



**Select Board**

**Meeting Packet**

**September 10, 2024**

**PROCLAMATION  
MILTON GLOWS GOLD**

WHEREAS The Michael C. McHugh Memorial Fund was founded to honor the life of Michael McHugh, a Milton teen who lost his battle to cancer in the summer of 2017. The Fund provides low-income families with everyday needs — from basic living to school supplies. It also supports families who have lost a child to enable them to afford funeral, memorial and non-medical end of life expenses;

WHEREAS September is Childhood Cancer Awareness Month, and in September 2019, the MCM Fund launched Milton Glows Gold as a way to raise awareness of the realities of childhood cancer. The generosity and enthusiasm displayed by the Fund's partners, the business community and participants for Milton Glows Gold continue to exceed expectations. Since its inception, the MCM Fund has raised more than \$150,000 to support families as well as organizations that provide respite during and after treatment such as: Rett's Roost, The Children's Room and Experience Camps; and

WHEREAS: Milton Public Schools is a proud partner in Milton Glows Gold. The events serve as a way to bring students, families, and staff together to honor Michael and raise awareness about an important cause. Milton Public Schools and the community -at-large participate in Milton Glows Gold in so many ways, including wearing their MGG or gold "swag," collecting coins to donate and registering for the "Jumping Jack Challenge," now in its second year. Milton Glows Gold participants are encouraged to put gold ribbons on their doors and lights in their windows to show their support;

NOW, THEREFORE, We the Select Board proclaim Friday, September 27, 2024 as "Milton Glows Gold Day" in honor of Michael C. McHugh.

GIVEN THIS DAY, Tuesday, September 10, 2024.

Signed by the Chair on behalf of the Select Board

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Richard G. Wells, Jr., Chair

Roxanne Musto., Vice Chair  
John C. Keohane, Secretary  
Erin G. Bradley, Member  
Benjamin Zoll, Member



# Wharf Park Design Forum 2

Milton, Massachusetts

04 September 2024



GREGORY LOMBARDI DESIGN

*Landscape Architecture*





## Progress Update:

1. Held meetings with abutters, local business owners, theater and arts groups, and planning board members.
2. Revised design based on collective feedback and community input.

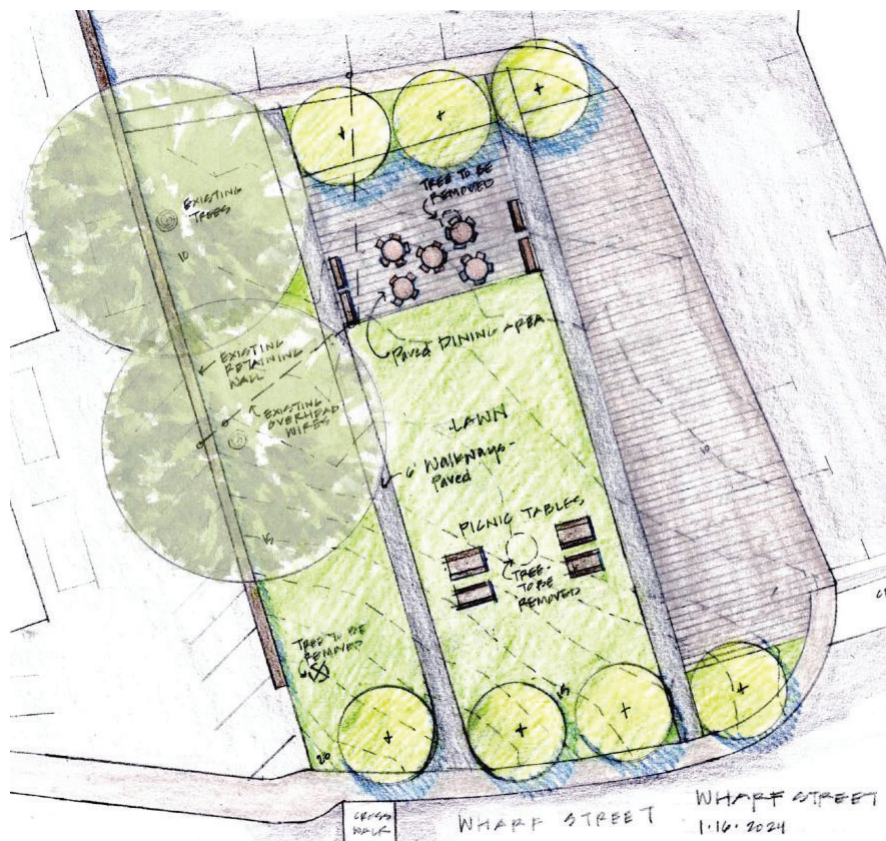
## Meeting Goals:

1. Recap current design updates based on community feedback.

## Next Steps:

1. 9/10 Select Board Presentation
2. Apply for additional CPC funding for coninuted design development.





