MILFORD SELECT BOARD: AGENDA September 11, 2023 – 6:00 PM, ROOM 03, TOWN HALL

Remote Public Hearing/Invitation to Speak access now requires advanced registration. Please register online here: http://tiny.cc/pcfavz 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."

- A.) SIGNING OF WARRANT, APPROVAL of Minutes, August 28, 2023 EXECUTIVE SESSION Minutes, August 28, 2023
- **B.) PUBLIC HEARINGS**
- C.) SCHEDULED APPOINTMENTS
 - 1. Finance Director, Parks & Recreation Administrator, re: American Rescue Plan Act Funds (ARPA) & Community Development Block Grant (CDBG)-Town Park
- D.) TOWN ADMINISTRATOR'S REPORT
- E.) OLD BUSINESS
- F.) NEW BUSINESS
 - 1. North Bow Street, re: Parking
 - 2. Double Tree Hotel, re: One Day Beer & Wine License
 - 3. Milford Scouting for Food, re: Permit to Obstruct a Public Way
 - 4. Valencia Council #80, Knights of Columbus
 - 5. Fair Housing Committee, re: Appointment
 - 6. Trustees of Vernon Grove Cemetery, re: Vacancies
 - 7. Town Planner, re: Industrial Development Commission Resignation/Appointment
 - 8. Milford Police Chief, re: Retirement
- G.) INVITATION TO SPEAK
- H.) CORRESPONDENCE
 - I.) EXECUTIVE SESSION

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



Commonwealth of Massachusetts **EXECUTIVE OFFICE OF HOUSING &** LIVABLE COMMUNITIES

Maura T. Healey, Governor 🔷 Kimberley Driscoll, Lieutenant Governor 🔷 Edward M. Augustus, Jr., Secretary

July 28, 2023

Thomas O'Loughlin, Esq. Chair, Select Board Town of Milford 52 Main Street Milford, MA 01757

9-11-23

Dear Mr. O'Loughlin:

On behalf of Governor Maura T. Healey and Lt. Governor Kimberley Driscoll, I am pleased to award the Town of Milford an FFY 2022/2023 Community Development Fund grant in the amount of up to \$1,324,037 from the Massachusetts Community Development Block Grant (CDBG) Program. Congratulations on being one of the successful applicants.

This award is contingent upon the execution of a CDBG grant contract between the Executive Office of Housing and Livable Communities (EOHLC), formerly Department of Housing and Community Development (DHCD), and the U.S. Department of Housing and Urban Development, as well as on the Town of Milford's execution of a grant contract with EOHLC and the satisfaction of its special conditions and requirements. We will send your grant contract to the contact with signatory authority to complete the Adobe sign process and thereby execute the contract on behalf of the municipality. The Town of Milford may incur pre-agreement costs for administrative and other start-up costs not subject to 24 CFR Part 58, Environmental Review, as of July 1, 2023.

All grantees will be provided guidance regarding grant administration and contract requirements. This will help ensure that all grantees understand their contractual and regulatory obligations before proceeding with activities for which EOHLC has authorized grant funding. If you have any questions concerning this award, please contact Kathryn McNelis, Community Development Manager, Division of Community Services, at kathryn.mcnelis@mass.gov.

Finally, please note that public announcement of this award is embargoed until the Administration has had the opportunity to formally announce it through a local event and/or media release. Please refrain from sharing or publicizing news about this award outside of your organization until it is officially announced.

Congratulations once again. I look forward to working with you to address the Town of Milford's community development needs.

Edward M. Augustus, Secretary, EOHLC

State Representative Brian Murray cc:

State Senator Rebecca Rausch

Richard Villani



From: Tusino, Robert <rtusino@milfordpolice.org>

Sent: Tuesday, August 29, 2023 3:15 PM

To: Richard Villani
Subject: No Parking Request

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.

Mr. R Villani, Esq.

I respectfully request the Select Board to approve signage (NO PARKING) on the West Side of North Bow Street, at the intersection of Main St. Parking in this area causes a hazard when pulling out of Court Square onto North Bow St. Any questions or concerns please let me know.

My best, D/C. R Tusino

Robert L Tusino

Deputy Chief



milfordpolice.org

508-473-1113 x3526

508-634-2346 fax

508-377-8922 mobile

rtusino@milfordpolice.org

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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

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

APPLICANT/HOST INFORMATION:
Name or Organization: whitee milford
Type of Organization (Individual/Non-Profit Corp./For-Profit Corp.)
Organization Address: 11 Beautr St MIEd MA DIST
DETAILS OF EVENT:
Type of Event (i.e. banquet/fundraiser/party) Banquet Fund (c. Sec.) Where will it be held Parking Lot
11mm 117
44 110 O MILD RIC PLOTITION 11 1
Date(s) of Event 50 11-830
Hours of Event 11-830
Expected # of people Flow of few handred 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 Company 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:
Applicant Cell Phone # Pos Lbelon 978-990-2194
Applicant Email Address: 10bert 10ewer @ hilton Com
Town Official Signature of Approval (if applicable)(If using a Town Facility)





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-Lav	on reverse side (Article ar	nd Section is ic	dentified b	elow)
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- 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.

