

MINUTES OF REGULAR SESSION –MARCH 12, 2018

ROOM 03 – TOWN HALL

7:00PM

PRESENT: Chairman William E. Kingkade Jr.; Selectmen William D. Buckley and Michael K. Walsh; Town Administrator Richard A. Villani; and Minutes Recorder Jean M. DeTore.

1. Mr. Buckley moved, seconded by Mr. Walsh: To sign the warrant, UNANIMOUS.
2. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Minutes of February 26, 2018 as submitted, UNANIMOUS.
3. **Invitation to Speak** - None
4. John Fernandes, Attorney for Sira Naturals, Inc. and Michael Dundas, Chief Executive Officer were present to review a draft Community Host Agreement between the town and Sira Naturals, Inc. Attorney Fernandes stated that the applicant shall contribute to the Town an amount that is equal to \$250,000 each year throughout the term of this Agreement. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Host Agreement as presented, UNANIMOUS.
5. **TOWN ADMINISTRATOR'S REPORT**
  1. Town Counsel Search- As the Board knows, we received eleven (11) Letters of Intent and resumes from individuals and/or Law Firms interested in the Town Counsel position. Attorneys Laura Mann and Jed Nosal reviewed the applications and selected five (5) candidates to be interviewed. The interviews were held on March 7, 2018. They have been forwarded to the Board the names of three (3) candidates they feel are qualified for the position. The Board needs to schedule the final interviews.
  2. Middle School East Sale Update – I have forwarded a Purchase and Sale Agreement to the Attorney for the purchaser of the Middle School East building, Lobisser Corporation. They have approved the Agreement which will now be signed by the parties. We are on track to complete the transaction as per the guidelines in the Request for Proposals. We will be looking to schedule a closing date in April.
6. Chairman Kingkade requested that Town Administrator Villani send a letter to Attorney Laura Mann thanking her for serving on the Town Counsel search committee.
7. Mr. Buckley moved, seconded by Mr. Walsh: To authorize the Chairman, on behalf of the board, to sign the purchase and sale agreement for the former Middle School East building, UNANIMOUS.

8. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Annual Town Meeting warrant for May 14, 2018 as submitted, UNANIMOUS.

9. Mr. Walsh asked the board to reconsider their vote to auction the property at 23 Princeton Drive. He stated that the prior owner is able to pay the amount due to the town. After a brief discussion; Mr. Buckley moved, seconded by Mr. Walsh: To suspend the auction of the property located at 23 Princeton Drive scheduled for March 15, 2018, conditioned by a review from Town Counsel to determine if it can be suspended legally, UNANIMOUS.

10. Chairman Kingkade requested an update on the repairs to the Senior Center after the recent accident from a car that hit the building and the measures in place to secure the incident from re-occurring. Mr. Villani stated that he received a quote to repair the building and asked the Facilities Manager and Highway Surveyor to look into the possibility of placing boulders near the building to address immediate safety issues.

11. Mr. Buckley moved, seconded by Mr. Walsh: To approve the renewal of the following seasonal club licenses: Maspenock Road & Gun Club, Inc., 1 McGill Lane and Sons of Italy Dramatic & Sportsmen Club, Inc., 55 Depot Street, UNANIMOUS.

12. Mr. Buckley moved, seconded by Mr. Walsh: To approve the request of the Greenleaf Garden Club of Milford to hold their Annual Plant Sale on Saturday, May 19, 2018 from 8:00AM-12:00Noon, at the Kiwanis Park, UNANIMOUS.

13. Chairman Kingkade recognized Amie Sanborn from the Citizens for Milford requesting to hold the "Fourth Annual Beautification Day" on April 28, 2018. She informed the board that Health Agent Paul Mazzuchelli has obtained bags, vests and gloves that were donated and the prisoners from the county sheriff's office will also be helping to collect trash. She thanked the board for their support and looks forward to their help again this year. Ms. Sanborn also noted that Representative Murray will be there and she has also reached out to Senator Fattman.

14. After reviewing the proposed Zoning By-Law Amendment submitted by Lobisser Corporation regarding Middle School East; Mr. Buckley moved, seconded by Mr. Walsh: To remand the article to the Planning Board for review and public hearing, UNANIMOUS.

15. After reviewing the proposed Zoning By-Law Amendment submitted by Elizabeth A. Mainini, P.E. regarding Solar Energy Systems; Mr. Buckley moved, seconded by Mr. Walsh: To remand the article to the Planning Board for review and public hearing, UNANIMOUS.