## Option 1:

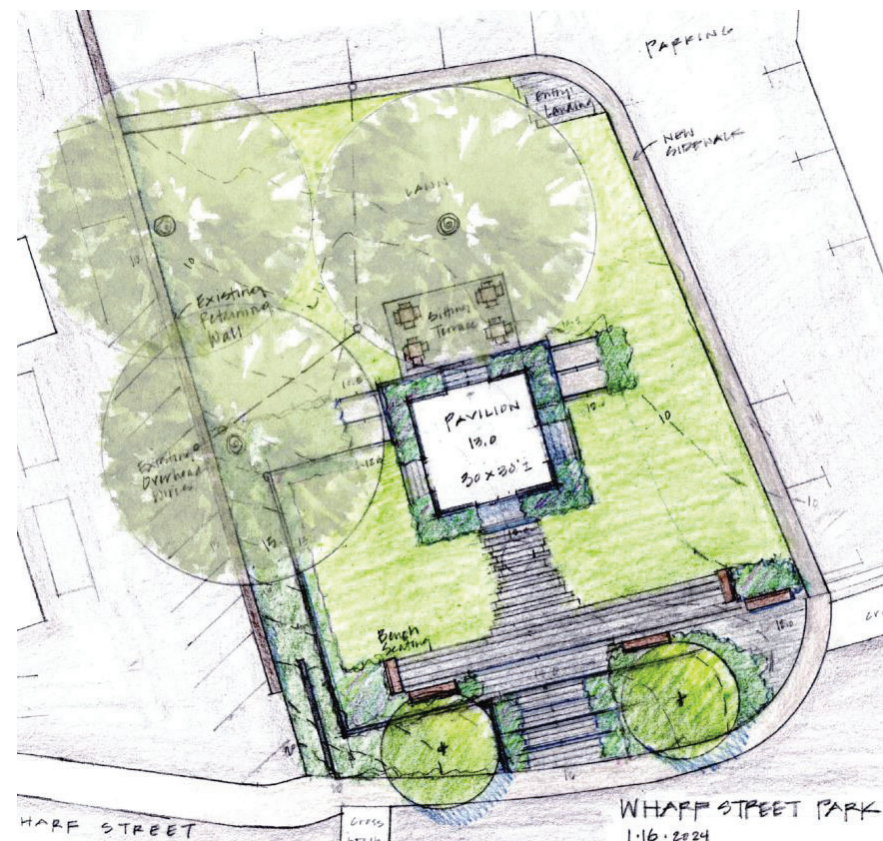
*(Remove Oak and Beech)*

### Likes:

1. Flexible programming opportunities
2. Simple and low cost

### Dislikes:

1. Too much paving and open space
2. Too much sun / not enough trees



## Option 2:

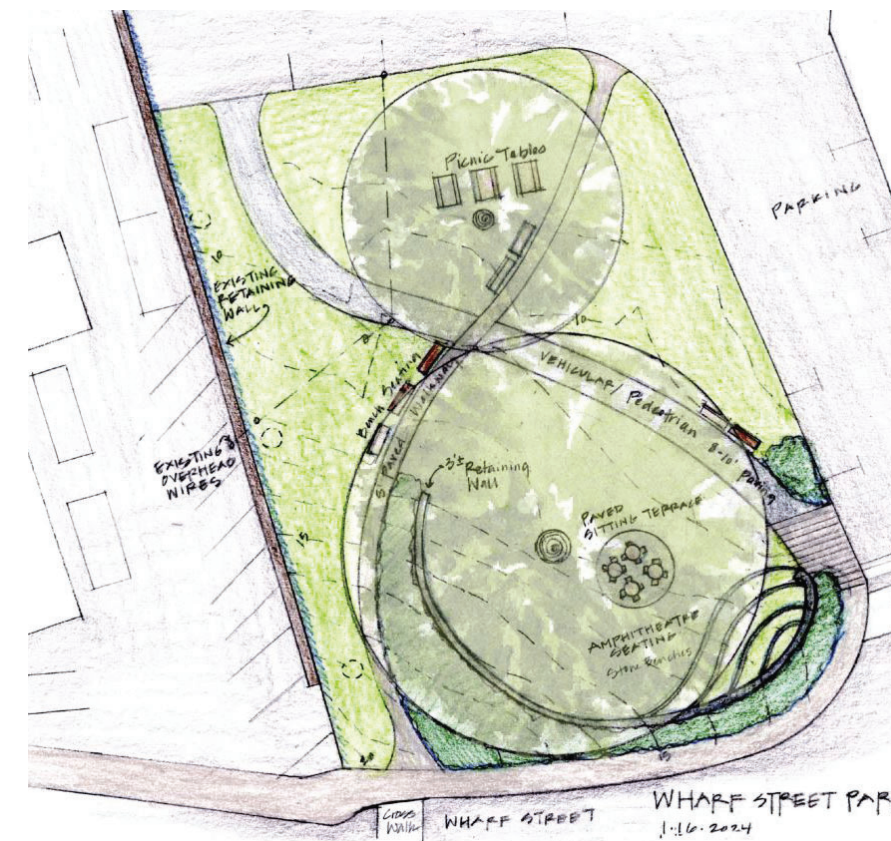
*(Remove Oak/Keep Beech)*

### Likes:

1. Pavilion as activating element
2. Connection to stairs across the street

### Dislikes:

1. Too formal and rigid
2. No connections to adjacent business



## Option 3:

*(Keep Oak and Beech)*

### Likes:

1. Organic flowing lines and connections
2. Amphitheater style seating

### Dislikes:

1. Too little hardscape
2. Not enough safe level area for events

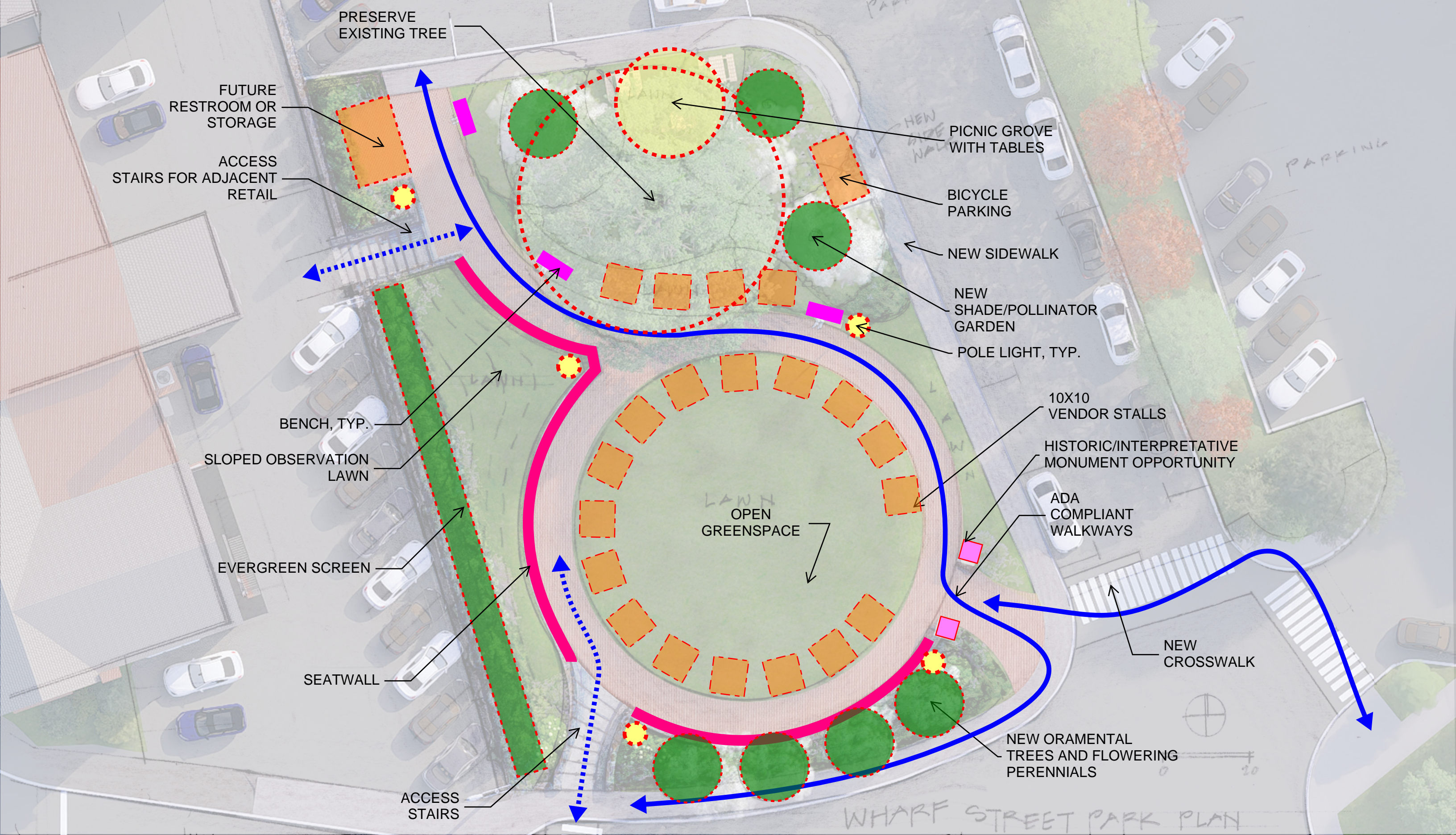








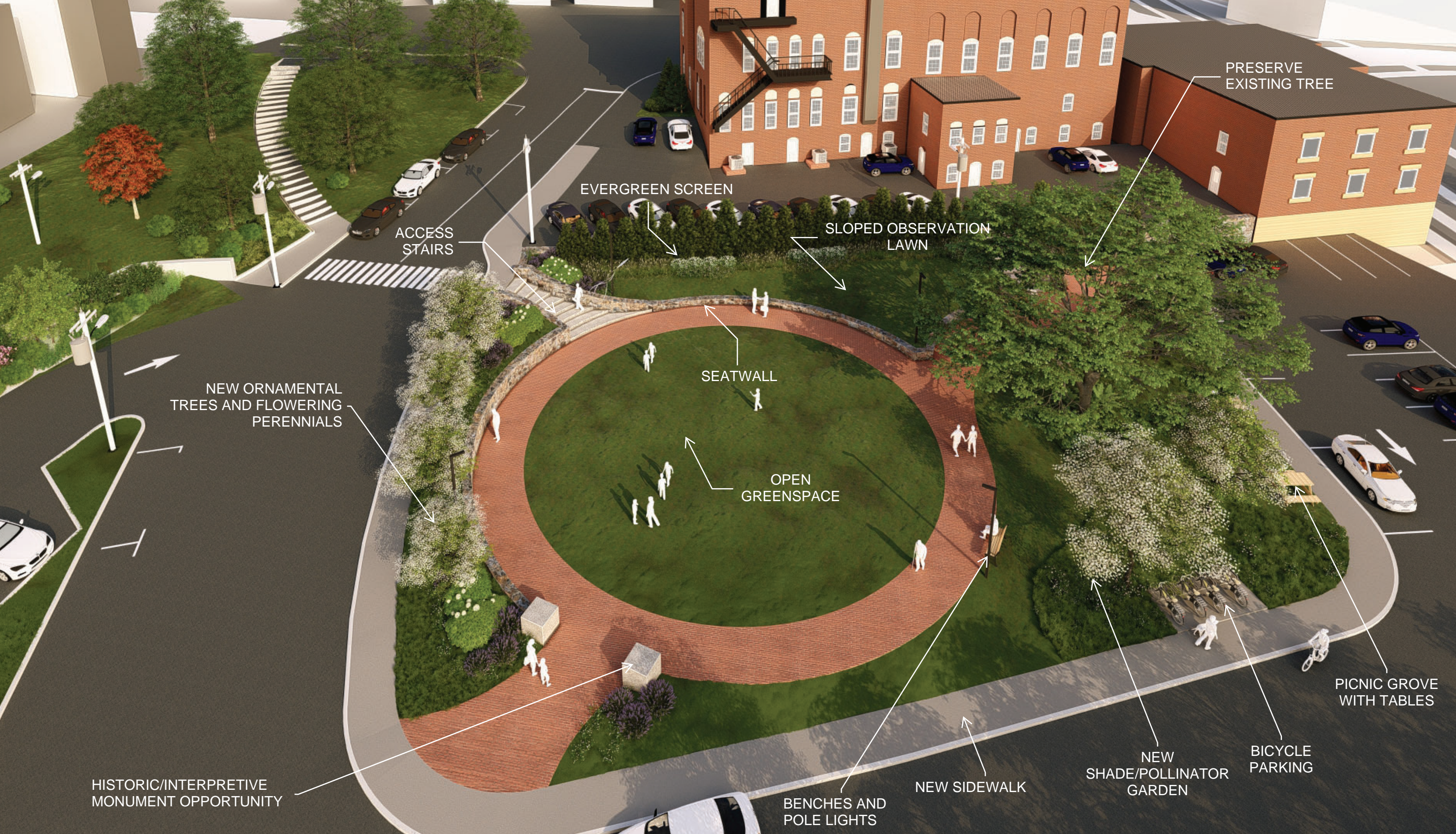
























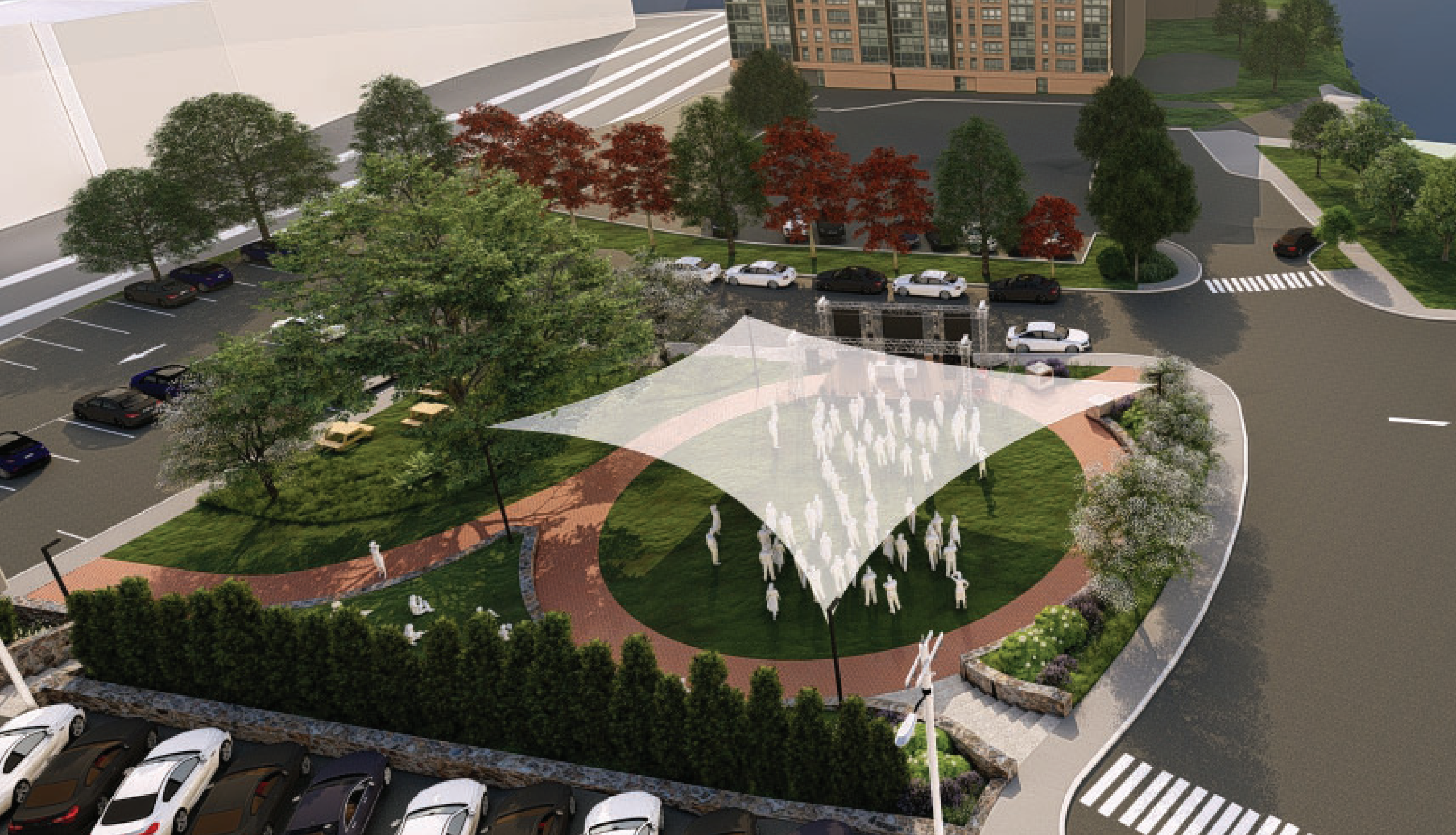






















# **Requests for Expressions of Interest for the Purchase/Lease and Redevelopment of the East Milton Fire Station 525 Adams Street, Milton, MA**

The Town of Milton is pleased