Submit complete application, including Insurance Certificate and any other required documents, to Select Board Office at least 6) 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: PHONE # 503-282-0517 CONTACT PERSON: 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: Voe Mining parking lot adjaces I to Milion Food Parting for Collections droports and food sonting from 4:00 am until 4:00 pm INDICATE EXACT LOCATION (Street(s) & Number(s), EXACT DAY(S) AND DATE(S), TIMES OF DAY, AND ALL OTHER RELEVANT INFORMATION: Signature of person authorized to apply for permit Chief's Signature ers signature ents:

Of gantzers will have to meet with a chief Tusino to work out safety plan and approved by him or designer. Comments:

September 6, 2023

Dear Milford Select Board,

I represent the Scouting organizations of Milford as we begin preparations for this year's Scouting for Food Drive.

I would like to request your permission to use the Municipal Parking Lot next to the Milford Food Pantry on Saturday, November 4, 2023, from 9:00am until 4:00pm to conduct our annual *Scouting for Food Drive* to support Milford's Daily Bread Food Pantry.

Please note that social distancing, PPE, group size and other public health guidelines from the State of Massachusetts, BSA Mayflower Council, as well as the Town of Milford will be adhered to so that this important charity effort can be conducted safely. To this end, I am copying the Board of Health on these correspondences.

As has been done in the past, I would like to arrange to put up some signs around town about a week prior to the November 4th donation collection date. They will be removed by the end of the day on the 4th.

The Milford Police Cadets will be made aware of the anticipated date to help us out with traffic control as they have done in the past.

Thank you for your support of this Community-building effort!

Should you need to contact me, I may be reached at 508-282-0517 or at dale-winkler@comcast.net.

Thank you.

Sincerely,

Dale Winkler

Assistant Scoutmaster, Troop 4, Milford MA

Milford, MA 01757

cc: Milford Police Chief James Falvey Milford Board of Health



Comments:

MILFORD BOARD OF SELECTMEN

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

www.milford.ma.us.com

PERMIT TO OBSTRUCT APPLICATION

1)	Read appropriate By-Law o	n reverse side (Article and Section is identifi	ied below)
2)	An Insurance Certificate (\$ THE TOWN OF MILFO	1,000,000/\$3,000,000) is required, worded RD IS AN ADDITIONAL INSURED.	d as follows:
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4)	If a Banner overhanging a p	oublic street is to be attached to a building, y	ou must obtain permission from the property owner.
5)	activity.		employees are prohibited from engaging in this
6) Submit complete application, including Insurance Certificate and any other required documents, to Selectmen's Office two weeks prior to date requested below.			
	Detach and reto	in top section for future use; Complete and subn	nit bottom section to Selectmen's Office
NAN MAI	ME OF ORGANIZATION LLING ADDRESS:	PO Box 402 Milford, MA 01757	Columbus
CON	TACT PERSON: John J	Ciesla	_PHONE
CHE	ECK ONE:		
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PERMIT TO OBSTRUCT A PUBLIC WAY (Article 12, Section 3) PERMIT TO OBSTRUCT SIDEWALK (MERCHANDISE DISPLAY) (Article 13, Sec. 6)			
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The Mas		this drive benefit the physicany a testing permission to hand out To	icipate in its annual "Tootsie Roll Drive". and mentally handicapped in otsie Rolls and collect donations at the
ANI	O ALL OTHER RELEVAN	T INFORMATION:	Γ DAY(S) AND DATE(S), TIMES OF DAY, r 14 ^{th,} 2023 from 8:30 AM to 4:00 PM with
At t n alte	ne intersection of Route rnate (rain) date of Sati	irday, October 21 st , 2023.	
Joh	I O Oranta		
	in J Ciesla		September 6, 2023
Signo	uture of person authorized to apply	ı for permit	September 6, 2023 Date
Signo	-	APPROVED	
Signo	-		
Signo	-	APPROVED	

Richard Villani

From:

cieslajohn@aol.com

Sent:

Wednesday, September 6, 2023 10:08 AM

To:

Richard Villani

Cc: Subject: mkws581@msn.com; Eric Lovejoy Permit for 2023 KoC Tootsie Roll Drive

Attachments:

KofC permit_to_obstruct October 14, 2023.docx

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.

Good morning Rick. The Knights of Columbus Valencia Council here in Milford would like to conduct our annual "Tootsie Roll" fundraising drive on Saturday, October 14th, at the intersection of Routes 16 & 109. In the event of rain, we would like to ask for October 21st as an alternate/rain date.

