to Milford Restaurant Holdings, LLC as well as a transfer of location and change of manager from Anna Wallach to Joshua Ross Abrams. Mr. Murray moved, seconded by Mr. Kingkade: To approve the

request to transfer the All Alcohol Restaurant License and Change of Manager as well as the change of location, UNANIMOUS.

7. Zachary Taylor, Finance Director provided research, at Chairman Buckley's request, on reasons why companies change audit firms. The information examined was found in various articles and forum opinions regarding changing audit firms. He noted in his correspondence, that this was a difficult task because the majority of relevant material dealt with private or public profit organizations with most of the documented reasons surrounding tax related topics such as not receiving the proper advice on how to minimize tax liabilities. Several items focused on were:

1. Conflict of Interest
2. Unable or Unwilling to explain things in a way you understand.
3. Fees seem to increase even if the services remain the same.
4. They have no other clients in the industry.
5. A key employee leaves or joins your organization.
6. Bad publicity or reputation.

Mr. Taylor noted that in his opinion, he is very confident with Scanlon & Associates and stated that not many auditors service municipalities, so when you get a good auditor, you want to keep them.

After reviewing a proposal from Scanlon & Associates, LLC for audit services for FY2016-FY2018, Mr. Murray moved, seconded by Mr. Kingade: To approve a three year extension of the contract as presented in the proposed letter of engagement dated for

Fiscal Year	Audit	Year Report	
2016	\$31,500	4,500	
2017	\$31,500	4,500	
2018	\$31,500	4,500	UNANIMOUS.

Mr. Taylor also updated the board on the steps his office has put in place to make sure that the town is in compliance with all Federal and State laws regarding filing deadlines for W-2s and 1099s in 2017.

8. TOWN ADMINISTRATOR'S REPORT

1. Town Hall Stairs – We replaced the stair treads on the stairwell leading from the lower level to the first floor as they were becoming unsafe and were in need of repair. I want to thank Building Commissioner John Erickson and Facilities Director Carlos Benjamin for overseeing this project.
2. Winter/Emergency Parking Ban – I also want to again remind everyone as we approach the winter that when a Winter/Emergency Parking Ban is implemented, the Police Chief will notify WMRC Radio AM 1490, Boston TV news Stations, the Milford Daily News and the Town Crier. Notification will also be made via the Town of Milford Connect CTY Notification System. When the ban is lifted, notification will be made in the same manner. This

amended Winter/Emergency Ban is posted on the Town website along with instructions for individuals who also wish to be notified of any such ban via their cell phone.

3. Christmas Tree Donation – On behalf of the Park Department and the Town I want to publicly thank David Sanches, owner of Busy Bee Landscaping and Construction, Inc. in Milford for his generous donation and planting of a beautiful nine foot Blue Spruce tree at Draper Memorial Park. David was thrilled at the opportunity to donate the tree and be a part of the Tree Lighting tradition. He is excited that his wife Shannon and their 2 year old daughter Madelyn can watch this tree grow and that Madelyn can hopefully one day attend the Tree Lighting Ceremony with her own family.
4. Archer Rubber Demolition Update - A meeting was held with the owners of the Archer Rubber plant and the Fire Chief, Deputy Fire Chief and the Building Commissioner on November 29, 2016. They are close to finalizing the plan to demolish the building. They hope to soon begin with pest control and asbestos abatement once plans are finalized and permits issued. The goal is to demolish the building in one week's time once demolition is commenced.
5. Regional Substance Navigation Program – An informational meeting to discuss the Regional Substance Navigation Program was held in Room 3 of Town Hall on Friday, December 2, 2016. Representatives from the Towns of Upton and Bellingham as well as the Norfolk Sheriff's Office attended. In addition the Town Administrator from Hopedale called expressed interest in the program, but he was unable to attend. Police Chief Tom O'Loughlin, Finance Director Zach Taylor, Amy Leone from Community Impact and I provided information about the Program itself and how any Town's contribution to the Program will be handled and how records will be maintained. Each of the Town representatives will now provide the Program information to their Boards of Selectmen and will then contact me to let us know if they will participate.
6. Gift from Harold and Marcia Rhodes – Harold and Marcia Rhodes have made a gift to the Town of \$1,500.00 to be "used to improve public awareness of the Bus Transportation System". The Board needs to VOTE to accept the gift.

