



Milton Select Board

Meeting Packet

May 23, 2023

***Milton, Massachusetts
Office of the Select Board***

Official Citation

Be it known that the Milton Select Board hereby extends its
appreciation to:

The Amateur Gardeners Club

In recognition of:

***Your dedicated service to promoting civic beautification within the
Town of Milton for over 70 years; your commitment to enhancing our
community will always be remembered and appreciated***

Be it further known that the Milton Select Board extends its best wishes
for continued prosperity and success; that this citation be signed
by the Select Board on this day, 23rd of May, 2023.

Signed by the Chair on behalf of the Select Board

Michael F. Zullas, Chair

Erin G. Bradley, Vice Chair
Roxanne Musto., Secretary
Richard G. Wells, Member
Benjamin Zoll, Member

15 Chestnut Street
4th Floor
Worcester, MA 01609

Paula Foley
Network Real Estate / Regulatory

April 11, 2023

Milton Select Board
c/o Office of the Town Administrator
Town Office Building
525 Canton Avenue
Milton, MA 02186

Re: Verizon Small Cell Wireless Facilities Application

Dear Select Board and Town Administrator:

Enclosed please find an Application for approval of two (2) small cell wireless facilities on existing utility poles located within the public right of way. We are submitting this Application, \$500.00 application fee, and supporting materials pursuant to the Town of Milton Application Requirements and Aesthetic Standards for Small Wireless Facility Installations dated April 10, 2019.

Thank you for your assistance in this matter. Should you have any questions, please feel free to contact me.

Yours sincerely,

Paula Foley

Paula Foley
Network Real Estate / Regulatory



Attachments: Application and Exhibits


VERIZON WIRELESS
SMALL CELL WIRELESS FACILITIES APPLICATION

DATE SUBMITTED: 4/11/23

PROPOSED LOCATIONS:

Site Name	Street Address	Pole #
MILTON_SC10_MA	Canton Avenue	3/79
MILTON_SC11_MA	828 Canton Avenue	3/8

Milton Requirement: Applicant's name, address, phone number and email address.

Verizon Response: Cellco Partnership d/b/a Verizon Wireless ("Verizon")
15 Chestnut Street, 4th Floor
Worcester, MA 01609
c/o Paula Foley, Network Real Estate / Regulatory


Milton Requirement: Names, addresses, telephone numbers, and email addresses of anyone acting on behalf of the Applicant with respect to the application.

Verizon Response: Derek Maheux
Centerline Communications
750 W. Center Street, Suite 301
West Bridgewater, MA 02379


Milton Requirement: Provide detailed drawings and descriptions of the equipment to be installed, whether mounted on poles or on the ground, or otherwise.

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto.

Milton Requirement: Provide Type of equipment.

Verizon Response: Verizon is requesting approval to attach a small wireless antenna and associated equipment to two (2) existing utility poles in the public right of way. Please reference **Exhibit A, Location Plans**, attached hereto.

SMALL CELL WIRELESS APPLICATION
VERIZON WIRELESS
DATE SUBMITTED: 4/11/23

Milton Requirement: Provide specifications of equipment (including but not limited to dimensions and weight).

Verizon Response:

Equipment	Height (in)	Width (in)	Depth (in)	Weight (lbs)	Volume (cubic feet)
Cantenna	34.5	14 (diameter)	N/A	35.0	2.98
RRH #1	17.3	17.3	11.5	102.5	1.9
RRH #2	13.9	9.8	4.8	21.4	0.37
Diplexer	4.8	7.9	3.3	7.6	0.07

Milton Requirement: Provide equipment mount type and materials.

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto, at pages L-3, "Cantenna Mount Detail" and "Prop. Ancillary Equipment Mounting Bracket Mount Detail."

Milton Requirement: Provide power source or sources for equipment, including necessary wires, cables, and conduits.

Verizon Response: The power source is the existing utility company power line fed to a utility meter then to an electrical load center / diplexer located on the pole. Please reference **Exhibit A, Location Plans**, at pages L-4 "Fiber/Electrical One-Line Diagram."

Milton Requirement: Provide expected life of equipment.

Verizon Response: Approximately 2+ years.

Milton Requirement: Provide coverage area of equipment, including: amount of antennas, antenna model, antenna length, RRU count and power, antenna height and typical coverage area radius.

Verizon Response:

- (a) Amount of antennas - Verizon is proposing to attach one (1) antenna to each of two (2) existing utility poles in the PROW. The antennas are depicted in the photo-simulations and elevation renderings on pages L-2 of Exhibit A. The antennas are also shown on pages L-3 of Exhibit A in the section titled "Cantenna Mount Detail" and on pages L-4 of Exhibit A in the section titled "Typical Cantenna Specifications."
- (b) Antenna model - JMA CX16OMNI236-1C. Please note that the antenna model could change based on manufacturer availability and supply chain issues.
- (c) Antenna length - The antenna dimensions are 35.4 inches in height and 14 inches in diameter. This is shown on pages L-4 of Exhibit A in the section titled "Typical Cantenna Specifications."

SMALL CELL WIRELESS APPLICATION
VERIZON WIRELESS
DATE SUBMITTED: 4/11/23

- (d) RRU count and power - Verizon is proposing to include two (2) RRUs on each utility pole. They are shown on pages L-3 of Exhibit A in the section titled "RRH Details." The RRUs are also shown in the photo-simulations and elevation renderings on pages L-2 of Exhibit A attached to the pole between the load center and the fiber demarc. The RRUs are also shown in detail on pages L-3 of Exhibit A in the section titled "Prop. Ancillary Equipment Mounting Bracket Mount Detail" and on pages L-4 of Exhibit A in the section titled "Typical Remote Radio Head (RRH) Unit Dimensions." The power output of each radio transmitter on the radio heads is 320W.
- (e) Antenna height - The centerline of the proposed antenna on utility pole #3/79 is 43 feet above ground level. The centerline of the proposed antenna on utility pole #3/8 is 23.7 feet above ground level. This is shown on pages L-2 of Exhibit A in the elevation rendering.
- (f) Typical coverage area radius - A small cell has a limited coverage area of roughly a half mile in each direction depending on tree coverage, buildings, number of users, etc. Small cells are designed to work in conjunction with existing and proposed cell towers and rooftop installations. In short, they improve and expand coverage in specific targeted areas where there is a need for additional coverage or capacity.

Milton Requirement: Provide call capacity of equipment, including Total RRUs, max bandwidth per RRU, MIMO per RRU, and backhaul rate per RRU.

Verizon Response: The proposed radios are capable of processing simultaneous traffic on a maximum of 1,200 unique devices. The Total RRUs is two (2) RRUs on each utility pole. The maximum bandwidth per RRU is 10 MHz of 700 MHz / 10 MHz of 850 MHz (20 MHz total for each install). The MIMO capacity per RRU is 4 transmit 4 receive. The backhaul rate per RRU is CPRI rate 7 (about 9.8304 Gbps). This is a radio interface and does not reflect the maximum throughput per RRU.

Milton Requirement: Provide hardening, including: if there is a battery backup, or generator back-up, and if there are multiple fiber paths to switch.

Verizon Response: There is no battery backup, and no generators or multiple fiber paths to switch for the proposed small cell.

Milton Requirement: Provide renderings and elevation of equipment.

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto. Photo-simulations, renderings, and elevations are provided on pages L-2 of Exhibit A.

Milton Requirement: Provide detailed map with locations of the poles or other structures on which equipment is to be located, including specific pole identification number, if applicable, and the areas it will service.

SMALL CELL WIRELESS APPLICATION
VERIZON WIRELESS
DATE SUBMITTED: 4/11/23

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto.

Milton Requirement: Provide detailed map illustrating existing and proposed small cell installations within 500' of the Application site or sites.

Verizon Response: Please reference **Exhibit C, 500' Maps**, attached hereto. There are no existing Verizon small cell installations within 500' of Verizon's proposed installations, however Verizon has no information whether other service providers have proposed small cell installations to the Town within these areas.

Milton Requirement: Provide a certification by a registered professional engineer that the pole or location will safely support the proposed equipment.

Verizon Response: Please reference **Exhibit D, Pole Structural Certifications**, attached hereto.

Milton Requirement: Provide written consent of the utility pole, wireless support structure or facility owner to the installation.

Verizon Response: Both utility pole #3/79 and utility pole #3/8 are jointly owned by Verizon and Eversource. Please reference **Exhibit E, Eversource Pole Licenses**, attached hereto.

Milton Requirement: Provide affidavit from a radio frequency engineer outlining the network/network service requirements in Milton and how the installations address that need in Milton. Said affidavit should characterize the current level of coverage and how the desired installations will change the current level of coverage, through or with coverage maps, including current and proposed coverage including a breakdown of "excellent" "good" and "poor" reception areas.

Verizon Response: Please reference **Exhibit F, RF Affidavit**, attached hereto. Please note that under the FCC's 2018 Declaratory Ruling, it is not necessary for an applicant to demonstrate a coverage gap for approval of small cell deployments, instead, any of a variety of activities related to provision of service are sufficient, including network densification, introduction of new services or otherwise improving service. See *FCC Declaratory Ruling and Third Report and Order*, WT Docket 17-79, FCC 18-133, at ¶¶ 37-42 (Sept. 27, 2018).

Milton Requirement: Provide insurance certificate.

Verizon Response: Please reference **Exhibit G, Certificate of Insurance**, attached hereto.

SMALL CELL WIRELESS APPLICATION
VERIZON WIRELESS
DATE SUBMITTED: 4/11/23

Milton Requirement: Provide description as to why the desired location is superior to similar locations, from a community perspective, including visual aspects and proximity to single family residences.

Verizon Response: Choosing a location for small cell infrastructure involves many factors, including local zoning requirements, state and federal regulations as well as aesthetic requirements established by the municipality. In addition, Verizon has many guidelines on where small cells may be located in terms of having an effective wireless network infrastructure site including, but not limited to, height of the antenna above ground level, proximity to other wireless infrastructure sites, the existence and degree of tree cover, and access to power and fiber backhaul connections.

The locations proposed by Verizon in this Application are superior to other locations in the Town given that they are in areas of coverage need in the Town and will be used to increase the bandwidth and cellular quality of Verizon network devices in the vicinity. The locations are within the public right-of-way and the proposed locations comply with all of the requirements of Eversource to attach to its poles such as the absence of transformers or risers. In addition, the proposed installations comply with the Town's preference for equipment to be collocated on existing structures.

In addition, both proposed locations are located at a significant distance from the nearest residence. The nearest residence to pole #3/79 is more than 189 feet from the utility pole. The nearest residence to pole #3/8 is more than 103 feet from the utility pole. Please reference **Exhibit H, Distance Maps**, attached hereto.

Milton Requirement: Provide description of efforts to collocate the equipment on existing structures, utility poles, wireless support structures or towers which currently exist or are under construction. A good faith effort to collocate is required and evidence of said efforts must be included within the application.

Verizon Response: All of the equipment is proposed to be collocated on existing utility poles in the public right of way. Please reference **Exhibit A, Location Plans**, attached hereto.

Milton Requirement: Provide an affidavit from the applicant that it will maintain the installation in good repair and in accordance with FCC standards, and will remove any installations not in good repair, or not in use, within 60 days of being no longer in good repair or no longer in use.

Verizon Response: Please reference **Exhibit I, Project Engineer Affidavit**, attached hereto.

EXHIBIT A:

Location Plans



20 ALEXANDER DRIVE, 2ND FLOOR, WALLINGFORD, CT 06492

PROJECT TYPE: SMALL CELL WIRELESS TELECOMMUNICATIONS
INSTALLATION ON EXISTING WOOD UTILITY POLE

MILTON_SC10_MA

UTILITY POLE #3179
CANTON AVENUE
MILTON, MA 02186

PRESIDING POWER COMPANY
EVERSOURCE



ARCHITECT/ENGINEER



R.K. EXISTING ENGINEERING
201 BOSTON POST ROAD WEST, SUITE 101
WALBROOK, MA 01732
(508) 483-7400
www.rkengineering.com



ENGINEER/LAND SURVEYOR DATE

DRAWING SCALE NOTE

THIS DRAWING AND ANY INSTRUMENTS TO WHICH IT IS REFERRED, SHALL BE THE PROPERTY OF R.K. EXISTING ENGINEERING. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF R.K. EXISTING ENGINEERING.

REVISIONS

NO.	DESCRIPTION	DATE
0	ISSUED FOR PERMIT	3/9/23
1	ISSUED AS FINAL	3/21/23
2	GENERAL REVISIONS	4/9/23

SITE NAME

MILTON_SC10_MA
UTILITY POLE #3179
CANTON AVENUE
MILTON, MA 02186

DRAWING TITLE

LOCATION PLAN
AERIAL IMAGE

DRAWING NO.

L-1

DATE FOR PERMIT

DATE	DESCRIPTION	BY	CHK
3/9/23	ISSUED FOR PERMIT	REK	REK
3/21/23	ISSUED AS FINAL	REK	REK
4/9/23	GENERAL REVISIONS	REK	REK

SITE CONTROL POINT:
CENTER OF EXISTING UTILITY POLE #3179
N 42.248735° (42-14-55.65")
W 71.080641° (71-05-13.51")
APPROXIMATE GROUND ELEVATION - 117.3' AMSL
PER GOOGLE EARTH

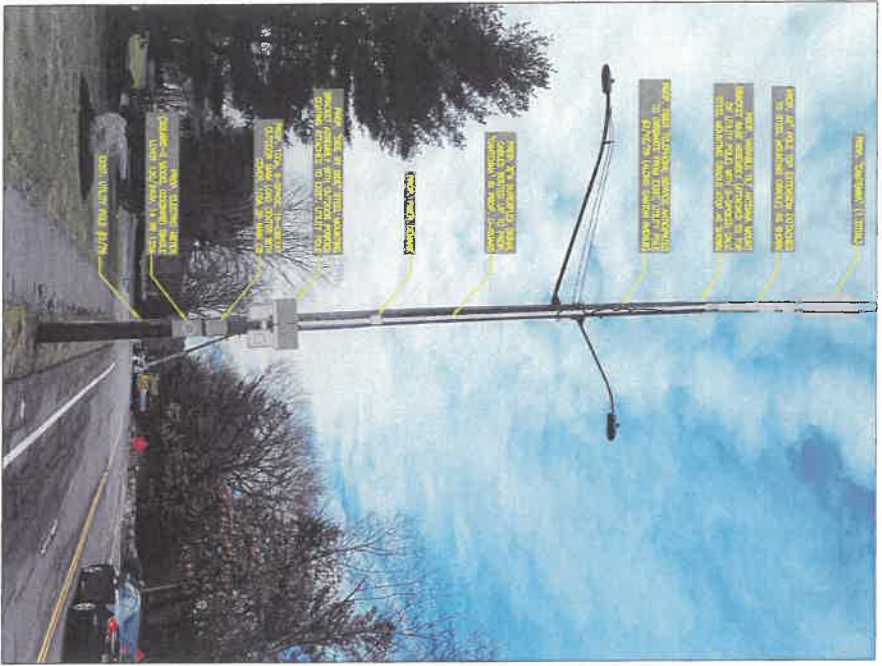
LOCATION PLAN/AERIAL IMAGE
SCALE: 1" = 50'
1
L-1

0 50' 100' 150'

SHEET INDEX

DWG.	DESCRIPTION	REV.
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L-4	ANTENNA & ANCILLARY EQUIPMENT SPECIFICATIONS AND CABLE DIAGRAM	2

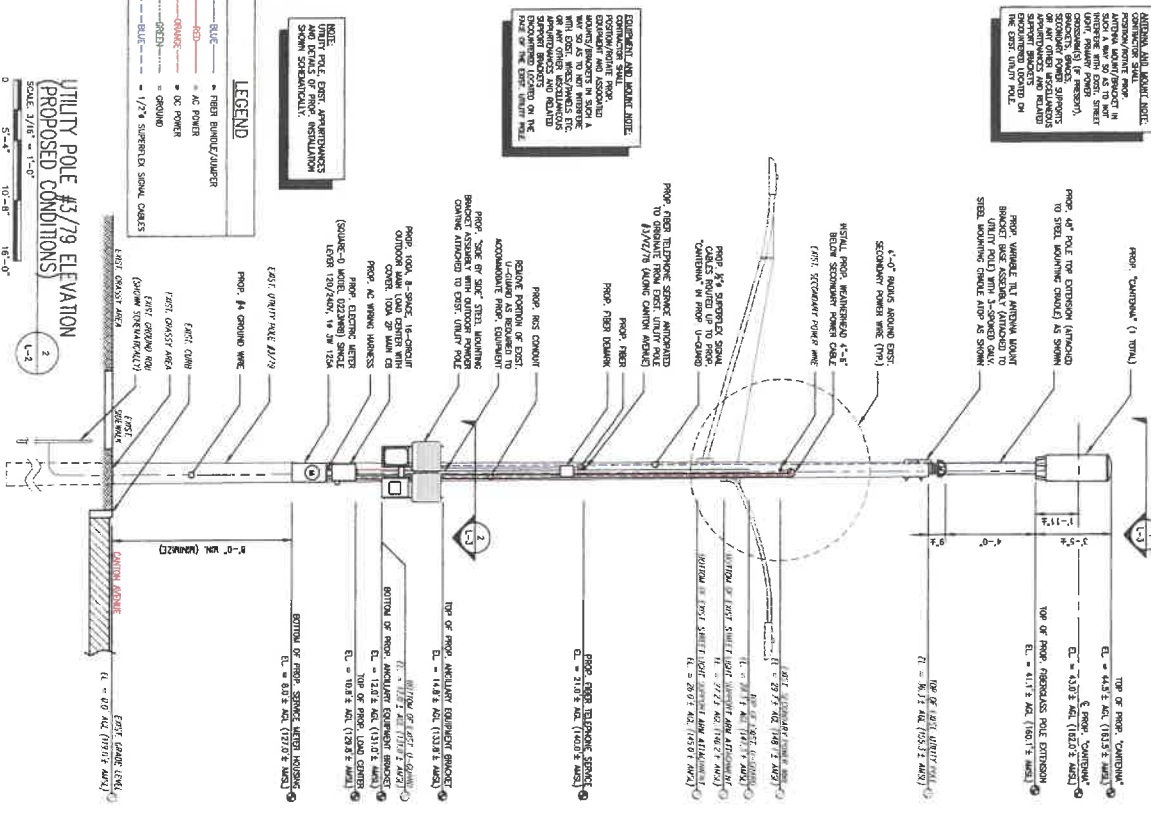
- GENERAL NOTES:**
1. THESE DRAWINGS ARE PREPARED IN PART AND ARE INTENDED TO PROVIDE GENERAL INFORMATION REGARDING THE LOCATION, SIZE AND SPECIFICATIONS OF THE PROPOSED TELECOMMUNICATIONS EQUIPMENT INSTALLATION ON THE EXISTING UTILITY POLE AND ARE NOT A SUBSTITUTE FOR THE EXISTING UTILITY POLE DESIGN OR THE EXISTING UTILITY POLE CONTRACT DOCUMENTS.
 2. EQUIPMENT OWNERSHIP & CONTACT INFORMATION TO BE OBTAINED IN THE CASE OF EMERGENCY.
 3. AN ANALYSIS OF THE CAPACITY OF THE EXISTING UTILITY POLE TO SUPPORT THE PROPOSED LOADING IS TO BE CONDUCTED BY CHARTERED ENGINEERING ASSOCIATES, LLC. AND THIS DESIGN SHALL BE SUBJECT TO CHANGE PENDING THE OUTCOME OF THE STRUCTURAL ANALYSIS OF THE EXISTING UTILITY POLE CAPACITY ON COMPANIES CURRENTLY OCCUPYING THE EXISTING UTILITY POLE, THE 2017 NATIONAL ELECTRICAL SAFETY CODE AND ALL APPLICABLE LOCAL BUILDING CODE REQUIREMENTS.
 4. THE DESIGN SHALL BE SUBJECT TO THE 2017 NATIONAL ELECTRICAL SAFETY CODE AND ALL APPLICABLE LOCAL BUILDING CODE REQUIREMENTS.



UTILITY POLE #3/79 PHOTOGRAPH (EXISTING CONDITIONS/SCHEMATIC RENDERING)

GENERAL NOTES:

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4. THE DESIGN SHALL BE SUBJECT TO THE 2017 NATIONAL ELECTRICAL SAFETY CODE AND ALL APPLICABLE LOCAL BUILDING CODE REQUIREMENTS.



CLIENT:

verizon

Technical Service Bureau

PROJECT/ENGINEER:

CHAPPELL ENGINEERING ASSOCIATES, LLC

201 BOSTON POST ROAD WEST, SUITE 101
MILTON, MA 02168
(617) 481-7400
www.chapellengineering.com

SCALE:

R.K. EXECUTIVE ENGINEER

201 BOSTON POST ROAD WEST, SUITE 101
MILTON, MA 02168
(617) 481-7400
www.chapellengineering.com

ENGINEER/LAND SURVEYOR:

DATE:

REVISIONS:

NO.	DESCRIPTION	DATE
0 <td>ISSUED FOR REVIEW</td> <td>3/2/23</td>	ISSUED FOR REVIEW	3/2/23
1 <td>ISSUED AS FINAL</td> <td>3/1/23</td>	ISSUED AS FINAL	3/1/23
2 <td>GENERAL REVISIONS</td> <td>4/6/23</td>	GENERAL REVISIONS	4/6/23

SITE NAME:

MILTON, SC10, MA

UTILITY POLE #3/79

CANTON AVENUE

MILTON, MA 02168

DATE:

3/2/23

UTILITY POLE PHOTOGRAPH AND ELEVATION

L-2

SCALE:



AS SHOWN

DATE: 3/2/23

BY: R.K.

CHECKED: 3/2/23

DATE: 3/2/23

 Verizon <small>Member of Verizon Wireless</small>		 CHAPPELL ENGINEERING ASSOCIATES, LLC		17401 Westfield Rd., Level 1 Springfield VA 22154 (561) 461-7400 www.chapellingengineering.com	
R.K. DEJONGE, CEMTE 20105 Westfield Rd., Suite 101 Westfield, VA 22152 (561) 461-7400		R.K. DEJONGE, CEMTE 20105 Westfield Rd., Suite 101 Westfield, VA 22152 (561) 461-7400		R.K. DEJONGE, CEMTE 20105 Westfield Rd., Suite 101 Westfield, VA 22152 (561) 461-7400	

REVISIONS

NO.	DESCRIPTION	DATE
0	ISSUED FOR REVIEW	2/6/23
1	ISSUED FOR FINAL	2/17/23
2	FOR FINAL APPROVAL	4/6/23

DATE: _____

ENGINEER/SCALE: _____

DATE: _____

ISSUED FOR: _____

DATE: _____

REVISIONS

NO.	DESCRIPTION	DATE
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DATE: _____

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DATE: _____

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DATE: _____

ISSUED FOR: _____

DATE: _____

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ISSUED FOR: _____

DATE: _____

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DATE: _____

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ENGINEER/SCALE: _____

DATE: _____

ISSUED FOR: _____

DATE: _____

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ENGINEER/SCALE: _____

DATE: _____

ISSUED FOR: _____

DATE: _____

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2	FOR FINAL APPROVAL	4/6/23

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ENGINEER/SCALE: _____

DATE: _____

ISSUED FOR: _____

DATE: _____

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NO.	DESCRIPTION	DATE
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1	ISSUED FOR FINAL	2/17/23
2	FOR FINAL APPROVAL	4/6/23

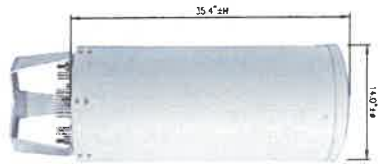
DATE: _____

ENGINEER/SCALE: _____

DATE: _____

ISSUED FOR: _____

DATE: _____



SMALL CELL "ANTENNA"
DESCRIPTION:
WEIGHT:
QUANTITY:

TYPICAL "ANTENNA" SPECIFICATIONS



REMOTE RADIO HEAD UNIT
DESCRIPTION:
WEIGHT:
QUANTITY:

TYPICAL REMOTE RADIO HEAD (RRH) UNIT DIMENSIONS



DIPLEXER
DESCRIPTION:
WEIGHT:
QUANTITY:

TYPICAL DIPLEXER DIMENSIONS



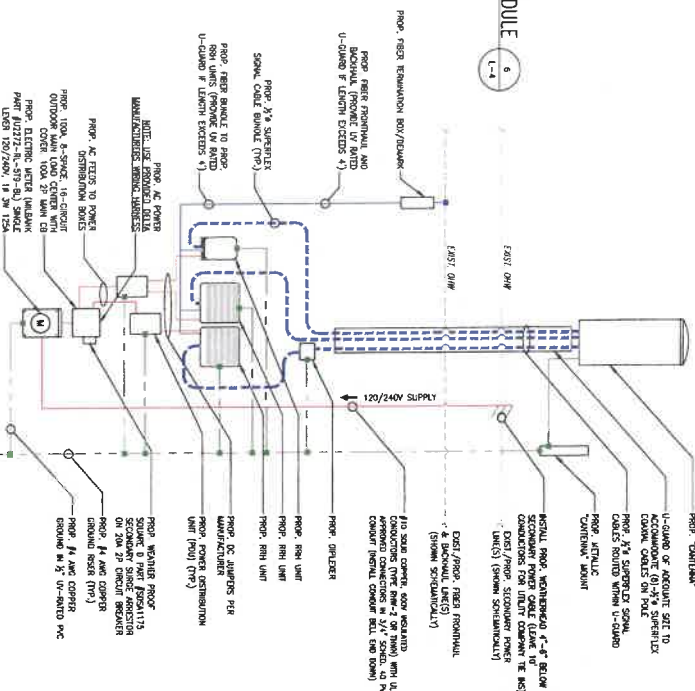
MID BOX
DESCRIPTION:
WEIGHT:
QUANTITY:

MID BOX
DESCRIPTION:
WEIGHT:
QUANTITY:

TYPICAL MID BOX DIMENSIONS

PANEL SCHEDULE	
NO.	DESCRIPTION
1	1A, 2K, 100A, 150/200V AC POWER TRANSFER LOW VOLTAGE IN RACK 2K
2	100A/200V AC POWER TRANSFER LOW VOLTAGE IN RACK 2K
3	MAIN BREAKER
4	SPARK ARRESTOR
5	POWER DISTRIBUTION UNIT
6	POWER DISTRIBUTION UNIT
7	POWER DISTRIBUTION UNIT
8	POWER DISTRIBUTION UNIT

ELECTRICAL LOAD CENTER PANEL SCHEDULE



SEE L-4 FOR WIRING SCHEDULE AND CONNECTIONS TO THE REMOTE RADIO HEAD (RRH) UNIT. SEE L-4 FOR WIRING SCHEDULE AND CONNECTIONS TO THE REMOTE RADIO HEAD (RRH) UNIT. SEE L-4 FOR WIRING SCHEDULE AND CONNECTIONS TO THE REMOTE RADIO HEAD (RRH) UNIT.

EVERSOURCE

LEGEND	
— BLUE —	FIBER BUNDLE/JUMPER
— RED —	AC POWER
— GREEN —	DC POWER
— BLACK —	GROUND
— BLUE —	1/2" SUPERFLEX SIGNAL CABLES

FIBER/ELECTRICAL ONE-LINE DIAGRAM

CLIENT:

ARCHITECT/ENGINEER:

CHAPPELL ENGINEERING ASSOCIATES, LLC

Chief Structural/Load Surveying

917 LUDLOW CENTER
201 BOSTON POST ROAD, SUITE 101
MILFORD, MA 01752
(508) 481-7100
www.chapell-engineering.com

DATE: 2/9/22

BY: [Signature]

PROJECT: 201 BOSTON POST ROAD, SUITE 101, MILFORD, MA 01752

REVISIONS:

NO.	DESCRIPTION	DATE
0	ISSUED FOR REVIEW	2/9/22
1	ISSUED AS FINAL	2/9/22
2	DATE: 2/9/22	2/9/22

DRAWING TITLE:

ANTENNA & ANCILLARY EQUIPMENT SPECIFICATIONS AND ONE LINE DIAGRAM

PROJECT NO: 201 BOSTON POST ROAD, SUITE 101, MILFORD, MA 01752

DATE: 2/9/22



20 ALEXANDER DRIVE, 2ND FLOOR, WALLINGFORD, CT 06492

PROJECT TYPE: SMALL CELL WIRELESS TELECOMMUNICATIONS
INSTALLATION ON EXISTING WOOD UTILITY POLE

MILTON_SC11_MA

UTILITY POLE #3/8
828 CANTON AVENUE
MILTON, MA 02186

PRESIDING POWER COMPANY
EVERSOURCE



K.A. CHAPPELL ENGINEERING
ASSOCIATES, LLC
201 BRISTOL STREET, SUITE 101
MILFORD, MA 01752
(508) 461-7400
www.chappellengineering.com



ENGINEER/LAND SURVEYOR DATE

REVISIONS

NO.	DESCRIPTION	DATE
0	ISSUED FOR REVIEW	3/9/23
1	ISSUED AS FINAL	3/9/23
2	ORIGINAL REVISIONS	4/4/23

SITE NAME:
MILTON_SC11_MA
UTILITY POLE #3/8
828 CANTON AVENUE
MILTON, MA 02186

LOCATION PLAN/
AERIAL IMAGE

DATE: 3/9/23
BY: K.A. CHAPPELL

SCALE: 1" = 50'
DATE: 3/9/23



SITE COORDINATE POINT
CENTER OF EXISTING UTILITY POLE #3/8
N 42.246898 (-71-14-48.17)
W 71.096635 (-71-05-26.87)
APPROXIMATE GROUND ELEVATION - 88 ± MSL
PER GOOGLE EARTH

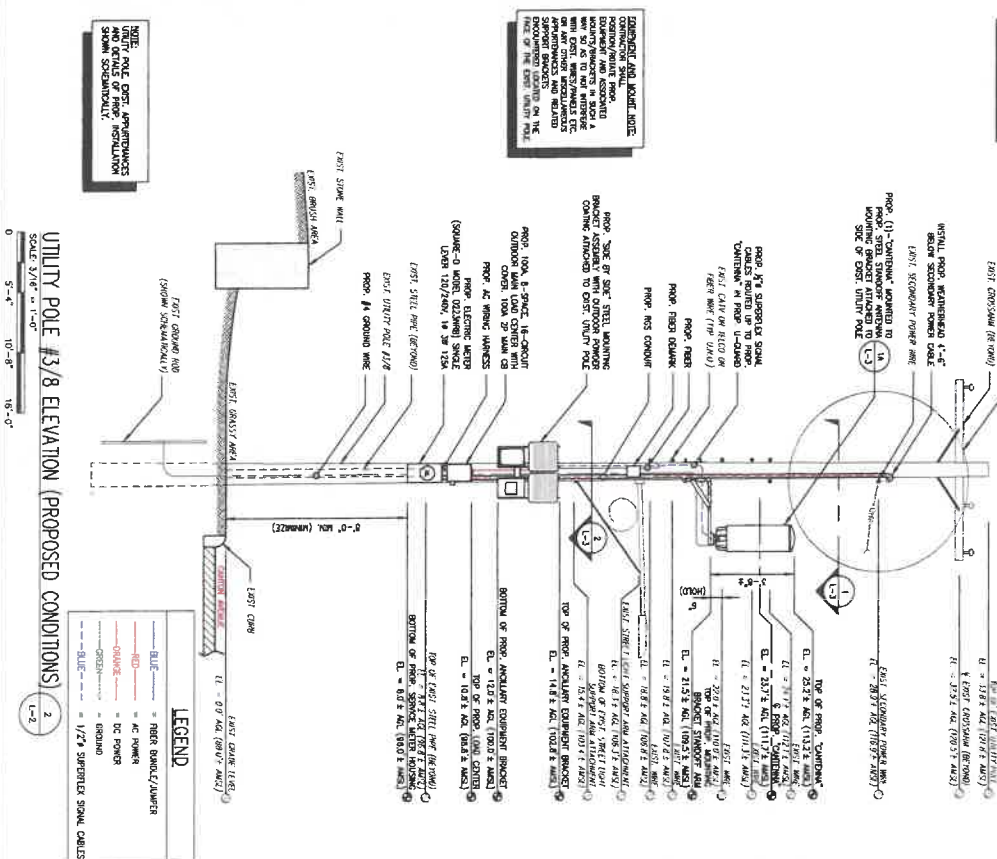
LOCATION PLAN/AERIAL IMAGE
SCALE: 1" = 50'
1

DWG.	DESCRIPTION	REV
L-1	LOCATION PLAN/AERIAL IMAGE	2
L-2	UTILITY POLE PHOTOGRAPHY AND ELEVATION	2
L-3	ANTENNA & AUXILIARY EQUIPMENT SPECIFICATIONS AND ONE LINE DIAGRAM	2
L-4	ANTENNA & AUXILIARY EQUIPMENT SPECIFICATIONS AND ONE LINE DIAGRAM	2

- ANTENNA AND MOUNT NOTE:**
CONNECTION SHALL
POSITION/ROTATE POWER
ANTENNA MOUNT/BROADCAST IN
SUCH A WAY SO AS TO NOT
INTERFERE WITH EXIST. STRUCTURE
LIGHT, PRIMARY POWER
CROSSWALK(S) (IF PRESENT),
BRACKETS, BRACES,
SECONDARY POWER, SUPPORTS
OR ANY OTHER MISCELLANEOUS
APPURTENANCES AND RELATED
SUPPORT BRACKETS
ENCOUNTERED LOCATED ON
THE EXIST. UTILITY POLE.



