

**MILFORD SELECT BOARD: AGENDA**  
**APRIL 26, 2021 – 7:00 PM, ROOM 03, TOWN HALL**

**A.) SIGNING OF WARRANT, APPROVAL of Minutes**, April 12, 2021, April 20, 2021  
**EXECUTIVE SESSION Minutes**, April 12, 2021, April 20, 2021

**B.) INVITATION TO SPEAK**

The Select Board invites public participation on an in-person basis during its April 26, 2021 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 cued outside the building, at least six feet apart, and permitted to enter two at a time.

**Remote Public Hearing/Invitation to Speak access now requires advanced registration. Please register online here: <http://tiny.cc/3ydwztz> Any member of the public may now register to access the zoom webinar as an attendee. Public attendees will be able to view the zoom LIVE and request to speak at the "Public Hearing/Invitation to Speak."**

**C.) PUBLIC HEARINGS**

**D.) SCHEDULED APPOINTMENTS**

1. Relax Nutrition, re: Common Victualler License
2. Zelda's Closet, re: SecondHand License-Change of Name
3. Veterans Agent, re: Veteran's Council
4. Parks Director, re: Disc Golf
5. Town Administrator, re: Town Meeting Format

**E.) TOWN ADMINISTRATOR'S REPORT**

**F.) OLD BUSINESS**

1. Amazon, re: Update

**G.) NEW BUSINESS**

1. Town Administrator, re: Renewal of SecondHand, Pool Tables and Bowling Alley Licenses
2. Town Administrator, re: Appointment Recommendation-Building Commissioner
3. Council on Aging, re: Appointment
4. Milford Personnel Board, re: Resignation
5. Milford Personnel Board, re: Appointment

**H.) CORRESPONDENCE**

**I.) EXECUTIVE SESSION**

1. Attorney Jed Nosal, re: Update, Milford Water Co.
2. Town Administrator, re: Highway Collective Bargaining Agreement
3. Town Counsel, re: Shook v Town of Milford
4. Town Counsel, re: Contract

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.



D-1  
4-26-21

## DEPARTMENT HEAD REVIEW FORM

1. Name of Business: **Relax Nutrition**  
Business Address: **130 Main Street**  
**Also Known As** **132 Main Street (mailing address)**  
Assessors ID#: **Map 48 Block 0 Lot 437 Zone CA**

2. Has applied for: **Common Victualler License**  
3. Selectmen will take action on: **4/26/2021**  
4. Hearing Continued/Postponed/MGL Deadline: \_\_\_\_\_  
5. Abutters Notified: **N/A** Published: \_\_\_\_\_  
6. **Inquiry Sent To Dept. Heads on: Wednesday April 14, 2021**  
7. **Please Respond By: Friday April 16, 2021**  
8. License Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Tabled: \_\_\_\_\_ On \_\_\_\_\_

.....  
**Building Commissioner:** (Zoning, Occupancy, Building/Handicap Access, Restroom Handicap Access, etc.) **The applicant will need to apply for a Certificate of Occupancy from the Department of Inspections. They will be required to submit a floor plan and based on that and other information the occupant load will be established. The Occupant load will likely be low enough that a periodic inspection and Certificate of Inspection will not be required. The building is in a CA zoning district and is an allowable use.**

**Town Planner:** (Site Plan/Special Permit; Other Requirements/Stipulations) **Ok-No change in actual use**

**Tax Collector:** (Outstanding Taxes) **No Outstanding Taxes**

**Town Treasurer:** (Outstanding Tax Liens) **None**

**Fire Chief:** (Information/Comment) **Approved**

**Police Chief:** (Information/Comment) **No Issues**

Criminal Offense Record Info: (CORI) Approved ☐ Disapproved ☐

**Board of Health:** (Information/comment) **Approved**

**Sewer Commission:** (Information/Comment) \_\_\_\_\_

**Milford Water Company:** (Information/comment) \_\_\_\_\_

**Commission on Disability:** (Information/comment) \_\_\_\_\_

**Dept. Head Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

.....  
**Contact Name/Manager:** *Eulalio Mendez Lopez* **D.O.B.**

**SS #**

**Phone:** 774-441-2097 **e-mail:** floresdigna90@gmail.com





## MILFORD SELECT BOARD

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

508-634-2303

Fax 508-634-2324

[www.milfordma.gov](http://www.milfordma.gov)

### LICENSE APPLICATION

(CHECK ONE)

- ☒ APPLICATION FOR A NEW LICENSE  
☐ TRANSFER OF AN EXISTING LICENSE  
☐ AMENDMENT TO EXISTING LICENSE (Change of operating days/hours, change of location, etc.) describe on reverse

- |   |   |
|---|---|
| 1. <input type="checkbox"/> AUCTIONEER                          | 11. <input type="checkbox"/> LIVE ENTERTAINMENT (describe on reverse)                             |
| 2. <input type="checkbox"/> BOARDING HOUSE                      | 12. <input type="checkbox"/> AUTOMATIC AMUSEMENT<br>(Coin-Operated Games)                         |
| 3. <input type="checkbox"/> BOWLING ALLEY(S)                    | 13. <input type="checkbox"/> TRANSIENT VENDORS  |
| 4. <input checked="" type="checkbox"/> COMMON VICTUALLER        | 14. <input type="checkbox"/> CARNIVAL/CIRCUS<br>Location: _____                                   |
| 5. <input type="checkbox"/> FORTUNE TELLER                      | 15. <input type="checkbox"/> CHRISTMAS TREE SALES   |
| 6. <input type="checkbox"/> HAWKERS/PEDDLERS                    | \$ <input type="checkbox"/> VALUE OF GOODS  |
| 7. <input type="checkbox"/> INNHOLDERS                          | 16. <input type="checkbox"/> CLASS I (NEW CARS)   |
| 8. <input type="checkbox"/> POOL TABLES                         | <input type="checkbox"/> CLASS II (USED CARS)   |
| 9. <input type="checkbox"/> 2 <sup>ND</sup> HAND/ANTIQUE DEALER | <input type="checkbox"/> CLASS III (JUNK CARS) - Public Hearing Required<br>(Describe on Reverse) |
| 10. <input type="checkbox"/> PAWNBROKER                         | 17. <input type="checkbox"/> WORKERS COMPENSATION IF NEEDED                                       |

SEE ADDITIONAL INFORMATION REQUIRED BELOW

BUSINESS NAME: Relax Nutrition

BUSINESS ADDRESS: 132 Main St

DAYS/HOURS OF OPERATION: Monday - Friday 5:00 a.m. - 10:00 p.m.  
(Some Sunday licenses may require approval of State DPS)

I/We, the undersigned, apply for this license in accordance with the provisions of all Statutes relating thereto. I/We further certify, under penalties of perjury, that, to the best of my/our knowledge and belief, I/We have filed all state tax returns and paid all state taxes required under law.

NAME OF APPLICANT: Eulalio Mendez Lopez

MAILING ADDRESS: 119 Jones Rd Hopedale MA 01747

EMAIL ADDRESS: floresdigha90@gmail.com

APPLICANT'S DATE OF BIRTH: \_\_\_\_\_

\_\_\_\_\_  
Social Security No. (Mandatory)

and

\_\_\_\_\_  
Federal Identification No. (Mandatory)

APPLICANT'S SIGNATURE: Eulalio Mendez Lopez

(Individual or Corporate Officer)

DATE: 03-06-2021

Eulalio Mendez Lopez  
Type or print name on this line

(774) 441-2097

Daytime Telephone Number

**IMPORTANT:** Read this section carefully. Provide required information on reverse side. Additional Information Required:  
License # Above

- |              |   |
|--------------|---|
| 1            | Provide copy of State and/or County Auctioneer's License                              |
| 3, 8, 12     | Indicate number of alleys, pool tables and number and types of coin-operated games    |
| 6, 9, 10, 13 | Request Town By Laws, which states applicant's responsibility                         |
| 6, 13        | Describe in detail: type, quantity, and cost (to you) of goods to be offered for sale |
| 11           | Describe in detail: type of live entertainment to be licensed                         |
| 14           | Applicant must request and agree to abide by established policy                       |