to share this Request for Expressions of Interest (REI) for the future redevelopment of 525 Adams Street, the site of the current East Milton Fire Station. This REI is a preliminary document used to generate ideas for the potential reuse of the land and building located at 525 Adams Street. The town anticipates releasing a formal Request for Proposals in the first half of calendar year 2025.

The parcel is town-owned and consists of a single parcel totaling .16 acres (7,022 square feet and having 1,904 square feet of finished interior space, located at the intersection of Adams Street and Granite Avenue in East Milton Square.

In deciding to proceed with this REI the Town of Milton is seeking to understand existing market conditions, potential development options for the property, and the identification of community priorities. This process will provide the community with an opportunity to make an informed decision about a potential formal RFP.

Each expression of interest must include a letter of interest that provides a project description/narrative. The letter of interest must be signed by the proponent, describing their interest in the property and the general intention concerning future use of the site. The narrative should include an overview of the proposal, the market that the proposal intends to serve, the experience and/or qualifications of the development team, the resources potentially available to achieve the project objectives, and a description of the short-term and long-term financial benefits to the Town.

As part of this process the Town will conduct an Information Session and Site Tour scheduled for **DATE TBD**. The Town has provided further information about the site in this REI and posted related documents at **WEBSITE**.

The Town looks forward to hearing from individuals and organizations who will present a compelling and appropriate vision for the use of 525 Adams Street. All expressions of interest must be submitted via email to the Select Board office by **DEADLINE**. No proposals will be accepted after the deadline.

Nick Connors, Assistant Town Administrator  
Milton Town Hall  
525 Canton Avenue  
Milton, MA 02186  
[nconnors@townofmilton.org](mailto:nconnors@townofmilton.org)



## I. Project Summary

### a. Overview

The Milton Select Board invites proposals for the East Milton Fire Station to evaluate potential opportunities, strategies, and challenges around the future use of the site when it is decommissioned, and firefighting operations move to a newly constructed station. The town owned SIZE parcel is at a highly trafficked intersection (Adams Street & Granite Avenue) and a short distance from the Manning Community Park. Attachment A includes a map of the parcel and Attachment B contains photographs.

Through this process, the Select Board hopes to identify creative redevelopment concepts for the site, assess and refine potential development options, and provide the community with the information needed to engage in a productive public process. The RFI is critical in providing a greater understanding of the market possibilities and community priorities.

