



Select Board

Meeting Packet

October 8, 2024



Massachusetts School Building Authority

Funding Affordable, Sustainable, and Efficient Schools in Partnership with Local Communities

English

Senior Study Site Visits

The MSBA is performing "Senior Study" site visits at some of the district identified priority schools for which a Statement of Interest ("SOI") has been submitted. Conducting a Senior Study is part of the due diligence phase of the MSBA's newly reformed school renovation and construction grant program. During the due diligence phase, the MSBA may perform several different types of assessments depending on the school building deficiencies that the district has identified in its SOI. The MSBA assessments typically include review of the SOI and documents submitted in support of the SOI, review of historical enrollment trends, review of educational programs, and/or site visits to the school facility.

A Senior Study is a site visit to the school facility which the district has identified as its priority SOI. During the Senior Study, a team from the MSBA, which includes architects and engineers with many years of school facility and educational programming experience, will tour the school facility. The Senior Study seeks to examine both the physical condition of the school facility as well as programmatic issues that affect the delivery of the required educational program. Before touring the school facility, the MSBA team will briefly interview the superintendent, principal, facilities manager, and other school personnel to:

- Identify goals for and concerns about the school facility
- Confirm information about school building deficiencies that were stated in the SOI
- Understand how any physical condition issues adversely impact the delivery of the educational program
- Learn about the school district's routine and capital maintenance programs and practices

While touring the facility, the MSBA team will:

- Evaluate the physical condition of the facility, including major building systems (e.g., building envelope, HVAC, electrical distribution, interior finishes)
- Assess overcrowding or capacity issues
- Assess the ability of the facility to support the required educational program
- Assess design factors such as availability of natural light which make a school's environment conducive to learning
- Examine site considerations
- Evaluate the school district's maintenance of the facility

The information acquired during the Senior Study will help the MSBA to determine the next steps in the process. The MSBA's goal is to collaborate with the district to find the right-sized, most fiscally responsible and educationally appropriate solution to the facility's problems. The Senior Study is not approval of a project. It is part of the due diligence phase of the MSBA's new process.

The MSBA's new program is a non-entitlement competitive grant program, and grants are distributed by the MSBA Board of Directors based on need and urgency, as expressed by the community and validated by the MSBA. Funding for the program is capped at \$500M per year, with up to \$2.5 billion available for school construction and renovation projects over the next five years.



Massachusetts School Building Authority

Funding Affordable, Sustainable, and Efficient Schools in Partnership with Local Communities

English 

Core Program Statement of Interest Process Overview

Introduction

The Massachusetts School Building Authority's (the "MSBA's") grant program is a non-entitlement, competitive program, and its grants are distributed by the [MSBA Board of Directors](#) based on need and urgency, as expressed by the district and validated by the MSBA. The MSBA completes an exhaustive review of available information regarding all districts that submit a Statement of Interest ("SOI") for the Core Program each year. The goals of this review include:

- To determine those schools that are the most urgent and needy relative to the cohort of SOI submittals filed in that year, the MSBA considers many factors when looking at the totality of the SOIs including, but not limited to, the age of the building, the amount of space per student, the current and projected enrollment, the condition of the major systems of the school, the general environment of the building and the appropriateness of the building to the educational mission;
- To collaborate with districts on the potential project that they have identified as the priority school if filing more than one SOI for that given year;
- To understand if the MSBA is currently partnering with the district on another project already underway; and,
- To understand the range of options each district faces when planning for district-wide educational facilities.

The following information provides an overview of the SOI process from initial opening of the SOI period, which is typically in January, until the Board of Directors votes to authorize invitations to the MSBA's grant program at a subsequent winter Board meeting; this timeline may vary as needed. The MSBA reviews these dates annually and may adjust the opening and closing dates as may be needed. Each year, the SOI opening information is published on the MSBA's website. In addition, each superintendent receives email communications in advance of the SOI opening, on the day of and throughout the filing period until the closure of the filing period.

The SOI Filing Period

The MSBA opens its [Statement of Interest System](#) annually for districts to file one or more SOIs for consideration in the MSBA's grant program. The SOI is the tool districts use to identify the deficiencies and/or programmatic issues that exist in their facilities. Districts should submit one SOI per school for each school that they believe requires a project. An SOI should only be filed for a facility where a district has the ability to fund a construction project in the next two years. The SOI system has opened in early January and has closed for the Core Program in early April, however, this timeline may vary as needed.

The MSBA has typically received approximately 100 to 125 SOIs annually. The number of invitations that the Board is able to authorize each year varies and is contingent on a number of factors. The MSBA has to operate within its annual statutory budget cap. The number of invitations varies based on the characteristics of the cohort of applicants, including the number of elementary, middle or high schools that file, total square footage of the schools, and the reimbursement rates of the districts that are invited to participate in the MSBA's grant program. Thus, applying for an MSBA grant is competitive, and not every SOI submitted can be invited into the grant program.

The Funding Cap

The Commonwealth irrevocably dedicated a 1% statewide sales tax, known as the School Modernization Trust fund ("SMART Fund"), to the MSBA's capital program. The state sales tax collections inform the amount of annual funding the MSBA can commit for projects. The Commonwealth's Fiscal Year 2024 Budget increased the MSBA's Annual Cap to \$1.2 billion. The Annual Cap is adjusted each year by an amount that is equal to the lesser of the rate of growth, by percentage, of dedicated sales tax revenue or 6.5 percent.

The SOI Due Diligence Process

The SOI process involves the district filing an electronic version of an SOI and accompanying vote(s) with the MSBA by the established submission deadline. MSBA staff are readily available to address concerns, questions, and issues during the filing period. Once the filing period has closed, MSBA staff commence the due diligence process for all SOIs. This is a four-phase process, which includes:

1. Review SOI submissions for completeness;
2. Review SOI submissions and accompanying documents for content;
3. Conduct Senior Study visits, if required; and,
4. Recommend SOIs for invitation into the [Eligibility Period](#).

During this process, the MSBA may seek to obtain additional or clarifying information from districts. As the MSBA reviews the entire cohort of SOIs received, it will determine the appropriate level of due diligence that will be required for each SOI and will notify districts of next steps accordingly.

1. Review SOI submissions for completeness;

Once the SOI system has closed, MSBA staff review each submission to confirm that all required materials have been received. The MSBA works with districts throughout the filing period to ensure that the SOI is complete.

For all SOI submissions, the district needs to provide:

- An electronic version of the SOI with the required electronic signatures. There are two separate certifications in each SOI where district officials will need to sign;
- An electronic version of the Closed Schools Certification with the required electronic signatures;
- All required vote documentation, which must be uploaded in the SOI system in order to submit an SOI and in the prescribed format set forth within the MSBA's SOI application system; and,
 - Cities and Towns must submit the following vote documentation:
 - Vote of the municipal governing body (i.e. City Council/Board of Aldermen/Board of Selectmen/equivalent governing body) authorizing the Superintendent of Schools to submit the SOI.
 - Vote of the School Committee authorizing the Superintendent of Schools to submit the SOI (meeting minutes are NOT required).
 - Regional School Districts must submit the following vote documentation:
 - Vote of the Regional School Committee authorizing the Superintendent of Schools to submit the SOI (meeting minutes are NOT required).
- Any supporting materials required to be submitted with the SOI and/or any supplemental material a district will want to submit with the SOI.
 - If applicable, districts are expected to submit material specific to certain Statutory Priorities selected by the district in hard copy format via US mail:
 - If the district selects Statutory Priority 1, a hard copy of the engineering or other report detailing the nature and severity of the problem and a written professional opinion of how imminent the system failure is likely to manifest itself are required. The district must also submit photographs of the problematic building area or system to the MSBA.
 - If the district selects Statutory Priority 3, the district must submit a summary of the accreditation report(s) focusing on the deficiencies as stated in the SOI.

The supplemental materials noted above must be post-marked on or before the submission deadline. The district and the MSBA should discuss in advance of the filing date any extenuating circumstances or requests for exceptions to receipt of the hard copy material.

2. Review each SOI submission and accompanying documents for content:

Once an SOI is determined to be complete, MSBA staff review the information and any additional documents submitted by the district. MSBA staff then compile the data necessary to assess SOIs filed in that calendar year that may be categorized as the most urgent and needy.

