

BOARD OF SELECTMEN'S MEETING TUESDAY, JULY 7, 2015

In attendance: J. Thomas Hurley, David T. Burnes, Kathleen M. Conlon, Annemarie Fagan, Town Administrator, Emily R. Martin, Executive Secretary

1. Chairman J. Thomas Hurley convened the meeting at 7:10 p.m. in the Cronin Conference room at Town Hall.
2. Kathleen M. Conlon moved, J. Thomas Hurley seconded, and the Board voted unanimously to approve the minutes of May 7, 2015 as amended and June 2, 2015 as written.
3. Selectman Burnes entered the meeting at 7:12 p.m.
4. The Board confirmed July 21, 2015, August 4, 2015 and August 18, 2015 as its future meeting dates.
5. Kathleen M. Conlon moved, David T. Burnes seconded, and the Board voted unanimously to approve the current payroll and vendor warrants.
6. A conference was held with Mark Abrahams, CPA, President, The Abrahams Group, President, AFS Associates, discuss the Other Post Employment Benefit (OPEB) liability fund. Mr. Abrahams gave an overview of the requirements of OPEB funds as determined by MA General Law Chapter 32B§20 and the Governmental Accounting Standards Board Standards 43 and 45. GASBS 43 applies to trusts that are established in order to prefund OPEB benefits and for trusts that are used as conduits to pay for OPEB benefits, while GASBS 45 applies to the financial statements issued by employers that offer OPEB. Currently the Town has approximately \$92 million in unfunded liability for future health care costs of retired employees. Mr. Abrahams explained how having an OPEB fund could help the Town with its current situation to ensure it can fund these benefits.

A conference was held with Town Treasurer James McAuliffe to discuss Milton's options in creating an OPEB fund. Mr. McAuliffe reported on the financial institutions he had consulted in the process, and recommended the Town choose the Pension Reserves Investment Management (PRIM) Board for the OPEB Fund. Kathleen M. Conlon stated she was reluctant to sign the agreement without Town Counsel reviewing it first, and she wanted the Town to do additional due diligence before rendering a decision. She noted that Matt Keswick, a resident of the Town, had previously met with the Town Accountant on behalf of a competitor trust services provider and was told his client would be considered at the appropriate time. David T. Burnes noted he also wanted more information regarding the selection process and criteria to determine what makes the most sense for Milton. Mr. McAuliffe will conduct additional research and report back at a future meeting.
7. A conference was held with Richard Neely, Chair of the Town Government Study Committee, and three additional Committee members; Leroy Walker, Philip Mathews,

and Peter Mullin, to discuss their study on moving from a three member Board of Selectmen to a five member Board. Chairman Neely informed the Board that he had spoken to Town Counsel to draft an article on the matter for the August 4 deadline for submission to the Fall Town Meeting Warrant. The TGSC representatives presented their findings from interviewing members of town government who worked in a variety of administrative structures, in order to glean what the pros and cons would be for Milton to make the change. Some benefits noted were the ability for two Board members to have a conversation on a matter without violating the open meeting law, and a better distribution of work among Selectmen. Some detractions mentioned were less transparency and increased work for the Town Administrator.

The Board expressed its reluctance to put this article on the Fall Special Town Meeting Warrant, believing it is too soon following the adoption of the Strong Town Administrator article at the 2015 May Town Meeting. The Board would prefer to only implement one major change at a time and allow time for that change to take effect before making an additional change.

8. A conference was held with Fire Space Needs Committee Chair Stephen Morash and members Brian Tuohy and Thomas Kelly, who presented the results of the RFQ they advertised for Designer Services Related to a Fire Station Space Needs Study. Mr. Morash detailed the process in which six firms submitted RFQs, the Committee members scored their proposals individually, and used that for a basis as to whom they wanted to present their proposals in person.

Mr. Morash provided background information on the company that the Committee had chosen for the contract, Kaestle Boos Associates, Inc. The Committee Chair said the company gave an outstanding presentation, it is a local business, and 85% of its business is in the public safety sector. It has completed 100+ fire station projects, from the study phase through construction, and understands that Milton is concerned with the lifecycle of the building and future maintenance and updates need to be taken into account. Mr. Morash thanked the Board for its trust and confidence in the Committee during this process.

David T. Burnes moved, Kathleen M. Conlon seconded, and the Board voted unanimously to approve the recommendation of the Fire Space Needs Committee to award the contract for Designer Services Related to a Fire Station Space Needs Study to Kaestle Boos Associates, Inc. of 325 Foxborough Boulevard, Suite 100, Foxborough MA 02035.

9. David T. Burnes moved, Kathleen M. Conlon seconded, and the Board voted unanimously to approve the recommendation of the Town's Civil Engineer to award the contract for Item 14 – Sidewalks to Capone Bros., Inc., and to authorize the Town Administrator to execute this contract on behalf of the Board of Selectmen.
10. David T. Burnes moved, Kathleen M. Conlon seconded, and the Board voted unanimously to accept a donation from the Copeland Family Foundation in the amount of

\$25,000 to the Council on Aging Van Fund to be used for the sole purpose of transporting senior residents.

Chairman J. Thomas Hurley thanked the Copeland Family Foundation for their generous gift, Kathleen M. Conlon and David T. Burnes echoed his sentiment and gratitude.

