

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

- A.) SIGNING OF WARRANT, APPROVAL of Minutes, July 12, 2021**
EXECUTIVE SESSION Minutes, July 12, 2021
- B.) INVITATION TO SPEAK**
Remote Public Hearing/Invitation to Speak access now requires advanced registration. Please register online here: <http://tiny.cc/88z9uz> 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**
1. 7:00 PM Cedar Street Market, Inc. re: Transfer of Retail Package Store Wine and Malt Beverages License
 2. Emporium Brazil, re: Common Victualler License
- D.) SCHEDULED APPOINTMENTS**
1. Joint Meeting with Sewer Commissioners, re: Vacancy
 2. Joint Meeting with Sewer Commissioners, re: Easement
 3. Human Resources Director, re: Proposed Policies
 4. Finance Director, re: American Rescue Plan Act
- E.) TOWN ADMINISTRATOR’S REPORT**
- F.) OLD BUSINESS**
1. Amazon, re: update
- G.) NEW BUSINESS**
1. Italian American World War Vets, re: One Day License
 2. Italian American World War Vets, re: One Day License
 3. Police Chief, re: Speed Bump/Sign-Colonial Road
 4. Police Chief, re: Speed Sign-Dilla Street
 5. Milford Area Chamber of Commerce, re: Permit to Obstruct
 6. Milford Youth Center, re: Acceptance of Gift
 7. Milford Youth Center, re: Acceptance of Gift
 8. Milford Youth Center, re: Acceptance of Gift
 9. Town Administrator, re: Award Contract-Painting of Town Hall
 10. Milford Finance Committee, re: Resignation
- H.) CORRESPONDENCE**
- I.) EXECUTIVE SESSION**
1. Attorney Jed Nosal, re: Water Company Update
 2. Contract Renewal Strategy Session with Milford TV
 3. To Receive Attorney/Client and Expert/Client communication of legal advice regarding reasonably anticipated litigation or legal issues the disclosure of which would compromise the Town’s position

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.

C-1
7-26-21

DEPARTMENT HEAD REVIEW FORM

- 1. Name of Business: **Cedar Street Market, Inc.**
- 2. Mailing Address: **100 East Main Street**
- 3. Assessors ID#: **Map 42 Block 0 Lot 247 Zone CB**

4. Has applied for: **Transfer of Retail Package Store Wine and Malt Beverages License (Transfer from Mui T. Tran individually to a corporation In which Mui T. Tran is the sole stockholder)**

- 5. Selectmen will take action on: **7/26/2021**
- 6. Hearing Continued/Postponed/MGL Deadline: _____
- 7. Abutters Notified: **N/A** Published: _____
- 8. **Inquiry Sent To Dept. Heads on: Thursday July 1, 2021**
- 9. **Please Respond By: Thursday July 8, 2021**
- 10. License Approved: _____ Denied: _____ Tabled: _____ On _____

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Building Commissioner: (Zoning, Occupancy, Building/Handicap Access, Restroom Handicap Access, etc.) **CB Zone, Allowable use, Building is Accessible, Restrooms are not Accessible, Mercantile Use and Occupancy**

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

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

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) **Owner in good standing with Board of Health, permits are current**

Sewer Commission: (Information/Comment) _____

Milford Water Company: (Information/comment) _____

Commission on Disability: (Information/comment) _____

Dept. Head Signature: _____ **Date:** _____

.....
Contact Name/Manager: *Mui T. Tran*

Phone: *508-634-4700* **e-mail:** *cedarstreetmarket@gmail.com*



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

APPLICATION FOR A TRANSFER OF LICENSE

Municipality

1. TRANSACTION INFORMATION

- Transfer of License
- Alteration of Premises
- Change of Location
- Management/Operating Agreement
- Pledge of Inventory
- Pledge of License
- Pledge of Stock
- Other
- Change of Class
- Change of Category
- Change of License Type (\$12 ONLY, e.g. "club" to "restaurant")

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

This is an application for a transfer of a package store license from Mui T. Tran individually to a corporation in which Mui Tran is the only stockholder, director and officer.

2. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES	TYPE	CATEGORY	CLASS
Off-Premises-15	§15 Package Store	Wines and Malt Beverages	Annual

3. BUSINESS ENTITY INFORMATION

The entity that will be issued the license and have operational control of the premises.

Current or Seller's License Number FEIN

Entity Name

DBA Manager of Record

Street Address

Phone Email

Add'l Phone Website

4. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. If this application alters the current premises, provide the specific changes from the last approved description. You must also submit a floor plan.

Single story building located at 100 East Main Street, Milford, MA 01757 containing a convenience store with a register for gas purchases, storage room and bathroom. There is an entrance at the front of the building and at the back through a garage door.

Total Sq. Footage	<input type="text" value="1400"/>	Seating Capacity	<input type="text"/>	Occupancy Number	<input type="text"/>
Number of Entrances	<input type="text" value="1"/>	Number of Exits	<input type="text" value="1"/>	Number of Floors	<input type="text" value="1"/>

APPLICATION FOR A TRANSFER OF LICENSE

5. CURRENT OFFICERS, STOCK OR OWNERSHIP INTEREST

Transferor Entity Name <input style="width:90%;" type="text" value="Mui T. Tran"/>	By what means is the license being transferred? <input style="width:95%;" type="text" value="Other (Attach Explanation)"/>
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List the individuals and entities of the current ownership. Attach additional pages if necessary utilizing the format below.

Name of Principal	Title/Position	Percentage of Ownership
<input style="width:95%;" type="text" value="Mui T. Tran"/>	<input style="width:95%;" type="text" value="owner"/>	<input style="width:95%;" type="text" value="100%"/>
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>

6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLC Members, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers - At least 50% must be US citizens;
Off Premises(Liquor Store) Directors or LLC Managers - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

Name of Principal	Residential Address	SSN	DOB
<input style="width:95%;" type="text" value="Mui Tran"/>	<input style="width:95%;" type="text" value="283 Quincy Shore Drive, Quincy, MA 02171"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input style="width:95%;" type="text" value="President, Treasurer, Secretary, Director"/>	<input style="width:95%;" type="text" value="100"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
			MA Resident
			<input type="radio"/> Yes <input type="radio"/> No

APPLICATION FOR A TRANSFER OF LICENSE

6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST (Continued...)

Name of Principal	Residential Address	SSN	DOB
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Additional pages attached? Yes No

CRIMINAL HISTORY

Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions.

Yes No

6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

APPLICATION FOR A TRANSFER OF LICENSE

6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 6A or 6B ever been suspended, revoked or cancelled?
Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation

7. CORPORATE STRUCTURE

Entity Legal Structure Date of Incorporation
State of Incorporation Is the Corporation publicly traded? Yes No

8. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises.

- If the applicant entity owns the premises, a deed is required.
- If leasing or renting the premises, a signed copy of the lease is required.
- If the lease is contingent on the approval of this license, and a signed lease is not available, a copy of the unsigned lease and a letter of intent to lease, signed by the applicant and the landlord, is required.
- If the real estate and business are owned by the same individuals listed in question 6, either individually or through separate business entities, a signed copy of a lease between the two entities is required.

Please indicate by what means the applicant will occupy the premises

Landlord Name

Landlord Phone

Landlord Email

Landlord Address

Lease Beginning Date

Rent per Month

Lease Ending Date

Rent per Year

Will the Landlord receive revenue based on percentage of alcohol sales?

Yes No

9. APPLICATION CONTACT

The application contact is the person who the licensing authorities should contact regarding this application.

Name:

Phone:

Title:

Email:

APPLICATION FOR A TRANSFER OF LICENSE

10. FINANCIAL DISCLOSURE

A. Purchase Price for Real Estate	<input type="text"/>
B. Purchase Price for Business Assets	<input type="text"/>
C. Other* (Please specify)	<input type="text"/>
D. Total Cost	0 <input type="text"/>

*Other: (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):"

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Total:	0 <input type="text"/>

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

Transferor, Mui T. Tran is transferring the assets of the business to Cedar Street Market, Inc. in which Mui Tran is the sole stockholder.