Determining the most urgent and needy SOIs relies on many different data sources. MSBA staff use over 50 data points that include the SOI, the MSBA project management system, the MSBA's enrollment tool, the MSBA's [2016 School Survey](#), and information from the [Department of Elementary and Secondary Education \("DESE"\)](#). There are many factors that can impact the assessment of urgency and need in an SOI, such as increasing enrollment, overcrowding, building condition, general environment, and program deficiencies. As such, it is important to assemble as much data as possible so that staff may gain as complete of a picture of the submitted SOI as possible.

Due to the volume of SOIs submitted for the Core Program, the MSBA requests that each district identifies a Priority SOI for consideration when filing more than one in a given year. This enables the district and the MSBA to focus financial and staff resources on completing a project and ensures an opportunity for a grant for as many districts as possible. Additionally, this narrows down the cohort of potential projects if districts have submitted multiple schools within the district for consideration.

With their focus on each district's identified Priority SOI, MSBA staff then look at this smaller cohort of submitted SOIs to assess urgency and need, focusing on:

- The 2016 School Survey rating of building condition;
- The 2016 School Survey rating of general environment;
- The previous or ongoing Core Program project activity with the MSBA; and,
- Section 8 of the MSBA's [statute](#).

Consideration of these factors produces a smaller subset of the Priority SOIs that appear to be more urgent and needy than the other SOIs submitted that year. With this assessment, a group of SOIs are identified for further consideration. This further review may or may not require a senior study visit. If the MSBA is familiar with the school facility identified in the SOI or if the facility has already received a senior study visit within the previous two or three years, a senior study visit may not be needed for the SOI. The MSBA may choose to re-visit a school within this two or three-year window if the SOI contains new information since the last visit.

3. Conduct Senior Study Visits, if required:

If MSBA staff determine that a [Senior Study visit](#) is needed to complete the due diligence process, MSBA staff, accompanied by a technical consultant, will visit the SOI facility. The MSBA may conduct facility visits either virtually, in-person or a combination of virtual and in-person. The MSBA may request the use of alternative technology to complete the visits such as virtual meetings, drones, district-supplied recordings or other means. Dependent upon the method used, the senior study visit may be conducted in two parts, holding the meeting and the facility tour at different times and days.

The Senior Study visit lasts approximately two hours and is an opportunity for the MSBA to further understand the issues identified in the district's SOI. MSBA staff request that the district have someone familiar with the facility and systems present, someone familiar with the financial readiness of the district, as well as someone who is familiar with the curriculum as it relates to the programs offered. The district is requested to provide a copy of the school's floor plans (emergency/evacuation plans are sufficient) ahead of the MSBA's visit.

The Senior Study visit starts with a meeting to review the SOI and the MSBA process and to hear district concerns. The discussion is followed by a tour of the main areas of the school, as well as typical general classrooms and specialty spaces.

Dependent upon the number of senior study visits that are required, this phase can take approximately eight to ten weeks, with visits typically scheduled from August through October. This timeframe may vary.

4. Recommend SOIs for Invitation into Eligibility Period:

Once the content review and senior study visits have been completed, MSBA staff once again review the factors that can impact the assessment of urgency and need in an SOI (e.g., increasing enrollment, evidence of overcrowding, building condition, general environment and program deficiencies), to understand the total impact of all of the factors on the overall need expressed in the SOI. As the number of invitations that the MSBA can issue varies each year and the number of SOIs received each year exceeds the MSBA's annual cap expenditure, MSBA staff compare the SOIs that were selected for further review to each other to determine a degree of urgency and need, ranging from minor to major, for each of the SOIs.

MSBA staff then provide their findings to the Chief Executive Officer, Executive Director/Deputy Chief Executive Officer and the MSBA's Facilities Assessment Subcommittee. Recommendations are then presented to the MSBA Board of Directors and the Board of Directors vote to invite districts into the Eligibility Period.



COMM-TRACT CORP

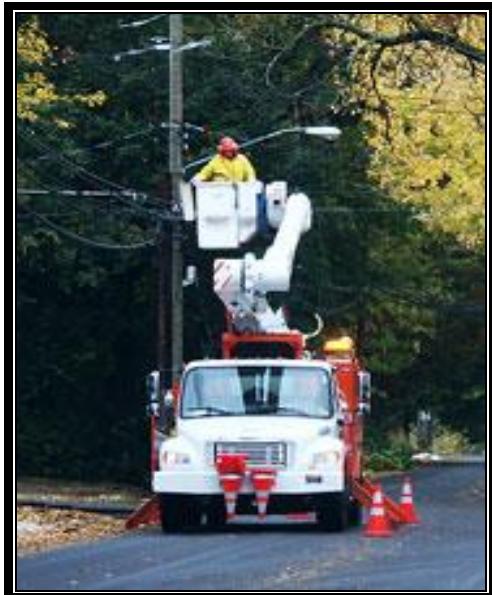
Town of Milton

RFP Response to:

Milton Municipal Institutional Network

Cost Proposal

September 20th 2024





Town of Milton
RFP Response
Milton Municipal Institutional Network
Cost Proposal

Town of Milton
Attn: Nicholas Milano
525 Canton Avenue
Milton, MA 02186

To Nicholas Milano,

This RFQ Response Cost Proposal is being issued by Comm-Tract for the RFQ titled “Milton Municipal Institutional Network” as issued by the Town of Milton (Town). This RFQ Response has been prepared utilizing information as provided by the Town in the RFQ documents and Comm-Tract’s recent site surveys of the Town buildings and fiber routes.

The following RFQ Response is for the final engineering, and installation of the fiber optic municipal area network (FMAN) as defined in the RFQ documents.

Comm-Tract has considerable expertise in the design, engineering, installation, and support of fiber optic networks throughout the northeast, and a well-deserved reputation for high quality, on time, and on budget projects over the 44 years we have been in business. The Town can expect the same high quality standards on this project that our other fiber optic customers have experienced in similar projects for municipal governments, state agencies, and public safety agencies throughout the northeastern states.

The RFQ Response Cost Proposal is being submitted under the Massachusetts state blanket contract ITC 71 as requested in the RFQ documents.

Comm-Tract looks forward to your review of the following Cost Proposal.

Regards,



Bryan Hopkins
President
(781) 890-5070 x6952
bhopkins@comm-tract.com



**Town of Milton
RFP Response
Milton Municipal Institutional Network
Cost Proposal**

Prepared by:	Comm-Tract 235 Summer Road Boxborough, MA 01719	Contact: Telephone: Email:	Bryan Hopkins (781) 890-5070 x6952 bhopkins@comm-tract.com
Date:	September 20 th 2024		

Bid No.	RFQ Response – Milton Municipal Institutional Network
SPIN:	143008129
FCC Registration:	0024175408
ITC 71:	VC 6000166632

Bill To: Company: Address: Contact Name: Phone: Mobile: Email:	Town of Milton 525 Canton Avenue Milton, MA 02186 Nicholas Milano (617) 898-4845 nmilano@townofmilton.org	Ship To: Company: Address: Contact Name: Phone: Fax: Email:	Town of Milton 525 Canton Avenue Milton, MA 02186 Nicholas Milano (617) 898-4845 nmilano@townofmilton.org
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Overview of Cost Proposal

The following RFP Price Proposal Response has been prepared to address the RFP requirements as follows:

- A.** A Bill of Materials including relevant pricing of materials as requested in the RFP documents.
- B.** A separate valid firm fixed price quote on company letterhead/form that can be used to issue a purchase order. Comm-Tract's W-9 is also included.
- C.** A table showing positions, hourly rates, and hours per resource of Comm-Tract personnel who may be providing additional services under the contract.
- D.** The Cost Proposal is a fixed price including all costs related to this engagement, including without limitation: costs of the products, hardware, delivery services, all proposed services, expenses, and travel.



