



ANNUAL TOWN MEETING

May 24, 2021

Milford, Massachusetts

COMMONWEALTH OF MASSACHUSETTS

FINANCE COMMITTEE REPORT

Chris Morin, Chairman

- | | |
|---------------------|-------------------------|
| Aldo Cecchi | Philip Ciaramicoli, CPA |
| Alberto Correia | Robert DeVita |
| Jerry Hiatt | Brant Hornberger |
| Carly Kearnan | Joyce Lavigne |
| David Levine | Andy Lizotte |
| Charles Miklosovich | Mike Nicholson |
| John Tennaro, Esq. | Vincenzo Valastro |

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 Upper Hall of the Milford Town Hall, 52 Main Street, on the 24th day of May, 2021 A.D. at 7:00 P.M. and then and there to act upon the following articles:

The Annual Town Meeting will be held using a hybrid format (In person and remote): Town Meeting members choosing to participate remotely will participate by means of the Keypoint video or telephone conferencing platform requested by the Moderator. Those choosing to participate remotely will be supplied with instructions for registering and using the Keypoint conferencing platform.

Members of the public desiring to access the Annual Town Meeting remotely may view the meeting in real time on Milford Public Television.

The Annual Town Meeting will, there and then, act upon the following articles:

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

INFO: Recurring annual vote that allows reports to be presented to the town meeting

FINCOM: no discussion required.

ARTICLE 2: Personnel Board

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, 2021 or take any other action in relation thereto.

A POSITION LEVELS – SALARIED POSITIONS

<u>LEVELS</u>	<u>POSITION TITLE</u>
I	Assistant Town Counsel Community Development Director Paralegal/Office Manager
II	Network Administrator IT Manager System Administrator Town Accountant* Benefits Coordinator Local Building Inspector Tax Collector* Town Treasurer*
III	Highway Supervisor Senior Center Director Town Planner Assessor/Administrator Youth Center Director Parks and Recreation Administrator Police Lieutenant

- IV Town Engineer
Director, Sewer Operations
Deputy Police Chief
Building Commissioner
Facilities Director
Assistant Town Administrator
Director of Public Health
HR Director
 - 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	54,165	64,659	66,722	76,414	96,444
2	57,454	68,584	70,773	81,054	102,300
3	60,743	72,510	74,823	85,692	108,156
4	67,033	76,435	78,875	90,333	114,012
5	67,320	80,361	82,925	94,472	119,867
6	70,068	84,288	86,976	99,611	125,723
7	73,897	88,213	91,026	104,251	131,578
8	77,187	92,138	95,056	108,890	137,134

B1 COMPENSATION SCHEDULE – SALARIED POSITIONS

COMPENSATION SCHEDULE – “MAXED” SALARIED POSITIONS

<u>GRADE</u>	<u>Salary</u>	<u>Position</u>	<u>Name</u>
III	\$97,926	Town Planner	Larry Dunkin
III	\$96,957	Assessor/Admin	Jennifer Sclar
III	\$95,056	Sr. Center Director	Susan Clark
IV	\$108,890	Director, Sewer Ops	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 Technology Support Technician Transportation Coordinator/Senior Center Wiring Inspector
II	Animal Control Officer Asst. Town Accountant Asst. Town Treasurer Financial Analyst PT Maintenance Supervisor Assistant Director of Public Health