11. PLEDGE INFORMATION

Please provide signed pledge documentation.

Are you seeking approval for a pledge? Yes No

Please indicate what you are seeking to pledge (check all that apply) License Stock Inventory

To whom is the pledge being made?

12. MANAGER APPLICATION

A. MANAGER INFORMATION

The individual that has been appointed to manage and control the licensed business and premises.

Proposed Manager Name Date of Birth SSN

Residential Address

Email Phone

Please indicate how many hours per week you intend to be on the licensed premises

B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen?* Yes No *Manager must be a U.S. Citizen

If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.

Have you ever been convicted of a state, federal, or military crime? Yes No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
10/16/2006		Manager	Self	

D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? Yes No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature Date

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7-26-21

DEPARTMENT HEAD REVIEW FORM

1. Name of Business: **EMPORIUM BRAZIL**
2. Mailing Address: **21 Main Street**
3. Assessors ID#: **Map 41 Block 0 Lot 438 Zone CB**

4. Has applied for: **Common Victualler License**
5. Selectmen will take action on: **7/26/2021**
6. Hearing Continued/Postponed/MGL Deadline: _____
7. Abutters Notified: **N/A** Published: _____
8. **Inquiry Sent To Dept. Heads on: Monday July 12, 2021**
9. **Please Respond By:** _____
10. License Approved: _____ Denied: _____ Tabled: _____ On _____

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Building Commissioner: (Zoning, Occupancy, Building/Handicap Access, Restroom Handicap Access, etc.) **Certificate of Occupancy and Wiring Permit Required**

Town Planner: (Site Plan/Special Permit; Other Requirements/Stipulations) **Completion of site plan improvements required**

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) **Certificates are current**

Sewer Commission: (Information/Comment) _____

Milford Water Company: (Information/comment) _____

Commission on Disability: (Information/comment) _____

Dept. Head Signature: _____ **Date:** _____

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Contact Name/Manager/Owner: *Jehany Mendonca* **DOB:**
SS#:

Phone: 774-285-2940 **e-mail:** *jehanysaid@icloud.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

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 (<i>describe on reverse</i>) |
| 2. <input type="checkbox"/> BOARDING HOUSE | 12. <input type="checkbox"/> AUTOMATIC AMUSEMENT
(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 |
| 5. <input type="checkbox"/> FORTUNE TELLER | Location: _____ |
| 6. <input type="checkbox"/> HAWKERS/PEDDLERS | 15. <input type="checkbox"/> CHRISTMAS TREE SALES |
| 7. <input type="checkbox"/> INNHOLDERS | \$ <input type="checkbox"/> VALUE OF GOODS |
| 8. <input type="checkbox"/> POOL TABLES | 16. <input type="checkbox"/> CLASS I (NEW CARS) |
| 9. <input type="checkbox"/> 2 ND HAND/ANTIQUA DEALER | <input type="checkbox"/> CLASS II (USED CARS) |
| 10. <input type="checkbox"/> PAWNBROKER | <input type="checkbox"/> CLASS III (JUNK CARS) - Public Hearing Required
(Describe on Reverse) |
| | 17. <input type="checkbox"/> WORKERS COMPENSATION IF NEEDED |

SEE ADDITIONAL INFORMATION REQUIRED BELOW

BUSINESS NAME: EMPORIUM BRAZIL

BUSINESS ADDRESS: 21 MAIN ST

DAYS/HOURS OF OPERATION MONDAY - SATURDAY - 6:00 AM - 10:00 PM
(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: JEHANY MENDONCA

MAILING ADDRESS: _____

EMAIL ADDRESS: JEHANYSAID@ICLOUD.COM

APPLICANT'S DATE OF BIRTH: _____

_____ and _____
Social Security No. (Mandatory) Federal Identification No. (Mandatory)

APPLICANT'S SIGNATURE: Said DATE: 03.10.21
(Individual or Corporate Officer)

Type or print name on this line () 774-285-2940
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-1
7-26-21



MILFORD SELECT BOARD

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

Michael K. Walsh, Chairman
Thomas J. O'Loughlin, Esq.
Paul A. Mazzuchelli

Richard A. Villani
Town Administrator

TO: Michael K. Walsh, Chairman
Thomas J. O'Loughlin
Paul A. Mazzuchelli

FROM: Richard A. Villani

RE: Milford Board of Sewer Commissioners Vacancy

DATE: July 26, 2021

As the Board knows, there is a vacancy on the Milford Board of Sewer Commissioners due to the resignation of Thomas J. Morelli. Notice of the Vacancy was posted as required by M.G.L. Chapter 41, section 11. A joint meeting of the Board of Sewer Commissioners and Select Board was posted for Monday, July 26, 2021 at 7 PM.

We received three (3) letters of interest for the position. The interested applicants are Keith M. Gattozzi, Leonardo L. Morcone and Michael P. Visconti, Jr. Attached are their Letters of Interest and/or Resumes. The vacancy can be filled with a roll call vote of the members of the Milford Board of Sewer Commissioners present and the members of the Select Board.

The individual appointed will serve on the Board of Sewer Commissioners only until April 5, 2022. The position will be placed on the April 5, 2022 Local Election ballot. **The Board must also VOTE to place this position on the April 5, 2022 Election Ballot.**

Please let me know if you have any questions.

cc Files

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7-26-21

Mayer, Antonellis, Jachowicz & Haranas, LLP

Attorneys at Law

288 Main Street, Milford, MA 01757
Tel. (508) 473-2203 Telecopier (508) 473-4041

William H. Mayer
Robert P. Jachowicz
Joseph M. Antonellis
Peter J. Haranas
Jill P. Dawczyk
Erin Wright (also admitted in R.I.)

July 12, 2021

Attorney Charles Boddy
Milford Town Counsel
Milford Town Hall
52 Main Street
Milford, MA 01757

Hand Delivered

Dear Mr. Boddy:

As you know from past conversations and correspondences, I represent Cover Technologies, Inc. ("CTI") of Upton, MA. CTI continues to aggressively pursue completion of the capping of the former Farrar & Carty landfill, located in Hopedale, MA ("Site"). As you also know, the Milford Wastewater Treatment Plant ("MWTP") is situated in the Town of Hopedale and is the Site's primary abutter.

In the past we have discussed the fact that the DEP is "strongly suggesting" the building a stormwater detention basin at the MWTP. Obviously if that suggestion is to be followed, an easement would be required. When we last reviewed this issue, you raised appropriate questions regarding indemnification and insuring long term maintenance of the basin. In an effort to address your concerns, I am attaching correspondence from our consulting engineer, which I trust will help provide the necessary information.

CTI is asking that I again reach out to you for the specific purpose of requesting an opportunity to meet with the Town's Select Board and Board of Sewer Commissioners. At that meeting, my client will present a request: (i) That the Milford Sewer Commissioners in light of the authority reserved to them by the Acts of 1906 Chapter 306 as Amended by Chapter 458, grant CTI (it successors and assigns) an easement to construct, maintain and use a stormwater basin detention area on land owned and controlled by the Sewer Commissioners (all as shown on the attached sketches) or (ii) should you or others determine that the Sewer Commissioners lack the authority to grant the easement that an Article be added the Fall Town Meeting Warrant to authorize the Select Board to grant the aforementioned easement.

I trust that you recognize the inherent urgency in this matter, as the capping process is a rather complex one, and the environmental impact of the former landfill continues to be a cause of concern for all involved. Please contact me at your earliest opportunity so that I can provide my client (and the Town of Hopedale) with an update.

Respectfully yours,



Joseph M. Antonellis

JMA/Encl.

Langdon Environmental LLC

75 Congress Street, Suite 214
Post Office Box 511
Portsmouth, New Hampshire 03802

June 7, 2021

Mr. Eugene Bernat
Cover Technologies, Inc.
228 Mendon Street
Upton, Massachusetts. -1568

Subject: Summary of Benefits of Hopedale Landfill Closure Project Including Stormwater Basin on Town of Milford Wastewater Treatment Plant Property

Dear Mr. Bernat:

This letter summarizes the environmental and public health benefits of the final cap currently being constructed over the unlined Hopedale Landfill including the stormwater retention basin located on the northern portion of the Milford wastewater treatment plant property.