**Town of Milton
RFP Response
Milton Municipal Institutional Network
Cost Proposal**

Cost Tables

Materials:

Qty.	Description - Fiber Optic Materials:	MFG	Segment	Total
67,500	288-Strand ALTOS Gel-Free SMF OS2 Figure 8	Corning	Fiber Optic Cable	\$ 302,737.50
1,435	288-Strand ALTOS Gel-Free SMF OS2 D/A	Corning	Fiber Optic Cable	\$ 6,199.20
11,319	48-Strand ALTOS Gel-Free SMF OS2 Figure 8	Corning	Fiber Optic Cable	\$ 15,450.44
14	Splice Closure w Trays (72)	Corning	Splicing	\$ 9,282.00
108	Splice Tray 24f (for 144 case)	Corning	Splicing	\$ 5,508.00
3,264	Fusion Heat Shrink	CommScope	Splicing	\$ 1,370.88
656	Fig 8 Clamps - Pole Attachment Units		Placement	\$ 20,762.40
14	Slack Storage Unit	PLP	Placement	\$ 1,179.57
14	Deadend		Placement	\$ 735.00
4	4RU Rack Mount 12-Panel Rack Mount Housing	Corning	Termination	\$ 1,755.00
14	2RU Rack Mount 2-Panel Rack Mount Housing	Corning	Termination	\$ 4,830.00
152	Coupler SC Panel - 6 Duplex	Corning	Termination	\$ 15,590.64
1,824	UniCam SC/PC Single-Mode Connector	Corning	Termination	\$ 46,867.68
	Materials Sub-Total:			\$ 437,317.31



Town of Milton
RFP Response
Milton Municipal Institutional Network
Cost Proposal

Labor and Equipment:

Qty/Hrs	Description - Labor:	Days	Task(s)	Total
2	Site Surveys		Design	\$ 500.00
8	Design and Engineering		Engineering	\$ 2,120.00
272	Fiber - Pole Prep/Framing	17	Installation	\$ 48,960.00
480	Fiber - Installation	20	Installation	\$ 86,400.00
816	Fiber - Splicing - MSP's	34	Splicing	\$ 146,880.00
192	Fiber - Lateral Entrance SMF Cables to Building MDF's	8	Installation	\$ 34,560.00
304	MDF Building Terminations	19	Termination	\$ 54,720.00
128	Testing and Labeling of MDF Terminations	8	Testing	\$ 23,040.00
24	Project Management		Installation	\$ 6,360.00
4	Certification Documentation to Manufacturer		Documentation	\$ 1,060.00
2	Warranty Submittals		Warranty	\$ 530.00
4	Engineering Documentation for Customer		CAD Engineering	\$ 1,060.00
2,236	Labor Sub-Total:			\$ 406,190.00
	Total Labor and Materials:			\$ 843,507.31

Qty.	Equipment:	Days	Task(s)	Total
2	T-40 Bucket Trucks	20	Installation	\$ 11,000.00
1	Splicing Vehicles	34	Installation	\$ 10,540.00
	Equipment Sub-Total:			\$ 21,540.00

Total Project Price:

	Total Project Price:			\$ 865,047.31
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Town of Milton
RFP Response
Milton Municipal Institutional Network
Cost Proposal

Time and Materials Resources			
#	Description of Labor and Tasks	Position	Cost
1	Site Surveys and Design	Design Engineer	\$ 250.00
2	Engineering	Engineer	\$ 250.00
3	Fiber Materials Delivery to Site	Logistics	\$ 89.25
4	Fiber - Pole Preparation and Attachments	Fiber Technician	\$ 160.00
5	Fiber - Installation of Single Mode Fiber Cable	Senior Fiber Technician	\$ 170.00
6	Fiber - Splicing - MSP's	Senior Fiber Technician	\$ 170.00
7	Fiber - Lateral Entrance SMF Cables to Building MDF's	Senior Fiber Technician	\$ 170.00
8	Fiber - Splicing - LSP's	Senior Fiber Technician	\$ 170.00
9	MDF Building Terminations	Senior Fiber Technician	\$ 170.00
10	Testing and Labeling of MDF Terminations	Test Engineer	\$ 160.00
11	Project Management	Project Manager	\$ 170.00
12	Certification Documentation to Manufacturer	Engineer	\$ 250.00
13	Warranty Submittals	Engineer	\$ 250.00
14	Engineering Documentation for Customer	CAD Engineering	\$ 250.00
15	Other Labor:	Engineering	\$ -



Town of Milton
RFP Response
Milton Municipal Institutional Network
Cost Proposal

Fixed Price Quote – Terms and Conditions

Total Project Price	\$ 865,047.31
Customer agrees to the following payment schedule:	
30% Initial Payment upon Delivery of Materials:	\$ 259,514.19
65% Payment upon actual Project Progress:	\$ 562,280.75
5% Final Payment upon Completion:	\$ 43,252.37

1. The Project Price shall be subject to adjustment in the event of any mutually agreed upon written changes made to the Scope of Work. Any changes during the project to the Scope of Work will be mutually agreed to in writing with Customer prior to any changes, or additional charges being added or deleted to the project.
2. The Project Price does not include any pole or conduit licensing fees as the Customer intends to contract this work under separate scope of work.
3. Pricing assumes access to the aerial routes, and/or conduit systems is not restricted in any way, and Comm-Tract will have free and clear access for installation purposes.
4. Pricing assumes the Customer would utilize existing location agreements with the carrier and/or utility for rights to the municipal space on the poles for the route(s).
5. Pricing assumes the project is installed in one deployment. Should any site(s) not be ready for installation and require return trip(s) additional costs may apply.
6. Customer is responsible for providing trash receptacle for non-hazardous waste disposal of fiber cable scrap, wooden fiber reels, and corrugated shipping boxes.
7. Customer is responsible for their Police Department providing adequate Police Details to support the installation work by Comm-Tract. Should such Police Details not be available and cause interruption or delay of the installation work, Comm-Tract may delay the scheduled work, and/or pass through the costs of the trucks, crews, and equipment that are deployed and unable to perform the scheduled work due to lack of Police Details. The Project Price does not include any costs for Police details.
8. Police Detail hours are estimated at 432 hours.
9. The Project Price does not include any taxes.
10. The Project Price includes all shipping costs.
11. The Project Price assumes access to each location is free and clear for installation purposes. Should any conduit entrances not be usable, or interior pathways exceed 50ft entries additional costs may apply.
12. The costs are valid for 120 Days. Should materials and/or labor costs change after that period of time, adjustments in costs may occur.



Comm-Tract

Town of Milton
RFP Response
Milton Municipal Institutional Network
Cost Proposal

13. Customer hereby agrees to the terms and conditions set forth in the Scope of Work by signing below or issuing a Purchase Order and/or contract referencing this Scope of Work.
14. This Scope of Work is governed by the terms and conditions of the Master Customer Agreement or contract specific to the project.

Town of Northbridge:		Comm-Tract:	
Authorized Signature:		Authorized Signature:	
Name:		Name:	Bryan Hopkins
Date:		Date:	9/20/24

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

Residents interested in volunteering to serve on a Board, Committee, or Commission are requested to fill out the form below and submit by email to the Select Board, at volunteer@townofmilton.org, by mail to Select Board Office: ATTN: Volunteers, 525 Canton Avenue, Milton, MA, 02186, or in person to the Select Board Office.

Name: Yvonne Deobol Date: 10/03/2024
Address: [REDACTED] Home Phone: [REDACTED]
Email: [REDACTED] Cell Phone: [REDACTED]
Registered Voter in Milton: Yes Precinct: 10

Please check the Board, Committee, or Commission that is of interest to you. One application is required for each requested Board, Committee, or Commission. An individual may serve on only up to two different Boards, Committees, or Commissions.

If you are interested in serving, but are unsure which might be the best fit, please contact Town Administrator Nicholas Milano at nmilano@townofmilton.org to discuss and learn more.

General Government - Select Board

- Board of Registrars
- Commission on Disability
- Council on Aging
- Local Emergency Planning Committee
- Municipal Broadband Committee
- Retirement Board
- Telecommunication Design Review Committee
- Traffic Commission

General Government - Town Moderator

- Audit Committee
- Board of Appeals
- Bylaw Review Committee
- Fire Station Building Committee
- Information Technology Committee
- Personnel Board
- Redistricting Committee
- Warrant Committee

Finance - Select Board

- Capital Improvement Planning Committee
- Education Fund Committee
- PILOT (Payment in Lieu of Taxes) Committee

Community Advocacy - Select Board

- Airplane Noise Advisory Committee
- Animal Shelter Advisory Committee
- Bicycle Advisory Committee
- Climate Action Planning Committee
- Cultural Council
- Equity and Justice for All Advisory Committee
- Bicycle Advisory Committee
- Climate Action Planning Committee
- Cultural Council
- Equity and Justice for All Advisory Committee
- Historical Commission
- Local Historic District Study Committee
- Trustees of the Affordable Housing Trust
- Youth Task Force

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

Land Use and Conservation - Select Board

Community Preservation Committee
 Conservation Commission
 Open Space & Recreation Planning Committee
 Shade Tree Advisory Committee
 Sign Review Committee

General Government - Select Board and Planning Board

Master Plan Implementation Committee

General Government - Select Board and Town Moderator

School Building Committee

1. What professional experience, life experience, skills, insight, education, or special training would you bring to the Board, Committee, or Commission? A resume (one to two pages) is welcome but not required. You may optionally post a link to your LinkedIn resume here.

