

MINUTES OF REGULAR SESSION –JULY 21, 2014

ROOM 03 – TOWN HALL

7:00PM

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

1. Mr. Murray moved, seconded by Mr. Buckley: To sign the warrant, UNANIMOUS.
2. Mr. Murray moved, seconded by Mr. Buckley: To approve the minutes of July 7, 2014 as submitted, UNANIMOUS.
3. INVITATION TO SPEAK - None
4. A Public Hearing was held at the request of National Grid and Verizon New England, Inc. regarding Plan #17192468 for Cook Street requesting to relocate Pole 4 Cook Street 12' +/- to the Westerly direction. Ms. Tognazzi representing National Grid was present. She stated that the reason for the request is that the pole is in the middle of the intersection of Cook and Jackson Streets. Mr. Murray moved, seconded by Mr. Buckley: To approve the above Plan #17192468 as submitted, UNANIMOUS.

After a brief discussion, the board requested that the Town Engineer, Police Chief and Fire Chief identify any other poles that may be located in the middle of an intersection or cul de sac.

5. Zachary Taylor, Town Accountant and Irene Larivee, Town Treasurer were present to respond to the comments and recommendations by the auditor in the FY13 Management Letter providing a detailed response to each of the following:

1. Reconciliation – Bank Accounts
2. Payroll Withholdings
3. Self-Insurance Trust Funds
4. Payroll Reporting Period
5. School Revolving Funds
6. Finance Director

After a lengthy discussion relative to the above, it was the consensus of the board that none of the comments were significant or alarming, the town is in good shape financially and the members of the Financial Team are doing a great job. A request was made by the board to identify the person responsible for each finding and an estimated completion date for each finding, along with establishing a policy and strategic plan. The Board also requested an updated list of self insurance coverage and the premiums being paid.

After reviewing correspondence from Marc Schaen, Chairman Milford Finance Committee relative to the recommendation to impose a moratorium on new Capital projects that need to be bonded, it was the recommendation of the Town Accountant and the members of the board to use caution as always and review each project request in order of importance. There is no need for a moratorium at this time. The board also requested that the Town Accountant and Town Treasurer provide a mission analysis to target ways to reduce borrowing.

6. Town Engineer Vonnie Reis updated the board on the following projects:

- Police Roof
- Town Hall Roof
- Town Hall Window Project
- Woodland School Project
- Youth Center Project
- Upper Charles Trail Project
- Milford Pond - Permitting stage-Needs to be out to bid and awarded by the end of September.
- Louisa Lake Dam- Classified by the State Office of Dam Safety (ODS) as a “significant hazard”. As a result, the Town is required to conduct inspections every 6 months and to design and construct improvements to the Dam.
- Library Roof-Finalizing project. Installing heat tape and final walk through will be this week.
- Handicap Fishing Platform- Complete. A plaque in honor of the person responsible for its fruition will be placed at the site and residents are encouraged to view it.
- Godfrey Brook and O’Brien Brook- These are two major stormwater conveyances in Town. The Town has recently been awarded two grants from FEMA, under the FEMA Hazard Mitigation Program for work along these brooks.
- Bond Bill- Three projects \$250,000 Milford Pond, \$150,000 Louisa Lake and \$4M for Godfrey Brook-Still have to be approved by the Governor-No match involved should receive notification by August 2014.
- Stormwater permitting- Ms. Reis noted she had several informal conversations with the Stormwater Representatives from Franklin and Bellingham in the past year in anticipation of some of the proposed requirements. She further noted that some projects are a direct result of permitting requirements, while others are part of a larger effort to protect the water resources of the Town.
- Stormwater Mapping-An Article was passed at Town Meeting to fund the first year of multi-year Stormwater Mapping Program. This work is a joint effort between the Highway Department and the Town Engineer. Development of this mapping is anticipated as a requirement of both the new MS4 permit and the

RDA. She also noted that the required Annual Stormwater Permit is being filed every year by the town.

Chairman DeBartolomeis requested that the Town Engineer inform the residents on Dilla Street of the status to the repairs to the Louisa Lake Dam.

7. Chairman DeBartolomeis noted that due to the lack of voting members present who are eligible to elect someone to fill the vacancy on the Board of Library Trustees, the election is postponed until the August 4, 2014 meeting.

8. TOWN ADMINISTRATOR'S REPORT

1. FY 2015 Budget – Governor Patrick signed this Budget this past week. The amount of Chapter 70 Aid is \$20,022,624.00 and the amount for Unrestricted General Government Aid is \$2,717,877.00.
2. Louisa Lake Weed Control Treatment – The initial weed control treatment to control the nuisance submersed weeds at Louisa Lake was completed by Aquatic Control Technology on June 20<sup>th</sup>. I have been informed by Keith Gazaille, Senior Biologist that the submersed plants were well controlled by the treatment. The initial treatment for the water lily control will be done before the end of July. Due to the increase of this growth it is possible a second treatment may be needed in August. Park Commissioner, Mike Bresciani, will be overseeing these treatments and will consult with Town Engineer, Vonnie Reis.
3. GIS Needs Assessment and Implementation Plan – Applied Geographics, Inc., the Town's consultant held an initial meeting with Department Heads and me on July 8<sup>th</sup>. They then held separate individual follow-up meetings with each Department Head to gather their input on what how each Department would like to use and benefit from the GIS system. I will keep the Board informed as the project moves forward.
4. Police Station Steps – New steps are being installed at the Police Station at the entrance on the side opposite the Milford National Bank. Also, some minor repairs are being made to the Main Street steps.
5. Milford Lions Club – The Milford Park Commissioners would like to publicly thank the Milford Lions Club for sponsoring the entertainment at Fino Field for the July 5<sup>th</sup> Fireworks Display. The Lions Club has graciously covered these costs for the past several years and it is greatly appreciated by not only the Park Commissioners, but also by the many people who attend the Fire Works each year.
6. Weed Control Treatment Main Street – We have begun weed control treatment on Main, Central and Exchange Streets. Melissa Alves Tomas, CDBG Director informed me she has had these areas sprayed last week and will repeat the spraying this week.