Attached is our request.

Subject to your approval, I will follow up with the requisite Insurance Form.

Respectfully, John

John Ciesla
Grand Knight - Valencia Council 80
Knights of Columbus
Milford, MA

Cell: 703-8953929

To	Bomd ou	f Sclertw	<u> </u>		
	Please Appa Fair Hong	IT Micha	1 Vescenti	to the	
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MILFORD BOARD OF SELECTMEN

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

APPLICATION ON FOR APPOINTMENT TO **BOARD OR COMMITTEE**

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

YOUR NAME Michael P. Visconti, Jr. Submitted on 6 / 27/ 2023 & every previous yesince 2012 YOUR AADDRESS: TELEPHONE NOS. FOR WEEKDAYS: 4 & EVENINGS: .4 PLEASE INDICATE BELOW, INFORMATION PERTINENT TO YOUR EDUCATION, EXPERIENCE, AND/OR INTERESTS WHICH WOULD BE RELEVANT TO THE BOARD) S YOU HAVE CHOSEN. EXPERIENCE: INTERESTS Volunteering my services to the town of Milford Please indicate below if you are a Town Employee or serve on any Town Board. Town Meeting member for 35 + years Please check below the Board(s) on which you are interested in serving: Cable TV Complaint Committee Capital Improvement Committee Capital Improvement Committee Capital Improvement Committee Capital Improvement Committee Conservation Committee Conservation Committee Conservation Committee Conservation Committee Milford Cultural Council (Formerly Arts Lottery Council) Milford Geriatric Authority Milford Youth Commission Personnel Board Toking Roard of	information required on this form should be typed		
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Referred toBoard Chair for

Revised 7/8/05

6-27-23

review/Comment/Recommendation ion_



talentbankapp.doc

MILFORD SELECT BOARD

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

APPLICATION FOR APPOINTMENT TO BOARD OR COMMITTEE

If you would like to serve on any of the local government is Select Board, please complete this application, providing a Select Board at the above address. Your application will rhad an opportunity for appointment within that time period remain current. Thank you for your interest. (All informations)	all information requested, and return to the remain on file for three years . <i>If you have not</i> , please reapply, so that your application can
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YOUR ADDRESS	7
TELEPHONE NO. FOR WEEKDAYS	& EVENINGS(774
EMAIL ADDRESS	<u></u>
PLEASE INDICATE BELOW, INFORMATION PERTINENT TO INTERESTS WHICH WOULD BE RELEVANT TO THE BOARD	YOUR EDUCATION, EXPERIENCE, AND/OR D)S_YOU HAVE CHOSEN.
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FOR OFFICE USE ONLY: Date Rec'd 5-22-23 Application Expires (3ys) 5-22-26 Referred to Board Chair for Review/Comment/Recommendatio	Recorded $\frac{5}{5} - \frac{22 - 23}{23}$

Revised 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

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

Richard A. Villani Town Administrator

TO:

Paul A. Mazzuchelli, Chairman

Michael K. Walsh Thomas J. O'Loughlin

FROM:

Richard A. Villani

RE:

Trustees of Vernon Grove Cemetery Vacancy

DATE:

September 7, 2023

I received notice from Ron Gray, Chair of the Trustees of Vernon Grove Cemetery, informing me they still have two (2) vacancies on the Trustees of Vernon Grove Cemetery.

In conferring with Town Counsel, the process to fill this vacancy is governed by MGL chapter 41, section 11, which provides in pertinent part "if there is a vacancy in a board consisting of two or more members, ..., the remaining members shall give written notice thereof, within one month of said vacancy, to the Select Board, who, with the remaining members of such, Board, shall, after one week's notice, fill such vacancy by roll call vote."

I would recommend the Board announce at the September 11, 2023 meeting, that there will be a joint meeting of the Trustees of the Vernon Grove Cemetery and the Select Board on Monday, October 2, 2023 and that any interested person may apply to fill the vacancies. At that meeting the vacancy can be filled with a roll call vote of the members of the Trustees of Vernon Grove Cemetery present and the members of the Select Board. In addition, the Select Board must post notice of the vacancy one week prior to October 2, 2023.

These appointments will be for a term of through April 2, 2024.

Please let me know if you have any questions.

cc Files



F-7 9-11-23

MILFORD INDUSTRIAL DEVELOPMENT COMMISSION

52 Main Street, Milford, MA 01757 508-634-2317

MEMORANDUM

TO:

Richard A. Villani, Esq. Town Administrator

FROM:

Larry L. Dunkin, MCRP Town Planner / IDC Chairman

DATE:

August 30, 2023

SUBJECT:

Resignation from the Industrial Development Commission

Shortly after my being hired as Town Planner in December of 2001, I was appointed by the Select Board (then "Board of Selectmen") to be a member of the Industrial Development Commission (IDC). Subsequently in January of 2006, I was elected IDC chairman, a position I have held continuously through to the present day.