11. A conference was held with Director of Planning and Community Development William B. Clark, Jr. Mr. Clark reviewed several projects currently overseen by the Planning Board:
- Preliminary Subdivision submittal for 33 & 41 Pleasant Street
 - New subdivision construction at 865 Brush Hill Road
 - Site Plan Approval for three new units at 333 Brush Hill Road
 - Site Plan Approval for a proposed new canopy and pumps at the Shell station at 11 Bryant Avenue
 - Special Permit for Thayer Nursery
 - Special Permit for Planned Unit Townhouse Development at 865 Brush Hill Road
 - Zoning Change Workshop for resident input as it relates to implementation of the recently approved Master Plan
 - Progress in construction by the Falconi Companies at the East Milton Theatre Building & 450 Granite Avenue (At this point Kathleen M. Conlon commended the Falconi Companies for the work in improving the area in front of their property, David T. Burnes commended their addition of two new security cameras to the area)
 - Milton Hill Apartments, where construction is almost finished
 - Progress in updating the Town's Official Zoning Map

Mr. Clark reported the Department has a new part-time Senior Administrative Clerk, Julia Getman, who has been making progress in organizing the office and coordinating new and ongoing projects.

Planning Director Clark provided an update on the East Milton Deck Project. He informed the Board that the design for the Deck is 25% complete, meaning that the Town has the schematics, basic engineering plans and turning radii determined for this project, at which point the State presents the plan to the public for input. Once that meeting is held, which is currently planned for the first week in August, the design firm will then begin completing the detailed engineering plans for the project. Ms. Conlon noted that at this point the timing on the project is determined by the State.

Mr. Clark also noted that the State requires 40% green space on the Deck, which the Town plan currently meets and exceeds. Mr. Clark also noted that the area of the Deck where the police and firefighter monument currently sits will not be changed, and the monument itself will be refurbished during the project.

Planning Director Clark provided an update on the Wind Turbine Project.

12. David T. Burnes moved, Kathleen M. Conlon seconded, and the Board voted unanimously to appoint Janet Mills of 38 Badger Circle as the Commonwealth Figure Skating Club representative on the Max Ulin Rink Lease Committee, to serve through May 2016.
13. David T. Burnes moved, Kathleen M. Conlon seconded, and the Board voted unanimously to appoint Cheryl Tougias of 660 Canton Avenue as the Planning Board representative to the Milton Village/Central Avenue Revitalization Committee, to serve through April 2016.
14. David T. Burnes moved, Kathleen M. Conlon seconded, and the Board voted unanimously to appoint Michael Kelly of 132 Whittier Road as the Planning Board representative on the Wireless Telecommunication Review Committee through February 2016.
15. Members discussed their ideas for the Board's goals and objectives for FY2016. Among the topics discussed were:
 - Enhancing and improving communication with residents (strive for same day response to concerns, create departmental email list serves to keep residents informed)
 - Transition to Strong Town Administrator form of government
 - Implementation of the Master Plan
 - Revise Police and Fire Chief hiring bylaws
 - Focus on Town financials and moving toward a CFO model
 - Management succession planning
 - Reestablish "beat cops" to patrol business areas and to help with traffic enforcement during peak traffic hours
 - Create FY2017 Budget and Five Year Financial Plan
 - Keep large Town projects moving forward (Hendries, Town Farm, East Milton Parking Deck)
 - Airplane traffic and noise over Milton
 - Reorganize the Department of Public Works and work on customer service from the Department (improve communication and response to major storms)
 - Create a Social Media policy
 - Update Town website and make it more user friendly
 - Improve process of Warrant and Annual Report preparation
 - Reach out to other local communities to determine the feasibility of regionalizing certain Town services (ex. Animal Shelter, Board of Health)
 - Reinvigorate committees, including the Holiday Celebration Committee

J. Thomas Hurley noted many goals could be categorized into either Communication/Relations or Budget/Fiscal items. Ms. Conlon volunteered to compile a list of all of the proposed ideas for further discussion before the Board votes on which to adopt as their FY2016 Goals and Objectives.

16. Town Administrator Annemarie Fagan reported that the Town had received a donation from the family of late Milton resident Alberta W. Sawyer, who bequeathed an acrylic painting she created of the Milton Power House as it stood on the Lamb estate in 1942. Ms. Fagan also reported that former Executive Secretary Paula Rizzi retired on June 30 and was honored with a celebration attended by many former and current employees and elected officials. Town Administrator Fagan wished Ms. Rizzi health and happiness in her retirement.
17. J. Thomas Hurley reported that he attended the We Are Milton celebration on June 27. Mr. Hurley thanked Brian Kelley and Lynda-Lee Sheridan for their efforts in planning the event, and expressed regret that the Celtic Sunday festivities had to be cancelled due to rain.
18. J. Thomas Hurley moved, Kathleen M. Conlon seconded, and the Board voted unanimously at 10:22 p.m. with Kathleen M. Conlon voting yes, David T. Burnes voting yes and J. Thomas Hurley voting yes to enter into Executive Session to discuss strategy with respect to collective bargaining, believing that having such a discussion on Open Session may have a detrimental effect on the bargaining position of the body, and to reconvene in Open Session to adjourn.
19. J. Thomas Hurley moved, Kathleen M. Conlon seconded, and the Board voted unanimously to adjourn at 10:39 p.m.