

TOWN OF MILFORD
Milford, Massachusetts
NOTICE OF MEETING

RECEIVED
 MILFORD TOWN CLERK
 2020 SEP 24 PM 3:26

Board or Commission _____ Milford Board of Selectmen
 Date and Time of Meeting _____ September 28, 2020 7:00 PM
 Place of Meeting _____ Room 03, 52 Main Street

CITATION- GRANT VEREKER

A.) SIGNING OF WARRANT, APPROVAL of Minutes, September 14, 2020
EXECUTIVE SESSION Minutes, September 14, 2020

B.) INVITATION TO SPEAK

The Board of Selectmen invites public participation on an in-person basis during its September 28, 2020 meeting. Due to restrictions imposed by Governor Baker's March 2020 Declaration of a State of Emergency prohibiting gatherings of more than ten people, participation in Invitation to Speak shall be limited to two such participants entering the meeting room at a time, wearing appropriate protective equipment, and leaving immediately upon conclusion of the participation to allow others to enter the room and participate equally. Those wishing to participate shall be queued outside the building, at least six-feet apart, and permitted to enter two at a time.

C.) PUBLIC HEARINGS- CALL IN TEL NO. 1-857-444-0744 - Conference Code 143644

D.) SCHEDULED APPOINTMENTS

1. RTE 85 Realty Corp., re: Amend Traffic Rules and Orders- Two Way Beaver Street
2. RTE 85 Realty Corp., re: Amend Traffic Rules and Orders- Right Turn on Beaver Street/All Way Stop Sign
3. Milford TV Annual report
4. Town Treasurer, re: Award Licensed Auctioneer Contract
5. Town Treasurer, re: 15 Draper Park
6. Town Administrator, Town Counsel, IT Director, re: Town Meeting

E.) TOWN ADMINISTRATOR'S REPORT

F.) OLD BUSINESS

G.) NEW BUSINESS

1. Town Administrator, re: Recommendation- Appoint Custodian
2. Town Administrator, re: Recommendation- Appoint HR Director
3. Town Administrator, re: Dog Hearing Recommendation
4. War Memorial Revitalization Committee, re: Resignation
5. War Memorial Revitalization Committee, re: Appointments
6. Planning Board Clerk, re: Retirement
7. LCT Construction & Services Inc., re: Permit to Obstruct

H.) CORRESPONDENCE

1. Animal Control Officer, re: Resignation
2. Norfolk County Agricultural High School, re: Cares Funding Request

I.) EXECUTIVE SESSION

1. Town Counsel, re: Collective Bargaining-Sewer Department

The listing of matters above are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Signature R. A. Velloni Dated 9/24/20



TOWN OF MILFORD

52 MAIN STREET, MILFORD, MASSACHUSETTS 01757
508-634-2317 Fax 508-473-2394
ldunkin@townofmilford.com

OFFICE OF PLANNING
AND ENGINEERING

Larry L. Dunkin, MCRP
Town Planner

M E M O R A N D U M

TO: Richard A. Villani, Esq. Town Administrator
FROM: Larry L. Dunkin, MCRP Town Planner
Mike Dean, P.E. Town Engineer
DATE: September 23, 2020
SUBJECT: Traffic Rules and Orders -- Amendment Requests

The two Traffic Rules and Orders amendment requests on the 9-28-2020 Board of Selectmen meeting agenda derive from the Planning Board's recent approval of "twin" transportation terminals located at 21 and 26 Beaver Street. The proposed terminal facilities are anticipated to support the parking of parcel delivery vans serving the existing Amazon fulfillment center at 6-12 Industrial Road. The Planning Board decisions require various off-site traffic mitigation, and some of those improvements require approval from the Board of Selectmen in the form of amendments to the Traffic Rules and Orders.

The first Amendment Request under Agenda Item #D-1 relates to reverting all but the northerly 550' of the one-way portion of Beaver Street back to two-way traffic flow. This will retain the one-way northbound segment as it approaches Medway Street at the traffic signals, which MassDOT is still requiring, while at the same time allowing two-way traffic flow between the project site driveways the existing Amazon fulfillment center on Industrial Road.

The second Amendment Request under Agenda Item #D-2 relates to additional improvements required at the intersection of Birch & Beaver Streets. Those improvements include all-way stop traffic control, which is to be analyzed within eight months to determine whether a signal is warranted there instead. Also included in this request is the installation of a 450'-long right-turn lane on the Birch Street approach to the intersection with Beaver Street.

The Planning Board believes that the combination of these improvements will greatly reduce van trip traffic impacts along the Route 109 corridor and along Birch Street.

For your reference we have attached the Planning Board decision for 21 Beaver Street, and note that the conditions are identical for both terminals.



PLANNING BOARD OF MILFORD, MASS.

TOWN HALL, 52 MAIN STREET
634-2317

Joseph Calagione
John H. Cook
Patrick J. Kennelly
Marble Mainini, III
Lena McCarthy

September 9, 2020

Mr. Matt Marcotte
Building Commissioner
Town Hall, 52 Main Street
Milford, MA 01757

**RE: Approval of Site Plan: "495 Transportation Depot I" 21 Beaver Street
(Map 44 Lot 25A)**

Dear Mr. Marcotte:

This is to notify you that, at our regularly scheduled meeting of 9-8-2020, the Planning Board approved a site plan for Route 85 Realty Corp. The proposed development is described as "495 Transportation Depot I" as shown on the 9-sheet site plan, dated 1-2-2020 and revised thru 9-8-2020, was approved subject to all of the following conditions:

Section A. Immediately upon receipt of this approval, the applicant shall petition the Board of Selectmen to amend their Traffic Rules and Orders by reverting the one-way portion of Beaver Street to two-way traffic except for the northerly 550' +/- thereof, as noted in the Tetra Tech Traffic Impact and Access Study (TIAS) dated April 7, 2020. It is an express condition of this site plan approval not only that the applicant petition the Board of Selectmen to amend their Traffic Rules and Orders as required herein, but also that such approval is unconditional. If the Board of Selectmen deny or qualifiedly approve said petition then a material condition of this site plan approval has not been met, and the applicant shall return to the Planning Board for further site plan review.

Section B. Subsequent to obtaining the approval listed in Section A. herein, the following items shall be completed prior to commencement of operations:

1. The one-way portion of Beaver Street shall be converted to a two-way, two-lane street, except for the northerly 550' +/- thereof, as noted in Section A herein.
2. The applicant shall install a 450' +/- long right-turn lane on Birch Street at its approach to Beaver Street as shown on Slide #15 "Mitigated Traffic Operations Beaver Street at Birch Street" contained in the Tetra Tech 21-slide PowerPoint presentation entitled "Proposed Delivery Vehicle Storage Facility – Beaver Street" dated May 5, 2020.
3. "Three-way stop" traffic control shall be installed at the intersection of Beaver and Birch Streets, said improvements to include 3 stop signs, lane and stop bar striping, and advance warning signs.

