

MINUTES OF REGULAR SESSION –MAY 12, 2014

ROOM 03 – TOWN HALL

7:00PM

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

1. Chairman DeBartolomeis presented a Citation to co-chairpersons Gail Arcudi-Reichert and Candia Cuddy, from the Greenleaf Garden Club, in recognition of their dedication and commitment to enhancing the beauty of Milford through the planting of flowers.
2. CITIZEN PARTICIPATION - Chairman DeBartolomeis recognized Mr. William M. Kavanaugh who voiced his concern as to why Plains Park was closed. He also suggested a question and answer time via the Town Administrator for elderly residents that cannot attend the meeting and submitted a remediation report for certain areas of erosion on the Milford Walking Trail to the Board for their consideration.
3. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To sign the warrant, UNANIMOUS.
4. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To approve the minutes of April 28, 2014 as submitted, UNANIMOUS.
5. The Public Hearing for National Grid and Verizon New England, Inc. regarding Plan #115825182 for Veterans Memorial Drive was tabled since there was no representative from National Grid present.
6. Daniel Haynes of Scanlon & Associates, LLC, Auditor for the Town of Milford, along with Town Accountant Zachary A. Taylor were present to discuss the FY13 "Management Letter." He submitted the Management letter, Schedule of Expenditures of Federal Awards and Independent Auditors' Reports Required Under The Single Audit Act Amendments of 1996 and the Report on Examination of Basic Financial Statements for the Fiscal Year Ended June 30, 2013 as well as a power point presentation which included the point of an audit, internal control, the auditor's intentions, financial reporting, statements, summary users, major revenue sources, comparative and peer comparative data. The Management Findings for the current year included the following:
 1. Reconciliation – Bank Accounts
 2. Payroll Withholdings
 3. Self-Insurance Trust Funds

4. Payroll Reporting Period
5. Revolving Fund Accounts
6. Finance Director

Prior Year comments and recommendations were as follows:

1. Old Delinquent Real Estate Taxes

Mr. Haynes noted that overall there were no material weaknesses and no significant deficiencies

7. Mr. Richard Goldberg, Marshall's of Milford, Inc., 154 West Street was present seeking a Second Hand/Antique Dealer License. Hours of operation are Monday-Saturday 10:00AM-5:00PM. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To approve the license, UNANIMOUS.

8. Vonnie Reis, Town Engineer was present to discuss the Certificate of Non-Compliance relative to the Louisa Lake Dam from the Massachusetts Office of Dam Safety (ODS). She stated that on April 17, 2014, she met with Ed Hughes from the ODS to discuss the certificate and he indicated that the ODS was willing to work with the Town to address the problems with the dam. The Board reviewed correspondence from Town Engineer Reis relative to immediate actions that shall be taken by the Town and the long-term actions required once the evaluation of the dam and development of a plan is completed. Chairman DeBartolomeis requested the Town Engineer send a letter to abutters advising them of the need for and the plan for repairs to be made to the dam. He further requested that the Finance Committee be kept informed of the cost of the repair work and that an article be considered for the Fall Town Meeting to pay for cost of the repairs. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To engage GZA to conduct the first Inspection and Report (due June 30, 2014) and to establish a contract for re-inspection every six months for the next two years and further to authorize the Highway Department to clear the vegetation on the dam, UNANIMOUS.

9. After reviewing correspondence from Vonnie Reis, Town Engineer for the Milford Pond Project Amendment: Mr. Buckley moved, seconded by Chairman DeBartolomeis to sign the Contract Amendment with GZA for permitting services for the Milford Pond Aquatic Restoration project, UNANIMOUS.

10. After reviewing correspondence from Town Engineer Vonnie Reis regarding the Memorial School Drop area: Mr. Buckley moved, seconded by Chairman DeBartolomeis to approve the requests as follows:

- Painting of the curbing on both sides of Walnut Street with yellow paint to indicate a “No Parking” zone, between Emmons Street and Grant Street and annual repainting of the cross walks by the Highway Department.
- Installation of 4 signs delineating the limits (2 on each side) of the drop-off zone. Signs to read “School Drop-Off and Pick-Up Only. No Parking.”
- Installation of “No Parking” signs on the remainder of the street.

