



D-1  
2-14-22

### 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)

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

#### APPLICANT/HOST INFORMATION:

Name or Organization: Celebrate Milford, Inc.

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

Organization Address: PO Box 425 Milford, MA 01757

#### DETAILS OF EVENT:

Type of Event (i.e. banquet/fundraiser/party) Family Fun Day

Where will it be held Town Park

Who owns the premises Town of Milford Contact Day Time# 508-400-0860

Date(s) of Event 5/14/22 (rain date 5/15/22)

Hours of Event 11 AM - 7 pm

Expected # of people 5-10k Admission Charge None

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: Joseph Soares

Applicant Cell Phone #: 508-400-0860

Applicant Email Address: jsoares@brightinsurance.com

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

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**APPLICATION FOR A ONE-TIME ENTERTAINMENT LICENSE**

(Updated 7/15/2021)

**Application Deadline:** Applications must be submitted at least 3 weeks prior to the event dates(s) for Approval.

Name of applicant/Organization: Celebrate Milford, Inc.

Venue Location: Town Park

Description of Event: Family Fun Day (kids zone, vendors, live music, beer garden)

Event will take place: Indoors \_\_\_\_\_ Outdoors

Entertainment will take place during the following date(s) and time(s):

Date: 5/14/22 Time: 10 AM to 7 pm  
Date: \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_  
Date: \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_

**TYPE(S) OF ENTERTAINMENT REQUESTED (Select all that apply)**

Audio Device/Speakers:  Dance Performers: \_\_\_\_\_ Dancing by Patrons: \_\_\_\_\_  
Disc Jockey: \_\_\_\_\_ Instrumental/Vocal Music: \_\_\_\_\_ Karaoke: \_\_\_\_\_  
Other: Live music

For Profit \_\_\_\_\_ Non Profit

Approximate Number of Attendees: 5-10k

Will Alcohol be Served? NO ALCOHOL \_\_\_\_\_ ALL ALCOHOL (Non Profit only):   
BEER/WINE \_\_\_\_\_

Food Vendors: YES:  NO \_\_\_\_\_

**FOOD PERMITS**-Contact Health Department-508-634-2315  
**FIRE DETAILS-PERMITS**-Contact Fire Department-508-473-2256  
**POLICE DETAILS ETC.**-Contact Police Department-508-473-1113

Please sign below if you have read the above statements and agree to the One Time Entertainment License policies and procedures.

Applicant's Name: Celebrate Milford, Inc. Manager of Premise: Joe Soares  
Daytime Telephone: 508-400-0860 Daytime Telephone: \_\_\_\_\_  
Applicant's Email: jsoares@brightinsurance.com Manager's Email: SAME  
Signature: \_\_\_\_\_ Signature: \_\_\_\_\_  
Date: 11/16/21 Date: 11/16/21



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## 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  
MAILING ADDRESS:

Celebrate Milford, Inc.  
P.O. Box 425  
Milford, MA 01757

CONTACT PERSON:

Joe Soares

PHONE # 508-400-0860

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:

Small kids parade with marching band. Hang banner over main street

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

5/14/22 @ 10AM parade will start. The parade will start in Stacy school parking lot and proceed through memorial school parking lot, turn left onto walnut street turn left onto Congress St., turn left onto Spruce street and end at Stacy Middle School.

Signature of person authorized to apply for permit

Joseph Soares

Date

11/16/21

Police Chief's Signature  
Comments:

James Falvey

Date

12/15/2021

D-3  
2-14-22

**Richard Villani**

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**From:** Geri Eddins <geri@eddins.net>  
**Sent:** Thursday, February 3, 2022 2:26 PM  
**To:** Richard Villani; Michael Walsh; Thomas O'Loughlin; Paul Mazzuchelli  
**Cc:** Sandee Buckley; Christine Daddario  
**Subject:** Resignation of Christine Daddario from the Milford Cultural Council  
**Attachments:** Letter of Resignation DADDARIO 3 Feb 2022.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.

Gentlemen:

I am disappointed to report that we have received a resignation letter from Christine Daddario, which is attached.

As I requested in my recent email regarding Molly Auger's request to not be reappointed, I would like to respectfully ask that you wait to appoint a member to Christine's seat until we have had an opportunity to review the talent bank and vote on our recommendation. We will include this discussion at our next meeting on February 15 and let you know our recommendations for the two open seats the next day.