UTILITY POLE #3/8 PHOTOGRAPH (EXISTING CONDITIONS/SCHEMATIC RENDERING)



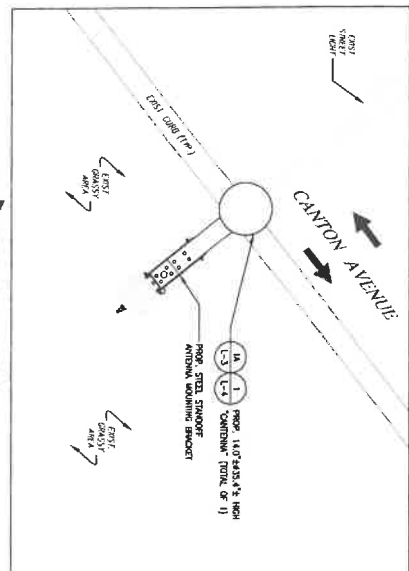
ENGINEER/LAND SURVEYOR		DATE
DRAWING SCALE NOTE:		
<p>THIS DRAWING SET SHALL REMAIN IN EXISTENCE (1) IN THE ORIGINAL SET, (2) IN THE WORKS STORED IN THE RECORDS OF THE PROJECT, AND (3) IN THE WORKS STORED IN THE RECORDS OF THE PROJECT. ALL SETS SHALL BE IN THE WORKS STORED IN THE RECORDS OF THE PROJECT. IN THE EVENT OF A DISASTER, THE SETS SHALL BE REPRODUCED AND STORED IN THE WORKS STORED IN THE RECORDS OF THE PROJECT.</p>		
<p>THIS IS A VOUCHER OF WORK FOR THE PERSON, UNLESS THEY ARE LISTED UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.</p>		
REVISIONS		
NO.	DESCRIPTION	DATE

R.K. EXECUTIVE CENTRE
201 BOSTON POST ROAD WEST, SUITE 101
MAIDENBRUGH, VA 01752
(508) 481-7400
www.choppingsteering.com

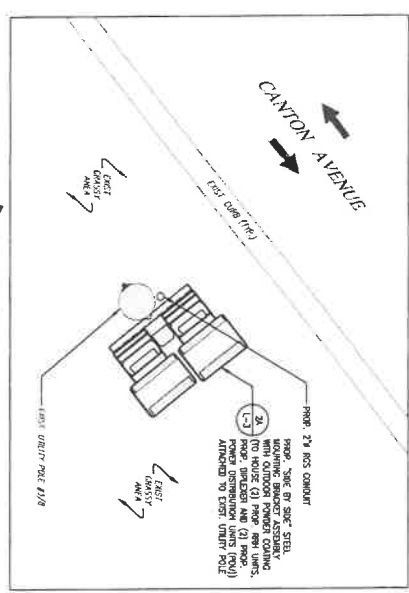
ARCHITECT/ENGINEER
CHAPPELL
ENGINEERING
ASSOCIATES, LLC



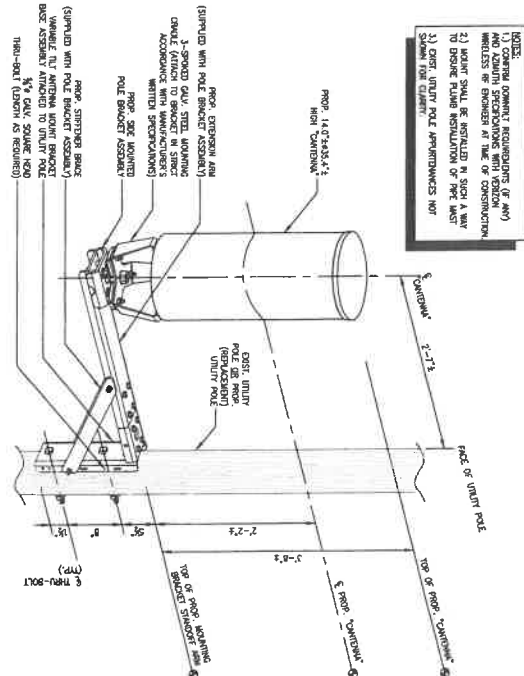
CLIENT



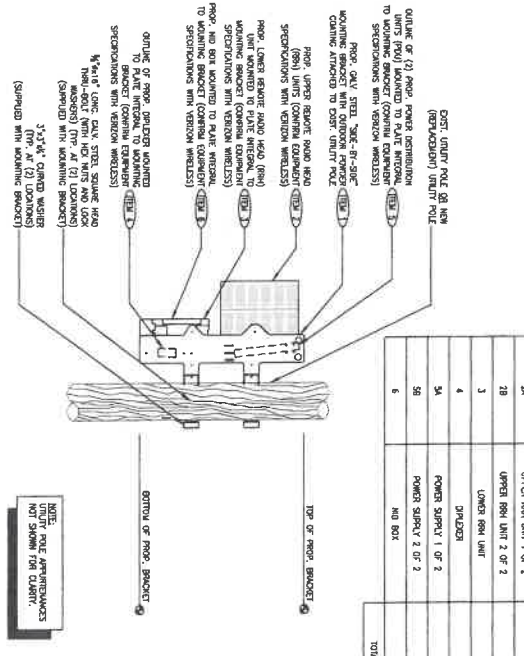
ANTENNA ORIENTATION PLAN
SCALE 3/8" = 1'-0"
1



ANCILLARY EQUIPMENT ORIENTATION PLAN
SCALE 3/8" = 1'-0"
2



"ANTENNA" MOUNT DETAIL
SCALE 1/2" = 1'-0"
1A



PROP. ANCILLARY EQUIPMENT MOUNTING BRACKET MOUNT DETAIL
SCALE 1/2" = 1'-0"
2A

ITEM (SEE DETAIL 2A)	DESCRIPTION	WEIGHT (lbs)
1	MOUNTING BRACKET	725
2A	UPPER PROP. UNIT 1 OF 2	102.25
2B	UPPER PROP. UNIT 2 OF 2	102.25
3	LOWER PROP. UNIT	214.6
4	PROP. UNIT	7.66
5A	POWER SUPPLY 1 OF 2	25.64
5B	POWER SUPPLY 2 OF 2	25.64
6	NO BOX	
TOTAL - 3042 lbs		

verizon
The Power of Mobile

CHAPPELL ENGINEERING ASSOCIATES, LLC
Civil, Structural, Land Surveying
201 DORSET STREET, SUITE 101
MILFORD, MA 01752
(978) 491-7400
www.chappellengineering.com

REGISTERED PROFESSIONAL ENGINEER
MASSACHUSETTS
No. 10000
Exp. 12/31/2015

CLIENT: MILTON SC11_MA
PROJECT: ANTENNA & ANCILLARY EQUIPMENT ORIENTATION PLANS AND MOUNTING DETAILS
DATE: 2/1/2015
BY: [Signature]
CHECKED: [Signature]
DATE: 2/1/2015

REVISIONS:

NO.	DESCRIPTION	DATE
0	ISSUED FOR REVIEW	2/1/2015
1	ISSUED AS FINAL	2/1/2015
2	GENERAL REVISIONS	4/4/2015

SCALE: 1/2" = 1'-0"

NOTES:

1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO CENTER UNLESS OTHERWISE NOTED.
4. ALL DIMENSIONS ARE TO CENTER UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO CENTER UNLESS OTHERWISE NOTED.
6. ALL DIMENSIONS ARE TO CENTER UNLESS OTHERWISE NOTED.
7. ALL DIMENSIONS ARE TO CENTER UNLESS OTHERWISE NOTED.
8. ALL DIMENSIONS ARE TO CENTER UNLESS OTHERWISE NOTED.
9. ALL DIMENSIONS ARE TO CENTER UNLESS OTHERWISE NOTED.
10. ALL DIMENSIONS ARE TO CENTER UNLESS OTHERWISE NOTED.

SCALE:		DATE:	W/TH LOCATION:
AS SHOWN		DATE: 7/10/23	70822
CDA PROJECT NO:	CDA WORK PART:		PROJECT ISS:
1460 401	1/30/23		2/9/23

EXHIBIT B:

RF Emissions Letter



April 5, 2023

**To: Town of Milton
Town Office Building
525 Canton Avenue
Milton, MA 02186**

RE: Verizon Wireless Small Cell Site

Dear Town of Milton,

Verizon is installing additional wireless telecommunications facilities in order to meet the growing demand for Verizon Wireless service by residents, businesses, visitors, and emergency responders.

To ensure general public safety, it is important that you contact Verizon Wireless personnel at least 24 hours in advance should general maintenance need to be performed in areas as marked on the next page of this document. This is required to comply with FCC guidelines and ensure the environment is safe for general maintenance workers who may require RF Safety & Awareness training. With notification, Verizon Wireless is able to evaluate appropriate actions needed relating to the antenna and proximity of the work location.

In addition, Verizon has a process to deactivate power on small cells (regardless of whether the small cell is 4G or 5G) while work is being done on the poles (including joint use poles). The information needed to have a small cell powered down for work to occur on the poles (including contact numbers and pole identifiers) is provided at a safe distance from the small cell on the pole itself. Please contact Verizon Wireless personnel at least 24 hours in advance if you need to perform maintenance at that site. If you have any additional questions, our point of contact in that area is Luis Teves.

The Federal Communications Commission (FCC) has developed safety rules for human exposure to RF emissions in consultation with numerous other federal agencies, including the Environmental Protection Agency, the Food and Drug Administration, and the Occupational Safety and Health Administration. These rules can be found at 47 C.F.R § 1.1310. No matter which generation of technology we use, all Verizon equipment must comply with these safety requirements.

The FCC supported and adopted the standards after examining the RF research that scientists in the US and around the world conducted for decades. The research continues to this day, and agencies continue to monitor it. Based on that research, federal agencies have concluded that equipment that has been deployed in a manner that complies with the safety standards poses no known health risks. You can obtain further information about the safety of RF emissions from cell equipment on the FCC's website, which you can access via this link: <http://www.fcc.gov/oet/rfsafety/rf-faqs.html>.

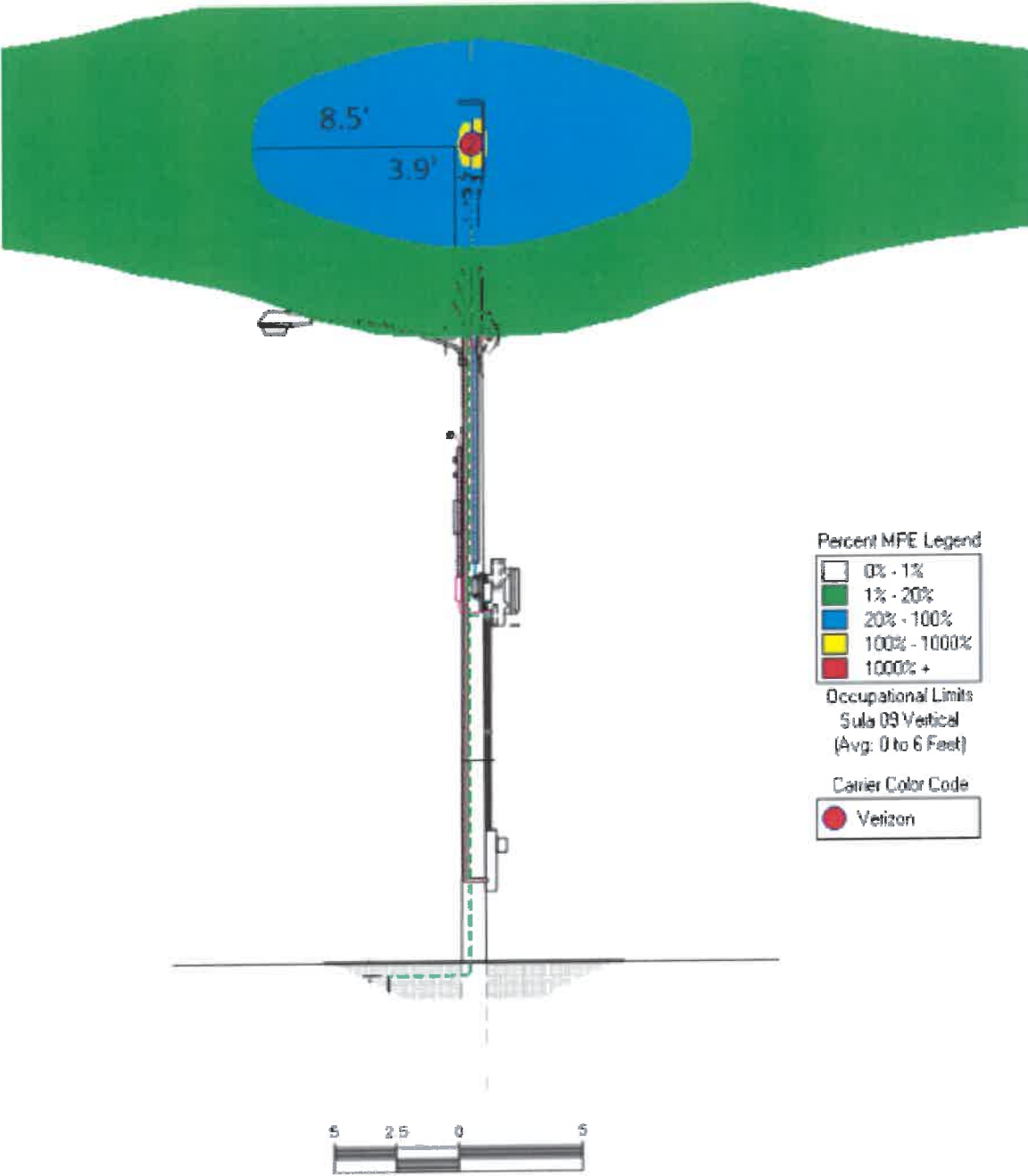
Questions related to compliance with federal regulations should be directed to VZWRFCCompliance@verizonwireless.com. Please contact your local Verizon Wireless resource below if you have any additional questions.

Contact Name	Contact Email	Contact Phone
Luis Teves		

Sincerely,
Rabeya Ahmad
Manager - RF Design
Verizon Wireless

Verizon Wireless (VZW) Radiofrequency (RF) Emissions Map

The following site layout represents a current snapshot in time of the predicted Verizon Wireless RF emissions from the transmitting antenna on this facility. Contact Verizon Wireless should maintenance need to be performed in any non-green areas.



Color	% Occupational MPE	Instructions
	0 to 20	Safe In Relation to VZW. Contact Other Carriers Before Entering This Area
	20 to 100	
	Greater Than 100	
	Greater Than 1000	



RADIOFREQUENCY EMISSIONS

SAFETY & AWARENESS
REFERENCE GUIDE

This handout is not intended to replace the FCC/OSHA mandated occupational requirement for RF Safety & Awareness Training

FEDERAL COMPLIANCE REQUIREMENTS

The Federal Communications Commission (FCC) has established safety guidelines relating to RF exposure from cell sites. The FCC developed those standards, known as Maximum Permissible Exposure (MPE) limits, in consultation with numerous other federal agencies, including the Environmental Protection Agency, the Food and Drug Administration, and the Occupational Safety and Health Administration.

The standards were developed by expert scientists and engineers after extensive reviews of the scientific literature related to RF biological effects. The FCC explains that its standards incorporate prudent margins of safety.

CLASSIFICATIONS FOR EXPOSURE LIMITS

OCCUPATIONAL

Persons are "exposed as a consequence of their employment" and are "fully aware of the potential for exposure and can exercise control over their exposure".

GENERAL POPULATION

Any persons that "may not be made fully aware of the potential for exposure or cannot exercise control over their exposure".

Those in this category do not require RF Safety & Awareness Training

ENSURING COMPLIANCE WITH FCC GUIDELINES

Areas or portions of any transmitter site may be susceptible to high power densities that could cause personnel exposures in excess of the FCC guidelines. Wireless Licensees are required by law to implement the following:

- Restrict access
- Post notification signage on every access point to increase awareness of the potential for exposure BEFORE one enters an area with antennas.
- Place additional notification signage and visual indicators in an area with antennas (beyond an access point) where RF exposure levels may start to exceed the FCC's limits.

MPE CHART

		Percent MPE	
		General Population Limit	Occupational Limit
10x Occupational Limit	4	100% (1)	100% (1)
Conditional Limit	3	33% (1/3)	100% (1)
General Population Limit	2	100% (1)	33% (1/3)
Limit	1	0 (0%)	33% (1/3)

EXPOSURE MANAGEMENT

- Assume that all antennas are active
- Obey all posted signs
- Do not stop in front of any antenna
- Recognize the type of antenna and approach at the safest angle
- Contact wireless operator to coordinate access if required
- Signage will indicate where potential RF conditions exist
- Understand pathways of safe egress

- If needed and possible wear personal protection equipment
- When using a personal monitor, remember the time averaging limits and monitor alarm thresholds if working in front of antennas
- If experiencing symptoms of heat exhaustion or nausea, remove yourself from the worksite and seek medical attention
- Power density decreases with distance so maintain distance between you and the antennas. The greater the distance you are from an antenna the bigger the reduction of RF exposure you will receive

PROPERTY OWNER RESPONSIBILITIES (M.E.N.U.)

RF exposure safety and the protection of every licensee's infrastructure are very important. Property owners and licensees have a shared responsibility in maintaining a safe and secure RF environment. Property owners can help in this significant endeavor by:

- **M**aintaining all necessary wireless licensee contact information.
- **E**nforcing restricted access (help maintain a Controlled Environment). Ensuring all building/maintenance personnel are trained in RF Safety, aware that the potential for exposure exists, and follow all appropriate entry and safety procedures.
- **N**otifying all licensees when any non-carrier requests access to any area with antennas at least 24 hours in advance.
- **U**nderstanding that compliance with the FCC and OSHA can be achieved with RF Exposure levels above the applicable limit if the proper signage, physical/indicative barrier, and access restrictions are implemented. Commitment to compliance and willingness to cooperate are essential.

NOTIFICATION SIGNS



A blue Notice sign is posted when levels (beyond posted signage) may exceed General Population MPE limits.



A yellow Caution sign is posted when levels (beyond posted signage) may exceed Occupational MPE limits.



A orange Warning sign is posted when levels (beyond posted signage) exceed 10 times the Occupational MPE limits.

TYPES OF ANTENNAS

MICROWAVE ANTENNA

- Highly directional antenna model used for point to point communications
- Approach from the rear and sides. Do not stand or walk in front of microwaves as they transmit at a high frequency.



PANEL ANTENNA

- Range from 1 to 8 feet in length
- Sled mounted or to a support structure on site (Rooftop)
- Approach these antennas from the rear.



OMNI ANTENNA

- Omni antennas have the appearance of a rod-shaped pole and radiate in a 360° pattern around the pole.
- At the antenna level, there is no approach angle that is safer than another. Typically, emissions directly below the antenna are less than in front of the antenna.



QUASI-OMNI ANTENNA

- Quasi-Omni antennas have the appearance of a cylinder and contain emitters that radiate in a 360° pattern around the pole.
- At the antenna level, there is no approach angle that is safer than another. Typically, emissions directly below the antenna are less than in front of the antenna.



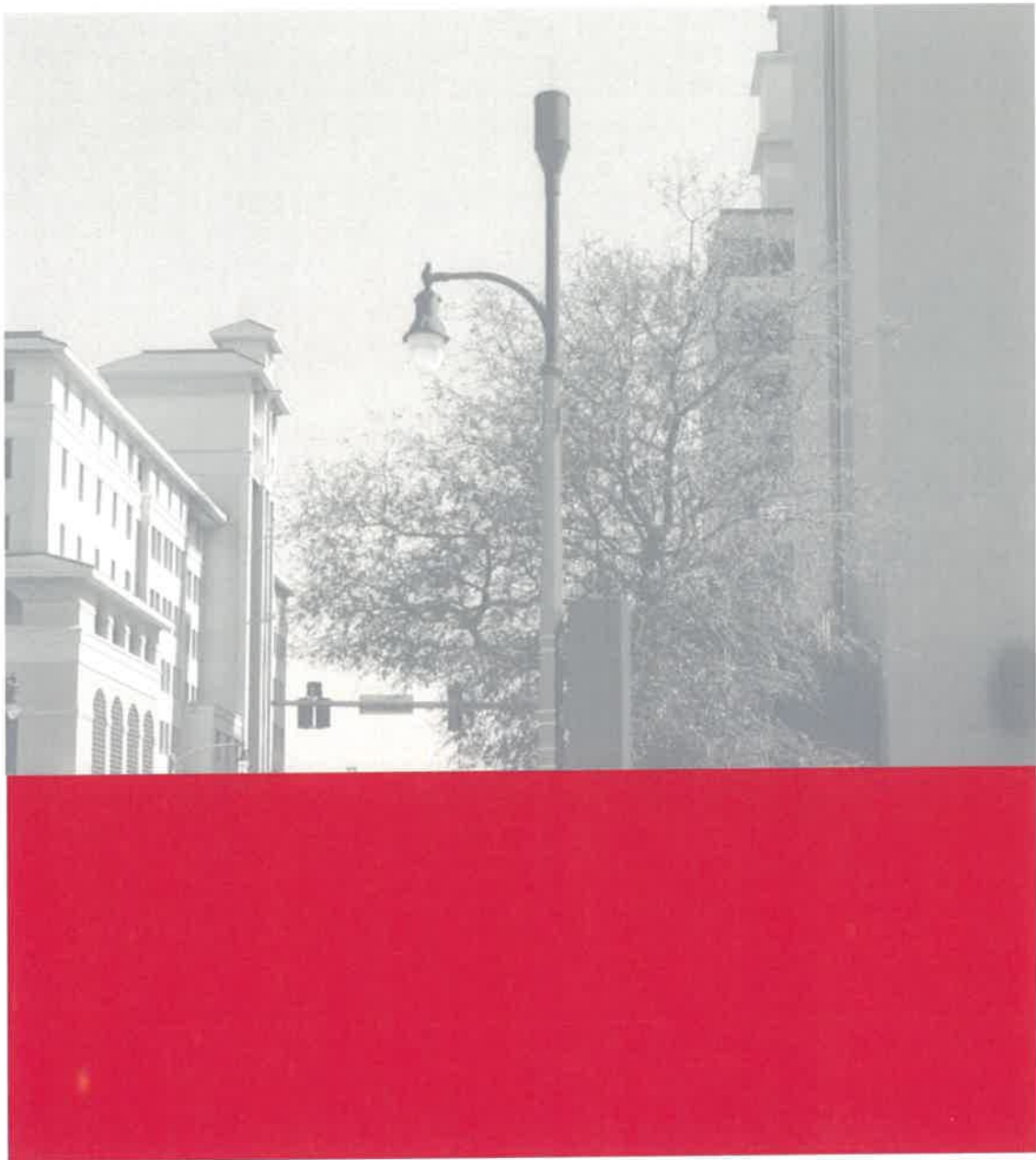
YAGI ANTENNA

- Directional antenna model
- Approach from sides and rear.



RF SAFETY TRAINING CONTACTS

WATERFORD CONSULTANTS www.waterfordconsultants.com
 EBI www.ebiconsulting.com
 SITESAFE www.sitesafe.com
 DTECH COMMUNICATIONS..... www.dtech.com



CONTACT US

Email: VZWRFCCompliance@vzw.com
Subject: "ATTN:RF Compliance"

For Emergency Maintenance:
1-800-264-6620

verizon✓

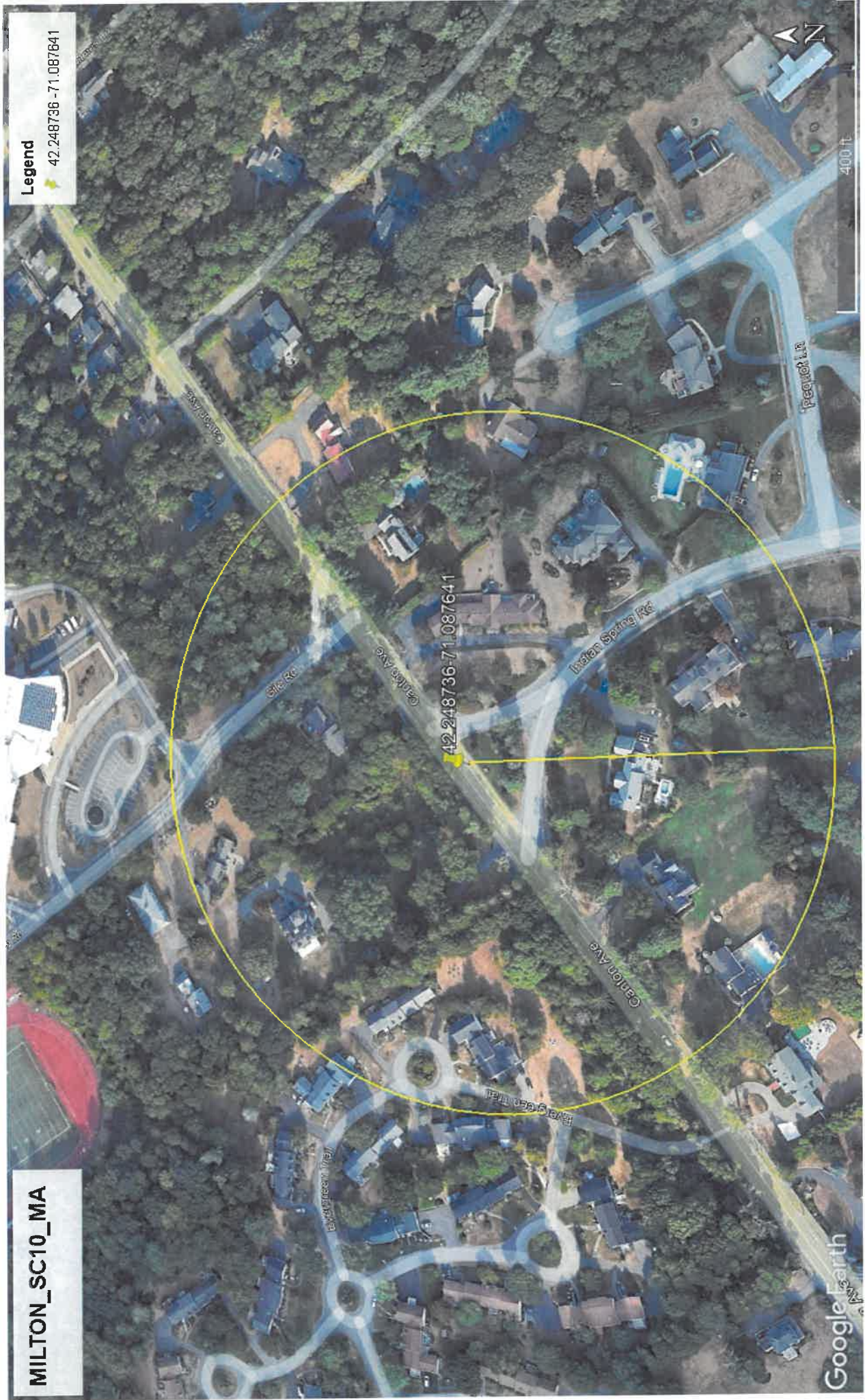
EXHIBIT C:

500' MAPS

MILTON_SC10_MA

Legend

★ 42.248736 -71.087641



Google Earth

Legend 42.248998 -71.090635

42.248998 - 71.090635

42.248998 - 71.090635

Google Earth

Google Earth



EXHIBIT D:
Pole Structural
Certifications



STRUCTURAL ANALYSIS REPORT

VZW SITE NAME: MILTON_SC11_MA

VZW LOCATION CODE: 706254



Utility Pole # 3/8

**828 CANTON AVENUE
MILTON, MA 02186**

Date:

FEBRUARY 20, 2023
(Revision 0)



201 Boston Post Road West, Suite 101
Marlborough, Massachusetts 01752

February 20, 2023



20 Alexander Drive, 2nd Floor
Wallingford, CT 06492

Reference: **Structural Analysis**

Pole Type:

40ft Class 3 Utility Pole (Existing)

VZW Site Name:

Milton_SC11_MA

Site Address:

828 Canton Avenue
Milton, MA 02186

To whom it may concern:

Chappell Engineering Associates, LLC has performed a structural analysis of the above-referenced structure to evaluate the effect of the proposed **Verizon** antenna installation on the subject structure.

The purpose of the analysis is to determine the acceptability of the utility pole stress level. Based on our analysis we have determined the pole stress level (under the following load cases) to be:

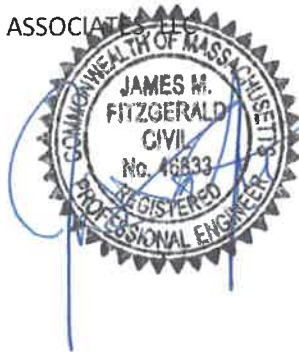
LOAD CASE: PROPOSED ANTENNA LOADS	RESULTS
NESC 12 (250B) Grade B, Heavy (I:0.5in W:4psf) NESC Ext Wind (250C) Grade B NESC Ext Wind & Ice (250D) (I:0.75in W:6.4psf)	Sufficient Capacity

This analysis has been performed in accordance with the 2015 International Building Code based upon an ultimate 3-second gust wind speed of 121mph converted to a nominal 3-second gust wind speed of 94 mph per section 1609.3.1 as required for use in the 2017 NESC National Electrical Safety Code, Risk Category II and Exposure Category B with a NESC heavy loading district and construction grade B.

If you have any questions, please do not hesitate to call.

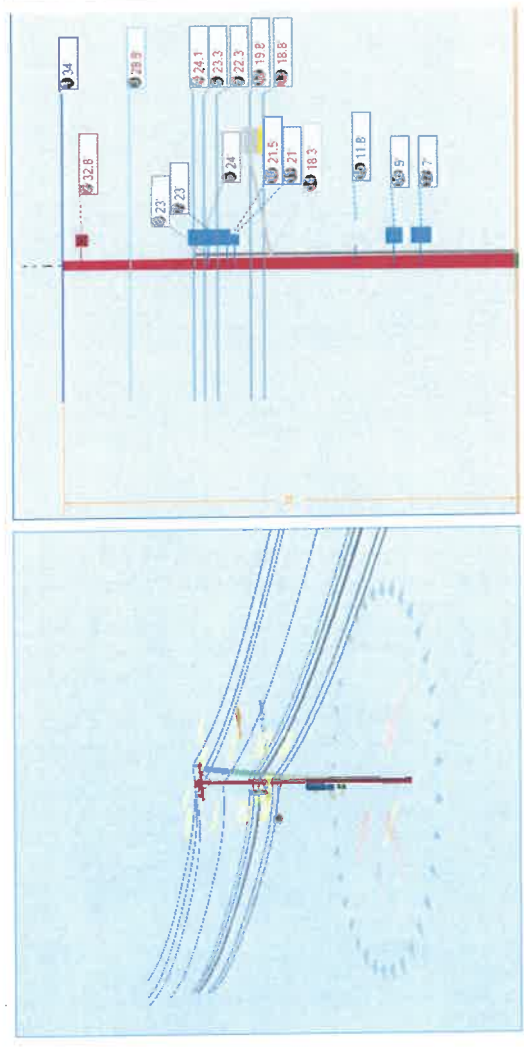
Very truly yours,

CHAPPELL ENGINEERING ASSOCIATES, LLC



James M. Fitzgerald, P.E.
JMF/jmf

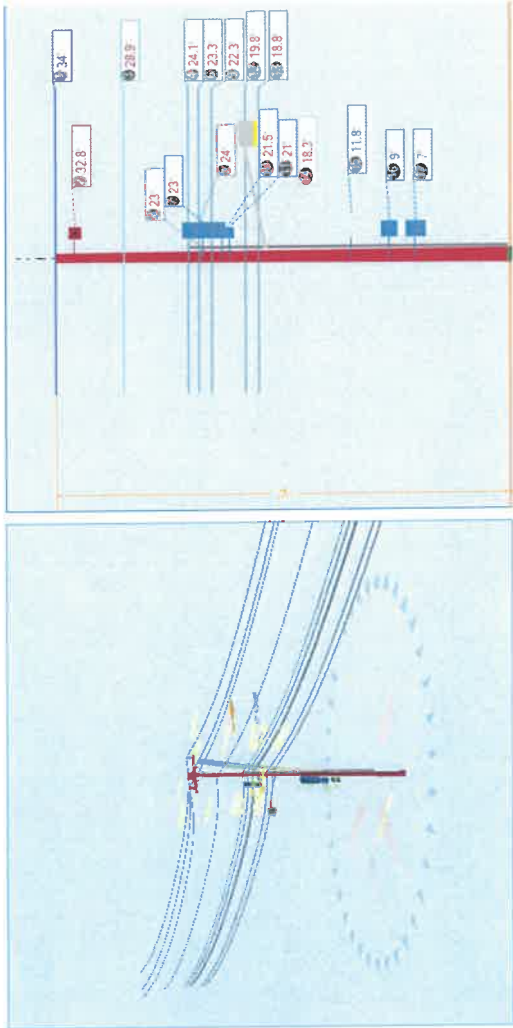
Pole Num:	3/8	Pole Length / Class:	40 / 3	Code:	NEC	Structure Type:	Unguyed Tangent
Aux Data 1	Unset	Species:	SOUTHERN PINE	NEC Rule:	Rule 250B	Status	Unguyed
Aux Data 2	Unset	Setting Depth (ft):	6.00	Construction Grade:	B	Pole Strength Factor:	0.65
Aux Data 3	Unset	G/L Circumference (in):	36.00	Loading District:	Heavy	Transverse Wind LF:	2.50
Aux Data 4	Unset	G/L Fiber Stress (psi):	8,000	Ice Thickness (in):	0.50	Wire Tension LF:	1.10
Aux Data 5	Unset	Allowable Stress (psi):	5,200	Wind Speed (mph):	39.53	Vertical LF:	1.50
Aux Data 6	Unset	Fiber Stress Ht. Reduc:	No	Wind Pressure (psf):	4.00		
Latitude:		0.000000 Deg	Longitude:		0.000000 Deg	Elevation:	0 Feet



Pole Capacity Utilization (%)	Height (ft)	Wind Angle (deg)
Maximum	90.7	17.0
Groundline	90.7	17.0
Vertical	21.3	17.0

Pole Moments (ft-lb)	Load Angle (deg)	Wind Angle (deg)
Max Cap Util	57,484	17.0
Groundline	57,484	17.0
GL Allowable	64,015	

Pole Num:	3/8	Pole Length / Class:	40 / 3	Code:	40 / 3	Code:	40 / 3
Aux Data 1	Unset	Species:	SOUTHERN PINE	NESC Rule:	NESC Rule:	Structure Type:	Unguyed Tangent
Aux Data 2	Unset	Setting Depth (ft):	6.00	Construction Grade:	6.00	Status	Unset
Aux Data 3	Unset	G/L Circumference (in):	36.00	Loading District:	36.00	Pole Strength Factor:	0.65
Aux Data 4	Unset	G/L Fiber Stress (psi):	8,000	Ice Thickness (in):	8,000	Heavy Transverse Wind LF:	2.50
Aux Data 5	Unset	Allowable Stress (psi):	5,200	Wind Speed (mph):	5,200	Wire Tension LF:	1.10
Aux Data 6	Unset	Fiber Stress Ht. Reduc:	No	Wind Pressure (psf):	No	Vertical LF:	1.50
Latitude:	0.000000	Deg	Longitude:	0.000000	Deg	Elevation:	0 Feet



Pole Capacity Utilization (%)	Height (ft)	Wind Angle (deg)
Maximum	90.7	17.0
Groundline	90.7	17.0
Vertical	21.3	17.0

Pole Moments (ft-lb)	Load Angle (deg)	Wind Angle (deg)
Max Cap Util	57,484	17.0
Groundline	57,484	17.0
GL Allowable	64,015	

Groundline Load Summary - Reporting Angle Mode: Load - Reporting Angle: 39.8°

	Shear Load* (lbs)	Applied Load (%)	Bending Moment (ft-lb)	Applied Moment (%)	Pole Capacity (%)	Bending Stress (+/- psi)	Vertical Load (lbs)	Vertical Stress (psi)	Total Stress (psi)	Pole Capacity (%)
Powers	699	30.0	23,475	41.1	36.7	1,907	650	6	1,913	36.8
Comms	1,284	55.1	28,646	50.1	44.8	2,327	2,055	20	2,347	45.1
GenericEquipments	9	0.4	-142	-0.3	-0.2	-12	404	4	-8	-0.1
Pole	245	10.5	3,864	6.8	6.0	314	1,495	15	328	6.3
Crossarms	5	0.2	186	0.3	0.3	15	138	1	16	0.3
Risers	37	1.6	591	1.0	0.9	48	105	1	49	0.9
Streetlights	38	1.6	158	0.3	0.3	13	112	1	14	0.3
Insulators	13	0.5	400	0.7	0.6	33	58	1	33	0.6
Pole Load	2,329	100.0	57,178	100.0	89.3	4,645	5,018	49	4,693	90.3
Pole Reserve Capacity			6,837		10.7	555			507	9.7

Load Summary by Owner - Reporting Angle Mode: Load - Reporting Angle: 39.8°

	Shear Load* (lbs)	Applied Load (%)	Bending Moment (ft-lb)	Applied Moment (%)	Pole Capacity (%)	Bending Stress (+/- psi)	Vertical Load (lbs)	Vertical Stress (psi)	Total Stress (psi)	Pole Capacity (%)
<Undefined>	2,084	89.5	53,314	93.2	83.3	4,331	3,523	34	4,365	83.9
Pole	245	10.5	3,864	6.8	6.0	314	1,495	15	328	6.3
Totals:	2,329	100.0	57,178	100.0	89.3	4,645	5,018	49	4,693	90.3

O-Calcul[®] Pro Analysis Report

Monday, February 20, 2023 11:15 PM

Detailed Load Components:

Power	Owner	Height (ft)	Horiz. Offset (in)	Cable Diameter (in)	Sag at Max Temp (ft)	Cable Weight (lbs/ft)	Lead/Span Length (ft)	Span Angle (deg)	Wire Length (ft)	Tension (lbs)	Tension Moment* (ft-lb)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Primary	AAC 556.5 KCM 19 STRAND DAHLIA	34.00	40.46	0.8560	4.50	0.521	123.0	102.9	123.5	625	10,598	403	2,879	13,881
Primary	AAC 556.5 KCM 19 STRAND DAHLIA	34.00	40.46	0.8560	3.40	0.521	94.0	282.9	94.3	493	-8,348	308	2,200	-5,839
Primary	ACSR 2 AWG 6/1 SPARROW	34.00	36.51	0.3160	4.27	0.091	123.0	102.9	123.5	234	3,969	-135	2,040	5,874
Primary	ACSR 2 AWG 6/1 SPARROW	34.00	36.51	0.3160	3.93	0.091	94.0	282.9	94.5	144	-2,441	-103	1,559	-985
Primary	AAC 556.5 KCM 19 STRAND DAHLIA	34.00	13.47	0.8560	4.50	0.521	123.0	102.9	123.5	625	10,598	-83	2,879	13,394
Primary	AAC 556.5 KCM 19 STRAND DAHLIA	34.00	13.47	0.8560	3.40	0.521	94.0	282.9	94.3	493	-8,348	-64	2,200	-6,211
Span Bundle	10M	28.90	6.22	0.3060	4.74	0.165	123.0	102.5	123.6	237	3,460	-24	1,713	5,149
Span Bundle	10M	28.90	6.22	0.3060	3.23	0.165	94.0	282.5	94.3	211	-3,078	-19	1,309	-1,787
Totals:											6,412	283	16,780	23,475

Comm	Owner	Height (ft)	Horiz. Offset (in)	Cable Diameter (in)	Sag at Max Temp (ft)	Cable Weight (lbs/ft)	Lead/Span Length (ft)	Span Angle (deg)	Wire Length (ft)	Tension (lbs)	Tension Moment* (ft-lb)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Telco	TELE 1.0	24.10	6.51	1.0000	3.33	0.400	94.0	282.5	94.3	457	-5,566	39	1,672	-3,855
Telco	TELE 1.0	24.10	6.51	1.0000	4.89	0.400	123.0	102.5	123.6	506	6,160	51	2,188	8,399
Telco	TELE 1.5	23.30	6.56	1.5000	3.33	0.900	94.0	282.5	94.3	767	-9,021	63	2,021	-6,937
Telco	TELE 1.5	23.30	6.56	1.5000	4.88	0.900	123.0	102.5	123.6	847	9,963	83	2,644	12,690
Telco	TELE 2.5	22.33	6.62	2.5000	3.33	3.000	94.0	282.5	94.3	1,845	-20,805	145	2,711	-17,949
Telco	TELE 2.5	22.33	6.62	2.5000	4.89	3.000	123.0	102.5	123.6	2,037	22,967	190	3,547	26,705
Telco	TELE 1.5	19.80	6.77	1.5000	3.33	0.900	94.0	282.5	94.3	767	-7,666	66	1,717	-5,883
Telco	TELE 1.5	19.80	6.77	1.5000	4.88	0.900	123.0	102.5	123.6	847	8,466	86	2,247	10,799
Telco	TELE 1.5	18.80	6.84	1.5000	3.33	0.900	94.0	282.5	94.3	767	-7,279	66	1,630	-5,582
Telco	TELE 1.5	18.80	6.84	1.5000	4.88	0.900	123.0	102.5	123.6	847	8,039	87	2,133	10,259
Totals:											5,259	876	22,510	28,646