The Landfill ceased operating in the early 1980's and the Massachusetts Department of Environmental Protection (MassDEP) was unsuccessful enforcing the owner to install the final cap required by their Solid Waste Management Regulations (310 CMR 19.000). The cap is now being constructed under a MassDEP policy that allows the beneficial acceptance of soils and other materials to generate revenues to fund cap construction and post-closure care and maintenance. This policy, which has been successfully implemented at over 40 Massachusetts landfills, recognizes that capping older unlined landfills, such as the Hopedale Landfill, has significant environmental and public health benefits and provides a funding source for abandoned sites. All the permits and approvals required for the closure of the Landfill have been issued by MassDEP and the Hopedale Conservation Commission.

The following are the environmental and public health benefits of the ongoing capping project:

- *The new cap will decrease the quantity of contaminated leachate from rainwater discharging into the surrounding wetlands by 1.5 to 2.2 million gallons per year. The cap provides a barrier eliminating direct contact between rainwater and historically landfilled waste discharging contaminated "leachate" into the groundwater below the Landfill.*
- *The final cap will protect the local wetland resource areas that abut the Landfill to its north and west but also the Charles River and the Town of Milford groundwater supply that has a Zone II mapped to approximately 100 to 200-feet north of the edge of the Landfill. The impacted groundwater from rainwater infiltration discharges into the surrounding wetlands that drain towards the Town of Milford's public water supply and the Charles River. The capping project will further decrease contaminated leachate by direct contact between historically landfilled waste and groundwater by: (1) excavating significant areas of landfilled waste placed below groundwater into the historic wetland areas around the northern and*

western perimeter of the Landfill; and (2) lowering the elevation of groundwater below the Landfill further reducing direct contact with landfilled waste.

- *Stormwater run-off including the discharge from the basins for the new cap will not have any contamination including suspended soil particles providing further improvement of water quality in the wetland resource areas including the Zone II and Charles River.* Prior to cap construction, stormwater run-off from the Landfill collected contamination and solid particles from the exposed surficial soils and waste. This impacted stormwater runoff discharged into the surrounding wetland resource areas. The proposed final cap is a synthetic material that eliminates direct contact of stormwater run-off with the underlying waste and virtually eliminates particles discharging into the wetlands. These flows and the associated loading of impacted solids discharging into the wetland are significant – during a 100-year frequency storm event, the historic Landfill discharged an estimated 600,000 gallons of untreated stormwater into the wetlands.
- *The capping project includes controls for landfill gas that was historically migrating to the east and south – towards the Milford wastewater treatment plant property and the main sewer interceptor into the plant.* During the environmental assessment phase, significant concentrations of potentially explosive methane contained in landfill gas was found along the southern and eastern boundaries of the Landfill. The eastern property line directly abuts the Milford wastewater treatment plant property and the southern extent of the Landfill is in close proximity to the sewer interceptor pipe into the plant. The capping project incorporated the construction of passive gas venting trenches along both of these sides to control the future migration of gas, protecting Milford's infrastructure.
- *Waste located on the Town of Milford property from the Landfill was excavated and removed as part of the capping project.* During the environmental assessment, landfilled waste was identified on the Town of Milford treatment plant property to the northeast of the Landfill. As part of the capping project, this waste was excavated and consolidated onto the Landfill, eliminating potential future liability and cost to the Town. The waste removal area is where the stormwater basin on the Town of Milford's property will be located.

Approximately 1,500 cubic yards (cy) of waste was relocated from the Town of Milford's property at no cost to the Town. If the Town had to address this waste, the estimated cost to remediate the area is over \$150,000 including permitting with MassDEP and the Hopedale Conservation Commission, excavation, off-site disposal of the excavated waste at a permitted landfill facility, and restoration of the disturbed area.

- *The capping project is funding the post-closure maintenance and monitoring costs for the Landfill.* MassDEP's Solid Waste Regulations require that capped landfills be maintained and monitored for a minimum period of 30-years. Under the approvals for the capping project, a fund in excess of \$500,000 has been created for these post-closure obligations including the stormwater controls and the basin on the Town of Milford property. This fund is held by MassDEP and can be quickly accessed to meet post-closure obligations.

The Hopedale Landfill covers almost all of the upland areas on the property. To accommodate the final cap and meet regulatory requirements, three stormwater retention basins, including the one located on the Milford wastewater treatment facility property, are necessary to decrease peak and

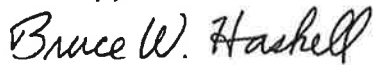
Mr. Eugene Bernat
May 18, 2021
Page 3

total flows of stormwater discharged. Stormwater from a portion of the capped Landfill is directed to each of the basins where it will be retained and eventually be discharged through an engineered structure. Two basins were constructed on areas where landfilled waste was excavated and consolidated. An assessment of potential locations for the required third stormwater basin on the Town of Milford property as the only viable alternative. This location meets regulatory requirements by being off landfilled waste and will allow the Landfill to be graded to properly handle stormwater. A copy of focus plan showing the location of the proposed basin on the Town of Milford's property and the access road to be constructed along the property line is attached.

The location of the proposed basin on the Town of Milford property is in the northern extent of the wastewater treatment facility and development of the Town's property further to the north is restricted by wetland areas. The proposed basin is almost entirely within the 100-foot buffer zone of the delineated bordering vegetated wetland resource area located to the north of the Landfill. *Because of the proximity of this area to the wetlands and associated buffer zones, the area proposed for the stormwater basin has limited use for the construction of facilities associated with the wastewater treatment plant.*

Please do not hesitate to contact me at (617) 875-3693 if you have any questions or require anything further.

Sincerely yours



Bruce W. Haskell, P.E.
Langdon Environmental LLC

cc: Chris Keough, Charter
Chris Ryan, Charter

D-3
7-26-21



Town of Milford Technology Acceptable Use Policy

1. Purpose

The purpose of the Technology Policy is to create an environment where the Town of Milford's information and resources are secure and in which users of this information understand their responsibilities as users and stewards of these resources and information.

- To safeguard the integrity of computers, networks, and data, either located within the Town of Milford or remote use from elsewhere;
- To ensure appropriate use of electronic communications, technology, and internet use.

2. Scope

The technology covered by this policy consists of the Town of Milford voice, data and video networks and all computer equipment, software, printers, copiers and other peripherals provided for use by the Town of Milford. In addition, all Town of Milford-issued or licensed passwords, personal identification numbers, and electronic keys are covered. These resources are the property of, or are licensed by the Town of Milford, and are made available for use to Town of Milford staff for the purposes of doing Town of Milford work.

3. Usernames and Passwords:

You have been issued ID's and passwords to access systems and data in accordance with your job responsibilities. You have an obligation to protect the security of these ID's and are expected to do the following:

- Refrain from sharing the password assigned to you and ensure that others cannot learn your password. (i.e. do not write it down)
- Create a password that must be at least 8 characters long, and contain characters from three of the following four categories:

Group

Examples

Uppercase letters	A, B, C ...
Lowercase letters	a, b, c ...
Numerals	0, 1, 2, 3, 4, 5, 6, 7, 8, 9
Symbols found on the keyboard (all keyboard characters not defined as letters or numerals)	` ~ ! @ # \$ % ^ & * () _ + - = { } [] ¥ : " ; ' < > ? , . /

- Understand that you are responsible for **all** activities under your username/account ID.
- If you have reason to believe that your username/account ID or password has been compromised or you have forgotten it, contact the Information Technology Department immediately.
- When vacating computer workstations, sign-off or secure the system from unauthorized use. The System will automatically lock-out the user after 10 minutes of inactivity.

