

**SPECIAL TOWN MEETING MINUTES
October 30, 2017
Milford, Massachusetts**

COMMONWEALTH OF MASSACHUSETTS

WORCESTER, SS:

Milford TV recorded the Town Meeting. Recorded copies are available at the Office of the Board of Selectmen. Special Elections were held in Precincts 1, 2, 4, 5, 6, 7, 8 before Town Meeting began to fill vacancies in those Precincts.

A Special Election was held in Precinct 1, Caroline Bertoni was elected.

A Special Election was held in Precinct 2, Janet Saniuk was elected.

A Special Election was held in Precinct 4, Sandra Comastra & John Minichiello were elected.

A Special Election was held in Precinct 5, Glenn Wiech & Steven Zaloga were elected.

A Special Election was held in Precinct 6, John Carneiro was elected.

A Special Election was held in Precinct 7, Kristin Fafard was elected.

A Special Election was held in Precinct 8, Beth Crevier was elected.

Newly elected Town Meeting Members were sworn in by Town Clerk, Amy Hennessy Neves.

The Town Moderator, Michael Noferi, called the meeting to order at 7:30 p.m. and announced that the Precinct Captains will take attendance; the quorum was set at 127 Town Meeting Members. The Precinct Captains reported 185 members Present and 68 members Absent. A quorum was attained.

The Town Clerk, Amy E. Hennessy Neves then read the Annual Town Warrant.

A Motion was made to dispense the Reading of the Warrant...*Voice Vote Carried.* The Town Clerk then read the Return of Service.

The Moderator asked for the Body to Stand to recite the Pledge of Allegiance.

The Town Moderator then asked if there were any Committee reports to present.

Chris Morin, the Chairman of the Finance Committee presented a report on behalf of the Finance Committee.

(Copies the report can be obtained on the Town website and from the Town Clerk's Office)

Richard Heller, PR. 1 Made a Motion to limit speaker to 10 minutes. Speaker may speak again after other members have spoken.

A Voice Vote was taken on the Motion to limit speaking....Carried.

ARTICLE 1: 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 Highway Surveyor for repair and maintenance of the Dilla Street bridge at Louisa Lake, or take any other action in relation thereto.
(Highway Surveyor)

It was Moved: That the Town vote to raise and appropriate the sum of \$100,000 said sum to be spent under the jurisdiction of the Highway Surveyor for repair and maintenance of the Dilla Street bridge at Louisa Lake.

Voice Vote on Motion as Presented...Carried Unanimously.

ARTICLE 2: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to replace the existing wall mounted heating and cooling units on the first and second floor of the Town Hall, or take any other action in relation thereto.
(Board of Selectmen)

It was Moved: That the Town vote to raise and appropriate the sum of \$60,000 to be utilized to replace the existing wall mounted heating and cooling units on the first and second floor of the Town Hall.

Voice Vote on Motion as Presented...Carried Unanimously.

ARTICLE 3: To see if the Town will vote to amend the Personnel By-Laws by striking the current Section 5.08C and replacing said with the following:

Any employee may request, in writing, a carryover of up to ten (10) unused vacation days into the following calendar year. However, five (5) of the carryover vacation days must be taken no later than June 30th of the new calendar year. Such request must be submitted in writing, thirty (30) days prior to the end of the calendar year, and must be approved by the Department Head and the Personnel Board.

or take any other action in relation thereto.

(Personnel Board)

It was Moved: That the Town vote to amend the Personnel By-Laws by striking the current Section 5.08C and replacing said Section with the following:

Any employee may request, in writing, a carryover of up to ten (10) unused vacation days into the following calendar year. However, five (5) of the carryover vacation days must be taken no later than June 30th of the new calendar year. Such request must be

submitted in writing, thirty (30) days prior to the end of the calendar year, and must be approved by the Department Head and the Personnel Board.

Voice Vote on Motion as Presented...Carried.

ARTICLE 4: To see if the Town will vote to amend its vote under Article 2 of the May 22, 2017 Annual Town Meeting to change the position of Milford Youth Program Director from part-time to full-time, or take any other action in relation thereto.

(Personnel Board)

It was Moved: That the Town vote to amend its vote under Article 2 of the May 22, 2017 Annual Town Meeting to change the position of Milford Youth Program Director from part-time to full-time.

Voice Vote on Motion as Presented...Carried.

