



SPECIAL TOWN MEETING  
**FINANCE COMMITTEE REPORT**

October 30, 2023

Milford, Massachusetts

COMMONWEALTH OF MASSACHUSETTS

FINANCE COMMITTEE REPORT

**Alberto Correia, Chairman**  
**Brant Hornberger, Vice Chairman**

Robert P.DeVita	Jerry Hiatt
Carly Kearnan	Joyce Lavigne
David Levine, Esq.	Andrew Lizotte, Esq
Charles Miklosovich	Chris Morin
Mike Nicholson	John A. Tennaro, Esq.
Vincenzo Valastro	Lauren M. Wilton , Esq

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 30<sup>th</sup> day of October, 2023 A.D. at 7:00 P.M.

In accordance with the provisions of General Laws, Chapter 39, Section 10, a Special Town Meeting shall be held in Milford's Upper Town Hall. For those seeking reasonable accommodations under the Americans with Disabilities Act (ADA) due to incapacity or disability, who provide sufficient proof of such condition, and who pre-register for the Special Town Meeting at individual locations selected by such members at the time of their pre-registration as a part of the reasonable accommodation process, remote participation may be permitted. Instructions for those seeking reasonable accommodations to register to participate at other locations shall be provided by the town Clerk.

**ARTICLE 1: SelectBoard**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$150,000 to be utilized for the purpose of continuing to address the town wide ADA improvement plan, or for any other ADA improvement project to benefit the Town, said sum to be divided equally among the Park Department, School Department, and overall general government, or take any other action in relation thereto.

INFO: The Town is in the ongoing process of meeting ADA (Americans With Disabilities Act) requirements in its buildings and facilities. Rather than having multiple projects going on simultaneously managed by multiple departments simultaneously, \$150,000 would be allocated per year to be spent under the management of the Town Administrator’s management.

FINCOM: This is the annual contribution to a municipal effort that is managed by the town administrator and has proved to be as efficient implementation mechanism as we can find.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 2: SelectBoard**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to establish and/or maintain a regional Substance Abuse Outreach Program in the greater Milford area, or take any other action in relation thereto.

INFO: Milford has shown the need for the outreach program started 2 years ago. We need to continue the support services to residents that need psychological assistance. There continues to be very limited services available and those that are available are not adequate. In most cases, people are picked up and taken to the medical center where they are treated and then released with a list of possible options for further assistance programs. Many of these people are not in a condition that they can look out and evaluate the options open to them. This program allows a group of people who are not being addressed to be assisted. In many cases a person associated with the program goes to meet with the family of a person who has overdosed. Funding is used for programs such as Chris’ Corner. The \$60,758 requested here will be used from the Opioid settlement fund. Each town involved in this program pays \$2 per resident.

FINCOM: Zack Taylor monitors all of the expenses. This program has been very successful.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 3: Police 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 Milford Police Department to implement traffic surveillance infrastructure at locations throughout the Town, or take any other action in relation thereto.

INFO: This \$150,000 will be spent on multiple aspects of traffic control in Milford. This includes investigations into hit and run accidents. In many cases use of Ring and close circuit cameras must be monitored to check on accidents and incidents. This has resulted in 4 guns discovered and confiscated. The article calls for cameras to be set up in critical intersections around town.

FINCOM: The idea of warrantless searches was discussed. No camera would be pointed at private homes. The money would be 1/2 for equipment and the other 1/2 for installation.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 4: Board of Library Trustees**

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 Library Trustees to be utilized to replace the Milford Town Library's main floor fire suppression system, or take any other action in relation thereto.

INFO: The fire suppression system in the library needs to be updated. Over the past years, the trustees have studied a wet versus dry system. There are limited differences, mainly the dry system has dry terminal piping which can cause issues. Both use water as the main suppression vehicle and the wet system.

FINCOM: The capital subcommittee had discussed the need to update the fire suppression system. Over the decades, the system has not been cleaned out and now is full of sludge and rust. The system uses a wet approach which protects the system from deterioration similar to how pilings are protected underwater from rot. All other systems still use water, but have dry ends which can rust. The bids have not been finalized so it may be that we have to add in a final number or wait for the next town meeting. The motion was to be favorable up to \$50,000

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 5: Personnel Board**

To see if the Town will vote to amend the Personnel By-Laws of the Town of Milford as Follows:

- A. Section 2.2 – replace the word “it” with the words “The Board” in the first sentence and replace the word "shall" with the word "may" in the second sentence; and
- B. amend Section 5.5 of the Personnel By-Laws by deleting the current section in its entirety and replacing with the following:

“Bereavement leave without loss of pay, not to exceed four (4) days as the Department Head may determine, shall be granted by said Department Head on account of death in an employee’s immediate family. For the purpose of this section, immediate family shall mean: mother, father, brothers, sisters, mother-in-law, father-in-law, sons, daughters, wife, husband, sons-in-law, daughters-in-law, grandparents, grandchildren, brother-in-law, sister-in-law, aunts, uncles, nieces and nephews and in the event of the unplanned death, stillbirth, or miscarriage of a fetus, at any time during the pregnancy, for the mother and/or her partner or spouse”; and