4. Information Security – Storage and Transmission:

The Town of Milford community members—staff and volunteers – may encounter sensitive information every day - information such as salaries, job data and personal information including home addresses for example. This information is considered confidential by the Town of Milford. All employees have an obligation to the following:

- Access only accounts, files, and data to which you have been given authorized access.
- Secure information that is in your possession. Sensitive information, accessed in the course of doing your job, should be secured. (i.e. covered from view while in process, and locked away when you are absent)
- Maintain the confidentiality of information classified as private, confidential.
- Use the Town of Milford information, or information accessed while working for the Town of Milford, for tasks related to job responsibilities and not for personal purposes.
- No use of email for sending and receiving personal info as defined by 201 CMR 17 Standards:

(Personal information, a Massachusetts resident's first name and last name or first initial and last name in combination with any one or more of the following data elements that relate to such resident: (a) Social Security number; (b) driver's license number or state-issued identification card number; or (c) financial account number, or credit or debit card number, with or without any required security code, access code, personal

identification number or password, that would permit access to a resident's financial account; provided, however, that "Personal information" shall not include information that is lawfully obtained from publicly available information, or from federal, state or local government records lawfully made available to the general public.

- Storage of personal information should be restricted by necessity and kept only in additionally secured network folders accessible only by the Human Resources Dept.

5. Administrative Rights:

The granting of administrative rights to an employee of Town of Milford is a privilege granted to individuals who require this level of access and control in order to do their jobs effectively.

If you have been granted administrative rights, you must adhere to the following requirements:

1. You will comply with all existing technology appropriate use policies of Town of Milford.
2. You will not make changes to any desktop, laptop or other devices not assigned to you personally.
3. You will not install any unauthorized or non-standard software at any time.
- 4 You will take all reasonable steps to ensure that the desktop, laptop or other end-user device over which you have administrative rights is secured from malware or intrusion.
- 5 You will have sole responsibility for backing up any data stored to the desktop, laptop or other end-user device over which you have administrative rights.
- 6 IT Department resources are very limited, complete support and troubleshooting is only provided for the base Town of Milford software setup and for IT approved additional applications. Support for non-approved applications is not available.

Your administrative rights can be terminated at any time by the Director of Information Technology or Town Administrator if the terms of this policy are violated.

6. Installation of Software

Before any software can be used on Town of Milford computers or the network, the software must be virus-tested; you are prohibited from disabling Town of Milford-installed virus protection software. No copy of software may be used on the Town of Milford's computer or

network resources unless approved in advance of installation by the IT department including shareware and software downloaded from the Internet. You are not permitted to make additional copies of any software without express authorization and proper registration of the copy.

It is illegal to make unauthorized copies of software. Copyright laws protect software authors and publishers, just as they protect authors of printed material. Town of Milford does not condone the use of illegally copied software and will not provide assistance and support to users of such software. Use or distribution of unlicensed software is against Town of Milford policy and is illegal.

7. General Usage – Business Purposes:

- Use the Town of Milford e-mail, computers, and networks only for legal, authorized purposes. Unauthorized or illegal uses include but are not limited to:
 1. Accessing files or emails belonging to others;
 2. Destruction of or damage to equipment, software, or work data;
 3. Unauthorized copying of copyrighted materials; or
 4. Conducting private business unrelated to Town of Milford activities.
- Refrain from any activity that might be harmful to systems or to any information/data stored thereon, such as:
 1. Creating or propagating viruses;
 2. Disrupting services or damaging files; or
 3. Making unauthorized or non-approved changes to computer setup or system resources.

8. System Resources and Bandwidth:

Be aware of any conditions attached to or affecting the provision of Town of Milford technology services:

1. Consult with the Information Technology Department for any questions about system workload or performance.
2. Refrain from disrupting our internet service and internal network operations by monopolizing systems, overloading systems or networks with excessive data, or wasting computer time, connect time, disk space, (e.g. through use of Pandora Radio, Skype, TV, Movies, IMDB.com, streaming Netflix.com, News Webcasts, etc.) as well as printer paper, or other resources

For its own protection, the Town of Milford reserves the right to block all internet communications from sites that are involved in extensive spamming and to monitor

employee internet use by means of security software that identifies misuses of internet bandwidth.

9. File Sharing

File-sharing software allows you to search the Internet for music files (MP3) and download them to your computer. Music file-sharing applications such as Kazaa, Grokster, Morpheus, Gnutella, etc., are network-based programs that allow users to download and distribute music files from computer to computer across networks using Peer-2- Peer methods. As online music, movies and other media have become more popular, the issue of piracy and the theft of copyrighted material have increased as well. Companies who own the copyrighted material being pirated are beginning to increase their pursuit of those who are not abiding by the law. By tracking the files being transferred and the users behind the transferring, these companies are increasingly putting pressure on Internet service providers (ISP's) to reveal identities of the computer users who are infringing copyrights.

Individuals may not establish company computers as participants in any peer-to-peer network, unless approved by the Information Technology Director. The unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject you to disciplinary action, up to and including termination of employment, as well as civil and criminal liabilities. Copyright law provides for damages ranging from a minimum of \$750 to a maximum of \$30,000 per work, with an increase to \$150,000 for willful copyright infringement.

10. Expectation of Privacy:

The Town of Milford computing and network resources are the property of the Town of Milford and under its administration and management. Use of these resources is intended primarily for the Town of Milford business purposes. All files, emails, documents, records, data, and metadata contained on Town information technology is a public record subject to public records requests and review. **The Town of Milford reserves the right to scan all network traffic and devices, as well as review any information stored or transmitted on this equipment, without notice and notwithstanding any password, upon direction from the Town Administrator or Town Counsel. Such action would be initiated with just cause or upon receipt of a legitimate complaint to the Town Administrator, Town Counsel, or Human Resources Director that would trigger an investigation. This may be by receipt of the Town of a public records request, as part of a duly initiated criminal investigation to comply with a court order, or as otherwise authorized by law. Examples of complaints might include harassment, conflict of interest activities, or suspected misuse of IT equipment or software.**

11. Employee Acknowledgement

By signing and acknowledging this policy you agree to indemnify and defend the Town from any action brought against the town arising from unlawful peer-to-peer sharing or for any other unauthorized use.

I have read and understand the Town of Milford Employee Technology Acceptable Use Policy. I agree to abide by it and understand that violation of any of the above policies may result in my termination.

Employee Name

Employee Signature

Date

(Please sign, copy, and return this last page to the Human Resources Director within one week of receipt)

Updated May 2021

TOWN OF MILFORD SOCIAL MEDIA POLICY

The Town of Milford depends upon an environment of tolerance and respect for the achievement of its goals in serving the citizens of the Town of Milford. The purpose of this policy is to provide notice to appointed, elected board and committee members as well as all municipal employees that their use of social media must conform to the law and this policy. This policy is designed to promote and govern the professional and personal use of social media in a responsible manner and to avoid uses that can:

- (1) breach confidentiality by revealing protected information about the Town of Milford, its citizens, or its employees;
- (2) expose the Town of Milford to liability for behavior that may be harassing, offensive, or maliciously false; or
- (3) interfere with productivity and/or ability to perform the duties and responsibilities as Officials and Employees of the Town of Milford.

Social Media: Online forums in which individuals participate in the exchange of ideas, messages, and content, including but not limited to, blogs, microblogs, and social networking sites (e.g., Facebook, LinkedIn, Twitter).

Electronic Media: All forms of electronic communication, transmission, or storage, including but not limited to, websites and any content contained therein or related thereto.

While officials and employees may maintain and use personal web pages and websites, blogs, microblogs, social networking sites and other forms of social media while off-duty, their status as officials and employees of the Town of Milford requires that the content of any postings on those social media sites or other web pages not be in violation of existing Town by-laws, policies, directives, rules or regulations. The Town of Milford's image as a professional organization comprised of professionals is critical to maintaining the respect of its constituents. Although the Town of Milford recognizes that officials and employees may choose to express themselves by posting personal information upon electronic media sites through personal websites, social networking sites, blogs, microblogs, chat rooms, or other electronic means or by making comments upon electronic sites hosted by other persons, groups or organizations, this right of expression should not interfere with the operation of the Town of Milford. That is, although the Town of Milford acknowledges its officials and employees have the First Amendment right to free speech, the right is not absolute and extends only to matters of public concern. Therefore, officials and employees should exercise caution with respect to comments they post, particularly those concerning the Town of Milford and the business of the Town of Milford.