With the recent rejuvenation of the IDC, and the hiring of John Charbonneau as Assistant Town Administrator / Economic Development Director, it seems only fitting that I now step away from my duties as an IDC member. In accepting my resignation from my membership on the IDC, I strongly recommend the Select Board in turn appoint John Charbonneau as my replacement on the IDC.

I anticipate that my last IDC meeting will be the 9-21-2023 meeting. Thank you in advance for your assistance in this matter.



MILFORD POLICE DEPARTMENT

James F. Falvey

Chief of Police

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

September 1, 2023

Richard Villani, Town Administrator 250 Main Street Milford, MA 01757

Dear Mr. Villani,

This letter is to serve as official notice of my intent to retire on September 30, 2023 after 40 years in policing which began in 1983. I started out as a part time police officer in the town of Bellingham for a short time and soon had the opportunity to work for my home town where I had grown up. I quickly accepted that opportunity which was my boy hood dream after seeing my grandfather in his Worcester Police uniform. I began as a Milford patrolman on August 23, 1983. I worked my way up the ranks as patrol officer, sergeant, lieutenant, deputy chief and chief. As of now and to the best of my knowledge I am the only person to achieve this in the Milford Police Department. Along the way I earned my Master's Degree in Criminal Justice and I also attended the prestigious National Academy at the FBI Academy in Quantico, Virginia, graduating in December 2000 and still remain an active member. As police chief for over the past 2 ½ years I strived to improve police services for the Milford citizens. I made numerous safety recommendations to the select board which were approved, certified many police officers for POST, implemented several policies as part of Police Reform, and added a second Deputy Chief's position to the Department, increased the sergeant's ranks by three, implemented a drone unit, added a second K9 unit, hired seven new officers, added a family services unit, and promoted two Deputy Chiefs and six Sergeants. After the loss of our Auxiliary Police Force I instituted a new volunteer group of Traffic Constables. All intended to improve the Milford Police Department's ability to better serve its citizens and increase their security.

I was very fortunate to be able to serve for 40 years as a police officer for the Milford community and I'd like to express my sincere gratitude to many people including but not limited to: the Milford citizens, the Select Board, my Administrative Assistant, my command staff and all other town employees who assisted me, other members in the criminal justice field, to all past and present employees both police and civilian of the Milford Police Department who were and are some of the finest men and women in law enforcement and of course yourself. Lastly but most importantly I thank all my family and friends who believed in me and supported me especially my late wife Sherry. She was my biggest supporter and number one cheerleader who assisted me in every way possible. I would have not been able to do any of it without her. She was there throughout it all and would not let me give up even during the most difficult and stressful times during my career. She was my rock and I miss her every day especially now.

When I reflect on the past 40 years, I have seen so much growth within the town and many issues that could have not been predicted years ago. It is my sincere opinion that the police in our community are well respected and highly supported by the community. For that I like to say to the community, thank you for your

unwavering support for me and all my officers. It's always been highly appreciated and been comforting as we have performed our duties. I always enjoyed training other police officers no matter what rank or position they were in. Some of my most memorable times was working over 12 years as Detective Lieutenant where I was very fortunate to have hard working dedicated investigators who performed at a high level to shut down many drug dealers after intensive investigations which led to many arrests and seizures. One white collar criminal federal case I worked on with my detectives resulted in our department being awarded 40% of a \$1.2 million dollar judgement award in federal court. To my knowledge it was the highest money judgement our agency ever received.

In leading the Police Department I believed and implemented a team command staff atmosphere where we worked together as a team to resolve any and all issues for the Police Department. The command staff were and are hard-working dedicated professionals who made decisions in the best interests of the citizens they serve.

Over the years the police officer's job description has continuously expanded due to law changes and now police reform which has mandated a number of new requirements. My command staff and I have continuously worked extensively on implementing all the new required mandates. It is extremely difficult to walk away from a job that I love. I am extremely proud to have served in the Milford Police Department where I had the fortunate opportunity to help others. I encourage all members of the Milford Police Department to continue performing their duties to the best of their abilities with kindness and compassion, help each other, work closely with community and provide the citizens with all the security and peace they deserve.

In closing, I will always continue to think and be concerned for all the officers and their families. I am always willing to assist anyone if needed. I always acted in the best interest to serve the public and treat everyone fairly with respect. I now would like to spend more time with family, friends and especially my grandchildren.

My Heartfelt Thanks, I will miss so many and cherish my time serving the town of Milford.

Sincerely, Falvey

Police Chief James Falvey Town of Milford, MA