

MINUTES OF REGULAR SESSION –April 11, 2016

ROOM 03 – TOWN HALL

7:00PM

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

1. Senior Member Brian W. Murray, Esq. opened the meeting for re-organizational purposes expressing his appreciation to the voters of Milford who supported him in the recent election campaign and looks forward to continue to work for the Town of Milford. He then turned the meeting over to the Town Administrator for the election a new Chairman. Mr. Murray moved, seconded by Mr. Kingkade: To appoint Mr. Buckley as Chairman, UNANIMOUS.

Chairman Buckley congratulated Mr. Murray on his re-election and noted that as chairman, he can move forward with the confidence his colleagues have given him. He would like the town to enter into Governor Baker’s 2015 Community Compact. He stated that Milford has “Best Practices” that can be shared with other communities. He recommended the following:

1. Establish a community IT compact for cyber security, data backup and data standards
2. Public Transportation Compact – Establish a Public Transportation Advisory Commission
3. Seek recommendations for “Park and Ride” lots in the downtown area
4. Provide the IDC with assistance as to how they would establish Initiative based funding and benchmarking with other communities for long range planning.

Mr. Buckley suggested inviting the commission to a future meeting for a discussion.

2. Mr. Murray moved, seconded by Mr. Kingkade: To sign the warrant, UNANIMOUS.

3. Mr. Murray moved, seconded by Mr. Kingkade: To approve the minutes of March 21, 2016 as submitted, UNANIMOUS.

4. Citizen Participation – Chairman Buckley recognized Michael P. Visconti Jr., a resident of Milford, who expressed his interest and qualifications as a candidate to fill the vacancy on the Zoning Board of Appeals.

5. Charles Abrahamson, Chairman/Personnel Board, Members: Dennis Carroll, Atty. Warren Heller, Laura Crisafulli and former member James Ligor were present to discuss a proposed Classification Study. Donald Jacobs from D.I. Jacobs Consulting Company provided a power point presentation for a Classification and Compensation Study Summary Report. Mr. Jacobs stated that the purpose of the this study was to conduct a “market equity” study, not a “Cost-of Living” study enabling the Town of Milford to pay positions and employees in a fair (consistent) and equitable

(competitive) manner internally (within the Town) and externally (in comparison to the market place).

He further stated that the following objectives have been accomplished as part of the study:

- Accurate Job descriptions
- Classification Plan
- Compensation plan for salaried and hourly positions

Also, a similar presentation will be provided to the Finance Committee.

6. Zachary Taylor, Finance Director provided an analysis, as well as a memo from the respective department heads requesting changes justifying and explaining the rationale behind the request of the proposed Personnel changes on the FY17 budget.

1. Sue Clark: Administrative Assistant – Senior Center – (Part-time to Full-time and removal from grant funding)
2. Richard Villani: Facilities Director (re-ranked by Personnel Board)
3. Sidney Dejesus: Assistant Director – MYC – (Town funding and removal from revolving fund)
4. Chief O’Loughlin – Off-Duty Police Clerk – (Part-time to Full-time)
5. Zachary Taylor-Town Accountant – (Promotion of Assistant Town Accountant)
6. Zachary Taylor – Personnel Clerk – (decrease in hours)

Mr. Kingkade moved: To approve the changes as recommended by Town Administrator Villani and Finance Director Taylor and specifically the re-ranking of the Facilities Director by the Personnel Board as well as authorizing retro-active pay to the Facilities Director.

Mr. Kingkade amended the above motion, seconded by Mr. Murray: To include the re-ranked Facilities Director position be filled by the present individual, UNANIMOUS.

Mr. Kingkade moved seconded by Mr. Murray: To accept the recommendations by Town Administrator Villani and Finance Director Zachary Taylor as stated in the memo of March 31, 2016, UNANIMOUS.