ARTICLE 5: To see if the Town will vote to amend the Personnel By-Laws of the Town by striking from the introductory second paragraph, as voted by the Town at the March 16, 1959 Town Meeting, the third and fourth sentences thereof and replacing such with the following two sentences:

No person serving as a Town Employee, Town official, a member of any commission or board, whether serving in an elective or appointed capacity, having jurisdiction or responsibility for one or more full time employees of the Town, shall be eligible for membership on this Board. Any member of this Board who may hereafter accept any of the duties designated above shall be required to terminate his service on the Personnel Board forthwith.

or take any other action in relation thereto.

(Personnel Board)

It was Moved: That the Town vote to amend the Personnel By-Laws of the Town by striking from the introductory second paragraph, as voted by the Town at the March 16, 1959 Town Meeting, the third and fourth sentences thereof and replacing such with the following two sentences:

No person serving as a Town Employee, Town official, or a member of any commission or board whether serving in an elective or appointed capacity and having jurisdiction or responsibility for one or more full time employees of the Town, shall be eligible for membership on this Board. Any member of this Board who may hereafter accept any of the duties designated above shall be required to terminate his service on the Personnel Board forthwith.

Voice Vote on Motion as Presented...Carried.

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 acquire by purchase, or take by eminent domain, three (3) properties located on Central Street in Milford known and numbered as 22-24 Central Street, 30 Central Street and 32 Central Street, and to also be utilized for purposes of demolishing any structures on said properties at the time of acquisition, and further to authorize the Board of Selectmen to acquire said properties by purchase or by eminent domain, or take any other action in relation thereto.

(Board of Selectmen)

It was Moved: That the Town vote to authorize the Board of Selectmen to acquire by purchase, or take by eminent domain, three (3) properties located on Central Street in Milford known and numbered as 22-24 Central Street, 30 Central Street and 32 Central Street, for the purpose of increasing available municipal parking and increasing the availability of open space; and further to raise and appropriate the sum of \$750,000, said sum to be utilized to pay any damages and for the purposes of demolishing structures existing on the properties to be acquired.

A Standing 2/3rd Vote was taken on the Motion as Presented...155 For and 32 Against...Motion Carried.

ARTICLE 7: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to provide alarm and video surveillance, as well as intercom, at the Milford Youth Center, or take any other action relating thereto.

(Milford Youth Commission)

It was Moved: That the Town vote to raise and appropriate the sum of \$25,000 to be utilized to provide alarm and video surveillance cameras as well as intercom, at the Milford Youth Center.

Voice Vote taken on Motion as Presented...Carried Unanimously.

ARTICLE 8: To see if the Town will vote to amend Article 2 as voted at the May 22, 2017 Annual Town Meeting, or otherwise vote to establish rates of pay and hours of work for employees of the Milford Water Department, or take any other action in relation thereto.

(Board of Selectmen)

A Motion was Made by Richard Villani (Pr. 6) to waive the Reading of the Motion because it is the same as it appears in the handout given to all Town Meeting Members...Voice Vote taken on Motion to Waive the Reading...Carried.

It was Moved: That the Town vote to set the rates of pay, based upon a forty (40) hour work week, for positions under the Board of Water Commissioners of Milford for Fiscal Year 2018 as follows:

	<u>Hourly</u>		
Treatment Plant Operator	\$25.90	\$27.61	
Distribution Crew	\$21.59	\$22.10	\$26.68

Machine Operator/Foreman	\$27.22
Distribution/Treatment	\$24.08
Distribution/Machine Operator	\$22.16
Distribution/Cross Conn.	\$25.93
Meter Reader	\$25.60
Office Manager/Accounting	\$40.60
Clerk/H.R. Rep.	\$24.68

	<u>Annual</u>
Operations Manager	\$75,592
Minutes Recorder Stipend (PT)	\$3,968
Commission Member	\$5,400

All employees working in any such position for the Milford Water Company at the time of commencement of operations of the Milford Water Department who transfer to said Water Department, if any such employees hourly rate of pay is higher than that reflected herein, shall continue to receive the rate of pay in effect for such position with the Company as of September 23, 2017, which rate may include license achievement increases as of that date, increased in each case by \$2.50 per hour for hourly employees. Further, hourly employees achieving state operator's license Grade 1 through 4 after September 23, 2017 shall be entitled to an increase of .50 per hour for each such *additional* license grade achieved, to a maximum of an additional \$2.00 per hour. Water Company employees in the position of Treatment Plant Operator or Distribution Crew will be placed at the hourly rate above closest to, but greater than, their rate of pay effective September 23, 2017.

