ANNUAL TOWN MEETING

June 29, 2020

Milford, Massachusetts

COMMONWEALTH OF MASSACHUSETTS

WORCESTER, SS:

To either Constable of the Town of Milford in said County,

GREETINGS:

In the name of the Commonwealth aforesaid, you are hereby required to notify and warn the Inhabitants of the Town of Milford, qualified by law to vote in Town Affairs, to meet in the Auditorium of the Milford High School, 31 W. Fountain Street, on the 29th day of June, 2020 A.D. at 7:00 P.M. and then and there to act upon the following articles:

ARTICLE 1: To hear and act upon reports of all Town Officers and Committees of the Town.

ARTICLE 2: To see if the Town will vote to amend the Wage and Salary Schedule of the Wage and Salary Administration Plan by establishing new position levels and salary levels, as recommended by the Personnel Board for the Fiscal Year beginning July 1, 2020, or take any other action in relation thereto.

A	**POSITION LEVELS – SALARIED POSITIONS**
LEVELS	POSITION TITLE
I	Assistant Town Counsel Community Development Director Paralegal/Office Manager
II	Network Administrator System Administrator IT Manager Town Accountant* Benefits Coordinator Local Building Inspector Tax Collector* Town Treasurer* HR Director

III	Highway Supervisor Senior Center Director Town Planner Assessor/Administrator Youth Center Director Parks and Recreation Administrator Police Lieutenant Director of Public Health
IV	Town Engineer Director, Sewer Operations Deputy Police Chief Building Commissioner Facilities Director Assistant Town Administrator
V	Town Counsel* Town Administrator* Police Chief* Fire Chief* Finance Director* Information Technology Director

*denotes contract

B COMPENSATION SCHEDULE – SALARIED POSITIONS

STEP LEVELS:	I	II	III	IV	V
1	51,555	61,543	63,507	72,732	91,797
2	54,686	65,279	67,363	77,148	97,371
3	57,816	69,016	71,218	81,563	102,944
4	60,947	72,752	75,074	85,980	108,518
5	64,076	76,489	78,929	90,396	114,091
6	67,206	80,226	82,785	94,811	119,665
7	70,337	83,962	86,640	99,227	125,238
8	73,467	87,699	90,476	103,643	130,812

B1 COMPENSATION SCHEDULE – "MAXED" SALARIED POSITIONS

LABOR GRADE	SALARY	POSITION TITLE	EMPLOYEE NAME
II	89,891	HR Director	Maureen Giffin
III	95,538	Town Planner	Larry Dunkin
III	94,592	Assessor/Admin.	Jennifer Sclar
III	92,738	Sr. Center Director	Susan Clark
IV	106,234	Director, Sewer Operations	John Mainini

C	POSITION LEVELS – HOURLY RATED POSITIONS
LEVELS	POSITION TITLE
I	Clerk, Community Development PT/FT Clerk/Receptionist, Senior Center Building Custodian Legal Secretary Planning Assistant Van Driver/Senior Center Volunteer Services Coordinator/Senior Center Program Coordinator, Youth Center FT
II	Admin. Services Coordinator Admin. Asst. to Town Administrator Asst. Animal Control Officer Admin. Asst. to Senior Center Director Asst. Director, Youth Center Asst. Zoning Enforcement Officer PT/FT Asst. to Fire Chief Asst. to Police Chief Client Services Coordinator/Senior Center PT Deputy Wiring Inspector Deputy Plumbing/Gas Inspector Dispatcher PT Health Inspector FT Health Inspector PT Human Resources Coordinator Lister/Data Collector Outreach Coordinator/Senior Center PT Plumbing/Gas Inspector Program Coordinator/Community Development PT/FT Program Coordinator/Senior Center PT Property Rehab. Specialist/Community Development PT Senior Custodian Technology Support Technician Transportation Coordinator/Senior Center Wiring Inspector
III	Animal Control Officer Asst. Town Accountant Asst. Town Treasurer Financial Analyst PT Maintenance Supervisor Assistant Director of Public Health