I currently serve on the Milton Partnership for Art, Culture & Education. I run an organization called kids. think. art that provides art experiences to kids lifting up artwork by and with people of color.

2. Please describe your familiarity with the work that the Board, Committee, or Commission you are applying for does? If so, have you attended any meetings?

I am familiar with the work of the cultural council. In 2023, I received a grant from the Boston Cultural Council to fund kids. think. art's mission.

3. What level of meeting frequency are you able to attend?

a. Twice Weekly
b. Weekly
c. Twice Monthly
d. Monthly

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

4. Have you previously been a member of a Board, Committee, or Commission, in Milton or elsewhere? If so, please list the name(s) and approximate dates of service.

N-PACE (2022 - present)

5. Are you currently serving on any Board, Committee, or Commission? If so, please provide the name of the Board, Committee, or Commission and when you were appointed.

N-PACE (2022)

6. Do you or anyone in your immediate family have a current employment or business relationship with the Town of Milton that could create a conflict of interest? If so, please describe.

Not applicable

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

7. Are there any other possible conflicts of interest for serving on this Board, Committee, or Commission? If so, please describe.

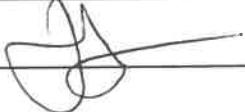
Not applicable

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

REQUIRED: Please read the following and sign in acknowledgement that you understand and agree:

The completion of this form does not guarantee my appointment. This application will be kept on file for two (2) fiscal years (July 1 – June 30); after that I must file a new application to be considered for an appointment. Being appointed to a board, committee, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A and Open Meeting Law MGL Chapter 30A, §§ 18-25. I understand that I will read the Open Meeting Law Guide, the Summary of the Conflict of Interest, take the online Conflict of Interest training, and be sworn in by the Town Clerk within two weeks after my appointment.

PLEASE NOTE: Once this form is submitted, it becomes a public document. If there is information that you do not want open to the public, please do not include it on this form. Information that will be redacted prior to the form being made public includes personal information includes: address, phone numbers, and email addresses.

Applicant Signature: 

Date: 10/03/2024

Official Use Only:

Date of Application

Acknowledgement: _____

Date Appointment Letter Sent: _____

Method of

Acknowledgement: _____

Method of

Acknowledgement: _____

No Openings at this time: _____

Date Committee Chair Notified: _____

Appointing Authority: Select Board Planning Board Town Moderator

Board/Committee/Commission: _____

Appointment Date: _____

Term: _____

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

Residents interested in volunteering to serve on a Board, Committee, or Commission are requested to fill out the form below and submit by email to the Select Board, at volunteer@townofmilton.org, by mail to Select Board Office: ATTN: Volunteers, 525 Canton Avenue, Milton, MA, 02186, or in person to the Select Board Office.

Name: _____

Address: _____

Email: _____

Registered Voter in Milton: _____

Date: _____

Home Phone: _____

Cell Phone: _____

Precinct: _____

Please check the Board, Committee, or Commission that is of interest to you. One application is required for each requested Board, Committee, or Commission. An individual may serve on only up to two different Boards, Committees, or Commissions.

If you are interested in serving, but are unsure which might be the best fit, please contact Town Administrator Nicholas Milano at nmilano@townofmilton.org to discuss and learn more.

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- Warrant Committee

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Community Advocacy - Select Board

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- Climate Action Planning Committee
- Cultural Council
- Equity and Justice for All Advisory Committee
- Historical Commission
- Local Historic District Study Committee
- Trustees of the Affordable Housing Trust
- Youth Task Force

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

Land Use and Conservation - Select Board

- Community Preservation Committee
- Conservation Commission
- Open Space & Recreation Planning Committee
- Shade Tree Advisory Committee
- Sign Review Committee

General Government - Select Board and Planning Board

- Master Plan Implementation Committee

General Government - Select Board and Town Moderator

- School Building Committee

1. What professional experience, life experience, skills, insight, education, or special training would you bring to the Board, Committee, or Commission? A resume (one to two pages) is welcome but not required. You may optionally post a link to your LinkedIn resume here.

2. Please describe your familiarity with the work that the Board, Committee, or Commission you are applying for does? If so, have you attended any meetings?

3. What level of meeting frequency are you able to attend?

- a. Twice Weekly _____
- b. Weekly _____
- c. Twice Monthly _____
- d. Monthly _____

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

4. Have you previously been a member of a Board, Committee, or Commission, in Milton or elsewhere? If so, please list the name(s) and approximate dates of service.

5. Are you currently serving on any Board, Committee, or Commission? If so, please provide the name of the Board, Committee, or Commission and when you were appointed.

6. Do you or anyone in your immediate family have a current employment or business relationship with the Town of Milton that could create a conflict of interest? If so, please describe.

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

7. Are there any other possible conflicts of interest for serving on this Board, Committee, or Commission? If so, please describe.

Town of Milton
Application for Volunteer Appointment to
Boards, Committees, and Commissions

REQUIRED: Please read the following and sign in acknowledgement that you understand and agree:

The completion of this form does not guarantee my appointment. This application will be kept on file for two (2) fiscal years (July 1 – June 30); after that I must file a new application to be considered for an appointment. Being appointed to a board, committee, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A and Open Meeting Law MGL Chapter 30A, §§ 18-25. I understand that I will read the Open Meeting Law Guide, the Summary of the Conflict of Interest, take the online Conflict of Interest training, and be sworn in by the Town Clerk within two weeks after my appointment.

PLEASE NOTE: Once this form is submitted, it becomes a public document. If there is information that you do not want open to the public, please do not include it on this form. Information that will be redacted prior to the form being made public includes personal information includes: address, phone numbers, and email addresses.

Applicant Signature: _____ **Date:** _____

Official Use Only:

Date of Application
Acknowledgement: _____ Date Appointment Letter Sent: _____

Method of
Acknowledgement: _____ Method of
Acknowledgement: _____

No Openings at this time: _____ Date Committee Chair Notified: _____

Appointing Authority: Select Board _____ Planning Board _____ Town Moderator _____

Board/Committee/Commission: _____

Appointment Date: _____ Term: _____



Town of Milton

TEL 617-898-4846

TOWN OFFICE BUILDING
525 CANTON AVENUE
MILTON, MASSACHUSETTS

SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name:

Jay Southwood

Applicant's Address:

534 Victory Rd, Quincy, MA 02171

Applicant's Contact Information

Telephone #

E-Mail Address

Organization Name:

Break Rock Brewing

Name of Event:

Mel O Musical 1st Annual Halloween Gala Fundraiser

Description of Event:

21+ fundraiser for 501c3 theater performance school. Music.

The Applicant is:

Non-profit Organization or For Profit Organization

Date of Event:

10/25/24

Hours of Event:

6-9pm

Location of Event:

Forbes House Museam, 215 Adams St, Milton MA

Number of Participants:

120-140

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:

Date:

9/16/24

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.



Town of Milton

TEL 617-898-4846

TOWN OFFICE BUILDING
525 CANTON AVENUE
MILTON, MASSACHUSETTS

SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Robert Rivouette

Applicant's Name:

Applicant's Address:

Applicant's Contact Information:

Telephone #

E-Mail Address

Organization Name:

St. Agatha Church

Name of Event:

St. Agatha Parish 2nd Annual Feast

Description of Event:

Food Trucks, Music, Pumpkin Decorating

The Applicant is:

Non-profit Organization or For Profit Organization

Date of Event:

Saturday - October 19, 2024

Hours of Event:

5pm - 8pm

Location of Event:

St. Agatha

Number of Participants:

75-100

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:

Date:

9/24/2024

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

TEL 617-898-4843

TOWN OFFICE BUILDING
525 CANTON AVENUE
MILTON, MASSACHUSETTS

SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Milton Art Center

Applicant's Address: 334 Edge Hill Road

Applicant's Contact Information: _____

Telephone #

E-Mail Address

Organization Name: Milton Art Center

Name of Event: Chamber of Commerce Halloween Stroll

Description of Event: The chamber of commerce businesses welcome children to Manni

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

Date of Event: 10/26/24

Hours of Event: 3-5pm

Location of Event: Milton Art Center- 334 Edge Hill Rd.

Number of Participants: 300

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: _____

Date:

9/30/24

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.



Town of Milton

TOWN OFFICE BUILDING
525 CANTON AVENUE
MILTON, MASSACHUSETTS

TEL 617-898-4843

SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Milton Art Center

Applicant's Address: 334 Edge Hill Road

Applicant's Contact Information: _____

Telephone #

E-Mail Address

Organization Name: Milton Art Center

Name of Event: Tree Lighting

Description of Event: The chamber of commerce and town of Milton tree lighting at Manr

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

Date of Event: 12/7/24

Hours of Event: 3-5pm

Location of Event: Milton Art Center- 334 Edge Hill Rd.

