



## ANNUAL TOWN MEETING

October 15, 2018

Milford, Massachusetts

## COMMONWEALTH OF MASSACHUSETTS

### FINANCE COMMITTEE REPORT

#### **Chris Morin, Chairman**

Aldo Cecchi	Philip Ciaramicoli, CPA
Alberto Correia	Robert DeVita
Jerry Hiatt	Joyce Lavigne
Andrew Lizotte	Charles Miklosovich
Mike Nicholson	Jeff Niro
Michael Schiavi	Michael Soares
John Tennaro, Esq.	Vincenzo Valastro

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 15<sup>th</sup> day of October, 2018 A.D. at 7:00 P.M. and then and there to act upon the following articles:

ARTICLE 1: Town Treasurer & Town Counsel

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" 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 maximum term of no more than 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.

INFO: This allows the Treasurer to be more aggressive and efficient in pursuing tax payments.

FINCOM: The committee voiced its support, as it will assist in collecting more of the tax money owed.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 2: Selectmen

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 Board of Selectmen, to implement a records management program at Town Hall to include destruction of records upon proper approval from the Commonwealth, to create a customized retention schedule and a locator system, and to include the microfilming or scanning of records to free-up available physical storage space, or take any other action in relation thereto.

INFO: The town records are currently stored in controlled and uncontrolled areas in town hall. This is not an optimal situation. The records are also not digitally accessible. The Selectmen felt that with the current financial situation this article should be added and acted upon at this town meeting.

FINCOM: This item was not in the capital plan or discussed prior to the meeting. The concept seems sound, and performing it sooner than later would be preferred. During the discussion, it was brought out that some town records are being stored in uncontrolled areas, due to space issues, and this should be addressed and brought under control.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 3: Town Meeting Study & Improvement Committee

To see if the Town will vote to add a new standing vote of the Milford Town Meeting by inserting, in the next available numerical order, a standing vote as follows:

The proceedings of Town Meetings shall be conducted in accordance with the most recent edition of Town Meeting Time by Johnson, Trustman, and Wadsworth, except as modified by Massachusetts General Laws and the General By-laws, Standing Votes of Town Meeting and traditions in Milford.

or take any other action in relation thereto.

INFO: The Town Meeting Study and improvement committee has studied the past Milford Town Meetings and the practices of other towns and is creating a baseline manual of procedures

FINCOM: There has always been confusion over what system we are following. Many people do not know we follow "Town Meeting Time" as they assume we follow Roberts Rules of Order. Town Meeting Time was written specifically for New England Town meetings

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR**

ARTICLE 4: Town Meeting Study & Improvement Committee

To see if the Town will vote to add a new standing vote of the Milford Town Meeting by inserting, in the next available numerical order, a standing vote as follows:

"Immediately after the call to order of any Annual or any Special Town Meeting, except for a Special Town Meeting immediately preceding or within an Annual Town Meeting, the Town Meeting members who so desire shall be given the opportunity to recite the Pledge of Allegiance of the United States.

After the beginning of the opening session of any Annual or October Special Town meeting but prior to consideration of any warrant articles, the Moderator, at his discretion, may invite a Milford school choir group to sing the National Anthem or other patriotic song.

There shall be no obligation or requirement imposed upon any individual Town Meeting member or other person present to participate in any way if he or she does not desire to do so." or take any other action in relation thereto

INFO: A survey showed that 77% of the town meeting members were in favor of reading the pledge of allegiance.

FINCOM: The committee voiced its support.

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR**

ARTICLE 5: Town Meeting Study & Improvement Committee

To see if the Town will vote to add a new standing vote of the Milford Town Meeting by inserting, in the next available numerical order, a standing vote as follows:

"Main motions, amendments to main motions, secondary amendments, and motions to commit or refer shall be reduced to writing and copies of said motions are to be provided to the Moderator and Town Clerk at the time of introduction to the meeting."

or take any other action in relation thereto.

INFO: This addresses how people write motions to the warrant. There is no change from the current practice.