I hope you will join me in thanking Christine for her almost three years of service to the Milford Cultural Council. She has been one of our most enthusiastic champions of public art in Milford, helping to steer the Public Art subcommittee and the progress of the Brush to Table Picnic Table project last year. I am truly grateful for her dedication, talent, and contributions to the Cultural Council.

If you have any questions, please feel free to email or call. Thank you.

All the best,  
Geri Eddins  
Milford Cultural Council, Chair

Attachment: Resignation Letter from Christine Daddario

February 3, 2022

Dear Members of the Milford Cultural Council,

Since my appointment to the council I have seen it mature and grow so much. What was a board of only a few members in previous years has flourished to a thriving creative team of passionate individuals. For all these reasons I am sorry to say that I must put forth my resignation from the council.

Since the onset of my recent illness it makes it extremely difficult for me to participate fully in council activities. This is hard for me as I want to be committed to our goals but it is nearly impossible with how the world functions today. I would much rather give my seat to someone who can participate 100%.

Thank you for working with me and being flexible in all regards. I'm sad to leave as I really enjoyed what we accomplished while I was a part of the council. I hope that if there are opportunities where I can be involved, maybe be a part of your volunteer crew for events, that you will call on me in the future.

I really enjoyed working with all of you!

Sincerely,

Christine Daddario

**Richard Villani**

D-4  
2-14-22

**From:** Jo-ann Morgan <joann.d.morgan@verizon.net>  
**Sent:** Wednesday, February 9, 2022 3:10 PM  
**To:** Richard Villani  
**Subject:** Veterans Advisory Council

**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.

At the February eighth of the council it was voted to recommend that Elizabeth Flodstrom be appointed to fill the vacancy on the Veterans Advisory Council.

Her application was chosen from those on file in the Talent Bank.

Please notify me when this appointment is made.

Thank you,

Jo-Ann D. Morgan  
Chairperson

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2-14-22



## Town of Milford

### Town Hall Closing Policy

**Issue Date: February 7, 2022    Effective Date: January 1, 2022**

Whenever Town Hall is declared closed due to extenuating circumstances including declaration of emergency, extreme snow, inclement weather or otherwise, any employee within Town Hall who previously requested and was granted time off (sick, vacation or personal time) shall be credited with a proportional amount of that particular time which coincides with the normal business hours that Town Hall is closed.

Said employees accrued time shall not be diminished for those hours/days during which Town Hall is declared closed in order to create equity for all employees in the receipt of unanticipated time off with pay.

This policy applies only to Town Hall and Senior Center employees.





## Department of Human Resources

Town of Milford, MA

52 Main Street – Room 10

Milford, MA 01757

**KRISTIN MELPIGNANO**  
HUMAN RESOURCES DIRECTOR

Telephone: (774) 462-3309

Fax: (508) 634-2324

E-mail: [Kmelpignano@townofmilford.com](mailto:Kmelpignano@townofmilford.com)

To: Select Board

Date: February 2, 2022

Re: Mitigation Fund

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The Town of Milford currently supports a Mitigation fund that reimburses employees who spend over a pre-determined threshold during our plan year, based on certain criteria. This fund was created in 2012 to ease the transition from our previous health plan to the one currently in place.

However, as that obligation was met a decade ago, its original purpose has long since been met and no longer applies. Moreover, there are issues with this fund that are problematic.

First, the existence of the fund is not advertised or widely known so it is benefiting only a small percentage of the staff population. During our upcoming enrollment, we will be communicating all benefits to the staff (including this fund) and may hear complaints about funding that someone may have “missed out on” or there may be a substantial increase in those seeking reimbursement.

In addition, one of the requirements of potential reimbursement from the fund is to submit to the Benefits Department certain substantiation regarding procedures, lab work, etc. that amounts to personal health information being kept at Town Hall. The best practice is to keep Personal Health Information (PHI) at a minimum as it must be kept strictly confidential in order to be compliant with HIPAA regulations.

Many organizations that intend to mitigate health care costs utilize a Health Reimbursement Account with the support of a third party, thereby keeping the PHI at their location to a minimum. This option can be explored in conjunction with our health insurance carrier and may be another mechanism to reducing health care costs.