This section describes acceptable and unacceptable uses of all social media by officials and employees. Officials and employees should use their best personal judgment when using any form of social media and must ensure that their use does not violate this or any other Town policy. Use of social media is also subject to the Town of Milford's Technology Acceptable Use Policy, Sexual Harassment Policy, as well as the Town of Milford's other policies and standards of conduct, rules, regulations, and by-laws. All use of social media is subject to the following conditions:

1. There is no guarantee of privacy for electronic communications through Town systems or equipment. The Town of Milford reserves the right to review and/or monitor all electronic records and communications, at any time, with or without notice, including individual user folders and other information stored on the Town of Milford's electronic communications systems. In accessing the Internet, including social media sites, users should assume that all connections and sites visited using

the Town of Milford's network will be monitored and recorded. This examination helps to ensure compliance with Town policies, assists when internal investigations must be conducted and supports the management of the Town of Milford's information systems.

2. Use of the Town of Milford's electronic communication devices including, but not limited to, Town-issued email accounts, Internet services, Intranet, Town-owned laptops and computers provided for remote use, and computer software constitutes acceptance of such monitoring. Content maintained electronically is also subject to the Public Records Law. All officials and employees are expected and required to conduct themselves in a manner consistent with the Town of Milford's policies and standards of conduct.

3. Officials and employees must not reveal any confidential or privileged information about the Town of Milford, its constituents, or its contractors. Officials and employees must be particularly careful to protect against the inadvertent disclosure of confidential information.

4. Officials and employees must not harass others in contravention of the Town of Milford's Technology Acceptable Use Policy, Sexual Harassment Policy, regardless of the time, place, form, or manner in which the information is posted or transmitted. Comments may be deemed to violate this Policy even if the Town of Milford's name or the name(s) of any individual is not specifically referenced.

5. Officials and employees should be honest and accurate when posting information or news, and if they make a mistake must correct it quickly. Officials and employees should not post any information or rumors they know to be false about the Town of Milford employees, constituents, officials, suppliers, vendors, contractors or any other entities or individuals.

6. Officials and employees may express only their personal opinions and should never represent themselves as a spokesperson for the Town of Milford, their board or committee unless designated to do so. If the Town of Milford is a subject of the content created by an official, the official should be clear and open about the fact that he/she is an official of the Town of Milford and should make it clear that his/her personal views do not represent those of the Town of Milford, or its employees, officials and employees, suppliers, vendors, or any other agent of the Town of Milford unless designated to do so. Officials and employees who publish blogs or other online posts related to their role with the Town of Milford should make clear that they are not speaking on behalf of the Town of Milford (unless designated to do so). Further, an official's decision to express their personal opinions does not alleviate their responsibility as an official to take appropriate action under the circumstances, which may include, but not be limited to, taking action themselves or reporting an issue to a supervisor.

7. Officials and employees must also recognize that posting content regarding Town-related matters may result in the violation of the Open Meeting Law. Officials and employees should consult the Open Meeting Law Guide provided to them by the Town of Milford Clerk's Office for more information. Town Counsel may also be consulted subject to the prior approval of the Town of Milford Administrator.

8. Officials and employees are expressly prohibited from using social media to engage in any activity or conduct that violates federal, state, or local law (e.g., software or data piracy, child pornography, etc.).

9. Officials and employees are prohibited from using social media to engage in any activity that constitutes a conflict of interest.

10. Officials and employees are generally not authorized to provide employee references and are prohibited from using any review or recommendation feature or system on a social media site (e.g., LinkedIn) to post reviews or other comments about employees.

11. Officials and employees must be mindful that residents, property owners and others appearing before Town boards or committees come from all walks of life. Public comments, in any forum, that contain racial slurs, express bigotry toward a group based on their race, religion, national origin, sexual orientation, gender, gender identity or any other legally protected classification shall be considered conduct unbecoming a Town Official and shall constitute good cause for removal for any appointed official.

The Town of Milford encourages anyone who uses social media in contravention of this policy to be honest and admit the error as soon as it occurs. Although errors cannot always be erased, prompt notification can make a significant difference in the Town of Milford's ability to correct or remedy the issue. Beyond the above general provisions, appointed and elected board/committee members are strongly encouraged to consider the impact of their statements before making them. The Town of Milford strives to be professional in its operations and processes. Posts that suggest a likelihood of more or less favorable treatment toward any individual or group of individuals, e.g., based upon race, gender, national origin, sexual orientation, reflects poorly on the individual making an inappropriate statement as well as the Town of Milford and its citizens. Further, comments suggesting such treatment can expose the Town of Milford to liability and legal costs. All are strongly encouraged to carefully consider their comments before posting them.

Complaints or Problems of Misuse: Should any official or employee receive or become aware of a violation of this policy, the official or employee should report the violation to the Human Resources office as soon as possible. The Town of Milford prohibits taking action against anyone for reporting a possible violation of this Policy or for cooperating in an investigation.

Questions: Anyone who is unsure whether a particular posting or contribution to online social media violates this policy is encouraged to ask the Town of Milford Administrator.

Discipline: Violation of this Policy may constitute good cause for removal of appointed officials and employees under the Town of Milford Charter. Elected officials and employees may be subject to a request for their resignation, public censure or reprimand or a recall petition in accordance with the Town of Milford Charter. A failure to enforce this Policy does not constitute a subsequent waiver of any violation of this Policy. This Policy shall be read and interpreted in conjunction with all other Town policies and procedures.

Acknowledgment of Receipt of Policy: I acknowledge receipt of this Social Media Policy and that I have read it. I understand that all social media usage and all information transmitted by, received from, or stored in these systems are the property of the Town of Milford. I also understand that I have no expectation of privacy in connection with the use of the Town of Milford's electronic communications or with the transmission, receipt or storage of information in these systems. I acknowledge and consent to the Town of Milford monitoring my use of its electronic communications at any time, at its discretion. Such monitoring may include reviewing internet websites visited, including social media sites, printing and reading all e-mail entering, leaving or stored in these systems, and/or reviewing all documents created or downloaded. I understand that all e-mail messages are subject to the Town of Milford's e-mail deletion and retention procedures.

E-1
7-26-21

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

**APPLICATION FOR A ONE DAY LIQUOR LICENSE
PER MGL, C138, S14**

APPLICANT/HOST INFORMATION:

Name or Organization: Italian American WW Vets

Type of Organization (Individual/Non-Profit Corp./For-Profit Corp.) Non Profit

Organization Address: 4 Hayward field

DETAILS OF EVENT:

Type of Event (i.e. banquet/fundraiser/party) Cornhole fundraiser MYFC

Where will it be held Grass Area by Bocce field Courts

Who owns the premises ITAMS Contact Day Time# 508-243-5357

Date(s) of Event 8-21-21 / rain date 8-28-21

Hours of Event 12-9pm

Expected # of people 75 Admission Charge TBD

Type of License: All Alcohol (*Non-Profits Only*) \$100 or Beer & Wine Only \$100

Alcohol will be sold or given away (check one) Sold Given Away

Is the event open to the general public (check one) Yes No

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of Milford.

Applicant Signature: Timothy McDonough

Applicant Cell Phone #: 774-248-6141

Applicant Email Address: Timothy.McDonough@IEPTechnologies.com

Town Official Signature of Approval (if applicable) _____
(If using a Town Facility)

E-2
7-26-21

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

APPLICATION FOR A ONE DAY LIQUOR LICENSE PER MGL, C138, S14

APPLICANT/HOST INFORMATION:

Name or Organization: Italian American WW Vets
Type of Organization (Individual/Non-Profit Corp./For-Profit Corp.) Non Profit
Organization Address: 4 Hayward field

DETAILS OF EVENT:

Type of Event (i.e. banquet/fundraiser/party) Micky Ward fundraiser
Where will it be held Grass Area by Bocce courts
Who owns the premises ITAMS Contact Day Time# 508-243-5357
Date(s) of Event Sept. 11, 2021
Hours of Event 8 AM - 9 PM
Expected # of people 175 Admission Charge \$20
Type of License: All Alcohol (*Non-Profits Only*) \$100 or Beer & Wine Only \$100 ___
Alcohol will be sold or given away (check one) Sold Given Away ___
Is the event open to the general public (check one) Yes No ___

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable Alcohol Control Laws of the State of Massachusetts and policies and regulations of the Town of

Milford,
Applicant Signature: Timothy McDonough

Applicant Cell Phone #: 774-248-6141

Applicant Email Address: Timothy.McDonough@IEPTechnologies.com

Town Official Signature of Approval (if applicable) _____
(If using a Town Facility)



MILFORD POLICE DEPARTMENT

James F. Falvey
Chief of Police

250 Main Street * Milford, MA 01757 * Tel. (508) 473-1113 * Fax (508) 473-5087

TO: Richard Villani, Esq., Town Administrator
FROM: James F. Falvey, Chief of Police
DATE: July 14, 2021
RE: Citizen Complaint for Speeding and Request for Speed bumps/signs on Colonial Road.

