

SPECIAL TOWN MEETING
October 30, 2017
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 30th day of October, 2017 A.D. at 7:30 P.M. and then and there to act upon the following articles:

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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 2nd day of October, 2017

MILFORD BOARD OF SELECTMEN

William E. Kingkade, Jr., Chairman

William D. Buckley

Michael K. Walsh

A true copy attest:

Thomas J. O'Loughlin, Chief of Police