4. Line-of-sight clearing shall be done on Town-owned parcel 44-0-24 along the curved portion of Beaver Street.
5. Subsequent to receipt of temporary occupancy, traffic counters shall be placed in the site driveway for the first 60 days of operation, data from which to be provided to the Planning Board for review prior to the issuance of a final Certificate of Occupancy.

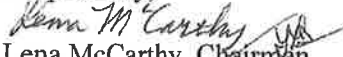
Section C. In addition to the items listed in Sections A & B. above, the following improvements shall also be completed:

1. The applicant shall install all the improvements at the intersection of Rte. 109 and Beaver Street as noted in the TIAS prepared by Tetra Tech dated April 7, 2020. If said improvements are not completed prior to occupancy, a bond in the amount of \$150,000.00 shall be provided as surety for same.
2. The applicant shall install the traffic signal timing adjustments at the Route 109 intersections of the I-495 Southbound and Northbound On/Off Ramps as noted in the Tetra Tech TIAS dated April 7, 2020. If said improvements are not completed prior to occupancy a bond in the amount of \$50,000.00 shall be provided as surety for same.
3. The applicant shall install all of the improvements at the intersection of Rte. 109 and Birch Street as noted in the as noted in the Tetra Tech TIAS dated April 7, 2020. If said improvements are not completed prior to occupancy a bond in the amount of \$35,000.00 shall be provided as surety for same.
4. The "three-way stop" traffic control required in Section B.3. above shall be analyzed within eight months of installation and if warranted, replaced with traffic signal control. A bond in the amount of \$250,000.00 shall be provided as surety for same.

Section D. The foregoing notwithstanding, due to the applicant's stated premise that this transportation terminal on the subject property is necessary to the operation of the fulfillment center facility at 6-12 Industrial Road, any approval is specifically conditioned upon the continued operation of said fulfillment center. Should said fulfillment center cease operations, this site plan approval is null and void, and any continued use of the subject property as a transportation terminal shall be considered a zoning violation subject to enforcement and civil fines, unless further lawful zoning approvals are obtained as appropriate.

Approval of this site plan establishes a three-year period of validity under ZBL Sec. 1.15.8 as amended.

Respectfully,


Lena McCarthy, Chairman
Milford Planning Board

cc: applicant



September 21, 2020

Mr. William E. Kingkade, Jr., Chairman
Milford Board of Selectmen
Town of Milford
52 Main Street
Milford, MA 01757

**Re: Beaver Street Two-Way Traffic Flow
Milford, Massachusetts**

Dear Mr. Kingkade:

As required by the Planning Board in their record decisions dated September 9, 2020 for the site plans for "495 Transportation Depot I" (21 Beaver Street) and "495 Transportation Depot II" (26 Beaver Street), the Applicant, Route 85 Realty Corporation, respectfully petitions the Board of Selectmen to amend their Traffic Rules and Orders by reverting the one-way portion of Beaver Street to two-way traffic flow except for the northerly 550' ± thereof. Figure 1 presents a concept of the proposed roadway improvements.

The proposed parking facilities to be located at 21 and 26 Beaver Street are anticipated to support the storage of delivery vans serving the existing Amazon warehouse at 12 Industrial Road. As part of this project, the proponent proposes to restripe a portion of Beaver Street to allow two-way traffic flow between the project site driveways and Birch Street, which in turn provides access to the existing Amazon warehouse at 12 Industrial Road. Figure 2 shows the section of roadway requested to be reverted to two-way flow in relation to the proposed delivery vehicle storage facilities on Beaver Street and the existing Amazon Warehouse on Industrial Road.

Reverting the one-way portion of Beaver Street to two-way traffic flow will greatly reduce potential traffic impacts along Route 109 as the delivery van trips from the project site driveways heading to the Amazon warehouse will be able to minimize impacts to the Route 109 corridor. The proposed restriping of Beaver Street will also reduce the effective travel width for northbound traffic (from 22 feet in a single travel direction to two 11-foot travel lanes in each direction) and should help reduce travel speeds approaching the proposed site driveways.

We trust the above is sufficient for the Board of Selectmen's review of the requested Traffic Rules and Orders amendment. Please call Rob Woodland at (781) 910-5015 should you have any questions.

Very truly yours,

A handwritten signature in blue ink, appearing to read 'Rob Woodland'.

