

ANNUAL TOWN MEETING

May 20, 2019

Milford, Massachusetts

COMMONWEALTH OF MASSACHUSETTS

WORCESTER, SS:

To either Constable of the Town of Milford in said County,

GREETINGS:

In the name of the Commonwealth aforesaid, you are hereby required to notify and warn the Inhabitants of the Town of Milford, qualified by law to vote in Town Affairs, to meet in the Upper Hall of the Milford Town Hall, 52 Main Street, on the 20<sup>th</sup> day of May, 2019 A.D. at 7:00 P.M. and then and there to act upon the following articles:

**ARTICLE 1:** To hear and act upon reports of all Town Officers and Committees of the Town.

**ARTICLE 2:** To see if the Town will vote to amend the Wage and Salary Schedule of the Wage and Salary Administration Plan by establishing new position levels and salary levels, as recommended by the Personnel Board for the Fiscal Year beginning July 1, 2019, or take any other action in relation thereto.

<b>A LEVELS</b>	<b>POSITION LEVELS – SALARIED POSITIONS POSITION TITLE</b>
I	Assistant Town Counsel Community Development Director Local Building Inspector
II	Facilities Director Network Administrator Town Accountant* Benefits Coordinator Tax Collector* Town Treasurer* HR Director
III	IT Manager Highway Supervisor Senior Center Director Town Planner Assessor/Administrator Youth Center Director

Parks and Recreation Administrator  
 Police Lieutenant  
 Health Agent

IV Town Engineer  
 Director, Sewer Operations  
 Deputy Police Chief  
 Building Commissioner

V Town Counsel\*  
 Town Administrator\*  
 Police Chief\*  
 Fire Chief\*  
 Finance Director\*

\*denotes contract

**B COMPENSATION SCHEDULE – SALARIED POSITIONS**

STEP LEVELS:	I	II	III	IV	V
1	51,555	61,543	63,507	72,732	91,797
2	54,686	65,279	67,363	77,148	97,371
3	57,816	69,016	71,218	81,563	102,944
4	60,947	72,752	75,074	85,980	108,518
5	64,076	76,489	78,929	90,396	114,091
6	67,206	80,226	82,785	94,811	119,665
7	70,337	83,962	86,640	99,227	125,238
8	73,467	87,699	90,476	103,643	130,812

**B1 COMPENSATION SCHEDULE – “MAXED” SALARIED POSITIONS**

<u>LABOR GRADE</u>	<u>SALARY</u>	<u>POSITION TITLE</u>	<u>EMPLOYEE NAME</u>
III	93,208	Town Planner	Larry Dunkin
III	92,285	Assessor/Admin.	Jennifer Sclar

Any employee whose base rate of pay effective as of June 30, 2019 exceeds the maximum pay authorized for his/her Level set forth above shall continue to receive his/her current rate of pay for fiscal year 2020, but increased by a factor of two and a half (2.5%) percent.

**C                    POSITION LEVELS – HOURLY RATED POSITIONS**

LEVELS            POSITION TITLE

I                    Clerk, Community Development PT/FT  
Clerk/Receptionist, Senior Center  
Jr. Building Custodian  
Legal Secretary  
Planning Assistant  
Van Driver/Senior Center  
Volunteer Services Coordinator/Senior Center  
Program Coordinator, Youth Center FT

II                    Admin. Services Coordinator  
Admin. Asst. to Town Administrator  
Asst. Animal Control Officer  
Admin. Asst. to Senior Center Director  
Asst. Director, Youth Center  
Asst. Zoning Enforcement Officer PT/FT  
Asst. to Fire Chief  
Asst. to Police Chief  
Client Services Coordinator/Senior Center PT  
Deputy Wiring Inspector  
Deputy Plumbing/Gas Inspector  
Dispatcher PT  
Health Inspector FT  
Health Inspector PT  
Lister/Data Collector  
Local Building Inspector PT  
Outreach Coordinator/Senior Center PT  
Paralegal/Legal Assistant  
Plumbing/Gas Inspector  
Program Coordinator/Community Development PT/FT  
Program Coordinator/Senior Center PT  
Property Rehab. Specialist/Community Development PT  
Senior Custodian  
Technology Support Technician  
Transportation Coordinator/Senior Center  
Wiring Inspector