Number of Participants: 250

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: John Clegg

Date: 9/30/24

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.

DRAFT

Select Board Meeting Minutes

Meeting Date: 8/27/2024

Members in Attendance: Richard G. Wells, Jr., Chair; Roxanne F. Musto, Vice Chair; John C. Keohane, Secretary, Benjamin D. Zoll (ZOOM), Member; Nicholas Milano, Town Administrator, Nick Connors, Assistant 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: 7:03PM

Time Meeting Adjourned: 9:43PM

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

Chair Wells called the meeting to order at 7:03PM and led the Pledge of Allegiance.

- 3. Public Comment**

Philip Johenning – 23 Parkwood Drive

Mr. Johenning is interested in serving as Milton's representative on the Massachusetts Port Authority Advisory Committee. He has submitted a volunteer application and provided his qualifications. Mr. Johenning asked the Select Board to consider him for this position.

Cindy Christiansen -59 Collamore Street

Ms. Christiansen presented a report on the Assessment of School Classroom Needs to the Milton Select Board. Member, John Keohane has the report and will distribute it to his colleagues. The report was prepared by Milton residents who shared concerns about a recommendation for 26 additional classrooms by 2028 to help keep class sizes average. The purpose of the report is to address inconsistencies with the school district and encourage financial responsibility.

Ashish Jaiswal – 34 Woodlot Drive

Mr. Jaiswal expressed his concerns regarding the Affordable Housing RFP for the Town Farm. He felt that the neighbors should have been consulted when the RFP was being drafted. Mr. Jaiswal encouraged the Governor Stoughton Trustees/Select Board to evaluate all potential uses to find the right fit for the town farm that will honor Governor Stoughton's will.

Ed Kearns – 100 Governor Stoughton Lane

Mr. Kearns shared his concerns regarding the Affordable Housing RFP. He attended the Public Hearing last Fall but felt that the concerns of the neighboring residents were overlooked. There were only a few changes made to the RFP following the public hearing. Mr. Kearns does not feel that an affordable housing development is the best option for the town farm. The current design of Governor Stoughton Lane, the main road into the town farm could not accommodate construction trucks and additional passenger vehicles.

Geno Prussakova -36 Woodlot Drive

Mr. Prussakova does not feel that an affordable housing development is the right fit for the Town Farm. Increased traffic congestion, pedestrian safety and potential flooding due to high water tables are just a couple of the concerns raised by neighbors. He encouraged the Select Board/Governor Stoughton Trustees to research alternatives that will align with Governor Stoughton's will and provide the best benefit to the Town.

Tom Callahan- 16 Orono Road –

Town Meeting Member, Pct. 4A/ Affordable Housing Trustee

Mr. Callahan provided a recap of the Affordable Housing RFP. process for the Town Farm. He stated that he is looking forward to working with the Town Farm Review Committee to evaluate the proposals from Affirmative Investments, Inc. and the Milton Partnership for Community Reinvestment LLC and determine the future of the remaining land earmarked for the poor by Governor Stoughton.

Ada Rosmarin – 32 Columbine Road (Zoom)

Ms. Rosmarin noted that she was disappointed that the Select Board did not vote to support a debt exclusion ballot question (this Fall) for the new school project. Ms. Rosmarin noted that funding for the School Building Committee will be expended by the end of September. The Committee will need the support of Town Meeting to allocate money so the Committee can continue their work. Ms. Rosmarin encouraged the Select Board to set a date for a Fall Town Meeting.

4. Public Hearing – Liquor License Amendment: Change of Ownership Interest (LLC Members//LLP Partners, Trustees) for Welch Restaurant Management LLC, d/b/a Abby Park (00012-RS-0720)

At 7:27PM, Chairs Wells declared the Public Hearing open for the Liquor License Amendment: Change of Ownership Interest (LLC Members//LLP Partners, Trustees) Welch Restaurant Management LLC, d/b/a Abby Park (00012-RS-0720).

Chair Wells stated that he will recuse himself from the vote relative to Welch Restaurant Management LLC, d/b/a Abby Park (00012-RS-0720).

Attorney Marion McEttrick joined the Select Board to provide a summary of the Change of Ownership Entity at Abby Park. Mr. Anthony DeRienzo is selling his 5% interest to another (current) owner.

Ms. Musto moved to close the public hearing for Welch Restaurant Management LLC, d/b/a Abby Park (00012-RS-0720). The motion was seconded by Mr. Zoll. The Board voted in favor of closing the hearing, (3-0-1).

5. Discussion/Approval – Liquor License Change of Ownership Interest (minority share) – Welch Restaurant Management LLC, d/b/a Abby Park

Mr. Zoll moved to approve the Liquor License Change of Ownership Interest (minority share) – Welch Restaurant Management LLC, d/b/a Abby Park. The motion was seconded by Ms. Musto. The Board voted in favor to approve the Liquor License Change of Ownership Interest, (3-0-1).

6. Public Hearing – Liquor License Amendment: Change of Ownership Interest (LLC Members//LLP Partners, Trustees) for 556 Adams Street, LLC d/b/a Novara (00016-RS-0720)

At 732 PM, Chairs Wells declared the Public Hearing open for the Liquor License Amendment: Change of Ownership Interest (LLC Members//LLP Partners, Trustees) for 556 Adams Street, LLC d/b/a Novara (00016-RS-0720).

Attorney Marion McEttrick provided a summary of the Change of Ownership Entity at Novara. Mr. Anthony DeRienzo is selling his 5% interest to another (current) owner.

Ms. Musto moved to close the public hearing for 556 Adams Street, LLC d/b/a Novara (00016-RS-0720). The motion was seconded by Mr. Keohane. The Board voted unanimously to close the hearing, (4-0).

7. Discussion/Approval – Liquor License Change of Ownership Interest (minority share) – 556 Adams Street, LLC d/b/a Novara

Chair Wells moved to approve the Liquor License Change of Ownership Interest (minority share) – 556 Adams Street, LLC d/b/a Novara. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the Liquor License Change of Ownership Interest, (4-0).

At 7:33PM, Chair Wells moved to recess the Select Board Meeting for a meeting of the Governor Stoughton Trustees. The motion was seconded by Ms. Musto. The Board voted unanimously to recess their meeting, (4-0).

The Select Board Meeting reconvened at: 8:01PM.

The Board will address item #9 now and return to item #8 later in the evening.

(9)

Discussion/Update – East Milton Fire Station

Mr. Walsh, the Chair of the Fire Station Building Committee provided the Select Board a progress report on the East Milton Fire Station project. The Committee hopes to issue the Request for Proposal, (RFP) later this Fall, break ground in early Spring and be settled in by the end of 2025. Mr. Walsh also offered suggestions regarding the future of the current station located at 525 Adams St. Options include renovate and re-purpose, lease or sell. Mr. Walsh favors a sale. He would like to see the proceeds be applied to the construction of the new East Milton Station.

Following a brief discussion, the Members agreed to pursue a Request for Expressions of Interest, (REOI) as suggested by Mr. Milano, Town Administrator and Mr. Connors, the Assistant Town Administrator. An REOI will help the Town gauge interest, solicit feedback, and refine visions.

10. Discussion/Approval – Contract Amendment with Vertex for Owner’s Project Management Services for the East Milton Fire Station project

Following a brief update from Mr. Milano, the Town Administrator, Ms. Musto moved to approve the Contract Amendment with Vertex for Owner’s Project Management Services for the East Milton Fire Station project. The motion was seconded by Mr. Zoll. The Board voted unanimously to approve the Contract Amendment, (4-0).

11. Discussion/Approval – Water and Sewer Rates for Fiscal Year 2025

DPW Director Chase Berkeley and Consultant Todd Prokop of Woodard and Curran reviewed the water and sewer usage and rates in Milton over the last year and the proposed increases for fiscal year 2025.

Following the presentation and discussion, Mr. Zoll moved to approve the FY'2025 water and sewer rates. The motion was seconded by Ms. Musto. The Board voted unanimously (4-0), to approve the water and sewer rates for FY'2025 according to the table below:

	WATER RATE	% INCREASE	SEWER RATE	% INCREASE
Tier 1	\$6.96	3.0%	\$8.76	7.8%
Tier 2	\$8.40	3.0%	\$16.50	7.8%
Tier 3	\$9.26	3.0%	\$18.15	7.8%
Tier 4	\$9.84	3.0%	\$19.41	7.8%

12. Discussion – Carney Hospital Closure

The Members shared their concerns regarding the scheduled closure of Carney Hospital and the effects it will have on the community at large. Chair Wells would like to see the Select Board, Milton's leaders work to find a resolution.

