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## **MINUTES OF REGULAR SESSION – April 20, 2021**

**ROOM 03 – TOWN HALL**

**7:00 PM**

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

1. Finance Director Zach Taylor, Town Accountant Tom Brown and the Town Administrator were present to review the FY22 Budgets under the jurisdiction of the Select Board that were not presented at the April 12th Select Board Meeting, namely the Human Resources Department and the Inspections Department. Mr. Villani informed the Board that the increase in the HR Department is for the increased salary for the HR Director. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the budget for the Human Services Department as presented. UNANIMOUS.
2. The Town Administrator reviewed the Inspections Department budget. He requested the budget be set at Grade 4, Step 8 for the Building Commissioner salary and Grade 2, Step 4 for the Local Building Inspector position salary. He is in the process of interviewing for both vacant positions. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Inspections Department. UNANIMOUS.
3. David Consigli, Chairman of the Trustees of the Geriatric Authority of Milford was present to discuss the Article on the May Town Meeting Warrant seeking to appropriate \$1 million dollars to be spent under the jurisdiction of the Geriatric Authority to be used for operational assistance. He stated that the COVID 19 Pandemic has greatly impacted the Authority as occupancy levels were significantly lower. The State required the Rehabilitation Unit to be shut down for safety reasons. This resulted in lost revenue of \$2 million. The request for \$1 million will be used for capital items and purchase services, not salaries. Mr. Mazzuchelli said the Geriatric Authority staff went “above and beyond” in these difficult times. Mr. O’Loughlin said he supports the Article as did Mr. Walsh. Finance Director Taylor said the second Article seeks special legislation to change the bond repayment obligation of the Authority for the construction projects bonded through the town. Currently it states the Town “shall” reimburse the Town for the bond obligation. The article will allow for the Select Board to restructure the debt, not forgive it. It is a “safety net” going forward. This article requires a Town Meeting vote.

4. Human Resources Director Kristin Melpignano and Personnel Board Chairman, Harold Rhodes, were present to discuss the May Town Meeting article seeking funding for a Wage and Salary Compensation Study. Kristin presented a Power Point presentation showing the reasons to develop a new Compensation Plan. It has been 6 years since the last study. The goal is to establish a proper, up to date pay scale and structure and correctly classify employees keeping both internal and external equity in mind. She also explained that 82% of our current employees will be “maxing out” in the near future. The Personnel Board will also be updating Job Descriptions. The study will be completed by March 1, 2022. Mr. O’Loughlin said it was an excellent presentation. Mr. Mazzuchelli said we need to improve on the past study. Mr. Walsh said it was a well-done presentation. It will be a road map for the future.
5. Finance Director Zach Taylor, Treasurer Chris Pilla, Town Accountant Tom Brown and the Town Administrator were present to begin reviewing the articles on the May Town Meeting Warrant. Mr. Pilla reviewed Article 8 which will allow the Town to charge a fee for a returned check. He also reviewed Article 18 which will establish a Trust to hold OPED money so the Town can invest and reinvest the funding. Mr. Brown reviewed Article 25 which closes out Special Articles which are no longer needed and Article 26 which allows transfer of funds between line items. Mr. Villani reviewed Article 13 for funding to replace the cooling tower at Town Hall. Mr. O’Loughlin moved, seconded by Mr. Walsh: To accept the Annual Town Warrant as presented. UNANIMOUS.
6. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To adjourn the Select Board meeting at 7:14 PM, UNANIMOUS. ROLL CALL VOTE: Chairman Michael K. Walsh and Select Board Members Thomas J. O’Loughlin and Paul A. Mazzuchelli all vote in the affirmative to go into Executive Session to meet with Town Counsel to discuss an employment contract.

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Richard A. Villani  
Minutes Recorder

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Michael K. Walsh, Chairman

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Thomas J. O’Loughlin

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Paul A. Mazzuchelli