

MINUTES OF REGULAR SESSION –JANUARY 6, 2014

ROOM 03 – TOWN HALL

7:00PM

PRESENT: Chairman William D. Buckley; Selectmen Dino B. DeBartolomeis and Brian W. Murray, Esq.; Town Administrator Richard A. Villani; and Minutes Recorder Jean M. DeTore.

1. Mr. DeBartolomeis moved, seconded by Mr. Murray: To sign the warrant, UNANIMOUS.
2. Mr. DeBartolomeis moved, seconded by Mr. Murray: To approve the minutes of December 16, 2013 as submitted, UNANIMOUS.
3. CITIZEN PARTICIPATION - None
4. Town Administrator Villani informed the Board that the following scheduled Public Hearings for License renewals relative to delinquent taxes have been cancelled as a result of the payment of their taxes or establishing a payment plan with the Tax Collector:
 - *7:00PM Nelly's Sandwich Shop---Cancelled/Paid
 - *7:02 PM Tyco, Inc. d/b/a Casa Nova-Mr. Vaz has submitted a payment plan to the Tax Collector
 - *7:03pm Café Sorrento—Cancelled/Paid
 - *7:04PM Ivahy, Inc. d/b/a Casa Brasi ---Cancelled/Paid
 - *7:05PM Padaria Brasil –Cancelled/Paid
 - *7:06PM Pizza 85 -----Cancelled/Paid
 - *7:07PM Sabor Latino – Cancelled/Paid
 - *7:08PM Bill's Pizza -----Cancelled/Paid
5. Melissa Alves Tomas, Community Development Director, met with the Board to conduct the second of three meetings prior to the February 14, 2014 application deadline for the FY14 Community Development Block Grant. Prior to opening the public hearing, Chairman Buckley reviewed correspondence from the Department of Housing & Community Development regarding the (CDBG) Monitoring Report Town of Milford, FY12 Community Development Fund (CDF) Grant #028. He stated that according to the report, there were no fiscal findings as a result of the monitoring and commended Ms. Tomas.
Ms. Tomas stated that a copy of the 2014 Community Development Strategy was distributed to town boards, commissions, and those groups involved with the needs of the LMI population. She further stated that in developing the 2014 Strategy, the Community Development Department Staff conducted a neighborhood meeting on December 4, 2013 which resulted in requests for the continuation of the Water Street project and a Social Service request to assist

the elderly in snow removal. Ms. Tomas noted that she and Sue Clark, Senior Center Director are researching this to see if there are any programs available. The draft submitted for discussion this evening includes all the revisions recommended by the Board from the December 16th meeting as well as letters from Highway Surveyor Scott Crisafulli and business owner Russell Ridolfi.

In response to Mr. DeBartolomeis request to continue to revitalize and enhance Downtown Milford, she did look into funding but there is none available at this time. Chairman Buckley requested that Town Administrator Villani ask the members of the Industrial Development Commission to review their Charter and take more of an active role in this area and also suggested including the downtown merchants in the discussions.

Since this was a public hearing: Chairman Buckley recognized Peter Scandone who noted the following requests for improvements:

- Traffic Islands – weed control and plantings
- more attractive signage at the entrances to the Town
- Placement of Signs on Main Street- “Please walk bike on sidewalk”

Mr. Murray noted that the town is limited as to what they can do and suggested the following:

- The Community Development Office spearhead a meeting to reach out to the downtown merchants to develop a strategic plan with meaningful parking including the possibility of revisiting the idea to include mixed-use development downtown.
- Request that the Police Chief to provide greater Police presence concerning the riding of bicycles on the sidewalk.

Ms. Tomas noted that her recommendation for the CDS would be to continue the Water Street project and that the final meeting will be held January 27, 2014 and at that time she will be requesting that the Selectmen approve the revised CDS that reflects input of the two previous meetings, and affirming target area(s) and updating the project list. At the conclusion of this meeting the Board will authorize the activities that will be submitted in the FY14 CDGB application.

6. Yolanda Rivera was present seeking a transfer of the existing Second Hand License from Jane L. Robison, Central Street Resale, 2 Central Street. Mr. DeBartolomeis moved, seconded by Mr. Murray: To approve the above transfer, UNANIMOUS.

7. Chairman Buckley welcomed Siobhan M. Bohson, new President and CEO of the Milford Chamber of Commerce. Ms. Bohson stated that she was a small business owner for almost six years earlier in her career, has over twenty years of banking experience and served as a member of the West Boylston School Committee for seven years. She further noted that she will be familiarizing herself with both the current members of the Chamber as well as reaching out to those businesses that are no longer members. She is looking forward to working with town officials and talking to Merchants in the Community. A brief discussion ensued relative to the Chamber's Role and the possibility of attending an Industrial Development Commission meeting.