The Board returned to item #8.

(8).

Discussion/Approval – Bond Sale Awards

- a. Award \$20,930,000 General Obligation Fire Station Bonds, Series A, dated August 29, 2024, to Huntington Securities, Inc.**

- b. Award \$2,735,000 General Obligation Municipal Purpose Loan of 2024 Bonds, Series B, dated August 29, 2024, to Raymond James and Associates, Inc.**

Ms. McCarthy, the Town Treasurer provided the Select Board members an update on the recent Bond Sales. The Series A Bonds will be used to fund the Fire Station Design and Construction. The Series B Bonds will fund public projects previously approved by Town Meeting such as the Animal Sheter, Salt Shed and road construction.

Chair Wells moved to approve the \$20,930,000 General Obligation Fire Station Bonds, Series A, dated August 29, 2024, to Huntington Securities, Inc. and approve \$2,735,000 General Obligation Municipal Purpose Loan of 2024 Bonds, Series B, dated August 29, 2024, to Raymond James and Associates, Inc. and to waive the reading of the entire formal vote. The

motion was seconded by Ms. Musto. The Board voted unanimously to approve the bond sales, (4-0).

13. Discussion – Home Rule Petition for a Senior Means-Tested Property Tax Exemption

Mr. Connors, the Assistant Town Administrator shared a presentation on the Circuit Breaker Tax Exemption for Senior Citizens.

The Select Board will need to determine a residency requirement and the exemption amount. The initiative will need to be approved by Town Meeting Members and then filed as a home rule petition in the MA State Legislature. Many local communities have adopted this measure.

The Members expressed their appreciation to Mr. Connors and shared their support for the proposal.

14. Discussion/Approval – Council on Aging Air Source Heat Pump Project

Mr. Milano, the Town Administrator, provided an overview of the proposed Air Source Heat Pump project for the Council on Aging. Mr. Milano explained that the current HVAC system is approaching its end-of-life cycle. Consolidated Facilities has been working with a firm that the Town uses for Energy Efficiency projects to find an alternative replacement. The cost of Air Source Heat Pump is \$388,000. The Town has money budgeted for improvements at the COA and Utility Companies are offering incentives to help defray costs. Mr. Milano noted that utility will increase slightly for the first few years but will level off.

Mr. Milano fielded questions from the Members. The Board inquired energy efficient options are available. Before the Board can move forward, they requested additional information regarding the benefits of an Air Source Heat Pump.

15. Discussion/Approval – Extension of Agreement with DCR and CAIN 176 Corp. for the Ulin Rink permit for a period of three years.

Ms. Musto moved to approve the Extension of Agreement with DCR and CAIN 176 Corp. for the Ulin Rink permit for a period of three years. The motion was seconded by Mr. Zoll. The Board voted unanimously to approve the Extension of Agreement, (4-0)

16. Discussion/Approval – Conservation Commission Reappointments

a. Reappointments: Ingrid Beattie, Arthur Doyle, Wendy Garpow

Mr. Zoll moved to reappoint the following individuals to the Conservation Commission for a three-year term. Ingrid Beattie, Arthur Doyle and Wendy Garpow. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the appointments, (4-0).

17. Discussion/Approval – One-Day Liquor License Applications – Milton Art Center located at 334 Edge Hill Road:

Mr. Wels moved to approve the One-Day Liquor License Applications for the Milton Art Center located at 334 Edge Hill Road for the events noted below. The motion was seconded by Ms. Musto. The Board voted all in favor to approve the one-day licenses.

- a. First Friday - Art and Music -October 4, 2024 from 6PM to 10PM
- b. First Friday - Art and Music- November 1, 2024 from 6PM to 10PM
- c. Comedy Event – Saturday, November 30, 2024 from 6PM to 10PM
- d. First Friday – Art and Music - December 6, 2024 from 6PM to 10PM

18. Discussion /Approval – Suffolk Resolves Day Proclamation

Mr. Zoll read aloud the Suffolk Resolves Proclamation.

Mr. Zoll moved to approve the Suffolk Resolves Day Proclamation. The motion was seconded by Chair Wells. The Board voted unanimously to approve the proclamation, (4-0).

19. Discussion/Approval – Milton Community Concerts Proclamation

Chair Wells read aloud the Milton Community Concerts Proclamation

Chair Wells moved to approve the Milton Community Concerts Proclamation. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the proclamation, (4-0).

20. Discussion/Approval – Meeting Minutes - July 23, 2024, August 14, 2024

Mr. Zoll noted that he will abstain from vote on the meeting minutes for July 23, 2024.

Chair Wells moved to approve the minutes for July 23, 2024. The motion was seconded by Mr. Keohane. The Board voted in favor of the minutes, (3-0-1).

Chair Wells moved to approve the meeting minutes dated August 14, 2024. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the minutes, (4-0).

21. Town Administrator's Report

There will be a public meeting on Wednesday, September 4th at 7PM at the Council on Aging to review and discuss the final concept plan for Wharf Park.

22. Chair's Report

Chair Wells did not provide an update.

Ms. Musto shared some updates:

She thanked Forbes House Museum for hosting Barnfest on August 15th and celebrating the 10th Anniversary of the Ice Bucket Challenge. It was great to see some may people participating to support ALS.

Ms. Musto attended the National Night Out Against Crime at the Milton Police Department on August 22nd. It was a great success; a big thank you to MPD!

Ms. Musto reminded residents to be vigilant against EEE and West Nile Virus. Please 0wear protective clothing and insect repellent. Norfolk County's risk level has been upgraded.

On September 5th, the Milton Public Library will be hosting an Open House: "Celebrate the Library." From 5:30PM-7:30PM.

Mr. Zoll reminded residents and viewers that the Milton Chamber of Commerce and the Milton Art Center will be hosting the "Back to Business" event on Friday, Sept. 6th beginning at 4PM at Manning Park in East Milton.

23. Public Comment Response

In response to Ms. Rosmarin's comments regarding the School Building Committee, Mr. Zoll encouraged his colleagues to keep a Special Town Meeting on the radar screen for late Fall/early winter.

Mr. Keohane read a statement regarding the Assessment of School Classroom Needs Report that was presented to the Select Board earlier this evening by Ms. Christiansen. Mr. Keohane would like the opportunity to review the report and meet with Dr. Burroows, the Superintendent of Schools to discuss it in greater detail. Mr. Keohane will report back to the Select Board.

24. Future Meeting Dates:

The Board is scheduled to meet on Tuesday, September 10, 2024, Tuesday, September 24, 2024

25. Future Agenda Items

Members are encouraged to contact Chair Wells and/or Mr. Milano with suggestions.

Mr. Milano, the Town Administrator, noted that the Board will not be in a position to return from Executive Session to address the final agenda item.

26. Executive Session – Pursuant to M.G.L. c. 30A, § 21(a)(6) – To consider the purchase, exchange, lease or value of real property (Easements on Jill Kathleen Lane)

28. Adjourn

At 9:43PM, Chair Wells moved to enter into Executive Session to consider the purchase, exchange, lease or value of real property located on Jill Kathleen Lane 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 adjourn from Open Session and not return to Open Session. The motion was seconded by Ms. Musto. The Board voted by roll call (4-0) to adjourn and enter Executive Session.

ZOLL: YES

MUSTO: YES

KEOHANE: YES

WELLS: YES

27. Discussion/Approval – Settlement Agreement and Easements on Jill Kathleen Lane

This matter will be deferred.

