



# **ANNUAL TOWN MEETING**

**MAY 24, 2021**

**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 remotely on the 24<sup>th</sup> day of May, 2021 A.D. at 7:00 P.M.

**The Annual Town Meeting will be held using a remote format: Town Meeting members choosing to participate remotely will participate by means of the Keypoint video or telephone conferencing platform requested by the Moderator. Those choosing to participate remotely will be supplied with instructions for registering and using the Keypoint conferencing platform.**

**Members of the public desiring to access the Annual Town Meeting remotely may view the meeting in real time on Milford Public Television.**

The Annual Town Meeting will, there and then, 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, 2021, as follows:

**A                    POSITION LEVELS – SALARIED POSITIONS**

LEVELS	POSITION TITLE
I	Assistant Town Counsel Community Development Director Paralegal/Office Manager
II	Network Administrator IT Manager System Administrator Town Accountant* Benefits Coordinator Local Building Inspector Tax Collector* Town Treasurer*
III	Highway Supervisor Senior Center Director Town Planner Assessor/Administrator Youth Center Director Parks and Recreation Administrator Police Lieutenant
IV	Town Engineer Director, Sewer Operations Deputy Police Chief Building Commissioner Facilities Director Assistant Town Administrator Director of Public Health Human Resources Director

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

\*denotes contract

**B                    COMPENSATION SCHEDULE – SALARIED POSITIONS**

STEP   LEVELS:	I	II	III	IV	V
1	54,165	64,659	66,722	76,414	96,444
2	57,454	68,584	70,773	81,054	102,300
3	60,743	72,510	74,823	85,692	108,156
4	64,033	76,435	78,875	90,333	114,012
5	67,320	80,361	82,925	94,972	119,867
6	70,608	84,288	86,976	99,611	125,723
7	73,897	88,213	91,026	104,251	131,578
8	77,187	92,138	95,056	108,890	137,434

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

<u>LABOR GRADE</u>	<u>SALARY</u>	<u>POSITION TITLE</u>	<u>EMPLOYEE NAME</u>
III	97,926	Town Planner	Larry Dunkin
III	96,957	Assessor/Admin.	Jennifer Sclar
III	95,056	Sr. Center Director	Susan Clark
IV	108,890	Director, Sewer Operations	John Mainini

**C                    POSITION LEVELS – HOURLY RATED POSITIONS**

LEVELS	POSITION TITLE
I	Clerk, Community Development PT/FT Clerk/Receptionist, Senior Center 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
  - Human Resources Coordinator
  - Lister/Data Collector
  - Outreach Coordinator/Senior Center PT
  - Plumbing/Gas Inspector
  - Program Coordinator/Community Development PT/FT
  - Program Coordinator/Senior Center PT
  - Property Rehab. Specialist/Community Development PT
  - Technology Support Technician
  - Transportation Coordinator/Senior Center
  - Wiring Inspector
- III
- Animal Control Officer
  - Asst. Town Accountant
  - Asst. Town Treasurer
  - Financial Analyst PT
  - Maintenance Supervisor
  - Assistant Director of Public Health

**D                    COMPENSATION SCHEDULE – HOURLY RATED POSITIONS**

STEP LEVELS:	<u>I</u>	<u>II</u>	<u>III</u>
1	18.69	23.36	24.55
2	19.71	24.62	25.88
3	20.72	25.89	27.20
4	21.73	27.15	28.53
5	22.74	28.42	29.85
6	23.76	29.68	31.17
7	24.77	30.94	32.49
8	25.77	32.22	33.84

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

<u>LABOR GRADE</u>	<u>HOURLY SALARY</u>	<u>POSITION TITLE</u>	<u>EMPLOYEE NAME</u>
I	26.29	Building Custodian	Lester Simmons
I	26.29	Recept. Clerk/Sr. Ctr. PT	Claudia Cormier
II	32.22	Asst. to Police Chief	Jeanne Davoren
II	32.22	PT Dispatcher	Renee M. Masiello
II	32.22	Asst. to Fire Chief	Paula O'Brien
II	32.85	Lister/Data Collector	Rebecca Alger
II	32.85	Health Inspector	Lisa Tamagni
II	32.85	Plumbing/Gas Inspector	Joseph Zacchilli
II	32.85	Wiring Inspector	Michael Mancini
III	34.50	Asst. Town Treasurer	Janet Ferreira