Robert I. Woodland, PE

P:\176339\143-176339-2000\1\DOCS\REPORTS\LETTER TO BOS #1\LETTER TO BOS #1_2020.09.21.DOCX

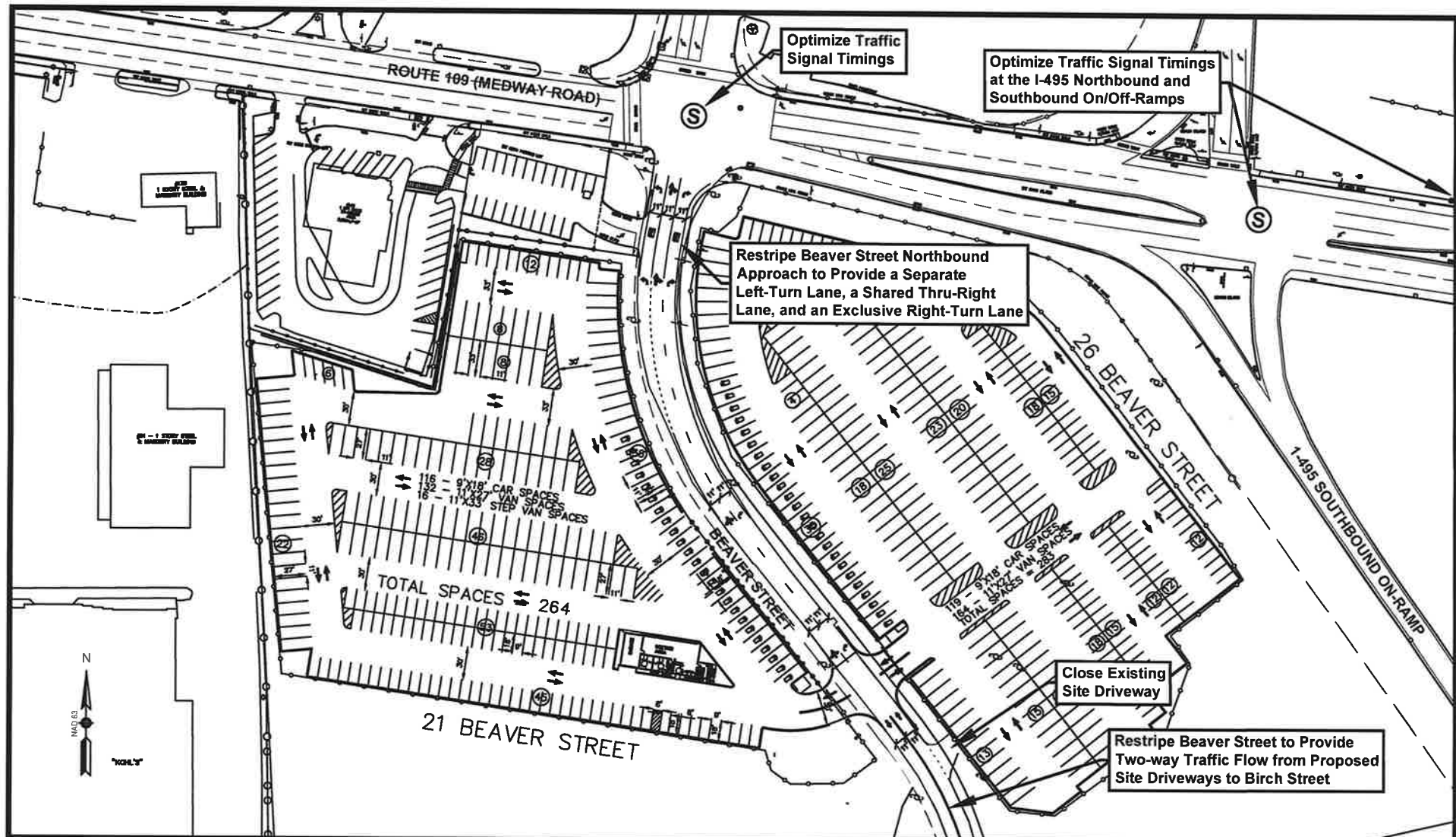
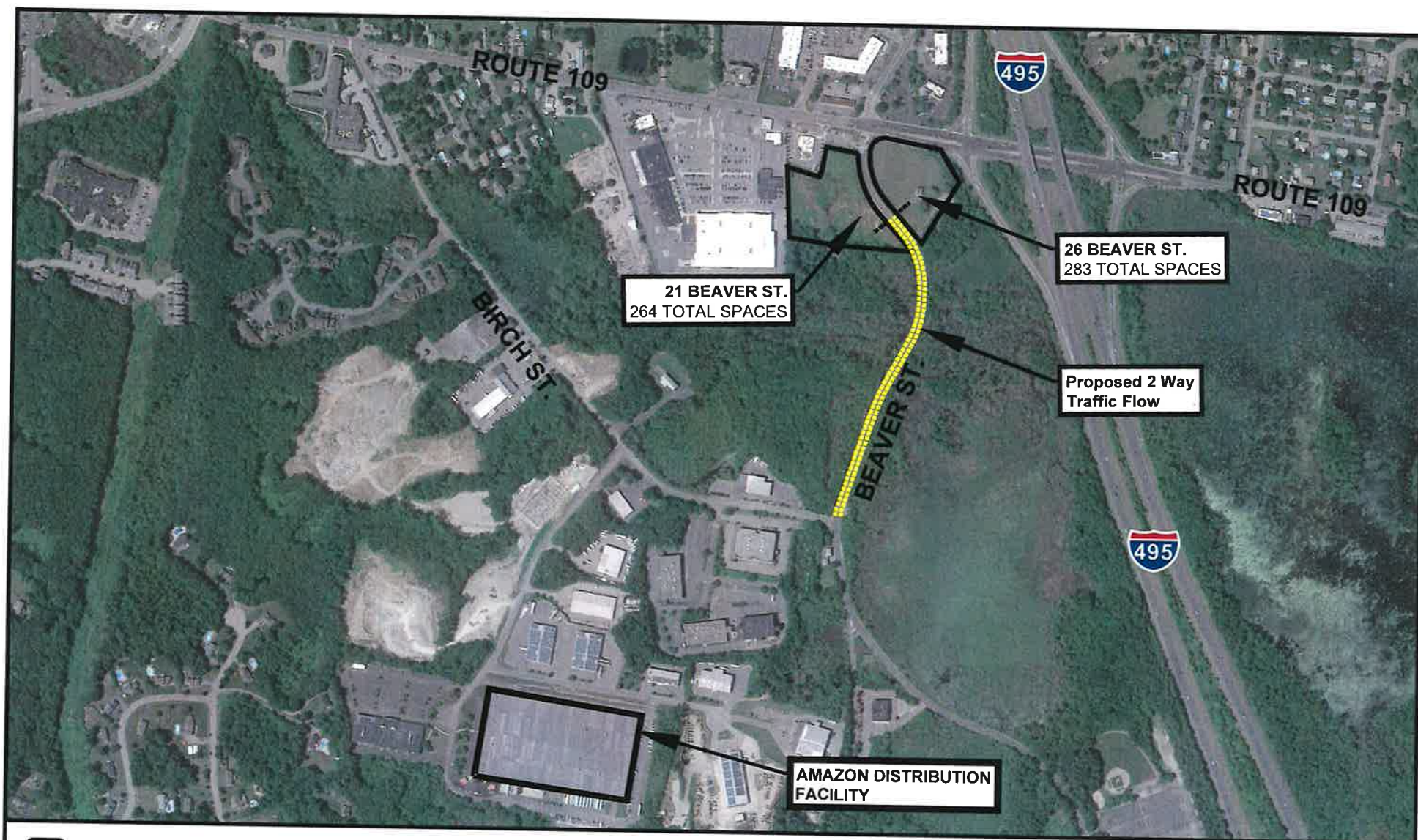


FIGURE
1





TETRA TECH

September 21, 2020

Mr. William E. Kingkade, Jr., Chairman
Milford Board of Selectmen
Town of Milford
52 Main Street
Milford, MA 01757

**Re: Beaver Street/Birch Street Intersection Improvements
Milford, Massachusetts**

Dear Mr. Kingkade:

As required by the Planning Board in their record decisions dated September 9, 2020 for the site plans for "495 Transportation Depot I" (21 Beaver Street) and "495 Transportation Depot II" (26 Beaver Street), the Applicant, Route 85 Realty Corporation, respectfully petitions the Board of Selectmen to amend their Traffic Rules and Orders by allowing the unsignalized intersection at Birch Street and Beaver Street to be modified to include a southbound Beaver Street approach, a 450'± long right-turn lane on the eastbound Birch Street approach and installation of all-way stop control to include 3 stop signs, lane and stop bar striping, and advance warning signs. Per the Planning Board's record decisions, the three-way stop traffic control shall be analyzed within eight months of installation and if warranted, replaced with traffic signal control. Figure 1 presents a concept of the proposed intersection improvements.

Under a separate request, the Applicant for 21 and 26 Beaver Street has petitioned the Board of Selectmen to amend their Traffic Rules and Orders to revert the one-way portion of Beaver Street to two-way traffic flow to minimize impacts to the Route 109 corridor. To support the two-way traffic flow on Beaver Street, improvements to the Beaver Street intersection at Birch Street are needed to provide sufficient traffic operations at the intersection.