- C. amend Section 5.10, Personal Leave, by deleting the entire current section and replacing said section with the following:

“Permanent Full-Time employees may be allowed two (2) days per calendar year of Personal Leave with pay. Such request shall be made to the employee's Department Head at least forty-eight hours in advance. For the purpose of this section, an employee who works 35 hours per week will receive 14 hours and an employee who works 40 hours per week will receive 16 hours”; and

- D. amend Section 5.12 Earned Leave, by replacing the last sentence with the following new sentence:

“For the purpose of this section, three (3) days used shall equal 21 hours or less for a 35 hour per week position or 24 hours or less for a 40 hour per week position. Earned Personal day shall equal 7 hours for an employee who works 35 hours per week or 8 hours for an employee who works 40 hours per week”; and

- E. within the Personnel By-Law as a whole, whenever the phrase “Board of Selectmen” is utilized, replace that phrase with “Select Board” and whenever within the By-Law the words “Town Accountant” are utilized, replace those words with “Finance Director.”

- F. by deleting Section 5.11 “Sick Leave Buy-Back” in its entirety, or take any other action in relation thereto.

INFO: These changes are being made to clarify the wording of the By-Law. This standardizes the bereavement benefits each employee receives at 4 days, versus different positions receiving a different number of days. Each employee would earn 2 days per year. The “Sick Leave Buy Back” program was negotiated out of many employment contracts years ago, but employees were grandfathered. This eliminates the buy-back provision as all the grandfathered employees are no longer employed.

FINCOM: There are no changes due to this, it is just clarifying the verbiage.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 6: Industrial Development Commission/Select Board**

To see if the Town will vote to amend Article 6 of the General By-Laws of the Town of Milford relating to the Industrial Development Commission as follows:

A. by changing the title of said Article 6 from “Industrial Development Commission” to “Economic Development Commission,” and

B. by deleting the current Section 1 (Composition, term of office) and replacing it with the following:

“There shall be an Economic Development Commission consisting of seven (7) members appointed by the Select Board for overlapping terms. The terms of the sitting members of the Industrial Development Commission shall continue uninterrupted as members of the Economic Development Commission.” and

C. strike the current Section 2 and replace that section with the following:

Section 2 (Powers and Duties) – “The Economic Development Commission shall have all of the powers which Development and Industrial Commissions have under Section 8A of Chapter 40 of the General Laws and shall conduct research into industrial conditions, investigate and assist in establishment of educational and commercial projects, including projects involving private enterprise, for the purpose of expanding or strengthening the local economy, and shall seek to coordinate the activities of unofficial bodies organized for said purposes, and may advertise, prepare, print and distribute books, maps, charts and pamphlets which in its judgment will further the purposes for which it is established and such commission shall exercise such other functions as may, from time to time, be assigned by the Select Board or the Town Meeting. Said Commission shall elect its own officers and adopt Rules and Regulations for its governance as may from time to time be necessary or appropriate.”

or take any other action in relation thereto.

INFO: The name of the committee is being changed to present a stronger image. None of the responsibilities or mission has changed.

FINCOM: No changes are made here.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 7: Board of Library Trustees**

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 Library Trustees for the purpose of replacing worn and damaged library furnishings, or take any other action in relation thereto.

INFO: The carpet in front of the circulation department has worn out from the 97,000 visitor traffic. To replace the carpet will require \$25,000.

FINCOM: The carpets have been used for 15 years and has now become worn.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 8: Conservation Commission**

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 security gates at the Haven Street and Walden Way wood road entrances to the 185-acre Town-owned "Waldenwoods" Planned Residential Development Open Space parcel, or take any other action in relation thereto.

INFO: We have an issue with trucks pulling into the area and dumping their loads. A restriction must be put into place to keep access only to authorized vehicles. This is expected to cost \$20,000

FINCOM: The restriction of vehicles dumping materials in this area is worthwhile. However, the gate selected must not hinder access by people.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 9: Select Board**

To see if the Town will vote to amend its vote under Article 39 of the October 24, 2022 Special Town Meeting so that said vote shall include the Milford Town Hall and Memorial Hall as buildings to have their elevator systems upgraded under the appropriation authorized by said Article 39, or take any other action in relation thereto.

INFO: We have an article on the books that was approved by town meeting to repair elevators in certain town buildings. The work was completed and there is \$55,000-\$58,000 in funds that were not used. This article is being proposed to repurpose the remaining funds to repair elevators in other municipal buildings.

FINCOM: The original article was to repair town building elevators. The issue was that it had specific buildings mentioned. This allows the remaining money to be used in other buildings for its original building.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 10: Personnel Board**

To see if the Town will vote to amend its vote under Article 2 of the May 22, 2023 Annual Town Meeting by changing the Grade for the position of Director of Information Technology from Grade 13 to Grade 14, or take any other action in relation thereto.