<b>E</b>	<b>HOURLY NON-RATED POSITIONS</b>	<b>PER HOUR</b>
	Assistant Pool Manager PT	17.82
	Call Firefighter \$100 Stipend (plus)	15.06
	Cemetery Groundskeeper	18.89
	Cemetery Working Foreman	26.02
	Clerk of Works/Senior Center PT (temporary)	28.45
	Clerks/Seasonal – All Departments	18.89
	Clerks/Substitute – All Departments	18.89
	Dental Health Specialist	18.89
	Highway Seasonal Heavy Equipment Operator	29.88
	Highway Seasonal Light Equipment Operator	25.88
	Laborers/Seasonal PT: Parks, Cemetery, Other	13.50
	Laborers/PPT: Parks, Cemetery, Etc.	18.89
	Matrons/Police	18.89
	Milford Youth Center: Activities Supervisor PT	13.50
	Milford Youth Center: Activities Facilitator PT	13.50
	Milford Youth Center Concession Equipment Monitor PT	13.50
	Milford Youth Center: Front Desk Monitor PT	13.50
	Milford Youth Center: Health Coordinator PT	21.72
	Milford Youth Center: Program Coordinator PT	20.08
	Milford Youth Center: Program Facilitator PT	13.50
	Milford Youth Center: Seasonal Camp Counselor	13.50
	Milford Youth Center: Summer Camp Counselor	18.21
	Mosquito Spray Applicator/Control	18.22
	Pool Lifeguard PT	16.10
	Pool Manager PT	19.25
	School Nurse PT	20.30
	Soil Testing Assistant	16.78
	Student Police Officer	24.69
	Transfer Station Attendant	18.22
	Transfer Station Supervisor	18.89
	Veterans Agent	37.86

<b>F</b>	<b>MISCELLANEOUS POSITIONS</b>	<b>ANNUAL</b>
	Assistant Health Agent PT	8257
	Board of Health Physician PT	7223

Burial Agent	1138
Board of Registrars Chairperson	2985
Board of Registrars Members PT (2)	2388
Fair Housing Director PT	2272
Foreign Language Translator	617
Inspector of Animals	2646
Municipal Hearings Officer	3071
Pest Control Officer PT	3579
Sealer of Weights and Measures	9162

<b>G</b>	<b>ELECTION WORKERS</b>	<b>STIPEND</b>
	Wardens and Clerks	214
	Deputies	188
	Checkers Full Day	161
	Checkers ½ Day	108
	Election Custodian (per election)	176

**H                      CLERKS, VARIOUS BOARDS AND COMMITTEES (PT)      ANNUAL**

**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/Select Board	\$2,050
2	Clerk, Planning Board	\$4,100
2	Clerk, Conservation Commission	\$4,100
2	Clerk, Board of Health	\$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
3	Clerk, Zoning Board of Appeals	\$6,150

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

Any employee whose base rate of pay effective as of June 30, 2021 meets or 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 2022, but increased by a factor of two and a half (2.5%) percent.

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.

or take any other action in relation thereto.

(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:

**FY 22**

Town Clerk	\$90,801.00
Assessor (Chairman)	\$ 8,365.00
Assessor (Members)	\$ 7,497.00
Highway Surveyor	\$106,594.00
Tree Warden	\$ 7,220.00
Select Board (Chairman)	\$ 9,533.00
Select Board (Members)	\$ 8,470.00
Vernon Grove Trustees	\$ 4,056.00
Board of Health (Chairman)	\$ 2,730.00
Board of Health (Members)	\$ 2,385.00
Sewer Commissioner (Chairman)	\$ 2,730.00
Sewer Commissioner (Members)	\$ 2,385.00
Park Commissioner (Chairman)	\$ 2,730.00
Park Commissioner (Members)	\$ 2,385.00
Planning Board (Chairman)	\$ 2,730.00
Planning Board (Members)	\$ 2,385.00
Moderator	\$ 2,623.00

(Select Board)

**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, 2021, or take any other action in relation thereto.

(Select Board)

**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 Select Board, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2021 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 Select Board to take charge of all legal proceedings for or against the Town; and
- C. That the Town vote to authorize the Select Board to expend from funds received by the Town as fines for parking violations during Fiscal Year 2021, 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 2022 pursuant to Chapter 44, Section 53F of the General Laws; and
- E. That the Town vote for Fiscal Year 2022, 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 Select Board, 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 2022 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.