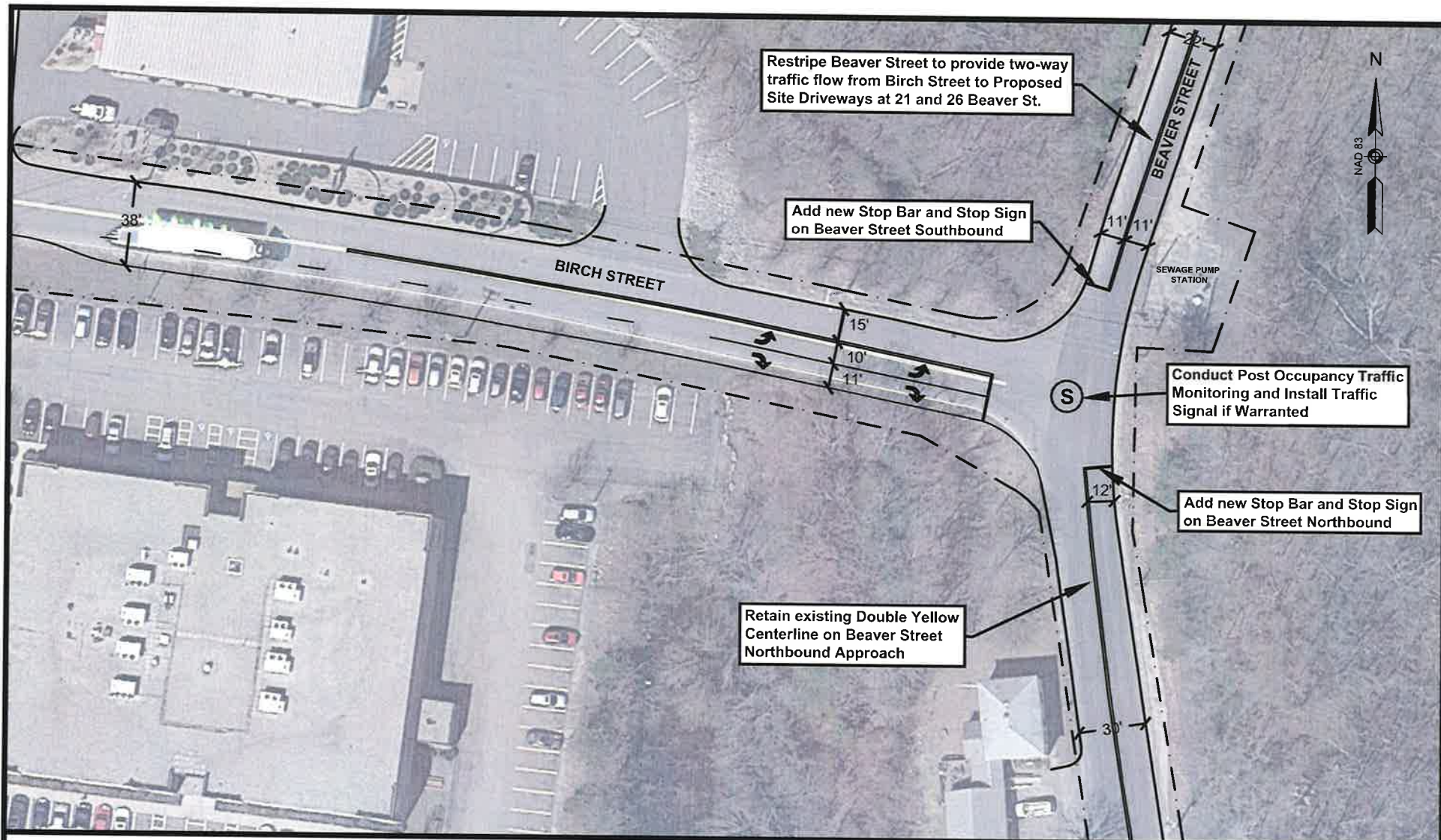
We trust the above is sufficient for the Board of Selectmen's review of the requested Traffic Rules and Orders amendment. Please call Rob Woodland at (781) 910-5015 should you have any questions.

Very truly yours,

Robert I. Woodland, PE

P:\176339\143-176339-20001\DOCS\REPORTS\LETTER TO BOS #2\LETTER TO BOS #2_2020.09.21.DOCX

Tetra Tech
Marlborough Technology Park, 100 Nickerson Road, Marlborough, MA 01752
Tel 508.786.2200 Fax 508.786.2201 tetratech.com



MILFORD BOARD OF SELECTMEN

Monday, September 28, 2020

REMOTE PARTICIPANTS – ZOOM MEETING

Scheduled Appointments

Agenda Item #D-1 Traffic Rules and Orders – Amendment Request

Agenda Item #D-2 Traffic Rules and Orders – Amendment Request

Rob Woodland
rob.woodland@tetrattech.com

Courtney Sudack
courtney.jones@tetrattech.com

John Nenart
johnn@imperialcars.com

Joe Antonellis
jma@majhlip.com

D-4
9-28-20



OFFICE OF THE TOWN TREASURER
TOWN OF MILFORD, MASSACHUSETTS
52 MAIN STREET, ROOM 18
MILFORD, MA 01757

CHRISTOPHER C. PILLA
TOWN TREASURER

JANET A. FERREIRA
ASSISTANT TREASURER

HELENA DOIRON
ADMINISTRATIVE ASSISTANT

Telephone: (508) 634-2300
Fax: (508) 634-2324
E-Mail: cpilla@townofmilford.com
Web: milford.ma.us

TO: Board of Selectmen
FROM: Christopher C. Pilla, Town Treasurer
SUBJECT: Licensed Auctioneer Services
DATE: September 28, 2020

Dear Honorable Selectmen,

On August 31, 2020, the Town of Milford sent out a request for quotes (RFQ) for a licensed auctioneering service to auction off the following parcels:

- 43-0-21 – 15 Fairview Avenue
- 48-0-139 – 23 Chestnut Street
- 26-0-9 – 142 Purchase Street
- 58-0-1 – Howard Street

The request was sent to the following companies: JJ Manning Auctioneers, Sullivan & Sullivan Auctioneers LLC., and The Zekos Group. All three companies submitted their quotes by the deadline of 2pm on September 18, 2020. The bids were publicly opened on the 18th by the Town Administrator. All submissions were determined to be responsive to the RFQ.

The RFQ stated the contract will be awarded by the Board of Selectmen based upon terms determined to be most advantageous to the Town of Milford. Quotes will be deemed more advantageous if they offer a lower buyer's premium, paid directly to the auctioneer by the buyer, with lower auctioneer fees. Although not evaluated as important, quotes in which the auction can be scheduled sooner will be deemed more advantageous to the Town. Finally, the auctioneer with the most comprehensive advertising plan in terms of print media coverage, internet advertising, advertisement mailings, notices to abutters and residents, and distribution of property information packets will be deemed more advantageous.

The RFQ needed to include the following information:

- Buyer's premium and how it will be paid.
- Auctioneer's fee if property does not sell at auction.
- Auctioneer's fee if property is withdrawn from auction.

- Auctioneer's fee if property is redeemed prior to auction.
- Proposed or estimated Auction date.

