
MINUTES OF REGULAR SESSION – June 1, 2020
ROOM 03 – TOWN HALL
7:00 PM

PRESENT: Chairman William E. Kingkade, Jr., Selectmen William D. Buckley and Michael K. Walsh and Town Administrator Richard A. Villani.

Also present: Fire Chief Mark Nelson, Police Chief Michael Pighetti, Director of Public Health, Jackie Murphy, IT Director, Chris George, Town Counsel Charles D. Boddy, Jr.

Pursuant to Governor Baker's March 12, 2020 order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec 18, this meeting is being conducted via remote participation.

1. Chairman Buckley read the Governor's Order regarding the Open Meeting Law and remote participation.
2. Chairman William D. Buckley opened the meeting for re-organizational purposes. He then turned the meeting over to the Town Administrator for the election of a new Chairman. Mr. Buckley moved, seconded by Mr. Walsh: To appoint William E. Kingkade, Jr. as Chairman, UNANIMOUS.
3. Mr. Buckley moved, seconded by Mr. Walsh: To sign the warrant, UNANIMOUS.
4. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Regular Session Minutes of May 11, 2020 as submitted. UNANIMOUS.
5. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Regular Session Minutes of May 18, 2020 as submitted. UNANIMOUS.
6. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Executive Session Minutes of May 18, 2020 as submitted. UNANIMOUS. UNANIMOUS.
7. Attorney Michael Juster was present on behalf of Manning Food, LLC dba Sky Buffet to present an application for the transfer of an All-Alcohol Beverages License. Chairman Buckley opened the Hearing. Also present was Ms. Lu and Yan Ru Tong from Manning Food, LLC. No one from the public called in or attended the meeting. Mr. Buckley moved, seconded by Mr. Walsh: To approve the transfer of the All Alcohol Beverage License and Common Victualler License to Manning Food, LLC d/b/a Sky Buffet. UNANIMOUS.

8. Police Chief Mike Pighetti, Fire Chief Touhey, Deputy Fire Chief Nelson and Director of Public Health Jackie Murphy were present to update the Board on the COVID19 virus. Police Chief Michael Pighetti said he recommends keeping the Louisa Lake Parking lot closed. He still gets complaints regarding the face mask order and social distancing, but he has no real concerns. Compliance for the most part has been good. The Parks Commission is working to open grass fields pursuant to the Governor's Order. Calls for Police services are rising, but he feels it is more due to the weather. Fire Chief Nelson has been informed by MEMA that hospitalizations for COVID 19 patients is decreasing. MEMA has discontinued regularly scheduled Conference Calls. MEMA has tested KN 95 Masks and issued a report on the different types of masks. FEMA has received 10,627 noncontact infrared thermometers. Milford Regional has reported an 8% decrease in COVID 19 patients. There are no patients on ventilators or in ICU. They are still making gowns. They have removed 160 household addresses from Public Safety List. There are currently 105 households on the List. The Fire Department and EMS are all healthy. They are still accommodating Parade requests for birthdays. Public Health Director Murphy said she is preparing informational packets to assist business to reopen. Phase I of the Governor's Plan has limited re-openings. Phase II should hopefully begin soon. She is getting guidance on reopening summer camps, salons and barber shops. She is awaiting guidance on outdoor seating for restaurants. Long Term Care facilities will have an option to enter into "Closed Pod" Agreements. This will allow them to work with State and Local Governments to vaccinate their residents as a priority, should a vaccine become available. IT Director, Chris George said we will have ample PPE for the Election and Town Meeting. Town Administrator Villani said we are developing a Plan to reopen Town Hall to employees and the public. We will follow State and Federal guidelines, mandates and executive orders required to reopen Town Hall to the public. Our focus is on the health and safety of the employees and residents. The first step is to reacclimate the full workforce, though nearly all have been continuing to work some hours in the building and from home. New requirements limit us to 25% capacity during this phase. Focus areas as we move forward include: Employee training: required for all employees before we open. Sourcing PPE for all employees. We need an adequate supply of gloves, masks and hand sanitizer. Capacity limitations: we will require building entry to lower level on the Court St. side of the building. All who enter must check in at the desk. Most departments will require appointments scheduled in advance. We must continue with the mandate of "less than 10" people meeting at one time. We also will continue to comply with Social Distancing Requirements. All office space has been evaluated and changes made where necessary including the installation of Plexi glass partitions and teller windows. Contact Tracing is required. Anyone who enters the Town Hall must sign in (includes employees) to facilitate contact tracing, should it be required in the future. The information will be locked in the HR room to protect the privacy of all who register. Cleaning Protocol - Enhanced cleaning protocols have been put in place for all buildings. We are trying to open Town Hall to employees on June 15th and to the public on June 22, 2020. The Task Force members

along with Facilities Director, Carlos Benjamin, Town Moderator Mike Noferi and Town Counsel Charles Boddy met at the MHS Auditorium to plan for the Annual Town Meeting to be held on June 29th. We will be presenting a Plan to the Selectmen to safely hold Town Meeting. This will include safely entering and exiting the School and complying with required Social Distancing. Due to the COVID 19 pandemic, Town Counsel, Finance Director and myself are recommending a reduced number of Articles for this Meeting. We will present the pared down Warrant to the Selectmen tonight which will include only 14 Articles. This is following the State recommendation to try to limit the length of Town Meeting. The Town Meeting Study and Improvement Committee has voted to cancel the Annual Town Meeting Forum due to COVID 19.