Benefits will be in accordance with the Personnel By-Laws of the Town and continuous time and service with the Milford Water Company will be counted in relation to all applicable benefits. In addition, if an employee's current vacation entitlement with the Milford Water Company exceeds that reflected in the Personnel By-Laws he/she shall continue to receive that entitlement until such time as achievement of an entitlement to the same or greater vacation time under the Personnel By-Laws, after which said By-Laws will control.

Voice Vote taken on Motion as Presented...Carried Unanimously.

ARTICLE 9: To see if the Town will vote to amend Article 4 of the May 22, 2017 Annual Town Meeting, or otherwise vote, to establish a budget for a Water Department, or take any other action in relation thereto.

(Board of Selectmen)

A Motion was Made to Waive the Reading of the Motion because it is the same as it appears in the handouts given to all Town Meeting Members. Not Carried. The Motion was Read.

It was Moved: That the Town vote amend Article 4 of the May 22, 2017 Annual Town Meeting to establish a budget for the Water Department as follows:

	<u>FY2014</u> <u>EXPENDED</u>	<u>FY2015</u> <u>EXPENDED</u>	<u>FY2016</u> <u>EXPENDED</u>	<u>FY2017</u> <u>FINAL ART. 4</u> <u>BUDGET</u>	<u>FY2018</u> <u>Proposed</u> <u>BUDGET</u>	<u>PERCENTAGE</u> <u>INCREASE/</u> <u>DECREASE</u>
450 WATER DEPARTMENT						
5110 Personal Services	---	---	---	---	630,739	0.0%
5300 General Expenses	---	---	---	---	2,042,515	0.0%

5900 Maturing Debt	---	---	---	---	---	0.0%
5910 Short/Long Term Interest	---	---	---	---	1,310,000	0.0%
TOTAL WATER DEPARTMENT	---	---	---	---	3,983,254	0.0%

And further, that of the total authorized under Article 4, as amended, and as referred to above, \$3,983,254 shall be raised from the Water Enterprise Fund.

A Voice Vote was taken on Motion as Presented...Carried Unanimously.

ARTICLE 10: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to purchase a gym divider and staging for the Milford Youth Center, or take any other action in relation thereto.

(Milford Youth Commission)

It was Moved: That the Town vote to raise and appropriate the sum of \$32,500 to be utilized to purchase a gym divider and staging for the Milford Youth Center.

A Voice Vote was taken on Motion as Presented...Carried Unanimously.

ARTICLE 11: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$16,000 to be utilized to purchase a lawn mower for the Vernon Grove Cemetery, or take any other action in relation thereto.

(Vernon Grove Cemetery Trustees)

It was Moved: That the Town vote to raise and appropriate the sum of \$16,000 to be utilized to purchase a lawn mower for the Vernon Grove Cemetery.

A Voice Vote was taken on Motion as Presented...Carried Unanimously.

ARTICLE 12: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized in order to obtain the services of consultants to assist the Downtown Revitalization Committee in planning and recommending actions in relation to improvements to the Milford Downtown, or take any other action in relation thereto.

(Board of Selectmen)

It was Moved: That the Town vote to raise and appropriate the sum of \$20,000 to be utilized in order to obtain the services of consultants to assist the Downtown Revitalization Committee in planning and recommending actions in relation to improvements to the Milford Downtown.

A Voice Vote was taken on Motion as Presented...Carried.

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 Fire Chief for the purpose of purchasing and equipping a new rescue truck, or take any other action in relation thereto.

(Fire Chief)

It was Moved: That the Town vote to raise and appropriate the sum of \$100,000 to be spent under the jurisdiction of the Fire Chief for the purpose of purchasing and equipping a new rescue truck.

A Voice Vote was taken on Motion as Presented...Carried Unanimously.

ARTICLE 14: To see if the Town will vote to amend Zoning By-Laws by amending Section 2.3 of the Use Regulation Schedule thereof to provide in relation to Marijuana Establishments as follows:

Section 2.3 Use Regulation Schedule

ACTIVITY OR USE	DISTRICT											
	RA	RB	RC	RD	OR	BP	CA	CB	CC	IA	IB	IC
<u>OTHER PRINCIPAL USES</u>												
Marijuana Establishment	O	O	O	O	O	O	O	O	O	O	O	O

AND BY STRIKING footnote 29 from Section 2.3 of the By-Law

or take any other action in relation thereto.