O-Calculc® Pro Analysis Report

Monday, February 20, 2023 11:15 PM

Generic Equipment		Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Box	Fiber Demark		21.00	10.55	250.0	0.0	5.00	8.00	4.20	--	8.00	-6	109	104
Box	Tube Steel		21.50	19.42	167.0	0.0	5.00	3.00	30.00	--	3.00	-7	97	90
Cylinder	NR AU		23.00	40.60	167.0	0.0	38.00	38.70	--	12.00	--	-117	639	523
Box	Radio		11.75	12.76	250.0	0.0	48.00	-42.00	11.50	--	18.00	-66	-767	-833
Box	Disconnect		9.00	16.18	250.0	0.0	160.00	15.00	10.00	--	12.00	-280	154	-126
Box	Meter		7.00	14.30	250.0	0.0	13.00	18.00	6.00	--	12.00	-20	121	101
Totals:													354	-142

Crossarm		Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Normal	CROSSARM 4-3/4 X 5-3/4 X 8 HD		32.80	6.11	102.9	102.9	92.00	5.75	4.75	4.75	96.00	32	154	186
Totals:													154	186

Riser		Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
2" Sch40 PVC 45.0°	2" Sch40 PVC		24.00	5.85	45.0	45.0	24.00	288.00	2.38	2.38	288.00	12	329	342
1/2" Dia Coax 280.0°	1/2" Dia Coax		23.00	5.85	280.0	280.0	23.00	276.00	0.50	0.50	276.00	-5	134	129
1/2" Dia Coax 315.0°	1/2" Dia Coax 175.0°		23.00	5.85	315.0	315.0	23.00	276.00	0.50	0.50	276.00	1	120	121
Totals:													583	591

Streetlight		Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
General	Streetlight - 8 ft. Arm		18.30	4.62	180.0	180.0	75.00	24.00	20.00	3.00	96.00	-531	689	158
Totals:													689	158

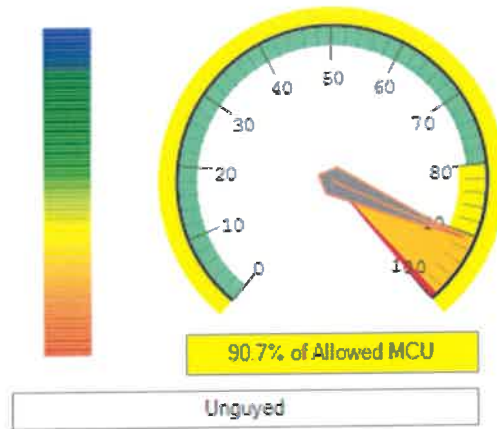
O-Calc® Pro Analysis Report

Insulator	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Post	Post Insulator - 15 kV	33.04	-40.00	21.6	0.0	11.00	4.75	11.50	53	116	169
Post	Post Insulator - 15 kV	33.04	36.00	183.3	0.0	11.00	4.75	11.50	-40	116	76
Post	Post Insulator - 15 kV	33.04	12.00	165.9	0.0	11.00	4.75	11.50	-11	116	105
Spool	Spool 2.5"	28.90	0.00	180.0	90.0	1.00	2.50	2.12	-1	10	9
Spool	Spool 2.5"	24.10	0.00	0.0	270.0	1.00	2.50	2.12	1	8	9
Spool	Spool 2.5"	23.30	0.00	0.0	270.0	1.00	2.50	2.12	1	8	9
Spool	Spool 2.5"	22.33	0.00	0.0	270.0	1.00	2.50	2.12	1	8	8
Spool	Spool 2.5"	19.80	0.00	0.0	270.0	1.00	2.50	2.12	1	7	7
Spool	Spool 2.5"	18.80	0.00	0.0	270.0	1.00	2.50	2.12	1	6	7
Totals:									4	396	400

Pole Buckling													
Buckling Constant	Buckling Column Height* (ft)	Buckling Section Height (% Buckling Col. Hgt.)	Buckling Section Diameter (in)	Minimum Buckling Diameter at GL (in)	Diameter at Tip (in)	Diameter at GL (in)	Modulus of Elasticity (psi)	Pole Density (pcf)	Ice Density (pcf)	Pole Tip Height (ft)	Buckling Load Capacity at Height (lbs)	Buckling Load Applied at Height (lbs)	Buckling Load Factor of Safety
2.00	21.59	33.44	10.58	17.72	7.32	11.46	1.60e+6	60.00	57.00	34.00	23,521	5,018	4.69

O-Calc® Pro Capacity Summary Info

Pole Identification: 3/8
Report Created: 2/20/2023
File: 1460.401 Pole_3-8.pplx

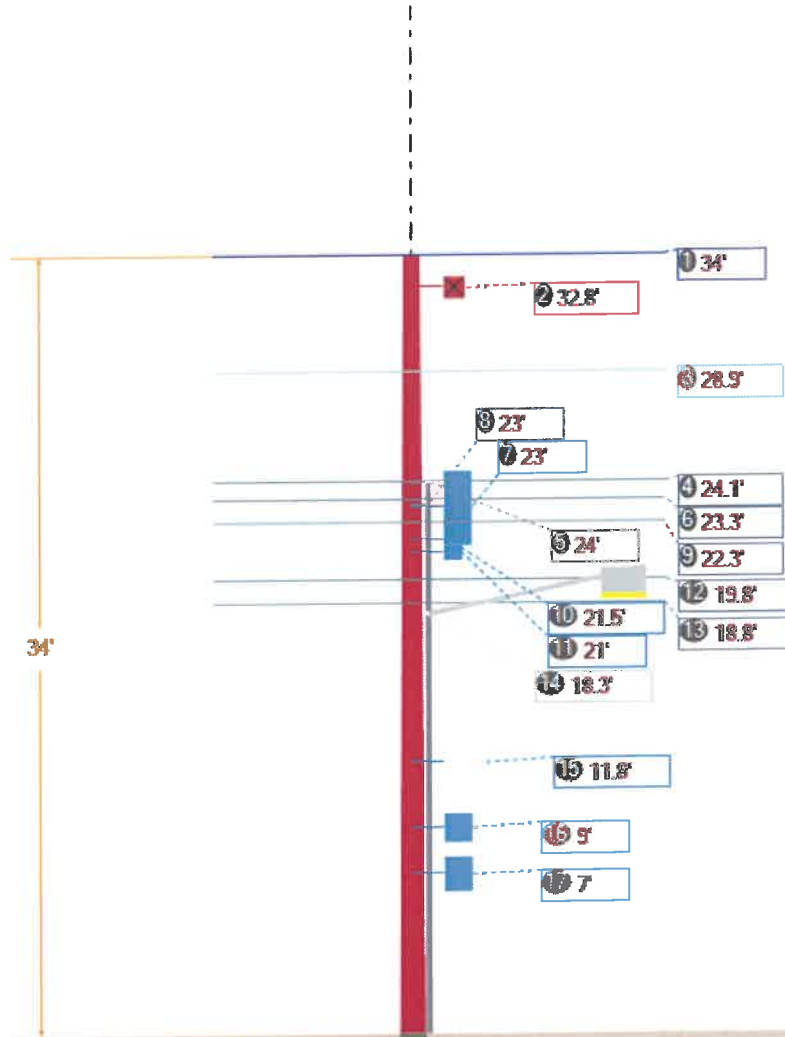


O-Calc® Pro Schematic View

Pole Identification: 3/8

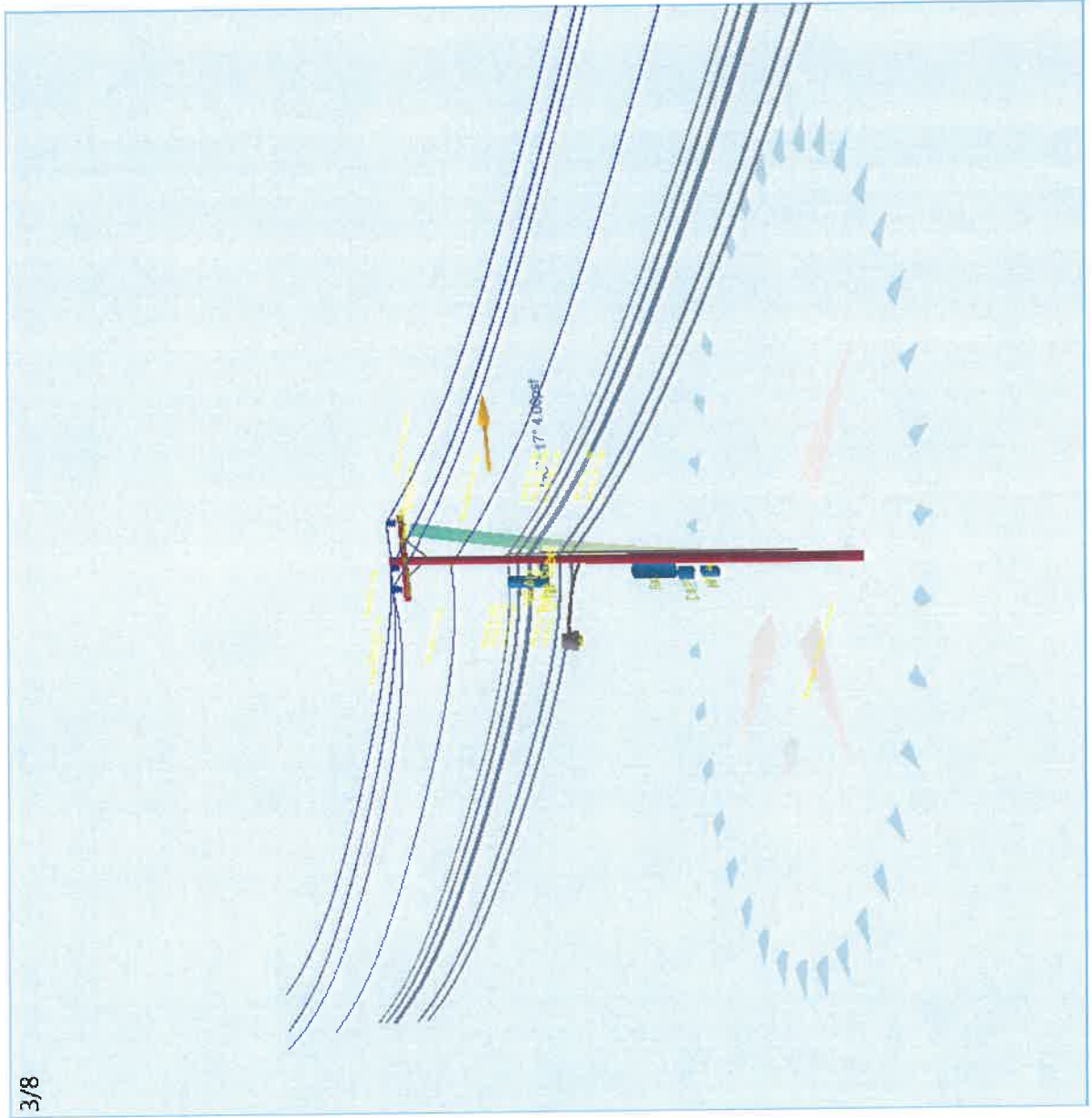
Report Created: 2/20/2023

File: 1460.401 Pole_3-8.pplx

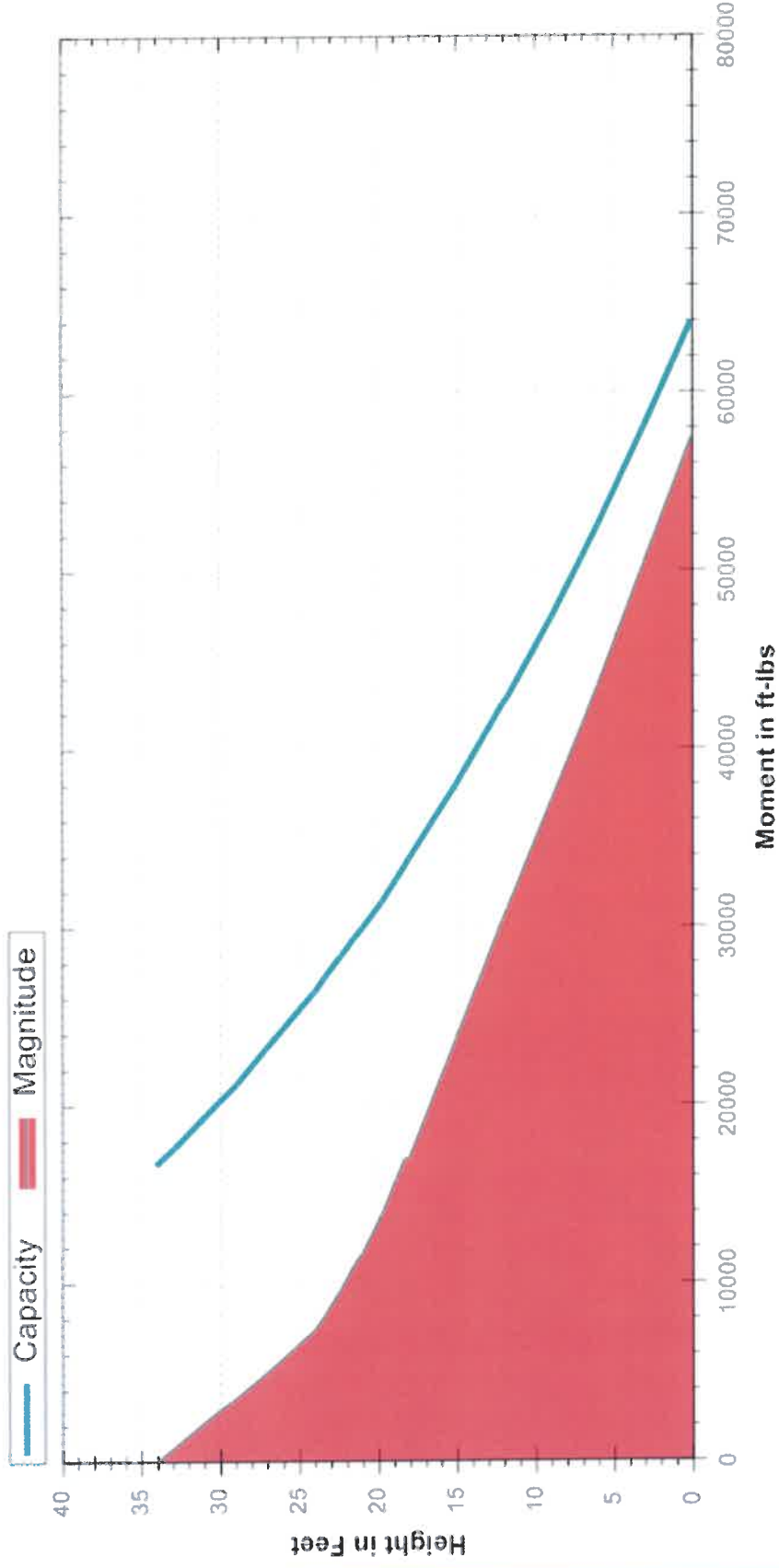


1 - 34' (408")	Primary 103° 123' 0.856" (AAC 556.5 KCM 19 STRAND DAHLIA) Primary 283° 94' 0.856" (AAC 556.5 KCM 19 STRAND DAHLIA) Primary 103° 123' 0.316" (ACSR 2 AWG 6/1 SPARROW) Primary 283° 94' 0.316" (ACSR 2 AWG 6/1 SPARROW) Primary 103° 123' 0.856" (AAC 556.5 KCM 19 STRAND DAHLIA) Primary 283° 94' 0.856" (AAC 556.5 KCM 19 STRAND DAHLIA)
2 - 32.8' (393.6")	Normal 8ft 4.8in x 5.8in
3 - 28.9' (346.8")	Span Bundle 103° 123' 0.306" (10M) Span Bundle 282° 94' 0.306" (10M)
4 - 24.1' (289.2")	Telco 282° 94' 1.000" (TELE 1.0) Telco 102° 123' 1.000" (TELE 1.0)
5 - 24' (288")	2" Sch40 PVC 45.0°

6 - 23.3' (279.6")
Telco 282° 94' 1.500" (TELE 1.5)
Telco 102° 123' 1.500" (TELE 1.5)
7 - 23' (276")
Antenna
8 - 23' (276")
1/2" Dia Coax 280.0°
1/2" Dia Coax 315.0°
9 - 22.3' (268")
Telco 282° 94' 2.500" (TELE 2.5)
Telco 102° 123' 2.500" (TELE 2.5)
10 - 21.5' (258")
Tube Steel
11 - 21' (252")
Fiber Demark
12 - 19.8' (237.6")
Telco 282° 94' 1.500" (TELE 1.5)
Telco 102° 123' 1.500" (TELE 1.5)
13 - 18.8' (225.6")
Telco 282° 94' 1.500" (TELE 1.5)
Telco 102° 123' 1.500" (TELE 1.5)
14 - 18.3' (219.6")
Streetlight - 8 ft. Arm 8.0 ft arm
15 - 11.8' (141")
Radio
16 - 9' (108")
Disconnect
17 - 7' (84")
Meter



Bending Moment vs Height
Wind 17° : Load 39.8°
Pole: 3/8 - 2/20/2023
NESC 12 (250B) Grade B , Heavy (l:0.5in W:4psf)





STRUCTURAL ANALYSIS REPORT

VZW SITE NAME: MILTON_SC10_MA

VZW LOCATION CODE: 706306



Utility Pole # 3/79
CANTON AVENUE
MILTON, MA 02186

Date:
FEBRUARY 20, 2023
(Revision 0)



201 Boston Post Road West, Suite 101
Marlborough, Massachusetts 01752

February 20, 2023



20 Alexander Drive, 2nd Floor
Wallingford, CT 06492

Reference: **Structural Analysis**

Pole Type: 45ft Class 2 Utility Pole (Existing)
VZW Site Name: Milton_SC10_MA
Site Address: Canton Avenue
Milton, MA 02186

To whom it may concern:

Chappell Engineering Associates, LLC has performed a structural analysis of the above-referenced structure to evaluate the effect of the proposed **Verizon** antenna installation on the subject structure.

The purpose of the analysis is to determine the acceptability of the utility pole stress level. Based on our analysis we have determined the pole stress level (under the following load cases) to be:

LOAD CASE: PROPOSED ANTENNA LOADS	RESULTS
NESC 12 (250B) Grade B, Heavy (I:0.5in W:4psf) NESC Ext Wind (250C) Grade B NESC Ext Wind & Ice (250D) (I:0.75in W:6.4psf)	Sufficient Capacity

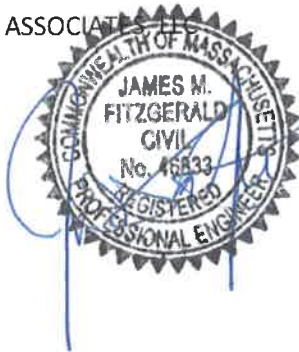
This analysis has been performed in accordance with the 2015 International Building Code based upon an ultimate 3-second gust wind speed of 121mph converted to a nominal 3-second gust wind speed of 94 mph per section 1609.3.1 as required for use in the 2017 NESC National Electrical Safety Code, Risk Category II and Exposure Category B with a NESC heavy loading district and construction grade B.

If you have any questions, please do not hesitate to call.

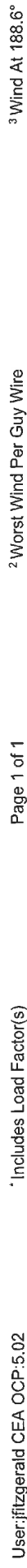
Very truly yours,

CHAPPELL ENGINEERING ASSOCIATES, LLC

James M. Fitzgerald, P.E.
JMF/jmf



Pole Moments (ft-lb)	Load Angle (deg)	Wind Angle (deg)
Max Cap Util	45,806	188.6
Groundline	45,806	188.6
GL Allowable	89,811	



Monday, February 20, 2023 4:05 PM

Pole Moments (ft-lb)	Load Angle (deg)	Wind Angle (deg)
Max Cap Util	45,806	188.6
Groundline	45,806	188.6
GL Allowable	89,811	

Groundline Load Summary - Reporting Angle Mode: Load - Reporting Angle: 98.0°

	Shear Load* (lbs)	Applied Load (%)	Bending Moment (ft-lb)	Applied Moment (%)	Pole Capacity (%)	Bending Stress (+/- psi)	Vertical Load (lbs)	Vertical Stress (psi)	Total Stress (psi)	Pole Capacity (%)
Powers	11	12.0	369	539.0	0.4	21	70	1	22	0.4
Comms	23	25.1	572	835.2	0.6	33	140	1	34	0.7
GenericEquipments	29	31.0	-203	-296.4	-0.2	-12	615	5	-7	-0.1
Pole	27	28.9	429	626.2	0.5	25	2,067	16	41	0.8
Streetlights	3	3.3	-1,075	-1569.4	-1.2	-62	283	2	-60	-1.2
Risers	-1	-0.5	-26	-38.5	0.0	0	105	1	1	0.0
Insulators	0	0.0	3	3.9	0.0	0	3	0	0	0.0
Pole Load	92	100.0	69	100.0	0.1	5	3,284	25	31	0.6
Pole Reserve Capacity			89,742		99.9	5,195			5,169	99.4

Load Summary by Owner - Reporting Angle Mode: Load - Reporting Angle: 98.0°

	Shear Load* (lbs)	Applied Load (%)	Bending Moment (ft-lb)	Applied Moment (%)	Pole Capacity (%)	Bending Stress (+/- psi)	Vertical Load (lbs)	Vertical Stress (psi)	Total Stress (psi)	Pole Capacity (%)
<Undefined>	66	71.1	-361	-526.2	-0.4	-20	1,216	9	-10	-0.2
Pole	27	28.9	429	626.2	0.5	25	2,067	16	41	0.8
Totals:	92	100.0	69	100.0	0.1	5	3,284	25	31	0.6

Detailed Load Components:

Power	Owner	Height (ft)	Horiz. Offset (in)	Cable Diameter (in)	Sag at Max Temp (ft)	Cable Weight (lbs/ft)	Lead/Span Length (ft)	Span Angle (deg)	Wire Length (ft)	Tension (lbs)	Tension Moment* (ft-lb)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Span Bundle	10M	29.70	6.79	0.3060	6.12	0.165	141.0	186.0	141.9	237	402	40	-102	369
Totals:											402	40	-102	369

Comm	Owner	Height (ft)	Horiz. Offset (in)	Cable Diameter (in)	Sag at Max Temp (ft)	Cable Weight (lbs/ft)	Lead/Span Length (ft)	Span Angle (deg)	Wire Length (ft)	Tension (lbs)	Tension Moment* (ft-lb)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Telco	TELE 1.0	21.00	7.34	1.0000	6.65	0.400	141.0	186.0	142.0	462	555	86	-111	572
Totals:											555	86	-111	572

Generic Equipment		Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Box	Tube Steel		40.50	1.85	261.0	0.0	100.00	48.00	8.00	--	8.00	-22	-18	48
Cylinder	NR AU		43.83	0.15	81.0	0.0	38.00	38.70	--	12.00	--	1	-14	20
Box	Fiber Demark		21.00	11.19	0.0	0.0	5.00	8.00	4.20	--	8.00	-1	9	10
Box	Radio		12.00	20.41	270.0	0.0	48.00	-42.00	11.50	--	36.00	-121	210	102
Box	Radio		12.00	20.41	270.0	0.0	48.00	-42.00	11.50	--	18.00	-121	61	-47
Box	Disconnect		10.80	16.73	270.0	0.0	160.00	15.00	10.00	--	12.00	-330	-7	-299
Box	Meter		8.00	14.91	270.0	0.0	13.00	18.00	6.00	--	12.00	-24	-15	-37
Totals:												-617	225	-203

Streetlight		Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
General	Streetlight - 8 ft. Arm		27.20	4.69	90.0	90.0	75.00	24.00	20.00	3.00	96.00	681	-12	714
General	Streetlight - 15 ft. Arm		26.00	4.77	270.0	270.0	115.00	24.00	20.00	3.00	180.00	-1,838	-16	-1,789
Totals:												-1,157	-28	-1,075

Riser		Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
1/2" Dia Coax	190.0°		23.00	6.57	190.0	190.0	23.00	276.00	0.50	0.50	276.00	0	0	0
1/2" Dia Coax	225.0°		23.00	6.57	225.0	225.0	23.00	276.00	0.50	0.50	276.00	-7	-1	-8
2" Sch40 PVC	315.0°		24.00	6.57	315.0	315.0	24.00	288.00	2.38	2.38	288.00	-11	-7	-18
Totals:												-19	-7	-26

Insulator	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Spool	Spool 2.5"	29.70	0.00	96.0	96.0	1.00	2.50	2.12	1	0	1
Spool	Spool 2.5"	21.00	0.00	96.0	96.0	1.00	2.50	2.12	1	0	1
Totals:									2	0	3

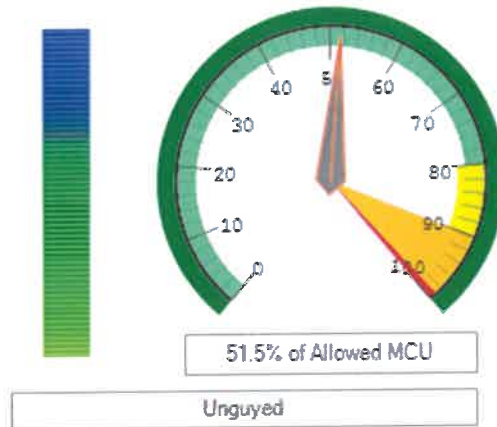
Pole Buckling														
Buckling Constant	Buckling Column Height** (ft)	Buckling Section Height (% Buckling Col. Hgt.)	Buckling Section Diameter (in)	Minimum Buckling Diameter at GL (in)	Diameter at Tip (in)	Diameter at GL (in)	Modulus of Elasticity (psi)	Pole Density (pcf)	Ice Density (pcf)	Pole Tip Height (ft)	Buckling Load Capacity at Height (lbs)	Buckling Load Applied at Height (lbs)	Buckling Load Factor of Safety	
2.00	19.81	32.93	12.00	14.13	7.96	12.83	1.60e+6	60.00	57.00	38.50	46,286	3,283	14.10	

O-Calc® Pro Capacity Summary Info

Pole Identification: 3/79

Report Created: 2/20/2023

File: 1460.400 Pole 3-79.pplx

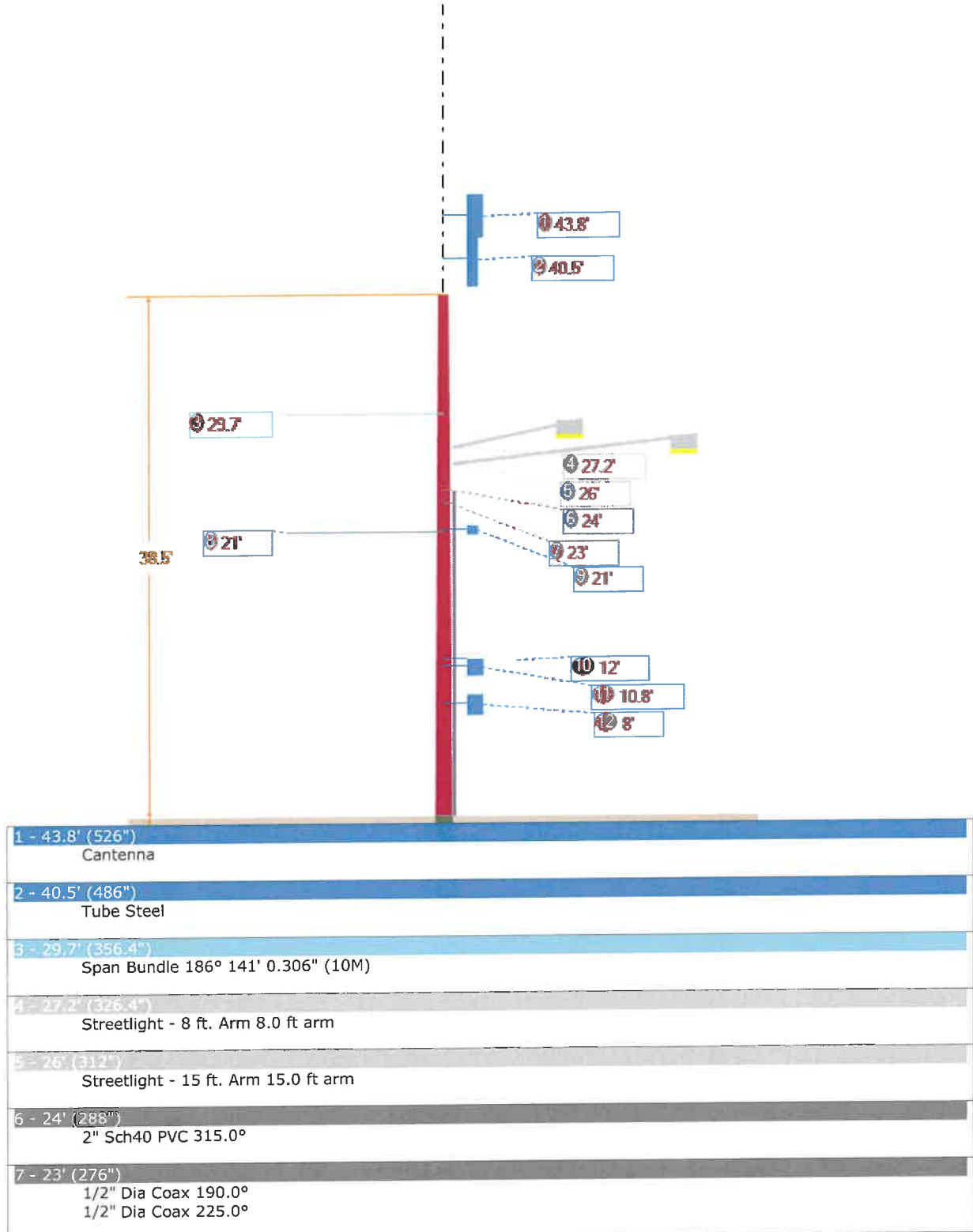


O-Calc® Pro Schematic View

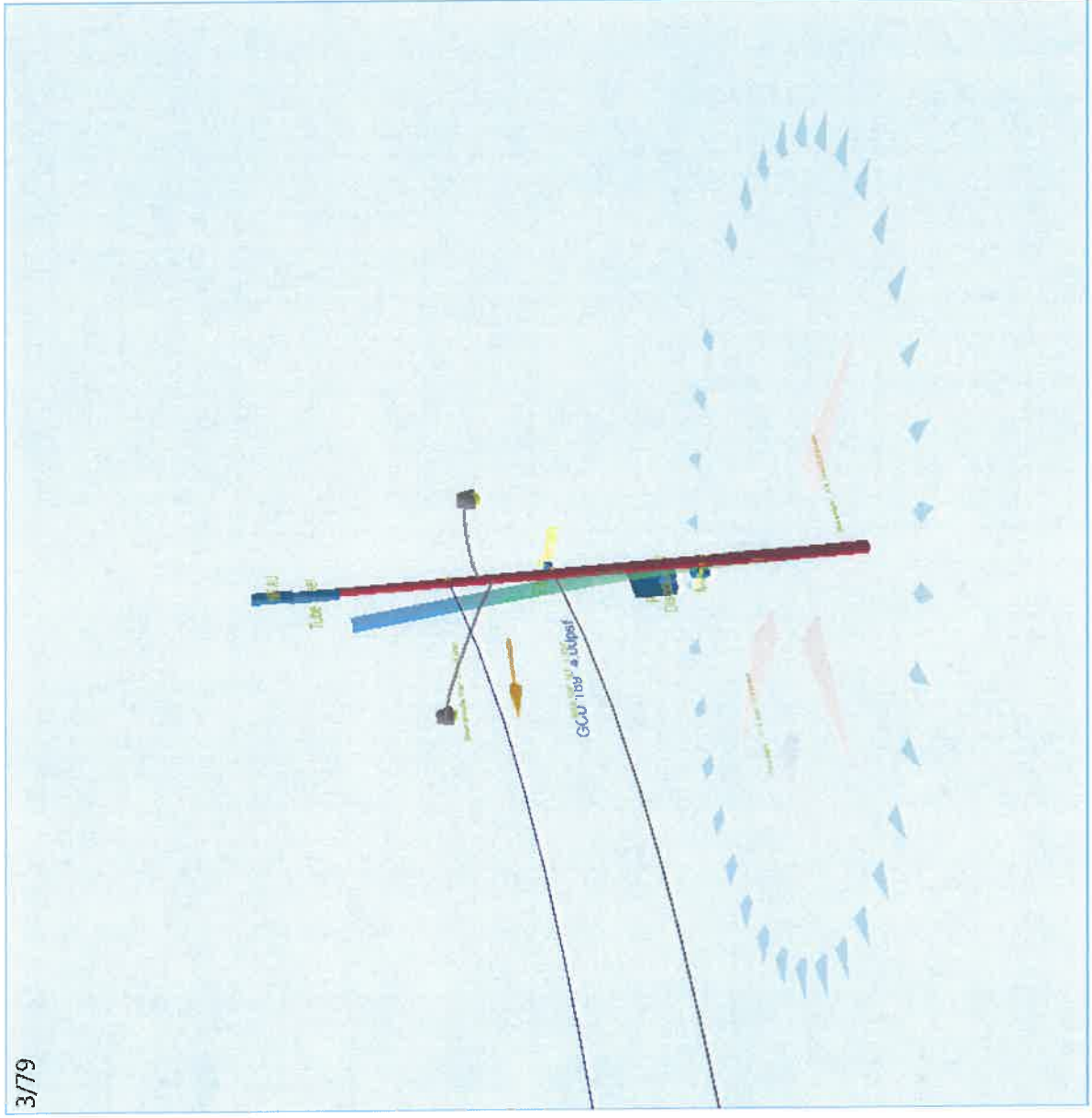
Pole Identification: 3/79

Report Created: 2/20/2023

File: 1460.400 Pole 3-79.pplx



8 - 21' (252")
Telco 186° 141' 1.000" (TELE 1.0)
9 - 21' (252")
Fiber Demark
10 - 12' (144")
Radio Radio
11 - 10.8' (129.6")
Disconnect
12 - 8' (96")
Meter



Bending Moment vs Height
Wind 189° : Load 98.0°
Pole:3/79 - 2/20/2023
NESC 12 (250B) Grade B , Heavy (l:0.5in W:4psf)

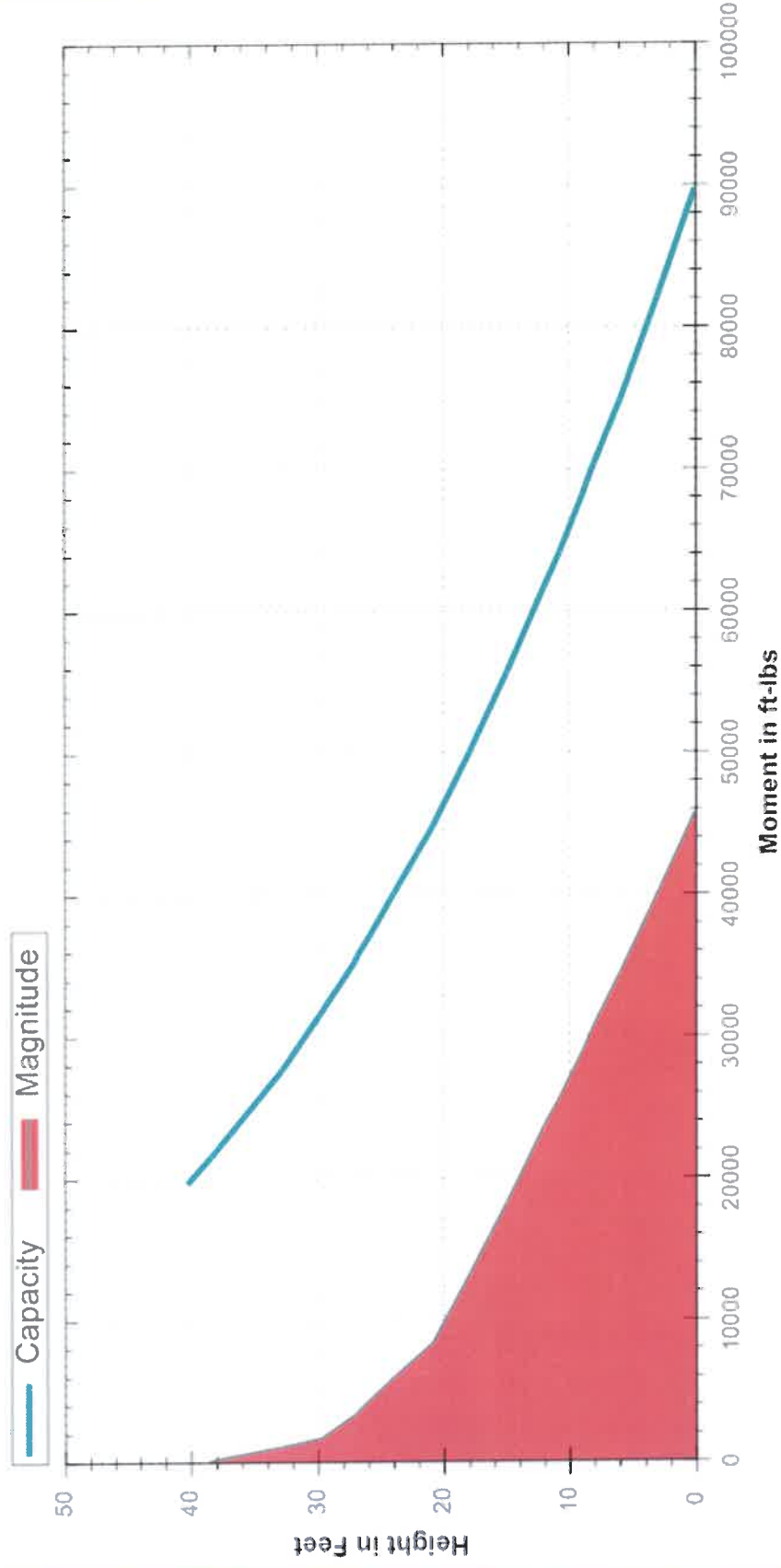


EXHIBIT E:
Eversource Pole
Licenses

12151586

Form 1

APPLICATION AND POLE ATTACHMENT LICENSE

ANTENNA / NODE LICENSE

Licensee VERIZON WIRELESS
Street Address ONE VERIZON WAY, MAIL STOP 4AW100
City, State and Zip BASKING, RIDGE NEW JERSEY 07920
Date 2/22/23

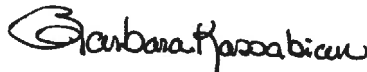
In accordance with the terms and conditions of the **CONSTRUCTION REQUIREMENTS FOR DISTRIBUTED ANTENNA SYSTEMS (DAS) ON DISTRIBUTION POLES AGREEMENT**, application is hereby made for a license to make 1 Antenna (Node) Attachment to pole and 1 Power Supply and 2 other attachments located in the municipality of Milton in the State of Massachusetts.