III                    Animal Control Officer  
Asst. Town Accountant  
Asst. Town Treasurer  
Financial Analyst PT  
Maintenance Supervisor

**D COMPENSATION SCHEDULE – HOURLY RATED POSITIONS**

STEP LEVELS:	<u>I</u>	<u>II</u>	<u>III</u>
1	17.79	22.23	23.37
2	18.76	23.43	24.63
3	19.72	24.64	25.89
4	20.69	25.84	27.15
5	21.65	27.05	28.41
6	22.61	28.25	29.67
7	23.58	29.45	30.93
8	24.53	30.66	32.20

**D1 COMPENSATION SCHEDULE – “MAXED” HOURLY RATED POSITIONS**

<u>LABOR GRADE</u>	<u>HOURLY SALARY</u>	<u>POSITION TITLE</u>	<u>EMPLOYEE NAME</u>
I	25.27	Jr. Building Custodian	Paul Boisclair
I	25.27	Jr. Building Custodian	Burton Cormier
I	25.27	Jr. Building Custodian	Domingos Pinto
I	25.02	Jr. Building Custodian	Lester Simmons
I	25.02	Recept. Clerk/Sr. Ctr. PT	Claudia Cormier
II	31.27	Lister/Data Collector	Rebecca Alger
II	31.27	Health Inspector PT	Dave Denlinger
II	31.27	Health Inspector	Steve Garabedian
II	31.27	Health Inspector	Lisa Tamagni
II	31.27	Paralegal/Legal Asst.	Melissa Tomas
II	31.27	Plumbing/Gas Inspector	Joseph Zacchilli
II	31.27	Wiring Inspector	Michael Mancini
III	32.84	Asst. Town Treasurer	Janet Ferreira

<b>E</b>	<b>HOURLY NON-RATED POSITIONS</b>	<b>PER HOUR</b>
	Assistant Pool Manager PT	17.39
	Call Firefighter \$100 Stipend (plus)	14.69
	Cemetery Groundskeeper	18.43
	Cemetery Working Foreman	25.39
	Clerk of Works/Senior Center PT (temporary)	27.76
	Clerks/Seasonal – All Departments	18.43
	Clerks/Substitute – All Departments	18.43
	Dental Health Specialist	18.43
	Highway Seasonal Heavy Equipment Operator	29.15
	Highway Seasonal Light Equipment Operator	25.25
	Laborers/Seasonal PT: Parks, Cemetery, Other	12.00
	Laborers/PPT: Parks, Cemetery, Etc.	18.43
	Matrons/Police	18.43
	Milford Youth Center: Activities Supervisor PT	12.00
	Milford Youth Center: Activities Facilitator PT	13.05
	Milford Youth Center Concession Equipment Monitor PT	12.00
	Milford Youth Center: Front Desk Monitor PT	12.00
	Milford Youth Center: Health Coordinator PT	21.19
	Milford Youth Center: Program Coordinator PT	19.59

Milford Youth Center: Program Facilitator PT	13.05
Milford Youth Center: Seasonal Camp Counselor	12.00
Milford Youth Center: Summer Camp Counselor	17.77
Mosquito Spray Applicator/Control	17.78
Pool Lifeguard PT	15.71
Pool Manager PT	18.78
School Nurse PT	19.80
Soil Testing Assistant	16.37
Student Police Officer	24.09
Transfer Station Attendant	17.78
Transfer Station Supervisor	18.43
Veterans Agent	36.94

<b>F</b>	<b>MISCELLANEOUS POSITIONS</b>	<b>ANNUAL</b>
	Assistant Health Agent PT	8056
	Board of Health Physician PT	7047
	Burial Agent	1110
	Board of Registrars Chairperson	2912
	Board of Registrars Members PT (2)	2330
	Fair Housing Director PT	2217
	Foreign Language Translator	602
	Inspector of Animals	2581
	Municipal Hearings Officer	2996
	Pest Control Officer PT	3492
	Sealer of Weights and Measures	8939