**CONTINUE APPLICATION PROCESS ON REVERSE SIDE OF THIS FORM**



D-2  
4-26-21

## DEPARTMENT HEAD REVIEW FORM

1. Name of Business: **Zelda's Closet**  
Business Address: **200 Main Street**  
**Also Known As** **2 Central Street (mailing address)**  
Assessors ID#: **Map 48 Block 0 Lot 430 Zone CA**

2. Has applied for: **Amendment to SecondHand License-Change of Name**  
3. Selectmen will take action on: **4/26/2021**  
4. Hearing Continued/Postponed/MGL Deadline: \_\_\_\_\_  
5. Abutters Notified: **N/A** Published: \_\_\_\_\_  
6. **Inquiry Sent To Dept. Heads on: Wednesday April 21, 2021**  
7. **Please Respond By: Friday April 23, 2021**  
8. License Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Tabled: \_\_\_\_\_ On \_\_\_\_\_

.....  
**Building Commissioner:** (Zoning, Occupancy, Building/Handicap Access, Restroom Handicap Access, etc.) **CA Zone, Allowable use, Building is pre-existing Nonconforming with regards to handicap accessibility**

**Town Planner:** (Site Plan/Special Permit; Other Requirements/Stipulations) **Ok-No change of actual use**

**Tax Collector:** (Outstanding Taxes) **No outstanding taxes**

**Town Treasurer:** (Outstanding Tax Liens) **None**

**Fire Chief:** (Information/Comment) **Approved**

**Police Chief:** (Information/Comment) **No Issues**

Criminal Offense Record Info: (CORI) Approved ☐ Disapproved ☐

**Board of Health:** (Information/comment) **No issues with the Board of Health**

**Sewer Commission:** (Information/Comment) \_\_\_\_\_

**Milford Water Company:** (Information/comment) \_\_\_\_\_

**Commission on Disability:** (Information/comment) \_\_\_\_\_

**Dept. Head Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

.....  
**Contact Name/Manager:** Heidi Burrill **D.O.B.**

**SS #**

**Phone:** 508-734-0277 **e-mail:** centralstresale@yahoo.com





# MILFORD SELECT BOARD

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[www.milfordma.gov](http://www.milfordma.gov)

## LICENSE APPLICATION (CHECK ONE)

- ☐ APPLICATION FOR A NEW LICENSE  
☐ TRANSFER OF AN EXISTING LICENSE  
☒ AMENDMENT TO EXISTING LICENSE (Change of operating days/hours, change of location, etc.) describe on reverse

- |  |   |
|--|---|
| 1. <input type="checkbox"/> AUCTIONEER                                     | 11. <input type="checkbox"/> LIVE ENTERTAINMENT (describe on reverse)                             |
| 2. <input type="checkbox"/> BOARDING HOUSE                                 | 12. <input type="checkbox"/> AUTOMATIC AMUSEMENT<br>(Coin-Operated Games)                         |
| 3. <input type="checkbox"/> BOWLING ALLEY(S)                               | 13. <input type="checkbox"/> TRANSIENT VENDORS  |
| 4. <input type="checkbox"/> COMMON VICTUALLER                              | 14. <input type="checkbox"/> CARNIVAL/CIRCUS<br>Location: _____                                   |
| 5. <input type="checkbox"/> FORTUNE TELLER                                 | 15. <input type="checkbox"/> CHRISTMAS TREE SALES   |
| 6. <input type="checkbox"/> HAWKERS/PEDDLERS                               | \$ <input type="checkbox"/> VALUE OF GOODS  |
| 7. <input type="checkbox"/> INNHOLDERS                                     | 16. <input type="checkbox"/> CLASS I (NEW CARS)   |
| 8. <input type="checkbox"/> POOL TABLES                                    | <input type="checkbox"/> CLASS II (USED CARS)   |
| 9. <input checked="" type="checkbox"/> 2 <sup>ND</sup> HAND/ANTIQUE DEALER | <input type="checkbox"/> CLASS III (JUNK CARS) - Public Hearing Required<br>(Describe on Reverse) |
| 10. <input type="checkbox"/> PAWNBROKER                                    | 17. <input type="checkbox"/> WORKERS COMPENSATION IF NEEDED                                       |

SEE ADDITIONAL INFORMATION REQUIRED BELOW

BUSINESS NAME: Zelda's Closet

BUSINESS ADDRESS: 2 Central St

DAYS/HOURS OF OPERATION Wednesday - Saturday 10am - 5pm.  
 (Some Sunday licenses may require approval of State DPS)

I/We, the undersigned, apply for this license in accordance with the provisions of all Statutes relating thereto. I/We further certify, under penalties of perjury, that, to the best of my/our knowledge and belief, I/We have filed all state tax returns and paid all state taxes required under law.

NAME OF APPLICANT: Heidi Burrill

MAILING ADDRESS: 2 Central St, Milford, MA 01757

EMAIL ADDRESS: hburrill70@hotmail.com

APPLICANT'S DATE OF BIRTH: \_\_\_\_\_

Social Security No. (Mandatory) \_\_\_\_\_ and \_\_\_\_\_ Federal Identification No. (Mandatory) \_\_\_\_\_

APPLICANT'S SIGNATURE: Heidi Burrill DATE: 4/21/21  
 (Individual or Corporate Officer)

Type or print name on this line Heidi Burrill (508) 734-0277  
 Daytime Telephone Number

**IMPORTANT:** Read this section carefully. Provide required information on reverse side. Additional Information Required:  
 License # Above

- |              |   |
|--------------|---|
| 1            | Provide copy of State and/or County Auctioneer's License                              |
| 3, 8, 12     | Indicate number of alleys, pool tables and number and types of coin-operated games    |
| 6, 9, 10, 13 | Request Town By Laws, which states applicant's responsibility                         |
| 6, 13        | Describe in detail: type, quantity, and cost (to you) of goods to be offered for sale |
| 11           | Describe in detail: type of live entertainment to be licensed                         |
| 14           | Applicant must request and agree to abide by established policy                       |

**CONTINUE APPLICATION PROCESS ON REVERSE SIDE OF THIS FORM**



D-3  
4-26-21  
John Pilla

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**From:** John Pilla  
**Sent:** Friday, April 16, 2021 10:11 AM  
**To:** Jo-Ann Morgan  
**Subject:** RE: Meeting

Jo-Ann,  
Thank you,

As soon as I hear back from Rick, I'll contact you.

Thanks again,

John

-----Original Message-----

From: Jo-Ann Morgan <joann.d.morgan@verizon.net>  
Sent: Thursday, April 15, 2021 4:03 PM  
To: John Pilla <jpilla@townofmilford.com>  
Subject: Meeting

CAUTION: This email originated from outside the Town of Milford. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I hope this explains it all.

Jo-Ann

Sent from my iPad

I am coming before the Select Board to seek approval for the formation of a Veteran's Council in the Town of Milford.

I was given recommendations at the January 25 th meeting when this was first presented.

I took the recommendations and met with the Veterans Service office members. We had a good and open discussion. I

was given a copy of the meeting handbook as well as a sample off a council in another town as a guideline. At the

meeting it was recommended to include a post 911 veteran and a woman veteran.

This was brought back to those interested in forming a council and it was the general feeling to fulfill these recommendations and to move forward with this endeavor.

Mr. Pilla will act as an ex officio member and the council will work closely with his office.

Applications have been submitted which includes veterans and community members.

The council will abide by MA General Laws 115 and will not have more than 15 members.

Eleven applications have been submitted by me.

We have received total support from John Pilla and Janet Flumere.

Both Mr. Pilla and I feel that this council would greatly benefit the Town of Milford and is long overdue.

Mission Statement:

To continuously support all Milford Veterans through the collective efforts of Veterans' Organizations and the Community; to raise awareness of veteran's needs, their contributions and to preserve their memory and honor their accomplishments.



D-4  
4-26-21



Jim Asam -Parks and Recreation Administrator

To: Select Board

Date: March 25, 2021

I am writing this letter to inform the Select Board of a proposed plan by the Park Commission to develop a Disc Golf course on town property adjacent to Louisa Lake (referred to as "Consigli" parcel). We have met with the Conservation Commission on several occasions to have discussions and had a walk-through of property on March 22, 2021 to view area of proposed course. Included in the packet which was submitted to the Conservation Commission on March 17, 2021 are letters from Enstrat Environmental, Town Counsel, Town Tree Warden, support letters from youth organizations and a map of proposed plan of the Disc Golf Course.