7. Highway Surveyor, Scott Crisafulli informed me his workers have started cutting the weeds around all trees on these streets.
  8. 104 East Main Street (former Gibbs Gas Station) – Building Commissioner, John Erickson, visited the property and issued two (2) warning citations due to vehicles being parked there and the condition of the property. The owner was given time to make corrective measures on his property. John will conduct a follow up site visit to determine if the owner has complied with his requests. I did notice the vehicles have been removed from the property.
  9. Windows – The Front Doors have been restored and reinstalled at Town Hall. GVW will make any adjustments as needed.
  10. Verizon Rate Increases – I, along with Senator Moore and Representative Fernandes received an email from a Milford resident concerned about increases in customer rates by Verizon. After contacting Sean Riley from the Senator's office, their constituent services point person is researching the rate increase and has reached out to the resident directly. As soon as I receive further information, I will update the Board.
  11. CDBG Funding – Community Development Block Grant announcements were made late Friday afternoon. Unfortunately, Milford was not selected this year. Director Melissa Alves Tomas will now close out the accounts and clear all expenses for her office. We are able to reapply for the next round of funding in February 2015. Since the beginning of the Community Development Office, Milford has received a total of \$13.4 million in CDBG Funding. Completed projects included improvements to Main Street, North Bow Street, Central Street, Prospect Heights, Church Street, Bancroft Avenue, Jefferson Street as well as Housing Rehabilitation. All improvement projects included new sidewalks, curbing, drainage and road resurfacing.
9. Mr. Buckley raised several questions regarding the use of "Port -o- Potties" instead of the new restroom facilities at the newly renovated Field at the Milford High School. Mr. Murray provided an update stating that the new facilities are pending a plumbing clearance. The old restroom facilities are not operable. He further noted that they are still re-surfacing the Tennis Court, establishing a school use policy for a site supervisor for the new restrooms; and the Booster Club members need to lay 500 square feet of commemorative bricks. Therefore, the site is still considered an active construction site.
10. Chairman DeBartolomeis provided an update regarding the recent presentation for a proposed acoustic system for upper town hall. He would like to invite the members of the board, and the Finance committee to hear the system. He also noted that he asked Town Administrator Villani to obtain a quote for air conditioning in the upper town hall.

11. Mr. Murray moved, seconded by Mr. Buckley: To approve the request for a change in directors/officers submitted by 99 West, LLC, d/b/a 99 Restaurant, 196B East Main Street, following the advisory issued by the Alcoholic Beverages Control Commission's letter of April 8, 2014, UNANIMOUS.

12. Mr. Murray moved, seconded by Mr. Buckley: To appoint Laura Crisafulli to the regular position vacancy on the Personnel Board, UNANIMOUS.

Mr. Murray moved to appoint Shelly Leclair to the alternate position vacancy. Mr. DeBartolomeis seconded for discussion. Mr. DeBartolomeis then seconded the motion, UNANIMOUS.

13. Mr. Murray moved, seconded by Mr. Buckley: To approve the request to grant a revocable license to permit an ADA Ramp overhang on a public way from Frederick J. Gavriel of FJG Architecture on behalf of Wendy Beltrami, owner of the property at 64-66 Central Street contingent upon approval from the Town Engineer, UNANIMOUS.

14. After reviewing correspondence from David L. Condrey, Manager Milford Water Company relative to notification of a water main break on Route 16, Chairman DeBartolomeis requested the Town Administrator contact Mr. Condrey to learn the reason for the water main breaks and what can be done to repair the water main.

15. After reviewing correspondence from Police Chief O'Loughlin relative to the Annual License Establishments Activity Report-January 1, 2014 through June 30, 2014, the Board continues to be satisfied with the procedure of Managers acting responsibly by notifying the Milford Police Department as soon as possible in order to alleviate troubling incidents.

16. After reviewing correspondence from Milford Police Chief O'Loughlin requesting that the Mass DOT authorize the installation of a 30 MPH speed limit signs on Medway Road (Route 109) in the Town of Milford noting that in FY12 and FY13 there were one hundred and two motor vehicle crashes in the area: Chairman DeBartolomeis requested that the Police Chief, Town Engineer and Town Administrator prepare a comprehensive plan which would include ways to mitigate the number of accidents at this location.

#### 17. INFORMATIONAL CORRESPONDENCE

1. Town Planner and Town Engineer, re: Environmental Bond Bill-\$4M Godfrey Brook Restoration Project Funding
2. Town Planner, re: H.4065, An Act promoting the planning and development of sustainable communities
3. Senator Moore and Representative Fernandes, re: Fiscal Year 2015 state budget conference report

18. Mr. Murray moved, seconded by Mr. Buckley: To adjourn the Selectmen's meeting at 8:49 PM, UNANIMOUS. ROLL CALL VOTE: Chairman DeBartolomeis and Selectmen Murray and Buckley vote in the affirmative to go into Executive Session to discuss Eminent Domain Litigation, Water Company Update and the Sewer Union Contract, UNANIMOUS.

Respectfully submitted:

MILFORD BOARD OF SELECTMEN

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Jean M. DeTore

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Dino B. DeBartolomeis, Chairman

Minutes Recorder

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Brian W. Murray, Esq.

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William D. Buckley