<b>G</b>	<b>ELECTION WORKERS</b>	<b>STIPEND</b>
	Wardens and Clerks	209
	Deputies	183
	Checkers Full Day	157
	Checkers ½ Day	105
	Election Custodian (per election)	172

<b>H</b>	<b>CLERKS, VARIOUS BOARDS AND COMMITTEES (PT)</b>	<b>ANNUAL</b>
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**Level**

1	Ad Hoc Clerk	\$2,050
1	Minutes Recorder/Industrial Development Committee	\$2,050
1	Minutes Recorder/Library Board of Trustees	\$2,050
1	Minutes Recorder/Commission on Disability	\$2,050
1	Minutes Recorder/Board of Selectmen	\$2,050
2	Clerk, Planning Board	\$4,100
2	Clerk, Conservation Commission	\$4,100
2	Clerk, Board of Health	\$4,100
2	Clerk, Zoning Board of Appeals	\$4,100
2	Clerk, Vernon Grove Cemetery Trustees	\$4,100
3	Clerk, Finance Committee	\$6,150

3	Clerk, Personnel Board	\$6,150
3	Clerk, Park Commission	\$6,150

PT: Part Time, FT: Full Time, PPT: Permanent Part Time

Any Clerk whose rate of pay effective as of June 30, 2019 exceeds the pay authorized for his/her position set forth above shall continue to receive his/her current rate of pay for fiscal year 2020, but increased by a factor of 2.5%.

Any employee hired on or after 7/1/2016 will have an anniversary/step date of their date of hire. Employees hired before 7/1/2016 will have their step date as July 1 of each year.

(Personnel Board)

**ARTICLE 3:** To see if the Town will vote to fix the salary and compensation of all elected officers of the Town, as provided by Section 108 of Chapter 41 of the General Laws, as follows:

	<b>FY 20</b>
Town Clerk	\$86,426.00
Assessor (Chairman)	\$ 8,161.00
Assessor (Members)	\$ 7,314.00
Highway Surveyor	\$101,458.00
Tree Warden	\$ 7,044.00
Selectmen (Chairman)	\$ 9,300.00
Selectmen (Members)	\$ 8,263.00
Vernon Grove (Trustees (Clerk)	\$ 3,957.00
Board of Health (Chairman)	\$ 2,663.00
Board of Health (Members)	\$ 2,327.00
Sewer Commissioner (Chairman)	\$ 2,663.00
Sewer Commissioner (Members)	\$ 2,327.00
Park Commissioner (Chairman)	\$ 2,663.00
Park Commissioner (Members)	\$ 2,327.00
Planning Board (Chairman)	\$ 2,663.00
Planning Board (Members)	\$ 2,327.00
Moderator	\$ 2,559.00

(Board of Selectmen)

**ARTICLE 4:** To see if the Town will vote to raise and appropriate such sum or sums of money as may be necessary to defray expenses for the financial year beginning July 1, 2019, or take any other action in relation thereto.

(Board of Selectmen)

**ARTICLE 5:** To see if the Town will vote as follows to enact certain measures as set forth herein which are presented each year to the Annual Town Meeting:

- A. That the Town vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2019 in accordance with the provisions of General Laws, Chapter 44, Section 4 and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17, and
- B. That the Town vote to authorize the Board of Selectmen to take charge of all legal proceedings for or against the Town, and
- C. That the Town vote to authorize the Board of Selectmen to expend from funds received by the Town as fines for parking violations during Fiscal Year 2020, such sum or sums of money as are necessary to pay the costs and expenses of collecting such fines and otherwise complying with the provisions of Section 20A of Chapter 90 of the General Laws during said fiscal year, and
- D. That the Town vote to authorize the Town Treasurer and/or Tax Collector to enter into a compensating balance agreement or agreements for Fiscal Year 2020 pursuant to Chapter 44, Section 53F of the General Laws, and
- E. That the Town vote for Fiscal Year 2020, to authorize any and all departments to utilize, without further appropriation, any amounts received from insurance companies or other third parties as damages or payment for damage to any Town-owned property, for the purpose of repairing or replacing such property, or, as deemed appropriate by the Board of Selectmen, directly depositing such funds to the Municipal Building & Property Insurance Fund established by vote under Article 45 of the June 11, 1990 Annual Town Meeting, and
- F. That the Town vote to authorize all persons, boards or agencies of the Town otherwise authorized to contract for or on behalf of the Town, during Fiscal Year 2020 to enter into such contracts or agreements for up to five years, except in the case of contracts or agreements dealing with real estate which may be for up to ten years, and
- G. That the Town vote to authorize the Town Treasurer to accept deeds in lieu of foreclosure, pursuant to Chapter 60, Section 77C of the Massachusetts General Laws, or take any other action in relation thereto.

(Board of Selectmen/Town Treasurer)

**ARTICLE 6:** To see if the Town will vote to transfer a sum of money, consistent with the funds raised from vending machines in the Milford School District, to be spent under the jurisdiction of the School Committee for the purposes of Student Activities not funded in the School Department budget, or take any other action in relation thereto.

(School Committee)

**ARTICLE 7:** To see if the Town will vote to authorize the expenditure of the available balance in Fund 2696, Comcast Verizon-PEG access, to be spent under the jurisdiction of the School Committee for the purposes of performing upgrades in accordance with the PEG Access Agreements, or take any other action in relation thereto.

(School Committee)

**ARTICLE 8:** To see if the Town will vote, pursuant to General Laws Chapter 60, Section 62A, to adopt a new Article 40 of the General By-Laws, "Tax Title Payment Agreements", as follows:

The Town Treasurer is authorized to enter into payment agreements between the treasurer and persons entitled to redeem parcels in tax title. Such agreements shall be for a term of 3 years, and may not waive any interest that has accrued on the amount of the tax title account. All such agreements shall be uniform for each class of tax titles. Any such agreement must require a minimum payment at the inception of the agreement of 25 per-cent of the amount needed to redeem the parcel. During the term of the agreement the treasurer may not bring an action to foreclose the tax title unless payments are not made in accordance with the schedule set out in the agreement or timely payments are not made on other amounts due to the town that are a lien on the same parcel.

or take any other action in relation thereto.

(Town Treasurer/Town Counsel)

**ARTICLE 9:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money not to exceed \$60,000 to be spent under the jurisdiction of the Fire Chief for the purpose of purchasing and equipping a new staff car, or take any other action in relation thereto.

(Fire Chief)

**ARTICLE 10:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money not to exceed \$43,000 to be spent under the jurisdiction of the Parks Commission for the purpose of purchasing a 2019 XL 350-4wd truck, or take any other action in relation thereto.

(Parks Commission)



**ARTICLE 11:** To see if the Town will vote to increase the membership of the Board of Selectmen from three (3) to five (5) members; and further, that the vote under this article shall not take effect unless the following question is submitted to the registered voters for acceptance, which question shall be printed on the official ballot to be used at the next Town election: "Shall the Town vote to approve the action of the representative Town Meeting in increasing the membership of the Board of Selectmen from three (3) members to five (5) members?" If a majority of the voters voting on the question shall vote in the affirmative, then the membership of the Board of Selectmen shall be increased, as aforesaid, at the next annual Town election held not less than thirty (30) days after the election at which the increase is voted. At that annual Town election, the Town shall choose by ballot the two (2) additional members of the Board of Selectmen, one (1) for a three (3) year term, and the other for a two (2) year term. Thereafter as each term expires, the Town shall choose by ballot a successor member for a three (3) year term. If, however, the majority of the voters shall vote in the negative on the above question, then this vote of the Town Meeting shall be null and void, or take any other action in relation thereto.