This request will be designated **Pole Attachment License Application Number MILTONSC10MA-706306**
Attached are my power supply specifications if applicable. The cable's strand size is 0.5 and weight per foot of cable is 0.2.

Licensee's Name (Print) Barbara Kassabian

Type text here

Signature



NSTAR d/b/a EVERSOURCE

Power Company

Title _____

Tel. No. _____

Fax No. _____

E-mail _____

*****For licensor use, do not write below this line*****

Pole Attachment License Application Number _____ is hereby granted to make 1 Antenna / Node attachment described in this application to 1 attachments to JO¹ pole _____ attachment to FO² pole, _____ attachment to JU³ pole, _____ Power Supplies and _____ other attachments located in the municipality of _____, in the State of Massachusetts as indicated on the attached Form 3.

Licensor's Name (Print) Richard A. Comeau

Signature



(AGREEMENT ID #)

Title Manager - Distribution Engineering - Single Pole Administration

Date 3/24/2023

Tel. No. _____

The Licensee shall submit an original copy of this application to NSTAR Electric Company d/b/a EVERSOURCE ENERGY.

Revised 06/14/2018

NSTAR d/b/a EVERSOURCE

AUTHORIZATION FOR FIELD SURVEY WORK

Licensee: Verizon Wireless

In accordance with Article III & Appendix I of the Pole Attachment Agreement, following is a summary of the charges which will apply to complete a field survey covering Pole Attachment License Application Number MILTONSC10MA-706306 in the municipality of Milton in the State of Massachusetts

FIELD SURVEY CHARGES

<u>Field Survey</u>	<u>#Poles</u>	<u>Unit Rate</u>	<u>Total</u>
Field Survey Application Fee (includes 1st pole)	1 pole	\$139.00	\$ 139.00
Field Survey 2 -200 Poles	_____	\$ 13.45 per Pole	\$ _____
Additional Travel Time*	_____	\$ <u>200.00</u> per Day	\$ _____
TOTAL Charges			\$ \$139.00

* Based on average of 75 poles surveyed per day, add \$200.00 travel time for each additional day required to complete survey.

Please note, if you calculated the cost incorrectly, your check will be returned and a new check for the correct amount must be received by this office in order to schedule the survey. If you need assistance, please call the **HOTLINE** on 800-340-9822. The required field survey covering Pole Attachment License Application # MILTONSC10MA-706306 is authorized. I am enclosing an advance payment in the amount of \$ 139.00.

Licensee's Name (Print) Barbara Kassabian

Signature *Barbara Kassabian*

Title Site Acquisition

Address 750 West Center St, Suite 301

W.Bridgewater, MA 02379

Tel. No. 603-303-8001

Date 2/22/23

FORM 3 Definitions

SURVEYORS: Name of Representative attending Survey from VERIZON, EVERSOURCE, and Licensee

Date of Survey : Date Survey is performed

CWO#: EVERSOURCE Custom Work Order Number

Munic: Municipality where pole is located **State:** State in which pole is located

Licensee Name: Name of Company or Entity applying for Pole Attachments

Exch Code: Verizon's Exchange Code = the Exchange in which the Municipality is located.

Munic Code: EVERSOURCE Municipality Code = the code for the Municipality in which the pole is located (tax purposes).

Application #: The number of the Licensee's Application = sequentially numbered by municipality.

ELCO NAME: The name of the Electric (power) Company in whose service area the pole is located.

Location: List each individual pole (ONE POLE PER LINE) you wish to attach to (multiple sheets may be used) and provide the following:

Street, Route, Circuit # and other information which indicates location of poles.

Indicate location by providing name of street, highway, route, etc., e.g., South Street, north of (N/O) Jones Road. Private Property Poles should be identified as such e.g., P.P. (Lead off pole 1234 South).

Pole #:

Tel = Telephone Company pole # El= Electric Company pole #

ATT: **Type of Attachment:** F = Fiber C= Copper or Coaxial P.S. = Power Supply Riser = Riser Pole

Ownership: JO = Joint Owned 50%-50% Tel-Elco, JU = Joint Use - 100% Tel or 100% Elco, FO = 100% Fully owned by Tel or Elco (Other company not on pole)

Charge: Y or N = Y = Yes, there are make ready charges, N = No, there are no make ready charges to the Applicant.

Work Description: Short description of work operations required.

Task # should also be included and is defined as the number of the task or tasks required for make ready work. The Task # is associated with a Unit Price from the "Make Ready Unit Price Schedule" located in Appendix 1 of the new Pole Attachment Agreement.

FIELD SURVEY / MAKE READY WORK FORM																		
SURVEYORS:						DATE OF SURVEY:							CWO #:					
Verizon						MUNIC:			STATE:				Exch Code:		Munic Code:			
LICENSEE		Barbara Kassabian				LICENSEE NAME: Verizon Wireless			LICENSEE APPLICATION #:				LICENSEE APPLICATION #:		MILTONSC10MA-706306			
EVERSOURCE						ELCO NAME: EVERSOURCE			ELCO NAME: EVERSOURCE				NSTAR APPLICATION #					
LOCATION		POLE #		ATT		OWNERSHIP				CHARGE		WORK DESCRIPTION						
TEL RTE / STREET NAME List one pole per line		Tel	El	F/C	P.S.	J.O.	El	Tel	El	J.U.	El	Tel	El	F.O.	YES	NO	TASK #S / REMARKS	* Height of Att.
Canton Avenue		N/A	3/79			X												*
																		*
																		*
																		*
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TOTALS:																		

• Height of Attachment = Height of Licensee Attachment shall be 40' below ELCO MGN unless otherwise noted here by Verizon and EVERSOURCE surveyor.

- *Licensee to complete bold italicized areas only. (Provide ownership information i/ known)*

EVERSOURCE - Work Order Application

FOR KEN KENDRICK:

Customer Request In-Service Date: 6/30/23 **WO Received Date:** _____
Service Address: Street: Canton Avenue Suite: _____ Town Milton Zip: 02186

Customer Of Record:

Customer Responsible for Payment of Monthly Electric Bills

Name to appear on Monthly Bill: Cellco Partnership
DBA – C/O Name: Verizon Wireless
Billing Address: P.O.Box 2375, Spokane, WA 99210-2375
Telephone 866-322-4547 Tax ID Number: 22-3372889
Existing Account or Meter Number (if applicable): _____

Property Owner Name (if different from above): _____
Owner Address: _____
Owner Phone Number: _____

Party Responsible for Construction costs associated with work order (if different from above)

Name: Verizon Wireless
Address: 118 Flanders Road, 3rd Floor, Westborough, MA 01581
Phone Number: 508- 320-2017

Please Note that Articles of Incorporation are required for new commercial EVERSOURCE Customers

Type of Service Requested: (Circle Appropriate)

☒ New Service ☐ Service Upgrade ☐ Service Relocation ☐ Temporary Service
☐ Pole Relocation ☐ Disconnect/Reconnect ☐ Service Removal ☐ Metering Only
OH Service from Pole, Pole# : _____ UG Service from; Riser-Pole # : _____ Padmount # : _____

Customer Loading

Brief Description of Work

Attach (1) antenna, (1) meter to the pole. Will require 60 amp single phase service.

Type of Load	New Connected Load in KVA	
	Single Phase	Three Phase
Lighting		
Electric heat		
Air Conditioning		
Refrigeration		
Cooking		
Electric Dryer		
Water Heater		
Computer		
Process Equip.	14.4	
Motors/Elevators		
Miscellaneous		
Totals	14.4	

Number of Meters Required:

Residential: _____ Commercial: 1 Public: _____
Main Switch Voltage: _____ Amperage: _____ Phase: _____
Service Voltage: _____ Amperage: _____ Phase: _____
Facility Type (ie: school, hospital): _____ New Building Square Feet: _____

ALL 480V SERVICES REQUIRE COLD SEQUENCE METERING (DISCONNECT SWITCH ON THE LINE SIDE OF THE METER)

If more than 1 meter is required, how will meters be labeled? (ie: Unit 1, 2, etc, Unit A, B, etc.)

Additional Equipment:**Generator:** KW: _____ Phase: _____ Purpose: _____**Motor(S) :** Total # : _____ Largest HP: _____ Phase: _____ Locked Rotor AMP: _____

Type of Starting Compensation (choose one): Hard Soft Capacitor VFD

*See Article 802 of EVERSOURCE Information and Requirements Book for Maximum LR current and Three Phase Protection *

Contact Name (circle appropriate):

Customer/Contractor/Consultant: Barbara Kassabian

Street Address: 750 West Center St. Suite 301City, State, Zip: W.Bridgewater, MA 02379

Telephone: _____

Pager: _____

Cell: 603-303-8001Best Time to Call: Monday-Friday 8 a.m. to 5 p.m.

Fax: _____

Electrician: TBD

License Number: _____

Business Name: Verizon Wireless StreetAddress: 118 Flanders Road, 3rd FloorCity, State, Zip: Westborough, MA 01581Telephone: 508-320-2017 Best Time to Call: _____

Pager: _____ Fax: _____

Cell: _____

Please note that by Interconnecting with the EVERSOURCE Distribution System the Customer of Record acknowledges that they have reviewed and are in compliance with the EVERSOURCE Information & Requirements for Electric Service (Blue Book).

For **New Commercial Services, New Residential Developments, New 13.8 kv Two Line Station Electric Service**, please provide (2) copies of City/Town approved site plans that illustrates the new facility location and the proposed location of the new utilities (electric, gas, water, sewer, telecommunications) and a One-Line Diagram.

For **Service Increases** at existing facilities, please submit a One-Line Diagram if available.

For **New Residential Services where a pole must be set**, please provide (2) copies of a site plan that illustrates the proposed location of the new facilities.

For **Temporary Service Requests**, please provide (2) copies of a site plan illustrating service location.

You may **Fax** this Form or mail any additional correspondence to:

EVERSOURCE ENERGY Electric and Gas
One NSTAR Way
Westwood, MA, 02090
Tel: (781) 441 – 3851
Fax: (781) 441-3194
Cell: 339-987-7059
H. Kendrick SW340

FOR NSTAR USE ONLY

EVERSOURCE Revenue Allowance: _____

EVERSOURCE Rate: _____

KVA or KW rating of Existing Loads (if applicable):

Existing Winter Peak Demand: _____

Existing Summer Peak Demand: _____

Month/Date/Year: _____

Month/Date/Year: _____

12151606

Form 1

APPLICATION AND POLE ATTACHMENT LICENSE

ANTENNA / NODE LICENSE

Licensee VERIZON WIRELESS
Street Address ONE VERIZON WAY, MAIL STOP 4AW100
City, State and Zip BASKING, RIDGE NEW JERSEY 07920
Date 2/22/23

In accordance with the terms and conditions of the **CONSTRUCTION REQUIREMENTS FOR DISTRIBUTED ANTENNA SYSTEMS (DAS) ON DISTRIBUTION POLES AGREEMENT**, application is hereby made for a license to make 1 Antenna (Node) Attachment to pole and 1 Power Supply and 2 other attachments located in the municipality of Milton in the State of Massachusetts.

This request will be designated **Pole Attachment License Application Number MILTONSC11MA-706254**
Attached are my power supply specifications if applicable. The cable's strand size is 0.5 and weight per foot of cable is 0.2.

Licensee's Name (Print) Barbara Kassabian

Signature



NSTAR d/b/a EVERSOURCE
Power Company

Title _____

Tel. No. _____

Fax No. _____

E-mail _____

*****For licensor use, do not write below this line*****

Pole Attachment License Application Number _____ is hereby granted to make 1 Antenna / Node attachment described in this application to 1 attachments to JO¹ pole _____ attachment to FO² pole, _____ attachment to JU³ pole, _____ Power Supplies and _____ other attachments located in the municipality of _____, in the State of Massachusetts as indicated on the attached Form 3.

Licensor's Name (Print) Richard A. Comeau

Signature Richard A. Comeau

(AGREEMENT ID #)

Title Manager - Distribution Engineering - Single Pole Administration

Date 3/24/2023

Tel. No. _____

Type text here

The Licensee shall submit an original copy of this application to NSTAR Electric Company d/b/a EVERSOURCE ENERGY.

Revised 06/14/2018

NSTAR d/b/a EVERSOURCE

AUTHORIZATION FOR FIELD SURVEY WORK

Licensee: Verizon Wireless

In accordance with Article III & Appendix I of the Pole Attachment Agreement, following is a summary of the charges which will apply to complete a field survey covering Pole Attachment License Application Number MILTONSC11MA-706254 in the municipality of Milton in the State of Massachusetts

FIELD SURVEY CHARGES

<u>Field Survey</u>	<u>#Poles</u>	<u>Unit Rate</u>	<u>Total</u>
Field Survey Application Fee (includes 1st pole)	1 pole	\$139.00	\$ 139.00
Field Survey 2 -200 Poles	_____	\$ <u>13.45</u> per Pole	\$ _____
Additional Travel Time*	_____	\$ <u>200.00</u> per Day	\$ _____
TOTAL Charges			\$ \$139.00

* Based on average of 75 poles surveyed per day, add \$200.00 travel time for each additional day required to complete survey.

Please note, if you calculated the cost incorrectly, your check will be returned and a new check for the correct amount must be received by this office in order to schedule the survey. If you need assistance, please call the **HOTLINE** on 800-340-9822. The required field survey covering Pole Attachment License Application # MILTONSC11MA-706254 is authorized. I am enclosing an advance payment in the amount of \$ 139.00.

Licensee's Name (Print) Barbara Kassabian

Signature *Barbara Kassabian*

Title Site Acquisition

Address 750 West Center St, Suite 301

W.Bridgewater, MA 02379

Tel. No. 603-303-8001

Date 2/22/23

FORM 3 Definitions

SURVEYORS: Name of Representative attending Survey from VERIZON, EVERSOURCE, and Licensee

Date of Survey : Date Survey is performed

CWO#: EVERSOURCE Custom Work Order Number

Munic: Municipality where pole is located **State:** State in which pole is located

Licensee Name: Name of Company or Entity applying for Pole Attachments

Exch Code: Verizon's Exchange Code = the Exchange in which the Municipality is located.

Munic Code: EVERSOURCE Municipality Code = the code for the Municipality in which the pole is located (tax purposes).

Application #: The number of the Licensee's Application = sequentially numbered by municipality.

ELCO NAME: The name of the Electric (power) Company in whose service area the pole is located.

Location: List each individual pole (**ONE POLE PER LINE**) you wish to attach to (multiple sheets may be used) and provide the following:

Street, Route, Circuit # and other information which indicates location of poles.
Indicate location by providing name of street, highway, route, etc., e.g., South Street, north of (N/O) Jones Road. Private Property Poles should be identified as such e.g., P.P. (Lead off pole 1234 South).

Pole #:

Tel = Telephone Company pole # El= Electric Company pole #

ATT: **Type of Attachment:** F = Fiber C= Copper or Coaxial P.S. = Power Supply Riser = Riser Pole

Ownership: **JO** = Joint Owned 50%-50% Tel-Elco, **JU** = Joint Use - 100% Tel or 100% Elco, **FO** = 100% Fully owned by Tel or Elco (Other company not on pole)

Charge: **Y or N = Y** = Yes, there are make ready charges, **N** = No, there are no make ready charges to the Applicant.

Work Description: Short description of work operations required.

Task # should also be included and is defined as the number of the task or tasks required for make ready work. The Task # is associated with a Unit Price from the "Make Ready Unit Price Schedule" located in Appendix 1 of the new Pole Attachment Agreement.

RCE to Complete: Total Poles Surveyed		Total Poles Requiring NSTAR Make-Ready	
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9
10	10	10	10
11	11	11	11
12	12	12	12
13	13	13	13
14	14	14	14
15	15	15	15
16	16	16	16
17	17	17	17
18	18	18	18
19	19	19	19
20	20	20	20
21	21	21	21
22	22	22	22
23	23	23	23
24	24	24	24
25	25	25	25
26	26	26	26
27	27	27	27
28	28	28	28
29	29	29	29
30	30	30	30
31	31	31	31
32	32	32	32
33	33	33	33
34	34	34	34
35	35	35	35
36	36	36	36
37	37	37	37
38	38	38	38
39	39	39	39
40	40	40	40
41	41	41	41
42	42	42	42
43	43	43	43
44	44	44	44
45	45	45	45
46	46	46	46
47	47	47	47
48	48	48	48
49	49	49	49
50	50	50	50
51	51	51	51
52	52	52	52
53	53	53	53
54	54	54	54
55	55	55	55
56	56	56	56
57	57	57	57
58	58	58	58
59	59	59	59
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61	61	61	61
62	62	62	62
63	63	63	63
64	64	64	64
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66	66	66	66
67	67	67	67
68	68	68	68
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88	88	88	88
89	89	89	89
90	90	90	90
91	91	91	91
92	92	92	92
93	93	93	93
94	94	94	94
95	95	95	95
96	96	96	96
97	97	97	97
98	98	98	98
99	99	99	99
100	100	100	100

Appendix IV Form 3

FIELD SURVEY / MAKE READY WORK FORM																				
SURVEYORS:					DATE OF SURVEY:								CWO #:							
Verizon					MUNIC:				STATE:				Exch Code:		Munic Code:					
Licensee		Barbara Kassabian			LICENSEE NAME: Verizon Wireless				LICENSE APPLICATION #:				MILTONSC11MA-706254							
EVERSOURCE					ELCO NAME: EVERSOURCE				NSTAR APPLICATION #											
LOCATION		POLE #		ATT		OWNERSHIP				CHARGE		WORK DESCRIPTION								
TEL RTE / STREET NAME	List one pole per line	Tel	El	P.S.	F/C	J.O.	J.U.	F.O.	YES	NO	TASK #S / REMARKS									* Height of Att.
				Rise	r	Tel	El	Tel	El	Tel										El
828 Canton Avenue	3/89	N/A	3/8			X												*		
																		*		
																		*		
																		*		
																		*		
																		*		
TOTALS:											1									
• Height of Attachment = Height of Licensee Attachment shall be 40" below ELCO MGN unless otherwise noted here by Verizon and EVERSOURCE surveyor.																				

• Licensee to complete bold italicized areas only. (Provide ownership information if known)

EVERSOURCE - Work Order Application

FOR KEN KENDRICK:

Customer Request In-Service Date: 6/30/23 **WO Received Date:** _____
Service Address: Street: 828 Canton Avenue Suite: _____ Town Milton Zip: 02186

Customer Of Record:

Customer Responsible for Payment of Monthly Electric Bills

Name to appear on Monthly Bill: Cellco Partnership
DBA – C/O Name: Verizon Wireless
Billing Address: P.O.Box 2375, Spokane, WA 99210-2375
Telephone 866-322-4547 Tax ID Number: 22-3372889
Existing Account or Meter Number (if applicable): _____

Property Owner Name (if different from above): _____
Owner Address: _____
Owner Phone Number: _____

Party Responsible for Construction costs associated with work order (if different from above)

Name: Verizon Wireless
Address: 118 Flanders Road, 3rd Floor, Westborough, MA 01581
Phone Number: 508- 320-2017

Please Note that Articles of Incorporation are required for new commercial EVERSOURCE Customers
Type of Service Requested: (Circle Appropriate)

☒ New Service ☐ Service Upgrade ☐ Service Relocation ☐ Temporary Service
☐ Pole Relocation ☐ Disconnect/Reconnect ☐ Service Removal ☐ Metering Only
OH Service from Pole, Pole# : _____ UG Service from; Riser-Pole # : _____ Padmount # : _____

Customer Loading

Brief Description of Work

Attach (1) antenna, (1) meter to the pole. Will require 60 amp single phase service.

Type of Load	New Connected Load in KVA	
	Single Phase	Three Phase
Lighting		
Electric heat		
Air Conditioning		
Refrigeration		
Cooking		
Electric Dryer		
Water Heater		
Computer		
Process Equip.	14.4	
Motors/Elevators		
Miscellaneous		
Totals	14.4	

Number of Meters Required:

Residential: _____ Commercial: 1 Public: _____
Main Switch Voltage: _____ Amperage: _____ Phase: _____
Service Voltage: _____ Amperage: _____ Phase: _____
Facility Type (ie: school, hospital): _____ New Building Square Feet: _____

ALL 480V SERVICES REQUIRE COLD SEQUENCE METERING (DISCONNECT SWITCH ON THE LINE SIDE OF THE METER)

If more than 1 meter is required, how will meters be labeled? (ie: Unit 1, 2, etc, Unit A, B, etc.)

Additional Equipment:

Generator: KW: _____ Phase: _____ Purpose: _____

Motor(S) : Total # : _____ Largest HP: _____ Phase: _____ Locked Rotor AMP: _____

Type of Starting Compensation (choose one): Hard Soft Capacitor VFD

*See Article 802 of EVERSOURCE Information and Requirements Book for Maximum LR current and Three Phase Protection *

Contact Name (circle appropriate):

Customer/Contractor/Consultant: Barbara Kassabian

Street Address: 750 West Center St, Suite 301

City, State, Zip: W.Bridgewater, MA 02379

Telephone: _____

Pager: _____

Cell: 603-303-8001

Best Time to Call: Monday-Friday 8 a.m. to 5 p.m.

Fax: _____

Electrician: TBD

License Number: _____

Business Name: Verizon Wireless Street

Address: 118 Flanders Road, 3rd Floor

City, State, Zip: Westborough, MA 01581

Telephone: 508-320-2017 Best Time to Call: _____

Pager: _____ Fax: _____

Cell: _____

Please note that by Interconnecting with the EVERSOURCE Distribution System the Customer of Record acknowledges that they have reviewed and are in compliance with the EVERSOURCE Information & Requirements for Electric Service (Blue Book).

For **New Commercial Services, New Residential Developments, New 13.8 kv Two Line Station Electric Service**, please provide (2) copies of City/Town approved site plans that illustrates the new facility location and the proposed location of the new utilities (electric, gas, water, sewer, telecommunications) and a One-Line Diagram.

For **Service Increases** at existing facilities, please submit a One-Line Diagram if available.

For **New Residential Services where a pole must be set**, please provide (2) copies of a site plan that illustrates the proposed location of the new facilities.

For **Temporary Service Requests**, please provide (2) copies of a site plan illustrating service location.

You may **Fax** this Form or mail any additional correspondence to:

EVERSOURCE ENERGY Electric and Gas
One NSTAR Way
Westwood, MA, 02090
Tel: (781) 441 – 3851
Fax: (781) 441-3194
Cell: 339-987-7059
H. Kendrick SW340

FOR NSTAR USE ONLY

EVERSOURCE Revenue Allowance: _____ EVERSOURCE Rate: _____

KVA or KW rating of Existing Loads (if applicable):

Existing Winter Peak Demand: _____

Month/Date/Year: _____

Existing Summer Peak Demand: _____

Month/Date/Year: _____

EXHIBIT F:

RF Affidavit



AFFIDAVIT OF RADIO FREQUENCY ENGINEER

The undersigned, in support of the application to install two (2) small wireless communications facilities (SWFs) consisting of one antenna and associated radio equipment on existing utility poles located in the Town of Milton, Massachusetts, states the following:

1. My name is Thejasree Vemulapalli. I have a Bachelor of Engineering, Electrical & Electronics Engineering degree from the Velagapudi Ramakrishna Siddhartha Engineering College and a Master of Science, Computer Networking degree from the New Jersey Institute of Technology. I have been employed as a Radio Frequency (RF) Engineer for fourteen (14) years, the last three years with Verizon Wireless. I am responsible for network design in the area of Massachusetts that includes the Town of Milton, MA.
2. Verizon Wireless is a federally licensed provider of wireless communications services with a national footprint.
3. The proposed small wireless facilities are within areas where Verizon Wireless has identified a need to install additional facilities in order to provide reliable wireless service for customers and emergency responders and access to new technologies. The search areas for the proposed facilities were determined with reference to Verizon's existing network serving the Milton area and by identifying those areas in need of improved service. Furthermore, it was determined that the areas served by the facilities would interact well with those of existing and proposed facilities in the surrounding areas.

The following table provides details of the proposed sites:

SITE NAME	ADDRESS	POLE #
MILTON_SC10_MA	Canton Avenue	3/79
MILTON_SC11_MA	828 Canton Avenue	3/8

4. Small cell deployments are intended to complement, not replace, macro (i.e., towers) network sites, and are typically target areas of heavy network usage (a.k.a "hotspots"). In doing so, small cells serve to offload the demand on the existing sites serving these hotspots. This not only improves service to the targeted area, but also improves overall system performance elsewhere in the network. In addition, small cells allow for Verizon's deployment of new technologies that will further enhance the network experience and reliability, including faster download time and lower latency.
5. Pursuant to its Federal Communications Commission (FCC) licenses, Verizon Wireless is required to ensure that all radio equipment operating at the proposed communications facilities and the resulting radio frequency exposure levels are compliant with FCC requirements as well as federal and state health and safety standards.

6. Providing wireless communications services is a benefit to the residents of the Town of Milton, as well as to mobile customers traveling through the area. The proposed facilities reflect the location and design required to meet Verizon Wireless' network objectives with respect to capacity and coverage enhancement and deployment of new technologies. Without the proposed facilities, Verizon Wireless will be unable to provide reliable wireless communication services in these areas of Milton; therefore, Verizon Wireless respectfully requests that the Town of Milton act favorably upon the proposed facilities.

Signed and sworn under the pains and penalties of perjury this 6th day of April, 2023.

Thejasree Vemulapalli

Thejasree Vemulapalli
Principal RF Engineer
Verizon Wireless
900 Chelmsford Street
Lowell, MA 01851

EXHIBIT G:
Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
04/06/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Aon Risk Services Northeast, Inc.
New York NY Office
One Liberty Plaza
165 Broadway, Suite 3201
New York NY 10006 USA

CONTACT NAME:
PHONE (A/C, No, Ext): (866) 283-7122 FAX (A/C, No.): (800) 363-0105

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURED
Verizon Wireless, LLC
1095 Avenue of the Americas
New York NY 10036 USA

INSURER A:	Liberty Mutual Fire Ins Co	23035
INSURER B:	LM Insurance Corporation	33600
INSURER C:	Liberty Insurance Corporation	42404
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 570098937126

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION WAIVED	POLICY NUMBER	POLICY EFFECT DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU Coverage is Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			TB2691550588142	06/30/2022	06/30/2023	EACH OCCURRENCE \$9,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$9,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$9,000,000 GENERAL AGGREGATE \$9,000,000 PRODUCTS - COMP/OP AGG \$9,000,000
A	AUTOMOBILE LIABILITY			AS2-691-550588-122 AOS	06/30/2022	06/30/2023	COMBINED SINGLE LIMIT (Ea accident) \$6,000,000
A	<input checked="" type="checkbox"/> ANY AUTO			AS2-691-550588-132 NH - Primary	06/30/2022	06/30/2023	BODILY INJURY (Per person)
A	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			TL2-691-550588-182 NH - Excess	06/30/2022	06/30/2023	BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	N/A	WA569D550588092 AOS WC5691550588082 WI, MN	06/30/2022	06/30/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Small Cell Network Locations in Milton, MA. Town of Milton, MA is included as an Additional Insured with respect to the General Liability policy.

CERTIFICATE HOLDER

Town of Milton, MA
525 Canton Ave.
Milton MA 02186 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Northeast, Inc.

Holder Identifier :

570098937126

Certificate No :



FORM NUMBER: ACORD 25 **FORM TITLE:** Certificate of Liability Insurance

The ACORD name and logo are registered marks of ACORD

EXHIBIT H:

Distance Maps



Ruler

Line Path Polygon Circle 3D path 3D polygon

Measure the distance between two points on the ground

Map Length: 189.34 Feet

Ground Length: 189.34

Heading: 74.66 degrees

☒ Mouse Navigation



Ruler

Measure the distance between two points on the ground

Map Length:	103.17 Feet
Ground Length:	103.17
Heading:	335.77 degrees

☒ Mouse Navigation

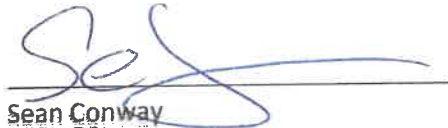
EXHIBIT I:
Project Engineer
Affidavit

AFFIDAVIT OF PROJECT ENGINEER

The undersigned, in support of the application to install small wireless telecommunications facilities consisting of an antenna and associated radio equipment on two (2) existing wooden utility poles located in the public right of way in the Town of Milton, Massachusetts, states the following:

1. My name is Sean Conway. I am a 4G / 5G Small Cell Project Network Engineer for Verizon Wireless in eastern Massachusetts.
2. Verizon Wireless is a federally licensed provider of wireless communications services with a national footprint.
3. Verizon Wireless certifies that it will maintain the installations attached to the Eversource poles in Milton in good repair and in accordance to FCC standards.
4. Verizon Wireless certifies that it will remove any installation not in such good repair, or not in use, within 60 days of being taken out of service.

Signed and sworn under the pains and penalties of perjury this 6th day of April 2023.



Sean Conway
Principal Engineer
Verizon Wireless
900 Chelmsford Road
Lowell, MA 01851

EXHIBIT J:

Abutters Lists

abutters_id_field	abutters_owner1	abutters_owner2	abutters_address	abutters_address2	abutters_town	abutters_state	abutters_zip	abutters_bookpage	abutters_location
K SA 2	TYRELL DENNIS E	& PEACH B DORE-TYRELL	720 CANTON AV		MILTON	MA	02186	15435-61	720 CANTON AV
K SA 3	HAIJAR EVALYNE C	& SIDNEY J TRUSTEES	730 CANTON AV		MILTON	MA	02186	11168-88	730 CANTON AV
K SA 4	HAIJAR CHARLES C	& ANNE TAMER HAIJAR	20 INDIAN SPRING RD		MILTON	MA	02186	29645-141	20 INDIAN SPRING RD
K SC 10	CHAMBERS LINVAL TRUSTEE	GRAPEVINE REALTY TRUST	23 INDIAN SPRING RD		MILTON	MA	02186	38366-446	23 INDIAN SPRING RD
K SC 8	TAUGHER C DAVID & RITA A		756 CANTON AV		MILTON	MA	02186	14310-99	756 CANTON AV
K SC 9	CORNFORTH MARK P	& STACEY L TRUSTEES	11 INDIAN SPRING RD		MILTON	MA	02186	39102-476	11 INDIAN SPRING RD

abutters_id_field	abutters_owner1	abutters_owner2	abutters_address	abutters_address2	abutters_town	abutters_state	abutters_zip	abutters_bookpage	abutters_location
K 5 4	KELLY ROBERT K	& AIMEE E	27 WHITTIER RD		MILTON	MA	02186	37219-263	27 WHITTIER RD
K 5 5	PRINCE EDWARD T JR & KATHLEEN M		828 CANTON AV					33271-256	828 CANTON AV
K 5 6	SALMON MORGAN J & ANN M		24 GOV STOUGHTON LN		MILTON	MA	02186	28874-84	24 GOV STOUGHTON LN

MBTA Communities Zoning Requirements

Public Forum
May 18, 2023



Milton Department of Planning and Community Development

Meeting Recording

Please note that tonight's meeting will be recorded and posted on the Milton Access Television and Town websites.



Meeting Agenda

- 1) Introduction
- 2) Recap of MBTA Communities zoning requirements
- 3) Discussion of design exercise
- 4) Presentation on compliance efforts and challenges
- 5) Question and Comment period
- 6) Next steps



Resources



The screenshot shows the Milton, Massachusetts website. The header features the Milton logo and navigation links: ABOUT, DEPARTMENTS, BOARDS & COMMITTEES, and REPORT A PROBLEM. A search bar and a 'Where do I go for?' button are also present. The left sidebar contains a list of links, with 'MBTA Communities Multi-Family Zoning Requirement' highlighted by a red arrow. The main content area displays the title 'MBTA Communities Multi-Family Zoning Requirement' and a paragraph explaining the 2021 Massachusetts legislation (H.5250) regarding housing choice and zoning changes. A map of MBTA Communities is shown on the right.

Milton
MASSACHUSETTS

Select Language Search

Powered by Translate

ABOUT DEPARTMENTS BOARDS & COMMITTEES REPORT A PROBLEM

Where do I go for?

MBTA Communities Multi-Family Zoning Requirement

Master Plan Implementation Committee

Milton Zoning Map

Planning Board

Plans and Studies

Sign Review Documents

Transportation Studies & Resources

Home » Departments » Planning and Community Development

MBTA Communities Multi-Family Zoning Requirement

In January 2021, the Massachusetts Legislature adopted an [Economic Development Bond Bill \(H.5250\)](#) that made changes to the state's Zoning Act. The "Housing Choice" sections of the bill made it easier for municipalities like ours to adopt pro-housing zoning changes and required each municipality in the

MBTA Communities
Community Category
• Rapid Transit
• Commuter Rail
• Adjacent Communities
• Adjacent Small Town



What is the MBTA Communities law?

Enacted as part of the economic development bill in January 2021, new Section 3A of M.G.L. c. 40A (the Zoning Act) requires that an MBTA community shall have at least one zoning district of reasonable size in which multi-family housing (three or more units) is permitted as of right and meets other criteria set forth in the statute:

- Minimum gross density of 15 units per acre
- Not more than ½ miles from a commuter rail station, subway station, ferry terminal or bus station, if applicable.
- No age restrictions
- Suitable for families with children.

Towns that do not comply with the new requirements will be ineligible for **MassWorks**, **Housing Choice**, and **Local Capital Projects** funds.



Options for Compliance

The DHCD guidelines for compliance give towns flexibility in where zoning districts can go, how large they are, and what their dimensional requirements are.



Options for Compliance

Location

- The location and of districts within a $\frac{1}{2}$ mile of transit is determined by how much Developable Area exists in that area. Milton's Developable Area is reduced by the fact that the Mattapan Trolley hugs the Neponset River and the border with Boston; a significant fraction of the $\frac{1}{2}$ mile radius is either on state property or not in Milton.
 - The DHCD guidelines allow Milton to locate as much as 50 percent of our compliant zoning districts outside of the $\frac{1}{2}$ mile transit radius

Subdistricts

- The Town can create multiple subdistricts in different areas, with the following restrictions
 - At least half of the district needs to be contiguous
 - Subdistricts need to be a minimum of five acres



Options for Compliance

Dimensional Requirements

- Dimensional requirements like height, setbacks, and density do not need to be uniform across subdistricts, as long as the average of all the subdistricts meet the law's minimum requirements for density, reasonable size, and by-right permitting.
 - Example: One subdistrict comprising half the total district can have a density of five units per acre, and another district comprising the second half of the total district can have a density of twenty-five units per acre.

