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**MINUTES OF REGULAR SESSION – June 8, 2020**  
**ROOM 03 – TOWN HALL**  
**7:00 PM**

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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, IT Director, Chris George, Town Counsel Charles D. Boddy, Jr.

1. Mr. Kingkade had a moment of silence for former Police Chief Vincent Liberto who passed away.
2. As Mr. Buckley was attending his last Selectmen Meeting, Mr. Kingkade thanked Selectman Buckley for his 18 years of service to the Town of Milford. He also thanked him for his guidance over the years. Mr. Walsh also thanked Bill for his service and his leadership on the COVID 19 Task Force. Town Administrator Villani said he appreciated that he and Bill could speak candidly with each other over the past 7 years. State Representative Murray also thanked Bill and said they worked on many serious issues together. He said Bill made him a better Selectman. Senator Ryan Fattman congratulated Bill on his years of service and thanked him for his guidance. They had a good working relationship. Both Senator Fattman and Representative Murray presented Citations to Mr. Buckley. Mr. Buckley said he worked with many talented people, which included Selectmen and Department Heads. He also thanked his family. The Board took a break for a photo. The Board returned the meeting at 7:33 PM.
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 June 1, 2020 as submitted. UNANIMOUS.
5. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Executive Session Minutes of June 1, 2020 as submitted. UNANIMOUS. UNANIMOUS.
6. Attorney Andrew Upton and Michael Kasiris representing Milford Hospitality, LLC dba Rail Trail Flatbread Company were before the Board to present an application for the transfer of an All-Alcohol Beverages License. Chairman Kingkade opened the Hearing. No one from the public called in or attended the meeting. They are also seeking a Change of Location to open a family style restaurant at 221 Main Street. Mr. Buckley moved, seconded by Mr.

Walsh: To approve the transfer of the All Alcohol Beverage License and Common Victualler License and the Change of Location. UNANIMOUS.

7. A Public Hearing was held at the request of National Grid and Verizon New England, Inc. regarding Plan #29073845 for Industrial Road to install a new pole to supply primary power to new stand alone Solar DG at 1 Industrial Road. Mr. Robert Fraser representing National Grid was present. Mr. Buckley moved, seconded by Mr. Walsh: To approve the above Plan as submitted, UNANIMOUS.
  
8. Fire Chief Mark Nelson and Town Counsel Charles Boddy were present to update the Board on the COVID 19 virus. Town Administrator Villani read a report from Police Chief Michael Pighetti. He said that calls for service are up, but he is not concerned. Residents are following the Governor's Orders and compliance has been great. Louisa Lake lot is still closed. The Gathering on Sunday was peaceful and well attended. People did wear masks, but they did not social distance. Police Personnel are back to work and healthy. The Town Administrator also read a report from Director of Public Health Jackie Murphy who said the BOH sent out all of the agreements for long term care facilities and have heard back from a few interested parties. Our cases continue to decline, for which we are thankful and credit our conscientious community members. The BOH is working actively to help all the businesses in town reopen in accordance with the guidelines. We also are ensuring they stay within those boundaries to help all of us continue on the reopening trajectory. In just the past week, we went to over 20 establishments of different types to help guide reopening and correct conditions that do not serve to protect the public's health. IT Director Chris George said he does not believe a Virtual Town Meeting is the best option. He checked with other Towns who did a virtual Town Meeting and was informed they would not have a virtual Town Meeting if they had the choice again. He has solicited bids from three AV Companies for two way video and audio at our June 29<sup>th</sup> Town Meeting. He has received 2 bids. Fire Chief Nelson has not received any new information from MEMA as they are winding down. Milford Regional is scaling back and is in good shape. Fire Department PPE is sufficient. They are awaiting an order of gowns. There are less than 80 household addresses on the Public Safety List. They are resuming commercial and residential inspections. Town Administrator Villani said the Town has incurred almost \$124,000.00 in COVID 19 expenses to date. The Town Election will be held on June 16<sup>th</sup>. We are ready to hold the election and have sufficient PPE supplies. We are still planning to reopen Town Hall to the public on June 22<sup>nd</sup>. We are still emphasizing the public schedule appointments with Town Departments and use the drop box. There will be only 2 entrances open on the Court Street side of the building. We will require social distancing and the wearing of masks, unless exempt. We have trained employees and have cleaning protocols in place. The Annual Town Meeting is scheduled for June 29<sup>th</sup> at the MHS auditorium as recommended by the Task Force, Board of Selectmen and Town Moderator.

We are confident it will be safe. Town Counsel Boddy said great efforts are being made to hold Town Meeting and to ensure the public's safety. If we were to have a virtual Town Meeting, we are concerned about technology gaps. We have put resources together to hold it at the High School Auditorium. Mr. Kingkade said he is confident holding the Town Meeting at the Auditorium is the way to go. Mr. Buckley applauded the Task Force members and Town Moderator regarding creating a safe environment to hold Town Meeting at the MHS auditorium. He commented that Parks and restaurants are beginning to open. He believes it is time to open the Louisa Lake parking lot. Mr. Buckley moved, seconded by Mr. Walsh: To open up the Louisa Lake Parking lot to the public. UNANIMOUS. Mr. Walsh said it is great news that COVID 19 is trending down. He thanked the Task Force, Board of Selectmen and Department Heads for their efforts regarding Town Meeting.