E	HOURLY NON-RATED POSITIONS	PER HOUR
	Assistant Pool Manager PT	17.82
	Call Firefighter \$100 Stipend (plus)	15.06
	Cemetery Groundskeeper	18.89
	Cemetery Working Foreman	26.02
	Clerk of Works/Senior Center PT (temporary)	28.45
	Clerks/Seasonal – All Departments	18.89
	Clerks/Substitute – All Departments	18.89
	Dental Health Specialist	18.89
	Highway Seasonal Heavy Equipment Operator	29.88
	Highway Seasonal Light Equipment Operator	25.88
	Laborers/Seasonal PT: Parks, Cemetery, Other	13.50
	Laborers/PPT: Parks, Cemetery, Etc.	18.89
	Matrons/Police	18.89
	Milford Youth Center: Activities Supervisor PT	13.50
	Milford Youth Center: Activities Facilitator PT	13.50
	Milford Youth Center Concession Equipment Monitor PT	13.50
	Milford Youth Center: Front Desk Monitor PT	13.50
	Milford Youth Center: Health Coordinator PT	21.72
	Milford Youth Center: Program Coordinator PT	20.08
	Milford Youth Center: Program Facilitator PT	13.50
	Milford Youth Center: Seasonal Camp Counselor	13.50
	Milford Youth Center: Summer Camp Counselor	18.21
	Mosquito Spray Applicator/Control	18.22
	Pool Lifeguard PT	16.10
	Pool Manager PT	19.25
	School Nurse PT	20.30
	Soil Testing Assistant	16.78
	Student Police Officer	24.69
	Transfer Station Attendant	18.22
	Transfer Station Supervisor	18.89
	Veterans Agent	37.86

F	MISCELLANEOUS POSITIONS	ANNUAL
	Assistant Health Agent PT	\$8,257
	Board of Health Physician PT	\$7,223
	Burial Agent	\$1,138
	Board of Registrars Chairperson	\$2,985
	Board of Registrars Members PT (2)	\$2,388
	Fair Housing Director PT	\$2,272
	Foreign Language Translator	\$ 617
	Inspector of Animals	\$2,646
	Municipal Hearings Officer	\$3,071
	Pest Control Officer PT	\$3,579
	Sealer of Weights and Measures	\$9,162

G	ELECTION WORKERS	STIPEND
	Wardens and Clerks	\$214
	Deputies	\$188
	Checkers Full Day	\$161
	Checkers ½ Day	\$108
	Election Custodian (per election)	\$176
H	CLERKS, VARIOUS BOARDS AND COMMITTEES (PT)	ANNUAL
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/Select Board	\$2,050
2	Clerk, Planning Board	\$4,100
2	Clerk, Conservation Commission	\$4,100
2	Clerk, Board of Health	\$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
3	Clerk, Zoning Board of Appeals	\$6,150

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

Any employee whose base rate of pay effective as of June 30, 2021 meets or exceeds the maximum pay authorized for his/her level set forth above shall continue to receive his/her current rate of pay for Fiscal Year 2022, 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.

or take any other action in relation thereto.

INFO: Annual reoccurring article to amend wage and salary levels of Town employees.
FINCOM: The Personnel Board recommended a 2.5% increase.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 3: SelectBoard