Discussions with Conservation Commission will continue in April. I would like to attend the next Select Board meeting to present the plan in more detail and answer any questions you may have as we move forward with discussions.

Sincerely,

Jim Asam

A handwritten signature in blue ink that reads "J Asam". The signature is written in a cursive, flowing style.

Parks and Recreation Administrator





Jim Asam -Parks and Recreation Administrator

March 2, 2021

Mr. Michael Giampietro, Chairman  
Conservation Commission  
52 Main Street, Milford, MA 01757

**Re: Proposed Disc Golf Course – Adjacent to Louisa Lake**  
Determination of Applicability

Dear Mr. Giampietro:

The Town of Milford – Parks Commission is filing a Determination of Applicability in Reference to a proposed Disc Golf Course located adjacent to Louisa Lake on a portion of Town Owned land commonly referred to as the "Consigli" Parcel, off of Dilla Street.

I have been in front of the Commission, on several occasions to informally discuss the project along with any concerns the commission may have had. Following those informal discussions, please find the enclosed information that the Parks Commission feels addresses the items / concerns previously discussed.

Enclosed please find the application for the Determination of Applicability, a letter from Enstrat Environmental to address the environmental concerns (previously discussed), a letter from the Milford Tree Warden addressing the type of vegetation that exists on the site (invasive species), several letters of support from other Town Departments, details of items to be installed throughout the Course and a plan showing the proposed layout of the Disc Golf Course.

The Parks Commission looks forward to working with the Commission on a project in which we feel will be an asset to the Town of Milford.

Respectfully,

James Asam





## Massachusetts Department of Environmental Protection

Bureau of Resource Protection - Wetlands

Milford  
City/Town

# WPA Form 1- Request for Determination of Applicability

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

## A. General Information

### Important:

When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



### 1. Applicant:

Town of Milford - Parks Commission

jasam@townofmilford.com

Name

E-Mail Address

Town Hall - 52 Main Street

Mailing Address

Milford

MA

01757

City/Town

State

Zip Code

774-573-1592

Phone Number

Fax Number (if applicable)

### 2. Representative (if any):

Joseph Arcudi - Chairman of Parks Commission

Firm

James Asam - Parks & Recreation Administrator

jasam@townofmilford.com

Contact Name

E-Mail Address

same as above

Mailing Address

City/Town

State

Zip Code

Phone Number

Fax Number (if applicable)

## B. Determinations

1. I request the Milford Conservation Commission make the following determination(s). Check any that apply:

- ☐ a. whether the **area** depicted on plan(s) and/or map(s) referenced below is an area subject to jurisdiction of the Wetlands Protection Act.
- ☐ b. whether the **boundaries** of resource area(s) depicted on plan(s) and/or map(s) referenced below are accurately delineated.
- ☒ c. whether the **work** depicted on plan(s) referenced below is subject to the Wetlands Protection Act.
- ☒ d. whether the area and/or work depicted on plan(s) referenced below is subject to the jurisdiction of any **municipal wetlands ordinance or bylaw** of:

Milford

Name of Municipality

- ☐ e. whether the following **scope of alternatives** is adequate for work in the Riverfront Area as depicted on referenced plan(s).





**Massachusetts Department of Environmental Protection**  
Bureau of Resource Protection - Wetlands

Milford  
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**WPA Form 1- Request for Determination of Applicability**

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**C. Project Description**

1. a. Project Location (use maps and plans to identify the location of the area subject to this request):

Dilla Street

Street Address

Map 27-

Assessors Map/Plat Number

Block - 0

Milford

City/Town

15

Parcel/Lot Number

- b. Area Description (use additional paper, if necessary):

The area is the parcel that is often referred to as the "Consigli" property, which is adjacent to Louisa Lake. The 42+ Acres Site was aquired by the Town in 2002, since the acquisition the town removed the debri from the site. also see the attached information and maps.

- c. Plan and/or Map Reference(s):

Title

Date

Title

Date

Title

Date

2. a. Work Description (use additional paper and/or provide plan(s) of work, if necessary):

The Town of Milford Parks Commission would like to create a 9 Hole double basket - Disc Golf Course. A Disc Golf Course consists of selective clearing of brush and some vegetation, the installation of Tee Boxes and metal baskets as the actual Holes the discs are thrown into. also see the attached informaiton.





Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands

Milford  
City/Town

**WPA Form 1- Request for Determination of Applicability**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

**C. Project Description (cont.)**

b. Identify provisions of the Wetlands Protection Act or regulations which may exempt the applicant from having to file a Notice of Intent for all or part of the described work (use additional paper, if necessary).

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3. a. If this application is a Request for Determination of Scope of Alternatives for work in the Riverfront Area, indicate the one classification below that best describes the project.

- ☐ Single family house on a lot recorded on or before 8/1/96
- ☐ Single family house on a lot recorded after 8/1/96
- ☐ Expansion of an existing structure on a lot recorded after 8/1/96
- ☐ Project, other than a single family house or public project, where the applicant owned the lot before 8/7/96
- ☐ New agriculture or aquaculture project
- ☐ Public project where funds were appropriated prior to 8/7/96
- ☐ Project on a lot shown on an approved, definitive subdivision plan where there is a recorded deed restriction limiting total alteration of the Riverfront Area for the entire subdivision
- ☐ Residential subdivision; institutional, industrial, or commercial project
- ☒ Municipal project
- ☐ District, county, state, or federal government project
- ☐ Project required to evaluate off-site alternatives in more than one municipality in an Environmental Impact Report under MEPA or in an alternatives analysis pursuant to an application for a 404 permit from the U.S. Army Corps of Engineers or 401 Water Quality Certification from the Department of Environmental Protection.

b. Provide evidence (e.g., record of date subdivision lot was recorded) supporting the classification above (use additional paper and/or attach appropriate documents, if necessary.)

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Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands

Milford  
City/Town

**WPA Form 1- Request for Determination of Applicability**  
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

**D. Signatures and Submittal Requirements**

I hereby certify under the penalties of perjury that the foregoing Request for Determination of Applicability and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge.

I further certify that the property owner, if different from the applicant, and the appropriate DEP Regional Office were sent a complete copy of this Request (including all appropriate documentation) simultaneously with the submittal of this Request to the Conservation Commission.

Failure by the applicant to send copies in a timely manner may result in dismissal of the Request for Determination of Applicability.

Name and address of the property owner:

Name TOWN OF MILFORD  
Mailing Address 52 MAIN STREET, RT 11  
City/Town MILFORD, MA  
State MA Zip Code 01757

Signatures:

I also understand that notification of this Request will be placed in a local newspaper at my expense in accordance with Section 10.05(3)(b)(1) of the Wetlands Protection Act regulations.

TOWN OF MILFORD  
Signature of Applicant [Signature] Date 3/2/21  
TOWN ADMINISTRATOR  
Signature of Representative (if any) [Signature] Date 3/2/21  
PARKS and Rec. Admin.



Enstrat Environmental





December 3, 2020

Mr. James Asam  
Parks & Recreation Department Administrator  
Town Hall  
52 Main Street  
Milford, Massachusetts 01757

Subject: Environmental Services  
Assessor's Map 27, Lot 15, Milford, Massachusetts

Dear Mr. Asam:

As requested, on November 24, 2020 we completed a walkover assessment of a portion of the former Consigli property on Dilla Street near Lake Louisa in Milford, MA. ENSTRAT had completed a Phase I Environmental Site Assessment report dated May 9, 2002 for the Town as part of its acquisition of the approximately 42-acre property. The purpose of the walkover was to visually assess the southern and central portion of the property where a disc golf course has been proposed.

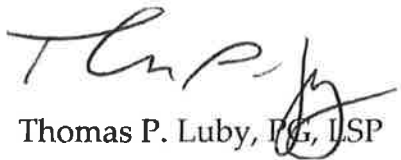
In 2002, ENSTRAT documented the presence of several junked vehicles, equipment, and miscellaneous items on the property and recommended the removal of these items followed by an evaluation of the ground surface under and around the vehicles. Indications of petroleum spillage from these items was not observed in 2002 but out of an abundance of caution, a post-removal inspection was recommended. Following acquisition of the property, the Town had all observed items removed from the property as recommended. During the walkover on November 24, 2020, all of the vehicles, equipment and items observed in 2002 had been removed from the portion of the property where the disc golf course had been proposed with the exception of a few tires and metal debris in an area behind the homes on Quinshipaug Road. Indications of petroleum staining or stressed vegetation were not observed near these items or anywhere on the proposed course. Several walking trails cross the property, and it is obvious that the property has been utilized already for passive. I did not observe impacts to the property from the former stored items and believe that conditions on the property are conducive to both passive recreation and the proposed disc golf course. As we discussed, the few items remaining behind the houses should be removed and properly disposed.