Below is a financial matrix of all quotes submitted:

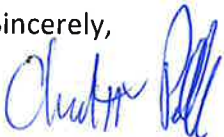
Auction Company	Location	Buyer's Premium	Fee if Property Doesn't Sell	Fee if Property Withdrawn	Fee if Property Redeemed	Proposed Auction Date
JJ Manning Auctioneers	Yarmouth Port, MA	6.00%	\$0.00	\$0.00	\$0.00	Within 30 Days after bid award
Sullivan & Sullivan	Sandwich, MA	3.25%	\$0.00	\$0.00	\$500.00	10/28/2020
The Zekos Group	Shrewsbury, MA	2.49%	\$0.00	\$0.00	\$0.00	10/26/2020 or 11/5/2020

The Town also asked for specific advertisement channels to be used. Exhibit A shows a breakdown of how each company will advertise the auction.

All Auction companies will also work to meet all COVID – 19 related orders, restrictions, and precautions.

I ask that your Board review the proposals and act accordingly.

Sincerely,



Christopher C. Pilla
Town Treasurer
Town of Milford

Exhibit A
Financial and Advertising Comparison

Financial Comparison

Auction Company	Location	Buyer's Premium	Fee if Property Doesn't Sell	Fee if Property Withdrawn	Fee if Property Redeemed	Proposed Auction Date
JJ Manning Auctioners	Yarmouth Port, MA	6.00%	\$0.00	\$0.00	\$0.00	With in 30 Days after bid award
Sullivan & Sullivan	Sandwich, MA	3.25%	\$0.00	\$0.00	\$500.00	10/28/2020
The Zekos Group	Shrewsbury, MA	2.49%	\$0.00	\$0.00	\$0.00	10/26/2020 or 11/5/2020

Advertising Comparison

Newspaper	JJ Manning	Sullivan & Sullivan	The Zekos Group
Worcester T&G	x	x	x
Metrowest Daily News	x	x	x
Milford Daily News	x	x	x
Milford Town Crier	x	x	x
NE Real Estate Journal	x	x	x
County Gazette(Norfolk County)			x
Village News (Hopkinton, Shrewsbury			x
Bulletin & TAB (Framingham)			x
The Press			x
Transcript & Bulletin			x
Sudbury Town Crier			x
Wayland Town Crier			x
Wellesley Town Crier			x
Company's Website	x	x	x
AuctionZip	x	x	x
Loopnet.com		x	
PropertyAuction.com		x	
MyStateMLS.com		x	
Trulia.com		x	x
Zillow.com		x	x
Realtor.com			x
Social Media(Facebook, Instagram)	x		
Email Blast	x	x	x
Press Release	x	x	x
Signage	x	x	
Property Info Packets	x	x	x
Brochure	x		x
Abbuter Notification		x	x

7-5
9-28-20



OFFICE OF THE TOWN TREASURER

TOWN OF MILFORD, MASSACHUSETTS

52 MAIN STREET, ROOM 18

MILFORD, MA 01757

CHRISTOPHER C. PILLA

TOWN TREASURER

JANET A. FERREIRA

ASSISTANT TREASURER

HELENA DOIRON

ADMINISTRATIVE ASSISTANT

Telephone: (508) 634-2300

Fax: (508) 634-2324

E-Mail: cpilla@townofmilford.com

Web: milford.ma.us

TO: Board of Selectmen

FROM: Christopher C. Pilla, Town Treasurer

SUBJECT: Town of Milford v. Michael DeCesare, Trustee
Land Court Case No.: 17 TL 001551
15 Draper Park, Milford, MA 01757

DATE: September 28, 2020

Dear Honorable Selectmen,

On August 24, 2020, the Board was presented with an offer to vacate judgement on the above-mentioned property. The Board rejected the offer and proceeded with the scheduled hearing on September 17, 2020. On September 11, 2020, the Assignee (Michael Cercone) try to pay in full the amount owed to the Town. The Town rejected the payment and proceed to prepare for the scheduled hearing on September 17, 2020.

On September 17, 2020, Town Counsel and I appeared before the Land Court via zoom. The Assignee presented to Land Court that they tried to make full payment on September 11th but the tender was rejected by the Town. The Assignee present the court with a SJC case which outlined the discretion of Land Court pertaining to G.L. c. 60, Section 68. The Judge agreed with this citing of the case. At that point, the Town argued about the date of which the motion to vacate was filed and at such time payment was not received. After a brief discussion, the Judge explained that due to Governor Baker's Covid-19 Moratorium on evictions and foreclosures, the owner's right to redeem was extended. At that time, the Judge ruled in favor on the Assignee and allowed him to redeem in full (including all interest and fees) the parcel from the Town by September 18, 2020.

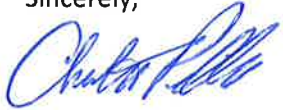
On September 18, 2020, Mr. Cercone appeared before me and made a payment of \$56,251.02 satisfying all monies owed to the Town of Milford for this parcel. Below is a breakout of what was collected:

Outstanding Taxes through FY20	\$48,207.32
Court and Redemption Fees	\$725.00
Maintenance Fees	\$1,094.54
Legal Fees	\$1,500.00
Pro Forma Taxes FY21	\$4,724.16

The parcel will now be placed back on the tax rolls starting in FY22 as we have already collected the taxes for this current year. Mr. Cercone has advised that he will keep current in taxes while this matter proceeds in probate court.

If you have any questions or would like to discuss this matter more, please do not hesitate to ask. Thank you for your time on this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Christopher C. Pilla", is written over the word "Sincerely,".

Christopher C. Pilla
Town Treasurer
Town of Milford

Cc: Charles D. Boddy, Town Counsel

7-6
9-28-20



MILFORD BOARD OF SELECTMEN

Room 11, Town Hall, 52 Main St. (Route 16), Milford, Massachusetts 01757-2679
Phone 508-634-2303 Fax 508-634-2324

William E. Kingkade, Jr., Chairman
Michael K. Walsh
Thomas J. O'Loughlin, Esq.

Richard A. Villani
Town Administrator

September 28, 2020

TO: William E. Kingkade, Jr., Chairman
Michael K. Walsh
Thomas O'Loughlin

FROM: Richard A. Villani, Town Administrator

RE: Reschedule Date-Format-Location of Town Meeting

DATE: September 28, 2020

On September 22, 2020, I scheduled a meeting with Town Counsel Charles Boddy, Police Chief Mike Pighetti, Fire Chief Mark Nelson, Town Clerk Amy Neves, IT Director Chris George, Director of Public Health Jackie Murphy and Town Moderator Mike Noferi to discuss the upcoming Special Town Meeting Scheduled for Monday, October 26, 2020.

The specific agenda for the meeting was to determine the format to conduct the meeting.

We discussed alternatives for the meeting and we are recommending to the Board a hybrid format as was used at the June Annual Town Meeting with one change. Namely, we will be recommending a remote option as an alternative for Town Meeting members, should they not want to or be able to attend in person. IT Director, Chris George and Town Moderator Mike Noferi will be testing equipment to enable Town Meeting members attend the Meeting remotely and be able to vote on each Article.