FINCOM: No discussion needed

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR**

ARTICLE 6: Town Meeting Study & Improvement Committee

To see if the Town will vote to add a new standing vote of the Milford Town Meeting by inserting, in the next available numerical order, a standing vote as follows:

"The Moderator shall second all motions that require a second."

or take any other action in relation thereto.

INFO: This addresses how motions are seconded. There is no change from the current practice.

FINCOM: No discussion needed

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR**

ARTICLE 7: Town Meeting Study & Improvement Committee

To see if the Town will vote to add a new standing vote of the Milford Town Meeting by inserting, in the next available numerical order, a standing vote as follows:

"The Moderator, at his discretion, may entertain a motion to dispense with or waive the reading of a main motion or report. If said motion is entertained, the Moderator shall ascertain from the sponsor whether the main motion or report is exactly as it appears in the Warrant or other printed material made available to the voters prior to the opening of that Town Meeting session.

If the main motion or report is not the same, then the sponsor shall, for the record, note or indicate any differences.

This motion requires a second and a majority vote; may be debated and reconsidered, but not amended; and may interrupt the speaker."

or take any other action in relation thereto.

INFO: This addresses dispensing with the reading of the warrant. There is no change from the current practice.

FINCOM: No discussion needed

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR**

ARTICLE 8: SELECTMAN

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be used for payment for medical bills and other expenses incurred resulting from injuries to Police Officers or Fire Fighters to be deposited to the Special Injury Leave Indemnity Funds to be utilized for purposes of paying expenses incurred under G.L. c. 41, section 100 and/or 111F, or take any other action in relation thereto.

INFO: The account should be replenished with \$250,000

FINCOM: This is the normal manner that we address this account. An amount is placed into the account by Town meeting. When it is spent, it is replenished.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

#### ARTICLE 9: SELECTMAN

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to obtain the services of a grant writer/consultant to provide grant writing services to the Town, including, but not limited to, the Milford Downtown Façade Program; to provide support and assistance for community and economic development efforts of the Town in implementing the Economic Development Strategy, the Community Development Strategy and the Comprehensive Plan, including the administration of grant programs and ensuring grant requirement compliance, or take any other action in relation thereto.

INFO: \$30,000 is requested to have a grant writer not only write the grants but also manage them.

FINCOM: In the past, we have had very good luck with grant writers. This has resulted in large grants (in the hundreds of thousands of dollars) to address issues in the downtown area as well as the Prospect Heights.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

#### ARTICLE 10: SELECTMAN

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to obtain the services of an architect to provide general design services and assistance to the town, including, but not limited to the implementation of the Milford Downtown Façade Program, or take any other action in relation thereto.

INFO: \$15,000 is requested to hire an architect to assist businesses in the downtown area to design improvements.

FINCOM: Having some assistance for businesses so that they look uniform and present the right image seems prudent.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

#### ARTICLE 11: Volta Oil Company

To see if the Town will vote to amend Section 2.3 of the Zoning By-Laws, Use Regulation Schedule relating to Self-Service Gasoline Stations as follows:

##### Section 2.3 Use Regulation Schedule

ACTIVITY OR USE	DISTRICT											
	RA	RB	RC	RD	OR	BP	CA	CB	CC	IA	IB	IC
<b>COMMERCIAL USES</b>												
Gasoline Stations/Self-Service <sup>1</sup>	O	O	O	O	O	O	O	A	A	A	A	A

or take any other action in relation thereto.

INFO: This article requires an in depth discussion which will be presented at town meeting

FINCOM: The financial impact was not determined to be a major factor, so no discussion was held.