- 9.** Director Murphy said she measured the seats at the auditorium for social distancing. It has AC. Towns are holding Town Meetings both inside and outdoors. Chief Pighetti said he is confident we can resolve any issues in holding the Town Meeting. The concern is maintaining social distancing and safely entering and exiting the people. Chief Nelson they will make sure we have a Plan in case of emergency. IT Director George said he is working to find an Audio-Visual Company to do closed circuit monitoring at Town Meeting.
- 10.** Mr. Buckley said it is great news regarding decreasing COVID 19 cases at the hospital and the decrease of COVID 19 residences. He thanked all the members of the Task Force. He commented on the very creative solutions to hold the Town Meeting. Selectman Walsh also thanked the Task Force members for coming together as a group and for their work to prepare for Town Meeting. Chairman Kingkade thanked the Task Force and stated he has heard from restaurant owners that Director Murphy has been very accessible and helpful. Town Counsel Boddy said if we do not get a quorum at Town Meeting, the Town Moderator can continue the meeting into July and the Town can continue to provide all Town services.
- 11.** Police Chief Pighetti was present to discuss creating a K-9 Unit. This will consist of a K-9 dog and a handler. It will be paid for through a noncompetitive grant, which if awarded, will provide funding for up to 5 years. Mr. Buckley said he whole heartedly supports this idea as it will assist in locating lost children, dementia individuals and help keep drugs out of Milford. Mr. Walsh also is in favor of the K-9 Unit and said it was successful in the past. He asked if the Town would need to purchase a new vehicle and was informed by the Chief that he will retrofit an existing vehicle. Mr. Buckley moved, seconded by Mr. Walsh: To authorize the Police Chief to complete the required Grant forms for the creation of a K-9 Unit. UNANIMOUS.

12. TOWN ADMINISTRATOR'S REPORT – June 1, 2020

A. **ROUTE 16 TIP PROJECT**- On May 15, 2020 a tele-conference was held between MassDOT Highway Director Barry Lorion and Milford Regional Medical Center representatives and it was decided that the Project can begin on June 1st. A meeting at the Milford Regional Medical Center was held on May 18th to discuss the Project. The meeting included Representatives from Milford Regional, MassDOT, the General Contractor, Representative Brian Murray, Police Chief Michael Pighetti, Highway Surveyor, Scott Crisafulli and me. We will be receiving updates as the Project progresses.

B. **ADA PROJECTS**- I am happy to report that we have completed the reconstruction of the handicap accessible ramp at Town Hall. I want to thank Town Engineer, Mike Dean and Facilities Director Carlos Benjamin for their oversight of this project. As the board knows, this Project was completed with the use of a Grant. We will also be repaving the Parking Lot to complete the Project. In addition, we have also completed the renovation of all bathrooms at Town Hall to make them fully handicapped accessible. Again, I want to thank Carlos for his overseeing this Project.

C. **MILFORD WATER COMPANY HYDRANT FLUSHING PROGRAM** - The Water Company informed me their hydrant flushing program began on May 26th. Flushing is scheduled at night between 8:00 PM and 6:00 AM and will continue through July. If a resident has any questions regarding the hydrant flushing, they should contact the Water Company at 508-473-5110 or check their website.

- 13.** The Board next discussed the Annual Town Meeting Warrant. The Town Administrator reviewed a condensed Warrant consisting of 14 Articles which is being recommended by the Finance Director, Town Counsel and him. Mr. Buckley moved, seconded by Mr. Walsh: To approve the condensed Warrant consisting of 14 Articles. The Board asked the Town Administrator to contact the proponents of the Citizen Petition to ask them if they would agree to pass over their articles.
- 14.** Mr. Buckley moved, seconded by Mr. Walsh: To accept with regret the resignation of Susan Salamone from the Milford Youth Commission. UNANIMOUS.
- 15.** Mr. Buckley moved, seconded by Mr. Walsh: To appoint Michelle Stokes to the Milford Youth Commission. UNANIMOUS. Mr. Buckley requested that the HR Director work on a process to onboard new hires.
- 16.** Mr. Walsh informed the Board there is a “for sale” sign on the old Gibbs Gas Station.
- 17.** The Board reviewed a letter from the War Memorial Revitalization Committee regarding a mural to be painted on the backside storefront of Gail’s Hair Salon in Calzone Park. Mr.

Buckley moved, seconded by Mr. Walsh: To support the painting of the mural.
UNANIMOUS.

18. The Board reviewed a letter from Fire Chief Mark Nelson appointing Michael J. DeTore as Deputy Fire Chief.

19. The Board reviewed a letter from State Representative Brian Murray in response to the Board's letter dated May 13, 2020 regarding the proposed Gas Tax Increase.

20. INFORMATIONAL CORRESPONDENCE - NONE

21. Mr. Buckley moved, seconded by Mr. Walsh: To adjourn the Selectmen's meeting at 8:24 PM, UNANIMOUS. ROLL CALL VOTE: Chairman William E. Kingkade, Jr., Selectmen William D. Buckley and Selectmen Michael K. Walsh all vote in the affirmative to go into Executive Session to meet with Town Counsel to discuss a MACE claim.

Richard A. Villani
Minutes Recorder

William E. Kingkade, Jr. Chairman

William D. Buckley

Michael K. Walsh