(Board of Selectmen)

It was Moved: That the Town vote to amend Zoning By-Laws by amending Section 2.3 of the Use Regulation Schedule thereof to provide in relation to Marijuana Establishments as follows:

Section 2.3 Use Regulation Schedule

ACTIVITY OR USE	DISTRICT											
	RA	RB	RC	RD	OR	BP	CA	CB	CC	IA	IB	IC
<u>OTHER PRINCIPAL USES</u>												
Marijuana Establishment	O	O	O	O	O	O	O	O	O	O	O	O

AND BY STRIKING footnote 29 from Section 2.3 of the By-Law



PLANNING BOARD OF MILFORD, MASS.

TOWN HALL, 52 MAIN STREET
634-2317

Joseph Calagione
John H. Cook
Patrick J. Kennelly
Marble Mainini, III
Lena McCarthy

October 30, 2017 Special Town Meeting

TO: Town Meeting Members
FROM: Planning Board
DATE: September 12, 2017
SUBJECT: Article 14: Zoning Bylaw Amendment to prohibit Marijuana Establishments.

Pursuant to M.G.L. Chapter 40A, Section 5, the Milford Planning Board conducted a duly posted and noticed Public Hearing on September 5, 2017 regarding the subject of Article 14, at which time it voted to make an un-favorable recommendation to Town Meeting.

Article 14 is an application by the Board of Selectmen to amend the Zoning Bylaw by prohibiting Marijuana Establishments.

The Planning Board recommends Article 14 be denied.

A Motion was Made by Michelangelo BonTempo (Pr. 4) to Amend the main motion under Article 14 as follows:

By adding a new footnote 29 to the IB District, which new footnote shall read as follows:

Provided however , that a Marijuana Establishment (a) cultivating non-medical marijuana; (b) manufacturing and/or producing non-medical marijuana related products; (c) testing non-medical marijuana and the products derived therefrom; (d) engaging in the wholesale distribution of non-medical marijuana and non-medical marijuana products, but not to include retail sales thereof in the Town of Milford shall be permitted in this zone subject to Site Plan Review as set forth in Section 1.15 by any entity or successor thereto that was licensed or registered by the Commonwealth of Massachusetts and approved to operate in the Town of Milford prior to July 1, 2017 as a Medical Marijuana Treatment Center or a Marijuana Testing Facility as defined under Massachusetts law.

A Motion was Made to Move the Previous Question requiring a 2/3rd Vote. A Standing Vote was taken... 173 Voted For and 17 Against...Motion to Move the Question was Carried.

A Motion was Made to Vote on the Wording of the Amendment... Voice Vote was Taken...Voice Vote Carried.

After debate, a Motion was Made by Christian Lavallee (Pr. 4) to Pass Over Article 14... Voice Vote was taken on Motion to Pass Over....Defeated. Debate Continued.

A Motion was Made By Kate Mastroianni (Pr. 3) to Move the Previous Question...A Standing Vote was Taken...179 Voted For and 11 Against...the Necessary 2/3rd Vote was Obtained to Move the Previous Question.

A Motion was Made to Vote on Article 14 as Amended (as Presented by Michael Bon Tempo below):

It was Moved: That the Town vote to amend Zoning By-Laws by amending Section 2.3 of the Use Regulation Schedule thereof to provide in relation to Marijuana Establishments as follows:

Section 2.3 <u>Use Regulation Schedule</u>												
ACTIVITY OR USE	DISTRICT											
	RA	RB	RC	RD	OR	BP	CA	CB	CC	IA	IB	IC
<u>OTHER PRINCIPAL USES</u>												
Marijuana Establishment	O	O	O	O	O	O	O	O	O	O	O	O

And by adding a new footnote 29 to the IB District, which new footnote shall read as follows:

Provided however , that a Marijuana Establishment (a) cultivating non-medical marijuana; (b) manufacturing and/or producing non-medical marijuana related products; (c) testing non-medical marijuana and the products derived therefrom; (d) engaging in the wholesale distribution of non-medical marijuana and non-medical marijuana products, but not to include retail sales thereof in the Town of Milford shall be permitted in this zone subject to Site Plan Review as set forth in Section 1.15 by any entity or successor thereto that was licensed or registered by the Commonwealth of Massachusetts and approved to operate in the Town of Milford prior to July 1, 2017 as a Medical Marijuana Treatment Center or a Marijuana Testing Facility as defined under Massachusetts law.

A Standing 2/3rd Vote was taken on the Motion as Amended... 171 Voted For and 17 Against...the Necessary 2/3rd Vote was Obtained...Motion Carried.