(Michael Soares et al.)

**ARTICLE 12:** To see if the Town will vote to accept the provisions of Section 9D ½ of Chapter 32B of the General Laws by which acceptance the Town will be authorized to contribute the same percentage toward a surviving spouse's health insurance as was paid prior to the death of an employee or retiree, which question shall be printed on the official ballot to be used at the next Town election: "Shall the Town in addition to the payment of fifty percent of premium costs payable by the surviving spouse of an employee or retired employee for group general or blanket hospital, surgical, medical and other health insurance pay an additional or subsidiary rate?" If, however, the majority of the voters shall vote in the negative on the above question, then this vote of the Town Meeting shall be null and void, or take any other action in relation thereto.

(Board of Selectmen/Insurance Advisory Committee)

**ARTICLE 13:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be added to those sums previously appropriated to be utilized for the legal, engineering or other expert consulting services necessary to effectuate the final acquisition, and transfer, of the Milford Water Company and its assets to the Town of Milford, or take any other or take any other action in relation thereto.

(Board of Selectmen)

**ARTICLE 14:** To see if the Town will vote to authorize the Board of Selectmen to seek special legislation which special legislation would amend Chapter 76 of the Acts of 1982, creating the Milford Geriatric Authority, so as to eliminate the requirement for the Geriatric Authority to make payments to the Town of Milford "in lieu of taxes", and which legislation would provide, substantially as follows:

Section 1. Chapter 76 of the Acts of 1982 is hereby amended by striking Section 10B therefrom and inserting in place "thereof" a new Section 10B which will provide in full as

follows: The Town shall not assess any tax upon the Geriatric Authority or Geriatric System or part thereof, or upon the income therefrom.

Section 2. This act shall take effect upon its passage.

or take any action in relation thereto.

(Geriatric Authority)

**ARTICLE 15:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized under the jurisdiction of the Board of Selectmen for police chief services pending the filling of the vacancy in the office of Police Chief, or take any other action in relation thereto.

(Board of Selectmen)

**ARTICLE 16:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money, to be spent under the jurisdiction of the Police Chief Selection Committee, for general expenses, or take any other action in relation thereto.

(Board of Selectmen)

**ARTICLE 17:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to pay the cost items in a Collective Bargaining Agreement between the Town of Milford and the Milford Cemetery Employees, Massachusetts Laborers' District Council of the Laborers' International Union of North America Local 272, or take any other action in relation thereto.

(Board of Selectmen)

**ARTICLE 18:** To see if the Town will vote to authorize the Board of Selectmen to seek special legislation to provide for November annual Town elections, which legislation would provide substantially as follows:

Section 1. Notwithstanding the provisions of 9A of chapter 39 of the General Laws, Article 1 of the General By-Laws of the Town of Milford, or any other general or special law to the contrary, the Town of Milford may hold in November its annual elections of officers and the determination of other matters as by law are required or determined by ballot.

Section 2. This act shall take effect upon its passage.

or take any action in relation thereto.

(Bryan Cole et al.)

**ARTICLE 19:** To see if the Town will vote to authorize the Board of Selectmen to petition the Legislature for special legislation to provide for the grant of an additional license for the sale of malt beverages and wine to be consumed on the premises, which legislation shall provide substantially as follows:

SECTION 1. Notwithstanding section 17 of chapter 138 of the General Laws, the licensing authority of the Town of Milford may, upon receipt of a completed application, payment of any applicable fees, after a public hearing and all due process, and in its sole discretion grant an additional license for the sale of wines and malt beverages to be drunk on the premises pursuant to section 12 of said chapter 138 to Canvas n Cup, LLC., at 189 Main Street in the Town of Milford. The license shall be subject to all of said chapter 138 except said section 17.

SECTION 2. This act shall take effect upon its passage.

or take any other action in relation thereto.

(Canvas n Cup, LLC.)

**ARTICLE 20:** To see if the Town will vote to rescind the acceptance of General Laws chapter 90, Section 22B, Subsections (b) through (k) concerning the non-criminal penalties and disposition of abandoned motor vehicles as adopted by Article 4 at the Special Town Meeting on March 5, 1990, or take any other action in relation thereto.