#### **9. TOWN ADMINISTRATOR'S REPORT – June 8, 2020**

A. Youth Center Dance Floor – Jen Ward, Youth Center Director announced that Dance room is fully completed, including the installation of a dehumidification and air control system. The Center now has a fully functioning and state of the art dance room. Consigli Construction sent a two-man crew to the Center to install flooring for the dance and exercise room! John Leofanti and John McDonough completed over 75 hours of donated labor to install the flooring. Benjamin Moore of Milford, donated the paint and labor to paint the walls. We need to also thank E5 Builders LLC who won the bid for the project and the Architect, Matt Holmes of MJH Architects for his hard work on the project.

B. Milford TV- Liz Harkins, Executive Director of Milford TV informed me she is making it a priority to draw light to how Milford TV and the Town can better collaborate and streamline the flow of information and reinforce that Milford TV is resource for Milford information. She has developed a Social Media and Marketing Internship Program. They are creating a database of organizations and contacts who would like to be involved. They have a list of 12 organizations and the list is growing. Their interns follow up daily/weekly with these organizations and Liz to obtain any town wide information. Events, noteworthy dates, times and resources are then filtered to Liz and then to Milford TV staff for publication. They have designated their college intern to town related needs. The intern, Kaitlyn, is collaborating with IT Director Chris George and collaborated on a process. They will keep Milford up to date and well informed.

**10.** Mr. Buckley said the Task Force may want to plan a retrospective review of the COVID 19 Planning as to what did and did not work.

- 11.** Manager Robert DeDominick, Powerless, Inc. d/b/a The Tradesman, 284 West Street was present requesting approval for a two day all alcohol and entertainment license and a two day Entertainment License for the Labor Day Festival to be held on September 5 and 6, 2020. Mr. DeDominick stated that he will be meeting with Police Chief Mike Pighetti to discuss Crowd Control; Identification Verification; Parking; Parking Restrictions; Ingress and Egress; Music and Noise complaints. He will also meet with Deputy Fire Chief Mark Nelson. After a brief discussion: Mr. Buckley moved, seconded by Mr. Walsh: To approve the request for a Two-Day Entertainment License for September 5 and 6, 2020 11 AM to 11:00PM, UNANIMOUS. Mr. Buckley also moved, seconded by Mr. Walsh: To approve the request for a Two-Day All-Alcohol license for September 5 and 6, 2020 from 11 AM to 11:00PM. UNANIMOUS.
- 12.** Mr. Kingkade read a Memo from Town Administrator Villani recommending the appointment of Chris George to the position of IT Director. Mr. Buckley moved, seconded by Mr. Walsh: Pursuant to the provisions of Section 3.8 of the Milford Personnel By-Laws, and in anticipation of formal action at the Town Meeting to establish new positions and new classes of positions, to appoint Christopher George to the position of Information Technology Director, conditioned upon such subsequent action and/or ratification by Town Meeting. UNANIMOUS.
- 13.** Mr. Kingkade read the following: The Board of Selectmen did not have the following item on their posted Agenda for tonight's meeting. Because there is pending legislation, and the Governor issued a recent Executive Order authorizing outside liquor sales, and it was not reasonably anticipated by the Chair more than 48 hours before the meeting. The Board will vote whether to take this matter up, on an emergency basis, a measure compromising a special emergency involving the peace, health, safety, and convenience of the people of the Town of Milford, which is not expected to be controversial. Mr. Buckley moved, seconded by Mr. Walsh to discuss the issue of outside liquor sales as an emergency item. UNANIMOUS. Mr. Buckley cautioned businesses to be aware of noise, music and light issues. Mr. Buckley moved, seconded by Mr. Walsh: Pursuant to the executive authority granted to the Board of Selectmen by Governor Baker's June 1, 2020 Executive Order entitled, "Order Clarifying the Progression of the Commonwealth's Phased Workplace Re-Opening Plan and Authorizing Certain Reopening Preparations at Phase II Workplaces", as follows: To authorize Town Administrator, Richard A. Villani, to conduct all necessary hearings and exercise his discretion to review and approve on behalf of the Board of Selectmen, any and all applications for outdoor restaurant seating, and any and all applications to amend or extend existing liquor licenses for the sale and consumption on the premises, conditioned upon the filing of a completed application, the outside premises being fenced or cordoned off, adequately supervised, having at least 50 % of the perimeter of any covered dining space open and unobstructed by any form of siding or barriers at all times, and otherwise operated in conformance with the guidelines set forth by the

Massachusetts Alcohol Beverage Control Commission and the social distancing and other Massachusetts Department of Public Health. UNANIMOUS.

**14.** Mr. Buckley moved, seconded by Mr. Walsh: To accept with regret the resignation of Dennis B. Carroll from the Personnel Board. UNANIMOUS. Mr. Buckley moved, seconded by Mr. Walsh: To Appoint Jodie Nosiglia to the Personnel Board. UNANIMOUS.

**15.** Mr. Kingkade acknowledged the success of the Peaceful Remembrance held at Town Park on Sunday. He received “glowing remarks” about the organizers and participants at the event. He thanked Police and Fire personnel. Mr. Buckley said he received correspondence regarding “one single incident” at the event which he sent to the Police Chief.

**16. INFORMATIONAL CORRESPONDENCE - NONE**

**17.** Mr. Buckley moved, seconded by Mr. Walsh: To adjourn the Selectmen’s meeting at 8:57 PM, UNANIMOUS.

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Richard A. Villani  
Minutes Recorder

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William E. Kingkade, Jr. Chairman

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William D. Buckley

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Michael K. Walsh