8. TOWN ADMINISTRATORS REPORT

1. Budgets – As we enter the second half of FY14, all Budgets under the jurisdiction of the Board of Selectmen are on target. The Finance Committee will be meeting on January 15, 2014 to begin discussion of the FY15 Budget.
2. Snow Removal – I want to commend Highway Surveyor Scott Crisafulli, all Highway Department Workers, Police Chief O'Loughlin, Fire Chief Touhey and the Town Custodial Staff for their excellent job in handling the snow removal from the storm on January 3rd and 4th.
3. Heating Units at Town Hall – I want to inform the Board that two (2) of the Heating Units at Town Hall needed to be replaced. I believe all of these units are over twenty (20) years old. I am in the process of confirming the age and condition of the remaining units as well as the cost to replace these units. A decision can then be made as to replacing the Units.

9. Town Administrator Villani provided the Board with correspondence outlining the timeline and procedure for the appointment for the Town Treasurer's Position. Mr. DeBartolomeis requested that in the job description under Physical and Mental Requirements the second sentence should include the words **upon request**: *Reasonable accommodations may be made to enable individuals with disabilities to perform the position's essential functions, upon request.* He then suggested that the Education requirements should include a Master's degree and/or specific Town Treasurer Experience; or any equivalent combination.

After a brief discussion:

Mr. DeBartolomeis moved, seconded by Mr. Murray: To move the timeline up by one week, UNANIMOUS.

Mr. DeBartolomeis moved, seconded by Chairman Buckley: That the education requirements include a Master's degree and/or specific Town Treasurer Experience; or any equivalent combination.

Two in favor, One opposed. (Mr. Murray in opposition). IT IS A VOTE.

10. After reviewing correspondence requesting the installation of a "Not a Thru Street" sign at the intersection of Cedarview Circle and Rt. 85: Mr. DeBartolomeis moved, seconded by Mr. Murray: To approve the installation of the sign on the existing street sign post on town property, UNANIMOUS.

11. Mr. DeBartolomeis moved, seconded by Mr. Murray: To approve the Community School Use Program's request to hold the Special Olympic Program-5K Road Race/Walk on September 20, 2014 subject to the Police Chief's approval, UNANIMOUS.

12. Mr. DeBartolomeis moved, seconded by Mr. Murray: To approve a One-Day All Alcohol License for the Maspenock Rod & Gun Club, Saturday, January 18, 2014-12Noon-12Midnight, UNANIMOUS.

13. Mr. DeBartolomeis moved, seconded by Mr. Murray: To accept the \$100.00 gift from Birch Hill Trust Association to be deposited in the Milford Fire Department Gift Account, UNANIMOUS.

14. Mr. DeBartolomeis requested the following:

Town Administrator Villani, Town Engineer Vonnie Reis and Chairman of the Commission on Disability Michael Nicholson provide a list of recommendations for any improvements that can be made to the acoustics for Upper Town Hall.

Town Administrator Villani provide an assessment of the offices in Town Hall that provide information to a new hire and consulting other towns who have a Human Resource Department on issues such as:

- Health benefits
- Safety Programs
- Training Programs
- Orientation
- Retirement
- ADA Compliance

15. Larry L. Dunkin AICP Town Planner provided correspondence regarding Open Space Analysis on the Consigli Parcel. Mr. Dunkin recommended that the Town consider transferring jurisdiction of the remaining five parcels to the Conservation Commission, and establishing permanent protection for all eight parcels in the form of a conservation restriction that runs to The Trustees of Reservations (TTOR). After a brief discussion, it was the consensus of the Board that the Town Planner along with the Conservation Commission Chairman and Upper Charles Trail Committee Chairman provide recommendations on the pros and cons of transferring jurisdiction as well as any possible costs or fees.

16. INFORMATIONAL CORRESPONDENCE

1. Department of Housing & Community Development, re: CDBGP FY2012 (CDF) Grant #028
2. The Central Mass. Mosquito Project, re: Proposed Budget for FY14
3. Scott J. Crisafulli, Highway Surveyor, re: FY13 Completed Roads List
4. Vonnie Reis, Town Engineer, re: Monthly progress report-Town Projects
5. Comcast, re: Price Changes
6. Schedule of Board Meetings

17. Mr. DeBartolomeis moved, seconded by Mr. Murray: To adjourn the Selectmen's meeting at 8:52PM, UNANIMOUS.

Respectfully submitted:

MILFORD BOARD OF SELECTMEN

Jean M. DeTore
Minutes Recorder

William D. Buckley, Chairman

Dino B. DeBartolomeis

Brian W. Murray, Esq.