Dear Mr. Villani,

As requested, the Police Department is reviewing a citizen complaint and request for speed bumps or signage to slow motorists down on Colonial Road. Officer Joseph Francesconi did an extensive review on the area which included speaking with the complainant who had requested speed bumps on the road. The Groves Apartments located on Colonial, Capitol and Senate Roads consists of approximately 20 buildings with 12 units in most buildings excluding the townhouses. There is a lot of children who live, play and travel through the area due to the Woodland School being close by. The property manager has reported children playing almost getting hit due to speeding motorists and requested speed bumps and or signage with verbiage saying Slow Children Playing. Dispatcher Covino reported at least 25 motor vehicle accidents in the last 10 years on Colonial Road.

After reviewing Officer Francesconi's extensive report and consultation with Deputy Chief John Sanchioni it is my recommendation to the Select Board approve a request to erect stop signs on Colonial Road at Senate Road in both directions. I'd also request a stop sign on Senate Road at Colonial Road. I believe the installation of stop signs will force motor vehicle to stop and thus be much safer and less expensive than speed bumps. This is also the reported area where many children play. Further I request the installation of two signs Children Playing on Colonial Road. One to be installed near the intersection of Lyndon Road and the other near the intersection of Capitol Road.

Sincerely,

James F. Falvey
Chief of Police
Town of Milford



Milford Police Department
Incident Report

Page: 1
07/14/2021

Incident #: 21-16898-OF
Call #: 21-16898

Date/Time Reported: 07/07/2021 1644
Report Date/Time: 07/07/2021 1746
Status: No Crime Involved

Reporting Officer: Officer Joseph Francesconi
Approving Officer: Sergeant Robert Tusino

Signature: _____

Signature: _____



EVENTS (S)

LOCATION TYPE: Highway/Road/Alley/Street Zone: C SECTOR
COLONIAL RD
MILFORD MA 01757

1 Police Information

PERSON(S)	PERSON TYPE	SEX	RACE	AGE	SSN	PHONE
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CANNON, COLLEEN E 18 COLONIAL RD Apt. #8 MILFORD MA 01757 DOB: 03/24/1971	REPORTING PARTY	F	W	50	NOT AVAIL	508-473-8222
--	-----------------	---	---	----	-----------	--------------

EMPLOYER: ***** 508-473-8222
CONTACT INFORMATION:
Home Phone (Primary) 508-473-8222
Work Phone (Primary) 508-473-8222

On Wednesday, July 7, 2021, at approximately 1644 hours, I, Officer Joseph Francesconi was assigned by Deputy Chief John Sanchioni to follow up on a traffic complaint reported to Milford Town Administrator Rick Villani by Colleen Cannon, the property manager of the Groves Apartment complex. She filed the following complaint:

"I am the Property Manager at The Groves at Milford and John Perry with DPW said I should reach out to you in regards to people speeding through Colonial Road. It has been an ongoing issue for years now and too many times children playing have almost got hit. Recently, we had a bad altercation where a residents came out to address another person speeding who almost hit his child and ended up in a stabbing at the property.

We are hoping you can install speedbumps in the road or some Speed Limit/Slow/Children Playing signs on Colonial Road. Please let me know if you have any further questions. Thank you."

Deputy Chief Sanchioni requested I look into the legality of speed bumps. Given that speed "bumps" are traditionally used as a calming measure on private ways and parking lots, I am assuming that Ms. Cannon is referring to speed humps, (road humps, undulations), which are elongated mounds in the roadway designed to produce sufficient discomfort to a motorist to discourage speeding, appropriate for use on a residential local street or any street where the primary function is to provide access to abutting residential property.

I went to Colonial Road. Colonial Road abutts several 12-unit apartment buildings. On-street parking is always very congested and there are always pedestrians. Dispatcher Covino advised me that in the last 10 years, there have been at least 25 motor vehicle accidents on Colonial Road.

Speed humps are legal, but their eligibility requirements are regulated by the Massachusetts Department of Transportation. I emailed MASS DOT requesting information regarding surrounding such requirements.

I spoke with Liz Williams, MASS DOT Director of Data and Policy of the Office of Transportation Planning. She provided me with the fact sheet compiled by the Institute of Traffic Engineers, which informed a Municipal Resource Guide for Walkability by the MA Department of Transportation used by many municipalities. The sheet provided the following applications and considerations for speed humps:

- Appropriate for residential local streets and residential/neighborhood collectors
- Not typically used on major roads, bus routes, or primary emergency response routes
- Not appropriate for roads with 85th-percentile speeds of 45 mph or more
- Appropriate for mid-block placement, not at intersections
- Not recommended on grades greater than 8 percent
- Work well in combination with curb extensions
- Can be used on a one-lane one-way or two-lane two-way street

Potential Impacts:

- No impact on non-emergency access
- Average speeds between humps reduced between 20 and 25 percent
- Speeds typically increase approximately 0.5 to 1 mph midway between humps for each 100 feet

Beyond the 200-foot approach and exit of consecutive humps

Traffic volumes diversion estimated around 20 percent; average crash rates reduced by 13 percent

Emergency Response Issues:

- Impacts to ease of emergency-vehicle throughput
- Approximate delay between 3 and 5 seconds per hump for fire trucks and up to 10 seconds for ambulances with patients

Typical Cost (2017 dollars):

- Cost ranges between \$2,000 and \$4,000

I also spoke with Joseph Frawley, MASS DOT District 3 Traffic Operations Engineer which oversees Milford. He stated that the state utilizes a Project Development and Design Guide when decided to install traffic calming measures, such as a speed bumps. (see attached for guide)

The following is an excerpt from the guide:

"Potential Benefits and Impacts:

When used in appropriate settings, the reduction in vehicle speeds obtained through traffic calming measures reduces both the frequency and severity of collisions. Further, traffic calming measures are also intended to increase driver attentiveness so that vehicles are less likely to collide. A number of studies support the correlation between reduced motor vehicle speed and reduced severity of collisions. For vehicle/pedestrian collisions, the severity of injuries increases sharply as vehicle speed increases. Traffic calming measures can improve pedestrian accommodation by: Reducing crosswalk distances, and the extent of pedestrian/motor vehicle conflict; Reducing motor vehicle speeds, their stopping distances, and the severity of pedestrian/motor vehicle conflicts; Increasing the attentiveness of motor vehicle drivers to the presence of pedestrians; Reducing the number of lanes of vehicular traffic, at least for short segments of streets; Increasing sidewalk space; Shielding sidewalks from moving motor vehicles with parked vehicles, trees, curbs, bicycle lanes and added sidewalk width; and Improving yielding to pedestrians due to the reduced sense of "lost" time for slowing and resuming speed when compared with higher speed environments."

"Traffic calming measures are usually deployed in response to community concerns about high motor vehicle operating speeds and volumes. As a result, traffic calming measures are more often applied in developed settings such as urban areas, suburban town centers and villages, suburban high density areas, and rural villages. Typical characteristics of settings associated with traffic calming are: Concentrated generators of pedestrian activity; for example, school campuses, elderly housing, downtown retail districts, "Main Street" shopping areas, public assembly venues (stadiums, auditoriums), recreation destinations (parks, playgrounds), health care complexes, and large employers; Pedestrian activity, either constant or in surges, along and across the street; Neighborhood streets where the street serves both as a transportation facility and a community space; Sensitive land uses (historical, tourist, retail, civic, institutional) abutting the street; and Transition zones, from higher to lower speed, e.g., when approaching a rural village. Traffic calming is most often applied to existing streets where vehicle operating speeds are in conflict with pedestrian activity and other aspects of the setting as described above. Some traffic calming measures (such as crossing islands and curb extensions) used as retrofit measures on existing streets can also be used as regular design elements on new or rebuilt streets. The needs of the setting must be balanced with the

regional mobility."