The REI is a unique opportunity for a developer, business, or other organization to redevelop this high traffic parcel in East Milton Square. That town anticipates that this process will continue to a formal Request for Proposals in calendar year 2025.

### b. Property Description & Condition

*To be completed*

### c. Request for Expression of Interest Process

The Milton Select Board recognizes the public interest in identifying the highest and best reuse/redevelopment of the East Milton Fire Station property. The location has long been used by the Town in a public safety capacity and has occupied a highly trafficked corner in East Milton. The property is an integral part of the East Milton area and the Town seeks input from interested parties.

Information Session & Site Tour	DATE	TIME
	DATE	TIME

All parties interested in learning more about the opportunity and touring the site are invited to meet at **LOCATION**. An Information Session will be held at **LOCATION** and the Site Tour will occur immediately following the Information Session.

## II. Development Guidelines

### a. Project Goals



The request for expressions of interest is the first step in a discussion the Select Board intends to lead on the potentials for reuse and redevelopment of the Fire Station. The intention is to identify serious potential reuse and redevelopment alternatives that can inform an anticipated calendar 2025 Request for Proposals.

The broad goals articulated by the Town are as follows:

- Reuse or redevelop the site into a thriving complement to East Milton Square.
- The Town's preference is that the building be renovated and adapted to a new use, but it is not a requirement and the Town is open to reviewing expressions of interest.
- Maximize the short-term and long-term benefits to the town and its residents.
- Mitigate/minimize negative impacts on the surrounding neighborhood and environment.

A chief objective of any reuse/redevelopment is that the highest quality physical planning and design be applied throughout the project. The location is at a highly visible intersection and any proponent should consider the aesthetic impacts to the area and the historic character of the building.

Projects that prioritize sustainable development, including low-carbon, energy efficient development approaches to design and construction will be well received.

The Town welcomes all proposals for any type of redevelopment. The Town also recognizes that to achieve the goals outlined here and spur strong proposals, the existing structure may require significant redesign or demolition. Individuals that are proposing concepts that are not currently allowable as of right in the Business zoning district must identify any zoning relief required.

Proposals for concepts that include public/private partnerships are welcome.

#### **b. Disclosures and Limiting Conditions**

The Town of Milton is soliciting Expressions of Interest by developers and other interested parties to lease or buy, and redevelop 525 Adams Street, subject to the process detailed herein. While all information furnished herein was gathered from sources deemed to be reliable, no representation or warranty is made as to the accuracy or completeness thereof. Prospective developers/proposers should undertake their own review and reach their own conclusions concerning zoning, physical conditions, environmental



concerns, required approvals, use potential, and other development and ownership considerations.

The REI is made subject to errors, omissions, prior lease, or withdrawal without prior notice. In no way does this obligate the Town to select a specific development concept, nor does it exclude the potential for selecting alternative uses not identified by the REI process.

Proponents are asked to provide information regarding any legal or administrative actions past, pending, or threatened which could relate to the conduct of the proponent's (or its principals or affiliates) business and/or their compliance with laws.

Disclosure is required of any past or present affiliations of the proponent, proponent team members, or proponent employees with the Town of Milton. Please describe the nature and duration of the affiliation, including a disclosure of existing or past public contracts in Milton, the contracting parties, scope of the contract, and period of performance.

### **III. Submission Requirements**

Specific submission requirements are detailed below. Each proponent is invited to submit any additional information which may improve the proposal's quality as it relates to the established criteria.

#### **a. Letter of Interest**

Each expression of interest must include at a minimum a letter of interest, signed by the proponents, which includes the following:

- Description of the interest in the property and the general intentions for the future use of the site.
- The name, address, telephone number, and email address of a representative designated to speak or act on behalf of the proposer.
- The nature and status of the organization making the proposal (whether non-profit, community group, charitable organization, or business entity) and the location where it operates.

#### **b. Proposal Narrative & Project Description**

Each Expression of Interest must include a project/concept narrative, no longer than 6 pages in length, which includes the following:

An Overview of the Project/Concept.

- Description of proposed use.
- Description of proposed alterations to the physical building and site.
- Clear definition of what the Proponent hopes to achieve.



- Possible impacts the project/concept might have on the neighborhood and Town in general
- Description of expected financial benefits to the Town, both short-term and long-term.

#### Fulfillment of the Town's Development Criteria

- The project/concept proposes a potential reuse alternative that is appropriate for the property
- The project/concept is in line with the Goals described in Section II.A above
- The proposal is in compliance with the guidelines and criteria set forth in this REI.

#### Experience and Qualifications of Proponent

- The experience and qualifications of the proposer or development team (if applicable)
- The capabilities the proposer/developer can marshal to achieve project objectives.

The Expression of Interest may contain any other information that the proposer may deem vital for understanding the proposed use.