Mr. Kingkade moved, seconded by Mr. Murray: To authorize retroactive pay to the Facilities Director from the approval date of the Personnel Board for the re-ranking of the position of Facilities Director, UNANIMOUS.

7. TOWN ADMINISTRATOR’S REPORT

1. Chapter 90 Funding – We have been notified by MassDOT that the Chapter 90 Local Transportation Aid Funding for FY 17 will total \$200 million statewide. Pending final passage of the Bond Authorization, the FY Chapter 90 apportionment for Milford is \$823,856. This is a slight increase from last year of \$2,645.00.

2. Electricity Accounts – I, along with our energy consultants from U-Source, received bids for a new electricity contract as our contract expires in November. I am pleased to report we were able to receive a bid which should result in a savings over the next four (4) years of \$627,460.00.
3. Resignation Local Inspector – I was informed by the Building Commissioner that he received a letter of resignation from Tim Aicardi, the Town's local inspector. Tim accepted an offer to work for the Town of Bellingham. He has been a valuable employee and will be missed. Tim's last day is April 18th.
4. Hazard Mitigation Plan Update- I am pleased to report that the Federal Emergency Management Agency (FEMA) has approved an award of \$32,985.00 to be used to update our Multi Hazard Mitigation Plan. We will be reimbursed up to 75% of approved, allowable and eligible costs up to the award amount. I want to thank Town Engineer, Vonnie Reis and Highway Surveyor, Scott Crisafulli for their efforts in applying for and securing this important grant.
5. Resignation Town Engineer- As the Board also knows, Town Engineer Vonnie Reis has accepted a position with the Town of Framingham. She has informed me her last day will be April 29, 2016. Vonnie has been a tremendous asset to the Town and she is going to be extremely difficult to replace. She has successfully worked on many important projects for the Town, including Milford Pond, Storm Water Management, Milford Youth Center, and numerous capital projects. During her three years here her work ethic and professionalism have been exemplary.

Mr. Kingkade noted that for scheduling purposes, he will not be available for the April 25, 2016 Selectmen's meeting due to his son's upcoming surgery.

8. After reviewing applications for appointment from the Talent Bank to fill the unexpired term on the Zoning Board Appeals, Mr. Murray noted that past practice has been to appoint the Alternate with the longest serving term (Brian Falk, Esq.) to the permanent position and the applicant with the longest submission date from the talent bank (Michael P. Visconti Jr.) to fill the alternate position. Mr. Murray moved to appoint the current Associate Member Brian Falk, Esq. to fill the vacancy. There was no second.

Mr. Kingkade moved seconded by Mr. Murray: To appoint the current Associate Member Mark Calzolaio to fill the unexpired term, UNANIMOUS.

Mr. Kingkade moved, seconded by Murray: To appoint John W. Mastroianni Jr. as Alternate #3 to the Zoning Board of Appeals, UNANIMOUS.

9. After reviewing applications from the Talent Bank for appointment to the Cultural Council: Mr. Buckley moved, seconded by Mr. Kingkade: To appoint the following: Vincent R. Kiejzo, James J. Buckley, Marcia C. Macri, Meghan Oliveira, Christopher N. Vendetti, Christopher D. Wilson and Michael A. Lalime, UNANIMOUS.

10. Town Administrator Villani updated the board on the MWRTA proposed fixed route. He stated that the next public forum is scheduled for Tuesday April 26, 2016 at the Milford Town Library at 6:00PM. A letter to Town Meeting Members including a flyer, turn by turn route and projected budget is ready to be mailed. Department Head surveys were sent to Department Heads, School Department, Finance Committee, Community Use and Library. Highway Department noted concerns regarding cost to plow and sand, time to plow and sand, signs to mark bus stops, summer maintenance and need to plow sidewalks. Benefits – Library would have more visitors and need to see impact on budget, i.e. supplies; Schools – parents use-attend after school events, students use-get to job; Retirement, retirees use to get to Town Hall; Senior Center – Benefit-Stop at elderly housing, get seniors to medical appointment; Veterans, help Veterans get to jobs.

