

**MILFORD BOARD OF SELECTMEN: AGENDA**  
**October 21, 2019– 7:00PM, ROOM 03, TOWN HALL**

**CITATIONS- BOY SCOUTS**

- A.) SIGNING OF WARRANT, APPROVAL OF Minutes, October 7, 2019,  
Executive Session Minutes, October 7, 2019**
- B.) INVITATION TO SPEAK**
- C.) PUBLIC HEARINGS\***  
7:00 PM      1. KPM Auto, Inc. re: Class I License
- D.) SCHEDULED APPOINTMENTS**
  - 1. Finance Director, re: Town Meeting Warrant/Capital Plan
  - 2. Benefits Coordinator, Kelly Capece and Insurance Advisory Committee-re: Senior Insurance Plan
  - 3. Downtown Revitalization Committee, re: Update
- E.) TOWN ADMINISTRATOR'S REPORT**
- F.) OLD BUSINESS**
- G.) NEW BUSINESS**
  - 1. Milford V.F.W. Post 1544, re: Permit to Obstruct
  - 2. Milford High School, re: Ceremonial Bonfire
  - 3. Department of Veterans Services, re: Veterans' Day parade- Permit to Obstruct
  - 4. Milford Youth Center, re: Acceptance of Gift
- H.) CORRESPONDENCE**
- I.) EXECUTIVE SESSION**

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.

THE COMMONWEALTH OF MASSACHUSETTS

Town of Milford

APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE  
OR ASSEMBLE SECOND HAND MOTOR VEHICLES  
OR PARTS THEREOF

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a New + Used class license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? KPM Auto, Inc.

d/b/a Imperial Toyota  
Business address of concern. No. 300 Fortune Blvd 310 Fortune Boulevard  
Milford MA. 01757 Milford MA 01757 City — Town.

2. Is the above concern an individual, co-partnership, an association or a corporation? Corporation

3. If an individual, state full name and residential address.

4. If a co-partnership, state full names and residential addresses of the persons composing it.

5. If an association or a corporation, state full names and residential addresses of the principal officers.

President Kevin P. Meehan 8 Uxbridge Rd. Mendon, MA.  
Secretary Kevin P. Meehan 8 Uxbridge Rd. Mendon, MA.  
Treasurer Kevin P. Meehan 8 Uxbridge Rd. Mendon, MA. 01756

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles? Yes

If so, is your principal business the sale of new motor vehicles? Yes

Is your principal business the buying and selling of second hand motor vehicles? Yes

Is your principal business that of a motor vehicle junk dealer? No

7. Give a complete description of all the premises to be used for the purpose of carrying on the business.

Location 300 Fortune Boulevard (MAP 29, Block 98, Lot 35)  
+ Lots - 310 Fortune Boulevard (MAP 29, Block 98, Lot 25 A)

8. Are you a recognized agent of a motor vehicle manufacturer?

Yes  
(Yes or No)

If so, state name of manufacturer

Toyota

9. Have you a signed contract as required by Section 58, Class 1?

Yes  
(Yes or No)

10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof?

Yes  
(Yes or No)

If so, in what city — town

Milford

Mendon

MA.  
(Yes or No)

Did you receive a license?

Yes  
(Yes or No)


For what year?

1992 to current

11. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked?

No  
(Yes or No)

Sign your name in full

  
(Duty authorized to represent the concern herein mentioned)  
KEVIN P. MEEHAN

Residence

60 Causeway St.  
Millis MA.

### IMPORTANT

EVERY QUESTION MUST BE ANSWERED WITH  
FULL INFORMATION, AND FALSE STATEMENTS  
HEREIN MAY RESULT IN THE REJECTION OF  
YOUR APPLICATION OR THE SUBSEQUENT  
REVOCATION OF YOUR LICENSE IF ISSUED.