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO THE PLANNING BOARD**

ARTICLE 12: Kevin Meehan, Rudolf Porotti

To see if the Town will vote to amend the Zoning Bylaw by rezoning from Single Family Residential [RB] to Neighborhood Commercial [CB] the following 4 parcels of property: The northerly 120'+/- of Assessor's Map 33 Lot 35; The northerly 108'+/- of Assessor's Map 33 Lot 35A; The southerly 60'+/- of Assessor's Map 33 Lot 36; and, The southerly 60'+/- of a private way formerly known as Victory Road as shown on Assessor's Map 33. Said parcels being located northerly of East Main Street and easterly of Adams Road and consisting of a total of approximately 1.16 acres and more precisely described as follows:

Beginning at a point, said point being N70° 07' 10"E a distance of 166.34 feet from the easterly right of way of Hamilton Street at the most Northwest corner of the land of Jaylee Realty Corporation and the most Southwest corner of land of Andrew Tumolo:

Thence: N20° 12' 30"W a distance of 117.53 feet to a point at the corner of land of Michele L. Caldwell being the most northeasterly corner of the right of way of Adams Road. The last course bounding with the land of Lindsey M. Pirela, Milford East Main Street LLC and the former westerly right of way of Victory Road.

Thence: N70° 01' 30"E a distance of 300.80 feet to a point at the land of Keri-Ann Machado, the last course running through the former Victory Road and the land of Kevin P. Meehan.

Thence: S30° 28' 30"E a distance of 165.80 feet to a point, said point being 200.00 feet from the right of way of East Main Street. The last course bounding with the land of Keri-Ann Machado, Kevin P. Meehan, Carol A. Hiller and Rudolf W. Porotti.

Thence: S64° 54' 50"W a distance of 107.41 feet to a point. The last course running through the land of Rudolf W. Porotti, parallel with and 200.00 feet from East Main Street.

Thence: S63° 22' 05"W a distance of 138.23 to a point at the land of Jaylee Realty Corporation. The last course running through the land of Rudolf W. Porotti, Milford East Main Street LLC, parallel with and 200.00 feet from East Main Street.

Thence: N22° 18' 42"W a distance of 71.01 feet to a point at the corner of land of Jaylee Realty Corporation and Milford East Main Street LLC.

Thence: S70° 07' 01"W a distance of 83.36 feet to the point of beginning. The last two courses bounding with the land of Jaylee Realty Corporation and Milford East Main Street LLC.

Said parcel containing 1.16 acres, more or less.

or take any other action related thereto.

INFO: The presentation will be held at the town meeting

FINCOM: As there was no clear financial impact, no discussion was held.

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO THE PLANNING BOARD**

ARTICLE 13: Building Commissioner / Board of Health

To see if the Town will vote to amend Article 37 of the General By-Laws, Sections 2, 3, 4 and 5 relating to Occupancy of Buildings as follows:

**"SECTION 2. Certificate of Registration Required; Posting.**

No person shall rent or lease, offer to rent or lease, or make or have available for rent or lease any building or any portion of a building to be used for human habitation without first registering with the Board of Health, or its designee, which shall determine the number of persons such building or portion of a building may lawfully accommodate under the provisions of the Massachusetts State Sanitary Code and applicable Board of Health Regulations, and without first also conspicuously posting within such building, or portion of a building, a Certificate of Registration provided by the Board of Health, or its designee, specifying the number of persons such building or portion of a building may lawfully accommodate under said code and regulations. This provision shall not apply to units or portions of buildings which are occupied by the record owner thereof.



### SECTION 3. Number of Persons Restricted.

No tenant shall lease, rent, or occupy any building or any portion of a building subject to the provisions of this chapter if, at the time of such lease, rental or occupancy, the number of persons occupying such building or portion of a building exceeds the number of persons authorized to occupy such building or portion of a building by a Certificate of Registration, if issued and posted, or exceeds the number of persons that may be lawfully accommodated as determined by the Board of Health, or it's designee, under the Massachusetts State Sanitary Code. Furthermore, nothing contained herein shall be construed to grant, permit, or license occupancy of any premises in excess of the number of persons authorized to occupy such building, or portion of a building, by any other applicable law, code, or regulation, including, but not limited to, building codes and fire codes. Any certificate issued hereunder shall notify the certificate holder to check with the Building Department to determine the maximum occupancy rates applicable under other applicable laws, codes, and/or regulations.