INFO: The director of IT has been tasked with additional responsibilities supporting the Police and Fire Departments. These include assisting with reviewing evidence & reviewing digital data. The increase will be less than \$2,000 per year.

FINCOM: We have been exposed to the large amount of extra work this position has been taking on and this seems like a very nominal increase now but places the position on a new compensation track more appropriate with the tasks added.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 11: Personnel Board**

To see if the Town will vote to amend Section 5.8(A) of the Personnel By-Laws of the Town as follows:

- A. by deleting the first sentence of Section 5.8(A) and inserting in place thereof the following:

“All permanent full-time and permanent benefit eligible part-time employees shall accrue vacation on a monthly basis beginning immediately after higher as per the following schedule. This accrual will be credited to the employee at the end of each month for actual service;” and

- B. by deleting the 3<sup>rd</sup> sentence within the paragraph of Section 5.8 entitled “YEAR 1” and replacing it with the following:

“Employees in their first year of employment may begin using accrued vacation days no sooner than three (3) months of their hire date, and only when they have been continuously employed for said period”; and

- C. by changing the title of the second column within Section 5.8(A) to “Year 1 Vacation Day Accrual”; and
- D. change the title of the third column within the chart as part of Section 5.8(A) so that the title thereof will be “First month vacation accrued is available for use;” and

- E. add a new Section 5.8D to the By-Law which will provide as follows:

For the purpose of Section 5.8(A), 5.8(B), and 5.8(C), one day shall equal seven (7) hours for an employee who works thirty-five (35) hours per week, or eight (8) hours for an employee who works forty (40) per week. Part Time benefit eligible employees vacation days will be calculated by taking the number of hours worked per week divided by five (5) days. One week's vacation equals the total hours worked per week,"

or take any other action in relation thereto.

INFO: These changes are meant to clarify the terms of vacation allocation and usage by employees. This would limit employees to only be able to take vacation time after three (3) months of employment.

FINCOM: No need for further discussion as this does not change what is offered.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 12: Personnel Board**

To see if the Town will vote to amend Section 5.6 of the Personnel By-Laws of the Town of Milford by striking the first sentence thereof and replacing said sentence with the following:

"All permanent full-time and permanent benefit eligible part-time employees shall be credited with sick leave with pay at the rate of one and one-quarter (1¼) days for each month of service for up to fifteen (15) days per calendar year. Eligible employees' sick days will be calculated by taking the number of hours worked per week divided by five (5) days and multiply by 1.25 to get one's monthly accrual, and further to see if the Town will vote to replace the last sentence of Section 5.6 with the following:

"Employees may utilize up to five (5) days of accumulated sick leave each year for illness of a member of an employee's immediate family. Immediate family shall be those defined in Section 5.5. One day is equivalent to the employees regularly scheduled work day."

or take any other action in relation thereto.

INFO: This clarifies how sick leave is accumulated and when up to five (5) days can be used for an immediate family member

FINCOM: No need for further discussion as this does not change what is offered.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 13: Personnel Board**

To see if the Town will vote to amend Section 1.6 “Definitions” of the Personnel By-Laws of the Town of Milford by add the following definition:

“Benefit Eligible Employees – refer to M.G.L. c. 32B, §2.”  
or take any other action in relation thereto.

- INFO: This article clarifies the condition of when an employee is eligible for full time employment benefits at a minimum of 20.1 hours per week.
- FINCOM: No need for further discussion as this does not change what is offered.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 14: Select Board/Sewer Commissioners**

To see if the Town will vote, in accordance with Section 12 of Chapter 30B of the General Laws, to authorize the extension of an Agreement dated August 28, 2023 between Milford Power LLC and the Town, acting through its Select Board and Board of Sewer Commissioners, to be made effective for a fifteen (15) year term from its execution; the aforesaid Agreement, among other terms, sets the rates of payment by Milford Power LLC for water purchased from the Sewer Treatment Plant, guarantees the payment to the Town during the term of the extension of a minimum of at least \$1,000,000 per fiscal year in real estate taxes, or take any other action in relation thereto.

- INFO: This renews the Pilot (payment in lieu of taxes) agreement made 30 years ago where the town receives a minimum of \$1,000,000 annually. The power company uses treated waste water as a coolant instead of normal water.
- FINCOM: This agreement has served the town well for the past 30 years. There is a desire to renew the agreement for 15 years. In order to renew for more than 5 years a town meeting approval is required. The agreement guarantees \$1,000,000 a year minimum payment as well as \$20,000-\$40,000 fee for using Milford’s waste water for cooling.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 15: 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 \$100,000 to be spent under the jurisdiction of the Highway Surveyor for the purpose of purchasing a new truck mounted leaf vacuum, or take any other action in relation thereto.

INFO: The new style leaf truck will extend the leaf pick up program which is very popular. The leaf vacuum device will be placed on an existing chassis. This style truck is half the price of the original and operates with less labor.