11. TOWN ADMINISTRATORS REPORT

1. Registered Marijuana Dispensary – on April 28, 2014 I participated in another teleconference call, along with other representatives of the 20 Towns or Cities where provisional licenses to open a Registered Marijuana Dispensary have been granted. Karen van Unen Exec Director of the Medical Use Marijuana Program, Kay Doyle, Legal Counsel, Brian Harden, Deputy Director, and Steve Chason, Compliance Manager were available to provide an update and answer questions. At this time expanded background checks are taking place. After that is completed the Compliance Manager will meet with Town Department Heads to review and discuss Inspection Process Requirements regarding compliance with the DPH Regulations. I also spoke with Michael Dundas of Baystate Relief and I will be setting up a meeting with him and Town Department Heads to get a status report to include a timetable from them regarding their construction schedule and a tentative date for the opening of the facility.
2. FY 2015 Local Aid Estimates Based on House Final Budget – The estimates for Chapter 70 Aid is \$20,022,624.00 and the estimate for Unrestricted General Government Aid is \$2,717,877.00. As we know these estimates are subject to change as the state budget process progresses.
3. Accessible Fishing Platform – The Platform is now complete. I have attached a photo for the Board. A special thanks to Harold and Marcia Rhodes for their generous donation to fund this project which will be enjoyed by many.
4. Sewer Department – The Sewer Department has authorized its Sewer Consultants to test alternative methods of dewatering sludge from the Town’s wastewater treatment plant and design a sludge thickening facility. John Mainini, Director of Sewer Operations has informed me they are doing some pilot testing of equipment to see what will be the best alternative. Whatever method is used and equipment is installed he informed me the sludge thickeners will be covered and moved inside and odor control will be implemented. It will be a significant improvement for the system.
5. Worcester Sheriff Community Service Program – On April 24th I wrote to Worcester County Sheriff Lewis G. Evangelidis to inquire about using the Community Service Program for Projects in Milford. I then spoke with Senior Custodian Carlos Benjamin and Parks Director Michael Bresciani to discuss potential projects. We have identified two (2) projects – cleaning and spreading mulch at the Police Station and cleaning Town

owned Parking Lots. I then met with Lt. Steven Hynes on May 9th who provided me with the Rules and Regulations of the Program. We have scheduled the week of May 27th for 3 to 4 work release prisoners to do this work.

12. After a brief discussion of the articles for the May 19, 2014 Annual Town Meeting: Mr. Buckley made a motion to re-consider Article 17. Chairman DeBartolomeis thanked town officials for their input to place the 200 acres in a conservation restriction to be held by The Trustees of Reservation however, after hearing comments from residents, in his opinion the land should be under the jurisdiction of the Conservation Commission and requested that Town Counsel prepare an amended article to present at the town meeting. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To support an amended article to place the 200 acres of land under the jurisdiction of the Conservation Commission and deleting any mention of the Trustees of Reservation, UNANIMOUS.

13. Chairman DeBartolomeis informed the board of his discussion with the Chairman of the Capital Improvement Committee requesting him to clarify the exact changes for approval to the Capital Improvement General by-laws in Article 18.

14. Town Administrator Richard A. Villani reviewed correspondence outlining the interview process that was conducted to fill the Information Technology Director position. Mr. Villani stated that the position was advertised in the Boston Globe and the Beacon on April 1, 2014. Notice was also posted on both the Beacon and Town Websites. A total of twenty-two(22) individuals submitted applications. On Friday, May 2, and Monday, May 5, 2014, Robert Tremblay, School Superintendent, Christopher Morin and Carolos Lizarralde, members of the Technology Task Force Committee and Mr. Villani interviewed the following candidates:

Paul Blivess
Michael McEachern
Alan Graham
Louis Costa.

After a brief discussion, Mr. Buckley moved, seconded by Chairman DeBartolomeis: To approve the recommendation of Mr. Villani to appoint Alan Graham to the position of Director of Technology and to be placed at Grade 6/Step 5 with a starting salary of \$89,652.00 beginning on June 2, 2014, UNANIMOUS.

15. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To approve the request from Braking Aids Ride for a Permit To Obstruct for September 12, 2014, UNANIMOUS.

16. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To approve the request submitted by David Breen, CEO of Fun Zone Milford, LLC d/b/a Pinz to extend the hours of operation of his Common Victualler license from 10:00PM to 6AM on the following days: Friday,

May 23, 2014 and Friday, June 6, 2014, to allow the serving of food for several After-Prom/After-Graduation parties for local area schools, UNANIMOUS.

17. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To approve the request from the Milford Lions Club for a Permit To Obstruct to hang a banner from 169 – 171 to 208 Main Street from May 13, 2014 – June 13, 2014, UNANIMOUS.

18. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To approve the Memorial Day Parade scheduled for Monday, May 26, 2014, UNANIMOUS.

19. After reviewing correspondence from Town Administrator Villani regarding the vacant property at 104 East Main Street owned by Mr. Vincent Cuttone: It was the consensus of the Board to notify the owner of their concern relative to the condition of the property and to determine any definitive short and long term plans to lease, sell or develop the property.

20. After reviewing correspondence from the Attorney General's office, regarding OUI Last Drink Information, the Board requested that Town Administrator Villani inform the owners of the license establishments of the Board's concern and recommendation to continue to be vigilant.

21. INFORMATIONAL CORRESPONDENCE:

1. Milford Finance Committee, re: Minutes of April 9, 2014
2. Atty. General's Office, re: "Last Drink" OUI List 4th Quarter 2013
3. Atty. General's Office, re: "Last Drink" OUI List 1st Quarter 2014

22. Mr. Buckley moved, seconded by Chairman DeBartolomeis: To adjourn the Selectmen's meeting at 8:45PM, UNANIMOUS. ROLL CALL VOTE: Chairman DeBartolomeis and Selectman Buckley vote in the affirmative to go into Executive Session to discuss Collective Bargaining Issues for the Sewer Department and a Litigation Claim, UNANIMOUS.

Respectfully submitted:

MILFORD BOARD OF SELECTMEN

Jean M. DeTore
Minutes Recorder

Dino B. DeBartolomeis, Chairman

Brian W. Murray, Esq.

William D. Buckley