ARTICLE 15: To see if the Town will vote to amend the Standing Votes of the Town Meeting by inserting the following vote entitled “TOWN MEETING STUDY AND IMPROVEMENT COMMITTEE”:

TOWN MEETING STUDY AND IMPROVEMENT COMMITTEE

Purpose

The purpose of the Town Meeting Study and Improvement Committee (“the Committee”) is to strengthen and thereby preserve the representative Town Meeting as the legislative branch of the Town government by:

- providing a continuing review of the conduct and procedures of the Town Meeting, and other matters which pertain to Town Meeting.
- making such recommendations to the Moderator and/or the Town Meeting as to ways and means of improving Town Meeting procedures, operations, and attendance as said Committee deems appropriate.
- incentivizing more of the Town’s citizens to seek the office of Town Meeting Member.

(a) The Town Meeting Study and Improvement Committee; Duties of the Committee

There shall be a Town Meeting Study and Improvement Committee of the Representative Town Meeting consisting of as many members as there are precincts (plus 1 member from any precinct when required to achieve an odd number of members) who shall be appointed as required by Section (b) "Committee Appointments," by the Moderator. Each member so appointed shall be a member of said Town Meeting and shall not be an at-large member of such Town Meeting.

Duties of the Committee.

The duties the Committee shall undertake shall include, but not be limited to the following:

- 1) Periodically conduct surveys of the Town Meeting Members to assess their level of satisfaction, their issues, and their recommendations for improvement.
- 2) Develop and maintain a comprehensive Town Meeting Handbook including presentation guidelines.
- 3) Take responsibility for the education and orientation of new Town Meeting members.
- 4) Communicate with Town Meeting members and the general public about Town Meeting through various means including the use of Information Technology.
- 5) Assess the adequacy and timeliness of information provided by Warrant Article sponsors and Advisory Committees, Boards, and Commissions, and make recommendation to said Advisory Committees, Boards, and Commissions for improvement.
- 6) Assess the adequacy of the physical facilities (e.g., Seating, Audio/Visual Systems, etc.) and make recommendations to the appropriate Town Board or Department for improvement.
- 7) Organize pre-town meeting forums.
- 8) The Committee shall perform such other duties as Town Meeting shall determine from time to time.

(b) Committee Appointments; Term of Office; Termination of Membership; Committee Vacancies

Committee Appointments.

Within 30 days from the adoption of this By-Law, applications to be considered for appointment to the Town Meeting Study and Improvement Committee shall be forwarded (via mail or email) to all Town Meeting Members by the Town Clerk. Applications will be considered up to 30 days from the date of mailing. The Moderator shall consider all applications and appoint one member from each precinct where possible. If there are no applicants from a precinct, the Moderator shall first appoint a member from the other applicants and then from the Town Meeting body until the requisite number of members is reached. Those appointed shall be notified by the Town Clerk and sworn in.

Additional applications may be submitted any time after the initial 30 day period to be considered for appointment to fill vacancies or to serve on sub-committees.

Term of Office.

Each member shall serve on the committee for the duration of his/her term of office as a town meeting member. Each member's term shall begin upon notification of appointment and swearing in by the Town Clerk. Each member's term shall expire upon the dissolution of the Annual Town Meeting that coincides with the expiration of the member's term of office.

Committee Vacancies.

When a position on the Committee becomes vacant for any reason the Moderator shall appoint a new member in the following order until the requisite number of members is reached:

Re-appoint a member who has been re-elected and is still willing to serve.

From amongst those applicants who are on file with the Town Clerk and who are still willing to serve.

From the Town Meeting body.

The Moderator shall appoint a member from each precinct where possible. The term of office shall be as specified in Section (b) *Term of Office*.

Termination of Membership.

Membership on the Committee shall terminate when the member submits a letter of resignation to the Town Clerk or ceases to be a Town Meeting member.

(c) Committee Internal Organization and Procedures: Officers, Subcommittees, Minutes Officers.

Upon dissolution of each Annual Town Meeting, the Committee shall elect from their membership a chairperson, vice-chairperson, and a clerk, to serve until the dissolution of the next Annual Town Meeting. The Committee shall meet at the call of the Chairman or of any three (3) members thereof. The quorum for such meetings shall be five (5) in number.

Subcommittees.

The Committee may, from time to time, constitute subcommittees as it deems appropriate. Subcommittees may include Town Meeting members who are not members of the Committee. Each subcommittee shall be chaired by a member of the Committee and appointed by the Chair of the Committee.

Minutes.