Thank you for the opportunity to provide environmental services on your behalf. Please feel free to call if you have any questions.

Sincerely,  
ENSTRAT, Inc.



Thomas P. Luby, P.E., LSP  
Principal/Technical Manager



Town Counsel



# MEMORANDUM

**TO:** Michael A. Giampietro, Chairman,  
Milford Conservation Commission

**CC:** Michael Dean, Town Engineer  
James Asam, Parks Director

**FROM:** Charles D. Boddy, Jr., Town Counsel

**DATE:** January 25, 2021

**RE:** Disc Golf Activities on Town-Owned Parcel off Dilla Street

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I was asked by the Chairman of the Conservation Commission to render an opinion as to whether Disc Golf activities are acceptable at the Dilla Street conservation area. Specifically, I was asked to opine as to: 1) whether disc golf use is considered passive recreation, and 2) whether the location is safe for disc golf uses.

The Environmental Protection Agency defines passive recreational use as:

“Passive recreation refers to recreational activities that do not require prepared facilities like sports fields or pavilions. Passive recreational activities place minimal stress on a site’s resources; as a result, they can provide ecosystem service benefits and are highly compatible with natural resource protection.”

The following activities would qualify as passive use under this definition: Bird Watching, Wildlife/Nature Observation, Picnicking, Swimming, Camping, Walking, Hiking, Jogging, Bicycling, Cross-country Skiing, Hunting, Fishing.

Passive uses don’t require prepared (and maintenance intensive) facilities, and they are relatively low impact to the site’s resources.

In contrast, active recreational uses are defined by the EPA as:

“Active recreation refers to a structured individual or team activity that requires the use of special facilities, courses, fields, or equipment.”

Depending on the particular scope of the document from the EPA, the list of active uses can get long, but the shorter version of the list looks like this:

The following activities would qualify as active use under this definition: Baseball, Football, Soccer, Golf, Hockey, Tennis, Skiing, Skateboarding.”<sup>[1]</sup>

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<sup>[1]</sup> Courtesy of Town Planner Larry Dunkin



Accordingly, a disc golf course, itself, would not be considered passive recreation as it would require a prepared course, however, such a course is not, necessarily incompatible with wooded areas and undeveloped property. In other words, a disc golf course is minimalistic as compared to a golf course or playing field. This land was reserved for recreation, generally, and not passive recreation. It is my personal opinion, that a disc golf course would be consistent with general recreational uses that preserve undeveloped land such as this.

The second question is not one, generally, within my purview. This land was previously use for industrial purposes and involved considerable clean-up. It is not in its natural state, instead it is returning to a natural state. At the request of the Parks Commission, the original Licensed Site Professional was asked to review the land to determine whether the property is appropriate for a disc golf course. On December 3, 2020, that Licensed Site Professional determined that, in fact, the site is "conducive to ..the proposed disc golf course." I have no reason to dispute this finding, and, in fact, agree with it.

**Charles D. Boddy, Jr. ESQ**

Town Counsel  
Town of Milford  
Legal Department  
52 Main Street (Room #16)  
Milford, MA 01757  
508.634.2302 p  
508.634.2324 f





Tree Warden





## TOWN OF MILFORD

MILFORD, MASSACHUSETTS 01757

Jim,

After the site visit and walk through of proposed Disc Golf area, I noticed there are several areas that are populated with plants that are on Massachusetts Invasive Species list and should be removed. Removal of these trees and plants and other species will not cause any harm to the area and will help to create a diverse population of native plant material which would be considered a good management practice.

With that being said, as Tree Warden for the Town of Milford, I have no issues with the proposed project as it will be a great asset to the town.

I look forward to working with you and the Park Department. If you have any further questions please feel free to contact me.

Regards,

Charles E. Reneau,

Certified Arborist, Milford Tree Warden

---



## Letters of Support



Leonardo L. Morcone  
Director  
lmorcone@milfordma.com

MILFORD  
**Community**  
School Use Program

[www.mcs.milford.ma.us](http://www.mcs.milford.ma.us)



December 9, 2020

Town of Milford Parks Department  
Jim Asam, Parks and Recreation Administrator  
30 Front Street  
Milford, MA 01757

Dear Jim,

I am writing this letter in support of your endeavor to construct a disc golf course in Milford. As our town continues to grow, healthy additions to our community will only prove to be assets for all of us.

My office, the Milford Community School Use Program, offers recreational programs to adults and children in the town of Milford as well as surrounding communities. As you are aware, we utilize the fields and park facilities to bring participants a variety of local activities. As Milford Community Program Director, I continually search for new programs to offer and disc golf is one I foresee as being enjoyed by residents young and old.

Please let me know if you would like anything further from me. I will be happy to discuss this new venture at your convenience. Thank you.

Sincerely,

A handwritten signature in dark ink, appearing to read "Len Morcone", written over a horizontal line.

Len Morcone  
Director

LLM/lmk





United Way  
of Tri-County

United Way

**TOWN OF MILFORD, MASSACHUSETTS**  
**MILFORD YOUTH CENTER**  
MILFORD YOUTH COMMISSION  
24 Pearl St., Milford, MA 01757  
(508) 473-1756 Phone  
(508) 473-4388 FAX  
[milfordyouthcenter@comcast.net](mailto:milfordyouthcenter@comcast.net)



January 12, 2021

To whom it may concern,

I am writing to you on behalf of the Milford Youth Center in support of the Parks and Recreation Department's desire to create a disc golf course. The Milford Youth Center operates mainly as an after-school program that is open for youth, ages 8-18, free of charge, from 2-6 pm Monday through Friday. The Center normally sees over 150 youth every day, through this program, and the many more through community and sports organizations that utilize the facility. Currently, the Center is operating as an "Out of School Time" remote learning and extended day program, due to the pandemic. Over the last few years, the Milford Parks and Recreation Department, in collaboration with the Youth Center, have worked closely to meet the needs of our community and the Youth we service, especially during the after-school hours. Both the Milford Youth Center and the Milford Parks and Recreation Department have worked vigorously to provide local youth with the necessary activities and events that help them develop physically, mentally, socially and emotionally through their adolescent years. By providing Milford youth with these types of programs and a safe environment during the after-school hours, we hope to address adolescent risk factors as well as promoting the partnership among community members to ensure a comprehensive vision and plan for the health of the youth in the town of Milford.

I believe due to this unique collaboration, the Milford Parks and Recreation Department and the Youth Center could achieve even more for our community by creating more outdoor activity space, like a disc golf course, and as a result continue to help improve the physical health of our members. If the space was created in town, the Center could incorporate its use and add additional activities to any of the after school, extended day and/or summer programming, per permission of the Parks Department Administrator. We have successfully collaborated on similar programs in the past, like ultimate frisbee at the Town Park, use of the local town pool for summer camp and field space for a friendly softball game with the Police and Fire Departments for a Telethon to benefit the Center! On behalf of the Milford Youth Center, I would like to thank you for the time and consideration in reading this letter of support. If there are any questions or concerns, please do not hesitate to contact me.