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 16	FY17	F18	F19	F20	F21	F22	Increase
Town Clerk	\$79,454	\$81,044	\$82,655	\$84,318	\$86,426	\$86,426	\$90,801	5.1%
Assessor (Chairman)	\$7,577	\$7,653	\$7,806	\$7,962	\$8,161	\$8,161	\$8,365	2.5%
Assessor (Members)	\$6,791	\$6,859	\$6,996	\$7,136	\$7,314	\$7,314	\$7,497	2.5%
Highway Surveyor	\$93,273	\$95,139	\$97,042	\$98,983	\$101,458	\$101,458	\$106,594	5.1%
Tree Warden	\$6,539	\$6,605	\$6,737	\$6,872	\$7,044	\$7,044	\$7,220	2.5%
Selectmen (Chairman)	\$8,634	\$8,721	\$8,895	\$9,073	\$9,300	\$9,300	\$9,533	2.5%
Selectmen (Members)	\$7,671	\$7,748	\$7,903	\$8,061	\$8,263	\$8,263	\$8,470	2.5%
Vernon Grove Trustee (Clerk)	\$3,673	\$3,710	\$3,784	\$3,860	\$3,957	\$3,957	\$4,056	2.5%
Board of Health (Chairman)	\$2,471	\$2,497	\$2,547	\$2,598	\$2,663	\$2,663	\$2,730	2.5%
Board of Health (Members)	\$2,159	\$2,181	\$2,225	\$2,270	\$2,327	\$2,327	\$2,385	2.5%
Sewer Commissioner (Chairman)	\$2,471	\$2,497	\$2,547	\$2,598	\$2,663	\$2,663	\$2,730	2.5%
Sewer Commissioner (Members)	\$2,159	\$2,181	\$2,225	\$2,270	\$2,327	\$2,327	\$2,385	2.5%
Park Commissioner (Chairman)	\$2,471	\$2,497	\$2,547	\$2,598	\$2,663	\$2,663	\$2,730	2.5%
Park Commissioner (Members)	\$2,159	\$2,181	\$2,285	\$2,270	\$2,327	\$2,327	\$2,385	2.5%
Planning Board (Chairman)	\$2,471	\$2,497	\$2,547	\$2,598	\$2,663	\$2,663	\$2,730	2.5%
Planning Board (Members)	\$2,159	\$2,181	\$2,225	\$2,270	\$2,327	\$2,327	\$2,385	2.5%
Moderator	\$2,376	\$2,400	\$2,448	\$2,497	\$2,559	\$2,559	\$2,623	2.5%

INFO: Recurring annual vote that fixes the salary and compensation of all elected officers of the town.

FINCOM: Overall there is a 2.5% increase for all employees. At the special town meeting of 2020 an article was passed to reinstate the previous year salary increases of the Town Clerk and Highway surveyor by 2.5% which were initially delayed due to the pandemic. When the retro increase is combined with the normal increase for 2022 of 2.5%, it appears that in a single year an increase of 5.1% is given and not the 2.5% for two years paid in a single year.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 4: SelectBoard

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, 2021 or take any other action in relation thereto.

INFO: Recurring annual vote that allows the Selectmen to set the schedule for taxes that allow the town to meet the financial obligations approved by town meeting.

FINCOM: The total budget for the year is being proposed by the Financial Group and the Fincom at \$116,608,847. This includes a one-year extension on the library contract.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 5: Town Treasurer / Select Board

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 Select Board, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2021 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 Select Board to take charge of all legal proceedings for or against the Town, and
- C. That the Town vote to authorize the Select Board to expend from funds received by the Town as fines for parking violations during Fiscal Year 2021, 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 2022, 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 Select Board, 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 2022 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.

INFO: This article consolidates many reoccurring articles that are raised and necessary every year.

FINCOM: Discussion was in favor of these items as they are identical each year and necessary for the town government to operate.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 6: Select Board

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 Town of Milford and the Milford Highway Department Union, including but not limited to, wages and salaries, or take any other action in relation thereto.

INFO: This reflects a 2.5% COLA with the rate being retroactive back to July 1st. The total impact is \$45,307.

FINCOM: This is the normal manner that we fund collective bargaining agreements.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 7: School Committee

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 Milford School Committee, for the purpose of replacing and disposal of the Memorial School Roof over existing library or take any other action in relation thereto.

INFO: The current roof is leaking. It was installed in 1995 and reaching the end of life. It was not included in the last roof renovation as it still had viable time before it needed replaced. The roof should be replaced during the summer break.

FINCOM: As this was an item for the fall town meeting 2020 and was not brought forward at the request of the Fincom due to uncertain town financials. IT should be brought forward at the Spring 2021 meeting as a special circumstance. The amount seemed low for a roof, but it was discussed that it is only a small piece of the roof.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 8: Town Treasurer

To see if the Town will vote to accept M.G.L. c.60 §57A and c.44 §69, which imposes a penalty when an insufficient funds check is tendered to the Treasurer or Collector to pay local taxes, fees, or other charges; said penalty to also apply to electronic payments, with appeals to be made to the Treasurer, or take any other action in relation thereto.

INFO: This allows the town to recover costs for items such as bounced checks.