#### **c. Conceptual plans**

Proponents are encouraged, but not required, to prepare and submit a conceptual site plan and/or floor plan to illustrate their thinking on how 525 Adams Street should be redeveloped, especially if there is a proposed change in footprint or major alterations to the existing building. In addition, proponents are encouraged to submit site and building plans of comparable properties which the proponent has developed and/or designed.

#### **d. Submission Deadline**

Expressions of Interest must be received on or before **DEADLINE** at 1 :00 PM. Please submit an electronic submission of the Expression of Interest to [nconnors@townofmilton.org](mailto:nconnors@townofmilton.org) and six hard copies to:

Nick Connors, Assistant Town Administrator  
Milton Town Hall  
525 Canton Avenue  
Milton, MA 02186  
[nconnors@townofmilton.org](mailto:nconnors@townofmilton.org)

### **IV. Review of Proposals and Concepts Received**



All Proposals and concepts received by the Town will be reviewed/examined for consistency with the Town's development guidelines, goals, and priorities as described in this REI. The Town will review and evaluate all responses and develop a written report of the evaluation.

The Town may request clarification and further material on ambiguous submissions, and or invite individuals or organizations that have responded to this REI to attend meetings to discuss their proposals or concepts.

The Town expects that this REI process may lead to release of a formal Request for Proposals in the 2025 calendar year.

## **V. Inquiries**

### **a. Site Tour Access**

An Information Session and Site Tour is scheduled for **DATE & TIME**. Interested parties wishing to tour the site and ask questions are invited to meet at **LOCATION**. The Information Session will be held at **LOCATION**, and a Site Tour will immediately follow.

### **b. Requests for Additional Information**

All inquiries related to this REI shall be directed to the Assistant Town Administrator, Nick Connors.

Nick Connors, Assistant Town Administrator  
Milton Town Hall  
525 Canton Avenue  
Milton, MA 02186  
[nconnors@townofmilton.org](mailto:nconnors@townofmilton.org)

## **VI. Attachments**

- a. Assessor Information/Property Card**
- b. Parcel Diagram**
- c. Property Photographs**
- d. Use & Parking Regulations**



8/29/24, 9:45 AM

Unofficial Property Record Card

**Unofficial Property Record Card - Milton, MA****General Property Data**

Parcel ID	H 6 13	Account Number	
Prior Parcel ID	—	Property Location	525 ADAMS ST
Property Owner	TOWN OF MILTON FIRE DEPT	Property Use	IMP/PUBSAFE
Mailing Address	525 CANTON AVE	Most Recent Sale Date	
City	MILTON	Legal Reference	
Mailing State	MA	Grantor	
Zip	02186	Sale Price	0
Parcel Zoning	B	Land Area	0.161 acres

**Current Property Assessment**

Card 1 Value	Building Value	442,400	Xtra Features Value	0	Land Value	1,038,500	Total Value	1,480,900
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**Building Description**

Building Style	FIRE STAT	Foundation Type	CONCRETE	Flooring Type	LINOVINYL
# of Living Units	1	Frame Type	FIREPF STL	Basement Floor	N/A
Year Built	1952	Roof Structure	FLAT	Heating Type	STEAM
Building Grade	GOOD	Roof Cover	TAR+GRAVEL	Heating Fuel	GAS
Building Condition	Average	Siding	BRICK	Air Conditioning	0%
Finished Area (SF)	1904	Interior Walls	DRYWALL	# of Bsm't Garages	0
Number Rooms	3	# of Bedrooms	0	# of Full Baths	0
# of 3/4 Baths	2	# of 1/2 Baths	2	# of Other Fixtures	0

**Legal Description****Narrative Description of Property**

This property contains 0.161 acres of land mainly classified as IMP/PUBSAFE with a(n) FIRE STAT style building, built about 1952, having BRICK exterior and TAR+GRAVEL roof cover, with 1 unit(s), 3 room(s), 0 bedroom(s), 0 bath(s), 2 half bath(s).

**Property Images**

Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



MapsOnline Site







MapsOnline Site



PHOTOS

DRAFT



**Summary of Use & Parking Regulations – General Business**

Uses in the business district include offices, banks, assembly halls, retail shops, storage warehouses, restaurants and other food service establishments, among other uses. Additionally, any uses permitted in Milton's single-family zoning districts are allowed in the business district. Mixed-use development is not currently allowed, but the Planning Board is in the process of drafting a mixed-use overlay zone that will likely include the fire station site. The creation of this mixed-use overlay zone will require Town Meeting approval.

Parking requirements in the business district vary by use, but most retail and office uses call for one space for every 250 square feet of gross floor area. Parking requirements for other uses like restaurants, laundromats, and places of amusement are determined by the Board of Appeals.