Sincerely,

Jen Ward  
Director  
Milford Youth Center  
24 Pearl St.  
Milford, MA 01757  
[jward@townofmilford.com](mailto:jward@townofmilford.com)



## Installation and Assembly of Disc Golf Components



# TeeSign



## TeeSign Installation - Parts and Tools Needed

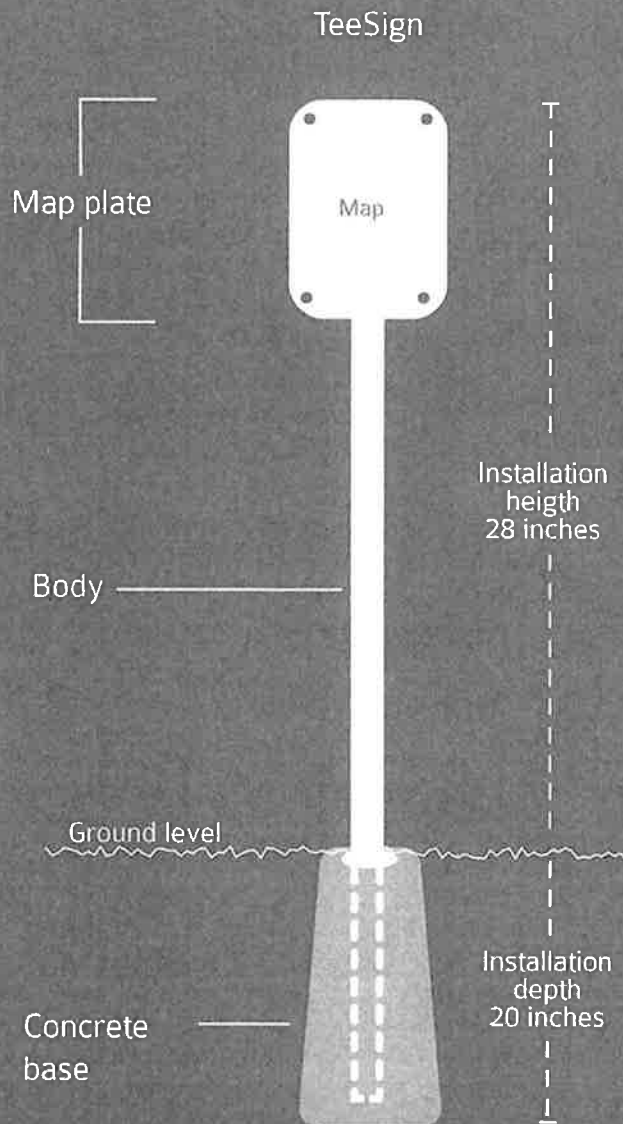
- Parts of the TeeSign (2): body and map plate (included in regular delivery)
- Bolts and nuts for attaching the map plate (included in regular delivery)
- Concrete base (or mold) and a plastic socket for tightening (not included in regular delivery)
- Optional rock base
- 3 mm hex key (included in regular delivery)
- Rivet gun and rivets for attaching the graphic (included in regular delivery)
- Digging tools
- Gravel

## Accessories

- Concrete base
- Rock base



Detailed installation  
instructions on the back side.





# TeeSign



## Installation Phases

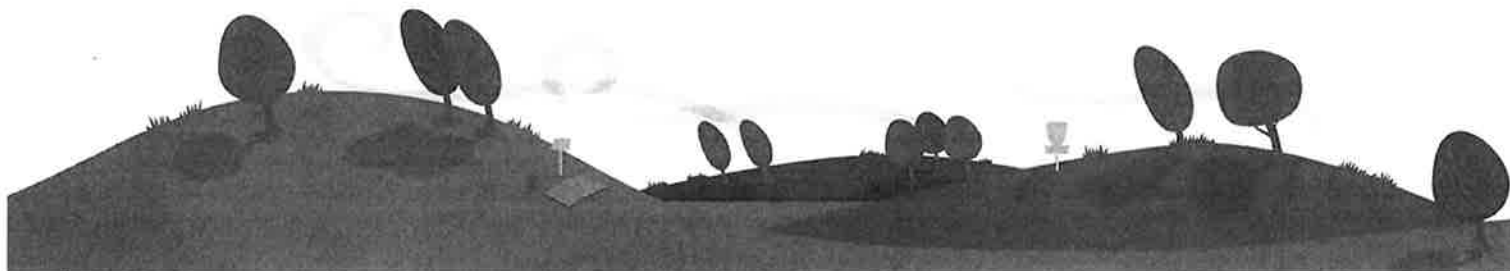
1. Install the TeeSign far enough (at least 5 ft) from the TeePad so that the players won't hurt their hand when throwing. The recommended installation location of the TeeSign is on the front right or front left side of the TeePad. It can also be located directly on the right or left side of the TeePad.
2. Dig a hole that is 20 inches deep and 20 inches wide. Put the concrete base in the hole.
3. If you use a ready-made concrete base, put the TeeSign pole in it. If you cast the concrete yourself, put the pole in the cast.
4. Set the TeeSign pole straight. Direct the map part so that it can be clearly seen from the TeePad.
5. Attach the pole by pressing down the plastic socket around the pole. Fill the hole with coarse gravel and pack it tight.
6. Attach the map backplate in the pole with the 3 mm hex key.
7. Attach the hole graphic on the backplate with the supplied rivet gun. (The maps are usually separately delivered after the course equipment.)



## TeeSign Installation on Rock

- Rock base (to be ordered separately)

1. Find a flat and solid place for the rock base so that it can be attached from its every corner.
2. Level the rock base using nuts for instance.
3. You will need 10 mm bolts that are 80-100 mm in length.
4. Tighten the bolts with a wrench.





# TeePad



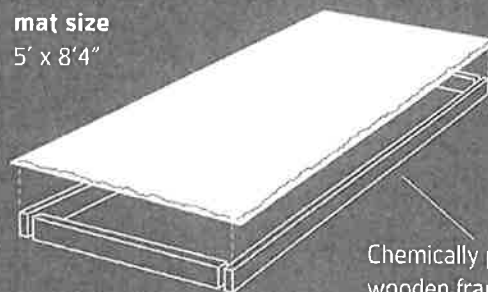
## TeePad Installation - Parts and Tools Needed

- TeePad turf mat  
(included in regular delivery)
- Frame made of treated 2"x4" lumber  
(not included in regular delivery)
- Treated screws for making the frame and attaching  
the turf mat (not included in regular delivery)  
Recommendation: 8 pcs 3.5 inch screws and 40 pcs 1.25 inch  
screws
- Digging tools (digger recommended)
- Screwdriver
- Gravel / crushed stone (Ø 1/16-1/8 inch) for the base
- Fine sand for filling the turf mat  
Filling amounts:  
50-60 lbs per square yard  
Am TeePad needs about 190 lbs of sand and Pro TeePad  
about 410 lbs.



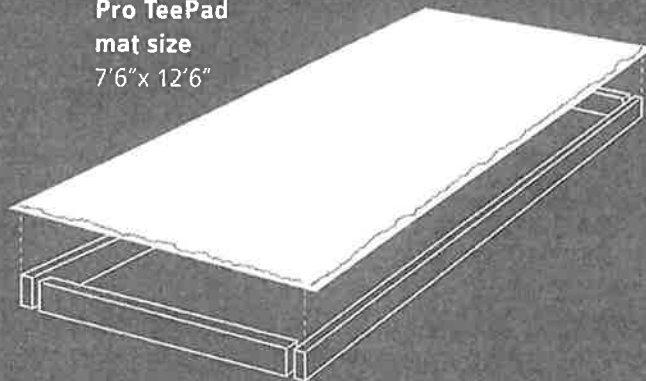
Detailed installation  
instructions on the back side.

**Am TeePad**  
**mat size**  
5' x 8'4"



Chemically preserved  
wooden frame

**Pro TeePad**  
**mat size**  
7'6" x 12'6"





# TeePad



## Installation Phases

1. Make sure to have treated 2"x4" lumber in the following dimensions:  
For Pro TeePad: 2 x 12' and 2 x 6' and for Am TeePad: 2 x 8' and 2 x 4'.  
Line up the frame so that the longer boards are on the outside of the shorter boards (as shown in the diagram).
2. Assemble frame by screwing two 3.5" screws through the side of the longer board. Do this for each of the four corners. Assembled frame dimensions measuring the outer edges:  
Pro TeePad: 6'4" x 12' and Am TeePad: 4'4" x 8'.
3. Lay frame down at marked tee area lined up with designer's marks. It's important to align the TeePad towards the throwing direction. Paint or otherwise mark the exact corners of the area to dig. New marks shall be 6" outside of wood frame. Move frame away from the dig area. Dig out mark area 4" - 20" deep depending on the soil. If the soil is stable, you can get away with less digging. Make sure to remove roots if present. Also, make sure to install the TeePad level with the surrounding ground to make run-up easy.
4. Lay frame in place. Use a 4' or longer level to check the levelness of each board of the frame. Make adjustments as needed.
5. After you ensure the frame is set at the right angle and level, place enough crushed stone to fill frame 1-2" about the top of the frame. Use plate compactor or tamper to down the stone. Raking, adding, and taking away stone in some places is usually necessary to get a flat base. After base is compacted, use a shovel to clear excess stone and/or dirt from around the outside of the frame so that the entire side of the board is visible.
6. Lay turf on the base of the frame. Line up one of the back corners so that the turf overlaps the frame by at least 2" over either side. Adjust the rest of the turf so that there is an even overlap around all edges. There should be excess along one of the long edges. It will be either buried or cut away after the turf is attached to the frame.
7. Begin attaching turf along back of the frame using 1.25" screws. Screws shall be placed at each corner and approximately 1.25' apart. After back edge is attached, attach screws along the side without the excess turf. Make sure to start at the back and work your way forward. Pull turf from opposite the attached corner as taut as possible and insert one screw to hold into place. Start to attach the turf to the other long side from back to front. Then attach screws along the front of tee.
8. Ensure that excess turf is able to be buried or use a razor to cut excess turf. Fold down each corner of turf and secure down with one screw.
9. Backfill all around frame with stone. Use tamper to pack down stone.
10. Spread sand over TeePad, working sand into turf with push broom. It might look like too much sand. The sand will settle and work its way into the turf after a few weeks.