FINCOM: No discussion was held.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 9: Select Board

To see if the Town will vote to authorize the Select Board to petition the General Court for the enactment of special legislation amending Chapter 76 of the Acts of 1982 relating to the Milford Geriatric Authority, such legislation to provide substantially as follows:

Be it enacted etc. as follows:

Section 1. The word “annually” within the last sentence of section, 4 of Chapter 76 of the Acts of 1982 is hereby stricken.

Section 2. The following phrase is hereby added to the final sentence of section 4 of the Acts of 1982: “such reimbursement to be upon such terms and conditions as shall be determined by the Select Board upon consultation with the authority.”

Section 3. This Act shall take effect upon its passage.

or take any other action in relation thereto.

At the printing of this report, discussions were ongoing regarding this article

ARTICLE 10: Select Board

To see if the Town will vote to raise and appropriate, or transfer from available funds, pursuant to Section 8C of Chapter 76 of the acts of 1982, a sum of money to be spent under the jurisdiction of the Geriatric Authority, for the purpose of providing operational assistance to the Geriatric Authority of Milford, said appropriation to be held and expenditures made from the Town of Milford’s Treasury, or take any other action in relation thereto.

At the printing of this report, discussions were ongoing regarding this article

ARTICLE 11: Conservation Commission

To see if the Town will vote pursuant to M.G.L. c. 40 § 15 to transfer the care, custody and jurisdiction of the following Town-owned parcel, totaling 0.78 acres, to the Milford Conservation Commission:

Assessors			
Map	Block	Lot	Area/Acres
37	0	4	0.78

the purpose thereof being to preserve said parcels located off of upper West Street for stormwater management, wetlands and open space protection, and conservation purposes, or take any other action in relation thereto.

INFO: This article would take a piece of land that is owned by the town and transfer it to the Conservation Commission. At present there is interest by the railroad to purchase the land to make it an access way for freight being delivered to the Hopedale facility. The annual tax revenue would be approximately \$10,000 to the town.

FINCOM: The discussion was held that the piece of land off Route 140 being used as an access way to the Hopedale facility would increase the traffic of large trucks through Milford. Although the \$10,000 in annual taxes would be welcome, the extra burden is not worth it.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 12: School Committee

To see if the Town will vote to authorize the expenditure of the available balance in fund 2696 Comcast Verizon PEG Access, under the jurisdiction of the School Committee purposed of performing upgrades in accordance with the PEG Access Agreement, or take any other action in relation thereto.

INFO: Acceptance is required by Town Meeting of the annual money sent by the cable companies to the town.

FINCOM: This is an annual article. The State changed the law and money can no longer be sent directly from the cable companies to the School. The money is paid by subscribers as listed in the monthly bills (Franchise fee or cost of franchise note). This is a formality as it just assures that the town meeting members approve accepting the money paid by subscribers for local cable access.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 13: SelectBoard

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 Select Board for the purpose of replacing the Town Hall Cooling Tower, or take any other action in relation thereto.

INFO: The replacement of the cooling tower has been on the capital plan for years. It was planned to be presented at the fall meeting. In the interim, the cooling tower has failed. It would cost approximately \$10,000 to perform repairs to maintain it until it can be replaced in the fall. The cost of a new tower has gone up to \$84,500 from \$75,500 for the main unit and \$9,000 for an accessory.

FINCOM: It did not make any sense to the Fincom to waste \$10,000 for temporary repairs. The Fincom felt it made more sense to move the article up to the Spring meeting as a "Special Circumstance" and buy the unit now.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 14: Personnel Board

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 Personnel Board to make current the existing six-year-old salary and wage schedule, or take any other action related thereto.

INFO: The current salary structure has major issues. We need to address the entire compensation plan to assure it is fair, equitable and meets the current codes.