FINCOM: The cost is now \$120,000. This will allow the highway department to run 3 trucks which will expand the number of times routes can be covered as well as having a backup truck.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 16: Parks Commissioners**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for renovation of both Town Park and the Pearl Street Court area which renovations and improvements will include new walkways, fencing, lighting, outdoor fitness court, tennis/pickle ball courts, basketball/street hockey courts, new bathrooms, and other upgrades to those parks, or take any other action in relation thereto.

- INFO: a. The project involves refreshing all the elements of the Town Park. The elements will remain identical to the current Town Park except
- i. the far basketball court will be turned into a 18-20 space parking lot.
  - ii. The bathrooms are planned to be open using the entry system similar to the Fino Field pool. They will remain open unless issues occur with vandalism.
- b. The total projected cost of the project is \$2.1 -> \$2.6 M. Initially the Town contribution was budgeted at \$400K but the price has gone up substantially.
- c. Funding will be provided as follows:
- i. Government Block Grant for Town Park \$1,300,000
  - ii. Milford ARPA Money \$ 538,000
  - iii. Town Meeting Article Oct 2023 \$ 740,000
- d. The proposal is that the town meeting fund money to allow up to \$2,600,000 to be available, which was the maximum of the estimates. Any unspent money on the town park project will be returned to the general fund.
- FINCOM: The town park needs the work above. The plan has been to obtain a grant that would be a matching format. The grant covers 50% of the total cost. The \$740,000 allows coverage of the highest estimate. Any left-over money will be returned to the general fund.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 17: Board of Sewer Commissioners**

To see if the Town will vote to appropriate a sum of money in the amount of \$350,000, said sum to be spent under the jurisdiction of the Board of Sewer Commissioners for replacement of a High Pressure Jet Truck, and to determine how said sum shall be raised, whether by transfer from available fund, by taxation, by borrowing or otherwise, or take any other action in relation thereto.

INFO: The sewer department needs a new Jet truck. The current truck is 22 years old and in the past we have only been able to achieve a life span of 20 years. At this point we have been able to find the parts needed for repair but they are in very short supply. The sewer department believes they can keep the truck running for a year or so but it will be risky after that. The truck is used to clear bad spots in the town system monthly. It is also used to back up areas that have failed and street clean outs. It is a routine exercise to clean out certain areas in the town.

FINCOM: The cost will be borne only from homes that use sewer services by rates. The word "taxation" in the article was a mistake.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 18: Town Meeting Study & Improvement Committee**

To see if the Town will vote to dissolve the Town Meeting Study and Improvement Committee, and further vote to rescind the standing vote entitled "Town Meeting Study and Improvement Committee" in its entirety, said vote to take effect on January 25, 2024, or take any other action in relation thereto.

INFO: The committee has fulfilled its mission and can now be dissolved.

FINCOM: This makes sense and if new actions are needed in the future, the committee can be set up again.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 19: Finance Director**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to pay an unpaid bill from a prior fiscal year in the amount of \$10,600, or take any other action in relation thereto.

INFO: This was a legitimate invoice submitted to late to be covered by last year's warrant or the procedures for dealing with late expenses that can be applied to the previous year. This was legitimate and should be paid from this year's funds.

FINCOM: The company covered the Town meeting and should be paid.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 20: Planning Board**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$103,000, said sum to be utilized by the Planning Board for consultant services associated with the preparation of a 2024 Milford Comprehensive Plan, or take any other action in relation thereto.

**INFO:** The 2003 comprehensive redevelopment plan needs to be updated. It has served the town providing development ideas for industrial and commercial areas of Milford as well as downtown. The total cost will be \$163,000 but we have received a grant reducing the cost to the Town to \$103,000

**FINCOM:** We are 20 years into the plan. Most towns refresh their plan every 10 years. Milford is 95% built out. To increase the tax revenue, we must have a direction to expand the tax base by better use of the commercial / industrial base.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 21: Milford Youth Commission**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for the purchase of a 12 to 15 passenger van for use by the Milford Youth Commission, or take any other action in relation thereto.

**INFO:** The van would be for general use such as transporting kids and cargo. The van will also be used for making case site visits. The van would be used all year long. Currently the employees are using personal vehicles to accomplish these tasks.

**FINCOM:** The descriptions and quotes provided were incomplete and confusing as one was for 33% more to supply a used van versus a new one. It was agreed to support this purchase if standard procedures were followed with our procurement officer setting the bid specs and overseeing the purchase before it is made with a limit of \$70,000.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 22: Board of Assessors**

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 Board of Assessors for the purpose of purchasing a vehicle for property inspections, or take any other action in relation thereto.

**INFO:** The Board of Assessor's staff has been using their personal vehicles for Town business. This raises several issues, including: 1) liability exposure to having personal vehicles begin used on Town business; 2) impairing the Town's ability to hire new staff as many towns offer the use of official vehicles.