The flexibility in DHCD's guidelines can help the Town craft districts that minimize change to the physical character of residential neighborhoods.



Design Exercise

Multifamily buildings range from as small as 3-unit houses to large complexes of elevator buildings. There are many options in terms of height, form, and architectural style.



Three units



Design Exercise



Four units



Design Exercise



12 to 14 units



Design Exercise



30 to 45 units



Design Exercise



80 to 135 units



DHCD's Compliance Model

From DHCD's MBTA Communities website:

“The compliance model is the primary tool for measuring a zoning district for compliance with Section 3A of M.G.L. Chapter 40A. There are several zoning requirements in Section 3A related to district size and location, multi-family unit capacity, gross density, and other benchmarks. The compliance model ensures a standard way of evaluating and estimating multi-family zoning districts on these metrics across all MBTA communities.”



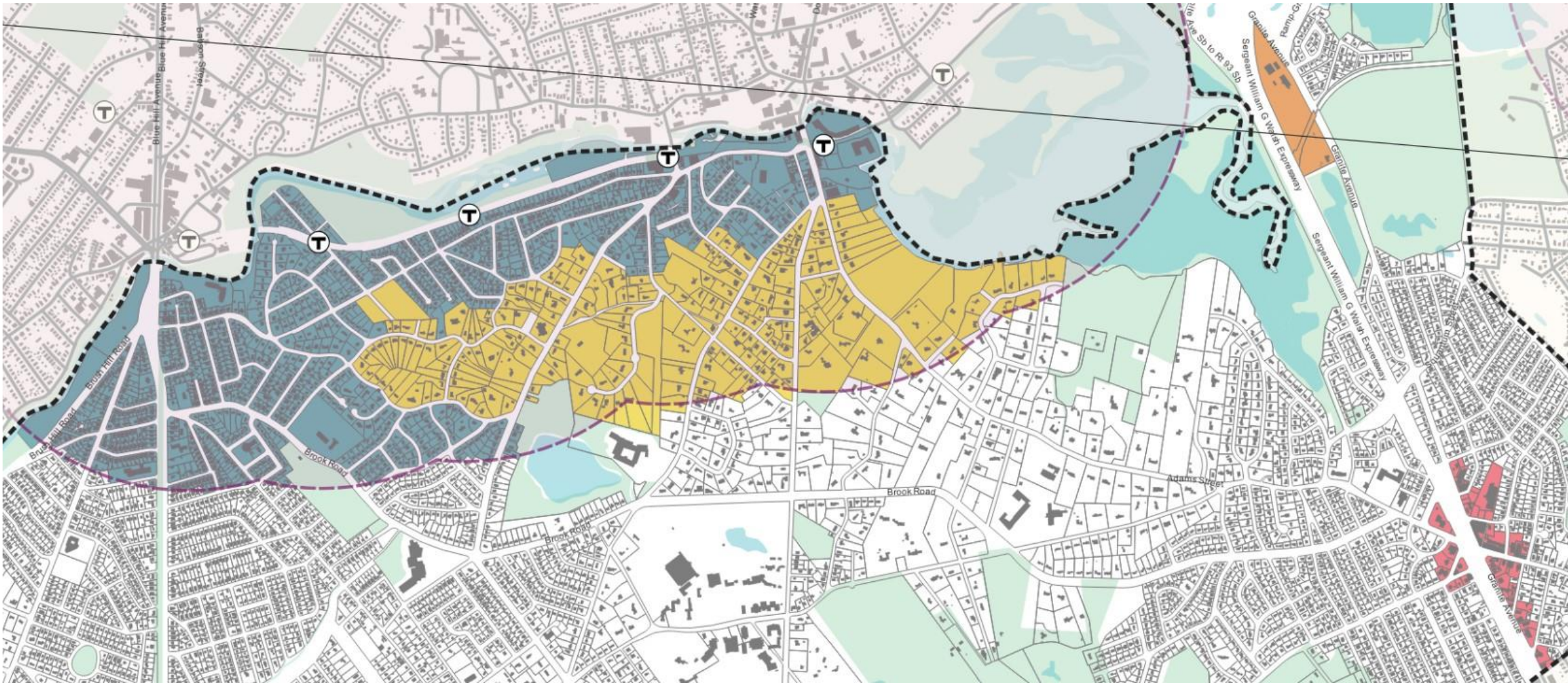
DHCD's Compliance Model

With technical assistance from Utile, a planning and design firm, we have performed initial tests on four subdistricts:

- Transit Area Subdistrict 1: all Residence C parcels in the ½ mile transit area
- Transit Area Subdistrict 2: all Residence A and B parcels in the ½ mile transit area
- East Milton: all parcels in the East Milton Business district
- Granite Avenue: the State DPW/Park and Ride and the American Legion Hall parcels



DHCD's Compliance Model



DHCD's Compliance Model

Zoning Standards Input into Compliance Model

	Min. Lot Size	Setbacks	Max. Units per Lot	Max. Building Height	Min. Parking Spaces per Dwelling Unit
Transit Area Subdistrict 1	5,000 sq ft	Front: 15' Sides: 10' Rear: 30'	3	2.5 stories	1
Transit Area Subdistrict 2	10,000 sq ft	Front: 20' Sides: 10' Rear: 30'	4	2.5 stories	1

	Min. Lot Size	Setbacks	Max. Units per Lot	Max. Building Height	Min. Parking Spaces per Dwelling Unit
Granite Ave	None	Front: 20' Sides: 10' Rear: 30'	None	6 stories	1
East Milton	None	Front: 10' Sides: 10' Rear: 10'	None	4 stories	1



DHCD's Compliance Model

Why did we test these subdistricts and dimensional requirements?

- Our general approach is to test broad geographies and exceed the compliance requirements to give the Town the flexibility to change the size, location, and dimensional requirements of districts
 - The law obligates us to include the ½ mile radius of the transit area in at least half of our zoning district
 - Granite Avenue and the East Milton business district are non-residential districts with large parcels where larger multifamily buildings may be possible



DHCD's Compliance Model

Why did we test these subdistricts and dimensional requirements? (continued)

- DHCD's compliance model only responds to parcels as they exist today, which drives decision-making on dimensional requirements.
 - Much of the Residence C zone in the transit area consists of undersized (~5,000-7,000 sf) parcels. Only so much density can fit on these parcels
- Maintaining the physical character of the Town is a clear priority.
 - Although the larger parcels in the Residence A and B zones in the transit area could potentially support additional density, that would also put them at risk for tear-down. Our goal has been to suggest dimensional requirements that give houses in the transit area the best chance at being redeveloped through additions and renovations rather than demolition.



DHCD's Compliance Model

Compliance Model Outputs

	Modeled Multifamily Unit Capacity	District Size	District Density Denominator*	Modeled District Density**
Transit Area Subdistrict 1	2,331 units	311 acres	303 acres	7.7 Units/Acre = <i>2331 units / 303 acres</i>
Transit Area Subdistrict 2	880 units	230 acres	220 acres	3.3 Units/Acre = <i>880 units / 220 acres</i>

	Modeled Multifamily Unit Capacity	District Size	District Density Denominator*	Modeled District Density**
Granite Ave	391 units	12 acres	12 acres	34.5 Units/Acre = <i>391 units / 12 acres</i>
East Milton	1,059 units	23 acres	23 acres	46.4 Units/Acre = <i>1,059 units / 23 acres</i>



DHCD's Compliance Model

Checking Key Compliance Criteria

	Modeled Multifamily Unit Capacity	District Size	District Density Denominator*	Modeled District Density
Transit Area Subdistrict 1	2,331 units	311 acres	303 acres	7.7 Units/Acre = $2331 \text{ units} / 303 \text{ acres}$
Transit Area Subdistrict 2	880 units	230 acres	220 acres	3.3 Units/Acre = $880 \text{ units} / 220 \text{ acres}$
Granite Ave	391 units	12 acres	12 acres	34.5 Units/Acre = $391 \text{ units} / 12 \text{ acres}$
East Milton	1,059 units	23 acres	23 acres	46.4 Units/Acre = $1,059 \text{ units} / 23 \text{ acres}$
TOTAL	4,661 units	576 acres	558 acres	8.3 Units/Acre = $4,661 \text{ units} / 558 \text{ acres}$
Compliant?	Yes. Minimum 2,461 units required.	Yes. Minimum 50 acres required.	N/A	No. Minimum 15 Units/Acre required.



Lessons Learned

- Remember: The zoning district we create must satisfy three variables:
 - At least 50 acres
 - Zoned capacity of at least 2,461 units
 - Average density of 15 units per acre
- It will not be difficult to satisfy the first two variables
 - The transit area itself is almost 550 acres. Zoning for the lowest or nearly lowest compliant level of density in the transit area far exceeds the minimum zoned capacity.
 - We could significantly reduce the amount of land zoned in the transit area, especially if other subdistricts are considered.
- However, we are far off from our average density requirement of 15 units per acre



Lessons Learned

Checking Key Compliance Criteria

	Modeled Multifamily Unit Capacity	District Size	District Density Denominator*	Modeled District Density
Transit Area Subdistrict 1	2,331 units	311 acres	303 acres	7.7 Units/Acre = <i>2331 units / 303 acres</i>
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TOTAL	4,661 units	576 acres	558 acres	8.3 Units/Acre = <i>4,661 units / 558 acres</i>
Compliant?	Yes. Minimum 2,461 units required.	Yes. Minimum 50 acres required.	N/A	No. Minimum 15 Units/Acre required.

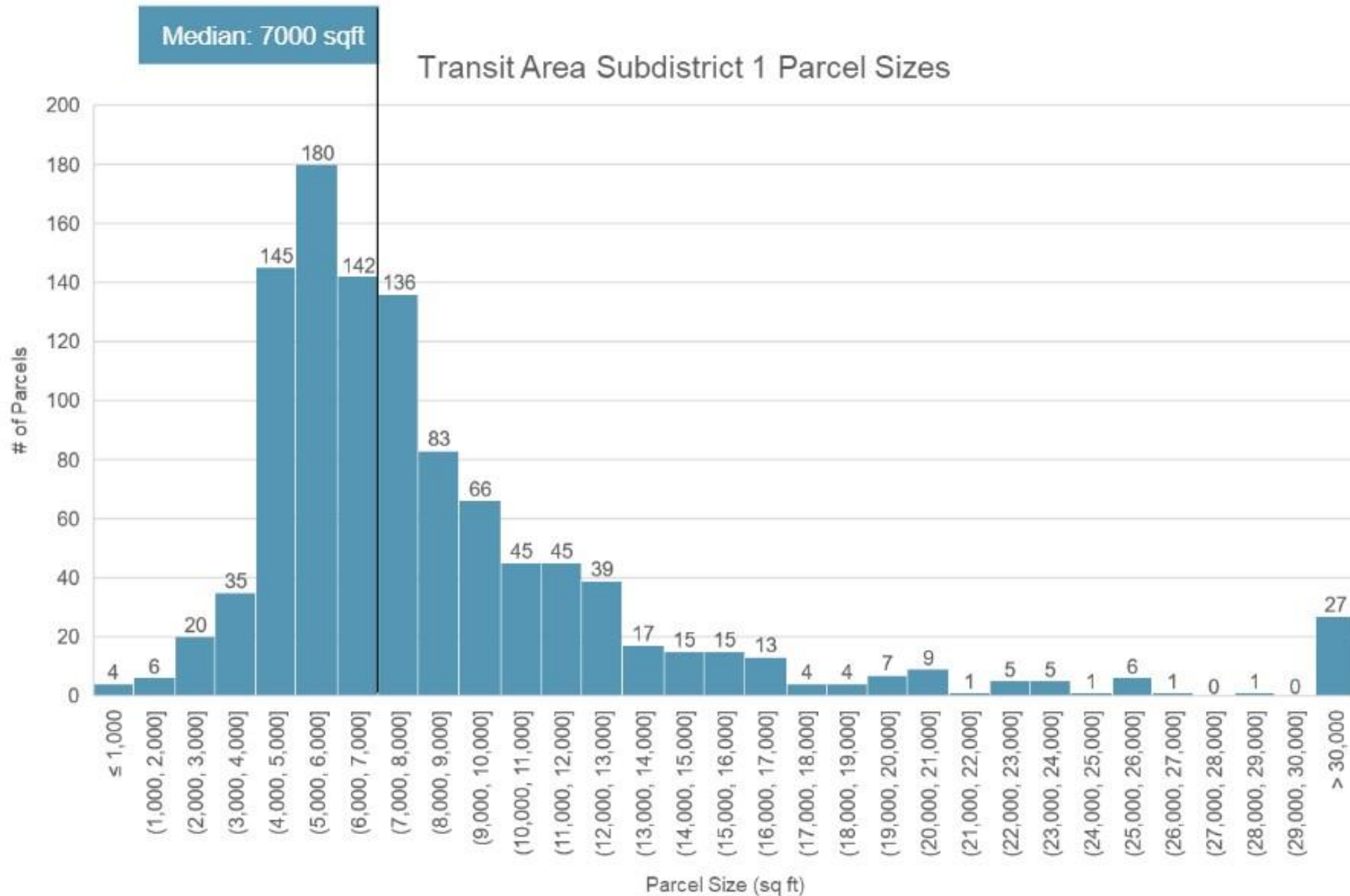


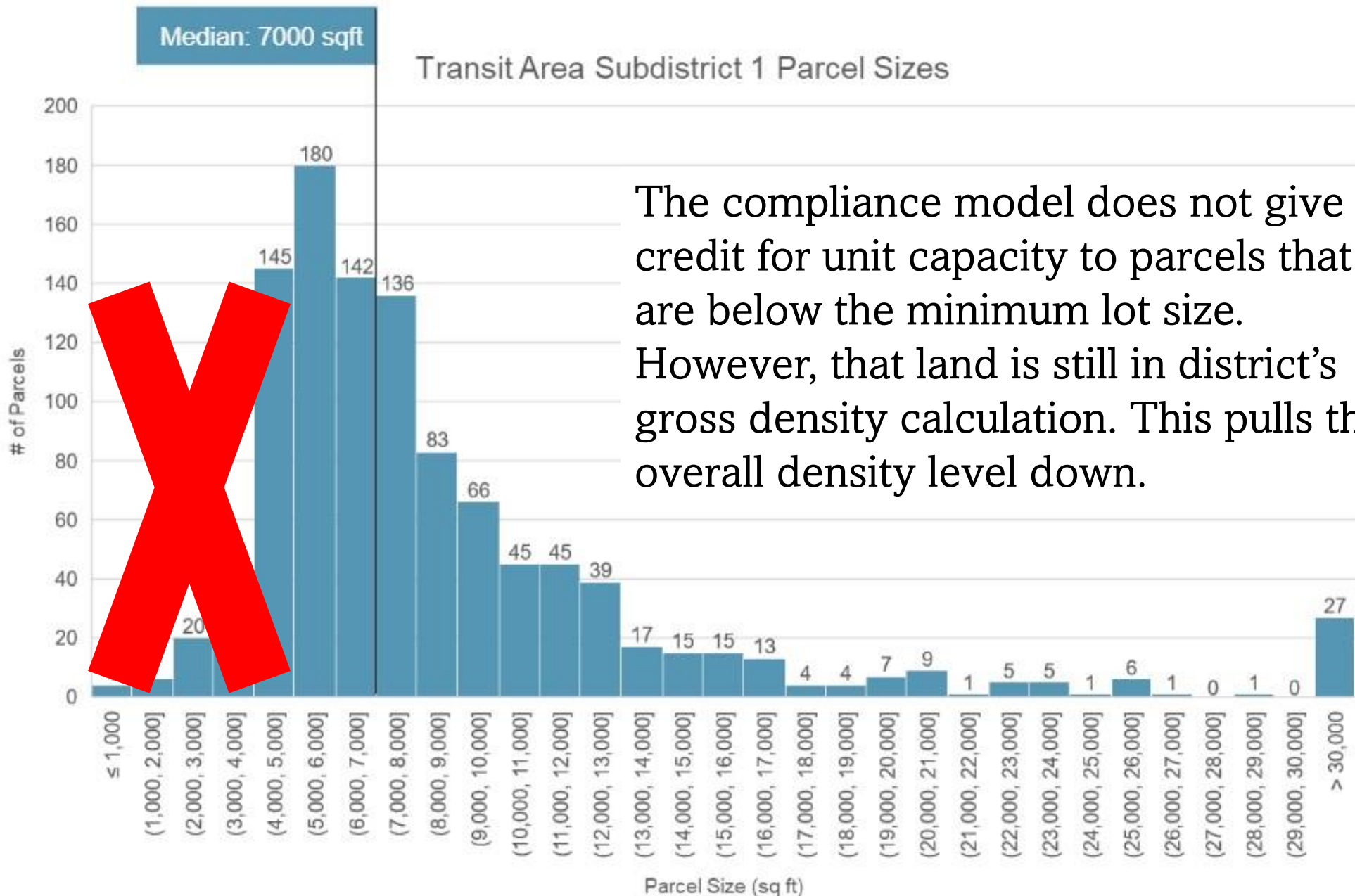
Lessons Learned

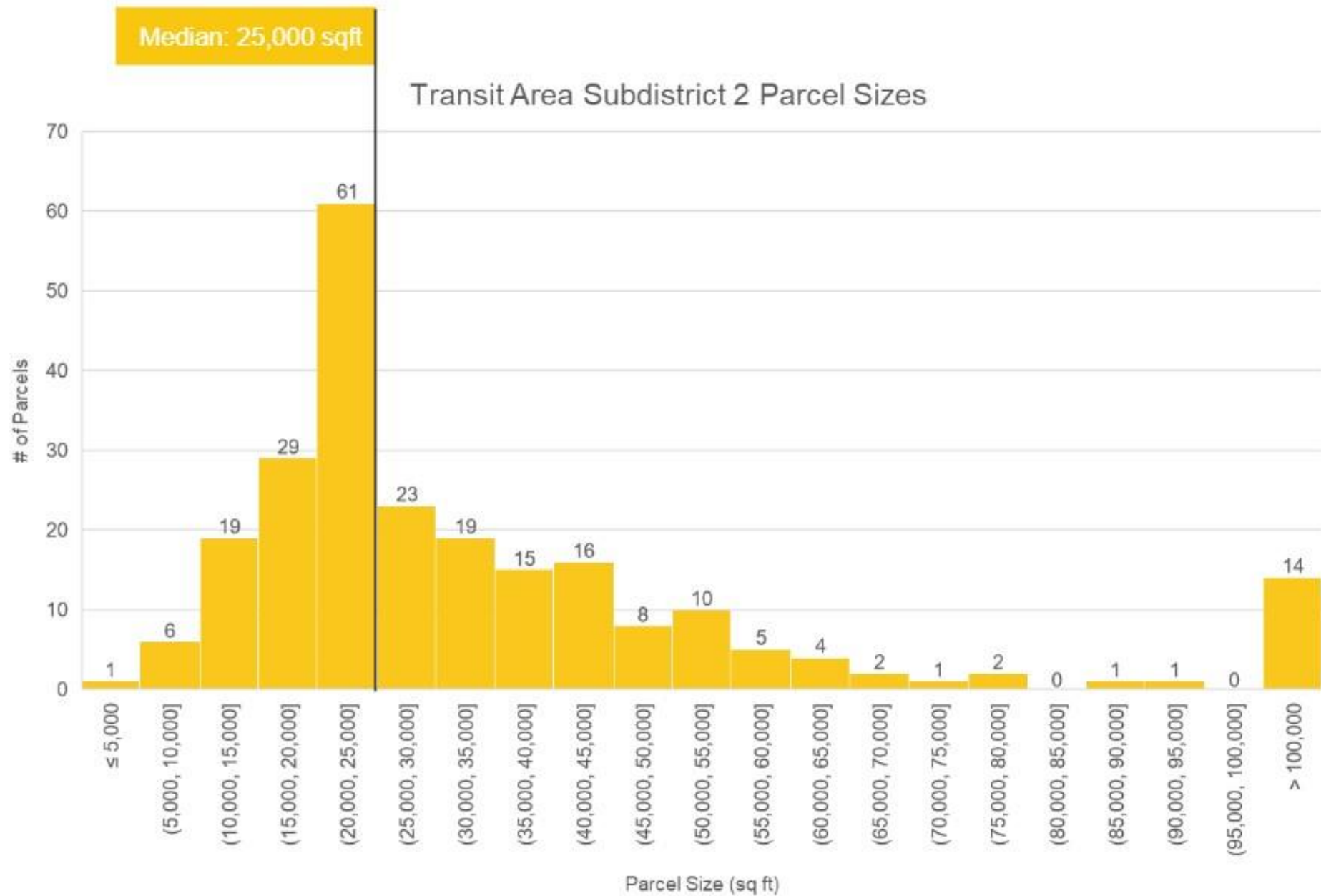
What is driving these numbers?

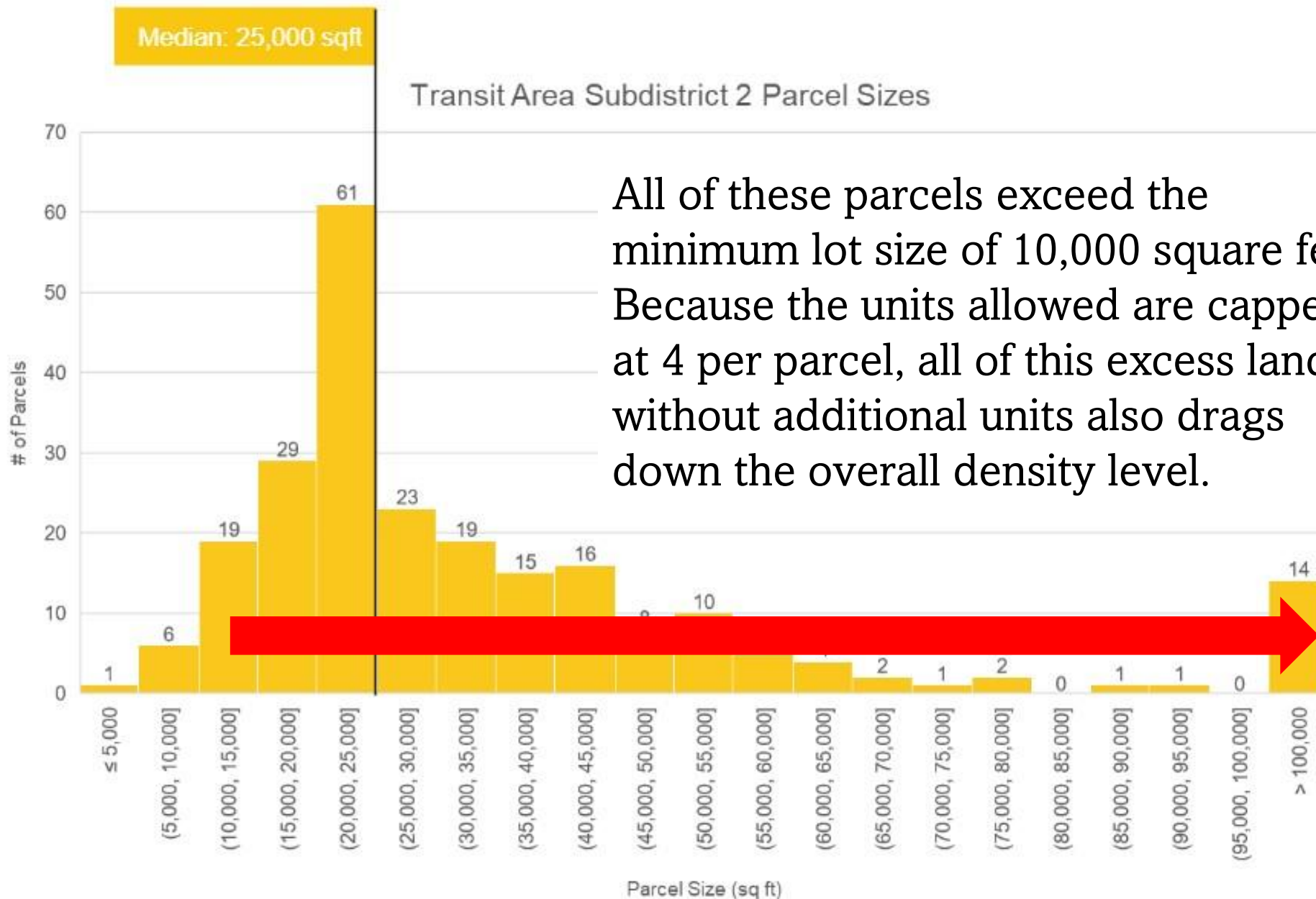
- Remember that the compliance model only responds to the existing parcelization in a district.
 - This means that it doesn't assume parcel consolidation (to create a compliant parcel out of multiple undersized parcels) or lot subdivision (to create multiple compliant parcels out of one oversized parcel)











Priorities and Tradeoffs

What are the Town's priorities for density, design, and location of potential new housing?

- Is preserving the current physical character of the transit area as much as possible important?
- Is locating new housing in different locations throughout Town important?
- How much parking is needed in new multifamily housing?
- Are community benefits like affordable housing, open space, commercial space, and public realm improvements important?

The answers to these questions can have significant effects on the type of districts we draw up and the requirements inside those districts.



Priorities and Tradeoffs

Is preserving the current physical character of the transit area as much as possible important?

- If yes, we will need to find density gains in subdistricts elsewhere in Town in order to hit our compliance numbers
- If no, then the bulk of our requirements can be met in the transit area



Priorities and Tradeoffs

Is locating new housing in different locations throughout Town important?

- If yes, then there are multiple options for locating multifamily housing in several different neighborhoods.
- If no, then the impacts on the transit area will be significant



Priorities and Tradeoffs

How much parking is needed in new multifamily housing?

- Parking is a major factor in determining the size, shape, and impact of new developments. Requiring multiple parking spaces per unit means paving over more of a site (necessitating site disturbance and tree removal), reducing the amount of potential space for housing and open space, and increasing the price of housing. Excessive parking requirements also increase the number of cars on the road, exacerbating the already significant traffic congestion problem in Town



Priorities and Tradeoffs

Are community benefits like affordable housing, open space, commercial space, and public realm improvements important?

- We can require a 10 percent affordability requirement in our new zoning districts.
- Mixed-use or commercial space can be allowed in our new districts, but not required.
- Other benefits like streetscape improvements or open space cannot be required under as-of-right zoning.
- However, we can require these things via special under a density or height bonus scheme, as long as the district allows multifamily residential to be built as-of right.
 - Example: the as-of-right zoning allows for 10 units and a height of 35 feet. A special permit in the same district could allow for 15 units at a height of 45 feet, in exchange for more affordable housing or provision of open space or ground floor commercial space



What's Next?

Two key assumptions:

- Small parcels in the Residence C zone can handle only so much density
- We want to preserve the physical character of the district where possible by avoiding teardowns and encouraging renovations and additions.

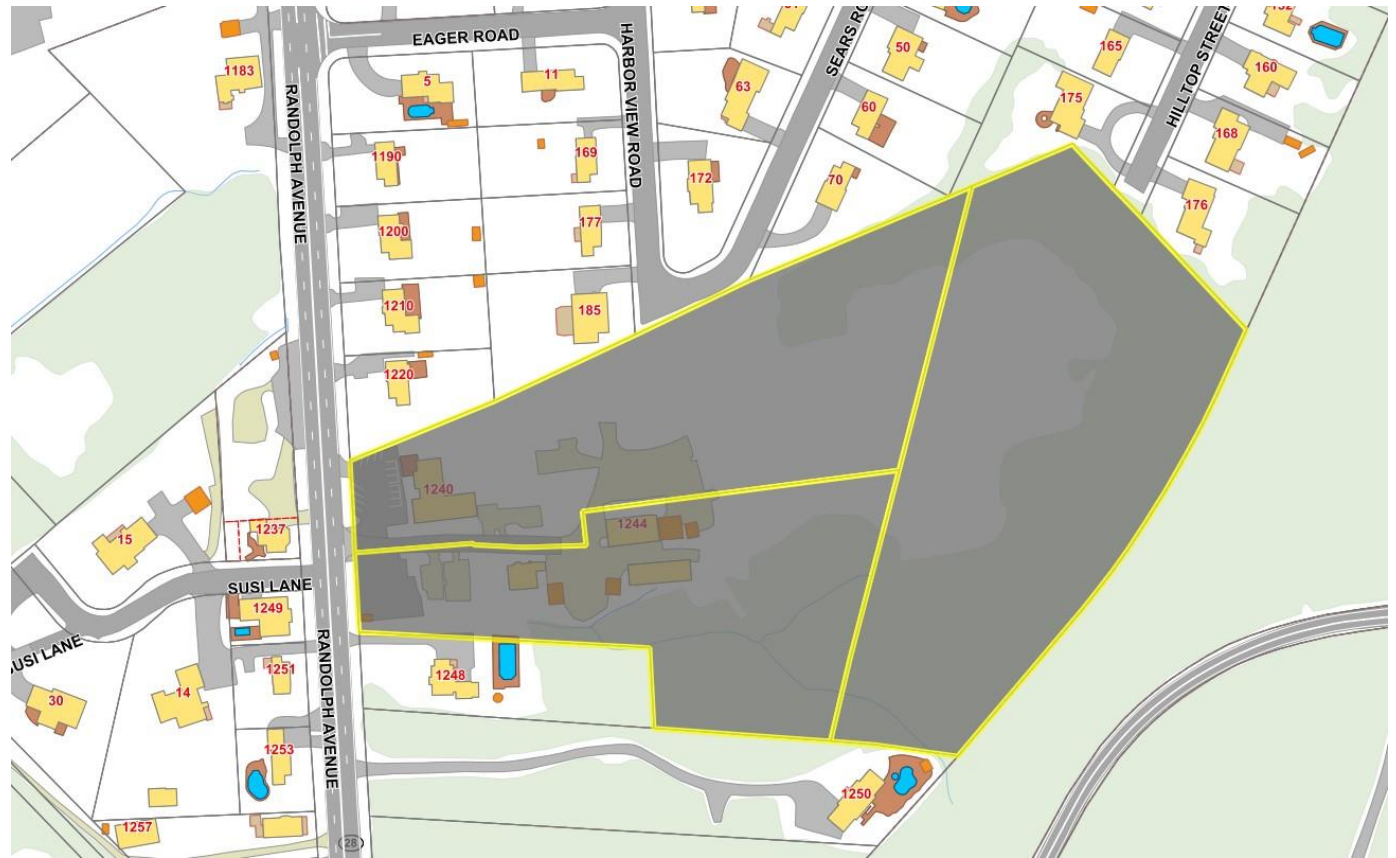
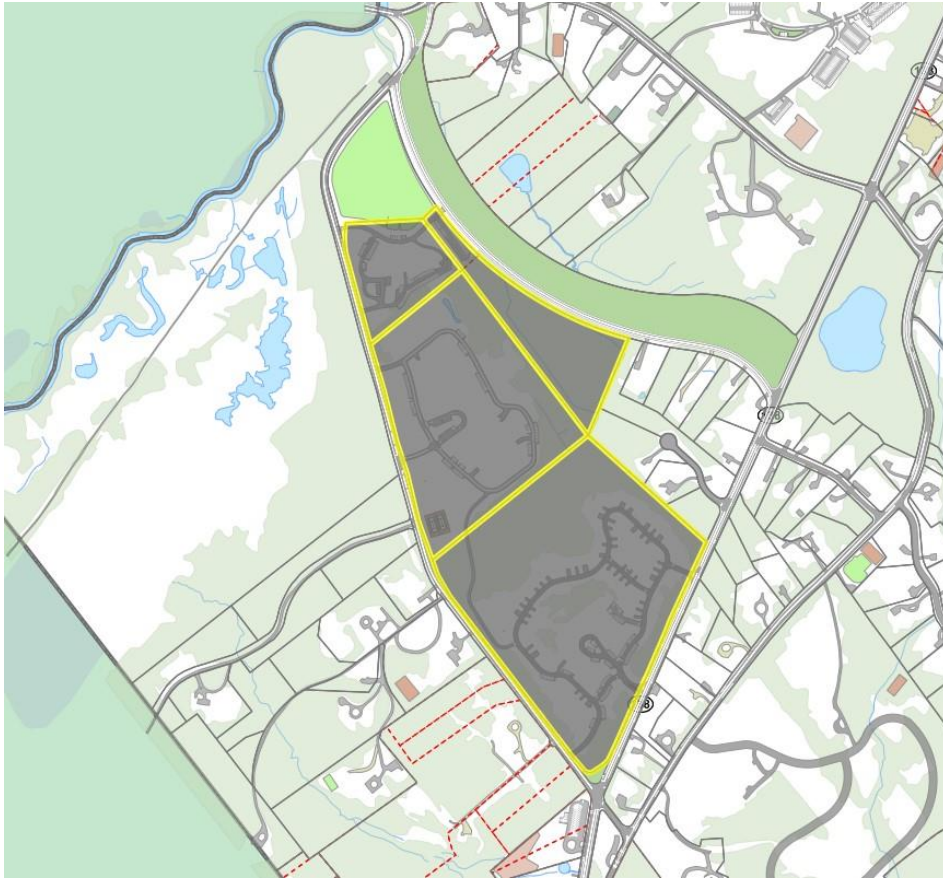
If these assumptions are accurate, then:

- We need to boost our overall density numbers by zoning for higher density elsewhere **OR**
- We need to remove areas of the transit area that are pulling down the overall density level **OR**
- We need to do both.



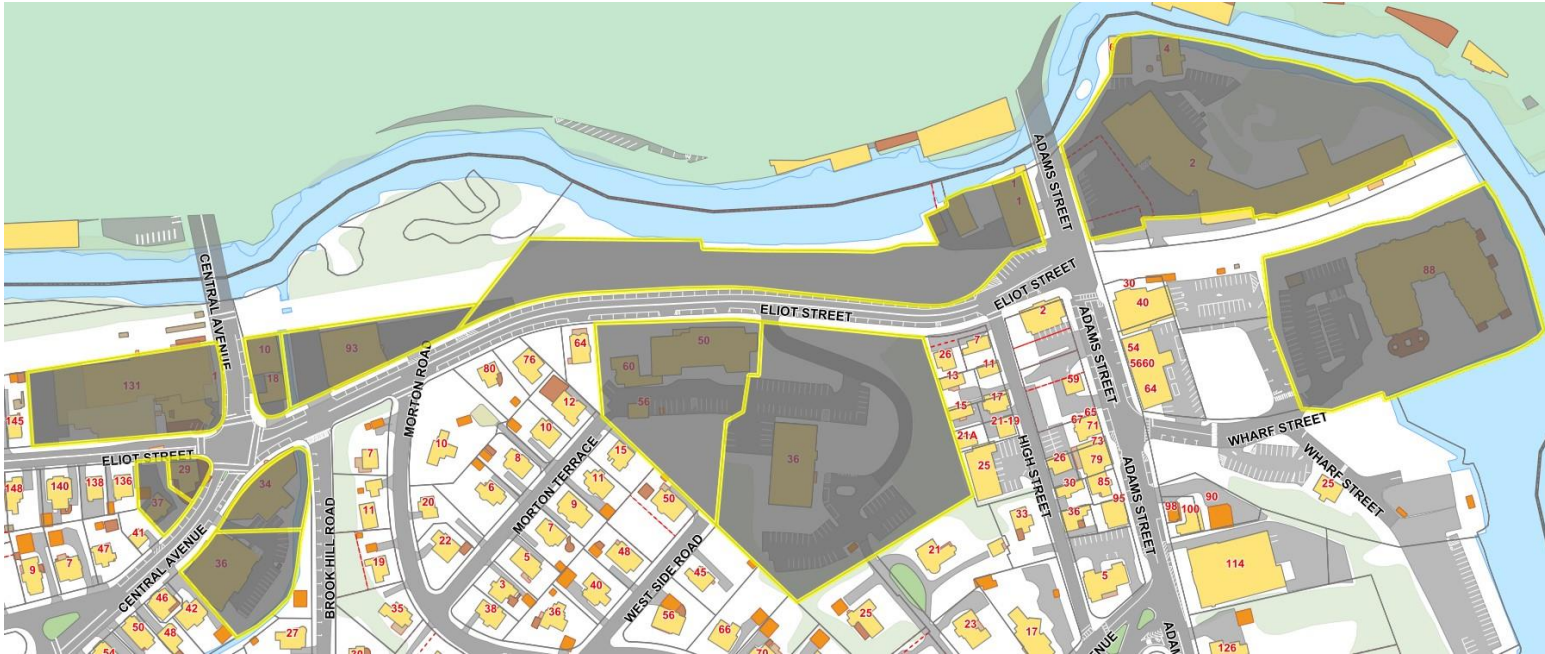
What's Next?

We are testing additional subdistricts where denser multifamily may be feasible. We are also removing East Milton, which has its own zoning process, from consideration.