### SECTION 4. Fee.

There shall be a fee of fifty (\$50) Dollars to procure a Certificate of Registration for each unit which shall be valid for one year from the date of issue. Thereafter, upon application and review, the Certificate of Registration shall annually be renewed at no additional cost to the holder. Failure to obtain and pay for an initial Certificate of Registration within thirty (30) days of notice from the Board of Health, or it's designee, of the obligation to obtain such a certificate for a unit, or failure to renew within thirty (30) days of the expiration date of a certificate for a unit, shall require the payment of an additional Fifty (\$50) Dollars per unit as a late fee.

### SECTION 5. Revocation or Suspension of Certificate.

A Certificate issued under this chapter may be suspended or revoked, if, at any time, the issuing authorities are satisfied that the certificate holder is operating, or permitting his premises to be operated or occupied, in violation of this Article. Such revocation and/or suspension shall not be undertaken until after investigation and a hearing providing the certificate holder with an opportunity to be heard. Notice of such hearing shall be delivered to the licensee not less than three (3) days before the time of said hearing."

or take any other action in relation thereto.

**THIS ARTICLE WILL BE PASSED OVER**

## ARTICLE 14 SELECTMEN

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 Milford Dispatchers' Union and the Town of Milford including, but not limited to, wages and salaries, or take any other action in relation thereto.

INFO: \$45,000 is required to fund the additional money required to meet the new contract.

FINCOM: This is the typical manner that contractual increases are addressed. It is not felt that a favorable outcome would occur if we budget an amount (and this would be public information) prior to negotiations.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**



ARTICLE 15: Town Accountant

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to supplement certain Salary and Wage budgets as voted under Article 4 of the May 14, 2018 Annual Town Meeting for the purpose of fully funding the new Salary and Wage levels for Clerks. Various Boards and Committees as recommended by the Personnel Board and passed under Article 2 of the May 14, 2018 Annual Town Meeting for the Fiscal Year beginning July 1, 2018, or take any other action in relation thereto.

INFO: Because of the recent study performed by the Personnel Board regarding the wage and salary levels for clerks, Various Board and Committees, these changes are being submitted. The Personnel Board Recommendation was passed under Article 2 of the May 14, 2018 Annual Town Meeting to be effective as of July 1, 2018.

Level	Positions	FY19 Passed Budget	FY19 Article 2 approved	Change
1	Minutes Recorder / Industrial Development Committee	\$1,983	\$2,000	N/A
1	Minutes Recorder / Library Board of Trustees	\$1,978	\$2,000	\$22
1	Minutes Recorder / Commission on Dias ability		\$2,000	N/A
1	Minutes Recorder / Board of Selectmen	\$6,073	\$2,000	-( \$4,073)
2	Clerk, Planning Board	\$5,808	\$5,761	-( \$47)
2	Clerk, Conservation Commission	\$4,047	\$4,000	-( \$47)
2	Clerk, Board of Health	\$3,305	\$4,000	\$965
2	Clerk, Zoning Board of Appeals	\$4,000	\$4,000	-
2	Clerk, Vernon Grove Cemetery Trustees	\$3,784	\$4,000	\$216
3	Clerk, Finance Committee	\$8,176	\$8,116	-( \$60)
3	Clerk, Personnel Board	\$6,000	\$6,000	\$940
3	Clerk, Park Commission	\$6,000	\$6,000	\$4,017
		\$45,927	\$49,877	\$1,933

FINCOM: These changes are required to meet the Town meeting vote and the will of Town Meeting.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 16: Tree Warden

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 Tree Warden to remove dead, dying, dangerous, and/or compromised trees throughout the Town of Milford, thereby promoting public safety and simultaneously reducing the potential for power outages and road closings, or take any other action in relation thereto.

INFO: There are 230 trees that need to be eliminated in the town. The estimate is that it will require \$100,000 as a onetime project. This is about \$435 per tree. This is above the normal \$87,000 annual budget the tree warden has for routine.

FINCOM: A lengthy discussion was held as to why the finance committee is only finding out a month before the town meeting that \$100,000 is required. The tree warden mentioned that the majority of the trees failed since the summer.