D COMPENSATION SCHEDULE – HOURLY RATED POSITIONS

STEP LEVELS:	I	II	III
1	17.79	22.23	23.37
2	18.76	23.43	24.63
3	19.72	24.64	25.89
4	20.69	25.84	27.15
5	21.65	27.05	28.41
6	22.61	28.25	29.67
7	23.58	29.45	30.93
8	24.53	30.66	32.20

D1 COMPENSATION SCHEDULE – "MAXED" HOURLY RATED POSITIONS

LABOR GRADE	HOURLY SALARY	POSITION TITLE	EMPLOYEE NAME
I	25.90	Jr. Building Custodian	Domingos Pinto
I	25.65	Jr. Building Custodian	Lester Simmons
I	25.65	Recept. Clerk/Sr. Ctr. PT	Claudia Cormier
II	31.43	Asst. to Polic Chief	Jeanne Davoren
II	31.43	Asst. Animal Control Officer	Keith Haynes
II	31.43	PT Dispatcher	Renee M. Masiello
II	31.43	Asst. to Fire Chief	Paula O'Brien
II	32.05	Lister/Data Collector	Rebecca Alger
II	32.05	Health Inspector PT	Dave Denlinger
II	32.05	Health Inspector	Lisa Tamagni
II	32.05	Plumbing/Gas Inspector	Joseph Zacchilli
II	32.05	Wiring Inspector	Michael Mancini
III	33.66	Asst. Town Treasurer	Janet Ferreira
III	33.00	Animal Control Officer	Rochelle Thomson

E HOURLY NON-RATED POSITIONS

HOURLY NON-RATED POSITIONS	PER HOUR
Assistant Pool Manager PT	17.39
Call Firefighter $100 Stipend (plus)	14.69
Cemetery Groundskeeper	18.43
Cemetery Working Foreman	25.39
Clerk of Works/Senior Center PT (temporary)	27.76
Clerks/Seasonal – All Departments	18.43
Clerks/Substitute – All Departments	18.43
Dental Health Specialist	18.43
Highway Seasonal Heavy Equipment Operator	29.15
Highway Seasonal Light Equipment Operator	25.25
Laborers/Seasonal PT: Parks, Cemetery, Other	12.75
Laborers/PPT: Parks, Cemetery, Etc.	18.43
Matrons/Police	18.43
Milford Youth Center: Activities Supervisor PT	12.75
Milford Youth Center: Activities Facilitator PT	13.05
Milford Youth Center Concession Equipment Monitor PT	12.75
Milford Youth Center: Front Desk Monitor PT	12.75
Milford Youth Center: Health Coordinator PT	21.19
Milford Youth Center: Program Coordinator PT	19.59

	Milford Youth Center: Program Facilitator PT	13.05
	Milford Youth Center: Seasonal Camp Counselor	12.75
	Milford Youth Center: Summer Camp Counselor	17.77
	Mosquito Spray Applicator/Control	17.78
	Pool Lifeguard PT	15.71
	Pool Manager PT	18.78
	School Nurse PT	19.80
	Soil Testing Assistant	16.37
	Student Police Officer	24.09
	Transfer Station Attendant	17.78
	Transfer Station Supervisor	18.43
	Veterans Agent	36.94

F	**MISCELLANEOUS POSITIONS**	**ANNUAL**
	Assistant Health Agent PT	8056
	Board of Health Physician PT	7047
	Burial Agent	1110
	Board of Registrars Chairperson	2912
	Board of Registrars Members PT (2)	2330
	Fair Housing Director PT	2217
	Foreign Language Translator	602
	Inspector of Animals	2581
	Municipal Hearings Officer	2996
	Pest Control Officer PT	3492
	Sealer of Weights and Measures	8939

G	**ELECTION WORKERS**	**STIPEND**
	Wardens and Clerks	209
	Deputies	183
	Checkers Full Day	157
	Checkers ½ Day	105
	Election Custodian (per election)	172