(Police Chief)

**ARTICLE 21:** To see if the Town will vote to amend Section 3.9 Sign Regulations of the Zoning Bylaw relating to Projecting Signs as follows:

By Adding under 3.9.3 Definitions the following new definition:

“Projecting Sign - Any sign affixed perpendicular to a building or wall in such a manner that its leading edge extends more than six inches beyond the surface of such building or wall.”

And By Adding under 3.9.5 Exemptions a new Section 3.9.5.7 as follows:

“3.9.5.1.7 Within the CA and CB Commercial districts, projecting signs if authorized by special permit of the Planning Board, provided however, that such signs shall not exceed 9 square feet in area, shall maintain a minimum unobstructed vertical clearance of 10 feet above sidewalks, and shall project no more than 4 feet into the right-of-way.”

And In Addition By Adding under 3.9.7 Signs Permitted a new Section 3.9.7.14 as follows:

“3.9.7.14: Within OR, BP, CA, CB, CC, IA, IB and IC zoning districts – One projecting sign is permitted per building. Additional projecting signs may be permitted by special permit of the Planning Board. Any projecting sign shall not exceed 9 square feet in area, shall maintain a minimum unobstructed vertical clearance of 10 feet above sidewalks, driveways or parking

areas, shall project no more than 4 feet from the building on which it is mounted, and shall be included in the aggregate calculation required by Section 3.9.7.10 herein.”

or take any other action related thereto.

(Planning Board)

**ARTICLE 22:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to pay the cost items in a Collective Bargaining Agreement between the Town of Milford and the Milford Police Association, MCOP Local 218, AFL-CIO, or take any other action in relation thereto.

(Board of Selectmen)

**ARTICLE 23:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to offset the snow and ice deficit in the current fiscal year, or take any other action in relation thereto.

(Finance Committee)

**ARTICLE 24:** To see if the Town will vote to close out certain Special Article Accounts to the General Funds of the town, or take any other action in relation thereto.

(Finance Director)

**ARTICLE 25:** To see if the Town will vote to transfer funds between certain line items voted under Article 4 of the May 14, 2018 Annual Town Meeting for the purpose of making funds available in line item accounts not sufficiently funded through the end of Fiscal Year 2019, or take any other action in relation thereto.

(Finance Director)

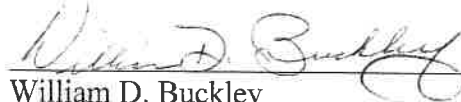
And you are hereby directed to serve this warrant by posting at least fourteen days before said meeting attested copies of this warrant in ten or more public places located in said Milford.

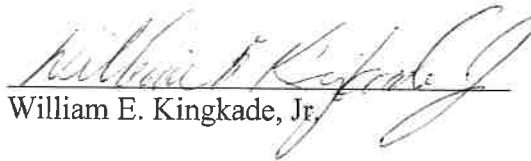
HEREOF, FAIL NOT, and make due return of this warrant with your doings thereon to the Clerk of said Town at the time of said meeting.

Given under our hands at Milford this 18<sup>th</sup> day of March, 2019


MILFORD BOARD OF SELECTMEN

  
Michael K. Walsh, Chairman

  
William D. Buckley

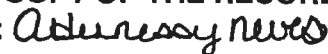
  
William E. Kingkade, Jr.

A true copy attest:

  
Thomas J. O'Loughlin, Chief of Police

Commonwealth of Massachusetts  
Worcester, SS.  
Milford, MA  
Date: March 20, 2019

Pursuant to the within warrant, I have notified the inhabitants of the Town of Milford to meet at the time and place for the purpose within mentioned, by posting attested copies of this warrant in ten or more public places in Milford.  
Thomas O'Loughlin, Police Chief

**A TRUE COPY OF THE RECORD**  
**ATTEST: **  
**MILFORD TOWN CLERK**