The tree warden agreed to provide before the town meeting the typical 5 questions that are asked of every project that comes before the capital subcommittee so the answers and supportive data can be placed on the town website and available for review by town meeting members and residents. Some members felt uncomfortable supporting such a high number without knowing how much would be required for each activity such as: tree removal; disposal; police details etc...

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 17: Treasurer

To see if the Town will vote to transfer a sum of money from the Sewer Department Retained Earnings to be used to increase the Sewer Stabilization Account, or take any other action in relation thereto.

INFO: Moving \$3.2M of funds from the sewer enterprise fund to their stabilization account

FINCOM: As this is being done to obtain a better return on the money, it seemed logical.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 18: Fire Chief

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 Engine 1, or take any other action in relation thereto.

INFO: The fire department believes that they can use the current engine for another year and is passing this article over.

FINCOM: The committee applauded the chief for taking this action on his own. Money will be requested to be placed into the long range planning account that is not being spent this year so we have it allocated for next year when the engine will be purchased.

ARTICLE 19: Youth Commission

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 Youth Commission for the purpose of hiring a consultant to perform engineering and design services, prepare construction drawings, and complete installation of air conditioning for the head house of the Milford Youth Center, or take any other action in relation thereto.

INFO: This item has been budgeted and expected this year. The front area of the Youth Center is used for the summer programs as well as rentals that generate revenue. In the past, it has been uncomfortable during parts of the summer due to the heat. This has caused organizations not to use the Youth center. This will also support two rooms used downstairs for other programs.

FINCOM: The obvious question was discussed as to why this was not included in the \$5M initial program. This project has been discussed for several years and budgeted to occur this year as Phase 1 and then Phase 2 for next year to add a dehumidification system that is required. The HVAC system will be designed so that the dehumidification system can be installed next year without any retrofit issues. The HVAC also provides supplemental heat which is more efficient than the current heating system.

The Finance Committee commended the Youth Center on the transformation they have gone through over the last few years and how they have expanded the programs to many different groups in Milford. This year the Milford Medical Center chose to have their premier fundraiser "Melange" at the youth center. The Fincom was also appreciative of the MYC following the procedures of budgeting and providing all the necessary information in a timely fashion so the Fincom and Town meeting as well as residents understand the proposal.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 20: Central Gas & Market

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 not to be consumed on the premises (Package Store), 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 malt beverages and wine not to be consumed on the premises (Package Store), under Section 15 of said Chapter 138 to Central Gas & Market, Inc. of 186 Central Street, Milford, MA. Said License shall be subject to all other provisions of Chapter 138."

or take any other action in relation thereto.

INFO: This is a request to the selectmen to petition the state to obtain an additional liquor license.

FINCOM: No need for discussion. This is unusual as normally the selectmen come before the town meeting as ask for permission to request an additional license and not individual concerns.

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO THE SELECTMAN**

ARTICLE 21: Water Street Meat Market

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 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 an additional license for the sale of wines and malt beverages not to be drunk on the premises pursuant to section 15 of said chapter 138 to 138 to Water Street Meat Market, LLC d/b/a Water Street Meat Market at 3 Water Street, Milford, MA. 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."

INFO: This is a request to the selectmen to petition the state to obtain an additional liquor license.

FINCOM: No need for discussion. This is unusual as normally the selectmen come before the town meeting as ask for permission to request an additional license and not individual concerns.

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO THE PLANNING BOARD**

ARTICLE 22: Town Meeting Study and Improvement Committee  
Move that the Town vote to authorize the Board of Selectmen to petition the Legislature for special legislation to provide for incumbent town meeting members to become candidates for re-election by giving written notice to the Town Clerk instead of filing nomination papers, which legislation shall provide as follows:

SECTION 1. Chapter 271 of the acts of 1933 is hereby amended by striking out section 4, as most recently amended by section 1 of chapter 180 of the acts of 2011, and inserting in place thereof the following section:

Section 4.