(Select Board/Town Treasurer)

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to fund the cost items contained within a Collective Bargaining Agreement between the Town of Milford and the Milford Highway Department Union, including but not limited to, wages and salaries, or take any other action in relation thereto.

(Select Board)

**ARTICLE 7:** 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 Milford School Committee, for the purpose of replacing and disposal of the Memorial School roof over existing library, or take any other action in relation thereto.

(School Committee)

**ARTICLE 8:** To see if the Town will vote to accept M.G.L. c.60 §57A and c.44 §69, which imposes a penalty when an insufficient funds check is tendered to the Treasurer or Collector to pay local taxes, fees, or other charges; said penalty to also apply to electronic payments, with appeals to be made to the Treasurer, or take any other action in relation thereto.

(Town Treasurer)



**ARTICLE 9:** To see if the Town will vote to authorize the Select Board to petition the General Court for the enactment of special legislation amending Chapter 76 of the Acts of 1982 relating to the Milford Geriatric Authority, such legislation to provide substantially as follows:

Be it enacted as follows:

Section 1. The word “annually” within the last sentence of section 4 of Chapter 76 of the Acts of 1982 is hereby stricken.

Section 2. The following phrase is hereby added to the final sentence of section 4 of the Acts of 1982: “such reimbursement to be upon such terms and conditions as shall be determined by the Select Board upon consultation with the authority.”

Section 3. This Act shall take effect upon its passage.

or take any other action in relation thereto.

(Select Board)

**ARTICLE 10:** To see if the Town will vote to raise and appropriate, or transfer from available funds, pursuant to Section 8C of Chapter 76 of the acts of 1982, a sum of money to be spent under the jurisdiction of the Geriatric Authority, for the purpose of providing operational assistance to the Geriatric Authority of Milford, said appropriation to be held and expenditures made from the Town of Milford’s Treasury, or take any other action in relation thereto.

(Select Board)

**ARTICLE 11:** To see if the Town will vote pursuant to M.G.L. c. 40 § 15 to transfer the care, custody and jurisdiction of the following Town-owned parcel, totaling 0.78 acres, to the Milford Conservation Commission:

Assessors			
Map	Block	Lot	Area/Acres
37	0	4	0.78

the purpose being to preserve said parcel located off of upper West Street for stormwater management, wetlands and open space protection, and conservation purposes, or take any other action in relation thereto.

(Conservation Commission)

**ARTICLE 12:** To see if the Town will vote to authorize the expenditure of the available balance in fund 2696 Comcast Verizon PEG Access, under the jurisdiction of the School Committee, for the purpose of performing upgrades in accordance with the PEG Access Agreement, or take any other action in relation thereto.

(School 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 spent under the jurisdiction of the Select Board for the purpose of replacing the Town Hall cooling tower, or take any other action in relation thereto.

(Select Board)

**ARTICLE 14:** 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 Personnel Board to make current the existing six-year-old classification and compensation plan, or take any other action related thereto.

(Personnel Board)

**ARTICLE 15:** To see if the Town will vote to amend Article IV Definitions of the Zoning Bylaw relating to Massage Parlor uses as noted hereinafter:

BY SUBSTITUTING in Section 4.1 Definitions the term "Massage Parlor" for the term "Massage Establishment".

or take any other action related thereto.

(Planning Board)

**ARTICLE 16:** To see if the Town will vote pursuant to M.G.L. c. 40 § 15 to transfer the care, custody and jurisdiction of the following 2 Town-owned parcels, totaling 11.33 acres, to the Milford Conservation Commission:

Assessors			
Map	Block	Lots	Area/Acres
37	0	11	10.07
38	0	5	1.26

the purpose being to preserve said parcels located off of upper West Street for conservation and recreation purposes, stormwater management, wetlands and open space protection, as recommended in the Milford Comprehensive Plan, or take any other action in relation thereto.

(Conservation Commission)

**ARTICLE 17:** 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 School Committee for the procurement of equipment needed for a Biotechnology, Chemical, and Physical Science Laboratory at the high school which will encompass issues of environmental sustainability, understanding chemical relationships, and luminescence, technology and engineering, or take any other action in relation thereto.