**FINCOM:** The cost is estimated at \$33,000 - \$40,000 to purchase a vehicle on the state bid list. This makes sense as it removes a liability issue and matches what is offered by towns around us.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 23: SelectBoard**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$82,000 to supply and install carpet tiles at the Milford Police Station, or take any other action in relation thereto.

**INFO:** The carpet at the Police station has worn out and needs to be replaced.

**FINCOM:** We have reached the end of useful life of the carpet.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 24: IT Department & SelectBoard**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for the purpose of upgrading and replacing the audio system in the Upper Town Hall, or take any other action in relation thereto.

**INFO:** Since its last replacement and modification, the Upper Town Hall Audio System has suffered a tremendous loss due to environmental factors in that space. Upper Town Hall lacks a ventilation system which in the summer months have caused all system components over time to develop faults to which all equipment is a total loss. The new system will be just as simple to use, with the exception that the equipment cabinet will be equipped with its own environment controls utilizing Tripp Lite Rackmount Cooling Unit Air Conditioner 7K BTU 2.0kW 120V SRCOOL7KRM. We will also upgrade the hearing assist systems and have better wireless microphones. The cabinet will be locked with IT and Facilities being the only key holders. The cost to the town is estimated at \$150,000 since we received an earmark from the State due to the efforts of Senator Becca Rausch.

**FINCOM:** It is regrettable that 5 years ago we should have purchased a different system. But there is no warranty remaining and there is a need for audio.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 25: Town Treasurer**

To see if the Town will vote to accept the provisions of Chapter 44, Section 54 of the General Laws, as amended by Section 26 of Chapter 28 of the Acts of 2023, which provisions to be accepted pertain to investment of Town Trust Funds, or take any other action in relation thereto.

**INFO:** This allows the Town to adjust its procedures to a new statute that is mandated. We do not expect any material changes to what procedures are in place.

**FINCOM:** This places the language we need in place to be compliance with a prudent investment strategy in regards to OPEB (Other Post Employment Benefits).

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 26: Select Board**

To see if the town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to pay the cost items in a Collective Bargaining Agreement between the Town of Milford and the Milford Permanent Fire Fighters Association Local 2140, or take any other action in relation thereto.

INFO: The employment contract has been agreed upon. As is the normal protocol of the Town, no amount is budgeted. The \$550,000 required will cover the difference in salaries for last year and this year.

FINCOM: This is the standard procedure the town follows to negotiate the contract and then come to town meeting to fund the difference in compensation rates.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 27: Fire Chief**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be expended under the jurisdiction of the Fire Chief to repair the training building located behind the Birch Street Fire Station, or take any other action in relation thereto.

INFO: The burn building requires repair which will cost \$37,500. This building is used for training Milford Firefighters as well as surrounding towns. We allow other towns to use the building as part of the mutual aid policy.

FINCOM: Discussion was held as to if we should charge fees to other towns using the facility. The amount we could obtain in fees is deemed not enough to breach the mutual aid we receive from the other towns.

This money will make the building structurally sound for training. However, in the future more money will be required to make the building live fire ready.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 28: IT Department / Police Chief**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for the purpose of addressing compliance upgrades and replacement for public safety and Town Hall systems, or take any other action in relation thereto.

INFO: The system implemented in the 1960s and 1970s is copper based. It no longer can interface with the fiber-based systems that are now required by statute. Phase 1 was designed to upgrade the radio and control systems. This is expected to cost \$785,000. A new mandate which calls for a fail-safe using the internet and a single tower is required by spring and will cost \$365,000. The total cost for the entire compliance upgrade is \$1,150,000.

Dispatch article, was \$780K as the FCC is passing a compliance requirement next year... Radio piece was \$250K required for this coming winter compliance is now \$278K due to supply chain cost increases. Phase 2 is now mandated by the FCC for next year that includes a fail-safe using the internet on a single tower. This adds \$236K to bring the total to \$1M Should be set for 10 years.

FINCOM: There is no choice but to implement these mandates. The alternative is that all first communicator communication will go dark in the Spring.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 29: Town Treasurer**

To see if the Town will vote to rescind \$2,000,000 of authorized, and unissued bonds for the Field Pond Sewer Project, or take any other action in relation thereto.

INFO: The Field Pond Sewer Project has been completed with \$2,000,000 of funds unspent. This article rescinds the additional borrowing authority which was not used and is not needed.

FINCOM: This is the typical policy followed by the town. As we did not need the extra funding, the approval for borrowing should be rescinded.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 30: 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 to replace all exterior and interior lighting at the Birch Street Fire Station, or take any other action in relation thereto.

INFO: The Birch Street Station requires upgrading and replacing of both interior as well as exterior lighting. The cost will be \$45,000

FINCOM: This has been budgeted in the capital plan.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 31: School Committee**

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 engineering and replacing the Stacy School boilers, or take any other action in relation thereto.

INFO: The boilers at Stacy have been planned to be replaced in the capital plan. The maintenance costs are increasing dramatically as is the scarcity and cost of parts. We have a \$680,000 grant and we need the remaining \$650,000.