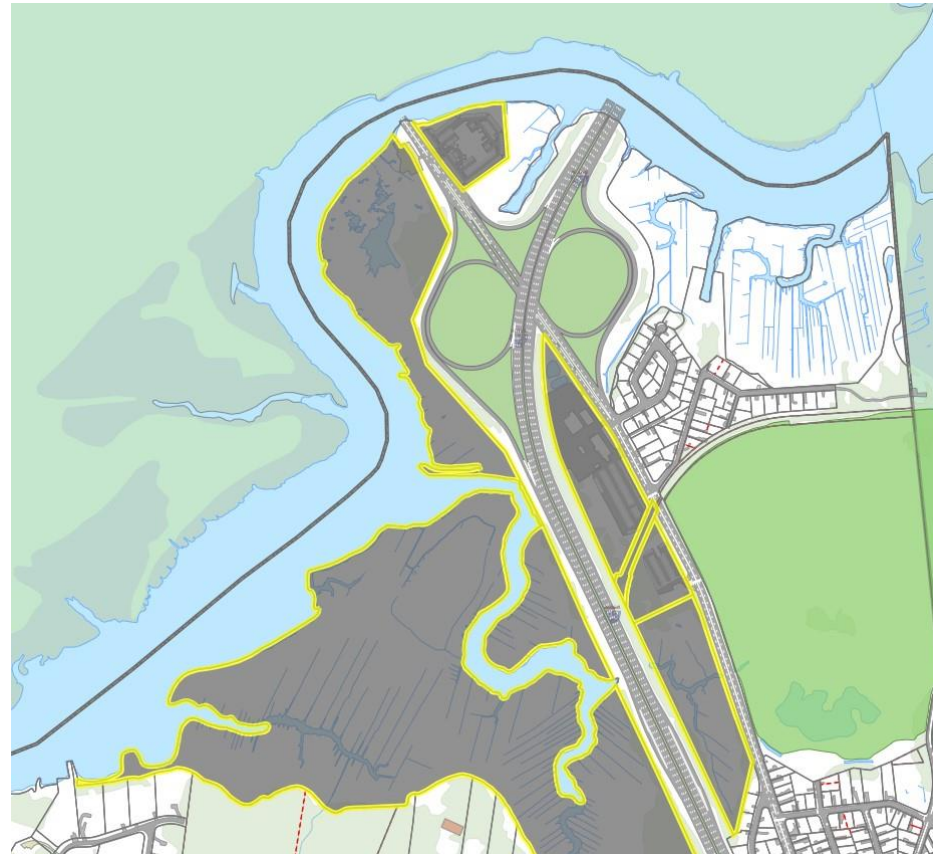
What's Next?

With technical assistance from the Metropolitan Area Planning Council, we are testing additional subdistricts where denser multifamily may be feasible.



What's Next?

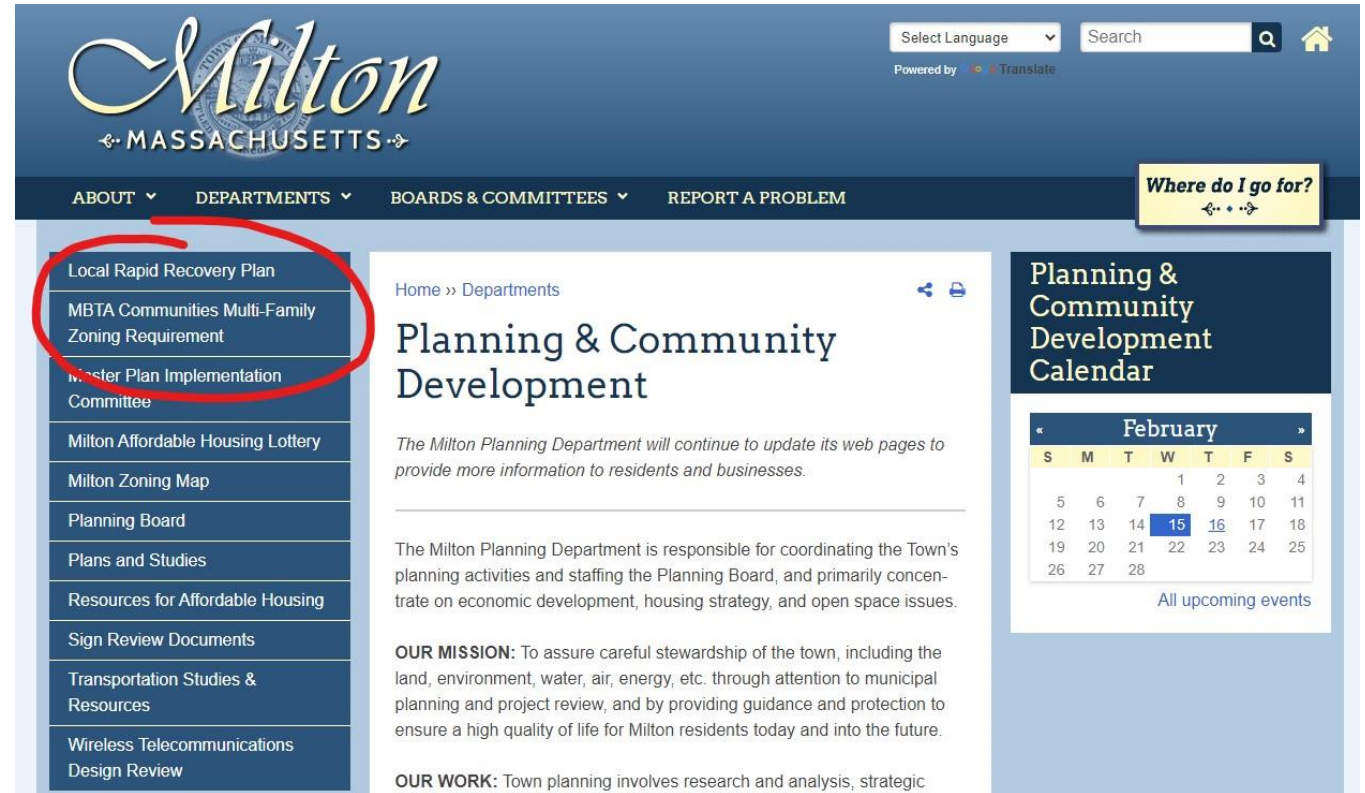
With technical assistance from the Metropolitan Area Planning Council, we are testing additional subdistricts where denser multifamily may be feasible.



What's Next?

The Department of Planning and Community Development will be hosting monthly public forums like this one, in addition to smaller targeted engagement efforts and continued discussion at Planning Board meetings.

Our next public forum will be Thursday, June 15. Please monitor the Planning Department's MBTA Communities page for more information



The screenshot shows the official website of the Town of Milton, Massachusetts. The header includes the town's name in a stylized font, a search bar, and a language selector. The navigation menu at the top lists 'ABOUT', 'DEPARTMENTS', 'BOARDS & COMMITTEES', and 'REPORT A PROBLEM'. A yellow box on the right asks 'Where do I go for?'. The left sidebar contains a list of links, with 'MBTA Communities Multi-Family Zoning Requirement' highlighted by a red circle. The main content area is titled 'Planning & Community Development' and includes a message about website updates, a description of the department's mission, and a list of ongoing work. On the right, there is a 'Planning & Community Development Calendar' for February, showing dates 1 through 28, with the 15th highlighted in blue.

Local Rapid Recovery Plan
MBTA Communities Multi-Family Zoning Requirement
Master Plan Implementation Committee
Milton Affordable Housing Lottery
Milton Zoning Map
Planning Board
Plans and Studies
Resources for Affordable Housing
Sign Review Documents
Transportation Studies & Resources
Wireless Telecommunications Design Review

Home » Departments

Planning & Community Development

The Milton Planning Department will continue to update its web pages to provide more information to residents and businesses.

The Milton Planning Department is responsible for coordinating the Town's planning activities and staffing the Planning Board, and primarily concentrate on economic development, housing strategy, and open space issues.

OUR MISSION: To assure careful stewardship of the town, including the land, environment, water, air, energy, etc. through attention to municipal planning and project review, and by providing guidance and protection to ensure a high quality of life for Milton residents today and into the future.

OUR WORK: Town planning involves research and analysis, strategic

February

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

All upcoming events



A sepia-toned aerial photograph of a town, likely Milton, Massachusetts. The image shows a dense residential area with many small houses, interspersed with larger industrial buildings and several tall smokestacks emitting smoke. A river or canal winds through the lower left portion of the town. The overall scene depicts a typical early 20th-century industrial town.

Thank you!



LOCAL INITIATIVE PROGRAM APPLICATION FOR LOCAL ACTION UNITS

Introduction

The Local Initiative Program (LIP) is a state housing initiative administered by the Department of Housing and Community Development (DHCD) to encourage communities to produce affordable housing for low- and moderate-income households.

The program provides technical and other non-financial assistance to cities or towns seeking to increase the supply of housing for households at or below 80% of the area median income. LIP-approved units are entered into the subsidized housing inventory (SHI) pursuant to Chapter 40B.

Local Action Units (LAUs) are created through local municipal action *other than* comprehensive permits; for example, through special permits, inclusionary zoning, conveyance of public land, utilization of Community Preservation Act (CPA) funds, etc.

The Department shall certify units submitted as Local Action Units if they meet the requirements of 760 CMR 56.00 and the Local Initiative Program Guidelines, which are part of the Comprehensive Permit Guidelines and can be found on the DHCD website at www.mass.gov/dhcd.

To apply, a community must submit a complete, signed copy of this application to:

**Department of Housing and Community Development
100 Cambridge Street, Suite 300
Boston, MA 02114**

Attention: Alyxandra Sabatino, LIP/HOP Coordinator

[REDACTED]
[REDACTED]

Community Support Narrative, Project Description, and Documentation

Please provide a description of the project, including a summary of the project's history and the ways in which the community fulfilled the local action requirement. Include in your narrative what elements of green design and sustainable development principles are included in the project (e.g. reduction of energy and water consumption, increasing durability and improving health). For more information regarding green design and sustainable development principles see Appendix VI.A-1 and VI.B-1 of the 40B Guidelines for a list of links to resources and opportunities related to sustainable development.

On February 2, 2017, the Milton Planning Board granted a special permit and site plan approval to Carrick Realty Trust for a project at 131 Eliot Street. The special permit allowed for construction of a four-story, 38-unit condominium building with commercial space on the ground floor. Section S.1 of the special permit requires the project to include four low- or moderate-income housing units as defined in MGL c.40B Section 20.

The 131 Eliot Street project fulfills several of the Commonwealth's sustainable development principles. Being a mixed-use project at a density of approximately 38 units per acre, it concentrates development and mixes uses. It expands housing opportunities in Town, since Milton has a limited supply of multifamily housing. Built directly adjacent to the Central Avenue station on the Mattapan Trolley line in a mixed-use neighborhood, it provides transportation choice and promotes walkability.

Signatures of Support for the Local Action Units Application

Chief Executive Officer:

defined as the mayor in a city and the board of selectmen in a town, unless some other municipal office is designated to be the chief executive officer under the provisions of a local charter

Signature: _____

Print Name: _____

Date: _____

Chair, Local Housing Partnership: (as applicable)

Signature _____

Print Name: _____

Date: _____

Municipal Contact Information:

Chief Executive Officer:

Name: Michael Zullas, Select Board chair

Address: 525 Canton Avenue
Milton, Mass. 02186

Phone 617-898-4843

Email: mzullas@townofmilton.org

**Town Administrator/Town
Manager/Mayor:**

Name: Nicholas Milano

Address: 525 Canton Avenue
Milton, Mass. 02186

Phone: 617-898-4845

Email nmilano@townofmilton.org

City/Town Planner:

Name: Tim Czerwienski _____

Address: 525 Canton Avenue
Milton, Mass. 02186

Phone: 617-898-4847

Email: tczerwienski@townofmilton.org _____

Town Counsel:

Name: Kevin Freytag

Address: 50 Braintree Hill Office Park, Suite 410
Braintree, Mass. 02184

Phone: 617-479-5000

Email: kfreytag@mhtl.com

**Chair, Local Housing Partnership
(if any):**

Name: _____

Address: _____

Phone: _____

Email: _____

Community Contact Person:

Name: Tim Czerwienski

Address: _____

Phone: _____

Email: _____

The Project:

Developer:	Name: 131 Eliot Street, LLC – Steve Connelly_____
	<u>Address:</u> 1859 Dorchester Ave, Dorchester, MA 02124_____
	Phone: _____
	Email: _____
Project Site:	Address: 131 Eliot Street, Milton, MA 02186_____

Is your municipality utilizing any HOME or CDBG funding for this project? Yes _____ No X_____

Local tax rate per thousand \$12.47 _____ For Fiscal Year 2022_____

Site Characteristics: proposed or existing buildings by design, ownership type, and size.

<u>Project Style</u>	<u>Total Number of Units</u>	<u>Number of Units Proposed for Local Action Units Certification</u>
Detached Single-family house	_____	_____
Row house/townhouse	_____	_____
Duplex	_____	_____
Multifamily house (3+ family)	_____	_____
Multifamily rental building	_____	_____
Other (please specify)	<u>38</u>	<u>4</u>

Unit Composition

<u>Type of Unit</u> (Condo/Fee Simple/ Rental)	<u># of Units</u>	<u># of BRs</u>	<u># of Baths</u>	<u>Gross Square Feet</u>	<u>Livable Square Feet</u>	<u>Proposed Sales Prices/Rents</u>	<u>Proposed Condo Fee/ Utility Allowance</u>
Affordable:	3	1 Bed	1	846		TBD	\$338.40
Affordable:	1	2 Bed	1	938		TBD	\$375.30
Market:	2	1 Bed	1	1180-1200		\$770,000	\$443.20 - \$480.00
Market:	28	2 Bed	2	1011-1355		\$715,000- \$913,000	\$404.40 - \$549.20
Total:							

Please attach the following documents to your application:

1. Documentation of municipal action (e.g., copy of special permit, CPA funds, land donation, etc.)
2. Long-Term Use Restrictions (request documents before submission):

For ownership projects, this is the Regulatory Agreement for Ownership Developments, redlined to reflect any proposed changes, and/or the model deed rider.

For rental projects, this is the Regulatory Agreement for Rental Developments, redlined to reflect any proposed changes.

For HOME-funded projects, this is the HOME covenant/deed restriction. When attaching a HOME deed restriction to a unit, the universal deed rider cannot be used.

3. Documents of Project Sponsor's (developer's) legal existence and authority to sign the Regulatory Agreement:
 - appropriate certificates of Organization/Registration and Good Standing from the Secretary of State's Office
 - mortgagee consents to the Regulatory Agreement
 - Trustee certificates or authorization for signer(s) to execute all documents
 - Copy of Site Plan
4. For Condominium Projects Only: The Master Deed with schedule of undivided interest in the common areas in percentages set forth in the condominium master deed
5. For Rental Projects Only: A copy of the lease with lease addendum and Local Housing Authority's current Utility Allowances
6. MEPA (Massachusetts Environmental Policy Act) environmental notification form (ENF) for new construction only (request form before submission)
7. Affirmative Fair Marketing and Lottery Plan, including:
 - ads and flyers with HUD Equal Housing Opportunity logo
 - informational materials for lottery applicants
 - eligibility requirements
 - lottery application and financial forms
 - lottery and resident selection procedures
 - request for local preference and demonstration of need for the preference
 - measures to ensure affirmative fair marketing, including outreach methods and venue list
 - name of Lottery Agent with contact information

See Section III of the Comprehensive Permit Guidelines at: <http://www.mass.gov> (enter LIP 40b guidelines in Search field) for more information.

PLEASE contact our office if you have any questions: 617-573-1328.

ACCESS EASEMENT

TOWN OF MILTON, a municipal corporation with an address of 525 Canton Avenue, Milton, Massachusetts 02186, owner of a parcel of land known as ~~IDENTIFYING INFORMATION~~ the Dump Access Road, by virtue of an Order of Taking recorded with the Norfolk Registry of Deeds in Book 3254, Page 108 ~~TITLE INFORMATION~~ and

For One Dollar (\$1.00) and other valuable consideration the receipt of which is hereby acknowledged,

Hereby grant to the USC LLC, a Massachusetts limited liability company with a principal office at 906 North Bedford Street, Unit 1, East Bridgewater, Massachusetts 02333 ("Grantee"), a general access easement over the area shown as "ACCESS ROAD TOWN OF MILTON 40" on a plan entitled "PLAN OF LAND Access Road Milton, Massachusetts," dated August 22⁶, 2022 prepared by Merrill Engineers and Land Surveyors, which Plan is appended hereto as Exhibit "A" and incorporated herein by reference to provide access to and from the Grantee owned parcel known as Assessor's Parcel ID: 1-38D-4 on the Town of Milton Assessor's Maps, also known as 728 Randolph Avenue, and as more particularly described in a deed to Grantee dated _____ and recorded with Norfolk Registry of Deeds in Book _____, Page _____ (the "Benefited Land"). The use of this easement shall be limited to all means of access reasonably necessary for the use and benefit of ~~this specific parcel~~ the Benefited Land, including without limitation all uses for which public ways are commonly used in the Town of Milton.

This easement is appurtenant to the Benefited Land and runs in perpetuity for the benefit of the Grantee and its successors and assigns, including without limitation a condominium association or homeowners association in connection with the improvements to be built on the Benefited Parcel; provided, however, T~~this~~ easement shall terminate if and when the Access Road shown on said Plan (the "Access Road") is accepted as a public way.

Grantee shall have the right to improve the Access Road at its sole cost and expense, including without limitation adding sidewalks, landscaping, lighting, new signage, utilities, and traffic light adjustments (if such traffic light adjustments are approved by the Massachusetts Department of Transportation).

~~Grantor~~ Grantee shall maintain and plow snow on the Access Road at its sole cost and expense for two years following occupancy of its building at 728 Randolph Avenue or until occupancy of the Town's new animal shelter on the Access Road, whichever is sooner.

~~Grantor shall provide a name for the Access Road.~~

Any improvements to the Access Road for the benefit of the benefited Animal Shelter on a separate parcel of land on the Access Road shall be made at the sole cost and expense of the Grantor, including without limitation installation and/or upgrading of utilities, road improvements, sidewalks, lighting, and new signage.

SIGNATURES APPEAR ON FOLLOWING PAGES

Executed this _____ day of _____, 2022.

TOWN OF MILTON
By Its SELECT BOARD

Michael F. Zullas, Chair

Erin G. Bradley, Vice-Chair

Roxanne Musto, Secretary

Richard G. Wells, Jr.

**PROCLAMATION
PRIDE MONTH
JUNE 2023**

WHEREAS, the Town of Milton is a friendly and welcoming community that celebrates and promotes diversity and inclusion; and

WHEREAS, the Town of Milton recognizes the importance of equality and freedom; and

WHEREAS, the Town of Milton recognizes that our Nation was founded upon the principles that all people are created equal and that each person has the right to life, liberty and the pursuit of happiness; and

WHEREAS, the Town of Milton is dedicated to fostering acceptance of all its residents and preventing discrimination and mistreatment based on sexual orientation or gender identity; and

WHEREAS, the Town of Milton is strengthened by and thrives upon the rich diversity of ethnic, cultural, racial, gender and sexual identities of its residents; all of which contribute to the vibrant character of our Town; and

WHEREAS, the Town of Milton recognizes the importance and contributions of members of the Lesbian, Gay, Bisexual, Transgender, Queer and Questioning (LGBTQ) community.

NOW, THEREFORE, we, the Select Board and on behalf of the Town of Milton, hereby proclaim and recognize the month of June as Lesbian, Gay, Bisexual, Transgender, Queer and Questioning (LGBTQ) Pride Month, and we urge all residents to actively promote the principles of equality and liberty.

Signed this 23rd day of May, 2023

Michael F. Zullas, Chair

Erin G. Bradley, Vice-Chair

Roxanne Musto, Secretary

Richard G. Wells, Jr., Member

Benjamin Zoll, Member

TOWN OF MILTON

TOWN ADMINISTRATOR PERFORMANCE EVALUATION

PURPOSE:

The purpose of this evaluation instrument is to formally evaluate the Town Administrator's performance on an annual basis. The document allows the Board to assess the Town Administrator's performance in key competency areas and in the accomplishment of goals. Through the evaluation procedure, Board members will recognize strengths, offer positive feedback, and suggest any areas that require corrective action.

Individual performance evaluation forms prepared by members of the Board are considered work product/personnel documents, and shall not be publicly released. The only document to be released will be an overview document, compiling the ratings and comments, prepared by the immediate past chair serving as Reviewer. In the absence of the immediate past chair, the chair or his or her designee shall serve as the Reviewer.

PROCEDURE:

1. The period of evaluation is September 6, 2022 through June 30, 2023
2. The Town Administrator will submit a narrative self-evaluation which will be distributed to each Board member.
3. Board members will complete their evaluation forms and give them to the Reviewer.
4. The Reviewer will compile ratings from individual evaluation forms and develop a consensus overview document.
5. The Reviewer will give the individually completed performance evaluation forms to the Assistant Town Administrator/Human Resources Director who will place them in the Town Administrator's personnel file.
6. The Reviewer will provide the Town Administrator with the consensus evaluation overview document prior to the date at which the document will be publicly discussed.
7. The overview document will be released to the remaining board members when the meeting agenda is publicly posted.

TOWN ADMINISTRATOR:

REVIEWER:

TOWN OF MILTON
TOWN ADMINISTRATOR PERFORMANCE EVALUATION

REVIEW PERIOD SCHEDULE:

May 18	Town Administrator to distribute draft Performance Evaluation Form to Select Board Members
May 23	Public meeting - present the review document and process for the Select Board and Town Administrator to modify/adopt
May 26	Town Administrator to distribute to Select Board Members the completed self-evaluation. The self-evaluation is private and not shared with the public.
June 13	Individual Select Board Member evaluations to the Reviewer. The individual board member evaluations are private and will be placed in the Town Administrator's personnel file. They are not shared with the public. Individual Select Board members may meet with the Town Administrator to discuss their individual evaluation at anytime
June 21	Reviewer presents to the Town Administrator
June 23	Consensus Evaluation Overview provided to the Select Board
June 27	Select Board meeting - present and discuss review together

DATE:

RATING METHODOLOGY:

Excellent/Outstanding (E)	The Town Administrator's work performance is consistently excellent when compared to the standards of the job.
Satisfactory (S)	The Town Administrator's work performance consistently meets the standards of the position.
Improvement Needed (I)	The Town Administrator's work performance does not consistently meet the standards of the position.

TOWN OF MILTON
TOWN ADMINISTRATOR PERFORMANCE EVALUATION

KEY COMPETENCIES:

1. Individual Characteristics

- _____ Is diligent and thorough in the discharge of duties
- _____ Exercises good judgment
- _____ Displays enthusiasm, cooperation, and willingness to adapt
- _____ Exhibits composure and attitude for executive position

2. Professional Skills and Status

- _____ Maintains knowledge of current developments affecting the practice of local government management
- _____ Demonstrates a capacity for innovation and creativity
- _____ Anticipates and analyzes problems to develop effective approaches for solving them
- _____ Demonstrates a willingness to try new ideas proposed by governing body members and/or staff
- _____ Sets a professional example by handling affairs of the public office in a fair and impartial manner
- _____ Identifies professional development opportunities to continue personal development

3. Relations with Elected Members of the Select Board

- _____ Carries out directives of the Board as a whole as opposed to those of any one member or minority group
- _____ Disseminates complete and accurate information equally to all members in a timely manner
- _____ Facilitates decision making without usurping authority
- _____ Responds well to requests, advice, and constructive criticism

TOWN OF MILTON
TOWN ADMINISTRATOR PERFORMANCE EVALUATION

4. Policy Execution

- _____ Implements actions in accordance with the intent of the Board
- _____ Supports the actions of the Board after a decision has been reached, both inside and outside the organization
- _____ Understands, supports, and enforces the Town's By-Laws, policies, and regulations
- _____ Reviews policies and procedures periodically

5. Reporting

- _____ Provides regular information and reports to the Board concerning matters of importance to the Town
- _____ Responds in a timely manner to requests from the Board for special reports
- _____ Takes the initiative to provide information, advice, and recommendations to the Board on matters that are non-routine and not administrative in nature
- _____ Produces reports that are accurate, comprehensive, concise and written to their intended audience
- _____ Produces and handles reports in a way to convey the message that affairs of the Town are open to public scrutiny

6. Citizen Relations

- _____ Is responsive to requests from citizens
- _____ Demonstrates a dedication to service to the community and its citizens
- _____ Maintains a nonpartisan approach
- _____ Meets with and listens to members of the community to discuss their concerns and strives to understand their interests

TOWN OF MILTON
TOWN ADMINISTRATOR PERFORMANCE EVALUATION

_____ Monitors and makes appropriate efforts to maintain citizen satisfaction with Town services

7. Staffing

_____ Recruits and retains competent personnel for staff positions

_____ Applies an appropriate level of supervision to improve any areas of substandard performance

_____ Stays accurately informed and appropriately concerned about employee relations

_____ Ensures professional management of the compensation and benefits plan

_____ Promotes training and development opportunities at all levels of the organization

8. Supervision

_____ Encourages department managers to make decisions within their jurisdictions with minimal Town Administrator involvement, yet maintains general control of operations by providing the right amount of communication to staff

_____ Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level

_____ Develops and maintains a friendly and informal relationship with staff and work force in general, yet maintains the professional dignity of the Town Administrator's office

_____ Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback

_____ Encourages teamwork, innovation, and effective problem-solving among staff members

Fiscal Management

_____ Prepares a balanced budget to provide services at a level deemed appropriate by the Board

TOWN OF MILTON
TOWN ADMINISTRATOR PERFORMANCE EVALUATION

- _____ Encourages and fosters a collaborative budget development process with all departments
- _____ Makes the best possible use of available funds, conscious of the need to operate the Town efficiently and effectively
- _____ Prepares a budget and budgetary recommendations in an intelligent and accessible format
- _____ Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
- _____ Appropriately monitors and manages fiscal activities of the organization

10. Community

- _____ Shares responsibility for addressing issues facing the Town
- _____ Avoids unnecessary controversy
- _____ Helps the Board address future needs and develop adequate plans to address long term trends
- _____ Cooperates with neighboring communities
- _____ Cooperates with other regional, state, and federal government agencies

OVERALL EVALUATION RATING: _____

PROGRESS TOWARD PRIOR YEAR GOALS

UNPLANNED ACTIONS/ACHIEVEMENTS

**TOWN OF MILTON
TOWN ADMINISTRATOR PERFORMANCE EVALUATION**

OVERALL EVALUATION NARRATIVE

DRAFT

TOWN OF MILTON
TOWN ADMINISTRATOR PERFORMANCE EVALUATION

Town Administrator Performance Evaluation Form Acknowledgement of Receipt

This is to acknowledge the fact that the performance review was conducted by the Select Board in accordance with the procedures and that the Town Administrator has received the overview document.

SELECT BOARD

Michael F. Zullas, Chair

Erin G. Bradley

Roxanne Musto

Richard G. Wells, Jr.

Benjamin Zoll

Date: _____

TOWN ADMINISTRATOR

Nicholas Milano

Date: _____

Nicholas Milano

From: Lynne DeNapoli
Sent: Friday, April 28, 2023 10:05 AM
To: Nicholas Milano
Subject: FW: Committee Assignments

fyi

From: Julia Getman <jgetman@townofmilton.org>
Sent: Friday, April 28, 2023 8:45 AM
To: Lynne DeNapoli <ldenapoli@townofmilton.org>
Subject: Committee Assignments

Hey Lynne!

Just so you know the Planning Board voted last night to appoint Cheryl Tougias to Master Plan Implementation, Meredith Hall to the Open Space, Jim Davis to the Capital Improvement, Sean Fahy to Telecommunications, and Maggie Oldfield to the Climate Action committees. They are waiting on the CPC and Affordable Housing committee assignments. Thanks!

Julia Getman
Sr. Administrative Clerk
Planning Department
525 Canton Ave.
Milton, MA 02186
617.898.4929



**Office of the Select Board
525 Canton Avenue
Milton, MA 02186
(617)898-4846**

Boards & Committees Volunteer Application

For information on current active boards/committees including, charge, term, and vacancies please visit the Town of Milton Boards & Committees webpage at <https://www.townofmilton.org/boards> or contact the Select Board Office at (617) 898-4846. If you are interested in volunteering, please submit this form to the Select Board Office by email at volunteer@townofmilton.org, by mail to Select Board Office: Attn: Lynne DeNapoli, 525 Canton Avenue, Milton, MA 02186, or in person. A resume is welcome but not required.

Name

Meg Folcarelli

Address

Email

Phone

Please list the board or committee which you are requesting appointment to:

Cultural Council

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I am a former teacher (in Milton, as well as BPS and Miami) and currently work for an Education Technology company. I know the value that these grants can bring, and how important they are to the public institutions in the town. I would bring my years of experience in the classroom, and knowledge of the school system, as well as background in music, language, and the humanities to the Cultural Council.

What would you hope to take away from your experience on the board/committee?

I would love to be able to learn more about grant funding, learn more about the different types of activities going on in Milton, and have a positive impact on the town.

Have you served on a Town committee before? If so, which one(s)?

No, this would be my first.

Potential Conflicts of Interest

Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.

N/A

Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?

No

How did you hear about this committee or the volunteer/talent bank?

Email from the Town of Milton

What better or other ways could we use to reach people with similar information?



MILTON ACADEMY

170 Centre Street
Milton, Massachusetts 02186
Tel: 617-898-1798
Fax : 617-898-1703
www.milton.edu

April 25, 2023

Nick Milano
Town Administrator
Town of Milton
525 Canton Avenue
Milton, MA 02186

Dear Nick,

Enclosed please find a check in the amount of \$210,000, which represents Milton Academy's voluntary donation to the Town of Milton's general fund for Fiscal 2023 (a five percent increase over our Fiscal 2022 gift). Our understanding is that support at this level makes Milton Academy the largest non-profit donor to the Town of Milton, a fact of which we are extremely proud.

As a non-profit, we are continually balancing our support for the Town of Milton with our own fiduciary responsibilities to sustain our educational mission and, despite the headwinds caused by the current inflationary and financial environment, the school continues to commit and prioritize resources for the town in recognition of the important partnership we have forged with you. Please also note that the school generally does not accept any local, state, or federal funds (including during COVID-19) to ensure that those funds remain available in the public sphere.

In addition to our \$210,000 General Fund gift, we also continue to provide direct donations to the Milton fire and police departments, teen center (Wildcat Den), and public library, bringing our total Fiscal 2023 contribution to \$250,000. Enclosed with this letter, please find copies of the checks sent to each department and the accompanying correspondence. A summary of Milton Academy's gifts over time is provided in the table below:

Town Cash Donations	Fiscal 2023 (paid spring 2023)	Fiscal 2022 (paid winter 2022)	Fiscal 2021 (paid fall 2020)	Fiscal 2020 (paid fall 2019)	Fiscal 2019 (paid spring 2019)
General Fund	\$210,000	\$200,000	\$162,500	\$140,000	\$125,000
Fire Department	\$12,500	\$12,500	\$10,000	\$10,000	\$7,500

Police Department	\$12,500	\$12,500	\$10,000	\$10,000	\$7,500
Teen Center	\$7,500	\$7,500	\$7,500	\$5,000	n/a
Library	\$7,500	\$4,000	\$2,000	\$500	n/a
TOTAL	\$250,000	\$236,500	\$192,000	\$165,500	\$140,000

In addition to the municipal organizations noted above, the school also continues to make annual donations to a number of community organizations, including the Milton Foundation for Education and the Milton Farmers' Market. These donations total approximately \$25,000 for Fiscal 2023.

You may also be interested to know that this past summer, we made important safety improvements to Centre Street east of Randolph Avenue, including new signage and street markings, at a total incurred cost of \$16,000. It is a project that will increase the safety of all pedestrians and we are grateful for the partnership of town departments in designing an optimal approach for achieving those goals.

Enclosed, please find our latest Town-Academy Report (covering fiscal 2021), which provides additional detail about the school's support of Milton and our contributions over time. As in prior years, the Town-Academy report captures the many ways in which Milton Academy provides economic benefits to the Town of Milton, in addition to our increasing annual cash gifts. Please let me know if you have any questions.

Sincerely,



Heidi Vanderbilt-Brown
Chief Financial and Operating Officer
Milton Academy

Cc: Todd Bland, Head of School, Milton Academy
Milton Academy Board of Trustees
Town of Milton Select Board



MILTON ACADEMY

170 Centre Street
Milton, Massachusetts 02186
Tel: 617-898-1798
Fax : 617-898-1703
www.milton.edu

April 25, 2023

Paul DiManno
Milton Parks and Recreation Department
525 Canton Avenue
Milton, MA 02186

Dear Paul,

On behalf of Milton Academy, I am pleased to enclose a check for \$7,500 made out to the Milton Teen (Youth Wildcat Den) Center in support of the Center's operational needs. It is our hope these funds can be deployed where they are needed most.

Over the years, the school has been able to support a variety of child- and education-focused not-for-profit organizations in Milton and we are so happy to be able to support the wonderful work you and your team are doing.

Please let me know if you have any questions, or if we can be helpful to your efforts in other ways.

Sincerely,

Heidi Vanderbilt-Brown
Chief Financial and Operating Officer
Milton Academy

Cc:

Jay Hackett, Director of Campus Safety, Milton Academy
Kim Smith, Director of Campus Services and Events, Milton Academy
Todd Bland, Head of School, Milton Academy



MILTON ACADEMY

170 Centre Street
Milton, Massachusetts 02186
Tel: 617-898-1798
Fax : 617-898-1703
www.milton.edu

April 25, 2023

Chief Chris Madden
Milton Fire Department
515 Canton Avenue
Milton, MA 02186

Dear Chief Madden,

On behalf of Milton Academy, I want to thank you for the strong, cooperative relationship we have with your Department. We especially appreciate the open lines of communication between your team and our Campus Safety department that help enhance the safety of our community.

In support and recognition of this relationship, I am pleased to enclose a check for \$12,500 made out to the Milton Fire Department. Consistent with our prior annual donations, it is our hope that these funds can be used to purchase critical equipment, securing the safety of both your fire fighters and the Milton residents they serve during responses to life-threatening incidents.

Again, we are grateful for your partnership and, moving forward, we will continue to look for ways (such as the recent training opportunities on our property) in which we can support the department's critical role in keeping all of Milton's residents safe. Please let me know if you have any questions, or if we can be helpful to your department in other ways.

Sincerely,

Heidi Vanderbilt-Brown
Chief Financial and Operating Officer
Milton Academy

Cc:

Jay Hackett, Director of Campus Safety, Milton Academy
Kim Smith, Director of Campus Services and Events, Milton Academy
Todd Bland, Head of School, Milton Academy



MILTON ACADEMY

170 Centre Street
Milton, Massachusetts 02186
Tel: 617-898-1798
Fax : 617-898-1703
www.milton.edu

April 25, 2023

Mr. William Adamczyk
Director
Milton Public Library
476 Canton Avenue
Milton, MA 02186

Dear Will,

On behalf of Milton Academy, I am pleased to enclose a check for \$7,500 made out to Milton Public Library. This check represents a \$3,500 increase over the previous fiscal year.

Libraries are a critical civic resource and we are so grateful for the services and educational resources you provide for the town.

Sincerely,

Heidi Vanderbilt-Brown
Chief Financial and Operating Officer
Milton Academy

Cc:

Kim Smith, Director of Campus Services and Events, Milton Academy
Todd Bland, Head of School, Milton Academy



MILTON ACADEMY

170 Centre Street
Milton, Massachusetts 02186
Tel: 617-898-1798
Fax : 617-898-1703
www.milton.edu

April 25, 2023

Chief John E. King
Milton Police Department
40 Highland Street
Milton, MA 02186

Dear Chief King,

On behalf of Milton Academy, I want to thank you for the strong, cooperative relationship we have with your Department. We especially appreciate the open lines of communication between your team and our Campus Safety department that help enhance the safety of our community.

In support and recognition of this relationship, I am pleased to enclose a check for \$12,500 made out to the Milton Police Department. It is our hope that these funds can be put towards your most pressing priorities as well as your community relations programs.

Again, we are grateful for your partnership and, moving forward, we will continue to look for ways in which we can support the department's critical role in keeping all of Milton's residents safe.

Please let me know if you have any questions or if we can be helpful to your department in other ways.