H	**CLERKS, VARIOUS BOARDS AND COMMITTEES (PT)**	**ANNUAL**
Level		
1	Ad Hoc Clerk	$2,050
1	Minutes Recorder/Industrial Development Committee	$2,050
1	Minutes Recorder/Library Board of Trustees	$2,050
1	Minutes Recorder/Commission on Disability	$2,050
1	Minutes Recorder/Board of Selectmen	$2,050
2	Clerk, Planning Board	$4,100
2	Clerk, Conservation Commission	$4,100
2	Clerk, Board of Health	$4,100
2	Clerk, Zoning Board of Appeals	$4,100
2	Clerk, Vernon Grove Cemetery Trustees	$4,100
3	Clerk, Finance Committee	$6,150
3	Clerk, Personnel Board	$6,150
3	Clerk, Park Commission	$6,150

PT: Part Time, FT: Full Time, PPT: Permanent Part Time

Any employee whose base rate of pay effective as of June 30, 2020 meets or exceeds the maximum pay authorized for his/her level set forth above shall continue to receive his/her currrent rate of pay for Fiscal Year 2021, but increased by a factor of two and a half (2.5%) percent.

Any employee hired on or after 7/1/2016 will have an anniversary/step date of their date of hire. Employees hired before 7/1/2016 will have their step date as July 1 of each year.

(Personnel Board)

ARTICLE 3: To see if the Town will vote to fix the salary and compensation of all elected officers of the Town, as provided by Section 108 of Chapter 41 of the General Laws, as follows:

	FY 21
Town Clerk	$86,426.00
Assessor (Chairman)	$ 8,161.00
Assessor (Members)	$ 7,314.00
Highway Surveyor	$101,458.00
Tree Warden	$ 7,044.00
Selectmen (Chairman)	$ 9,300.00
Selectmen (Members)	$ 8,263.00
Vernon Grove (Trustees (Clerk)	$ 3,957.00
Board of Health (Chairman)	$ 2,663.00
Board of Health (Members)	$ 2,327.00
Sewer Commissioner (Chairman)	$ 2,663.00
Sewer Commissioner (Members)	$ 2,327.00
Park Commissioner (Chairman)	$ 2,663.00
Park Commissioner (Members)	$ 2,327.00
Planning Board (Chairman)	$ 2,663.00
Planning Board (Members)	$ 2,327.00
Moderator	$ 2,559.00

(Board of Selectmen)

ARTICLE 4: To see if the Town will vote to raise and appropriate such sum or sums of money as may be necessary to defray expenses for the financial year beginning July 1, 2020, or take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 5: To see if the Town will vote as follows to enact certain measures as set forth herein which are presented each year to the Annual Town Meeting:

A. That the Town vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2020 in accordance with the provisions of General Laws, Chapter 44, Section 4 and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17, and

B. That the Town vote to authorize the Board of Selectmen to take charge of all legal proceedings for or against the Town, and

C. That the Town vote to authorize the Board of Selectmen to expend from funds received by the Town as fines for parking violations during Fiscal Year 2020, such sum or sums of money as are necessary to pay the costs and expenses of collecting such fines and otherwise complying with the provisions of Section 20A of Chapter 90 of the General Laws during said fiscal year, and

D. That the Town vote to authorize the Town Treasurer and/or Tax Collector to enter into a compensating balance agreement or agreements for Fiscal Year 2021 pursuant to Chapter 44, Section 53F of the General Laws, and

E. That the Town vote for Fiscal Year 2021, to authorize any and all departments to utilize, without further appropriation, any amounts received from insurance companies or other third parties as damages or payment for damage to any Town-owned property, for the purpose of repairing or replacing such property, or, as deemed appropriate by the Board of Selectmen, directly depositing such funds to the Municipal Building & Property Insurance Fund established by vote under Article 45 of the June 11, 1990 Annual Town Meeting, and

F. That the Town vote to authorize all persons, boards or agencies of the Town otherwise authorized to contract for or on behalf of the Town, during Fiscal Year 2021 to enter into such contracts or agreements for up to five years, except in the case of contracts or agreements dealing with real estate which may be for up to ten years, and

G. That the Town vote to authorize the Town Treasurer to accept deeds in lieu of foreclosure, pursuant to Chapter 60, Section 77C of the Massachusetts General Laws,

or take any other action in relation thereto.