FINCOM: The replacement of three 1995 boilers was on the long-term capital plan over the next three years. We were able to obtain a grant which paid for 50%. This includes a survey which will dictate the best system and fuel to be used. The replacement would occur in the Spring of 2024.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 32: Select Board**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized replenish the Compensated Absences Fund (Fund 245), or take any other action in relation thereto.

INFO: Per the contract, there are sick and vacation time buy back provisions. Currently there is \$100,000 in the fund. This \$250,000 will replenish the account.

FINCOM: This relates to the Police and Fire department contract

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

### **ARTICLE 33: 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 purchase and equipping of a new rescue truck, or take any other action in relation thereto.

- INFO: The rescue truck is scheduled to be replaced. The \$133,000 rescue truck is used instead of engine #1 which costs at least 5-6X the cost.
- FINCOM: This truck has been in the capital plan and the capital sub-committee evaluated it and made a favorable recommendation.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

### **ARTICLE 34: Select Board**

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 system at the Milford Animal Control building, or take any other action in relation thereto.

- INFO: The HVAC system at the animal control building needs to be replaced at a cost of \$40,000
- FINCOM: The HVAC system in the building needs replaced.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

### **ARTICLE 35: Police Chief**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized to demolish or replace all three basement locker rooms in the Milford Police Station, or take any other action in relation thereto.

- INFO: The locker rooms at the Police Station have needed to be replaced and were planned. The cost is expected to be \$465,000
- FINCOM: The current lockers are of the school type allowing coats to be stored. There is a security issue that the lockers must be upgraded to allow secure storage of fire arms, ammunition and other police articles. The new locker system will also have charging pods and other features required to support our staff.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

### **ARTICLE 36: 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 purchase of a new staff vehicle, or take any other action in relation thereto.

INFO: The staff cars are used as command centers for incidents and have to be replaced on a regular basis. Due to the equipment required for outfitting the cost is estimate at \$75,000.

FINCOM: There is a replacement schedule for vehicles used by the fire department. This car serves as a control center for fires and other emergencies. This car will allow the chief's vehicle to be passed down to the deputy chief and his car passed on

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

### **ARTICLE 37: School Committee**

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 upgrading the Woodland School turf with a fence and safety net, or take any other action in relation thereto.

INFO: To protect the turf field at Woodland there needs to be a control of children riding their bikes across the field. There is also an issue with the lack of netting on one side of the field. When balls are shot high or wide, children must be sent into the brush to retrieve them. The cost is expected to be \$150,000.

FINCOM: The fence would be chain link with netting above. This is not set to hinder access but to protect the field.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

### **ARTICLE 38: Select Board**

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 of medical bills and other expenses incurred in relation to injuries to police officers or fire fighters, said sum to be deposited in the Special Injury Leave Indemnity Funds to be utilized for the purpose of paying expenses incurred under General Laws Chapter 41, Sections 100 and/or 111F, or take any other action in relation thereto.

INFO: The account pays medical bills for injured first-line personnel. It was funded with \$250,000 three years ago and is now at a \$50,000 level. It is time to replenish the account.

FINCOM: An average year requires \$80,000 annually. This should cover us for 3 years.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

### **ARTICLE 39: Police Chief**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be combined with funds appropriated under Article 7 of the October 24, 2022 Special Town Meeting, to be expended in accordance with the Massachusetts State-Subdivision for State wide opioid settlement funds; further said funds to be used to supplement and strengthen resources available to communities and families for substance abuse disorder prevention, harm reduction, treatment, and recovery, or take any other action in relation thereto.

INFO: \$500,000 of funds will be used from the Opioid Settlement Funds

FINCOM: The state normally sets this type of grants and transfers so that the money is under the direct control of the department responsible for support such as clinical mental health support. Since the state did not set up the transfer under the normal conditions the money must be transferred by a town meeting vote.

#### **FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

### **ARTICLE 40: Select Board**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for payment for the services of Labor Counsel representing the Town general government in labor negotiations and labor matters with all general government unions, or take any other action in relation thereto.

INFO: These are funds (\$160,000) for outside legal counsel to represent the Town in negotiating labor contracts.

FINCOM: This is required for negotiating contracts for the next 2-3 years.

#### **FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

### **ARTICLE 41: Select Board**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to supply and install carpet tiles to the common area and offices of the Milford Town Hall, or take any other action in relation thereto.

INFO: The 1986 carpet in the Town Hall has reached its lifetime and needs to be replaced. The use of tiles will make maintenance much easier and more cost effective as individual tiles can be replaced. The cost will be \$220,000.

FINCOM: The carpet needs to be replaced.

#### **FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 42: Select Board**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized supplement the Town Liability Claims Fund, or take any other action in relation thereto.

**INFO:** The Town started self-insuring itself decades ago. This has saved the Town a large amount of money by having a very large deductible. The fund should be replenished by \$2,500,000.