The Committee shall keep minutes of its proceedings and shall file these minutes with the Town Clerk. The proceedings of the subcommittees shall be rendered as reports to be included in the Committee's minutes.

Reporting.

The committee shall issue a report at the Annual Town Meeting and shall file the report with the Town Clerk.

Or take any other action in relation thereto.

(Board of Selectmen)

A Motion was Made by Gerald Moody to Waive the Reading of the Article because the text is the same as it appears in the Warrant. Voice Vote taken on Motion to Waive the Reading...Carried.

A Motion was Made by Bryan Cole (Pr. 8) to Amend the Article as follows:

In Section B (“Committee Vacancies”), swap the following two sentences: “Re-appoint a member who has been re-elected and is still willing to serve.” and “from amongst those applicants who are on file with the Town Clerk and who as still willing to serve.”

A Voice Vote was Taken to Accept the Wording of the Amendment ...Voice Vote was Unclear, so a Standing Vote was Taken... 115 For and 46 Against... Motion to Accept the Wording of the Amendment Carried.

It was Moved: That the Town vote to amend the Standing Votes of the Town Meeting by inserting the following vote entitled “TOWN MEETING STUDY AND IMPROVEMENT COMMITTEE”:

TOWN MEETING STUDY AND IMPROVEMENT COMMITTEE

Purpose

The purpose of the Town Meeting Study and Improvement Committee (“the Committee”) is to strengthen and thereby preserve the representative Town Meeting as the legislative branch of the Town government by:

- providing a continuing review of the conduct and procedures of the Town Meeting, and other matters which pertain to Town Meeting.
- making such recommendations to the Moderator and/or the Town Meeting as to ways and means of improving Town Meeting procedures, operations, and attendance as said Committee deems appropriate.
- incentivizing more of the Town’s citizens to seek the office of Town Meeting Member.

(a) The Town Meeting Study and Improvement Committee; Duties of the Committee

There shall be a Town Meeting Study and Improvement Committee of the Representative Town Meeting consisting of as many members as there are precincts (plus 1 member from any precinct when required to achieve an odd number of members) who shall be appointed as required by Section (b) “Committee Appointments,” by the Moderator. Each member so appointed shall be a member of said Town Meeting and shall not be an at-large member of such Town Meeting.

Duties of the Committee.

The duties the Committee shall undertake shall include, but not be limited to the following:

- 1) Periodically conduct surveys of the Town Meeting Members to assess their level of satisfaction, their issues, and their recommendations for improvement.
- 2) Develop and maintain a comprehensive Town Meeting Handbook including presentation guidelines.
- 3) Take responsibility for the education and orientation of new Town Meeting members.
- 4) Communicate with Town Meeting members and the general public about Town Meeting through various means including the use of Information Technology.
- 5) Assess the adequacy and timeliness of information provided by Warrant Article sponsors and Advisory Committees, Boards, and Commissions, and make recommendation to said Advisory Committees, Boards, and Commissions for improvement.
- 6) Assess the adequacy of the physical facilities (e.g., Seating, Audio/Visual Systems, etc.) and make recommendations to the appropriate Town Board or Department for improvement.
- 7) Organize pre-town meeting forums.
- 8) The Committee shall perform such other duties as Town Meeting shall determine from time to time.

(b) Committee Appointments; Term of Office; Termination of Membership; Committee Vacancies

Committee Appointments.

Within 30 days from the adoption of this By-Law, applications to be considered for appointment to the Town Meeting Study and Improvement Committee shall be forwarded (via mail or email) to all Town Meeting Members by the Town Clerk. Applications will be considered up to 30 days from the date of mailing. The Moderator shall consider all applications and appoint one member from each precinct where possible. If there are no applicants from a precinct, the Moderator shall first appoint a member from the other applicants and then from the Town Meeting body until the requisite number of members is reached. Those appointed shall be notified by the Town Clerk and sworn in.

Additional applications may be submitted any time after the initial 30 day period to be considered for appointment to fill vacancies or to serve on sub-committees.

Term of Office.

Each member shall serve on the committee for the duration of his/her term of office as a town meeting member. Each member's term shall begin upon notification of appointment and swearing in by the Town Clerk. Each member's term shall expire upon the dissolution of the Annual Town Meeting that coincides with the expiration of the member's term of office.

Committee Vacancies.

When a position on the Committee becomes vacant for any reason the Moderator shall appoint a new member in the following order until the requisite number of members is reached:

From amongst those applicants who are on file with the Town Clerk and who are still willing to serve.