The plan is to use three (3) in person locations – Upper Town Hall, Youth Center and the Senior Center. Public Health Director Murphy has determined the seating capacity for each location (Capacity Limits Sheet attached). IT Director Chris George will coordinate the technology for the indoor and remote participation. We will hire a cleaning company to sanitize all three locations before and after the meeting. Facilities Director Carlos Benjamin will ensure all PPE supplies are available to the three meeting locations, which will include masks, gloves, hand sanitizer etc. Seating will be set up to comply with all social distancing requirements. Police Chief Pighetti will determine the Police Details required for the Meeting and also work with Fire Chief Nelson to coordinate individuals entering and exiting the three locations.

Due to the need to test the technology and equipment required to hold a hybrid format, we are recommending the Special Town Meeting date be changed to Monday, November 9, 2020 and Tuesday, November 10, 2020 if needed. An additional reason for the change in the date is to allow for sufficient time to properly prepare for and put protocols in place to safely conduct the Special Town Meeting.

The rescheduling will also benefit the Town Clerk's office as they prepare for the National Election to be held on November 3, 2020. A further benefit is the Town would have more time to possibly receive the Chapter 70 School Aid and Unrestricted General Government Aid distributions.

In conclusion, at tonight's Meeting, we are recommending the Board to Vote on the following: 1. Reschedule the Special Town Meeting to November 9 and 10, 2020 and 2. Hold the meeting at three physical locations.

Once the remote meeting equipment is tested by the IT Director and Town Moderator Noferi, then, at the October 5th Selectmen Meeting, we will be recommending the Board vote to authorize a hybrid format for Town Meeting to include remote participation.

Thank you for your consideration.

Enclosures



BOARD OF HEALTH

TOWN OF MILFORD, MASSACHUSETTS 01757

Jacquelyn A. Murphy, Director of Public Health

Telephone: 508-634-2315

Board Members

Kenneth C. Evans

Leonard A. Izzo

Paul A. Mazzuchelli

September 25, 2020

To: Rick Villani, Town Administrator

From: Jacquelyn Murphy, Director of Public Health

Re: October Town Meeting – Indoor Capacity Limits

Measurements:

The upper town hall is 92 feet from the front of the arc of the stage to the back, and 52.5 feet wide at inner width (i.e., not including the space under either balcony (4,830 square feet (sqft)). The stage opening which would allow people to see presenters is 26 feet by 15 feet (390 sqft).

The Milford Youth Center gymnasium is 117 feet by 79 feet (9,243 sqft). The stage opening which would allow people to see presenters is 21 feet by 13 feet (273 sqft).

The Senior Center's gathering room with the stage is an L-shaped room that is approximately 2,100 sqft with all doors open (i.e., all sections available). The functional space on the stage, excluding ramps and stairs, is about 200 sqft.

Regulation:

While the purpose of this gathering is for a municipal legislative body, and therefore it is exempt from the indoor gathering limits outlined in COVID-19 Order No. 46, we should nonetheless implement social distancing practices based on the growing body of evidence supporting the effectiveness of social distancing in preventing COVID-19 transmission.

Capacity limits:

The indoor gathering limit guidance introduces two potential ways to calculate capacity limits:

1. The first states 8 people per 1,000 sqft, allotting 125 sqft per person.
2. The second states 6 feet of distance between each individual (i.e., imagining a circle with 3 ft radius (6 feet in diameter) with a person in the center, giving each person 28.26 sqft).

Rather than strictly adhering to one approach or the other, which are both evidence-based strategies for preventing and reducing the spread of COVID-19, the Board of Health recommends capacity calculations based on an Integrated Approach (Table 1).

Table 1. Capacity Calculations for Three Proposed Town Meeting Spaces according to two methods outlined in COVID-19 Order No. 46

Location	Capacity According to Method 1 (~ 125 sqft / person)	Capacity According to Method 2 (~ 28.26 sqft / person)	Recommended Integrated Approach (~ 75 sqft / person)
Town Hall (4,830 sqft)	38	170	64
Town Hall stage (390 sqft)	3	13	5
Youth Center (9,243 sqft)	73	327	123
Youth Center stage (273 sqft)	2	9	3
Senior Center (2,100 sqft)	17	74	28
Senior Center stage (200 sqft)	2	6	3

Recommendation:

Given the length of time of a typical town meeting and the need to be indoors, potentially without the ability to completely open windows, an integrated approach is needed which is more conservative than the second approach but which allows

town meeting to occur in a reasonable number of locations. To increase ventilation, as many windows and external doors should remain open as possible.

In addition to the social distancing parameters outlined, and as with all gatherings during this pandemic, the Milford Board of Health strongly recommends all attendees check their own health symptoms before attending and stay home if they experience any symptoms of COVID-19, according to the Centers for Disease Control and Prevention. Additionally, all attendees should wear face coverings or masks made of multiple layers of fabric and closely fitted to their face. Finally, attendees should wash hands consistently and avoid touching their face after touching common surfaces (e.g., doors) and before washing their hands.

E-4
9-28-20

Frank R. Andreotti Jr.
4 Meade Street
Milford, MA 01757

September 22, 2020

Mr. Richard Villani
230 Main Street
Milford, MA 01757
Town Hall

Dear Mr. Richard Villani:

I would like to inform WMRC that I am resigning my membership immediately because of other commitments that I have. I'm sorry for any inconvenience. I am on four other organizations at this time. They are: Chaplain for the DAV, Adjutant for the VFW, Member of Vietnam the 50th of Massachusetts, and also the Italian American War Veterans Post 40 an active member.

Thank you to all the members of WMRC.

Much Appreciated!
Thank you,

Sincerely,


Frank R. Andreotti Jr.

E-5-28-20

Richard Villani

From: Joe Lutfy <lut557@yahoo.com>
Sent: Wednesday, September 23, 2020 12:37 PM
To: Peter Scandone
Cc: WMRC
Subject: Re: WMRC update new members

I'm in for both new members. Know each of them well and believe they will be a great addition to the committee.

Joe

On Sep 23, 2020, at 10:45 AM, Peter scandone <pscandone4@outlook.com> wrote:

Good Morning

Rick Villani forward me 2 applications he received from Vinnie Cifizzari and Ronald Howland to become members of WMRC. I also received notice that Frank Andreotti will submit a letter of resignation to Rick . As a result Vinnie and Ron will fill the two vacancies created by Steve's passing and Frank's resignation. Both applications attached. Let me know if you have any question.

Thank you and have a good day.
Peter

<Ronald Howland Application.pdf>
<Vinnie Cifizzari.pdf>



MILFORD BOARD OF SELECTMEN

Room 11, Town Hall, 52 Main Street (Route 16), Milford, MA 01757

508-634-2303 Fax 508-634-2324

APPLICATION FOR APPOINTMENT TO BOARD OR COMMITTEE

If you would like to serve on any of the local government boards whose members are appointed by the Board of Selectmen, please complete this application, providing all information requested, and return to the Board of Selectmen at the above address. Your application will remain on file for **three years**. If you have not had an opportunity for appointment within that time period, please reapply, so that your application can remain current. Thank you for your interest. (All information required on this form should be typed or printed clearly.)