(School Committee)

**ARTICLE 18:** To see if the Town will vote to adopt/re-adopt and accept the provisions of Section 20 of Chapter 32B of the *Massachusetts General Laws*, as amended by Section 15 of Chapter 218 of the Acts of 2016, establishing an Other Post-Employment Benefits Liability Trust Fund; to authorize the Select Board and Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriated to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies in such fund in accordance with the Prudent Investor Rule established under Chapter 203C of the Massachusetts General Laws, or take any other action in relation thereto.

(Town Treasurer)

**ARTICLE 19:** To see if the Town will vote to amend the Vernon Grove Cemetery By-Laws, as amended, by deleting Section 1 and inserting in its place and stead a new Section 1 as follows:

“Section 1. These Cemeteries shall hereafter be known as Vernon Grove Cemetery and North Purchase Street Cemetery, respectively.”;

Further, by substituting the word “cemetery” with the word “cemeteries” in Sections 2, 3, 4, and 6;

And finally, by substituting the words “this cemetery” with the words “these cemeteries” in Section 8, or taking any other action relative thereto.

(Vernon Grove Cemetery Trustees/Town Counsel)

**ARTICLE 20:** 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 School Committee for the purpose of replacing a 2007 Ford F350 plow truck and a 2005 van with the purchase of a multi-maintenance plow vehicle, or take any other action in relation thereto.

(School Committee)

**ARTICLE 21:** To see if the Town will vote pursuant to M.G.L. c. 40 § 15 to transfer the care, custody and jurisdiction of the following 37 Town-owned parcels, totaling 6.60 acres, to the Milford Conservation Commission:

Assessors			
Map	Block	Lots	Area/Acres
43	0	13, 15, 15A, 15B, 15C, 15D, 15E, 15F, 15G, 16, 17	2.40
43	0	18, 18A, 18B, 18C, 18D, 18E, 18F, 18G, 18H, 18J	1.10
43	0	33, 34, 35, 36, 37, 38, 39, 40, 40A	2.07
43	0	41, 42, 43, 57, 58, 59, 60	1.03

the purpose being to preserve said parcels that are located off of the southerly end of Broad Street and Fairview Avenue and adjacent to Stall Brook, for aquifer and water resource protection, wetlands and open space protection, stormwater management, and conservation purposes, as recommended in the Milford Comprehensive Plan, or take any other action in relation thereto.

(Conservation Commission)

**ARTICLE 22:** 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 purposes of student activities not funded in the School Department Budget, or take any other action in relation thereto.

(School Committee)

**ARTICLE 23:** To see if the Town will vote to authorize the Select Board to petition the Legislature for special legislation to provide for the grant of an additional license for the sale of all alcoholic beverages not 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 one (1) additional license for the sale of all alcoholic beverages not to be consumed on the premises, under Section 12 of said Chapter 138 to Arcos Market, 34 Main Street, Milford, MA; said license to be subject to said chapter 138, except Section 17.

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

or take any other action in relation thereto.

(Arcos Market)

**ARTICLE 24:** To see if the Town will vote to amend Personnel By-Law Section 3.5 service records by deleting the current Personnel By-Law 3.5 in its entirety and inserting in its place and stead the following new By-Law Section 3.5:

“Service Records shall be established and maintained for all employees who are subject to the provisions of the Classification and Compensation Plan; the Director of Human Resources shall determine the contents of the Service Record and shall maintain the non-financial portion of the Service Record, with Town Treasurer to maintain the benefits and financial portion of the Service Record,” or take any other action related thereto.

(Personnel Board)

**ARTICLE 25:** 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 26:** To see if the Town will vote to transfer funds between certain line items voted under Article 4 of the June 29, 2020 Annual Town Meeting for the purpose of making funds available in line item accounts not sufficiently funded through the end of Fiscal Year 2021, 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 12<sup>th</sup> day of April, 2021

MILFORD SELECT BOARD



Michael K. Walsh, Chairman

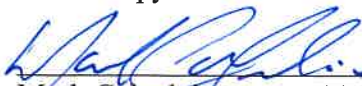


Thomas J. O'Loughlin



Paul A. Mazzuchelli

A true copy attest:




Mark Calzolaio, Constable

Commonwealth of Massachusetts  
Worcester, ss.  
Milford

**Date** May 5, **2021.**

By virtue of this warrant I notified the legal voters of the Town of Milford to meet at the times and places and for the purposes within named as directed.

  
Mark Calzolaio,  
Constable of Milford

Commonwealth of Massachusetts  
Worcester, SS.  
Milford, MA  
Date: *May 6, 2021*

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.  
Mark Calzolaia, Constable