Re-appoint a member who has been re-elected and is still willing to serve.

From the Town Meeting body.

The Moderator shall appoint a member from each precinct where possible. The term of office shall be as specified in Section (b) *Term of Office*.

Termination of Membership.

Membership on the Committee shall terminate when the member submits a letter of resignation to the Town Clerk or ceases to be a Town Meeting member.

(c) Committee Internal Organization and Procedures: Officers, Subcommittees, Minutes
Officers.

Upon dissolution of each Annual Town Meeting, the Committee shall elect from their membership a chairperson, vice-chairperson, and a clerk, to serve until the dissolution of the next Annual Town Meeting. The Committee shall meet at the call of the Chairman or of any three (3) members thereof. The quorum for such meetings shall be five (5) in number.

Subcommittees.

The Committee may, from time to time, constitute subcommittees as it deems appropriate. Subcommittees may include Town Meeting members who are not members of the Committee. Each subcommittee shall be chaired by a member of the Committee and appointed by the Chair of the Committee.

Minutes.

The Committee shall keep minutes of its proceedings and shall file these minutes with the Town Clerk. The proceedings of the subcommittees shall be rendered as reports to be included in the Committee's minutes.

Reporting.

The committee shall issue a report at the Annual Town Meeting and shall file the report with the Town Clerk.

A Voice Vote was Taken on the Amended Motion as Presented above...Carried.

ARTICLE 16: To see if the Town will vote to accept the provisions of Section 19K of Chapter 41 of the General Laws by which acceptance the Town will be authorized to pay to the Town Clerk, if certified by the Massachusetts Town Clerk's Association as a Certified Massachusetts Municipal Clerk, the additional sum of 10% of regular annual compensation but not more than \$1,000 per year, or take any other action relating thereto.

(Town Clerk)

It was Moved: That the Town vote to accept the provisions of Section 19K of Chapter 41 of the General Laws by which acceptance the Town will be authorized to pay to the Town Clerk, if certified by the Massachusetts Town Clerk's Association as a Certified Massachusetts Municipal Clerk, the additional sum of 10% of regular annual compensation but not more than \$1,000 per year.

A Voice Vote was Taken on Motion as Presented...Carried Unanimously.

ARTICLE 17: To see if the Town will vote to raise or 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 building a new playground at the Memorial Elementary School, or take any other action in relation thereto.

(School Committee)

It was Moved: That the Town vote to raise or appropriate a sum of money in the amount of \$60,000 to be spent under the jurisdiction of the Milford School Committee for the purpose of building a new playground at the Memorial Elementary School.

A Voice Vote was Taken on Motion as Presented...Carried Unanimously.

ARTICLE 18: 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 purchasing Chromebooks for every student in Grades 10-12, or take any other action in relation thereto.

(School Committee)

It was Moved: That the Town vote to raise and appropriate the sum of \$300,000 to be spent under the jurisdiction of the Milford School Committee for the purpose of purchasing Chromebooks for every student in Grades 10-12.

A Voice Vote was Taken on Motion as Presented...Carried Unanimously.

ARTICLE 19: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to purchase iPad's or Laptops for use at Milford Selectmen's meetings, or take any other action in relation thereto.

(Board of Selectmen)

A Motion was Made by Town Counsel, Gerald Moody to Pass Over Article 19...A Voice Vote was Taken on Motion to Pass Over...Carried. Article 19 Passed Over.

ARTICLE 20: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be used to supplement the budget for Account 158-5310, Tax Title and Foreclosure Services as voted under Article 4 at the May 22, 2017 Annual Town Meeting, or take any other action in relation thereto.

(Town Treasurer/Town Counsel)

It was Moved: That the Town vote to raise and appropriate a sum of money in the amount of \$10,000 to be used to supplement the budget for the Account 158-5310, Tax Title and Foreclosure Services as voted under Article 4 at the May 22,2017 Annual Town Meeting.

A Voice Vote was Taken on Motion as Presented...Carried Unanimously.

ARTICLE 21: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$40,000 to be used for the purpose of repaving the upper and lower parking lots as well as expanding the lower parking lot at the Milford Town Library, or take any other action relating thereto.

(Library Trustees)

It was Moved: That the Town vote to raise and appropriate a sum of money in the amount of \$40,000 to be used for the purpose of repaving the upper and lower parking lots as well as expanding the lower parking lot at the Milford Town Library.

A Voice Vote was Taken on Motion as Presented...Carried Unanimously.