16. Mr. Buckley moved, seconded by Mr. Walsh: To approve the request from Celebrate Milford for a One-Day Wine and Malt License for Saturday May 19, 2018 for 8:00AM-9:00PM, with a rain date of Sunday May 20, 2018, UNANIMOUS.

17. Mr. Buckley moved, seconded by Mr. Walsh: To approve the request from Celebrate Milford for a Permit To Obstruct for a Parade starting at 10:00AM on May 19, 2018 with a rain date of Sunday May 20, 2018, UNANIMOUS.
18. Mr. Buckley moved, seconded by Mr. Walsh: To approve the request from Celebrate Milford for a Permit To Obstruct to hang a banner from April 21, 2018 – May 21, 2018, UNANIMOUS.
19. Mr. Buckley moved, seconded by Mr. Walsh: To approve a One-Day Entertainment License requested by Celebrate Milford for Saturday May 19, 2018 for 10:00AM-8:00PM with a rain date of Sunday May 20 2018, UNANIMOUS.
20. Mr. Buckley moved, seconded by Mr. Walsh: To refer the February 26, 2018 Open Meeting Law Complaint by Sergeant James Heron to the Chair, Interim Town Counsel and the Town Administrator to respond to the complaint on the board's behalf, UNANIMOUS.
21. Town Administrator Villani provided the results of the request for quotes for the installation of an automatic door opener system at the Main entrance and three interior doorways at the Senior Center. He noted the following: In & Out Automatic Doors, 10 Wheeling Avenue, Woburn, MA 01801, \$10,000 and New School Services, Inc., 98 Hicks Avenue, Medford, MA, \$18,812.25. Mr. Buckley moved, seconded by Mr. Walsh: To award the contract to In & Out Automatic Doors in the amount of \$10,000, UNANIMOUS.
22. After reviewing a draft job description for a Human Resources Director provided by Town Administrator Villani; Mr. Buckley moved to approve the job description and allow Town Administrator Villani to forward to the Personnel Board for review. Mr. Walsh requested discussing the job description at the next meeting. Mr. Buckley **WITHDREW** his motion.
23. Town Administrator Villani provided a Timeline and Application Process as well as a Newspaper Ad for the Local Building Inspector position. Mr. Buckley moved, seconded by Mr. Walsh: To approve the Timeline and job description for the Local Building Inspector and confirm Personnel Board approval, UNANIMOUS.
24. After reviewing correspondence from Police Chief O'Loughlin requesting that the Board of Selectmen authorize Town Counsel Moody to represent the Police Department as Attorney for Firearms Licensing appeal in the Milford District Court on April 25, 2018; Mr. Buckley moved, seconded by Mr. Walsh: To approve the request, UNANIMOUS.
25. Mr. Buckley noted that as a result of the recent RAVE notification sent out in error last week of an Active Shooter in the Town Hall, in his opinion, there was not enough information provided and therefore he requested the following:

- Information on how the mistake was made
- Corrective actions put in place that will not allow the incident to happen again
- Develop a process should an inadvertent message be received

He also requested inviting Police Chief O'Loughlin to the next meeting to review his Special Operations initiative. Mr. Buckley also suggested informing the Finance Committee of the cost proposal and requested a placeholder for an article in the May 14, 2018 Annual Town Meeting Warrant.

26. Chairman Kingkade informed the board that he was notified by Express Cheer on Central Street requesting volunteer opportunities. He suggested that Town Administrator Villani contact Senior Center Director Sue Clark inquiring about any volunteer options with Senior Citizens.

27. Chairman Kingkade reviewed correspondence regarding drainage issues at Wendy's on Dilla Street and scheduled on site meeting with Town Engineer, Building Commissioner and Town Planner to discuss the need to properly dispose of water in the parking lot which is creating safety issues. The board also discussed the placing of barrier poles on Route 85 to prevent motor vehicles from trying to cross four (4) lanes of traffic.

**28. INFORMATIONAL CORRESPONDENCE - NONE**

29. Mr. Buckley moved, seconded by Mr. Walsh: To go into Executive Session at 7:58PM, UNANIMOUS. ROLL CALL VOTE: Chairman William E. Kingkade, Jr.; Selectmen William D. Buckley and Michael K. Walsh all vote in the affirmative to go into Executive Session to discuss the Water Rate Case, Litigation and Executive Session Minutes of October 24, 2017 and January 8, 2018 pursuant to G.L. c. 30A, §21(a)(2),(7) and §22(g)(2). Chairman Kingkade stated they will be returning to open session.

Respectfully submitted:

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Jean M. DeTore  
Minutes Recorder

MILFORD BOARD OF SELECTMEN

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William E. Kingkade, Jr., Chairman

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William D. Buckley

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Michael K. Walsh