NOTE: If the applicant has not held a license in the year prior to this application, he must file a duplicate of the application with the registrar. (See Sec. 59)



*Town of Milford, Massachusetts*  
*Department of Municipal Finance*  
*Benefits Office*

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KELLY A. CAPECE  
*Benefits Coordinator*

KARA GEROMINI  
*Assistant Benefits Coordinator*

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October 17, 2019

William D. Buckley, Chairman  
Board of Selectmen  
52 Main Street  
Milford, MA 01757

RE: Insurance Rate Approval – Retirees

Dear Chairman Buckley,

During the October 21<sup>st</sup> meeting of the Board of Selectmen, I will be presenting, on behalf of the Insurance Advisory Committee, the rates and plans offered to our Medicare-eligible retirees for our upcoming renewal effective January 1, 2020. Our Committee is seeking a vote from the Board to accept the 2020 rates that were voted on at our recent meeting held on October 10, 2019.

For the Blue Cross Blue Shield Medex II with Blue MedicareRx (PDP) plan, we received a renewal quote that reflected a 2.07% premium increase. Tufts Medicare Preferred HMO plan submitted a renewal quote that reflected a 4.61% premium increase. We have approximately 428 enrollees in the Blue Cross plan and 72 enrollees in the Tufts plan.

The following chart summarizes the plans and rates for 2020 that the IAC voted unanimously to recommend to the Board.

	2019 monthly rate	2020 monthly rate	\$ Change	% Change	2019 Monthly cost to retiree	2020 Monthly cost to retiree
BCBS Medex II with Blue Medicare Rx	\$324.75	\$331.47	+ \$6.72	+ 2.07%	\$162.38	\$165.74
Tufts Medicare Preferred HMO	\$325.50	\$340.50	+ \$15.00	+ 4.61%	\$97.65	\$102.15

Also, during this enrollment period, we will be offering our retirees the opportunity to enroll in our voluntary Blue 20/20 Vision Plan, which was offered to active employees back in July. Since we had such a positive response from the active employees, we thought it should also be offered to the retirees at this time.

Retirees will be receiving a notice from our office within the next few weeks. It will inform them of the 2020 Medicare Supplement plan rates; and will include enrollment information on the Blue 20/20 Vision Plan. The letter will include details on a benefits meeting, which will be held on November 14<sup>th</sup> at the Milford Senior Center. Representatives from both insurance carriers will be available to answer questions and provide members with updated plan materials. Retirees are not required to attend the meeting to continue their current health insurance elections. However, if they so choose, it will be a great opportunity to discuss or clarify any concerns.

If you have any questions or would like to discuss this information in further detail, I am available to meet at your convenience.

Respectfully,

A handwritten signature in cursive script that reads "Kelly A. Capece" followed by a circular flourish.

Kelly A. Capece  
Benefits Coordinator

CC: William E. Kingkade Jr., Selectman  
Michael K. Walsh, Selectman  
Richard A. Villani, Town Administrator  
Zachary Taylor, Finance Director



## 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.milford.ma.us.com](http://www.milford.ma.us.com)

### 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:

MILFORD V.F.W. Post # 1544

21 FREE ST.

MILFORD, MA. 01757

CONTACT PERSON: Stephen Petak CMR. PHONE # 1-774-573-0548  
CHECK ONE:

- ☐ PERMIT TO OVERHANG PUBLIC WAY (Article 13, Section 5)  
☒ PERMIT TO OBSTRUCT A PUBLIC WAY (Article 12, Section 3)  
☒ PERMIT TO OBSTRUCT SIDEWALK (MERCHANDISE DISPLAY) (Article 13, Sec. 6)

DESCRIBE IN DETAIL WHAT YOU PLAN TO DO:

Solicit VFW Buddy Poppies for monetary donation at various locations around town

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

STOP + SHOP - 8AM - 5PM SAT. + SUN. - NOV 9 + 10 - 2019  
OLIVA'S - 8AM - 5PM SAT + SUN - " "  
HICKEY LIQUOR - 8AM - 5PM FRI + SUN - " 8 + 10 "

Stephen J. Petak  
Signature of person authorized to apply for permit

10/9/19  
Date

10-18-19  
Date

Mark C. Gillette  
Police Chief's Signature  
Comments:

## TOWN OF MILFORD BY-LAWS

**ARTICLE 12, Section 3: OBSTRUCTING OF WAY:** Any person who intends to erect, repair, or take down any building on land abutting on any way which the Town is required to keep repaired, and desires to make use of any portion of said way for the purpose of placing therein building materials or rubbish, shall give notice thereof to the Selectmen. Thereupon, the Selectmen may grant a permit to occupy such portion of said way, to be used for such purposes as, in their judgment, the necessity of the case demands and the security of the public allows; such permit, in no case, to be for a period of longer than ninety (90) days and to be on such conditions that, during the whole of every night from sunset to sunrise, sufficient lighted lanterns shall be so placed as to effectually secure all travelers from liability of coming in contact with such building materials or rubbish.