# InfoBoard



## InfoBoard Installation - Parts and Tools Needed

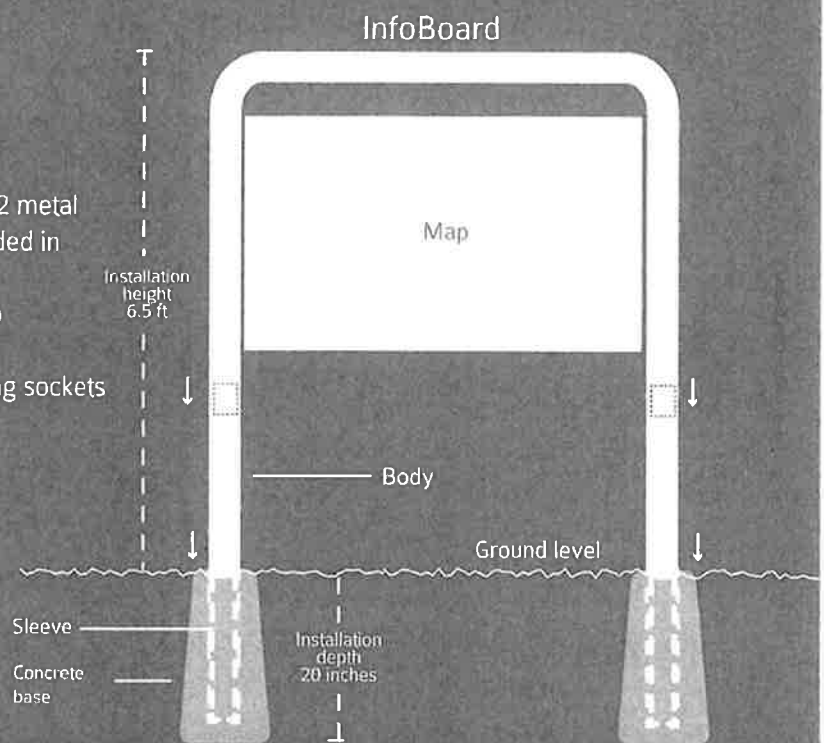
- InfoBoard parts (3): metal body (ø 2 and 1/4 inch), 2 metal sleeves, map background plate and the map (included in regular delivery)
- Screws, bolts and nuts for body assembly and map attachment (included in regular delivery)
- Two concrete bases (or molds) and plastic tightening sockets (not included in regular delivery)
- Optional rock bases
- Digging tools
- 5 mm hex key (included in regular delivery)
- 8 mm hex key (included in regular delivery)
- Gravel

## Accessories

- Concrete base
- Rock base



Detailed installation  
instructions on the back side.





# InfoBoard



## Installation Phases

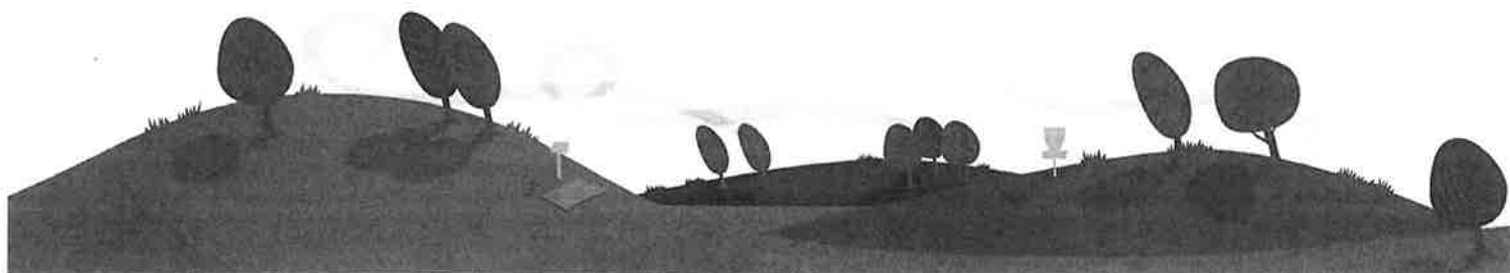
1. Dig two holes approximately 20 inches in depth and at least 20 inches in width. The holes should be about 44 inches apart.
2. Put the concrete bases in the holes. If you use cast concrete by yourself, fit the poles inside the sleeves and put the sleeves in the casts. (And skip step 3.)
3. Fit the metal sleeves in the plastic sockets and press them tightly inside the concrete bases.
4. Fit the InfoBoard poles in the sleeves and adjust the board straight. Tighten the bolts with the 8 mm hex key. Fill the holes with coarse gravel and pack it tight.
5. Attach the map plate on the back plate using the 5 mm hex key. (Maps are usually delivered separately after the course equipment.)



## InfoBoard Installation on Rock

- Rock bases (2 pcs, to be ordered separately)

1. Find a flat and solid place for the rock bases so that they can be attached from every corner. Both of the rock bases must be on the same line and level.
2. Level the rock base using nuts for instance.
3. You will need 10 mm bolts that are 80-100 mm in length.
4. Tighten the bolts with a wrench.





# DiscGolfPark® Target



## Target Installation - Parts and Tools Needed

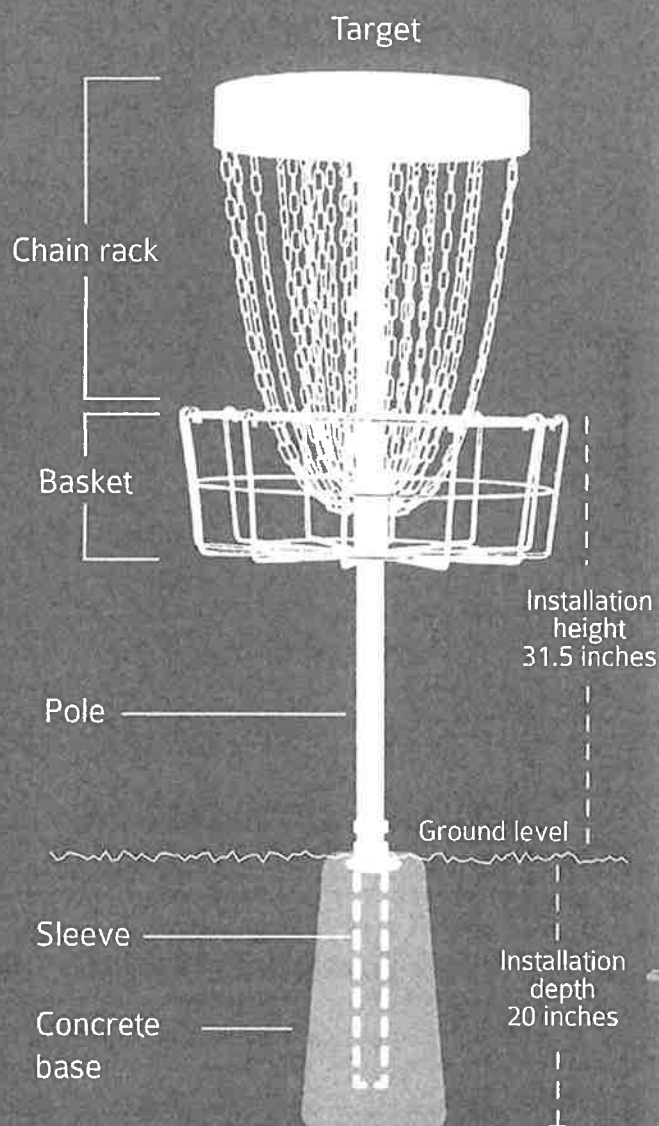
- Target parts (4): chain rack, basket, pole and sleeve (included in regular delivery)
- Bolts and nuts for attaching target parts (included in regular delivery)
- Concrete base (or mold) and a plastic tightening socket (not included in regular delivery)
- Optionally a rock base or a portable foot
- 8 mm hex key (included in regular delivery)
- Digging tools
- Gravel

## Accessories

- portable foot
- concrete base
- rock base
- flag



Detailed installation  
instructions on the back side.