The guide also discusses practical considerations such as spacing and frequency of calming measures:

"Traffic calming measures which alter the cross section of the street (for example, on-street parking for a block or more, continuous planting of street trees) are appropriate for extended lengths. Drivers are more likely to regard such features as an inherent characteristic of the street and not as measures "aimed" at their driving practices. On the other hand, "spot" traffic calming measures, applicable to only a small segment of street (for example, roadway narrowing or speed humps) should be spaced so that the desired operating speed is maintained along the roadway segment in question. If measures are placed more frequently and require excessive slowing and accelerating or maneuvering, they can become annoying and less effective in controlling speeds. The particular spacing of elements depends greatly upon the context in which they are used. For example, with speed humps, the driver should be cued to their spacing so that a consistent speed is maintained. Often, speed humps should be visible from one to the next along a continuous segment of roadway to encourage a flat speed profile rather than rapid acceleration and deceleration at the speed humps. In a comprehensive traffic calming plan, continuous street-length measures (on-street parking, tree planting) are used on streets, such as the major spine of the area. On other streets within the district, a spacing of one to two traffic calming measures per block is appropriate. "

In regards to their planning, the guide stated the following:

"Requests for traffic calming often come from neighborhood groups. Traffic calming programs should be planned in a design dialogue, conducted on scene in the subject area, involving residents, property owners, and business operators in intensive hands-on work sessions. A successful program of traffic calming measures requires skilled gathering and interpretation of input and applying a large measure of judgment in developing the measures. Formal traffic survey techniques are often ineffective in forming traffic calming programs. Requiring petitions from residents, business or property owners as a prerequisite for installing traffic calming measures is inadvisable. Petitions voluntarily submitted by stakeholder groups can be one of a number of useable inputs to the design of any traffic calming program and can be a measure of the community's perceived need for improvement and their willingness to fund it. However, such petitions should not be required. They are expensive, both in terms of funding and managerial attention required by the traffic calming program. Further, the petition process is often divisive, with the outcome likely to vary greatly depending on the wording of the petition and the outlook of the person collecting signatures. Attempting to plan a program of traffic calming based on numerical scores or quotas is not advisable. Numerical scoring schemes will focus on those traffic characteristics that are easily measured (specifically, speeds, traffic volumes and collisions), thereby furnishing an incomplete and often misleading analysis of the need for traffic calming. Factors that are important to the community may not register in this type of numerical analysis. These important factors include the character of residential neighborhoods, historical value, type and value of retail business, neighborhood institutions and aesthetic character. It is important to determine and discuss the benefits and impacts of various traffic calming measures with community members so that a well founded traffic calming program can be prioritized and implemented. In some cases, gathering numerical data is expensive and time consuming, and can drain the traffic calming program of funds needed for producing the measures themselves. However, before-and-after studies and the use of low-cost, temporary measures (such as carefully arranged construction barrels) can be used to identify the effectiveness of existing or proposed traffic calming measures to build consensus around a traffic calming plan.

(see attached guide for further info)

My findings: Speed humps are legal and their installation should be planned in accordance with the aforementioned guidelines.

In my opinion, and as a result of my reviewing the data on speed humps, speed humps would positively impact speeding on Colonial Road moreso than a sign would.

Ofc. Joseph Francesconi

SUPPLEMENTAL NARRATIVE FOR OFFICER JOSEPH W FRANCESCONI

Ref: 21-16898-OF

On Wednesday, July 14, 2021, at approximately 1300 hours, I went to speak with the complainant Ms. Colleen Cannon and asked her her opinion on where she believes the speed humps would best serve to reduce speeding vehicles on Colonial Road. It should be noted that Colonial Road between the intersections of Capitol Road and Lyndon Road contains all of the 9 apartment buildings on Colonial Road. This portion of Colonial Road is approximately .1 mile.

Ms. Cannon and I walked around and surveyed the area. Ms. Cannon noted that between 18 and 20 Colonial Road there is a grassy area in the middle of the stretch of Colonial Road in which lots of children congregate to play from all of the buildings.

Ms. Cannon requested at 2-3 speed humps. I advised her that I believed that 3 would certainly be effective in reducing speed. We agreed that one speed hump should be on Colonial Road approximately 20 feet west of the intersection at Capital Road. The other one should be between 18 and 20 Colonial Road, in front of the grassy area where the children play and should be outside of the intersection of Colonial Road and Senate Road. The last one should be 20 feet east of the intersection of Colonial Road at Lyndon Road. I took photographs of the area and included an aerial view of the roadway to document where I believe the speed humps would serve the most to reduce speeders and make the street safe for pedestrians. In addition to the speed humps, there should be adequate signage to warn oncoming travelers of the speed humps.

Ofc. Joseph Francesconi

** Portions of this report have been redacted **

G-4
7-26-21



MILFORD POLICE DEPARTMENT

James F. Falvey
Chief of Police

250 Main Street * Milford, MA 01757 * Tel. (508) 473-1113 * Fax (508) 473-5087

TO: Richard Villani, Esq., Town Administrator
FROM: James F. Falvey, Chief of Police
DATE: July 22, 2021
RE: Citizen complaint/request

Dear Mr. Villani,

In response to an email I was forwarded from you with attached resident letter requesting that a 30 MPH speed limit sign or signs be erected on Dilla Street due to vehicles travelling at high speeds and creating excessive noise. The citizen also requests a 30 MPH speed sign ½ mile north of the Purchase-Dilla Street intersection on Purchase Street. The police department has also received other past complaints of speeding vehicles on Dilla Street outside of the typical commuter hours when traffic is much less. A quick review of the number of motor vehicle accidents on Dilla Street determined the following:

- 2019 there were 36 accidents
- 2020 there were 26 accidents
- 2021 as of July 22, 2021 there were 17 accidents

Many of the accidents may have occurred in or near the two major intersections which include Purchase and Cedar Streets but there have been some bad motor vehicle accidents in the past due to speed outside the commuter hours especially the winding curve near the middle part of Dilla Street. Dilla Street is also the location of Louisa Lake and the Bike and Walking Trail that is very popular and a busy for both pedestrians and motorists. The trail crosses over Dilla Street.

I recommend to the Select Board to approve my request to install at least two 25 MPH Speed Signs in both directions on Dilla Street for a total of four on Dilla Street. I would recommend the placements being the following:

1. Eastbound traffic, one sign in front of 7 Dilla Street before the intersection with Sumner Street and the crosswalk. A second sign in front of 21 Dilla Street which is just before a dangerous curve where there have been bad crashes in the past.
2. Westbound traffic, one sign in front 70 Dilla Street right after the Wendy's exit onto Dilla Street and a second sign directly across 41 Dilla Street which is near the dangerous curve on Dilla Street.

In closing the addition of these speed signs will be very helpful in providing more safety for everyone who uses and travels the area of Dilla Street where there are no current speed signs. The signs will also allow the Milford Police Department to attach portable Speed Radar signs designed to alert motorist's attention to the speeds they are travelling and slow down.

Sincerely,

A handwritten signature in cursive script that reads "James Falvey". The signature is written in black ink and is positioned below the word "Sincerely,".

James F. Falvey
Chief of Police
Town of Milford

JOHN M. MERRYMAN
4 Della St.
Milford, MA 01757
774-804-3155
Jminma66@outlook.com

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

Dear Mr. Kinkade,

I am a resident of Milford, on Della Street. I am writing to you to request that a 30 MPH speed limit sign or signs be erected on Della Street between the intersections of Purchase and Della Streets and the intersection of Sumner and Della Streets.

