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**MINUTES OF REGULAR SESSION – October 12, 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. The Board presented a Citation to Edward Motuzas as the Senior of the Year for the year 2020 at the Milford Senior Center. Ed and his wife Joan, were present. Senior Center Director, Sue Clark was present. Bill Fredricks from Senator Ryan Fattman’s office and State Representative Brian Murray presented Citations to Mr. Motuzas. Also, Ed Roth presented a Citation on behalf of the Council on Aging. Sue Clark presented a Citation on behalf of the Friends of the Milford Senior Center. Select Board member Paul Mazzuchelli presented a Citation on behalf of Lewis Evangelidis of the Worcester County Deputy Sheriff’s Office. The Board recessed to take photos and returned at 7:22 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 27, 2021 as submitted. UNANIMOUS.
4. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Regular Session Minutes of September 28, 2021 as submitted. UNANIMOUS.
5. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Regular Session Minutes of September 30, 2021 as submitted. UNANIMOUS.
6. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Executive Session Minutes of September 27, 2021 as submitted. UNANIMOUS.
7. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Executive Session Minutes of September 28, 2021 as submitted. UNANIMOUS.
8. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Executive Session Minutes of September 30, 2021 as submitted. UNANIMOUS.
9. Invitation to Speak – NONE.

10. The Board reviewed a petition from National Grid and Verizon New England, Inc. to locate two new poles on Industrial Road. Mike Parent was present on behalf of National Grid. He informed the Board they will be replacing one pole and adding a second pole at 5 Industrial Way to bring service to Sira Naturals. Mr. O'Loughlin moved, seconded by Mr. Mazzuchelli: To approve the recommendation of National Grid and Verizon for the pole placements. UNANIMOUS.
11. Human Resources Director, Kristin Melpignano, met with the Board to present revised job descriptions for the Facilities Director, HR Coordinator, IT Director, Assistant to the Police Chief, Assistant Town Accountant, Client Services Coordinator, Community Development Director and Deputy Police Chief. Mr. O'Loughlin recommended adding language to the Deputy Police Chief position stating the authority to issue discipline up to five (5) days. Mr. O'Loughlin moved, seconded by Mr. Mazzuchelli: To approve all of the job descriptions. UNANIMOUS. Ms. Melpignano next informed the Board she received a Grant in the amount of \$19,000.00 through the Community Compact Program and the Collins Center to be used to train employees as well as create new policies. Mr. O'Loughlin moved, seconded by Mr. Mazzuchelli: To accept the Grant In the amount of \$19,000.00. UNANIMOUS.
12. The Milford School Committee and Superintendent Dr. Kevin McIntyre were scheduled to be present to discuss a recently approved updated 3-year strategic plan for our district and adoption of a new concept, the portrait of a graduate. This appointment was rescheduled to the November 15, 2021 Select Board meeting.
13. Finance Director, Zach Taylor and IT Director, Chris George, were present to discuss potential uses of ARPA Funding for Town IT Projects. Mr. George outlined potential Projects to include Updating Cyber Security at a number of facilities, installing security locks and cameras at the Fire Stations and upgrading servers and security at Town Hall. The cost of the Projects totals approximately \$100,000.00. Mr. O'Loughlin moved, seconded by Mr. Mazzuchelli: To authorize the Finance Director to spend up to \$100,000.00 from the ARPA funding to upgrade security and for Intellectual Property Enhancements. UNANIMOUS. Mr. Taylor also informed the Board that he and the Town Administrator will discuss the use of ARPA funding for premium pay at the next Select Board meeting.
14. ADMINISTRATOR'S REPORT – October 12, 2021
- A. Town Hall Chiller Project – An update on the installation of the new Chiller for the HVAC System at Town Hall. The Project is taking longer than expected due to some electrical issues. It should be completed tomorrow.

- B. Community Compact Grant** – As Kristin explained to the Board, the Town has entered into a Community compact with the Baker Polito Administration. The chosen best practice is to “develop Employee Policies and Procedures for things such as discrimination, sexual harassment, information technology use, drug and alcohol, use of social media and town owned vehicles”. I want to thank Kristin for her hard works and effort in preparing this application.
- C. Milford Board of Health Advisory** – The Board of Health issued an advisory due to the increase of the COVID 19 delta variant in the United States. Specifically, (see Memo).