Chairman Buckley requested forwarding information from Department Heads as soon as possible.

11. After reviewing correspondence from Police Chief O'Loughlin requesting a "Stop Sign" on Glennon Drive as it intersects with Taft Street; Mr. Murray moved, seconded by Mr. Kingkade: To approve the installation of a "Stop Sign on Glennon Drive at the intersection with Taft Street, UNANIMOUS.

12. Mr. Murray moved, seconded by Mr. Kingkade: To approve the request from Police Chief O'Loughlin to dispose of surplus property, UNANIMOUS.

13. Mr. Murray moved, seconded by Mr. Kingkade: To approve the request of the Greenleaf Garden Club of Milford to hold their Annual Plant Sale on Saturday, May 21, 2016 from 8:00AM-12:00PM, at the Kiwanis Park, UNANIMOUS.

14. Mr. Murray moved, seconded by Mr. Kingkade: To approve the following **Second Hand Licenses** for 2016: Baza Jewelry and Gifts; Central Street Resale, Marshall's of Milford, Inc., and Nathan Sophos, c/o Nathan's Jewelers, UNANIMOUS.

Mr. Kingkade moved, seconded by Chairman Buckley: To approve the following Second Hand **Licenses** for 2016: This & That Thrift Shop, Mr. Nascimento Mendes d/b/a Mendes Antiques, T.J. Collectibles: Two in favor, One abstention (Mr. Murray abstains) IT IS A VOTE.

Mr. Kingkade moved, seconded by Mr. Murray: To approve the renewal of **Pool Table Licenses** for 2016: Fun Zone of Milford LLC, d/b/a Pinz, Hoboken Citizens Club, and Ty Tran d/b/a Lucky 9, UNANIMOUS.

Mr. Murray moved, seconded by Mr. Kingkade: To approve the renewal of the following: **Bowling Alley License for 2016**: Fun Zone of Milford LLC, d/b/a Pinz,

15. The Board reviewed the Last Drink Report from the Attorney General's Office relative to licensed establishments where defendants convicted of operating under the influence had their last drink. They requested that the information be forwarded to The Tradesman and Turtle Tavern in order that they become aware of the issue and address it accordingly.

16. After reviewing the Police Chief's Annual License Establishment Activity Report for January 1, 2016 through March 31, 2016, overall the board continues to be satisfied with the trend towards notifying the Milford Police Department as soon as possible in order to be proactive regarding troubling incidents.

17. Chairman Buckley informed the board of the following:

-The Milford Police Chief has scheduled a "Clean out Medicine Cabinet" Day-for April 30, 2016 from 2:00PM-6:00PM at the Milford Senior Center. He also stated that unwanted prescription drugs can be dropped off at the police station lobby 24 hours a day for safe and proper disposal of expired or unused medications. There is a box located in the police station lobby specifically designated for this.

-the Citizens for Milford are holding their annual "Beautification Day" on Saturday, April 30, 2016 from 9:00AM-1:00PM.

18. INFORMATIONAL CORRESPONDENCE

1. Town Engineer, re: Monthly Status Report
2. Verizon, re: FIOS TV Notice
3. Blackstone Valley Vocational Regional School District, re: school budget for FY17

19. Mr. Murray moved, seconded by Mr. Kingkade: To adjourn the Selectmen's meeting at 9:06PM, UNANIMOUS. ROLL CALL VOTE: Chairman Buckley, Selectmen Murray and Kingkade vote in the affirmative to go into Executive Session to discuss Firefighter Association Collective Bargaining and Police Collective Bargaining issues, UNANIMOUS.

Respectfully submitted:

MILFORD BOARD OF SELECTMEN

Jean M. DeTore
Minutes Recorder

William D. Buckley, Chairman

Brian W. Murray, Esq.

William E. Kingkade Jr.