(Board of Selectmen/Town Treasurer)

ARTICLE 6: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized under the jurisdiction of the Board of Selectmen and/or the Milford Highway Surveyor and/or the Town Engineer, for any and all items required to design a safe pedestrian crossing of Route 85, to be located in the vicinity of the Walden Woods Planned Residential Development's northern entrance, which crossing will provide pedestrian and bicycle access between the existing path on Assessors Map lot 6-0-8 and the Milford Upper Charles Trail, or take any other action in relation thereto.

(Walden Woods Homeowners' Association et al.)

ARTICLE 7: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to fund the cost items contained within a Collective Bargaining Agreement between the Library Union and the Town of Milford including, but not limited to, wages and salaries, or take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 8: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be spent under the jurisdiction of the Police Chief for the purpose of procuring a new LifePak 15 monitor/defibrillator for the Police Department's mobile paramedic unit, or take any other action in relation thereto.

(Milford Police Department)

ARTICLE 9: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be added to the Woodland School Building Committee account authorized by Article 2 of the February 10, 2014 Special Town Meeting, to be used for the final closeout of the Woodland School Project and to rescind all remaining authorized and unissued bonding as voted at the February 10, 2014 Special Town Meeting, or take any other action in relation thereto.

(Town Treasurer)

ARTICLE 10: To see if the Town will vote to petition the General Court for the enactment of special legislation in relation to changing the title of Board of Selectmen to Select Board, which legislation would provide substantially as follows:

"SECTION 1: Notwithstanding the provisions of any Special Law to the contrary, whenever and wherever the terms "Board of Selectmen" are used in any Special Law pertaining to the Town of Milford, such terms shall be struck and inserted in their place and stead shall be the words "Select Board";
SECTION 2: This Act shall take effect upon its passage."

or take any further action in relation thereto.

(Lauren Wilton)

ARTICLE 11: To see if the Town will vote to take the following action in order to change the title of the Board of Selectmen to Select Board: to amend the Town's General By-Laws by striking the words "Board of Selectmen" whenever and wherever they appear and inserting the words "Select Board" in their place and stead, or take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 12: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for purposes of remediating any hazardous materials, demolishing any structures on property located at 72 Depot Street, and removing and disposing of the demolition debris at an appropriate location, or take any other action in relation thereto.

(Board of Selectmen)

ARTICLE 13: To see if the Town will vote to close out certain Special Article Accounts to the General Funds of the town, or take any other action in relation thereto.

(Finance Director)

ARTICLE 14: To see if the Town will vote to transfer funds between certain line items voted under Article 4 of the May 20, 2019 Annual Town Meeting for the purpose of making funds available in line item accounts not sufficiently funded through the end of Fiscal Year 2020, or take any other action in relation thereto.

(Finance Director)

And you are hereby directed to serve this warrant by posting at least fourteen days before said meeting attested copies of this warrant in ten or more public places located in said Milford.

HEREOF, FAIL NOT, and make due return of this warrant with your doings thereon to the Clerk of said Town at the time of said meeting.

Given under our hands at Milford this 1st day of June, 2020

MILFORD BOARD OF SELECTMEN

William D. Buckley, Chairman

William E. Kingkade, Jr.

Michael K. Walsh

A true copy attest:

Mark Calzolaio, Constable

Commonwealth of Massachusetts
Worcester, SS.
Milford, MA
Date: June 17, 2020

Pursuant to the within warrant, I have notified the inhabitants of the Town of Milford to meet at the time and place for the purpose within mentioned, by posting attested copies of this warrant in ten or more public places in Milford.
Michael Pighetti, Police Chief

A TRUE COPY OF THE RECORD
ATTEST: Adrienne Rizzo
MILFORD TOWN CLERK