- (a) Nomination of candidates for town meeting members to be elected under this act shall be made by nomination papers, which shall bear no political designation, shall be signed by no less than 30 voters of the precinct in which the candidate resides, and shall be filed with the town clerk at least 35 days before the election. No nomination papers shall be valid in respect to any candidate whose written acceptance is not thereon or attached thereto when filed.
- (b) Notwithstanding subsection (a), the fourth paragraph of section 10 of chapter 53 of the General Laws or any other general or special law to the contrary, any incumbent town meeting member, excluding an elected town meeting member who removes from one precinct to another or is so removed by revision of precincts may, without filing nomination papers, become a candidate for reelection as a town meeting member for the same precinct in which the incumbent members currently resides, by giving written notice thereof to the town clerk at least 30 days before the election.

SECTION 2. This action shall take effect upon its passage

INFO: The intent is not to have town meeting members have to go through the signature gathering process if the precinct lines are changed by the upcoming census or a person moves within the town.

FINCOM: The intent is understandable but only Fincom members who have legal training could understand the wording of "remove" versus just saying "Move". The intent made sense.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 23: Selectman

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be utilized by the Milford Highway Surveyor for the acquisition and installation of flex-post median markers within the Route 85/Cedar Street roadway immediately north of the intersection with Fortune Boulevard/Dilla Street, or take any other action in relation thereto.

INFO: Flex median markers seem the best option to control traffic and cutting through lanes.

FINCOM: The estimate has come in at \$17,500. The \$2,500 extra is added as a contingency.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 24: Parks Commissioners

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$9,000, to be spent under the jurisdiction of the Parks Commission, to be utilized to provide labor and materials for holiday lighting and other associated electrical needs at Draper Memorial Park, or take any other action in relation thereto.

INFO: Adding electric circuits and spreading them out across Draper Park for displays that are currently placed in the Park. There is limited service in the park and sharing services from traffic lights nearby is not optimal. If the circuit is tripped we would lose our traffic lights. This eliminates the issue, as the park would be on its own circuit.

FINCOM: This is a new project and not considered maintenance. As we have the display in the park every year, this makes sense to first add the service and secondly to have it funded outside the Parks department budget.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 25: Parks Commissioners

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$60,000, to be spent under the jurisdiction of the Parks Commission, to be utilized to conduct a feasibility study of the Fino Field pool to provide options for renovation, expansion, or replacing the pool, or take any other action in relation thereto.

INFO: This is funding to conduct a survey on what options are open to the town in regards to the Fino field pool.

FINCOM: This has been budgeted. As any comprehensive work would most likely require \$3-\$5M in expenditure, an initial study seems logic. This will not commit the town to any plan or expenditure, just provide information and options.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 26: Parks Commissioners

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$34,000, to be spent under the jurisdiction of the Parks Commission, to purchase a new riding mower with a 104-inch cutting deck and associated trailer, or take any other action in relation thereto.

INFO: This is a new much larger riding mower to replace an old mower that has gone past its lifetime.

FINCOM: This was in the long-range capital plan. The larger mower will assist in increasing efficiency. A smaller mower was purchased already to address the areas that the large mower cannot reach.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 27: Parks Commissioners

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$43,000, to be spent under the jurisdiction of the Parks Commission, to replace the current 2001 model-year truck with a new pickup truck, said truck also to be used for snow and ice removal, or take any other action in relation thereto

INFO: The truck will replace a current unit that cannot pass inspection due to wear. It is being ordered in a "Plow ready" configuration so that the highway department can place one of their plows on this truck.

FINCOM: This should help reduce the amount spent on outside contractors as it brings another plow ready vehicle online for use in the winter plowing.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 28: Highway Surveyor

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$190,000, to be spent under the jurisdiction of the Highway Surveyor, to purchase a new truck for plowing, sanding, hauling, and road maintenance, or take any other action in relation thereto.

INFO: This truck has passed its useful life span and now has a frame that has deteriorated to a point where it may not be repairable in the short term.

FINCOM: This truck has been budgeted and expected this year.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 29: Highway Surveyor

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$180,000, to be spent under the jurisdiction of the Highway Surveyor, to purchase a sidewalk tractor equipped with a snow blower, power v-plow and a sander, or take any other action in relation thereto.