An Act relative to the establishment of a Milton means-tested property tax exemption

SECTION 1. With respect to each qualifying parcel of real property classified as class one, residential according to the classification by the Board of Assessors for the town of Milton (a “Qualifying Parcel”) there shall be a senior, means-tested exemption from the property tax otherwise payable with respect to such Qualifying Parcel in an amount to be determined annually by the Board of Selectmen as described herein. For the purposes of this special act, a Qualifying Parcel shall be a unit of real property as defined by the Board of Assessors under the deed for the property as residential class one and includes a condominium unit. The exemption provided for herein shall be in addition to any and all other exemptions allowed by the General Laws.

SECTION 2. A taxpayer shall qualify for the exemption provided for herein only if all of the following criteria are met:

- a) The Qualifying Parcel is owned and occupied by one or more natural persons who applied for and received the circuit breaker income tax credit the previous calendar year under section 6(k) of chapter 62 of the General Laws;
- b) The Qualifying Parcel is owned by: (i) a single taxpayer age 65 or older; or (ii) jointly by one or more taxpayers so long as one owner is age 65 or older and all other owners are age 60 or older in each case as determined as of December 31st of the previous calendar year;
- c) The Qualifying Parcel is the domicile of the taxpayer(s);
- d) The applicant taxpayer (or at least one of the joint applicants) has been domiciled and owned a residential unit of real property in the town of Milton for at least ten (10) consecutive years prior to filing an application for this exemption;
- e) The maximum assessed value of the domicile is no greater than the prior fiscal year’s maximum assessed value for qualification for the circuit breaker income tax credit under Section 6(k) of chapter 62 of the General Laws as adjusted annually by the Department of Revenue;
- f) Property taxes shall not be reduced by more than 50 percent by this exemption; and
- g) The Board of Assessors has approved the application. The Board of Assessors may deny an application if they find the applicant has excessive assets that place them outside of the intended recipients of the senior exemption created by this act. The Board of Assessors shall adopt by regulation criteria for approvals and denials of applications.

SECTION 3. The Select Board shall annually set the exemption amount provided for in section 1, provided that the amount of the exemption shall be within a range of 50 percent to 100 percent of the amount of the circuit breaker income tax credit under section 6(k) of chapter 62 of the General Laws which the applicant received in the previous year. The total amount exempted by this act shall be allocated proportionally within the tax levy on all taxpayers and/or shall be funded by an appropriation or transfer from existing funds and cannot exceed 1% of the municipality’s tax Levy.

SECTION 4. A person who seeks to qualify for the exemption under section 1 shall, before the deadline established by the Board of Assessors, file an application, on a form to be adopted by the Board of Assessors, with the supporting documentation of the applicant’s income and assets as described in the application including a copy of the filed income tax return of the applicant showing the Circuit Breaker tax credit. The application shall be filed each year for which the applicant seeks the exemption.



SECTION 5. No exemption shall be granted under this act until the Department of Revenue certifies a tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the tax levy and/or by an appropriation or transfer from existing funds.

DRAFT





# Town of Milton

TOWN OFFICE BUILDING  
525 CANTON AVENUE  
MILTON, MASSACHUSETTS

TEL 617-898-4846

## SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Debbie Merriam

Applicant's Address: 1465 Brush Hill Road

Applicant's Contact Information: [REDACTED]

Telephone # \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Organization Name: M.M.B. Wakefield Arboretum

Name of Event: NAOM Tree climbing championships

Description of Event: Family friendly event with professional arborists competition

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

Date of Event: October 5, 2024

Hours of Event: 10AM-4PM

Location of Event: 1465 Brush Hill Road

Number of Participants: 175

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: Debbie Merriam Date: 8/23/2024

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

TOWN OFFICE BUILDING  
525 CANTON AVENUE  
MILTON, MASSACHUSETTS

TEL 617-898-4846

### SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Debbie Merriam

Applicant's Address: 1465 Brush Hill Road

Applicant's Contact Information: [REDACTED]

Telephone #

E-Mail Address

Organization Name: M.M.B. Wakefield Arboretum

Name of Event: Octoborfest

Description of Event: Family friendly event with music, games and octoberfest beer

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

Date of Event: October 26, 2024

Hours of Event: 2pm-5pm

Location of Event: 1465 Brush Hill Road

Number of Participants: 125

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: Debbie Merriam Date: 8/23/2024

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

TOWN OFFICE BUILDING  
525 CANTON AVENUE  
MILTON, MASSACHUSETTS

TEL 617-898-4846

## SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: John Morton

Applicant's Address: 101 Wolcott Road, Milton, MA 02186

Applicant's Contact Information: [REDACTED]

Telephone #

E-Mail Address

Organization Name: Catholic Parishes of the Blue Hills- St. Pius X Parish

Name of Event: Designer Purse Bingo

Description of Event: A bingo night where people can win name-brand designer purses

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

Date of Event: 10/5/24

Hours of Event: 6 PM-9:30 PM

Location of Event: St. Pius X Parish, 101 Wolcott Road, Milton, MA 02186

Number of Participants: 130

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: 1

SIGNATURE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
Chief of Police Town Administrator on behalf of Select Board

APPLICANT'S SIGNATURE: John Morton Date: 9/4/24

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.