FINCOM: Over the past few years, we have had discussions about the issues in the last salary survey. The previous personnel board had strongly recommended the original survey. It was past by town meeting over the objections of the Finance Committee. Three years ago, the Personnel Board requested that the survey be performed again as they agreed with the Fincom that there were major issues with the survey. It was never performed again as many questions on how to improve it could not be answered. The HR director mentioned that we have been addressing specific issues (11 changes over 24 months) but this is cumbersome and may become out of sync.

The discussion over a new survey went very well as the committee felt the addition of a professional HR position has elevated the quality of the information being presented. There were many questions that the Fincom wanted answered before \$40,000 is spent. The committee noted they wanted to support this new survey but did not have enough information to support it so passing it over made sense.

FINANCE COMMITTEE RECOMMENDATION IS TO RECOMMEND PASSING IT OVER

ARTICLE 15: Planning Board

To see if the Town will vote to amend Article IV Definitions of the Zoning Bylaw relating to Massage Parlor uses as noted hereinafter:

BY SUBSTITUTING in Section 4.1 Definitions the term “Massage Parlor” for the term “Massage Establishment”.

or take any other action related thereto.

FINCOM: No discussion was held.

FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR

ARTICLE 16: Conservation Committee

To see if the Town will vote pursuant to M.G.L. c. 40 § 15 to transfer the care, custody and jurisdiction of the following 2 Town-owned parcels, totaling 11.33 acres, to the Milford Conservation Commission:

Assessors			
Map	Block	Lots	Area/Acres
37	0	11	10.07
38	0	5	1.26

the purpose being to preserve said parcels located off of upper West Street for conservation and recreation purposes, stormwater management, wetlands and open space protection, as recommended in the Milford Comprehensive Plan, or take any other action in relation thereto.

or take any other action related thereto.

INFO: This is a piece of land that has no commercial value and brings in no tax revenue. It is near sensitive wetlands.

FINCOM: This is already town owned and going to be under the conservation commission due to its environmental sensitivity.

FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR

ARTICLE 17: School Committee

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 School Committee for the procurement of equipment needed for a Biotechnology, Chemical, and Physical Science Lab at the high school which will encompass issues of environmental sustainability, understanding chemical relationships, and luminescence, technology and engineering, or take any other action in relation thereto.

INFO: This is the second part of the expansion of the science laboratory. The initial phase was two years ago for \$250,000. This second phase was reduced to \$165,000. There are no funds being spent on infrastructure as all items will be transferrable to any new renovations.

FINCOM: This has been in the plan for several years. It was not brought up at the fall 2020 town meeting due to the Fincom request to delay it. The plan was set to implement the curriculum in the fall of 2021. Moving it to the Spring meeting as a special circumstance would allow this to still be implemented in the fall.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 18: Town Treasurer

To see if the Town will vote to adopt/re-adopt and accept the provisions of Section 20 of Chapter 32B of the *Massachusetts General Laws*, as amended by Section 15 of Chapter 218 of the Acts of 2016, establishing an Other Post-Employment Benefits Liability Trust Fund; to authorize the Select Board and Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriated to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies in such fund accordance with the Prudent Investor Rule established under Chapter 203C of the *Massachusetts General Laws*, or take any other action in relation thereto.

INFO: Administrative procedure to allow the town treasurer to best handle the OPEB (post-employment benefits such as health care).

FINCOM: The presentation made sense to allow the Treasurer the ability to best invest the extra money in his charge. The history of the management of this fund indicates this is a prudent action.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 19: Vernon Grove Cemetery

To see if the Town will vote to amend the Vernon Grove Cemetery By-Laws, as amended, by deleting Section 1 and inserting in its place and stead a new Section 1 as follows:

“Section 1. These Cemeteries shall hereafter be known as Vernon Grove Cemetery and North Purchase Street Cemetery, respectively.”;

Further, by substituting the word “cemetery” with the word “cemeteries” in Sections 2, 3, 4, and 6;

And finally, by substituting the words “this cemetery” with the words “these cemeteries” in Section 8, or taking any other action relative thereto.