The reason for this is that while the high traffic volume is to be expected, there are far too many vehicles and motorcycles speeding in this area. This is a potential traffic hazard and creates excessive noise. This annoyance is not limited to the daytime hours. It often continues well into the night and early morning hours. Vehicle operators typically will rev engines, accelerate at a rapid rate or downshift, all causing excessive noise.

I believe that speed limit signs will go a long way in diminishing or eliminating the excessive speeding and noise.

The following are the locations of 30 MPH signs close to this area:

- 30 MPH sign 1 mile southbound on Purchase Street to the Della/Purchase intersection.
- 30 MPH sign 0.5 miles northbound on purchase Street to the Della/Purchase intersection.
- No speed limit signs on Della Street westbound from intersection of Cedar and Della Streets to the intersection of Della and Purchase Streets.

I would appreciate your help in this matter as this nuisance has become intolerable. Please feel free to contact me by phone or email.

Thank you for your attention.

Sincerely,


John M. Merryman

Falvey, James

From: Trusas, Lisa
Sent: Thursday, July 22, 2021 9:17 AM
To: Falvey, James
Subject: Dilla Street accidents

2019 - 36 accidents on Dilla Street
2020 - 26 accidents on Dilla Street
2021 - 17 accidents on Dilla Street

Lisa Trusas
Milford Police Department, Dispatcher
Regional Substance Navigation Program, Recovery Coach
508-473-1113
cell: 508-922-9032

E-5
7-26-21



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

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 Select Board Office at least **two weeks prior to date requested below.**

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

NAME OF ORGANIZATION Milford Area Chamber of Commerce
MAILING ADDRESS: 258 Main St. Milford Ma

CONTACT PERSON: Sherri Hannon **PHONE #** 508-473-6700

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:

We are looking to hang a sign up going across Main St of Milford for our Family Fest & Home Show.
* Plan to hang banner on August 27th
* Plan to remove banner on August 29th

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

Sherri Hannon
Signature of person authorized to apply for permit

7/21/21
Date

James Falvey
Police Chief's Signature

7/22/2021
Date

Comments:

Contact the Police Station 1 hour prior to hanging banner to arrange having a cruiser on site to ensure safety for everyone. There may be a need to stop traffic.



E-6
7-26-21

TOWN ACCOUNTANT

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

Email to Accountant

Email to Town Admn.

GIFT ACCEPTANCE FORM

Donor Name Steve Manguso Address 113 Milford St.

City, State, & Zip Milford, Ma 01757 Phone 508-473-0781

Name of Gift Charity Basketball Tournament donation

Purpose Support MYC programs

Total Amt. of Gift \$1,000.00

Contact Person Steve Manguso

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

School Committee

Chairman

Chairman

Contact Person _____

Town Accountant Use

Assigned Account Number _____

Date Received _____



E-7
7-26-21

TOWN ACCOUNTANT

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

Email to Accountant:

Email to Town Admn.:

GIFT ACCEPTANCE FORM

Donor Name Milford Federal Bank Address 246 Main St .
City, State. & Zip Milford, Ma 01757 Phone 508-473-0781

Name of Gift Summer Camp Scholarships

Purpose To support summer families in need

Total Amt. of Gift \$1,000.00

Contact Person Paul D. Gilbody

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

School Committee

Chairman

Chairman

Contact Person _____

Town Accountant Use

Assigned Account Number _____

Date Received _____



MILFORD FEDERAL BANK

Established 1887

June 29, 2021

Jen Ward, Director
Milford Youth Center
24 Pearl Street
Milford, MA 01757

Dear Jen,

Milford Federal Bank is pleased to support the Milford Youth Center. Enclosed is a check in the amount of \$1,000 to provide scholarships for youth in need to attend summer camp.

Thank you for giving us the opportunity us to support the Milford Youth Center. We remain committed to the well-being of the residents in our local communities.

Sincerely,


Paul D. Gilbody
President/CEO

MAIN BRANCH:
246 Main Street
Milford, MA 01757
508.634.2500

MILFORD HIGH SCHOOL BRANCH:
31 West Fountain Street
Milford, MA 01757
508.381.0237
No public access

MILFORD PLAZA BRANCH:
Route 109, Medway Road
Milford, MA 01757
508.478.3410

WHITINSVILLE BRANCH:
1271 Providence Road
Whitinsville, MA 01588
508.234.8256

WOONSOCKET BRANCH:
2020 Diamond Hill Road
Woonsocket, RI 02895
401.765.2900

 Equal Housing Lender Member FDIC

MilfordFederal.com



G-8
7-26-21

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 Rockland Trust Charitable Foundation Address 288 Union St.

City, State, & Zip Rockland, MA 02370 Phone _____

Name of Gift United Way Of Tri County Inc./MYC Grant Application to Rockland Trust

Purpose Camperships for low-income Summer Campers Grant

Total Amt. of Gift \$2,500.00

Contact Person Jeanne L. Travers

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

School Committee

Chairman

Chairman

Contact Person _____

Town Accountant Use

Assigned Account Number _____

Date Received _____

From: [Jeanne Travers](#)
To: [Jennifer Ward](#)
Cc: rebecca.tavares@rocklandtrust.com
Subject: United Way Of Tri County Inc. Grant Application to Rockland Trust
Date: Wednesday, July 7, 2021 1:17:18 PM
Attachments: [RT_charitable-foundation_pos-2c_pref_cs5.eps](#)
[RT_charitable-foundation_pos-2c_pref_cs5.pdf](#)
[RT_charitable-foundation_pos-2c_pref_cs5-01.png](#)

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.

Dear Jennifer:

The Rockland Trust Charitable Foundation is pleased to inform you that our Board of Directors has voted to approve a \$2,500.00 grant to United Way of Tri County Inc. in support of Camperships for low-income Summer Campers at the Milford Youth Center.

The grant funds are restricted to the Milford Youth Center Campership program.

Attached for print and digital publicity purposes is the Rockland Trust Charitable Foundation logo in EPS, PDF, PNG, and JPG. Please let me know if you require it in any other format.

For social media publicity purposes, the following are Rockland Trust's addresses:

- Facebook: <https://www.facebook.com/rocklandtrust>
- Instagram: https://www.instagram.com/rockland_trust/
- Twitter: <https://twitter.com/RocklandTrust>
- #WhereEachRelationshipMatters
- LinkedIn: <https://www.linkedin.com/company/rockland-trust>

We will be in touch regarding other publicity opportunities, such as a newsletter article and acceptance of the grant at a Town of Milford Select Board meeting.

Pursuant to IRS Publication 1771, an acknowledgement of this donation for tax reporting purposes must be completed within 60 days. You will receive an email from our online portal to sign in to complete the acknowledgment form electronically. Please let me know if you have any questions.

We are pleased to make this contribution and wish your organization much success.

Sincerely,

Jeanne L. Travers (she/her/hers)
Rockland Trust Charitable Foundation
288 Union St., Rockland, MA 02370
jeanne.travers@rocklandtrust.com

E-9
7-26-21

CONTRACT AWARD

TOWN OF MILFORD

INVITATION TO BID

DESCRIPTION – PAINTING OF REXTERIOR OF TOWN HALL

AWARDING AUTHORITY – BOARD OF SELECTMEN

DATE – JULY 26, 2021

BIDDER NAME/ADDRESS	QUOTE AMOUNT
1. ALPHA CONTRACTING ASSOCIATES, INC. 1408 Centre Street, Roslindale, MA 02131	\$273,000.00
2. FOX PAINTING COMPANY, INC. 23 Park Street, Arlington, MA 02474	\$240,000.00
3. NORTHEAST PAINTING ASSOCIATES, INC. 881 N. King Street, Northampton, MA 01060	\$287,250.00

Contract Award - After reviewing all three (3) proposals the decision was made to award the Contract to FOX PAINTING COMPANY, INC., as the most responsible vendor, based upon their quote.

E-10
7-26-21

Milford Selectboard
Town of Milford
Milford, MA 01757

July 20, 2021

Dear Selectboard Members:

Please accept this letter as notice of my resignation as a member of the Milford Finance Committee effective as of noon July 22, 2021.

Sincerely,



Aldo L. Cecchi