INFO: This tractor is required to maintain the sidewalks of the town so children can walk to school. In the past we have been using a modified tractor with a standard plow that is not optimal. As the unit comes to the end of its life, this type of unit is optimal for replacing it as it can use a snow blower option as well as a plow.

FINCOM: The unit was budgeted and expected for this year. Sidewalk plows are critical as schools cannot be opened if the sidewalks are not ready for children to walk to school on.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**



ARTICLE 30: Selectmen

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized by the Milford Highway Surveyor and/or the Town Engineer, for any and all items required to ensure that the Town remains in compliance with the Environmental Protection Agency's (EPA) Stormwater - General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems ("MS4s")-(Phase II of the Permit), or take any other action in relation thereto

INFO: We are in Phase 1 of a multiyear EPA mandate that will eventually cost the town \$40,000,000. The \$400,000 being asked for this year is the first part of a \$1,500,000 Phase 1 study that will occur over 5 years (\$400K, \$400K, \$300K, \$200K, \$200K).

FINCOM: A lengthy discussion was held to try to gain a better understanding of what the goal is and how will progress be measured along with the timelines required. There is limited information provided by the EPA. The goal is to reduce the Phosphate levels by 40% going into the Charles River.

Fincom members asked for research to be performed by the Town Engineer to understand what the test that will be used is and if there is an EPA 600 or 8000 series method that can be referenced so we can detect where we are and how our efforts will be monitored. At present, we were told that there is a model the EPA is using to predict what our levels are. This was concerning as we may be in a better position than the model states.

Concern was also expressed that we not get ahead of the timetable mandated as regulations can change and this would then cause us to spend more money adapting.

The bottom line is we have to spend at least this money or face a \$25,000 a day fine.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 31: Highway Surveyor / Town Engineer

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized by the Milford Highway Surveyor and / or the Town Engineer, for any and all items required to perform a Phase II Inspection/Evaluation Report, analysis and design work for the Milford Pond Dam (a.k.a. Cedar Swamp Pond Dam) as referenced in the Phase I Inspection / Evaluation Report performed and written by Weston & Sampson Engineers, Inc., Dated July 11, 2016, or take any other action in relation thereto.

INFO: The dam at Fino Field requires maintenance. The dam is used to regulate the water flow to the area. The dam does not require replacement, only maintenance. We had budgeted \$188K this year for this project. However, the town engineer has stated that we can send \$50,000 this year on the study and he expects that it will require \$133-\$150 next year in repairs.

FINCOM: Discussion was held over what the purpose of the dam is. It was explained that this could be used in time of emergency to regulate the water levels. Some unanswered questions were "(1) who has authority to open the flood gates (2) what is the criterion used to open them." The highway surveyor noted that he has the responsibility to test the dams in Milford every year. To his knowledge, the dam has never been opened. The town engineer will confirm if the Fire Chief is in charge of the decision and what the criterion would be.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 32: Library Trustees

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$30,000 to be used for the purpose of replacing the front stairs at the Milford Town Library including any necessary repairs or replacement of the railings and associated structures/elements, or take any other action relating thereto

INFO: The front steps of the library are deteriorating and have reached a point where a patch is coming up and will represent a safety hazard to people this winter. The trustees have not had time to fully vet the options open to know exactly what is required to meet all the requirements such as ADA. This will be done prior to the work being performed.

FINCOM: The current partial bids represent \$15K when the work is performed with granite steps versus \$7K if done with concrete. It was felt that the granite is a much better option. The contingency amount for this project is 50%, which is higher than usually allocated. However, due to the past performance of the Head librarian and the trustees not spending any more money than necessary and the timing of waiting until the spring for full quotes, the board felt that we should trust their judgement and move forward

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 33: School Committee

To see if the Town will vote to authorize the expenditure of the available balance in Fund 2696, Comcast Verizon PEG access account, for the purpose of performing upgrades in accordance with the PEG Access Agreements with the Town, or take any other action in relation thereto.