# DiscGolfPark® Target



## Installation Phases

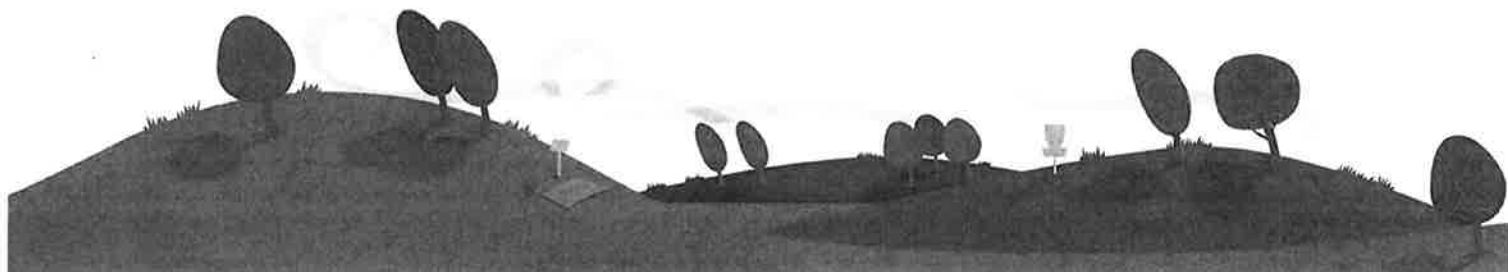
1. Dig a hole that is 20 inches deep and 20 inches wide. Put the concrete base in the hole.
2. If you use a ready-made concrete base, put the sleeve in it. If you cast the concrete yourself, put the sleeve in concrete so that concrete doesn't get inside the sleeve. Make sure to align the sleeve so that the arrow in the bottom of the basket will point towards the tee of next hole.
3. Put the pole in the sleeve and set it straight. Notice that the closed pole must be placed down. Attach the pole in concrete by pressing down the plastic socket around the pole. Fill the hole with coarse gravel and pack it tight.
4. Assemble the basket. Attach the basket part on the pole first with a bolt and nut. Then attach the chain rack with a bolt and nut. Remember to attach the plastic end on the top of the pole. Finally, tighten the bolts with the hex key.
5. The installation height of the basket is 31.5 inches from the ground (measured from the upside of the basket part as depicted on the other side of this page).



## Target Installation on Rock

- Rock base (to be ordered separately)

1. Find a flat and solid place for the rock base so that it can be attached from its every corner.
2. Level the rock base using nuts for instance.
3. You will need 10 mm bolts that are 80-100 mm in length.
4. Tighten the bolts with a wrench.





## Supporting Pictures





Existing Path Locus





Existing Path Locus





Open Area Locus





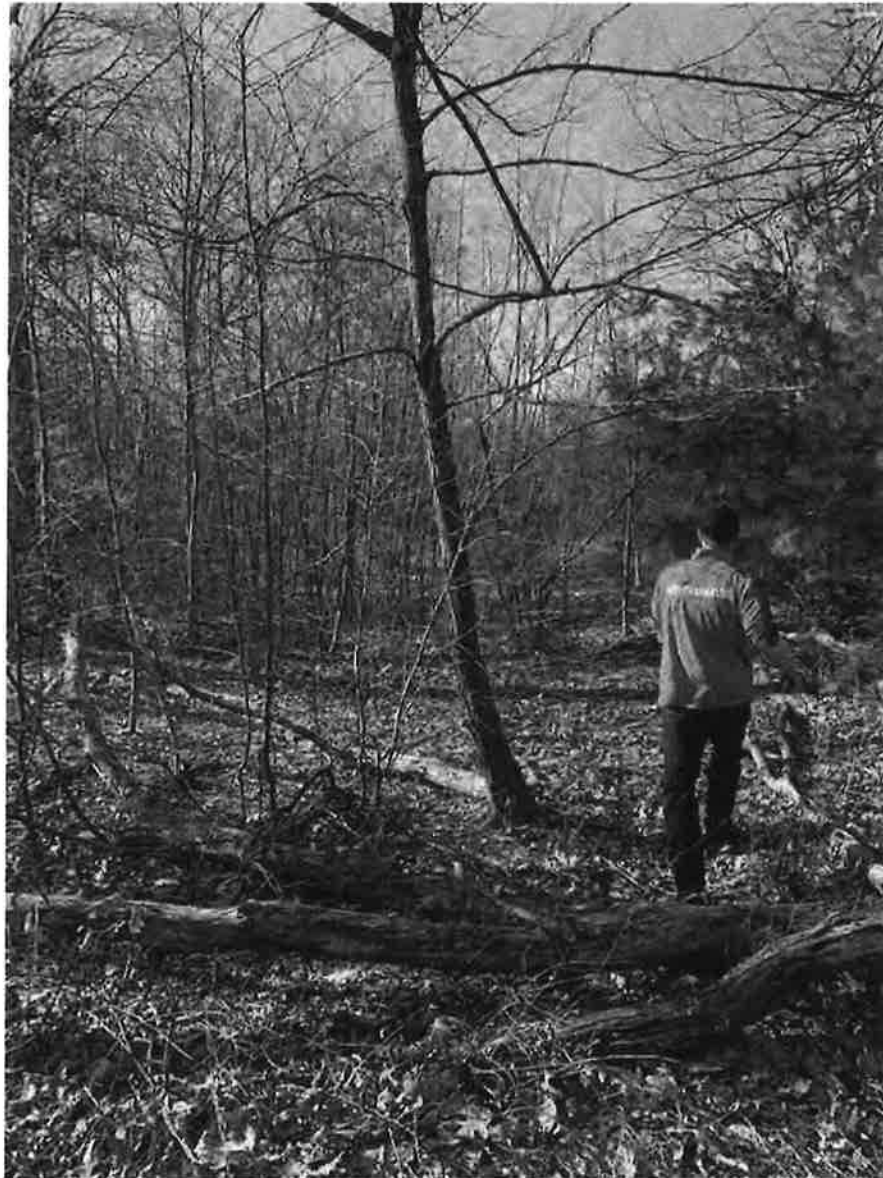
Open Area Locus





Existing Growth in previously disturbed areas Locus





Picture of dead wood – Locus





Example of a  
Walkway – Bridge Constructed on another Disc Golf Course elsewhere





Example of a  
Walkway – Bridge Constructed on another Disc Golf Course elsewhere



## Site Plan





# Louisa Lake Disc Golf Park®

## Disc Golf

The objective of disc golf is similar to the objective of golf: instead of clubs and balls, use a single disc. The playing equipment of disc golf features a wide variety of plastic discs - many commonly known as "frisbees" - that come in many different shapes and weights. The disc golf target corresponds golf's hole. The winner of a round of disc golf is the one who completes the course with the least amount of throws.

## Safety & Course Description

Important: Safety is the top priority. Leave plenty of margin for error. Always wear your seat belt. Always use the hole in the disc of all professionals. Even after all the safety precautions, in the end you might be responsible for your disc, about 1.000" or anything found in your path. Players are required to follow both disc golf and park rules. You are playing at your own risk.

This course contains 9 holes (each has two basket positions) for beginner and intermediate disc golfers. Recommended group size is 3-6 to ensure speed of play. It takes about 1 hour to play through the course. On, or over any road is not allowed.