**FINCOM:** This was set up in 1990. We have been benefitting from not paying insurance companies large premiums. During the previous decade we have not been funding the account adequately to cover the risk. We have \$1,800,000 in the account and it should be much higher. This is a step to fund the account at an adequate level. There is no target that we need to reach.

### **FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 43: Planning Board**

To see if the Town will vote to amend the Zoning Bylaw and Zoning Map by rezoning the following parcels from IA Central Industrial A District and RA General Residential District to BP Business Park District:

- Assessors Map 47 Block 0 Lots 1 and 2.
- Assessors Map 47 Block 82 Lot 4.
- Assessors Map 48 Block 0 Lots 2 thru 30, 30A, 31(pt), 32, 32B and 33A.
- Assessors Map 48 Block 0 Lots 47 and 48.
- Assessors Map 48 Block 82 Lots 1, 2 and 3.
- Assessors Map 52 Block 0 Lots 60 and 389.
- Assessors Map 53 Block 0 Lot 8.

BY rezoning the following parcels from IA Central Industrial A District to RA General Residential District:

- Assessors Map 48 Block 0 Lot 33.
- Assessors Map 52 Block 0 Lots 17 thru 21.
- Assessors Map 52 Block 0 Lots 58 and 59.

BY rezoning the following parcels from IA Central Industrial A District to RB Single Family Residential District:

- Assessors Map 47 Block 0 Lot 4.
- Assessors Map 48 Block 0 Lot 31(pt).
- Assessors Map 53 Block 0 Lots 6 and 7.

AND BY rezoning the balance of the following parcels not already entirely within the RA General Residential District from IA Central Industrial A District to RA General Residential District:

- Assessors Map 48 Block 0 Lots 34, 45, 46 and 51A.

Assessors Map 52 Block 0 Lots 362 and 362B.

AND BY rezoning the balance of the following parcels not already entirely within the RB Single Family Residential District or the RC Rural Residential C District from IA Central Industrial A District to RB Single Family Residential District:

Assessors Map 53 Block 0 Lots 3, 7A and 21.

AND IN ADDITION BY rezoning the balance of the following parcels not already entirely within the RC Rural Residential C District from IB Highway Industrial B District to RC Rural Residential C District:

Assessors Map 53 Block 86 Lots 22 thru 26.

AND FURTHER IN ADDITION by replacing in Section 2.1 Establishment of Districts Subsection 2.1.1 the words “Town of Milford Zoning Map, Updated October 2018” with the words “Town of Milford Zoning Map, Updated October 2023”.

The 70 parcels or portions thereof referenced herein are generally located south of Central Street, along and in the vicinity of Depot Street and of the Charles River.

or take any other action relating thereto.

**INFO:** This rezoning from industrial to Commercial is being undertaken for many reasons including more efficient use of the tax base. This affects a total of 85 acres, 60 of which are owned by the town. It is also felt that it is safer to have a commercial company replacing Archer Rubber since the location is so close to our water supply.

**FINCOM:** This makes sense as a protection and efficiency matter.

**FINANCE COMMITTEE RECOMMENDATION IS REFER TO SPONSOR**

#### **ARTICLE 44: Select Board**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for repairs to the Purchase Street Fire House located at 279 Purchase Street, or take any other action in relation thereto.

- INFO: The fire house is in a state of disrepair and needs \$30,000 of repairs. The repairs will allow the ascetics to be improved and seal the building so it can be used for storage of equipment.
- FINCOM: This seems like a nominal amount to make the building look presentable and allow equipment to be stored safely. This is not an active fire station.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

#### **ARTICLE 45: 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 \$175,000 to be spent under the jurisdiction of the Highway Surveyor for the purpose of purchasing a new loader mounted snow blower for winter snow removal and clearing operations, or take any other action in relation thereto.

- INFO: The large snowblower will become the front-line piece of equipment for major snow storms. The current unit will be used as a backup.
- FINCOM: The current system is 28 years old and becoming more difficult to maintain since parts are becoming scarce. The current system will be kept as a backup.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

#### **ARTICLE 46: Park Commissioners**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for renovations within the Fino Field baseball complex, or take any other action in relation thereto.

- INFO: The town has received a grant for \$150,000 for renovations to Fino Field. The grant is valid until 2026. There is no urgency on using this grant and there was not enough time to perform the due diligence required for the 2023 October town meeting.

**THIS WILL BE PASSED OVER UNTIL 2024**

**ARTICLE 47: Park Commissioners**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for a feasibility study and for the provision of conceptual design services at various locations to assist in determining a location for a skate park to be constructed in the Town of Milford, or take any other action in relation thereto.

INFO: There is a large amount of interest in a skate park. The previous park was well used until it deteriorated. The \$20,000 requested would provide a comprehensive study as to the feasibility and location possibilities for a skate park.

FINCOM: Discussion was held on the value of a feasibility study, but in the end, it was felt that if town meeting understood that the result of funding a feasibility study is probably a request to fund a skate park in the future, then it is worth it.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

**ARTICLE 48: Park Commissioners**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be utilized for repairs, paving and lining of parking lots and pathways throughout the town parks, or take any other action in relation thereto.