ARTICLE 22: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$37,000 for the purpose of updating the Milford Town Library Johnson Control/HVAC Control System, or take any other action in relation thereto.

(Library Trustees)

It was Moved: That the Town vote to raise and appropriate a sum of money in the amount of \$37,000 for the purpose of updating the Milford Town Library Johnson Control/HVAC Control System.

A Voice Vote was Taken on Motion as Presented...Carried Unanimously.

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 replace the HVAC Chiller Unit at the Milford Police Headquarters, or take any other action in relation thereto.

(Chief of Police)

It was Moved: That the Town vote to raise and appropriate a sum of money in the amount of \$105,000 to be utilized to replace the HVAC Chiller Unit at the Milford Police Headquarters.

A Voice Vote was Taken on Motion as Presented...Carried Unanimously.

A Motion was Made to Adjourn Town Meeting to Wednesday, November 1, 2017. Voice Vote was Taken on Motion to Adjourn...Defeated.

ARTICLE 24: To see if the Town will vote to amend Article 12 of the General By-Laws of the Town, entitled “Streets and Sidewalks” by striking the current Section 5 and replacing same with a new Section 5, which new Section shall read as follows:

Section 5 (Street Numbers) – Every building used as a dwelling or place of business shall maintain in a conspicuous place the street number assigned to it by the Assessor/Administrator, who shall assign such number upon application for a building permit, or upon request of the owner, occupant, or other public official in the case of existing buildings. Such number, with numerals at least three inches high, shall be affixed by the owner within thirty days of occupancy for new structures, or within six months of his notification of assignment in the case of existing buildings. Any pre-existing conflicting numbers shall be removed with the same time limits.

or take any other action relating thereto.

(Board of Assessors)

It was Moved: That the Town vote to amend Article 12 of the General By-Laws of the Town, entitled “Streets and Sidewalks” by striking the current Section 5 and replacing same with a new Section 5, which new Section shall read as follows:

Section 5 (Street Numbers) – Every building used as a dwelling or place of business shall maintain in a conspicuous place the street number assigned to it by the Assessor/Administrator, who shall assign such number upon application for a building permit, or upon request of the owner, occupant, or other public official in

the case of existing buildings. Such number, with numerals at least three inches high, shall be affixed by the owner within thirty days of occupancy for new structures, or within six months of his notification of assignment in the case of existing buildings. Any pre-existing conflicting numbers shall be removed with the same time limits.

A Voice Vote was Taken on Motion as Presented...Carried Unanimously.

ARTICLE 25: To see if the Town will vote to accept the provisions of Sections 42A-42F of Chapter 40 of the General Laws, by which acceptance unpaid water bills due to the Milford Water Department will become a lien upon the land and may be collected in accordance with the aforesaid statutes, or take any other action in relation thereto.

(Board of Selectmen)

It was Moved: That the Town vote to accept the provisions of Sections 42A-42F of Chapter 40 of the General Laws, by which acceptance unpaid water bills due to the Milford Water Department will become a lien upon the land and may be collected in accordance with the aforesaid statutes.

A Voice Vote was Taken on Motion as Presented...Carried.

ARTICLE 26: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be added to the Towns' stabilization account, or take any other action in relation thereto.

(Board of Selectmen)

It was Moved: That the Town vote to raise and appropriate a sum of money in the amount of \$500,000, \$300,000 of said sum to be added to the Towns' Stabilization Account No. 8300 and \$200,000 of said sum to be added to the Stabilization Account No. 8325.

The Moderator announced that this Motion required a 2/3rd Vote, but he will take a Voice Vote unless it is not Unanimous which in that case a Standing 2/3rd Vote will be taken...Voice Vote Carried Unanimously.

ARTICLE 27: To see if the Town will vote to appropriate a sum of money from available funds to be utilized to off-set operating capital and debt expense to fix the tax rate for Fiscal Year 2018, or take any other action in relation thereto.

(Board of Selectmen)

It was Moved: That the Town vote to transfer the sum of \$1,300,000 from the Excess and Deficiency Account, said sum to be utilized to off-set operating capital and debt expense to fix the tax rate for Fiscal Year 2018.

A Voice Vote was Taken on Motion as Presented...Carried Unanimously.

A Motion was Made at 10:22 p.m. to Dissolve the Warrant. A Voice Vote was taken on Motion to Dissolve the Warrant...Carried Unanimously. The Warrant was Dissolved at 10:22 p.m.

A True Copy of the Record.

*Attest: Amy E. Hennessy Neves,
Town Clerk*