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

Documents:

Liquor License Change of Ownership Interest application -Welch Restaurant Management LLC, d/b/a Abby Park (00012-RS-0720)

Liquor License Amendment: Change of Ownership Interest application - 556 Adams Street, LLC d/b/a Novara (00016-RS-0720)

Vote of the Select Board

Contract Amendment with Vertex for Owner's Project Management Services for the East Milton Fire Station project

Presentation from Woodward & Currann – FY 2025 Water and Sewer Rates

Home Rule Petition for Senior Means-Tested Property Tax Exemption

Correspondence from Guardian – Heat Pump System Installation for the Council on Aging

Draft Proclamation – Suffolk Resolves Day in Milton, MA

Draft Proclamation – Milton Community Concerts 10th Anniversary

Milton Art Center – One-day liquor license applications:

First Friday - Art and Music -October 4, 2024 from 6PM to 10PM

First Friday - Art and Music- November 1, 2024 from 6PM to 10PM

Comedy Event – Saturday, November 30, 2024 from 6PM to 10PM

First Friday – Art and Music - December 6, 2024 from 6PM to 10PM

Draft Meeting Minutes: July 23, 2024 and August 14, 2024

DRAFT

VOTE OF THE SELECT BOARD

I, the Secretary of the Select Board of the Town of Milton, Massachusetts (the "Town"), certify that at a meeting of the board held August 27, 2024, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

DRAFT

Move: that the sale of the \$20,930,000 General Obligation Fire Station Bonds, Series A of the Town dated August 29, 2024 (the "Series A Bonds"), to Huntington Securities, Inc. at the price of \$21,922,609.45 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on August 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

Series A Bonds

Year	<u>Amount</u>	Interest Rate	Year	<u>Amount</u>	Interest Rate
2025	\$ 50,000	5.00%	2039	\$ 760,000	4.00%
2026	275,000	5.00	2040	780,000	4.00%
2027	285,000	5.00	2041	810,000	4.00
2028	455,000	5.00	2042	850,000	4.00
2029	480,000	5.00	2043	875,000	4.00
2030	505,000	5.00	2044	900,000	4.00
2031	550,000	5.00	2045	935,000	4.00
2032	565,000	5.00	2046	965,000	4.00
2033	685,000	4.00	2047	1,020,000	4.00
2034	610,000	4.00	2048	1,045,000	4.00
2035	730,000	4.00	2050	2,075,000	4.00
2036	765,000	4.00	2051	975,000	4.00
2037	790,000	4.00	2054	1,370,000	4.00
2038	825,000	4.00			

Further: that The Series A Bonds maturing on August 15, 2050 and August 15, 2054 (each a "Term Bond") shall be subject to mandatory redemption or mature as follows:

Term Bond due August 15, 2050		
<u>Year</u>	<u>Amount</u>	
2049	\$1,090,000	
2050*	985,000	

*Final Maturity

Term Bond due August Year	15, 2054
	Amount
2052	\$910,000
2053	360,000

2054* 100,000

*Final
Maturity

Further: that the sale of the \$2,735,000 General Obligation Municipal Purpose Loan of 2024 Bonds, Series **B** of the Town dated August 29, 2024 (the "Series B Bonds" and together with the Series A Bonds, the "Bonds"), to Raymond James & Associates, Inc. at the price of \$2,961,984.43 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on February 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

Series B Bonds

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2025	\$340,000	5.00%	2033	\$185,000	4.00%
2026	235,000	5.00	2034	170,000	4.00
2027	190,000	5.00	2035	165,000	4.00
2028	185,000	5.00	2036	145,000	4.00
2029	185,000	5.00	2037	140,000	4.00
2030	190,000	5.00	2038	125,000	4.00
2031	185,000	5.00	2039	110,000	4.00
2032	185,000	5.00			

Further: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated August 12, 2024, and a final Official Statement dated August 19, 2024 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures at

currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws.

Further: that any certificates or documents relating to the Bonds (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25.

Dated: August 27, 2024

Secretary of the Select Board

DRAFT

DRAFT

Select Board Meeting Minutes

Meeting Date: 9/10/2024

Members in Attendance: Richard G. Wells, Jr., Chair; Roxanne F. Musto, Vice Chair; John C. Keohane, Secretary, Erin G. Bradley, Member; Benjamin D. Zoll (ZOOM), Member; Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

Meeting Location: Council on Aging – Hybrid

Time Meeting called to Order: 7:04PM

Time Meeting Adjourned: 8:46PM

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

Chair Wells called the meeting to order at 7:04PM and led the Pledge of Allegiance.

Chair Wells requested a Moment of Silence in honor of the brave men and women lost during the terrorist attacks that took place 23 years ago on September 11, 2001.

3. Public Comment

No public comment.

4. Discussion/Approval – Milton Glows Gold Proclamation

Ms. Calece Johnson joined the meeting to promote “Milton Glows Gold” in recognition of the Michael McHugh Foundation and Childhood Cancer Awareness Month in September.

The Jumping Jack Challenge is back for 2024!

Jump, alone or with friends to raise awareness and funds to support families whose lives were permanently impacted by cancer. Please register and commit to your goal of jumping jacks for the month of September and help fuel the goal of reaching 15,780 jumping jacks, one for every child diagnosed with cancer each year.

The Members applauded Ms. Johnson and the MCM Foundation for their hard work and dedication.

Chair Wells read the Milton Glows Gold Proclamation. Chair Wells moved to approve the proclamation designating September 27, 2024 as ‘Milton Glows Gold’ Day in honor of Michael McHugh. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (5-0) to approve the proclamation.

KEOHANE: YES

BRADLEY: YES

MUSTO: YES

ZOLL: YES
WELLS: YES

5. Discussion/Update/Approval – Design for Wharf Park Improvements; Support for application for Community Preservation Act funding

Mr. Scott McKay and Mr. Bill Madden joined the Select Board to present the design proposal for Wharf Park and seek the Members' approval for their application to the Community Preservation Committee for additional funding.

Mr. McKay is a former Park Commissioner, and he currently serves on the Board of the Milton Farmers Market and the Friends of Milton Recreation. Mr. Madden is a Landscape Architect with Gregory Lombardi Design and a member of the Shade Tree Advisory Committee.

Mr. McKay and Mr. Madden provided a brief history of the park and shared how the redevelopment project came to light. They expressed their appreciation to the Milton community for their support. Milton residents were happy to provide their input on the designs and which plan the community favored.

Following the presentation, Mr. McKay and Mr. Madden fielded questions from the Members. The Select Board members thanked Mr. McKay and Mr. Madden for taking the lead on this project.

Ms. Musto moved to approve the concept design for the Wharf Park Improvements and support the application for additional funding from the Community Preservation Committee. The motion was seconded by Mr. Keohane. The Board voted unanimously by roll call (5-0) to approve.

ZOLL: YES
MUSTO: YES
BRADLEY: YES
KEOHANE: YES
WELLS: YES

6. Discussion/Approval – Comment letter on Massport's 2022 Environmental Status and Planning Report for Logan Airport

Ms. Kathleen Conlon, Chair of the Airplane Noise Advisory Committee joined the Board via ZOOM to provide a progress report on the Committee's work and outline the comment letter.

Following a brief discussion, Ms. Musto moved to approve the Comment letter on Massport's 2022 Environmental Status and Planning Report for Logan Airport. The motion was seconded by Mr. Keohane. The Board voted unanimously by roll call (5-0) to approve the comment letter.

MUSTO: YES

BRADLEY: YES
KEOHANE: YES
ZOLL: YES
WELLS: YES

Ms. Conlon expressed her appreciation to Chris Hart and Andrew Schmidt for their dedication and service to the Airplane Noise Advisory Committee. Mr. Hart and Mr. Schmidt have recently resigned. Ms. Conlon encouraged residents interested in serving on the Airplane Noise Advisory Committee to submit a volunteer application to the Select Board office.

7. Discussion/Approval – Request for Expressions of Interest for 525 Adams Street (East Milton Fire Station)

Mr. Milano, the Town Administrator, outlined the Request for Expression of Interest (REOI) for the East Milton Fire Station located at 525 Adams Street.

A Request for Expressions of Interest (REOI) is used to gauge interest, solicit feedback, and refine project visions. The Town's goals for this site are reuse and redevelopment to complement East Milton Square.

Mr. Milano noted that the Fire Station Building Committee approved the fire station design to go out for bid later this Fall. The Committee anticipates construction beginning next Spring and vacating the current station in late 2025.

Ms. Musto moved to approve releasing the Request for Expressions of Interest for 525 Adams Street (East Milton Fire Station). The motion was seconded by Mr. Keohane. The Board voted unanimously by roll call (5-0) to approve.

KEOHANE: YES
BRADLEY: YES
MUSTO: YES
ZOLL: YES
WELLS: YES

Mr. Milano provided an update on the old fire station headquarters. The contractors are completing some final touches before an occupancy permit can be granted to the Town. Once that step is complete, the insurance policy will need to be updated. IT is working to outfit the rooms, so they are available to use for meetings. MATV has been coordinating with vendors to prepare the rooms for live, televised meetings in the future.

Mr. Milano is anticipating that the building will be ready for use at the end of September.