Sincerely,

Heidi Vanderbilt-Brown
Chief Financial and Operating Officer
Milton Academy

Cc:

Jay Hackett, Director of Campus Safety, Milton Academy
Kim Smith, Director of Campus Services and Events, Milton Academy
Todd Bland, Head of School, Milton Academy

MILTON ACADEMY
DIRECT DONATIONS AND
IMPACT ON TOWN OF MILTON

FISCAL YEAR
2021

DIRECT DONATIONS

\$218,300 TO TOWN, TOWN DEPARTMENTS,
AND ORGANIZATIONS IN
THE TOWN OF MILTON



➔ **\$162,500** TO TOWN OF MILTON
GENERAL FUND

➔ **\$29,500** TO MILTON FIRE DEPARTMENT, POLICE
DEPARTMENT, TEEN CENTER, AND LIBRARY

➔ **\$26,300** TO ORGANIZATIONS
IN THE TOWN OF MILTON

EDUCATION

230  NUMBER OF
TOWN-RESIDENT
CHILDREN EDUCATED
AT MILTON ACADEMY

\$2,800,000

TOWN BUDGET SAVINGS

ASSUMING PUBLIC SCHOOL COST OF \$14,500
PER STUDENT, AFTER ACCOUNTING
FOR CHILDREN WHO LIVE ON THE
SCHOOL'S CAMPUS AND ATTEND
MILTON PUBLIC SCHOOLS

LOCAL ECONOMY

\$4,000,000 PAID TO MILTON BUSINESSES
FOR GOODS AND SERVICES





MILTON ACADEMY

2020–2021 Town-Academy Report



Milton Academy and the Town of Milton have enjoyed a mutually beneficial and supportive relationship since the school's founding in 1798. Beyond welcoming neighbors and town organizations to its campus, the school annually makes substantial and voluntary cash donations to the town's general fund and to the fire and police departments, the teen center, and library. Each year, the school also makes cash and/or item donations to other organizations in the town that are aligned with the school's mission.

This report, updated every two years, provides a detailed look at the school's financial support and collaboration with the town and its residents.

Direct Donations to the Town of Milton

In 2020–2021, Milton Academy provided a \$192,000 donation to the town, which included \$162,500 for the Town’s general fund, \$20,000 for the police and fire departments, \$7,500 for the teen center, and \$2,000 for the library.

In 2019–2020, the school donated \$165,500 to the town, which included \$140,000 for the general fund, \$20,000 for police and fire departments, \$5,000 for the teen center, and \$500 for the library.

As the school budgeted an operating deficit due to the COVID-19 pandemic during 2020–2021, Milton Academy’s fiscal year 2021 contribution represents an especially significant commitment and prioritization of resources to the town.



At the onset of the COVID-19 pandemic, Milton Academy donated critical personal protective equipment to first responders with Milton Police and BID Milton hospital.

Snapshot of Milton Academy 2020–2021 and 2019–2020 Direct Donations

Town Cash Donations	Fiscal 2021 (2020–21)	Fiscal 2020 (2019–20)
General Fund	\$162,500	\$140,000
Fire Department	\$10,000	\$10,000
Police Department	\$10,000	\$10,000
Teen Center	\$7,500	\$5,000
Library	\$2,000	\$500
TOTAL	\$192,000	\$165,500



Sharing Our Campus

The school is proud to share its campus with town residents. The school’s campus, made up of academic, administrative, and athletic facilities, is located on Centre Street at the intersection of Randolph Avenue. The school’s facilities and grounds are made available for personal use and to organizations within and outside the town, including youth sports. In addition to meeting and event hosting, access to the school’s athletic and outdoor facilities has long been part of the school’s relationship with the town of Milton, reducing the need for the town to build or maintain additional recreation and park areas. Outdoor access to the school’s track and fields is provided for free.



Use of other facilities including the ice rink, squash courts, and outdoor pool is provided on a fee basis, typically discounted, to community organizations. Town youth sports—including lacrosse, softball, and ice hockey—have usage agreements with the school that together comprise hundreds of hours. The school also operates the Nesto Gallery, which hosts six professional art shows annually (visual arts exhibitions and events), and typically plans four main-stage productions, a dance concert, and three studio plays each year. All such events are free and open to the public.



Educating Milton's Children

The school is pleased to educate many children who live in the town. In 2020–2021, 230 members of the school's student body hailed from the town of Milton and did not live on the school's campus. This number of students is more than six times greater than the number of children who live on the school's campus and attend Milton Public Schools (MPS) and helps reduce enrollment pressures in the town school system. At a MPS budget expenditure of \$14,500 per student, the school's education of town-resident children provides an annual value to the town of approximately \$2,800,000 after accounting for children who live on the school's campus and attend MPS.

Local Economic Impact

Milton Academy is proud to contract with many small businesses in the town of Milton. In fiscal year 2021, the school's purchases of goods and services from these enterprises totaled approximately \$4,000,000 including landscaping, construction, photography, and catering.

The school is one of the town's largest employers, with roughly 350 full-time employees; an additional 140 employees are part-time, per-diem, or seasonal. In 2020-2021, the school paid \$16,600,000 in salaries and benefits to approximately 170 employees who live in the Town of Milton.



Supporting Community Organizations

To ensure its community donations can be of a meaningful size and high impact, the school is focused on helping to support organizations aligned with the school's mission. In fiscal year 2021, the school was proud to donate \$26,300 to a variety of organizations in the town. This amount included \$2,000 provided to the Milton Farmers Market. As the impact of COVID-19 threatened market operations, the school's support during a critical time helped ensure that the market could stay open throughout the 2021 summer season.



The school also made cash donations of \$1,000 or more to the Milton Foundation for Education, Milton Library Foundation, We are Milton, and Beth Israel Deaconess Hospital-Milton. In addition, the school made donations to Mike's 5K to Crush Substance Abuse and the Forbes House Museum.

Making a Difference in Milton's Community

The onset of COVID-19 in the spring of 2020 caused the school to reimagine how to deliver its community engagement program. Although in-person service activities were not available for much of 2020–2021, school community engagement organizers found a variety of ways to provide volunteer opportunities to give back to the town community. These included holiday gift and food drives in support of needy area families; making hundreds of Valentine and holiday cards to send to seniors in the Milton Residences for the Elderly; and participating in the 2021 Green Up Milton project by cleaning up trash and winter debris in nearby neighborhoods. Student volunteers also helped staff a June 2021 Special Olympics Massachusetts event held on campus.

In non-pandemic years, more than 200 Milton Academy students have held regular weekly volunteer commitments to partner organizations in the town of Milton, including the Milton Residences for the Elderly (Winter Valley and Unquity House), MPS elementary schools, Milton's food pantry, and the Milton-Quincy Mustangs Special Olympics team practices.

Maintaining and Improving Milton's Infrastructure

Over the past 25 years, the school has funded a wide variety of infrastructure projects adjacent to or near its Centre Street campus, including roadway, sidewalk, and water main upgrades. A planned pedestrian and roadway improvement project at the intersection of Voses Lane and Centre Street—originally slated to occur in the summer of 2020, but delayed due to COVID-19 pandemic conditions—was completed in the summer of 2021. The project, advocated by area residents



and designed in consultation with the Town's Engineering Department, was fully funded by the school—at a cost of approximately \$185,000—and has improved pedestrian connectivity and safety in the area.

For 20 years, the school has underwritten the energy costs of the town's street lights and crosswalk flood lights that run along Centre Street from main campus to east campus. In 2020–2021, the school paid \$8,880 directly to Eversource to support the operation of Centre Street's lights.

Services Received from the Town of Milton

Milton Academy benefits from services provided by the Town—such as road maintenance and plowing, traffic lights, police, fire, and access to ambulance services—and is committed to supporting the town, including in the ways described in this report. As noted above, the school has financially contributed, upon request by the town, to major infrastructure projects that are adjacent to or otherwise align with the school's mission and operations (see appendix for a list of previous projects).

The Glover School parking lot and Mary C. Lane Playground lot are used for overflow parking during large school events, and the Academy's Middle School typically uses the field for a few baseball games each year, by advance arrangement.

Milton Academy directly pays for certain services received from the Town of Milton; these include water/sewer fees, storm water fees, building department and permit fees, and service fees to the police and fire departments (e.g., in support of special events). To avoid impacting town resources, the Academy uses well water for cooling towers and irrigation and contracts privately for trash, recycling, and composting.

About Milton Academy

Milton Academy was chartered in 1798 by the Massachusetts legislature and is a 501(c)(3) not-for-profit educational institution. Focused on academic excellence and a commitment to developing strong, independent thinkers, the school strives to create an experientially and economically diverse student body. In 2020–2021, more than 1,000 students were enrolled from 29 states and 30 countries. Students range in age from Kindergarten through Grade 12, with boarding also offered for students in grades 9–12.



During the summer, the school serves as the home to the Steppingstone Foundation, a program that prepares motivated Boston Public School students for education opportunities that lead to college. In addition, the school provides a base of operations for independently run sports camps and clinics; in non-pandemic years, these have included lacrosse, basketball, and athletic conditioning programs.

The school sits on approximately 130 acres. Most of this property originated as farmland; as such, Town records indicate that the campus has remained essentially the same size for many years.

Questions

Any inquiries related to this report should be directed to the Milton Academy Communication Office at 617-898-2395.

Please note that the majority of data in this report is based on the 2021 fiscal year.

Appendix

Milton Academy Financial Contributions to Recent Town Infrastructure Projects

When the town has requested it, the school has financially contributed to major infrastructure projects that are adjacent to its campus.

Year	Description	Amount
1997	Paving and Curbing on Centre Street	\$ 47,500
1998	MWRA Infiltration / Inflow Project	\$ 41,000
1999	Town Conference Room	\$ 10,000
2001	Computers for Milton High School	\$ 22,150
2004	Engineering & Design for Water Main Replacement Project (Centre St)	\$ 87,260
2004	Water Main Replacement Project	\$308,753
2005	Water Main Replacement Project	\$210,000
2005	Sidewalk Upgrade	\$ 7,000
2009	Backup Generator & IT System Upgrade	\$ 25,000
2010	Guardrail Replacement	\$ 12,848
2011	Granite Curbing on Randolph Ave	\$ 30,000
2018	Traffic Study at Glover Elementary School	\$ 12,180
2021	Voses and Centre Streets - Pedestrian Safety Improvements	\$185,000
	Total	\$998,690

Milton Academy Voluntary Contributions to Town of Milton

Cash Contributions	Total
Town of Milton General Fund	\$162,500
Milton Fire Department	\$ 10,000
Milton Police Department	\$ 10,000
Milton Teen Center	\$ 7,500
Milton Library	\$ 2,000
Centre Street Streetlights	\$ 8,878
Donations to Town-related Organizations	\$ 26,300
Total	\$227,178

Note: The School pays Eversource directly for the streetlights.

Local Economy - Employment of Milton Residents	Total
Salaries	\$ 13,300,000
Benefits	\$ 3,300,000
Total	\$ 16,600,000

The School has approximately 170 employees who reside in the town of Milton.

Services Received - Items Billed and Paid	Total
Water & Sewer	\$141,000
Stormwater Fees	\$ 26,000
Property Tax	\$ 23,000
Police & Fire Details	\$ 15,000
Building Department & Permits*	\$ 55,000
Total	\$260,000

*Major projects only

Infrastructure Support

Athletic and Recreational - Free Use

- Athletic Fields for Town Youth Sports (e.g., lacrosse, softball)
- Outdoor Tennis Courts
- Outdoor Track
- Playgrounds & Fields - Family Recreation

Athletic and Recreational - Discounted Use

- Non-Rink Facilities for Town Youth Sports
- Rink Facilities for Milton Youth Hockey

Other

- 24/7 Campus Safety Officers (e.g., event/incident back-up & training)
- Well Water (not town water) for Cooling Towers & Irrigation
- Contracted Trash, Recycling, and Composting Service
- Sidewalk Plowing (contiguous to Milton Academy campus)
- PPE donations to Milton Police and BID Milton hospital for first responders

Events and Other Benefits

Events - Free and Discounted Use

- Concerts and Lectures (e.g., Robert Sheffield, *Dreaming the Beatles*)
- Receptions and Dinners (e.g., Milton Library Foundation dinner)
- Community Engagement Program (e.g., cleanup days, volunteers, senior projects)
- Nesto Art Gallery
- Student Performances
- AA Meetings (weekly)
- College Fairs (annual)
- Open Hours at Ayer Observatory

Other Services / Benefits

- The Saturday Course (educational enrichment program)
- Bright Horizons Child Care Center





TOWN OF MILTON

BOARD OF HEALTH

525 CANTON AVENUE

MILTON, MASSACHUSETTS 02186

(617) 898-4886 (617) 696-5172 FAX

www.townofmilton.org

TO: Select Board members

FROM: Caroline A. Kinsella B.S.N., R.N., R.S.
Health Director/Public Health Nurse

DATE: 4/27/2023

RE: Acceptance of \$200.00 from The First Parish in Milton.

The Milton Coalition, formerly known as the Milton Substance Abuse Prevention Coalition, and the Milton Board of Health would like to thank The First Parish in Milton for their generous donation in the amount of \$200.00.

This donation will enable the Milton Coalition to continue its mission:

“The Milton Coalition focuses on preventing and reducing youth substance abuse. Through a committed collaboration of diverse community members and sectors dedicated to a comprehensive and long-term approach, our efforts will foster a healthy, supportive and compassionate town environment.”

Respectfully,

Caroline A. Kinsella
Health Director/Public Health Nurse

**POLICY, PERMIT APPLICATION AND RELEASE FOR USE OF
THE TOWN GREEN AND/OR THE BARON HUGO GAZEBO**

APPLICATION

Applicant's Name: Parks and Recreation Dept.

Applicant's Address: 525 Canton Ave. Milton

Applicant's Phone: 617-898-4943

Description of proposed use: _____

End of year Wildcat Den and Library Teen Rm Celebration. We will enjoy pizza, ice cream and games.

(Please provide as much detail as possible.)

Proposed Event Date: 6/6/23

Proposed Event Start Time: 3pm.

Proposed Event End Time: 5:30pm.

Number of Guests and/or Attendees: 40

The Applicant certifies that he/she has read the foregoing policy and agrees to comply therewith, that all of the information provided in this application is true and correct, and that the applicant shall abide by any conditions of this permit.

Signature of Applicant: Bonnie Devore

Date: 5-9-23

Printed Name: Bonnie Devore

Printed Title: Admin. Clerk

-----For Completion by the Select Board/Town Administrator-----
Approved by:

Select Board / Town Administrator

Date

Conditions of Approval: _____

Use Charge(s): _____

**POLICY, PERMIT APPLICATION AND RELEASE FOR USE OF
THE TOWN GREEN AND/OR THE BARON HUGO GAZEBO**

APPLICATION

Applicant's Name: Margaret Carels

Applicant's Address: 595 Canton Ave

Applicant's Phone: 617 877 1812

Description of proposed use: Gathering of Milton Youth
Advocates for Change - end of year party -
food + music and lawn games, similar to last
year.

(Please provide as much detail as possible.)

Proposed Event Date: June 20

Proposed Event Start Time: 6:30

Proposed Event End Time: 8pm

Number of Guests and/or Attendees: 30

The Applicant certifies that he/she has read the foregoing policy and agrees to comply therewith, that all of the information provided in this application is true and correct, and that the applicant shall abide by any conditions of this permit.

Signature of Applicant: Margaret Carels **Date:** 5/10/23

Printed Name: Margaret Carels **Printed Title:** co-director

-----**For Completion by the Select Board/Town Administrator**-----
Approved by:

Select Board / Town Administrator

Date

Conditions of Approval: _____

Use Charge(s): _____



Town of Milton

TEL 617-898-4846

TOWN OFFICE BUILDING
525 CANTON AVENUE
MILTON, MASSACHUSETTS

SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Mark Smith

Applicant's Address: 1465 BAWIT Hill Dr. MILTON

Applicant's Contact Information:

Telephone #

E-Mail Address

Organization Name: Mary May Binney ~~ETIA~~ WAKEFIELD ARBORUM

Name of Event: Dogwood Days LAWN PARTY

Description of Event: LAWN PARTY for MEMBERS

The Applicant is: ☒ Non-profit Organization or ☐ For Profit Organization

Date of Event: JUNE 3, 2023

Hours of Event: 5:00 PM - 8:00 PM

Location of Event: 1465 BAWIT Hill Dr. MILTON

Number of Participants: 50-75

License For: ☐ All Alcoholic Beverages - Issued only to a non-profit organization

☒ Wine and Malt Beverages Only

Recommended Number of Police Officer(s) to be assigned: _____

SIGNATURE: _____
Chief of Police

SIGNATURE: _____
Town Administrator on behalf of Select Board

APPLICANT'S SIGNATURE: [Signature] Date: 5/2/23

Applicants must attest to the information provided in order for the license to be approved. Completed applications should be submitted to the Select Board Office along with payment in the form of a check in the amount of \$50.00 made payable to the Town of Milton. The Select Board, as the Town of Milton's Licensing Authority, requires approval at a scheduled public meeting. Please submit the application 30 days in advance of the event for which the license is being applied.



Town of Milton

TEL 617-898-4846

TOWN OFFICE BUILDING
525 CANTON AVENUE
MILTON, MASSACHUSETTS

SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Mark Smith

Applicant's Address: 1465 BARSIT Hill Rd.

Applicant's Contact Information: [REDACTED]

Organization Name: Mary May BINARY WAVERFIELD Association

Name of Event: GARDEN MUSIC SERIES

Description of Event: Garden Music Concert

The Applicant is: ☒ Non-profit Organization or ☐ For Profit Organization

Date of Event: Wednesday, June 7, 2023

Hours of Event: 6-8:00 PM

Location of Event: 1465 BARSIT Hill Rd.

Number of Participants: 30-40

License For: ☐ All Alcoholic Beverages - Issued only to a non-profit organization

☒ Wine and Malt Beverages Only

Recommended Number of Police Officer(s) to be assigned: _____

SIGNATURE: _____ SIGNATURE: _____
Chief of Police Town Administrator on behalf of Select Board

APPLICANT'S SIGNATURE: [Signature] Date: 5/2/23

Applicants must attest to the information provided in order for the license to be approved. Completed applications should be submitted to the Select Board Office along with payment in the form of a check in the amount of \$50.00 made payable to the Town of Milton. The Select Board, as the Town of Milton's Licensing Authority, requires approval at a scheduled public meeting. Please submit the application 30 days in advance of the event for which the license is being applied.



Town of Milton

TEL 617-898-4846

TOWN OFFICE BUILDING
525 CANTON AVENUE
MILTON, MASSACHUSETTS

SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Mark Smith

Applicant's Address: 1465 Bursitt Hill Rd. Milton

Applicant's Contact Information: [REDACTED]

Telephone #

E-Mail Address

Organization Name: Mary May Blandy Wakefield Arboretum

Name of Event: Wine, Cheese, + Trees Tour

Description of Event: guided garden tour

The Applicant is: ☒ Non-profit Organization or ☐ For Profit Organization

Date of Event: Friday, June 9

Hours of Event: 6:00 pm - 8:00 pm

Location of Event: 1465 Bursitt Hill Rd. Milton

Number of Participants: 30

License For: ☐ All Alcoholic Beverages - Issued only to a non-profit organization

☒ Wine and Malt Beverages Only

Recommended Number of Police Officer(s) to be assigned: _____

SIGNATURE: _____ SIGNATURE: _____
Chief of Police Town Administrator on behalf of Select Board

APPLICANT'S SIGNATURE: [Signature] Date: 5/2/23

Applicants must attest to the information provided in order for the license to be approved. Completed applications should be submitted to the Select Board Office along with payment in the form of a check in the amount of \$50.00 made payable to the Town of Milton. The Select Board, as the Town of Milton's Licensing Authority, requires approval at a scheduled public meeting. Please submit the application 30 days in advance of the event for which the license is being applied.

DRAFT

Select Board Meeting Minutes

Meeting Date: 4/4/2023

Members in Attendance: Arthur Doyle, Chair; Michael Zullas, Vice Chair; Richard G. Wells, Jr., Secretary; Erin Bradley, Member; Roxanne Musto, Member; Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board (Zoom/Webinar)

Guest: Attorney Kevin Freytag, office of Town Counsel

Meeting Location: Hybrid from the Community Room at the Council on Aging

Time Meeting Called to Order: 7:00PM

Time Meeting Called to Order: 9:36PM

Time Executive Session called to Order: 9:22PM

Time Executive Session adjourned: 9:36PM

1. **Call to Order**
2. **Pledge of Allegiance**

Chair Doyle called the Select Board meeting to order at 6:30PM. He introduced the Members of the Board and Staff and led the Pledge of Allegiance.

3. Public Comment

Lara Simonde, owner of Infinite Beauty Lounge located at 75 Adams Street, Suite F

Ms. Smonde shared her concerns regarding a decision made by the Sign Review Committee. She requested that the Select Board review her request to appeal the Committee's decision regarding her business sign.

Mr. Wells requested that the Select Board take agenda item #8 out of order and address while Ms. Simonde is in attendance. Chair Doyle and Members were in agreement.

(8)

Discussion/Approval - Appeal of a Decision of the Sign Review Committee: Infinite Beauty Lounge located at 75 Adams Street, Suite F

The Select Board Members reviewed the comments made by the Sign Review Committee. The Committee approved a sign, but not one that was illuminated. The Committee kept in line with previous recommendations that they made for other applicants. Ms. Simondi shared examples of other local businesses that have illuminated signs. Following the discussion, the Select Board Members requested that this matter be deferred so they could review the materials and make their own recommendation.

4. Discussion/Approval - 2023 Annual Town Election Warrant

Mr. Wells moved to approve the 2023 Annual Town Election Warrant. The motion was seconded by Ms. Musto. The Board voted unanimously to approve.

5. Discussion/Approval - 2023 Annual Town Meeting Warrant and Warrant Articles

Mr. Wells moved to approve the 2023 Annual Town Meeting Warrant. The motion was seconded by Ms. Musto. The Board voted unanimously to approve.

6. Discussion – Letter from Attorney Luke Legere re: Conservation Land at Blue Hills Parkway and Gile Road

Attorney Kevin Freytag from the Office of Town Counsel reviewed the letter from Attorney Luke Legere, Counsel for Home Inc. regarding concerns about conservation land at Blue Hills Parkway and Gile Road. Attorney Freytag offered his comments.

7. Discussion - 440 Granite Ave Project Update

Attorney Marion McEttrick, Counsel for Oranmore Enterprises presented the Select Board Members with an overview of the proposed design changes to the mixed-use development project for 440 Granite Ave. These new changes address concerns raised by residents and board members. The project would be built on a corner lot that combines three parcels near the intersection of Mechanic Street.

Highlights of the new proposal include:

- Reducing the number of condominium units from 26 to 24;
- Increasing the first-floor commercial space to contain 3,983 square feet instead of 1,500;
- Dropping an innovative automatic parking stacker in favor of a traditional parking configuration, resulting in 40 parking spaces.
- There would be changes in the exterior design and color and layout changes, using new red brick on the front with brick accents to gray siding on other sides of the building.

The proposal is scheduled for site plan approval by the Planning Board on April 13th followed by review of the Board of Appeals on April 19th.

The Select Board Members were receptive of the new changes.

8. Discussion/Approval - Appeal of a Decision of the Sign Review Committee: Infinite Beauty Lounge located at 75 Adams Street, Suite F

The Select Board discussed this matter earlier on the agenda.

9. Discussion/Update - Milton Animal Shelter site selection

Mr. Milano, the Town Administrator provided an update on the status of the project.

Attorney Marion McEttrick, Counsel for the Milton Animal League joined the discussion to notify the Select Board members that an anonymous donor would like to offer \$2.5 million in a matching grant for the Animal Sheer project. The donor has requested that the new shelter be built on Governor Stoughton property.

The Members discussed the proposal and suggested that they continue their conversation during the upcoming meeting of the Governor Stoughton Trustees scheduled for April 11th.

10. Discussion/Approval - Contract with MAPC to develop mixed-use overlay zoning for East Milton Square

Mr. Wells moved to approve the Contract with MAPC to develop mixed-use overlay zoning for East Milton Square. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the contract.

11. Discussion/Approval - Contract with Clean Energy Solutions, Inc. for a Microgrid Feasibility Analysis

Mr. Wells moved to approve the Contract Clean Energy Solutions, Inc. for a Microgrid Feasibility Analysis. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the contract.

Chair Doyle extended his appreciation to Josh Eckart Lee, Assistant Director of Planning and Community Development and Meera Patel, Environmental Coordinator for their hard work and support.

12. Discussion/Approval- Recommendation of the Municipal Broadband Committee- Contract with Comm Tract Corp for I-NET Design Services

Mr. Zullas provided an update from the Municipal Broadband Committee. He noted that Comm Tract is also interested in the construction phase and would like to be eligible to participate in the RFP. Upon the advice of Town Counsel, the design and construction were separated. Mr. Milano confirmed with the Attorney General's office that Comm Tract could participate in the construction RFP.

Mr. Wells moved to accept the recommendation of the Municipal Broadband Committee to approve a Contract with Comm Tract Corp for I-NET Design Services. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the contract.

13. Discussion/Approval - Select Board Finance Committee Report **a. ARPA funding for Milton Public Schools**

Mr. Zullas and Ms. Bradley presented the Members with an update on an ARPA funding request from the Milton Public Schools to support various positions in seven categories that were necessitated as a result of the COVID pandemic.

Mr. Zullas moved to approve the recommendation of the SB Finance Committee to appropriate \$645,000 in town allocated ARPA funding for positions within the Milton Public Schools. The motion was seconded by Mr. Wells. The Board voted unanimously to approve the ARPA appropriation.

Mr. Milano noted that there is currently \$145,000 available ARPA funds. The Town has applied for reimbursement money from FEMA for COVID vaccination clinics. If FEMA approves, \$250,000 could be added back to the ARPA account. All ARPA funds must be expended by December 2026.

14. Discussion/Approval - FY24 Engagement Letter with Murphy Hesse Toomey Lehane

Attorney Kevin Freytag from the Office of Town Counsel joined the Select Board Members and Mr. Milano to review the legal service proposal with Murphy Hesse Toomey and Lehane for FY 2024 and answer any questions.

Following the discussion, Mr. Wells moved to approve the FY24 Engagement Letter with Murphy Hesse Toomey Lehane. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the FY 2024 engagement letter.

15. Discussion/Approval -Town Administrator's Strategic Planning Group

Chairman Doyle provided an update on the plans to implement the Town Administrator's Strategic Planning Group. The Select Board had previously discussed this matter during their Fall Retreat.

Mr. Wells moved to approve the Town Administrator's Strategic Planning Group. Mr. Doyle added a friendly amendment: a working group of up to five members to formulate and report out to the Select Board within six months a strategic planning framework for the Town of Milton. Mr. Wells accepted the amendment. The motion was seconded by Mr. Zullas. The Board voted unanimously to approve the Town Administrator's Strategic Planning Group.

16. Discussion/Approval - Committee Appointments and Re-Appointments:

a. Re-appointments to the Board of Registrars

Mr. Zullas moved to re-appoint the following individuals to the Board of Registrars: Frances Manning Westhaver for a three-year term to expire on April 4, 2026, Mary Sennott Burke for a two-year term to expire on April 4, 2025 and Jean Peterson to the Board of Registrars for a one -year term to expire on April 4, 2024. The motion was seconded by Mr. Wells. The Board voted unanimously to approve the re-appointments to the Board of Registrars.

b. Reappointments to the Shade Tree Advisory Committee

Mr. Wells moved to re-appoint the following individuals to the Shade Tree Advisory Committee for a term to expire on June 30, 2024: Laura Beebe, Nancy Chisholm, Maura Doherty, Carol

Stocker, Fred Taylor. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the re-appointment to the Shade Tree Advisory Committee.

17. Discussion/Approval - Consent Agenda:

- a. One-Day Liquor License Applications-Milton Academy -Alumni Reunion Weekend**
 - i. Leadership and Loyalty Reception-Friday, June 16, 2023 - 5PM-6PM**
 - ii. Alumni Dinner-Friday, June 16, 2023 6PM-9PM**
 - iii. All Class Party-Friday, June 16, 2023 6PM-9PM**
 - iv. 25th Reunion Dinner-Friday, June 16, 2023 6PM-9PM**
 - v. Alumni Dinner, Saturday, June 17, 2023 6PM-9PM**
 - vi. 55+ Reunion Classes Dinner- Saturday, June 17, 2023 6PM-9PM**
 - vii. 50th Class Party, Saturday, June 17, 2023 6PM-9PM**
 - viii. 25th Reunion - Saturday, June 17, 2023 6PM-9PM**
- b. One Day Liquor License Application -Forbes House Museum – Candidate Meet and Greet: George Ashur - April 11, 2023 from 6:30PM-9:30PM**
- c. Request of the First Congregational Church (495 Canton Ave., Milton, MA 02186) to reserve the Town Green and Baron Hugo Gazebo for their Strawberry Festival on Saturday, June 10, 2023 from 10AM-2PM**
- d. Request of the Parks and Recreation Department to reserve Manning Park in East Milton Square for a summer concert on June 9, 2023 from 6PM-9PM**

Chair Doyle moved to approve the consent agenda as it appears on the Select Board meeting notice. The motion was seconded by Mr. Zullas. The Board voted unanimously all in favor to approve the consent agenda.

18. Discussion/Approval-Meeting Minutes-March 7, 2023

Mr. Wells moved to approve the meeting minutes dated March 7, 2023. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the meeting minutes.

19. Town Administrator's Report

Mr. Milano thanked Ms. Meera Patel, Milton's Environmental Coordinator for her hard work and dedication. Ms. Patel will be leaving municipal service on April 21st to pursue new a new endeavor in India. We wish her great success!

The Milton Coalition will be hosting a meeting on April 27th at 6:30PM BID-Milton to provide a an update on their assessment of patterns of Milton school students.

The Milton Coalition will be hosting a vigil “Light the Way” on Sunday, April 30th at 6:30PM on the Town Green/Baron Hugo Gazebo to remember lives lost to overdose and substance abuse disorder.

Mr. Milano attended the public meeting hosted by the Department of Recreation and Conservation on March 30th to discuss the Neponset Pedestrian Bridge at Osceola Street.

Mr. Milano also attended the Municipal Managers Meeting where local leaders discussed the importance of cyber security.

Mr. Milano also shared a reminder: The last day to register to vote in the upcoming Annual Town election is Friday, April 14, 2023. Residents wishing to vote by mail must submit their requests in writing to the Town Clerk by April 18th.

20. Chair’s Report

Chair Doyle provided an update from Senator Walter Timilty’s office. MassDOT will be scheduling a public hearing to discuss the design of ADA retrofits at various locations in Milton: Squantum St. at California Ave., Granite Ave at Hope Ave, Granite Ave. at Thistle Ave and Granite Ave at Portland Circle.

21. Public Comment Response

No comments

22. Future meeting dates:

The Select Board will meet on Tuesday, April 11, 2023 (Quarterly Meeting of the Governor Stoughton Trustees and Select Board), Tuesday, April 18, 2023, Wednesday, April 26, 2023 and Monday, May 1, 2023

23. Executive Session - Pursuant to M.G.L. c. 30A, § 21(a)(3) - To discuss strategy with respect to litigation against the Massachusetts Bay Transit Authority regarding the condition of the stairs located at the MBTA station located at Adams Street, Milton, MA

At: 9:13PM, Chair Doyle moved to enter into Executive Session to discuss litigation strategy against the Massachusetts Bay Transit Authority (MBTA) related to the condition of the stairs at the MBTA station located at Adams Street, Milton, MA based on my belief that discussion of this matter in open session may have a detrimental effect on the litigating position of the Select Board. The Select Board will not return to Open Session. The motion was seconded by Ms. Musto/ The Board voted by roll call to enter Executive Session.

ZULLAS: YES

WELLS: YES
BRADLEY: YES
MUSTO: YES
DOYLE: YES

24. Executive Session- Pursuant to M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to collective bargaining

- a. Milton Clerical Unit of the Southeastern Public Employees Association**
- b. Milton Professional Management Association**
- c. Milton Public Employee Association**
- d. Milton Firefighters, Local 1116**
- e. Milton Police Association**
- f. Milton Superior Officers**

Chair Doyle moved to enter into Executive Session to discuss strategy with respect to collective bargaining units: Milton Library Association, Milton Clerical Unit of the Southeastern Public Employees Association; Milton Professional Management Association, Milton Public Employee Association; Milton Firefighters, Local 1116, Milton Police Association and Milton Superior Officers based on my belief that discussion of this matter in open session may have a detrimental effect on the negotiating position of the Select Board. The Select Board will not return to Open Session. The motion was seconded by Mr. Wells. The Board voted by roll call to enter Executive Session.

ZULLAS: YES
WELLS: YES
BRADLEY: YES
MUSTO: YES
DOYLE: YES

25. Executive Session - Pursuant to M.G.L. c. 30A, § 21(a)(6) -To consider the purchase, exchange, lease or value of real property of the Kidder Branch Library located at 101 Blue Hills Parkway

Chair Doyle moved to enter into Executive Session to consider the purchase, exchange, lease or value of real property located at 101 Blue Hills Parkway (Kidder Branch Library) based on my belief that discussion of this matter in open session may have a detrimental effect on the negotiating position of the Select Board. The Select Board will not return to Open Session. The motion was seconded by Mr. Wells. The Board voted by roll call to enter Executive Session.

ZULLAS: YES
WELLS: YES
BRADLEY: YES
MUSTO: YES
DOYLE: YES

26. Discussion/Approval - Purchase and Sales Agreement with Discovery Schoolhouse, Inc. For the purchase of the Kidder Branch Library located at 101 Blue Hills Parkway

This matter has been deferred to a future meeting.

27. Adjourn

At 9:43 PM, Mr. Wells moved to adjourn. The motion was seconded by Ms. Bradley. The Board voted unanimously by roll call to adjourn.

ZULLAS: YES
WELLS: YES
BRADLEY: YES
MUSTO: YES
DOYLE: YES

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.

Documents

Annual Town Election Warrant

Annual Town Meeting Warrant

Letter from Attorney Luke Legere re: Conservation Land at Blue Hills Parkway and Gile Road
440 Granite Ave. Project Proposal

Correspondence from the Sign Review Committee- Infinite Beauty Lounge, 75 Adams Street, Suite F

Contract with MAPC to develop mixed-use overlay zoning for East Milton Square

Contract with Clean Energy Solutions, Inc. for a Microgrid Feasibility Analysis

Engagement Letter with Murphy, Hesse, Toomey, Lehane

One-Day Liquor License Applications-Milton Academy -Alumni Reunion Weekend

- Leadership and Loyalty Reception-Friday, June 16, 2023 - 5PM-6PM
- Alumni Dinner-Friday, June 16, 2023 6PM-9PM
- All Class Party-Friday, June 16, 2023 6PM-9PM
- 25th Reunion Dinner-Friday, June 16, 2023 6PM-9PM
- Alumni Dinner, Saturday, June 17, 2023 6PM-9PM
- 55+ Reunion Classes Dinner- Saturday, June 17, 2023 6PM-9PM
- 50th Class Party, Saturday, June 17, 2023 6PM-9PM
- 25th Reunion - Saturday, June 17, 2023 6PM-9PM

One Day Liquor License Application -Forbes House Museum – Candidate Meet and Greet:
George Ashur - April 11, 2023 from 6:30PM-9:30PM

Request of the First Congregational Church (495 Canton Ave., Milton, MA 02186) to reserve the Town Green and Baron Hugo Gazebo for their Strawberry Festival on Saturday, June 10, 2023 from 10AM-2PM

Request of the Parks and Recreation Department to reserve Manning Park in East Milton Square for a summer concert on June 9, 2023 from 6PM-9PM
Meeting Minutes-March 7, 2023

DRAFT

Select Board Meeting Minutes

Meeting Date: 4/11/2023

Members in Attendance: Arthur Doyle, Chair; Michael Zullas, Vice Chair; Richard G. Wells, Jr., Secretary; Roxanne Musto, Member; Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

Guests: Attorney Kevin Freytag, office of Town Counsel

Meeting Location: Remote-Zoom/Webinar

Time Meeting called to Order: 7:43PM

Time Meeting Adjourned: 9:49PM

1. Call to Order

Chair Doyle called the meeting of the Select Board to order at 7:43PM under Chapter Two of the Acts of 2023. The Chairman introduced the Members of the Trust and Staff and led the Pledge of Allegiance.

2. Public Comment

Ms. Kristine Hodlin-address not provided.

Ms. Kristine Hodlin shared her concerns regarding the political mailer produced by Milton Votes Organization and paid for by the Milton Republican Town Committee. The initiatives noted on the mailer are not accurate and could be misleading to voters. Ms. Hodlin hopes that Town will address.

Mr. Steve Gentile- 85 Adams Street

Mr. Steve Gentile shared reservations regarding the appeal request for the illuminated sign located at 75 Adams Street. Mr. Gentile is not in favor of an illuminated sign ,but does support local business leaders. Mr. Gentile suggested that the rules pertaining to signage should be made more easily accessible for local business owners.

Mr. Peter Jackson-address not provided.

Mr. Peter Jackson voiced concerns regarding agenda item #9: Transfers of various parcels of land to the Conservation Commission and Board of Parks Commissioners. The parcel noted under item D) was approved by Town Meeting as article 42 in 1971 and is already protected by Article 97. Parcel E) Pope's Pond was acquired by Town Meeting in 1963 and is already protected by Article 97. Parcels: F, G and H) were put under the control of the Parks Dept. in 1964 and already protected by Article 97. Mr. Jackson also highlighted the code of Federal Regulations with regard to land conversions.

