

---

**MINUTES OF REGULAR SESSION – September 27, 2021**  
**ROOM 03 – TOWN HALL**  
**7:00 PM**

---

PRESENT: Chairman Michael K. Walsh and Select Board members Thomas J. O’Loughlin and Paul A. Mazzuchelli and Town Administrator Richard A. Villani.

1. The Board presented a Citation to James Charzenski for his retirement after 37 years of service in the Highway Department. Highway Surveyor Scott Crisafulli was present. Kylie Gibbon from Senator Ryan Fattman’s office and State Representative Brian Murray presented Citations to Mr. Charzenski. The Board recessed to take photos and returned at 7:19 PM.
2. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To sign the warrant, UNANIMOUS.
3. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Regular Session Minutes of September 13, 2021 as submitted. UNANIMOUS.
4. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Executive Session Minutes of September 13, 2021 as submitted. UNANIMOUS.
5. Invitation to Speak – NONE.
6. 99 West, LLC filed an application for a Change of Officers, Directors and LLC Managers relative to all of their Massachusetts locations using the “Inverted Approval Process” whereby the majority of the paperwork and fees are submitted to the ABCC. The ABCC has found that the transaction is in compliance with M.G.L. Chapter 138. There will be no change to the management, operation or physical structure of the restaurant. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the change of Officers, Directors and LLC Managers. UNANIMOUS.
7. The Board met again meet with Kevin Ribeiro, owner of Central Gas and Market, Inc., of 186 Central Street to discuss whether he violated MGL c 138, section 77 by closing his business and not using the alcoholic beverage license granted to him. Attorney Mike Norris informed the Board that they have terminated the lease with their tenant and Mr. Ribeiro will be running the business. Town Counsel Charles Boddy said Mr. Ribeiro did cooperate with the Town and did provide an Invoice from Arogoso Corporation dated October 21,

2020 for alcohol purchased totaling \$114.10. He questioned why this small amount was purchased. Attorney Norris said his client was negotiating to sell the business so he only purchased a small amount of alcohol. Mr. O'Loughlin said the business has been closed about 90 days and he thinks Mr. Ribeiro has learned his lesson. Mr. Mazzuchelli said we need to move forward. Mr. O'Loughlin moved, seconded by Mr. Mazzuchelli: To allow Mr. Ribeiro to use the alcohol license and operate the market as of September 28, 2021. UNANIMOUS.

8. Finance Director, Zach Taylor, was present to provide a Financial Update to the Board. He said free cash will be just under \$11 million. Reasons for this high amount were that State Aid did come in at \$4.5 million, we used a conservative budget, we received \$1.3 million for land auctioned by the Town and the Assessor released \$550,000.00 in excess overlay. If the article to replace the Fino Field pool is approved at Town Meeting, we can use free cash to pay for it. We should be able to recommend \$3 million be added to the Stabilization Account. We should also be able to match or exceed last year's \$4.8 million in excess levy capacity. We should also have \$2 million in free cash for the May Town Meeting. He also said that Town has \$100,000.00 in Cares funding remaining and we will receive \$8.5 million in ARPA money. The Board has voted to use \$6 million for Water Company infrastructure and \$1 million for the Geriatric Authority. We met with members of the Geriatric Authority and members of the Finance Committee and we believe the Authority does have a plan going forward. He asked the Board to vote to approve \$1 million to be given to the Authority in installments. We do not need Town Meeting approval, as the Legislation provides the Select Board with the authority to appropriate the money. Mr. O'Loughlin moved, seconded by Mr. Mazzuchelli: To provide authority to the Finance Director and Town Administrator to expend up to \$1 million to be dispersed to the Geriatric Authority upon their determination. UNANIMOUS.
9. The Board reviewed the draft Special Town Meeting Warrant. They had questions regarding specific articles on the Warrant and tabled the review until their next meeting.
10. The Town Administrator, Town Counsel Charles D. Boddy, Jr. and Town Moderator were present to discuss whether to hold the Special Town Meeting in person or remotely. Mr. Mazzuchelli said covid cases have increased since July and the Board of Health is recommending the Special Town Meeting be held remotely. Town Moderator Bon Tempo agreed. Mr. O'Loughlin moved, seconded by Mr. Mazzuchelli: To hold the October 25, 2021 Special Town Meeting through Remote Participation. UNANIMOUS.
11. Town Counsel Charles D. Boddy, Jr. was present to discuss a proposed Animal Control Bylaw for a Kennel Application Process. He advised the Board the Bylaw will eliminate the confusion on how Kennel Licenses are issued. We have received complaints regarding a

kennel in Milford. The Bylaw will structure the Kennel Application Process and set minimum standards for kennel owners. The Board agreed the Bylaw is needed.

12. Human Resources Director, Kristin Melpignano, met with the Board to present revised job descriptions for the Animal Control Officer, Assistant Animal Control Officer, Assistant Town Administrator, Assistant Town Treasurer, Assistant Zoning Enforcement Officer, Benefits Coordinator, Building Custodian, Assistant Town Counsel, Building Commissioner, and Receptionist Clerk at the Senior Center. Each Department Head and employee reviewed their job description and provided input to any revisions they felt were needed. Mr. O'Loughlin moved, seconded by Mr. Mazzuchelli: To approve all of the job descriptions. UNANIMOUS.
13. Mr. O'Loughlin praised the great work done by Human Resources Director Melpignano and advised the Board that she was the person who initiated looking into an increased Life Insurance benefit at a reduced cost. She solicited the proposals to bring to the Insurance Advisory Commission and Benefits Coordinator. She did the "leg work."