## Rules in a Nutshell

1. The purpose of the game is to get a disc from the tee to the target with the fewest number of throws possible. You may use a variety of discs.
2. After the initial throw, the player stands behind the target (thrower's line). Subsequent shots will be taken from where the disc lands at each hole. Players will throw as many times as it takes to get the disc into the target.
3. When the disc has been released, the player may follow through. From within ten meters (approx. 33 ft) to the target, the thrower is called a "putt" and cannot be stopped over.
4. Each hole is finished when the disc comes to rest inside the target. The player who has completed all holes at the lowest total score is the winner.
5. Discs are to be used in the same order as they are listed on the course map. Please do not throw. You are responsible for where you play. Discs are safe to use.

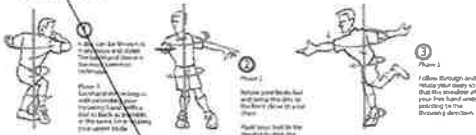
## Legend

- 1. Information board
- 2. Hole number
- 3. Tee
- 4. Target
- 5. Tree

## How to Grab a Disc



## Technique Tips



For complete disc golf rules of play, please visit [www.pdga.com](http://www.pdga.com).

White	1	2	3	4	5	6	7	8	9	TOT
Par	3	3	3	3	3	3	3	3	3	27
Distance	235	380	180	225	415	265	175	200	315	2390

Yellow	1	2	3	4	5	6	7	8	9	TOT
Par	3	4	3	3	3	3	3	3	3	28
Distance	275	555	270	250	425	350	250	220	350	2945

**AVERY JENKINS**  
DISC GOLF COURSE DESIGN

"PROPOSED DISC GOLF"  
PLAN OF LAND  
IN  
MILFORD, MA  
SCALE: 80 FEET TO AN INCH  
DATE: FEBRUARY 19, 2020  
TOWN OF MILFORD  
OWNER: TOWN OF MILFORD  
PREPARED FOR: PARKS COMMISSION



April 26, 2021

D-5  
4-26-21  
Michael K. Walsh, Chairman  
Milford Select Board  
52 Main Street  
Milford, MA 01757

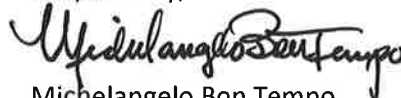
Re: May 2021 Annual Town Meeting

Dear Chairman Walsh and Members of the Board:

As you are aware, Governor Charles D. Baker's March 10, 2020 declaration of a state of emergency due to COVID-19 remains in effect. In diligently exercising my responsibilities as Milford Town Moderator, where we have a representative town meeting form of government, I determined that it is not possible to safely assemble the town meeting members and interested members of the public in a common location while complying with the applicable state or local orders, directives or guidance concerning public assemblies. Accordingly, I respectfully request the Milford Board of Selectmen call for a representative town meeting to be held through remote participation, including, but not limited to, by means of the Keypoint video or telephone conferencing platform.

In making this request, I consulted with the local disability commission and coordinator for Americans with Disabilities Act compliance. I certify that I, along with Christopher George, Milford's Information Technology Director, have tested the video or telephone conferencing platform; and the platform satisfactorily enables the town meeting to be conducted in substantially the same manner as if the meeting occurred in person at a physical location and in accordance with the operational and functional requirements set forth in law. The platform provides for, at a minimum: (i) the moderator, town meeting members, town officials and any other interested members of the public to identify and hear the moderator and each town meeting member who attends and participates in the remotely-held town meeting, as well as any other individuals who participate in the remotely-held town meeting; (ii) the ability to determine whether a quorum is present; (iii) a town meeting member, town official or other individual to request recognition by the moderator without prior authorization; and, to the extent technologically feasible, the request will be visible or audible to the public in real time and upon review of the recording of the town meeting proceedings, preserved according to subsection; (iv) the moderator to determine when a town meeting member wishes to be recognized to speak, make a motion, raise a point of order or object to a request for unanimous consent; (v) the moderator to recognize a town meeting member, town official or other individual to speak and to enable that person to speak; (vi) the ability to conduct a roll call vote; (vii) any interested members of the public to access the meeting remotely for purposes of witnessing the deliberations and actions taken at the town meeting; and (viii) the town meeting to be recorded.

Respectfully,



Michelangelo Bon Tempo,  
Town Moderator



E-1  
4-26-21

## **LICENSE RENEWALS 2021**

### **RENEWAL OF SECONDHAND/ANTIQUE DEALERS & PAWNBROWKERS LICENSES 2021**

Baza Jewelry and Gifts	196 East Main Street, Unit 48
Zelda's Closet	2 Central Street
Nathan's Jewelers	157 Main Street
TJ Cafe & Games	146 South Main Street

### **RENEWAL OF POOL TABLE LICENSES 2021**

Fun Zone of Milford LLC d/b/a Pinz	110 South Main Street
Viana Bar, Inc. d/b/a Tradição da Roça	119 East Main Street

### **RENEWAL OF BOWLING ALLEY LICENSE 2021**

Fun Zone of Milford LLC d/b/a Pinz	110 South Main Street
------------------------------------	-----------------------



E-3  
4-26-21  
**Richard Villani**

---

**From:** Dino DeBartolomeis  
**Sent:** Tuesday, April 20, 2021 11:56 AM  
**To:** Richard Villani  
**Cc:** Susan Clark  
**Subject:** Appointment to Milford Council on Aging

Good morning Rick,

We have an opening on the Milford Council on Aging. Mr. Vincent Squiciari passed away recently.

Vin was a valuable member of the council and also served as Chairman for many years. He served the seniors well during his tenure. At some point, we will install him as a member emeritus.

In the interim period we are respectfully asking the Selectmen to appoint Mr. Robert DeVita to the Milford Council on Aging. Robert has completed the talent bank application and has devoted many hours to the Senior Center volunteering his time and talents in assisting with numerous projects and securing materials from local stores to help build the Gazebo.

We need help to maintain a quorum for our meetings!

I would appreciate the appointment of Mr. DeVita to the Council on Aging at the next meeting of the Selectmen.

Thank you very much for your consideration.

Dino B. DeBartolomeis  
Chairman, Milford Council on Aging.



E-4

April 21, 2021

Dear Rick,

Unfortunately, I must offer my resignation from the Personnel Board. As you can well-understand, family and personal concerns must be higher priority to me at this time.

I have enjoyed very much my time on the Personnel Board, and, in particular, the formation of the plan to review the Salary and Wage Plan for Article 2 employees. I can say that the members of the Personnel Board are quite dedicated to the Town of Milford. It has been a pleasure to serve with them.

Thank you for the opportunity to serve the Town of Milford.

Best regards,

Tim Goggins



E-5  
4-26-21  
**Richard Villani**

---

**From:** haroldrhodes@comcast.net  
**Sent:** Wednesday, April 21, 2021 1:03 PM  
**To:** Richard Villani  
**Cc:** Harold Rhodes  
**Subject:** Ann Ragosta - Please Consider for the Milford Personnel Board  
**Attachments:** TOM-FS1\_Select\_MFP\_1271\_001.pdf

**CAUTION:** This email originated from outside the **Town of Milford**. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Rick,

As know, Tim Goggins, a current member of the Personnel Board, has unfortunately had to submit his resignation, due to family and personal issues. Tim, while his time on the Board was short, made substantial contributions to the many issues being considered by the Board. The Board will miss him.

In terms of replacement, the criteria that I use include:

- 1) Expertise in municipal government operations,
- 2) Expertise in municipal personnel and personnel board matters,
- 3) Independence from any possible appearance of a conflict-of-interest, and
- 4) The desire to serve the Town of Milford.

To that end, let me ask you to have the Select Board consider Ann Ragosta to become a member of the Personnel Board; attached is Ann's Talent Bank application.

As you can see, Ann meets all criteria. While living in Walpole, Ann served as a member of its Select Board, its Personnel Board, and its Finance Committee. Additionally, Ann has been a Certified Public Accountant.

I feel fortunate that just at the time when the Personnel Board will take on the *Compensation and Classification Initiative* to develop a new *Salary and Wage Schedule* that we have such a well-qualified candidate who interested in serving the Town of Milford on its Personnel Board.

As always, thank you very much.

--- Harold

---

Harold S. Rhodes  
Chairman, Milford Personnel Board  
11 Janock Road  
Milford, MA 10757  
508-473-8728  
[haroldrhodes@comcast.net](mailto:haroldrhodes@comcast.net)