8. Update – Assessment of School Classroom Needs Report

Mr. Keohane, the Select Board Representative for the School Building Committee met with Dr. Peter Burrows, the Superintendent of Schools and Ms. Catherine Blake, the Assistant

Superintendent of Finance and Operations on Monday, Sept. 9th to discuss the school assessment report. Mr. Keohane also met with Mr. Sean O'Rourke, the Chair of the School Building Committee. He stated that the meetings were all very good. Mr. Keohane is waiting on a breakdown from Mr. O'Rourke. Once he receives the additional information from Mr. O'Rourke, he will update his colleagues.

Chair Wells noted that the School Building Authority will be touring the Cunningham School on September 17th. He thanked the School Building Committee for their continued hard work on preparing the request. If approved, Milton could receive 45% reimbursement for an expansion project.

Ms. Bradley and Mr. Zoll shared their concerns regarding the validity of the Assessment of School Classroom Needs Report. Per Mr. Zoll, the report was reviewed and discussed during the School Building Committee meeting on Monday evening. The data was deemed inaccurate/obsolete. Ms. Bradley requested that the Assessment of School Classroom Needs Report be included on a future Select Board agenda for further discussion.

9. Discussion/Update – Home Rule Petition for a Senior Means-Tested Property Tax Exemption

Mr. Milano, the Town Administrator, provided an overview of the proposed Circuit Breaker Tax Exemption for Milton's Senior Citizens.

A circuit breaker reduces property taxes in excess of a threshold percentage of a taxpayer's income.

The proposal will need to be approved by Town Meeting Members and if approved, filed as a home rule petition in the MA State Legislature. At a future meeting, the Select Board will need to determine a residency requirement and the exemption amount. Mr. Milano expressed his appreciation to Nick Connors, the Assistant Town Administrator for taking the lead on this initiative.

10. Discussion/Approval – Bond Anticipation Notes for Water Main Improvements

Ms. Johanna McCarthy, the Town Treasurer joined the meeting and presented the Bond Anticipation Note to the Select Board. Ms. McCarthy noted that a successful Bond Auction was held on September 10, 2024. Oppenheimer & Co (Cede & Co) provided the winning bid with a net interest of 4.979%. The award amount: \$989,692.00. The Bond Anticipation Note is needed for Water Main Improvements. Funding from the MWRA will not be available until later this Fall. This 90-day note will act as a bridge until funding is released.

Chair Wells moved to award the \$989,692 Town of Milton, Massachusetts Bond Anticipation Notes dated September 18, 2024 and maturing December 18, 2024 to Oppenheimer & Co (Cede

& Co) at a net interest cost of 4.979%. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (5-0) to approve the Bond Anticipation Note.

KEOHANE: YES

BRADLEY: YES

MUSTO: YES

ZOLL: YES

WELLS: YES

At 8:26PM, the Board had a quick recess to sign documents related to the Bond Sale. The Board reconvened at 8:29PM.

11. Discussion/Approval – One-Day Liquor Licenses

- a. M.M.B. Wakefield Arboretum, 1455 Brush Hill Road:
 - i. NAOM Tree Climbing Championships -Saturday, October 5, 2024 10AM- 4PM
 - ii. Octoberfest – Saturday, October 26, 2024 2PM-5PM
- b. Catholic Parishes of the Blue Hills – St. Pius X Parish, 101 Wolcott Road
 - i. Designer Purse Bingo – October 5, 2024 6 pm – 9:30 pm
- c. Historic New England – Eustis Estate – 1424 Canton Ave.
 - i. Museum as Muse - Panel Discussion: Tuesday, September 24,2024, 6pm-8pm

Ms. Musto moved to approve the One Day Liquor Licenses listed on the agenda. The motion was seconded by Mr. Keohane. The Board voted unanimously by roll call to approve the one-day licenses.

BRADLEY: YES

KEOHANE: YES

ZOLL: YES

MUSTO: YES

WELLS: YES

12. Discussion/Approval – Meeting Minutes - August 6, 2024

Mr. Zoll requested a clarification to the following sentence relative to the discussion on item #5, pages 5 and 6.

“Chair Wells restored decorum when an exchange of views became heated due in part to difficulties with the platform.”

Ms. Bradley moved to approve the amended meeting minutes dated August 6, 2024. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call to approve the amended meeting minutes.

MUSTO: YES

BRADLEY: YES

KEOHANE: YES

ZOLL: YES

WELLS: YES

13. Town Administrator's Report

Mr. Milano provided updates from around town.

Mr. Milano and his son attended the Library Open House on September 5th. They spent time reading good books and enjoying food truck fare.

On September 9th, he attended the State of the Library Presentation hosted by Mr. Adamczyk, the Library Director and the Library Trustees. Mr. Adamczyk highlighted Milton Public Library's successes, challenges and future goals.

Mr. Milano attended the Fire Station Building Committee meeting on Sept. 9th. Plans for the new East Milton station were discussed as well as the future of the existing station at 525 Adams St.

Mr. Milano thanked the Chamber of Commerce and the Milton Art Center for hosting the "Back to Business" event on Sept. 6th in East Milton Square.

The Council on Aging will be hosting their fall fundraiser on Saturday, October 5th.

The Milton Health Department will be hosting a forum on October 30th related to the Opioid Settlement funds.

Chase Berkeley, the DPW Director will be leaving Milton at the end of September. He will be the Chief of Operations for Boston Water and Sewer Commission. Mr. Milano expressed his appreciation to Mr. Berkeley for his commitment and dedication. He has been a great steward of the Town and will be missed.

Earlier this summer, the Town wished Deputy Chief O'Neil well on his pending retirement. In the interim, the Town has made some changes to the Department. The Town reached an agreement with the Superior Officers Association to reduce the department by one Lieutenant and creating two Deputy Chief positions. Lt. Michael Collins and Lt. Mark Alba have been

promoted to Deputy Chief. Sgt. Brenda Douglas has been promoted to Lieutenant. Patrick Nee has been promoted to Sergeant.

14. Chair's Report

Ms. Bradley requested an update on the new bylaw relative to recordings of Board and Committee meetings. Mr. Milano will reach out to the Municipal Law Unit at the Attorney General's office for a status report.

Chair Wells extended his appreciation to the Milton Art Center and the Chamber of Commerce for hosting the "Back to Business" event on September 6, 2024. It was a great success!

15. Public Comment Response

No public comment

16. Future Meeting Dates:

The Select Board will meet on September 24, 2024 and October 8, 2024.

17. Future Agenda Items

Members will address the following items at future meetings:

Report of the Climate Action Planning Committee
Low Speed Vehicles
School Assessment Report

18. Executive Session – Pursuant to M.G.L. c. 30A, § 21(a)(6) – To consider the purchase, exchange, lease or value of real property (Easements on Jill Kathleen Lane)

At 8:46PPM, Chair Wells moved to enter into Executive Session to consider the purchase, exchange, lease or value of real property located on Jill Kathleen Lane 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 return to Open Session. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (5-0) to move into Executive Session.

KEOHANE: YES

BRADLEY: YES

MUSTO: YES

ZOLL: YES

WELLS: YES

The Select Board reconvened at 9:09PM.

19. Discussion/Approval – Settlement Agreement and Easements on Jill Kathleen Lane

This matter has been deferred.

20. Adjourn

At 9:10PM, Chair Wells moved to adjourn. The Motion was seconded by Ms. Musto. The Board voted by roll call (5-0) to adjourn.

ZOLL: YES

KEOHANE: YES

BRADLEY: YES

MUSTO: YES

WELLS: YES

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

Documents:

Draft Proclamation: Milton Glows Gold

Comments of the Town of Milton on the Boston Logan International Airport 2022 Environmental Status and Planning Report (2022 ESPR)

Whard Park Design Forum 2 by Gregory Lombardi Design

Requests for Expression of Interest for the Purchase/Lease and Redevelopment of the East Milton Fire Station located at 525 Adams Street

One-Day Liquor License Applications:

M.M.B. Wakefield Arboretum, 1455 Brush Hill Road:

- NAOM Tree Climbing Championships -Saturday, October 5, 2024 10AM- 4PM
- Octoberfest – Saturday, October 26, 2024 2PM-5PM

Catholic Parishes of the Blue Hills – St. Pius X Parish, 101 Wolcott Road

- Designer Purse Bingo – October 5, 2024 6 pm – 9:30 pm

Historic New England – Eustis Estate – 1424 Canton Ave.

- Museum as Muse - Panel Discussion: Tuesday, September 24, 2024, 6pm-8pm

Draft Meeting Minutes- August 6, 2024