
MINUTES OF REGULAR SESSION – August 31, 2020
ROOM 03 – TOWN HALL
6:00 PM

PRESENT: Chairman William E. Kingkade, Jr. and Selectmen Michael K. Walsh, Selectman Thomas J. O'Loughlin and Town Administrator Richard A. Villani.

Also present: Town Counsel Charles D. Boddy, Jr. and IT Director, Chris George.

1. Mr. Walsh moved, seconded by Mr. O'Loughlin: To sign the warrant, UNANIMOUS.
2. Invitation to Speak – NONE.
3. Building Commissioner Matt Marcotte was present to discuss filling the Assistant Zoning Enforcement Officer position in the Building Department. He provided a Report to the Selectmen listing Complaints filed with the Department as well as fees generated by the Building Department for the last three (3) years. He is recommending filling the position as soon as possible. Mr. Walsh asked if the Assistant Zoning Enforcement Officer would be involved in handling all the types of Complaints listed in the Report. Matt indicated that individual would be involved initially in all the Complaints. Mr. O'Loughlin said the information was very helpful and stated there is also follow up work to be done by the Assistant Zoning Enforcement Officer after each Complaint.
4. ADMINISTRATOR'S REPORT – August 31, 2020

A. Milford Fire Department Grant – I have been informed by Fire Chief Mark Nelson that the Executive Office of Public Safety and Security's Office of Grants and Research (OGR) has awarded the Milford Fire Department \$49,960.99 from the FY2020 Coronavirus Emergency Supplemental Funding Program. This Program is intended to address a municipality's greatest needs with respect to preventing, preparing for, and responding to the Coronavirus. The Grant funds will be used to purchase N95 Masks, disposable isolation, Gowns, a Room Fogger, Handheld sprayer, cleaner tablets for the sprayer, a handheld thermometer and trailer message boards.

B. Resignation HR Director- I have received a letter of resignation from Human Resources Director, Maureen Giffin, effective September 19, 2020. Maureen has been an excellent HR Director and we are grateful to her for providing a strong framework as she was the first to hold this position in Milford. I will begin the process to work towards hiring a new Director.

Mr. O'Loughlin indicated that Maureen did a "great job." Mr. Kingkade stated she brought the Town into legal compliance and she will be missed. Mr. Walsh said she had to set up the HR Department and did a "great job."

5. Town Counsel Charles Boddy reviewed an Agreement he prepared to complete the sale of the Purchase Street School. The Agreement obligates the Buyer to remove an existing wall and fence which is on a Town owned Right of Way and relocate them to the property being purchased by the Buyer. In consideration, the Buyer will receive a reduction of the purchase price in the amount of \$24,573.00. He asked the Board to vote to enter into the contract. He also will correct a minor typo in Paragraph 4, which is to delete the word "not." 1. Mr. Walsh moved, seconded by Mr. O'Loughlin: To enter into the Agreement with the correction to Paragraph 4. UNANIMOUS.
6. Town Counsel Charles Boddy reviewed a Special Use License for the Hockomock Area YMCA to use the Milford Youth Center as a daycare center for a period of six (6) months. As School is set to begin next week, there is a need to put the daycare in place as soon as possible. At the end of the six (6) month period the Town will issue an RFP to solicit bids to operate the daycare center. Mr. O'Loughlin stated the residents of the community will have access to daycare services on a first come first serve basis. The cost is \$50.00 per child per day. Mr. Kingkade said there is already a waiting list. Charles said he is "comfortable" with the Agreement. Mr. Walsh moved, seconded by Mr. O'Loughlin: To enter into the Special Use License between the Town and the Hockomock Area YMCA. UNANIMOUS.
7. Mr. O'Loughlin stated the Police Station remains closed and he was informed the Chief is installing a new buzzer. He asked to add the Police Chief to the next Selectmen Agenda to discuss why the Police Station is not open to the public.
8. Mr. O'Loughlin asked about installing Cameras inside and outside of Town buildings. IT Director Chris George is working on a plan to install cameras and he will be on the Agenda at the next Selectmen Meeting to present the Plan to the Board.
9. Mr. O'Loughlin asked to put the issue of the new Town Hall Hours on the next Selectmen Agenda.

10. INFORMATIONAL CORRESPONDENCE – NONE

11. Mr. Walsh moved, seconded by Mr. O'Loughlin: To adjourn the Selectmen's meeting at 6:35 PM, UNANIMOUS. ROLL CALL VOTE: Chairman William E. Kingkade, Jr., Selectmen Michael K. Walsh and Thomas J. O'Loughlin all vote in the affirmative to go into Executive

Session to meet with the Town Administrator to discuss an Employment Issue and Potential Litigation at the Milford Youth Center.

Richard A. Villani
Minutes Recorder

William E. Kingkade, Jr. Chairman

Michael K. Walsh

Thomas J. O'Loughlin