INFO: This allows access to the money collected from the cable providers.  
FINCOM: Each cable subscriber pays a monthly amount which is a line item charge called "Franchise fee". This money is set to support local cable activities.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 34: Town Meeting Study & Improvement Committee

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$5,000, to be spent under the jurisdiction of the Town Meeting Study and Improvement Committee, for general expenses, or take any other action in relation thereto.

INFO: The committee would like a some money allocated to it to continue its work for general supplies.  
FINCOM: This is a non-reoccurring item and should last for a couple of years. Typically, we place items like this on the warrant so they carry over from year to year and are not rolled into a department's budget.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 35: Finance Committee

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 Town's Stabilization Account, or take any other action in relation thereto.

INFO: The proposal is to use \$1.35M of the free cash (\$3.8M) allowing a transfer of \$500K to the Stabilization account and \$850K to the long-term capital account.  
FINCOM: The \$500K for the stabilization account is prudent, as we need to build it up to be able to fund a new school project in 8 years and not be in a position that the Storm Water Management projects drain our capital spending ability.

The fire chief advised us that we can get another year from the engine. This saves \$650K from the capital spend this year. However, we will not have sufficient funds next year to address the capital needs planned (\$1.5M) if we use \$600K for a fire truck. By placing this money aside, we will be able to stay on plan. There is also \$200K to be allocated to complete adding a turf field, when it is identified and approved by Town Meeting. This brings the total funds allocated for a field project to \$1.2M

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

ARTICLE 36: Selectmen

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 expenses to fix the tax rate for Fiscal Year 2019, or take any other action in relation thereto.

INFO: This is a proposal to spend \$1.5M of the \$3,869,569 of free cash to offset the tax burden and allow an excess levy capacity of \$3.7M

FINCOM: This is the number that was proposed in the annual budget and accepted by town meeting at the annual meeting. This would implement that plan.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

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 15<sup>th</sup> day of October, 2018

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

1		Article 40 redeem real estate in lieu of taxes	Town Treasurer & Counsel	-
2		Town Hall Records Management System	Selectmen	\$60,000
3		Town meeting to follow Town Meeting Time	Town Meeting Committee	-
4		Pledge of Allegiance	Town Meeting Committee	-
5		Motions to be reduced to writing	Town Meeting Committee	-
6		Moderator will 2 <sup>nd</sup> all motions requiring a 2 <sup>nd</sup>	Town Meeting Committee	-
7		Moderator may waive reading of articles	Town Meeting Committee	-
8		Medical bills for Police & Fire	Selectmen	\$250,000
9		Grant Writer	Selectmen	\$30,000
10		Architect Services for a Downtown Facade	Selectmen	\$15,000
11		Self Serve gas Stations		-
12		Rezoning a Lot		-
13		Amend by laws relating to building Occupancy		-
14		Collective Bargaining Agreement - Dispatchers		\$45,000
15		Funding for Clerks new salaries	Town Accountant	\$1,933
16		Removing Trees by the Tree warden		\$100,000
17		Sewer Stabilization Account	Town Treasurer	-
18		Purchasing a new Fire engine #1	Fire Department	-
19		Youth Center Air conditioning		-
20		Requesting an additional liquor license	Central Gas & Market	-
21		Requesting an additional liquor license	Water Street market	-
22		Written notification for town meeting members		-
23		Acquisition of median markers	Selectman	\$20,000
24		Holiday Lighting for Draper Park	Parks Department	\$9,000
25		Fino Field feasibility study	Parks Department	\$60,000
26		Riding Mower	Parks Department	\$34,000
27		Parks Department Truck	Parks Department	\$43,000
28		Highway Department Truck	Highway Department	\$190,000
29		Highway Sidewalk Tractor	Highway Department	\$180,000
30		Storm water Management	Town Engineer	\$400,000
31		Phase II of Milford Pond Dam	Town Engineer	\$50,000
32		Town Library front Stairs	Library Trustees	\$30,000
33		PEG Access upgrades	School Committee	-
34		Town Meeting Committee Supplies	Town Meeting Committee	\$5,000
35		Transfer to Stabilization Account		\$850,000
36		Fix the Tax Rate		\$1,500,000
				\$3,872,933