YOUR NAME

Vincent J. Cifizzari

YOUR ADDRESS

90 Stanphyl Rd Uxbridge Ma.

TELEPHONE NO. FOR WEEKDAYS (X)

774 287 0004

& EVENINGS (X) 774 287 0004

EMAIL ADDRESS

VinnieCif@Yahoo.com

PLEASE INDICATE BELOW, INFORMATION PERTINENT TO YOUR EDUCATION, EXPERIENCE, AND/OR INTERESTS WHICH WOULD BE RELEVANT TO THE BOARD(S) YOU HAVE CHOSEN.

EDUCATION

Founder of The Massachusetts Medal of Liberty Committee of Milford

EXPERIENCE

36 yrs law enforcement

21 yrs military

INTERESTS

Milford Veterans and their families

Please indicate below if you are a Town Employee or serve on any Town Board.

NO

Please place "x" beside the Board(s) on which you are interested in serving:

☐ Cedar Swamp Pond Development Committee
☐ Commission on Disability
☐ Community School Use Committee
☐ Conservation Commission
☐ Council on Aging
☐ Fair Housing Committee
☐ Finance Committee

☒ War Memorial Rev. Committee

☐ Historical Commission
☐ Industrial Development Commission
☐ Memorial Hall Cultural Center Committee
☐ Milford Cultural Council
(formerly Arts Lottery Council)
☐ Milford Geriatric Authority
☐ Milford Youth Commission
☐ Personnel Board
☐ Zoning Board of Appeals
☐ Other (Describe Below)

FOR OFFICE USE ONLY: Date Rec'd 9-4-20 Recorded _____

Application Expires _____

Referred to Board Chair for Review/Comment/Recommendation _____



MILFORD BOARD OF SELECTMEN

Room 11, Town Hall, 52 Main Street (Route 16), Milford, MA 01757
508-634-2303 Fax 508-634-2324

APPLICATION FOR APPOINTMENT TO BOARD OR COMMITTEE

If you would like to serve on any of the local government boards whose members are appointed by the Board of Selectmen, please complete this application, providing all information requested, and return to the Board of Selectmen at the above address. Your application will remain on file for **three years**. If you have not had an opportunity for appointment within that time period, please reapply, so that your application can remain current. Thank you for your interest. (All information required on this form should be typed or printed clearly.)

YOUR NAME RONALD E. HOWLAND

YOUR ADDRESS 285 CENTRAL ST MILFORD

TELEPHONE NO. FOR WEEKDAYS 508 473 5435 & EVENINGS ()

EMAIL ADDRESS RHOWLAND1@Comcast.net

PLEASE INDICATE BELOW, INFORMATION PERTINENT TO YOUR EDUCATION, EXPERIENCE, AND/OR INTERESTS WHICH WOULD BE RELEVANT TO THE BOARD(S) YOU HAVE CHOSEN.

EDUCATION MAST-1 Degree WPI

EXPERIENCE Retired MAJOR - USAF
work at MASS. MILITARY RECORD (MILSERV)
50 maple ST

INTERESTS member of MASS. MEDAL LIBERTY TEAM
MILFORD

Please indicate below if you are a Town Employee or serve on any Town Board.

Please place "x" beside the Board(s) on which you are interested in serving:

- | | |
|---|--|
| <input type="checkbox"/> Cedar Swamp Pond Development Committee | <input type="checkbox"/> Historical Commission |
| <input type="checkbox"/> Commission on Disability | <input type="checkbox"/> Industrial Development Commission |
| <input type="checkbox"/> Community School Use Committee | <input type="checkbox"/> Memorial Hall Cultural Center Committee |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Milford Cultural Council |
| <input type="checkbox"/> Council on Aging | <input type="checkbox"/> (formerly Arts Lottery Council) |
| <input type="checkbox"/> Fair Housing Committee | <input type="checkbox"/> Milford Geriatric Authority |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> Milford Youth Commission |
| <input checked="" type="checkbox"/> War Memorial Rev. Committee | <input type="checkbox"/> Personnel Board |
| | <input type="checkbox"/> Zoning Board of Appeals |
| | <input type="checkbox"/> Other (Describe Below) |

FOR OFFICE USE ONLY: Date Rec'd 9/22/20 Recorded _____ Application Expires _____
Referred to Board Chair for Review/Comment/Recommendation _____

5-6
9-28-20

September 22, 2020

Milford Town Planner

Mr. Larry Dunkin

52 Main Street

Milford, MA 01757

I am writing to inform you of my decision to retire from the position of Clerk for the Planning Board. It comes after much thought. It has been 35 years of working in this position with great pleasure. I ask that you please accept this letter of retirement.

If you need anything else from me please let me know. I thank you in advance.



Sincerely,

Karen A. Jackson



MILFORD BOARD OF SELECTMEN

Room 11, Town Hall, 52 Main St. (Route 16), Milford, Massachusetts 01757-2679

508-634-2303

Fax 508-634-2324

www.milfordma.gov

PERMIT TO OBSTRUCT APPLICATION

- 1) Read appropriate By-Law on reverse side (Article and Section is identified below)
- 2) An Insurance Certificate (\$1,000,000/\$3,000,000) is required, worded as follows:
THE TOWN OF MILFORD IS AN ADDITIONAL INSURED.
- 3) If requesting a Permit to hang a Sign or Banner, first obtain a permit for the **Sign or Banner** itself from the Building Commissioner. Attach a copy of that permit.
- 4) If a Banner overhanging a public street is to be attached to a building, you must obtain permission from the property owner.
- 5) Applicant shall engage a responsible individual to hang banner: **town employees are prohibited from engaging in this activity.**
- 6) Submit complete application, including Insurance Certificate and any other required documents, to Selectmen's Office at least **two weeks prior to date requested below.**

Detach and retain top section for future use; Complete and submit bottom section to Selectmen's Office

NAME OF ORGANIZATION

MAILING ADDRESS:

LCT Construction & Services, Inc.

4 Evergreen Lane Suite F

Hopedale, MA 01747

CONTACT PERSON:

Sara Castro

PHONE #

774-573-8335

CHECK ONE:

☒

PERMIT TO OVERHANG PUBLIC WAY (Article 13, Section 5) \$10.00 Fee

PERMIT TO OBSTRUCT A PUBLIC WAY (Article 12, Section 3) \$5.00 PER DAY Fee

PERMIT TO OBSTRUCT SIDEWALK (MERCHANDISE DISPLAY) (Article 13, Sec. 6) \$5.00 PER DAY Fee

DESCRIBE IN DETAIL WHAT YOU PLAN TO DO:

LCT is doing siding work to 80-82 Main Street.
We're hoping to do this on October 2-6, if possible.
We need sidewalk permit we have our own caution
cones to put on sidewalk.