#### **14. ADMINISTRATOR'S REPORT – September 27, 2021**

A. Police Door Project- We have completed the installation of two (2) new metal frame access doors at the rear of the Police Station. I want to thank Carlos Benjamin, Facilities Director, for overseeing this Project.

B. Town Hall Chiller Project – We will be installing a new Chiller for the HVAC System tomorrow at Town Hall. Again, I want to thank Carlos Benjamin, Facilities Director, for overseeing this Project. Court Street will be blocked off for the morning while the old Chiller is being removed and the new one delivered. A Police Detail will be present to allow residents access to their homes.

C. Painting Town Hall Project- The painting of the exterior of Town Hall should be completed by Friday. The Project included the painting of the dome as well as the medallions on the building. We are very pleased with the finished product. I want to commend Town Engineer Mike Dean and Facilities Director Carlos Benjamin for their work in helping to prepare the specifications for the Invitation to Bid as well as their oversight of this important project.

D. Pre-Town Forum for the Special Town Meeting – I want to remind Town Meeting members and the public that the Pre-Town Meeting Forum will be held remotely on Monday, October 18, 2021. This forum will present an opportunity for you to ask questions to Department Heads regarding articles on the October 25th Special Town Meeting warrant. The Form will be televised by Milford TV.

- 15.** Mr. O’Loughlin provided an update on the communications with Amazon. Amazon has ordered the “No Parking” signs and “No Dumping” signs on National Street. They also ordered the “No Right Turn” sign at the end of National Street onto Depot Street. They are also doing a deep clean along National Street. We did receive a complaint about an Amazon vehicle hitting a fence. Amazon offered PPE supplies to the Town. Mr. Walsh said Amazon is trying to be a “good neighbor.” He would like to keep the communication open.
- 16.** The Board reviewed a Memo from Police Chief James Falvey providing a recommendation to address traffic and safety concerns at the intersection of School Street and Spruce Street. The Chief recommended short term solutions including providing additional police support to the crossing guard at the intersection of School Street at Spruce Street in an attempt to minimize unsafe driving and create a safer crossing environment for students, Re-paint all the crosswalks in order to increase visibility and reassess the programming timing at the traffic light located on School Street at Pine Street. He also said in his Memorandum that a continuous traffic pattern focusing on decongesting Walnut Street and Spruce Street by making those both one-way streets would create a fluid, continuous flow of traffic. Spruce Street would be a one-way street going up towards Congress Street and Walnut Street would be a one-way street going towards School Street. It was brought to his attention by Officer Gresian and school administrators that there has been some research and studies done in recent years to determine if this traffic plan could be implemented but it never came to light. There were been several correspondences between Highway Surveyor Scott Crisafulli, Town Engineer Michael Dean and school administrators regarding this one-way proposal for both Spruce Street and Walnut Street. They may have some valuable insight that could help initiate such traffic implementation. Mr. O’Loughlin said the Chief should speak with a consultant regarding adjusting the timing of the traffic signal and provide the Board a recommendation as to the timing. He also requested Highway Surveyor box out and paint the intersection.
- 17.** The Board reviewed a request by the Milford Knights of Columbus to participate in its annual Tootsie Roll Drive to raise monies to benefit the physically and mentally handicapped. They are requesting permission to hand out tootsie Rolls and collect funds at the intersection of Routes 16 and 109 on Saturday, October 9th from 8:30 AM to 2 PM. The Police Chief has reviewed this request and has no concerns. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Permit to Obstruct. UNANIMOUS.
- 18.** The Board reviewed two (2) Applications by Saint Mary of the Assumption for two (2) permits to obstruct for rosary processions on Tuesday October 12, 2021 and Wednesday October 13, 2021 following their 7 PM Mass. The Police Chief has reviewed and has no

issues. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Permits to Obstruct. UNANIMOUS.

**19.** The Board reviewed two (2) Applications by Saint Mary of the Assumption for two (2) One day all alcohol beverage licenses for fundraiser events to be held on Saturday, October 16, 2021 from 5:30 PM to midnight and Saturday October 30, 2021 from 6:00 PM to 1:00AM at the St. Mary of the Assumption Parish Hall on Winter Street in Milford. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the One Day Alcohol Licenses. UNANIMOUS.

**20.** The Board reviewed a request by the Milford High School Boosters Club for a One-day beer and wine only alcohol beverage license for a fundraiser event to be held on Saturday, October 23, 2021 at Fino Field. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the One Day Beer and Wine Alcohol License. UNANIMOUS.

**21.** The Board reviewed a request by Dale Winkler, Scouting for Food Drive Coordinator, for permission to use the Municipal Parking Lot located next to the Food Pantry on Saturday, November 13, 2021 from 11:00 AM to 5:00 PM to conduct their annual Scouting for Food Drive. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Permit to Obstruct. UNANIMOUS.

**22.** Mr. Walsh said he attended the Fire Department Memorial on Sunday and it was “very well done.”

**23. INFORMATIONAL CORRESPONDENCE – NONE.**

**24.** Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To adjourn the Select Board meeting at 9:33 PM, UNANIMOUS. ROLL CALL VOTE: Selectmen Michael K. Walsh, Thomas J. O’Loughlin and Paul A. Mazzuchelli all vote in the affirmative to go into Executive Session to meet with Attorney Jed Nosal, re: Water Company Update.

---

Richard A. Villani  
Minutes Recorder

---

Michael K. Walsh, Chairman

---

Thomas J. O’Loughlin

---

Paul A. Mazzuchelli