In the meantime, after having consulted with both the Town Administrator and the Director of Finance, it was suggested that we close out this Mitigation Fund at Town Meeting for the aforementioned reasons and seek other avenues to support the employees with their health care costs.



## Department of Human Resources

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**KRISTIN MELPIGNANO**  
HUMAN RESOURCES DIRECTOR  
Telephone: (774) 462-3309  
Fax: (508) 634-2324  
E-mail: [Kmelpignano@townofmilford.com](mailto:Kmelpignano@townofmilford.com)

**KELLY CAPECE**  
BENEFITS COORDINATOR

**KARA GEROMINI**  
ASSISTANT BENEFITS COORDINATOR

February 9, 2022

Michael K. Walsh Sr., Chairman  
Select Board  
52 Main Street  
Milford, MA 01757

RE: Insurance Renewal – Spring Open Enrollment

Dear Chairman Walsh,

During the February 14<sup>th</sup> meeting of the Select Board, I will be presenting, on behalf of the Insurance Advisory Committee, the rates and plans offered to our Active and Retiree population for our upcoming renewal effective May 1<sup>st</sup>, 2022. The committee is seeking a vote from the Board to approve the 2022 rates that were voted upon during our recent meeting held on February 3<sup>rd</sup>, 2022.

	'21-'22 Monthly Rate	'22-'23 Monthly Rate	\$ Change	% Change	'21-'22 Monthly Cost to EE	'22-'23 Monthly Cost to EE	Comments
BCBS HMO - Ind	\$ 983.39	\$ 1,012.89	+29.50	+3%	\$ 295.02	\$ 303.87	No Plan Change
BCBS HMO - Family	\$ 2,579.43	\$ 2,656.81	+77.38	+3%	\$ 773.83	\$ 797.04	No Plan Change
BCBS PPO - Ind	\$ 1,516.57	\$ 1,562.07	+45.50	+3%	\$ 758.29	\$ 781.04	No Plan Change
BCBS PPO - Family	\$3,978.06	\$ 4,097.40	+119.34	+3%	\$ 1,989.03	\$ 2,048.70	No Plan Change
Delta Dental – Ind	\$ 44.79	\$ 44.72	(.07)	N/A	\$ 22.40	\$ 22.36	Moved to Premier PPO + Ortho/4Kids
Delta Dental - Family	\$ 116.28	\$116.11	(.17)	N/A	\$ 58.14	\$ 58.06	Moved to Premier PPO + Ortho/4Kids
Life Insurance/ AD &D (combined rate)	.479 per\$1,000; .029 per \$1,000	.479 per\$1,000; .029 per \$1,000	\$0	N/A	\$ 7.15	\$ 11.07	Coverage increase from \$30k to \$50k; retirees subsidized in rate

A few highlights of the meeting:

- Health Benefit increase negotiated down from 4.5 to 3%

- Dental Insurance – Individual and Family rates reduced, added Orthodontic and 4Kids benefits
- Discovered >\$500,000 in funds held by Delta Dental to be returned to the Town
- Increased Basic Life Insurance to \$50,000 (originally \$15,000, increased to \$30k in Fall of 2021); also increased voluntary guaranteed life up to \$100,000 with no EOI (evidence of insurability)
- Hired Enrollment Firm and developing Phone App and micro website to support benefit communication to employees; incorporating new software package to streamline communication with carriers, house all benefits information, and allow for improved reporting – all at no cost to the taxpayer
- Carriers to contribute \$15,000 to Town toward FSA costs over 2 years
- Cut cost and increased monthly benefit for voluntary Long Term Disability Plan
- Long Term Care Rider offered with voluntary Whole Life
- Hearing Aid Discounts negotiated for all employees
- Pet Insurance can be offered as a payroll deduction at reduced rates

All other voluntary benefits were voted upon and approved by the committee and there are some additional benefits that will be highlighted during the Open Enrollment period. The Town will be using the resources of the Enrollment firm to sign up each individual employee so that they can build their benefit package while being educated about each line of coverage being offered. As always, the Benefit office will be available to answer questions at any time.

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

Sincerely,

*Kristin Melpignano*

Kristin Melpignano  
Human Resources Director

CC: Thomas O'Loughlin, Select Board Member  
Paul Mazzuchelli, Select Board Member  
Richard A. Villani, Town Administrator  
Zachary Taylor, Finance Director  
Kelly Capece, Benefits Coordinator