The Selectmen may, before granting such permit, require such persons to furnish a satisfactory bond to save the Town harmless for any damages which may arise from such use of the street and to insure the faithful compliance with the conditions of said permit.

**ARTICLE 13, Section 5: SIGNS.** Whoever shall establish or maintain over any street or highway any sign, sign-board or advertising device without a permit from Selectmen, shall be punished by a fine not exceeding Five Dollars. Such permit shall be granted if such sign, sign-board or device is safely and securely made, fastened, supported and maintained, does not interfere with the public use of such street or way, is not affixed to any tree, tree-guard or other object within the limits of the street or way, and is not of a dangerous character.

**ARTICLE 13, Section 6: SIDEWALK OBSTRUCTIONS.** Whoever shall use any sidewalk or street for the display of merchandise or other articles of personal property, without first obtaining written permission to do so from the Selectmen, shall be punished by a fine not exceeding Ten Dollars.

**Richard Villani**

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**From:** Joshua Otlin <jotlin@milfordma.com>  
**Sent:** Tuesday, October 15, 2019 7:47 PM  
**To:** Richard Villani  
**Cc:** Kevin McIntyre; Rob Quinn; Mark Nelson; Thomas O'Loughlin  
**Subject:** request for ceremonial bonfire

Rick,

I hope this reaches you well. I am writing to seek authorization to hold a ceremonial bonfire after the Milford High School Homecoming Football Game on Friday, October 25, 2019. Our Facilities Director, Rob Quinn, has worked with Deputy Fire Chief Mark Nelson to locate an appropriate site on the softball practice field adjacent to our football stadium. We will have appropriate Fire and Police details on-site. The event would start immediately after the end of the football game; games typically conclude around 9:00pm. We would end the bonfire one hour after the end of the game. We will publicize the event broadly to encourage community members to attend. We intend to make this a family-friendly event and hope to see students of all ages, as well as parents, community members, and alumni. We estimate a crowd of 500-750 people if the weather is favorable.

The proposal is dependent on the Board of Health providing authorization for evening activities for October 25. If EEE requires that we cancel evening activities, we will not hold the event on October 25.

Please let me know if you need additional details before the Selectman can consider this request. Lastly, please let me know when you will be able to let me know if the request is approved. Thanks in advance for your help!

Josh

---

Joshua Otlin, Principal  
Milford High School  
31 West Fountain Street  
Milford, MA 01757



# MILFORD FIRE DEPARTMENT

21 BIRCH STREET  
MILFORD, MASSACHUSETTS 01757

WILLIAM J. TOUHEY, JR., CHIEF  
MARK A. NELSON, DEPUTY

Telephone: 508-473-1214 • Fax: 508-473-4858 • Inspections: 508-473-2256

October 16, 2019

Richard Villani, Esq.  
Office of Board of Selectmen  
52 Main Street  
Milford, Massachusetts 01757

RE: Milford High School Principal's request for a bonfire

Dear Mr. Villani:

Joshua Otlin, Principal of Milford High School, is requesting a permit for a bonfire for Homecoming. The bonfire event would be held on the practice field behind the softball field on October 25, 2019 at 9 PM.

The Board of Selectmen has to approve the event before the fire department can issue a permit in accordance with M.G.L. c. 111, § 142 H. The Board of Health has to allow evening activities to resume on town fields. If the Boards approve the event, firefighters will be on site for the duration to ensure safety and provide extinguishment at the conclusion.

The bonfire will consist of clean wood pallets and stack will be kept a reasonable size.

Please contact me if I can assist with any questions.