- 15.** Mr. Mazzuchelli reviewed a Board of Health Advisory advising the wearing of masks and taking precautions in Town buildings with the Select Board. He said it is not a mandate. Mr. O’Loughlin said he is fine with the advisory, but he would not “go to a mandate.” Mr. Walsh said he is also fine with the advisory, and he asked people to get vaccinated, and if one is not vaccinated, to wear a mask.
- 16.** Mr. O’Loughlin provided an update on the communications with Amazon. He said Amazon will contact the owner of the property whose fence was damaged when an Amazon vehicle hit their fence at Prospect Heights.
- 17.** The Board reviewed the draft Special Town Meeting Warrant. They decided not to vote on the Articles. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To move the Warrant to the Special Town Meeting. UNANIMOUS.
- 18.** The Board reviewed a request from James Ligor, Director of Transportation, for two (2) Bus Turn Around Signs to be located on Beaver Street and Gordon Drive. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To authorize the installation of the two (2) Bus Turn Around Signs. UNANIMOUS.
- 19.** The Board reviewed an Application by the Milford High School Boosters Club, Inc. for a Permit to Obstruct for their annual Turkey Day 5K Road Race/Walk on November 25, 2021 to begin at 7:30 AM at the Milford High School. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Permit to Obstruct for the road race. 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 letter from Robert Andreola, Chair of the Historical Commission, informing the Board of the resignation of Steven Zaloga from the Commission. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To accept the resignation of Steven Zaloga from the Historical Commission. UNANIMOUS.
- 22.** The Board reviewed a letter from Robert Andreola, Chair of the Historical Commission, requesting the Board appoint James E. Miller to fill a vacancy on the Commission. They also reviewed the Talent Bank applications submitted for the position. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To appoint James E. Miller to the Historical Commission. UNANIMOUS.
- 23.** The Board reviewed a letter from Joshua Lioce informing the Board of his resignation from the Downtown Revitalization Committee. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To accept the resignation of Josh Lioce from the Downtown Revitalization Committee. UNANIMOUS.
- 24.** The Board reviewed a letter from Ronnie Pagnini, Chair of the Downtown Revitalization Committee, requesting the Board appoint Mitch Ruscitti to fill a vacancy on the Committee. The Board also reviewed the Talent Bank applications for the position. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To appoint Mitch Ruscitti to the Downtown Revitalization Committee. UNANIMOUS.
- 25.** The Board reviewed an Application by the Milford Permanent Firefighters Association for a Permit to Obstruct for their annual Santa Parade on Sunday, December 5, 2021 to begin at 4:00 PM to 6:00 PM. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the Permit to Obstruct for the Parade. UNANIMOUS.
- 26.** The Board reviewed a Memo from Police Chief James Falvey providing a recommendation for a Stop Sign to be installed at Woodridge Road and Highland Street. Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To approve the installation of the Stop Sign. UNANIMOUS.
- 27.** The Board reviewed and discussed two (2) Ethics Opinions from the State Ethics Commission regarding former Select Board member Will Kingkade and Finance Committee member Chris Morin. Mr. O’Loughlin said the opinions are Public Record and were issued for educational purposes. He said he read an article in the Milford Daily News which “caused him concern.” The opinions involved the sale of land to the Greater Milford Social Club in which both Mr. Kingkade and Mr. Morin had a financial interest. Mr. O’Loughlin said the land was assessed at \$10,100.00. The land was sold by the Town to the Club for \$5,100.00. He said neither Kingkade or Morin disclosed their financial interest. He said Mr. Kingkade voted to approve the transfer to the Club and stated at the meeting during which

the vote was taken that he was concerned “someone could come in, bid higher, and take them hostage.” He said the members of the Club, namely Mr. Kingkade, Mr. Morin and Paul Tamagni “owe Milford \$5,100.00”. He said it is clear from the ethics opinions that “they used their positions to get this result.” He said Mr. Morin “breached his fiduciary duty to the Town” and he “should resign from the Finance Committee”. He said Mr. Morin was quoted in the Daily news saying “this is politically motivated and a silly fight.” Mr. O’Loughlin said the ethics opinions speak for themselves. He said Mr. Kingkade was quoted in the Daily News saying he “had no complaints about the ethics opinion, he accepts the results of the Commission and they were great to work with.” Mr. O’Loughlin said he understands they cannot remove Mr. Morin from his position He said he was “out of bounds and he should resign.” Mr. Mazzuchelli said he agreed that what Mr. Kingkade and Mr. Morin did was wrong as they were in violation of the conflict-of-interest law. It was a Public Education letter. He is satisfied with the outcome of the investigation. It is up to the club to do what is right and pay the Town \$5,100.00. He said “Chris is a good member of the Finance Committee. It is up to him if he wants to resign, but we can’t force him to resign.” Mr. Walsh this is a reminder that if one runs for office, you serve the taxpayers. Mr. Kingkade and Mr. Morin have to “soul search and do what is right.” He believes the Club should repay the Town \$5,100.00.

## **28. INFORMATIONAL CORRESPONDENCE – NONE.**

- 29.** Mr. O’Loughlin moved, seconded by Mr. Mazzuchelli: To adjourn the Select Board meeting at 8:38 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 and to Discuss strategy regarding the conveyance of Town owned land at the Sewer plant to Hopedale for the construction of a retention pond.

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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