INDICATE EXACT LOCATION (Street(s) & Number(s), EXACT DAY(S) AND DATE(S), TIMES OF DAY,
AND ALL OTHER RELEVANT INFORMATION:

Signature of person authorized to apply for permit


Date

09-22-20

Police Chief's Signature

Date

Comments:



This part
we're working on.

We need a side walk permit.

H-1
9-28-20



Milford Animal Control
3 Fiske Mill Road
Milford, MA 01757
508-478-3871

Rochelle C. Thomson
Animal Control Officer

September 18, 2020

Town of Milford
Board of Selectmen
52 Main Street
Milford, MA 01757

Dear Milford Board of Selectmen,

It is with extreme regret that I am informing you of my resignation from my positions as the Animal Control Officer and the Municipal Animal Inspector within the town due to personal nonrecoverable illness. Please consider this correspondence to be my official two weeks written notice.

The decision for me to give my resignation has not been an easy one and it fills me with great sadness. However, I am not in the best of health to perform fully the responsibilities required to do my job effectively. I hope that my departure from my positions will not cause too much undue stress or inconvenience. Although I can no longer do the work that I once could, I hope that I can remain a valuable resource and help out where ever or when ever I can. I am also willing to assist in training, as well as assist with helping to find my replacement, if needed.

I am very grateful for the opportunity to have worked for the Town and will cherish the time and experiences I have had for over 25 years.

Respectfully Submitted,

Rochelle Thomson

Rochelle Thomson

H-2
9-28-20

NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL

The County of Presidents

400 MAIN STREET, WALPOLE, MA 02081

Telephone: (508) 668-0268

Fax: (508) 668-0612

Web Site: www.norfolkaggie.org



TRUSTEES

EDWIN S. LITTLE, Sharon, Chairman
MICHAEL McFARLAND, Quincy, Vice Chairman
PETER H. COLLINS, Milton
FRANCIS W. O'BRIEN, Dedham
JOSEPH P. SHEA, Quincy
MATTHEW J. SHEEHAN, Dedham
ELIZABETH SMITH, Franklin

TAMMY T. QUINN, Ed. D., Superintendent-Director, Ext. 11207
RICHARD D. FITZPATRICK, Business Manager, Ext. 11211
RON DRISKILL, Ed.D., Principal, Ext. 12102
HEIDI C. BLACK, Director of Student Services, Ext. 12207
LINDA M. RADZVILLA, Vocational Assistant Principal, Ext. 19128
SEAN G. CROWLEY, Academic Assistant Principal, Ext. 15119
DAWN K. CARON, Dean of Student Life, Ext. 13124

August 25, 2020

Richard Villani
Town Manager
52 Main Street
Milford, MA 01757

Dear Mr. Villani:

As several regional school systems are embarking on joint planning with their member municipalities to share in the unique resources made available in the second round of federal Coronavirus relief funding via the CARES Act, I reach out to you now to request thoughtful and equitable consideration for Norfolk County Agricultural High School as you prepare CARES Act reimbursement eligibility documentation.

As you most surely are aware, the first round of federal relief included a limited amount of funding directly available to school systems on a predetermined formula basis; but this second, more substantial aid package has been designed at the federal level to be disbursed through local municipalities. Given that the listing of potential municipal uses for this funding shared by the Massachusetts Secretary of Administration and Finance included school distance learning and cleaning/disinfection of public buildings, it is reasonable to assume that you have included local school department distance learning and disinfection expenses as you have estimated FY20 COVID-19 costs eligible for CARES Act reimbursement. May Norfolk Aggie anticipate at least some consideration for the distance learning and other COVID-19 related expenses we have incurred or anticipate on behalf of our students and the member towns in which they reside?

Kindly consider how Milford might include an affordable contribution toward our costs within your documentation. It is not our intent to disrupt your planning, but rather to encourage simple consideration for all facets of the town's educational budget within the amount for which your town has been deemed eligible. Rather than identify a specific amount, we encourage you to analyze your situation to make a determination of the sum of money that might reasonably be available to respond to this request.

As we explore this avenue of access for any source of much needed aid, we are prepared to provide proper documentation of all COVID-19 related expenses within the amount identified as being available to us, and look forward to working cooperatively with you.

Sincerely,

Tammy T. Quinn, Ed.D.
Superintendent-Director

TTQ/ls

cc: School Department Business Office

The Norfolk County Agricultural High School is an equal opportunity employer who does not discriminate on the basis of race, color, sex, gender identity, sexual orientation, religion, national origin, disability status, genetic information and testing or the Family and Medical Leave Act in its education activities or employment practices as required by Title IX of the 1972 Federal Education Amendments, by Section 504 of the 1973 Rehabilitation Act and by Chapter 622 of the General Laws of the Commonwealth of Massachusetts.

A service to Norfolk County-Regional Government representing twenty-eight communities of: Avon, Bellingham, Braintree, Brookline, Canton, Cohasset, Dedham, Dover, Foxborough, Franklin, Holbrook, Medfield, Medway, Millis, Milton, Needham, Norfolk, Norwood, Plainville, Quincy, Randolph, Sharon, Stoughton, Walpole, Wellesley, Westwood, Weymouth, Wrentham

Richard Villani

From: Tammy Quinn <tquinn@norfolkaggie.org>
Sent: Friday, September 18, 2020 8:28 AM
To: Richard Villani
Subject: Re: Cares Act

Hi,
We are giving each student a Chromebook because every Monday is remote learning for all and students are in 2 groups for alternating Tuesdays through Fridays. So students will be learning from home 6 days in a 2 week cycle. Chromebooks have cost between \$239-261 depending on the vendor.
Let me know if you need anything else.
Thank you,
Tammy

*Dr. Tammy Tower Quinn
Superintendent/Director
Norfolk County Agricultural High School
400 Main Street
Walpole, MA 02081
508.668.0268 ext. 11207
tquinn@norfolkaggie.org*

Forsan Et Haec Olim Meminisse Iuvabit

On Fri, Sep 18, 2020 at 8:10 AM Richard Villani <rvillani@townofmilford.com> wrote:

Tammy: Can you advise as to how the purchase will benefit Milford students. Also, what are the cost of the Chromebooks? The Board members are seeking a more detailed request.

Thanks.

Rick

Richard A. Villani

Town Administrator

Town of Milford

52 Main Street (Room #11)

Milford, MA 01757

508.634.2303 p

508.634.2324 f



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From: Tammy Quinn <tquinn@norfolkaggie.org>
Sent: Wednesday, September 16, 2020 3:24 PM
To: Richard Villani <rvillani@townofmilford.com>
Subject: Cares Act

Hi Rick,

Thanks for reaching out. We have 10 students from Milford and we will be using the money for Chromebooks.

Stay well,

Tammy

Dr. Tammy Tower Quinn

Superintendent/Director

Norfolk County Agricultural High School

400 Main Street

Walpole, MA 02081

508.668.0268 ext. 11207

tquinn@norfolkaggie.org

Forsan Et Haec Olim Meminisse Iuvabit

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