INFO: This is a change to the name as the Vernon Grove Cemetery Board is now overseeing multiple cemeteries (Vernon Grove and North Purchase Street).

FINCOM: This made sense but is not a Fincom issue.

FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR

ARTICLE 20: School Committee

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 School Committee for the purpose of replacing a 2007 F350 Plow Truck and a 2005 Van with the purchase of a Multi-Maintenance Plow Vehicle or take any other action in relation thereto.

INFO: Currently there are two vehicles (2005 van & 2007 F350 truck) that failed inspection. These are used for transportation of staff and plowing, sanding, and salting during the day the areas that the Highway department cannot respond to quickly enough after they initially perform the task. A single vehicle can perform both tasks. The chassis may be recoverable by the highway department.

FINCOM: The vehicle has been on the capital plan for the fall. It makes sense to move it forward so one vehicle is available for the fall and winter. This truck is used to salt small areas during the day that are time sensitive and must be addressed before the Highway Department can fulfill the request. It is also used for moving materials. Combining the tasks to a single vehicle versus the two that are no longer able to be used made sense.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 21: Conservation Committee

To see if the Town will vote pursuant to M.G.L. c. 40 § 15 to transfer the care, custody and jurisdiction of the following 37 Town-owned parcels, totaling 6.60 acres, to the Milford Conservation Commission:

Assessors

Map	Block	Lots	Area/Acres
43	0	13, 15, 15A, 15B, 15C, 15D, 15E, 15F, 15G, 16, 17	2.40
43	0	18, 18A, 18B, 18C, 18D, 18E, 18F, 18G, 18H, 18J	1.10
43	0	33, 34, 35, 36, 37, 38, 39, 40, 40A	2.07
43	0	41, 42, 43, 57, 58, 59, 60	1.03

the purpose being to preserve said parcels that are located off of the southerly end of Broad Street and Fairview Avenue and adjacent to Stall Brook, for aquifer and water resource protection, wetlands and open space protection, stormwater management, and conservation purposes, as recommended in the Milford Comprehensive Plan, or take any other action in relation thereto.

INFO: This is a piece of land that has no commercial value and brings in no tax revenue. It is near sensitive wetlands.

FINCOM: This is already town owned and going to be under the conservation commission due to its environmental sensitivity.

FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR

ARTICLE 22: School Committee

To see if the Town will vote to transfer a sum of money, consistent with the funds raised from vending machines in the Milford School District to be spent under the jurisdiction of the School Committee for purposes of Student Activities not funded in the School Department Budget or take any other action in relation thereto.

INFO: This is an annual article which allows the money made by the vending machines in the schools to be used by the schools for student activities.

FINCOM: This is an annual approval. This past year the amount was \$2,763.68

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

ARTICLE 23: ARCOS Market

To see if the Town will vote to authorize the Select Board to petition the Legislature for special legislation to provide for the grant of an additional license for the sale of all alcoholic beverages not to be consumed on the premises, which legislation shall provide substantially as follows:

“Section 1. Notwithstanding Section 17 of Chapter 138 of the General Laws, the licensing authority of the Town of Milford may, upon receipt of a completed application, payment of any applicable fees, after a public hearing and all due process, and in its sole discretion grant one (1) additional license for the sale of all alcoholic beverages not to be consumed on the premises, under Section 12 of said Chapter 138 to Arcos Market, 34 Main Street, Milford, MA; said license to be subject to said chapter 138, except Section 17.

Section 2. This act shall take effect upon its passage.”

or take any other action in relation thereto.

INFO: The town is currently at its limit of alcohol licenses.

FINCOM: If the town meeting approves this request, the SelectBoard would be tasked with petitioning the state legislature to grant an extra liquor license for the town to issue.

FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR

ARTICLE 24: Personnel Board

To see if the Town will vote to amend Personnel By-Law Section 3.5 service records by deleting the current Personnel By-Law 3.5 in its entirety and inserting in its place and stead the following new By-Law Section 3.5:

“Service Records shall be established and maintained for all employees who are subject to the provisions of the Classification and Compensation Plan; the Director of Human Resources shall determine the contents of the Service Record and shall maintain the non-financial portion of the Service Record, with Town Treasurer to maintain the benefits and financial portion of the Service Record,” or take any other action related thereto.

INFO: Currently there are many ways records are kept, where they are kept and who keeps them. In some cases we may not be in compliance. This would standardize the way records are kept (service isolated from health and confidential records)

FINCOM: Being compliant is a necessity and the right thing to do for town employees.

FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR

ARTICLE 25: Finance Director

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..

INFO: The Town Meeting must approve every dollar spent and returned to the town. When a project is completed and has funds remaining, the town meeting is asked to close the account by reclaiming the remaining funds.

FINCOM: These articles (see below) represent \$xxxx coming back to the town that was not spent.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

All articles prior to the last 5 years are now closed

<u>Town Meeting</u>	<u>Purpose</u>		<u>Balance to be Closed</u>
Article 38 10/2019/STM	Rewire Project at Town Hall	\$	14.21
Article 19 10/2018 STM	Install A/C at MYC	\$	1,532.80
Article 28 10/2018 STM	Replace Sidewalk Tractor with Equipment	\$	22,418.00
Article 16 05/2019 ATM	Police Chief Selection Expenses	\$	10,726.79
			TOTAL \$34,691.80

ARTICLE 26: Finance Director

























To see if the Town will vote to transfer funds between certain line items voted under Article 4 of the June 29, 2020 Annual Town Meeting for the purpose of making funds available in line item accounts not sufficiently funded through the end of Fiscal Year 2021, or take any other action in relation thereto.

INFO: Each department must have a balanced budget. The department budget is broken into personnel and expenses. The funds cannot be moved from one to the other without Town Meeting permission.

FINCOM: The Town Meeting members under this article allow funds to be moved within a department to balance the budget. No additional funds are sought.

FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE

<u>Department</u>	<u>Transfer From</u>	<u>Amount</u>	<u>Transfer To</u>
148: General Government	Salaries & Wages 148-5110	5,000.00	General Expenses 148-5300
148: General Government	Salaries & Wages 148-5110	12,750.00	Salaries & Wages 192-5110
300: School	General Expenses 300-5300	7,586.00	General Expenses 351-5300
		25,336.00	

1		Reports		
2		Wages & Salaries	Personnel Board	\$0
3		Elected Official Salaries	Select Board	\$0
4		Annual Expenses	Select Board	\$0
5		Annual Town Meeting Articles	Select Board / treasurer	\$0
6		Collective Bargaining Highway Dept	Select Board	\$0
7		Memorial School Roof	School Committee	\$60,000
8		Bounced Check Fee Recovery	Treasurer	\$fo0
9		Geriatric Authority	Select Board	\$1,000,000
10		Geriatric Authority	Select Board	\$0
11		Land Transfer	Conservation Committee	\$0
12		Acceptance of PEG Access Money	School Committee	\$0
13		Replacement of Town Hall Cooling Tower	SelectBoard	\$84,500
14		Salary Study	Personnel Board	\$40,000
15		Massage Parlor Definition	Planning Board	\$0
16		Land Transfer	Conservation Committee	\$0
17		Biotechnology / Chemistry Lab	School Committee	\$165,000
18		OPEB Funds	Town Treasurer	\$0
19		Cemetery By-Laws	Vernon Grove Cemetery	\$0
20		Plow Truck	School Committee	\$60,000
21		Land Transfer	Conservation Committee	\$0
22		Vending Machine Money	School Committee	\$2,763
23		ARCOS Market Liquor License	ARCOS Market	\$0
24		Service Records	Personnel Board	\$0
25		Close Out Accounts	Finance Director	-\$34,691.80
26		Balance Department Budgets	Finance Director	\$0