Sincerely,

Mark Nelson



## MILFORD BOARD OF SELECTMEN

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- 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 Department of Veterans Services  
MAILING ADDRESS: \_\_\_\_\_

CONTACT PERSON: John A. Pilla PHONE # \_\_\_\_\_

#### CHECK ONE:

- ☒ PERMIT TO OVERHANG PUBLIC WAY (Article 13, Section 5)  
☐ PERMIT TO OBSTRUCT A PUBLIC WAY (Article 12, Section 3)  
☐ PERMIT TO OBSTRUCT SIDEWALK (MERCHANDISE DISPLAY) (Article 13, Sec. 6)

#### DESCRIBE IN DETAIL WHAT YOU PLAN TO DO:

Conduct annual Veterans' Day Parade

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

Assembly of divisions @ 9:30 a.m on Veterans Memorial Drive (NEW LOCATION) beside J HOP Restaurant Rt. 109  
10:00 a.m. step-off and march up E. Main Street to Calzone Park for brief ceremony and then continue up Main Street to Draper Memorial Park and disperse (no speaking program)

John A. Pilla  
Signature of person authorized to apply for permit

10/16/2019  
Date

William A. Gith  
Police Chief's Signature  
Comments:

10-17-19  
Date



## TOWN ACCOUNTANT

52 Main Street, Milford, MA 01757  
Phone: 508-634-2309 \* Fax: 508-634-2324

Email to Accountant

Email to Town Admin.

### GIFT ACCEPTANCE FORM

Donor Name Brian W. Murray (Trustee of Catherine L. Coyne Charitable Foundation) Address 260 Main St.  
City, State. & Zip Milford, MA 01757 Phone 508-473-1740

Name of Gift Catherine L. Coyne Charitable Foundation

Purpose Assist the MYC with its continued mission

Total Amt. of Gift 1000.00

Contact Person Brian Murray

☒ Attached is a copy of correspondence received

☐ There was no written correspondence with this gift

☐ The Board of Selectmen/School Committee have been notified of this gift and have approved of the expenditures for the purpose stated

#### Board of Selectmen

\_\_\_\_\_  
Chairman  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### School Committee

\_\_\_\_\_  
Chairman  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Person \_\_\_\_\_

\*\*\*\*\*

#### Town Accountant Use

Assigned Account Number \_\_\_\_\_

Date Received \_\_\_\_\_

# MURRAY LAW OFFICE

260 MAIN STREET  
MILFORD, MA 01757  
(508) 473-1740  
FAX (508) 634-3347

brian@bwmurraylaw.com

BRIAN W. MURRAY \*

\* Member Mass. and R.I. Bar

WILLIAM A. MURRAY, JR.  
1915-2006

WILLIAM A. MURRAY  
1889-1953

September 27, 2019

Milford Youth Center  
24 Pearl St  
Milford, MA 01757  
Attn: Jen Ward, Director

Dear Jen:

Enclosed please find a donation check in the amount of \$1,000.00 to the Milford Youth Center from the Catherine L. Coyne Charitable Foundation.

The charitable foundation was established under the Last Will and Testament of Catherine L. Coyne to be used for general charitable purposes. I serve as trustee of the fund.

I hope this donation assists the Milford Youth Center with its continued mission. Enclosed is Catherine's biography, who cared very deeply about the Town of Milford. I would ask that you make it available publicly so that others may learn about this special lady.

Very truly yours,



BRIAN W. MURRAY

BWM/fg  
Enclosures

## CATHERINE L. COYNE

1908 - 2001

A third generation native of Milford and 1926 graduate of Milford High School, she began a distinguished 50 year career of public service to this community as an assistant in the Town Clerk's Office in 1928. Upon the sudden death of the Town Clerk in March 1938, Ms. Coyne was appointed temporary Town Clerk.

A month later, a special election was held and she overwhelmingly defeated 13 men to become the first woman elected to a major town office in Milford. It was an event of such significance that Governor Charles F. Hurley himself swore in Ms. Coyne as Justice of the Peace, a ceremony usually conducted by the Governor's Counsel.

In 1948, she became the first woman in the 57 year history of the Worcester County Town Clerks Association to be elected President. In 1951, she became the first Town Clerk in Massachusetts to be voted life tenure.

Ms. Coyne performed the duties of Town Clerk in an exemplary fashion, with a firm yet fair hand notwithstanding the political winds of the times, until her retirement in 1978. She also gave of herself willingly for charitable causes such as the March of Dimes, the Heart Fund and Milford Hospital.

She was truly The First Lady of Politics in Milford.