INFO: The following parking lots have been planned to be repaved:

- i. Plains Park – large lot 32,000 ft<sup>2</sup>
- ii. Plains Park – small lot 14,000 ft<sup>2</sup>
- iii. Louisa Lake - 49,000 ft<sup>2</sup> with extension
- iv. Fino / Votalato 80,000 ft<sup>2</sup> & 17,000 ft<sup>2</sup>
- v. Rosenfeld Park 43,000 ft<sup>2</sup>

The total cost in 2023 Dollars is \$750,000. Originally the capital plan was laid out for \$250,000 each year for 3 years. However, since the materials are on a state bid that will expire at the end of the year, it is expected that there would be at least a nine (9%) increase. Therefore, it is recommended that the entire project be completed in one year.

FINCOM: It appears that the actual cost estimate will be in the range of \$550,000. As a safeguard, the Fincom thought that the article should be for \$600,000.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

## **ARTICLE 49: Finance Director**

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

**INFO:** The customary procedure over the past years has been to allocate approximately 1a portion of free cash to reduce tax increases, a portion to fund needed capital and the remainder to the stabilization account. This would represent a \$2,000,000 transfer.

**FINCOM:** This leaves \$5,800,000 of unallocated levy. The stabilization account is now \$26,600,000 and the short-term stabilization account is at \$8,000,000. We will have \$2,800,000 of free cash carried forward to the Spring Town meeting. This places us in a good position to pay items such as snow and ice removal excesses.

**FINANCE COMMITTEE RECOMMENDATION IS FAVORABLE**

Prepared by:  
Alberto Correia  
Chairperson  
Milford Finance Committee

Article		Description	Department	Amount
01		ADA Improvement Plan	SelectBoard	\$150,000
02		Substance Abuse Outreach Program	SelectBoard	\$60,758
03		Traffic Surveillance Infrastructure	Police Chief	\$150,000
04		Fire Suppression System	Library Trustees	\$50,000
05	RTS	Amend By Laws	Personnel Board	\$0
06	RTS	Amend By Laws IDC	Industrial Dev	\$0
07		Library Furniture	Library Trustees	\$20,000
08		Security Gates	Conservation	\$20,000
09		Elevator Upgrades	SelectBoard	\$55,000
10		Director of IT grade	Personnel Board	\$2,000
11		Amend By Laws – Vacation Accrual	Personnel Board	\$0
12		Amend By Laws – Sick Leave	Personnel Board	\$0
13		Amend By Laws – Benefit eligible	Personnel Board	\$0
14		Water Rate for Milford Power	Select Board	-\$1,000,000
15		Leaf Vacuum Truck	Highway Surveyor	\$120,000
16		Town Park Renovation	Parks Department	\$740,000
17		New Jet truck	Sewer Comm.	\$350,000
18		Town Meeting Study Committee	TM Study	\$0
19		Unpaid 2022 Bill	Finance Director	\$10,600
20		Comprehensive Plan	Planning Board	\$103,000
21		Youth Center Van	Youth Center	\$70,000
22		Board of Assessors new vehicle	Board of	\$50,000
23		Police Station Tiles	SelectBoard	\$82,000
24		Upgrading Town Hall audio	IT Department	\$150,000
25		By Law change – Town Fund Investments	Treasurer	\$0
26		Fire Collective Bargaining	Treasurer	\$540,975
27		Fire Training Building	Select Board	\$37,500
28		Compliance Upgrades Town Hall	IT Department	\$1,000,000
29		Rescind unused Sewer bonding	Treasurer	-\$2,000,000
30		Fire Station Exterior Lighting	Fire Chief	\$45,000
31		Stacy School Boilers	School Committee	\$650,000
32		Replenish Compensated Absences	Select Board	\$250,000
33		Fire Rescue Truck	Fire Chief	\$133,000
34		Animal Control HVAC	Select Board	\$40,000
35		Replace Police Lockers	Police Chief	\$465,000
36		Fire Staff Vehicle	Fire Chief	\$75,000
37		Woodland Turf Field Fence	School Committee	\$150,000
38		Replenish Injury on Duty Fund	Select Board	\$250,000
39		Opioid abuse reduction Program	Police Chief	\$400,000
40		Labor Negotiations Outside Council	Select Board	\$160,000
41		Town Hall Carpet Tiles	Select Board	\$220,000
42		Town Liability Claims Fund	Select Board	\$2,500,000
43	RTS	Zoning By Law amendment	Planning Board	\$0
44		Repair Purchase Street Fire House	Select Board	\$30,000
45		Front Loader	Highway	\$175,000
46	PASS	Fino Field Renovations	Parks Department	\$0
47		Skate Park Feasibility Study	Parks Department	\$20,000
48		Repaving Parking Lots	Parks Department	\$600,000
49		Stabilization Account	Finance Director	\$2,000,000