Letter to the Select Board from Milton Amateur Gardeners

With permission from Chair Doyle, Ms. Musto read the correspondence from Milton Amateur Gardeners and their decision to dissolve after 70 years to the Milton community. The Members will honor the Amateur Gardeners at a future meeting.

3. Discussion/Approval - Appeal of a Decision of the Sign Review Committee: Infinite Beauty Lounge located at 75 Adams Street, Suite F

John Zychowicz, Chair of the Sign Review Committee joined the Select Board meeting to provide the Members with an overview of the Committee's decision-making process. Mr. Zychowicz noted that the Committee stayed consistent with past practices when making its recommendation on Ms. Simondi's application. The Committee did allow Ms. Simondi to have a sign, but one that was not illuminated.

The Members and Chair Zychowicz had a positive exchange regarding current business lighting, Section 12 of the Town Bylaws as well as the guidelines and technical perimeters that the Committee uses when making a recommendation. Chair Zychowicz did note that when the Town Bylaws were being updated in 2017, he was asked to review them. He recommended more specifications regarding various light options, but was informed that additional specifications were not necessary.

Lara Simondi, the owner of Infinite Beauty Lounge joined the conversation and fielded questions. She clarified that the sign she purchased was LED and not neon as suggested by the Sign Review Committee.

Following the discussion, Ms. Bradley moved to approve the appeal of a decision made by the Sign Review Committee relative to Infinite Beauty Lounge located at 75 Adams Street, Suite F to permit illumination of the sign during operating hours of 10AM-7PM, Monday through Friday. The motion was seconded by Mr. Zullas. The Board voted by roll (3-2) call to approve the appeal.

ZULLAS: YES
WELLS: NO
BRADLEY: YES
MUSTO: NO
DOYLE: YES

Attorney Kevin Freytag from the Office of Town Counsel suggested that the Select Board instruct the Sign Review Committee to update their records based on the action of the Select Board.

Mr. Zullas moved to recommend that the Sign Review Committee issue an order that is consistent with the Select Board. The motion was seconded by Ms. Bradley. The Board voted by roll call (5-0) to recommend that the Sign Review Committee issue an order that is consistent with the Select Board.

ZULLAS: YES
WELLS: YES
BRADLEY: YES
MUSTO: YES
DOYLE: YES

a. Recommendations to the Sign Review Committee regarding the Sign Review Committee's Sign Design Checklist

Chair Doyle suggested that the Sign Review Committee and the Select Board work together to ensure that the information (bylaws and handbooks) shared with business leaders and residents is up to date and there is no ambiguity.

4. Discussion/Approval - Submittal of a Statement of Interest to the Massachusetts School Building Authority

Chair Doyle moved having convened in an open meeting on April 11, 2023, prior to the SOI submission closing date, the Select Board of Milton, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form to be submitted to the MSBA by no later than Friday, April 14, 2023 for consideration in 2023, for the Cunningham Elementary School, located at 44 Edge Hill Road, Milton, Massachusetts, which describes and explains the following deficiencies and the priority categories for which an application may be submitted to the Massachusetts School Building Authority in the future:

- Priority 2 - Elimination of existing severe overcrowding
- Priority 4 - Prevention of severe overcrowding expected to result from increased enrollments

The elementary enrollment in Milton Public Schools has grown by 24% (451 students) over the past fifteen years, since the last school building project was completed - from 1,873 students (in 2008) to 2,324 students (in 2023), far exceeding the capacity of Milton elementary school buildings;

and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority; and hereby, further authorizes the Chair to sign on the Board's behalf. The motion was seconded by Mr. Wells. The Board voted unanimously by roll call to approve the Statement of Interest to the Massachusetts School Building Authority.

ZULLAS: YES

WELLS: YES

BRADLEY: YES

MUSTO: YES

DOYLE: YES

5. Discussion/Approval - Select Board position on Ballot Question #1 at the Annual Town Election: "Shall the Town vote to have its elected Town Treasurer/Collector of Taxes become an appointed Treasurer/Collector of Taxes of the Town?"

Mr. Zullas moved to support Ballot Question #1 at the Annual Town Election: “Shall the Town vote to have its elected Town Treasurer/Collector of Taxes become an appointed Treasurer/Collector of Taxes of the Town.” The motion was seconded by Mr. Wells. The Board voted unanimously by roll call to support Ballot Question #1.

ZULLAS: YES

WELLS: YES

BRADLEY: YES

MUSTO: YES

DOYLE: YES

6. Discussion/Approval - Milton Animal Shelter Project and Site Selection

Following their discussion, Ms. Bradley moved to authorize the Animal Shelter Advisory Committee to investigate whether or not re-building the animal shelter on the current site (Governor Stoughton property) is appropriate. The motion was seconded by Ms. Musto. Mr. Zullas added a friendly amendment: while continuing work with respect to the access road site. The amendment was accepted by the Select Board members. The Select Board voted unanimously by roll call, (5-0) to authorize the Animal Shelter Advisory Committee to investigate whether or not re-building the animal shelter on the current site (Governor Stoughton property) is appropriate while continuing work with respect to the access road site.

ZULLAS: YES

WELLS: YES

BRADLEY: YES

MUSTO: YES

DOYLE: YES

7. Executive Session - Pursuant to M.G.L. c. 30A, § 21(a)(6) -To consider the purchase, exchange, lease or value of real property of the Kidder Branch Library located at 101 Blue Hills Parkway

Chair Doyle noted that the Executive Session will not be part of the Select Board’s business this evening.

8. Discussion/Approval - Purchase and Sales Agreement with Discovery Schoolhouse, Inc. for the purchase of the Kidder Branch Library located at 101 Blue Hills Parkway

Mr. Wells moved to approve the Purchase and Sales Agreement with Discovery Schoolhouse, Inc. for the purchase of the Kidder Branch Library located at 101 Blue Hills Parkway. The motion was seconded by Mr. Zullas. The Board voted unanimously by roll call to approve the purchase and Sales Agreement with Discovery Schoolhouse, Inc. for the purchase of the Kidder Branch Library.

ZULLAS: YES
WELLS: YES
BRADLEY: YES
MUSTO: YES
DOYLE: YES

9. Discussion/Approval - Transfers of various parcels of land to the Conservation Commission and Board of Parks Commissioners, contingent upon approval of Town Meeting, including:

- a. approximately six (6) acres of land located on Randolph Avenue, shown on the Town of Milton Assessor's Maps as Map I, Block 38D, Lot 10A;
- b. approximately three (3) acres of land located on Herrick Drive, shown on the Town of Milton Assessor's Maps as Map E, Block 17, Lot 34 and Map E, Block 17, Lot 35;
- c. approximately one (1) acre of land located on School Street, shown on the Town of Milton Assessor's Maps as Map E, Block 17, Lot 19;
- d. approximately five (5) acres of land located at the corner of Highland Street and Canton Avenue, shown on the Town of Milton Assessor's Maps as Map K, Block 2, Lot 1A;
- e. approximately forty-one (41) acres of land located around and inclusive of Pope's Pond, shown on the Town of Milton Assessor's Maps as Map C, Block 34A, Lot 4;
- f. Approximately two (2) acres of land located near Orchard Road, shown on the Town of Milton Assessor's Maps as Map I, Block 6, Lot 64;
- g. Approximately three (3) acres of land located near Bailey Avenue, shown on the Town of Milton Assessor's Maps as Map I Block 6, Lot 63;
- h. Approximately one (1) acre of land, shown on the Town of Milton Assessor's Maps as Map I, Block 6, Lot 65

Sean O'Rourke, Chair of the School Building Committee provided the Board Members with an update on the proposed land articles using a powerpoint presentation.

The Select Board Members discussed the merits of the land transfer authorization requests and whether to defer the discussion until the Select Board and the School Building Committee can confirm the information that Mr. Jackson provided during Public Comment about the status of these parcels.

Mr. Milano, the Town Administrator noted that MA Executive Office of Energy and Environmental Affairs recommended that the Town of Milton follow the Article 97 process for any land authorization transfers. Mr. Milano expressed his appreciation to Mr. Jackson and noted that the Town will confirm the status of the parcels.

Ms. Musto shared her reservations regarding the process to transfer authorization of land parcels and requested clarification so we can present a clear picture to the residents of Milton.

Following a discussion, Mr. Wells moved to approve the Transfers of the following parcels (A-E) of land from the Select Board to the Conservation Commission, contingent upon approval of Town Meeting:

- *a* approximately six (6) acres of land located on Randolph Avenue, shown on the Town of Milton Assessor's Maps as Map I, Block 38D, Lot 10A;
- *b* approximately three (3) acres of land located on Herrick Drive, shown on the Town of Milton Assessor's Maps as Map E, Block 17, Lot 34 and Map E, Block 17, Lot 35;
- *c* approximately one (1) acre of land located on School Street, shown on the Town of Milton Assessor's Maps as Map E, Block 17, Lot 19;
- *d* approximately five (5) acres of land located at the corner of Highland Street and Canton Avenue, shown on the Town of Milton Assessor's Maps as Map K, Block 2, Lot 1A;
- *e* approximately forty-one (41) acres of land located around and inclusive of Pope's Pond, shown on the Town of Milton Assessor's Maps as Map C, Block 34A, Lot 4;

The motion was seconded by Mr. Zullas. The Board voted by roll call to approve the Transfers of land from the Select Board to the Conservation Commission.

ZULLAS: YES

WELLS: YES

BRADLEY: YES

MUSTO: ABSTAIN

DOYLE: YES

The Board deferred any action on the transfer of land parcels to the Board of Parks Commissioners.

10 Discussion/Approval - Update to the Warrant Committee regarding additional land transfers associated with the proposed Article 97 land swap (Article 31 at the 2023 Annual Town Meeting

This item has been deferred.

11. Public Comment Response

The Members briefly shared their feedback on a number of issues: availability of meeting materials, political mailers, changing Milton's town government, public decorum and committee appointments.

Future Meeting Dates:

The Select Board will meet on Tuesday, April 18, 2023, Wednesday, April 26, 2023 and Monday, May 1, 2023

12. Executive Session- Pursuant to M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to collective bargaining

- a. Milton Clerical Unit of the Southeastern Public Employees Association**
- b. Milton Professional Management Association**
- c. Milton Public Employee Association**
- d. Milton Firefighters, Local 1116**
- e. Milton Police Association**
- f. Milton Superior Officers**

Chair Doyle noted that the Executive Session will not be part of the Select Board's business this evening.

13. Adjourn

Ms. Musto moved to adjourn at 9:49PM. The motion was seconded by Mr. Zullas. The Board voted unanimously by roll call to adjourn.

Respectfully submitted by Lynne DeNapoli, Ex. Administrative Assistant to the Select Board/

Documents:

Correspondence from the Sign Review Committee- Infinite Beauty Lounge, 75 Adams Street, Suite F
Statement of Interest to the Massachusetts School Building Authority
Purchase and Sale Agreement for the Kidder Branch Library located at 101 Blue Hill Ave. to the
Discovery Schoolhouse Inc.

DRAFT

Select Board Meeting Minutes

Meeting Date: 4/18/2023

Members in Attendance: Arthur Doyle, Chair; Michael Zullas, Vice Chair; Richard G. Wells, Jr., Secretary; Roxanne Musto, Member; Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

Members Absent: Erin G. Bradley

Meeting Location: Council on Aging-Hybrid

Time Meeting called to Order: 7:02PM

Time Meeting Adjourned: 9:36PM

1. Call to Order

2. Pledge of Allegiance

Chair Doyle called the meeting of the Select Board to order at 7:43PM under Chapter Two of the Acts of 2023. The Chairman introduced the Members of the Trust and Staff and led the Pledge of Allegiance.

3. Public Comment

Philip Johening

Cindy Christiansen

Due to technical difficulties, the Milton residents who provided public comment were not audible. Their comments have been provided in the meeting minutes.

4. Discussion/Approval- Citation for the Amateur Gardeners of Milton for their many Decades of Service to the Town

Chair Doyle read the citation for the Amateur Gardeners Club.

Mr. Wells moved to approve the citation for the Amateur Gardeners of Milton for their many years of service. The motion was seconded by Ms. Musto. The Board voted by roll call (4-0) to approve.

(13)

Discussion/Approval –Citation/ Proclamation honoring Bill Ritchie, Director of Consolidated Facilities and James McAuliffe, Town Treasurer on their retirement

Chair Doyle read aloud the proclamation honoring Bill Ritchie and the citation honoring Jim McAuliffe.

Mr. Wells moved to approve citation and proclamations honoring Bill Ritchie, Director of Consolidated Facilities and James McAuliffe, Town Treasurer on their pending retirements. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the proclamation and citation.

ZULLAS: YES

WELLS: YES

MUSTO: YES

DOYLE: YES

The Board Members each expressed their appreciation to Mr. Ritchie and Mr. McAuliffe.

ZULLAS: YES

WELLS: YES

MUSTO: YES

DOYLE: YES

5. Discussion/Approval - Transfers of various parcels of land to the Conservation Commission or Board of Parks Commissioners, contingent upon approval of Town Meeting

Chair Doyle expressed his appreciation to Mr. Peter Jackson for the information he previously provided the Board regarding land transfers.

No additional action is required at this time.

6. Discussion/Approval - Animal Shelter project:

- a. Review of Cost Estimates**
- b. Release of Request for Proposals for the Access Road site**
- c. Site Selection**

Mr. Milano noted that the Animal Shelter Advisory Committee met on Friday, April 14th to review the cost estimates for the animal shelter project located on the dump access road.

Dan Daly, Co-Chair of the Animal Shelter Advisory Committee and Tim Czerwinski, Director of Planning and Community Planning Development joined the Select Board to provide the Members with the cost estimates for the for the animal shelter project located on the dump access road. Hill International, the Owner's Project Manager provided an estimate of \$3.9 million. The cost is higher than the Committee anticipated and will exceed the Milton Animal League's donation of \$3.7million.

The Committee has agreed not to make a recommendation to the Select Board regarding the RFP. The Committee's decision is based on the estimate and the offer from the anonymous donor with location restrictions. The Committee is ready to move forward and will work with the Select Board to determine the best course of action.

Mr. Milano noted that the office of Town Counsel will be contacting the Public Charities Division of the Attorney General's office regarding the potential uses of the Governor Stoughton property. The Select Board/Governor Stoughton Trustees and the Animal Shelter Advisory Committee will continue to work together on this project. The Select Board Members expressed their appreciation to the Animal Shelter Advisory Committee for their hard work and support.

7. Milton Access TV Annual Report to the Select Board

Rebecca Padera, President; Michael Lynch, Member-at Large and Shane Brandenburg, Ex. Director of Milton Access TV joined the Select Board to present their annual report and an update of the goings-on at MATV.

Ms. Padera introduced the MATV Team and Board Members and expressed her appreciation for their hard work.

Mr. Brandenburg introduced the volunteers and reviewed the Programming line-up currently available on three channels.

Hours of Programming

Government (Comcast 8/Astound 3) -6,188

Public (Comcast 9 /Astound 13) 4,368

Education (Comcast 22/Astound 15) -2,912

MATV streams 24/7 on YouTube: www.youtube.com/@miltonaccesstv

MATV also streams meetings and other events on their Facebook page.

Mr. Lynch reviewed the funding component for MATV/MPEG (Milton Public Education and Government TV)

Cable Providers within the Town enter a franchise agreement with the Issuing Authority (Select Board) for a ten-year period. The Providers are required to give a certain percentage back and the revenue will help public education. Milton currently has two cable providers: Comcast and Astound and contribute 5% of their gross annual revenues to the Town. The Town retains a portion while MATV/MPEG receives a percentage.

Mr. Lynch provided the Board with the 2024/2025 Operating Budget for 2024-2025.

Revenue expected in 2024/Article 44: \$450,000-500,000

Budget for 2024-\$450,000

Mr. Lynch also highlighted Capital funding and how the money was appropriated.

The Select Board thanked the MATV Team for their presentation and their hard work.

8. Discussion/Approval – Milton Arts Center (East Milton Library) Driveway

Ms. Joan Clifford, Director of the Milton Art Center joined the Select Board to revisit MAC's request to update the condition of the driveway. Ms. Clifford provided photos and descriptions of the current location. MAC would like to see the driveway extended to allow for extra parking and easier accessibility for visitors.

Ms. Clifford also met with Bill Ritchie, Director of Consolidated Facilities regarding this matter.

Mr. Ritchie made some additional suggestions. The Board Members agreed to defer action on this matter until a cost factor can be determined and funding resources confirmed.

9. Discussion/Approval - Contract Amendments for Context Architecture re: Fire Station Building Project

Mr. Milano provided an update on the stats of the amendments from Context Architecture re: Fire Station Building project.

Milton Fire Stations Amendment 9, East Milton Driveway

The scope of the work includes separating the driveway from the main project, determining a temporary drainage strategy, and reviewing with the Town of Milton engineering department. The project procurement method will be reviewed with the Town DPW department with the goal of utilizing chapter 30 (horizontal public works) in lieu of chapter 149 (vertical) construction.

Construction Documents including cost estimate \$11,000

Bidding \$2,500

Construction Administration \$6,500 Total: \$20,000

Context would like to move the timeline up and address the driveway during the summer months.

Milton Fire Stations Amendment 12, Former Milton HQ Second Floor Demo

The scope of the work includes design and construction administration phase services for the demolition of the existing Electrical & Plumbing systems on the second floor and provide new MEP/FP, Technology, and Security systems for a future fit-out.

Design and RFP Documents \$24,250

Construction Administration \$21,600 Total: \$45,850

Mr. Wells moved to approve \$20,000 for driveway improvement at the new Engine #2 Station located at 432 Adams Street and \$45,850 for the abatement of both floors of the Fire Station Headquarters. The motion was seconded by Ms. Musto. The Board voted by roll call (4-0) to approve the amendments and appropriations.

ZULLAS: YES

WELLS: YES

MUSTO: YES

DOYLE: YES

10. Discussion/Approval - Request to increase membership of the Shade Tree Advisory Committee from five members to seven.

Laura Beebe, Chair of the Shade Tree Advisory Committee and her colleagues, Nancy Chisolm and Branch Lane joined the Select Board Members to provide an update on the Committee's progress, fundraising efforts and to request that the Board increase its membership by two.

Ms. Beebe noted that due to climate change, the Committee's workload has increased. The Committee has been asked to advise on tree related issues and special projects by the Planning Board, Historic Commission and Conservation Commission. Additional support would be welcome.

Following a discussion among the Board Members and the Committee, Mr. Wells moved to approve the request of the Shade Tree Advisory Committee to increase membership from five members to seven. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call to increase the Committee's Membership.

ZULLAS: YES

WELLS: YES

MUSTO: YES

DOYLE: YES

11. Discussion/Approval- Select Board Committee-Review Process of Volunteer Appointments to Boards and Committees Report

Ms. Musto, Co-Chair of the SB Review Committee provided the Board with an update on the Committee's progress and offered their recommendations. On behalf of her Co-Chair, Ms. Bradley, Ms. Musto expressed their appreciation to all the committee participants (Town Administrator's office, Town Clerk's Office, Office of Town Counsel, Town Moderator and the IT Dept.) for their feedback and support. She provided the Board with the "Guide for Appointed Volunteers, Volunteer Application and Committee List" as well as the "Handbook for Appointed Committees."

Mr. Wells moved to accept the Report and recommendations of the Select Board Committee-Review Process of Volunteer Appointments to Boards and Committees. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call to accept the report and recommendations of the Committee.

ZULLAS: YES

WELLS: YES

MUSTO: YES

DOYLE: YES

12. Discussion/Approval - Policies on Decorum at Public Meetings in Milton

Chair Doyle noted that the office of Town Counsel is working on drafting the policy on decorum.

13. Discussion/Approval –Citation/ Proclamation honoring Bill Ritchie, Director of Consolidated Facilities and James McAuliffe, Town Treasurer on their retirement

Select Board Members addressed this matter earlier in the evening.

14. Discussion/Approval-Committee Appointments and Re-Appointments

a. Animal Shelter Advisory Committee:

Mr. Wells moved to re-appoint the following individuals to the Animal Shelter Advisory Committee to a one-year term to expire on June 30, 2024: Alyssa L. Cook, Daniel Daly, Therese

Desmond and John Sheldon. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (4-0) to approve the committee re-appointments.

ZULLAS: YES
WELLS: YES
MUSTO: YES
DOYLE: YES

b. Airplane Noise Advisory Committee

Mr. Wells moved to re-appoint Kathleen Conlon to the Airplane Noise Advisory Committee for a one-year term to expire on June 30, 2024. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (4-0) to approve the committee re-appointment.

ZULLAS: YES
WELLS: YES
MUSTO: YES
DOYLE: YES

c. Council on Aging Board of Directors

“Move to re-appoint the following individuals to the Council on Aging Board of Directors for a three-year term to expire on June 30, 2026: Caroline A. Kinsella, BSN, RN,RS, Janet Mullen, Marie Zinkus, Marjorie Mahoney and Maryellen Sullivan and to re-appoint Sara Truog as an Associate Member for a one-year term to expire on June 30, 2024. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (4-0) to approve the committee re-appointments.

ZULLAS: YES
WELLS: YES
MUSTO: YES
DOYLE: YES

Mr. Wells moved to appoint Marshall Levy as an Associate Member to the Council on Aging Board of Directors for a one-year term to expire on June 30, 2024. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (4-0) to approve the committee appointment.

ZULLAS: YES
WELLS: YES
MUSTO: YES
DOYLE: YES

d. Trustees of the Affordable Housing Trust

Mr. Wells moved to re-appoint the following individuals as Trustees of the Affordable Housing Trust for a one year term to expire on June 30, 2024: Thomas Callahan, Julie D. Creamer, Kathleen Conlon and Danya Raphael. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (4-0) to approve the committee re-appointments.

ZULLAS: YES
WELLS: YES
MUSTO: YES
DOYLE: YES

**15. Discussion/Approval- One-day Liquor License-Historic New England-Eustis Estate,
May 20, 2023 from 2PM-4PM - Mobius at Eustis Multidisciplinary Art Series**

Mr. Wells moved to approve the one day liquor License-Historic New England-Eustis Estate, May 20, 2023 from 2PM-4PM - Mobius at Eustis Multidisciplinary Art Series. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (4-0) to approve the one-day Liquor License.

ZULLAS: YES
WELLS: YES
MUSTO: YES
DOYLE: YES

**16. Discussion/Approval-Meeting Minutes- February 24, 2023, March 1, 2023,
March 14, 2023 and March 21, 2023**

Mr. Wells moved to approve the Meeting Minutes dated: February 24, 2023, March 1, 2023, March 14, 2023 and March 21, 2023. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call to approve the meeting minutes.

ZULLAS: YES
WELLS: YES
MUSTO: YES
DOYLE: YES

17. Town Administrator's Report

Mr. Milano shared an update from the Friends of the Milton Council on Aging. "Bring on the Spring Bling" Fundraiser is scheduled for Thursday, April 20, 4 p.m. to 7 p.m and Friday, April 21, 9 a.m. to 1 p.m. Come Shop for Nearly new, upscale Jewelry, Scarves, and Pocketbooks. All proceeds benefit COA transportation & programming. Dealers are Welcome.

Mr. Milano expressed his appreciation to Chairman Doyle for acting as his Mentor as he began his new role as Milton's Town Administrator. On behalf of the Town, Mr. Milano wished him a long and happy retirement.

18. Chair's Report

Chair Doyle expressed his appreciation to the residents of Milton, the Select Board, Town Employees, Volunteer Committee Members and his family for their dedication and support during his time in office. Chair Doyle encouraged Milton's younger generation to get involved and help make a difference.

Mr. Zullas, Mr. Wells and Ms. Musto each thanked Arthur Doyle for his service and leadership.

19. Public Comment Response

No responses at this time.

20. Future Meeting Dates

The Select Board is tentatively scheduled to meet on Wednesday, April 26, 2023. The Board will meet throughout the Annual Town Meeting: (Monday, May 1st, Tuesday, May 2nd, Thursday, May 4th, Monday, May 8th, Tuesday, May 9th, Thursday, May 11th) and Tuesday, May 16, 2023

21. Executive Session – Pursuant to M.G.L. c. 30A, § 21(a)(3) - To discuss strategy with respect to litigation against the Massachusetts Bay Transit Authority regarding the condition of the stairs located at the MBTA station located at Adams Street, Milton, MA

Chair Doyle noted that the Executive Session will not be part of the Select Board's business this evening.

22. Executive Session- Pursuant to M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to collective bargaining

- a. Milton Clerical Unit of the Southeastern Public Employees Association**
- b. Milton Professional Management Association**
- c. Milton Public Employee Association**
- d. Milton Firefighters, Local 1116**
- e. Milton Police Association**
- f. Milton Superior Officers**

Chair Doyle noted that the Executive Session will not be part of the Select Board's business this evening.

23. Executive Session- Approval of Meeting Minutes- February 17, 2022, March 23, 2022, April 6, 2022, April 13, 2022, May 3, 2022, May 11, 2022, May 18, 2022, May 23, 2022, June 1, 2022, June 29, 2022, July 13, 2022, July 27, 2022, August 3, 2022, August 10, 2022, August 23, 2022, September 9, 2022, September 20, 2022, October 5, 2022, November 1, 2022, November 15, 2022, December 5, 2022, December 6, 2022, December 21, 2022, January 3, 2023, January 10, 2023, January 18, 2023, January 24, 2023, February 7, 2023, February 13, 2023, February 21, 2023, February 24, 2023, March 1, 2023, March 7, 2023, March 21, 2023 and April 4, 2023

At 9:25PM, Chair Doyle moved to enter Executive Session to approve the following Meeting Minutes: February 17, 2022, March 23, 2022, April 6, 2022, April 13, 2022, May 3, 2022, May 11, 2022, May 18, 2022, May 23, 2022, June 1, 2022, June 29, 2022, July 13, 2022, July 27, 2022, August 3, 2022, August 10, 2022, August 23, 2022, September 9, 2022, September 20, 2022, October 5, 2022, November 1, 2022, November 15, 2022, December 5, 2022, December 6, 2022, December 21, 2022. January 3, 2023, January 10, 2023, January 18, 2023, January 24, 2023, February 7, 2023, February 13, 2023, February 21, 2023, February 24, 2023, March 1, 2023, March 7, 2023, March 21, 2023 and April 4, 2023. The motion was seconded by Mr. Wells. The Board will not return to Open Session.

Ms. Musto requested that there be separate motions to address the following meeting minutes: February 17, 2022, March 23, 2022, April 6, 2022, April 13, 2022.

The Board Members agreed to Ms. Musto's request. The Board voted unanimously by roll call to enter Executive Session.

ZULLAS: YES
WELLS: YES
MUSTO: YES
DOYLE: YES

Adjourn

At 9:36PM, Mr. Wells moved to adjourn. The motion was seconded by Ms. Musto. The Board voted by roll call to adjourn.

WELLS: YES
MUSTO: YES
DOYLE: YES

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board

Documents

Draft Citation-Milton Amateur Gardeners Club
Draft Citation-James McAuliffe, Town Treasurer
Draft Proclamation-Bill Ritchie, Director of Consolidated Facilities
Contract Amendments for Context Architecture re: Fire Station Building project
E-Mail correspondence from Joan Clifford, Milton Art Center -Driveway
E-Mail correspondence from Laura Beebe, Chair of the Shade Tree Advisory Committee -Membership
Volunteer Application-Boards and Committees - Marshall Levy
One-Day Liquor License Application- Historic New England-Eustis Estate- May 20, 2023
Meeting Minutes- February 24, 2023, March 1, 2023 and March 21, 2023

DRAFT

Public Comments

From: Philip Johenning

Sent: Wednesday, April 19, 2023 8:39 AM

To: Arthur Doyle

Cc: Nicholas Milano Richard G. Wells Erin Bradley Michael Zullas Roxanne Musto <

Subject: Civility is Dead

[External Email- Use Caution]

Please be sure to include the attached document in the record of the meeting last night. I also ask the Board to review the document carefully. I think that the Select Board and other Town Boards and Committees must become more tolerant of opposing points of view so that better decisions can be made for our Town. There is a danger to getting too entrenched in a point of view before a final consensus is reached.



Municipal Alert
March 16, 2023

**CIVILITY IS DEAD – THE SUPREME JUDICIAL COURT RULES MUNICIPAL
CONTROL OF PUBLIC SPEAK LIMITED TO REASONABLE
TIME/PLACE/MANNER RESTRICTIONS**

On March 7, 2023, the Supreme Judicial Court ruled in the highly anticipated Barron v. Kolenda and the Town of Southborough (SJC-13284) case. The case brought a constitutional challenge to the Town of Southborough’s (“Southborough”) public comment policy (the “policy”), which imposed a code of civility on members of the public who participated in so-called “public speak” before Southborough boards and committees. In its decision, the Court ruled that Southborough’s policy violated Articles 16 and 19 of the Massachusetts Declaration of Rights.

At the heart of the Barron¹ case was a select board meeting chaired by Kolenda and attended by Barron, and participation in the public comment part of the select board meeting. At the start of that part of the meeting, Kolenda reminded the public of the policy, which included the requirement that “....All remarks and dialogue in public meetings must be respectful and courteous, free of rude, personal or slanderous remarks.” Later, Barron spoke, while holding a sign that said: “Stop Spending” and “Stop Breaking Open Meeting Law.” Barron also critiqued

the select board for its prior Open Meeting Law violations. Kolenda and Barron then entered into a colloquy where Kolenda threatened to stop public comment and go into recess, and Barron called Kolenda a particular name. After the second reference to that name, Kolenda ended the meeting and the video of the meeting ceased. Kolenda allegedly screamed at Barron and threatened to have her escorted out of the meeting. Barron left, believing he would act on that threat.

The Court's opinion reviewed the history of Articles 16 and 19 of the Declaration of Rights, and the long history of freedom of assembly and speech in Massachusetts. The Court noted that long standing Massachusetts cases have stood for "the fullest and freest discussion" which is "sanctioned and encouraged by the admirable passage in the constitution," where that right is "exercised in 'an orderly and peaceable manner.'" The Court also noted that more recent Massachusetts cases have drawn from "well-understood First Amendment principles and provided for reasonable time, place and manner restrictions" to public speech.

In the context of full and fierce discussion, the Court determined that governmental criticism is subject to reasonable time, place and manner restrictions. Such speech, while required to be

¹In her Complaint, Plaintiff sought a declaration that a portion of the public comment policy requiring civility was unconstitutional under the Massachusetts Declaration of Rights because it disallows criticism of board members and decisions. Plaintiff also brought a claim under the Massachusetts Civil Rights Act ("MCRA") against Kolenda individually. The Superior Court granted the Defendants motion for judgment on the pleadings and Barron appealed. The SJC transferred the case to itself, on its own motion.

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peaceable and orderly, was not required to be “respectful and courteous.” The Court noted that even “rude and insulting” speech referencing a particular name is still protected speech.²

The Court also found that the civility code portion of the policy regulated the content of public speech and was “extraordinarily broad.” Where the policy required that speech directed at government be “respectful and courteous, free of rude remarks,” the Court determined it constituted viewpoint discrimination, since it allowed praise, but disallowed criticism.

Finally, the Court found that Kolenda, by allegedly screaming at Barron and threatening to remove her while she was engaging in protected speech, could be subject to a claim under the MCRA, which protects against violations of rights by threats, intimidation, or coercion.

Based on this opinion, and the Court’s description of reasonable time, place and manner restrictions, it is important that municipalities, in consultation with their counsel, take a hard look at their public speak or public comment policies, and consider revising them so that they are limited to designations of:

- when and where a public comment session may occur;
- how long a public comment session may last;
- time limits for each person speaking during public comment session; and,
- establishment of rules preventing speakers from disrupting others and removing those who do.

The Court did not address any portion of the Open Meeting Law or, under that law, the rights of the Chair of a public body to direct speakers at a public meeting. However, the designations listed above that could serve as reasonable time, place and manner, content-neutral limitations on speech are the types of rules which appear to be enforceable by the Chair of a public body, consistent with a Chair’s rights and obligations under the Open Meeting Law.

² Subject to a carve out related to the doctrine of “fighting words” which is not protected speech.

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This Client Alert was prepared by Karis North and reviewed with Andy Waugh, Michael Maccaro, and Kevin Freytag. If you have any questions about this issue, please contact Karis North, Kevin Freytag, or the attorney responsible for your account, or call (617) 479-5000.

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Public Speak, Select Board Meeting 4/18/23

Regarding your agenda item on decorum at public meetings, I warn this Board to be extremely careful when defining what is proper and what is improper for the public to say. The previous Select Board allowed its previous MCAC representative to lie to the public about flight paths yet when I spoke the truths about these untruths, I was silenced – Is this something that this Select Board will disallow? Do you consider that proper decorum on your colleagues' part?

At the Feb 21 ANAC mtg, I spoke about the Select Board and the ANAC's hypocrisy. I said that you and your ANAC committee members claim to want dispersion as long as it is not dispersion over the western side of town. At the end of the MIT study, Mr. Zullas even told Quincy, Braintree, and Hingham that they should take more of Milton's planes and that if the situations were reversed, he hoped that Milton would decide to share their burden. But now you are using tax dollars and secret meetings to try to stop a very small amount of dispersion over your homes? That is hypocrisy and, in my opinion, it needs to be said publicly.

During ANAC's Feb public speak, I was vilified by your appointed chair. She claimed I was off-topic. I responded to her by writing:

your message is clear - anyone who says anything that disagrees with you or that is critical of you, is being disrespectful. Yet, again tonight, you were the one being disrespectful. You implied that I had no right to speak the truths that I spoke. You lied and publicly said I was off-topic. I was not. What you did is what most people call disrespect.

I spoke of my experiences about ANAC and town government. I was truthful even though I admit I said truths that you did not want me to say. And I want to add tonight that the Supreme Court Justices agree with me.

Now, this is my final comment. In ANAC's Aug meeting your appointed MCAC rep said he would draft a letter for this Board to consider a meek attempt to help those in Milton who on average have 160 noise events per day. It is now 7 months later and there is no draft letter. During that same meeting your MCAC rep said that he planned to attend the MCAC Executive Committee meetings in his attempt to learn more – a noble statement to make – BUT I have attended all 6 MCAC Executive Committee meetings since then and your appointed MCAC rep has attended zero of them. Untruths stated by your appointees is disrespectful to the residents of Milton and needs to be considered when discussing public meeting decorum.

DRAFT

Select Board Meeting Minutes

Meeting Date: 4/28/2023

Members in Attendance: Michael F. Zullas, Richard G. Wells, Jr. Erin G. Bradley, Town Administrator Nicholas Milano and Executive Administrative Assistant to the Select Board, Lynne DeNapoli

Members Absent: Roxanne Musto, Member

Meeting Location: Zoom/Webinar

Time Meeting Called to Order: 9:32AM

Time Meeting Adjourned: 9:42PM

1. **Call to Order**
2. **Pledge of Allegiance**

Chair-Pro Tem Zullas called the remote meeting of the Select Board to order at 9:32AM under Chapter Two of the Acts of 2023. Mr. Zullas invited the Board Members to introduce themselves and led the Pledge of Allegiance.

Chair-Pro Tem Zullas noted that Ms. Musto could not attend the Select Board meeting today. Ms. Musto did ask that the Select Board Members defer any action on permanent Officers until all members could be available to discuss. All Board Members will be present on Tuesday, May 2nd. The Members agreed.

3. Discussion/Vote: Chair and other Officers

Mr. Zullas reviewed the Select Board Organizational Meeting Policy dated April 13, 2022 and the procedure for nominations.

Mr. Wells moved to nominate Michael Zullas as Chair during the duration of the 2023 Annual Town Meeting. The nomination was seconded by Mr. Zoll.

Chair-Pro Tem Zullas accepted the nomination.

Mr. Wells moved to close the nominations. The motion was seconded by Ms. Bradley. The Board voted by roll call (4-0) to close the nomination for Chair during the duration of the 2023 Annual Town Meeting. The Board voted by roll call to close the nomination for Chair.

BRADLEY: YES

WELLS: YES

ZOLL: YES

ZULLAS: YES

Chair-Pro Temp Zullas reviewed the procedures for voting for Chair. The Board voted unanimously by roll call (4-0) to appoint Michael Zullas, Chair of the Select Board for the duration of the 2023 Annual Town Meeting.

BRADLEY: ZULLAS
WELLS: ZULLAS
ZOLL: ZULLAS
ZULLAS: ZULLAS

The Board voted unanimously by roll call to appoint Michael Zullas, Chair of the Select Board for the duration of Town Meeting.

4. Future Meeting Dates and Agendas

The Board will meet on Monday, May 1st, Tuesday, May 2nd, Thursday, May 4th, Monday, May 8th, Tuesday, May 9th and Thursday, May 11th prior to Town Meeting. The Board is also scheduled to meet on Tuesday, May 16th. Chair Zullas noted that the Board will discuss their future meeting calendar/schedule on Tuesday, May 2nd.

5. Adjourn

Mr. Wells moved to adjourn at 9:42AM. Ms. Bradley seconded the motion. The Board voted by roll call (4-0) to adjourn.

WELLS: YES
BRADLEY: YES
ZOLL: YES
ZULLAS: YES

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.