Mr. Murray moved, seconded by Mr. Kingkade: To accept the gift of \$1,500.00 from Mr. and Mrs. Harold Rhodes to establish a Transportation Awareness gift account, UNANIMOUS.

9. Mr. Murray moved to support the recommendation of Leonardo L. Morcone, Director of Milford Community School Use to appoint Jeremy Kearnan to the Community School Use Program, There was no second. Mr. Kingkade moved seconded by Mr. Murray: To appoint Christopher Wilson to the Community School Use Program, UNANIMOUS.

10. After reviewing correspondence provided by Town Administrator Villani outlining the board's requirement pursuant to MGL ch 41, section 10; Mr. Murray moved, seconded by Mr. Kingkade:

To notify the Town Clerk of the unexpired term positions and to place them on the ballot for the April 4, 2017 local election for the Board of Selectmen, Board of Assessor and Milford Housing Authority, UNANIMOUS.

11. Mr. Murray moved, seconded by Mr. Kingkade: To renew the 2017 Common Victualler All Alcohol Restaurant Retail License for Capital BC Restaurants, LLC dba Bugaboo Creek, UNANIMOUS.

12. After reviewing correspondence from Chairman Dennis Carroll of the Personnel Board requesting to fill the vacancies on the Personnel Board, the following discussion ensued:

Chairman Buckley stated that in his opinion, due to a recent conversation with several of the members of the Personnel Board and his review of past board meetings with the Personnel Board, a discussion with the members is still needed to allow them to give their input on the possible implementation of an HR Department and where they see themselves in the next five years. Mr. Murray stated that in his opinion, Town Counsel did an excellent job in providing information defining the Personnel Board's duties as well as the role of an HR Department.

It was the consensus of the board to have the Chairman of the Personnel Board invite talent bank applicants that expressed an interest in serving on the Personnel Board to a future Personnel board meeting.

Also, the HR Department is a totally separate discussion and if the board has any interest, it can be placed on a future agenda.

Mr. Kingkade requested that Town Administrator Villani provide an update on the status of the possible implementation of ClearGov.

13. Mr. Murray moved, seconded by Mr. Kingkade: To approve the contract as presented in the amount of \$80,800.00 from ENE Systems for the replacement of fourteen (14) existing ground floor mechanical heat pumps in Town Hall, UNANIMOUS

14. Mr. Murray moved, seconded by Mr. Kingkade: To award the contract for the installation of new Sprinkler Pipe in the attic at Town Hall to Xcel Fire Protection, Inc. in the amount of 13,025.00, UNANIMOUS.

15. After reviewing correspondence from Town Counsel Moody to Christopher Morin, Chairman of the Finance Committee regarding the request from two Vernon Grove employees for the inclusion in the collective bargaining unit covered by Highway and Park Department employees, Mr. Kingkade requested that Town Administrator Villani seek input from the Vernon Grove Trustees.

16. After reviewing correspondence from Town Counsel Moody regarding possible town action under the recent Marijuana Legalization Initiative Petition, it was the consensus of the board to invite Town Counsel Moody to a future meeting to discuss the issue.

17. INFORMATIONAL CORRESPONDENCE

1. Town Planner, re: Monthly Report
2. Building Commissioner, re: Monthly Permit Report for 11/1/2016 to 11/30/16
3. Building Commissioner, re: Sign By-Law Enforcement in Residential Districts

18. Mr. Murray moved, seconded by Mr. Kingkade: To adjourn the Selectmen's meeting at 8:06PM, UNANIMOUS.

Respectfully submitted:

MILFORD BOARD OF SELECTMEN

Jean M. DeTore
Minutes Recorder

William D. Buckley, Chairman

Brian W. Murray, Esq.

William E. Kingkade Jr.