



**Select Board**

**Meeting Packet**

**July 23, 2024**

7/2/24

Nicholas Milano  
Town Hall  
525 Canton Ave.  
Milton, MA 02186

Hi Nick and Lynne,

The Milton Art Center and Chamber of Commerce are requesting use of Manning Park, 9/6/24, for a community gathering called, First Friday, Back...to Business. The scheduled hours would be 4pm to dusk.

The event will feature children's activities, artisans, Chamber businesses, food from local restaurants and local musicians performing.

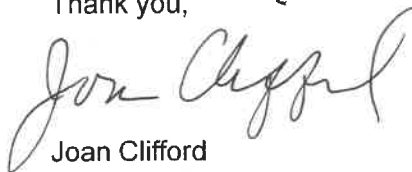
Elizabeth Trofatter, of Raveis Real Estate has been in touch with Chase Berkeley to obtain the attached site plan, and Chief of Police, John King about crossing details.

Vance Welch of Abby Park/Novara will be providing beverages; he said he would put in the request for the one day alcohol permission.

If the application is approved, Michael Traverse of Traverse Insurance Company, will provide the Certificate of Insurance.

Let me know if there is any other information needed at this time.

Thank you,

A handwritten signature in cursive script, appearing to read "Joan Clifford".

Joan Clifford  
Executive Director  
Milton Art Center

781-308-5210  
Joan@miltonartcenter.org

**POLICY, PERMIT APPLICATION AND RELEASE FOR USE OF  
MANNING PARK - EAST MILTON SQUARE**

**Applicant's Name:** Chamber of Commerce, Milton Art Center, Joan Clifford  
**Applicant's Address:** 334 Edge Hill Road, M. Hon  
**Applicant's Phone:** 781-388-5210  
**Description of proposed use:** separate page

(Please provide as much detail as possible.)

**Proposed Event Date:** 9/6/24

**Proposed Event Start Time:** 4pm

**Proposed Event End Time:** Dusk

**Number of Guests and/or Attendees:** 250

**The Applicant certifies that he/she has read the foregoing policy and agrees to comply therewith, that all of the information provided in this application is true and correct, and that the applicant shall abide by any conditions of this permit.**

**Signature of Applicant:** Joan Clifford

**Date:** 7/2/24

**Printed Name:** Joan Clifford

**Printed Title:** Executive Director

-----For Completion by the Select Board/Town Administrator-----  
**Approved by:**

**Select Board / Town Administrator**

**Date**

**Conditions of Approval:** \_\_\_\_\_

**Use Charge(s):** \_\_\_\_\_

**POLICY, PERMIT APPLICATION AND RELEASE FOR  
MANNING PARK- EAST MILTON SQUARE  
RELEASE AND INDEMNITY AGREEMENT**

I, Joan Clifford, of 334 Edge Hill Road,  
(Applicant Name) (Applicant Address)

in consideration of the grant of permission to use the Town Green and/or the Baron Hugo Gazebo located in front of the Milton Town Office Building at 525 Canton Ave, Milton, MA 02186 for the purpose of First Friday Back to Business the date of 9/6/24,  
(Description of event) (Date)

forever release, indemnify and hold harmless the Town of Milton, Massachusetts, and all of its officers, employees, boards, commissions and committees, including without limitation the Milton Select Board and the Town Administrator (the "Indemnities") from all claims, causes of action, costs, damage and liability of any kind, including without limitation death, personal injury, property damage and attorney's fees, including without limitation those related to COVID-19, which the Applicant now has or may have or hereafter may have against any of the Indemnities resulting from the Applicant's and or the Applicant's invitees' use of the Town Green and/or the Baron Hugo Gazebo. This provision is limited to claims for ordinary negligence, and shall not apply to claims for gross negligence or reckless or intentional conduct.

Signature of Applicant: Joan Clifford  
Printed Name: Joan Clifford

Date: 7/2/24  
Printed Title: Executive Director

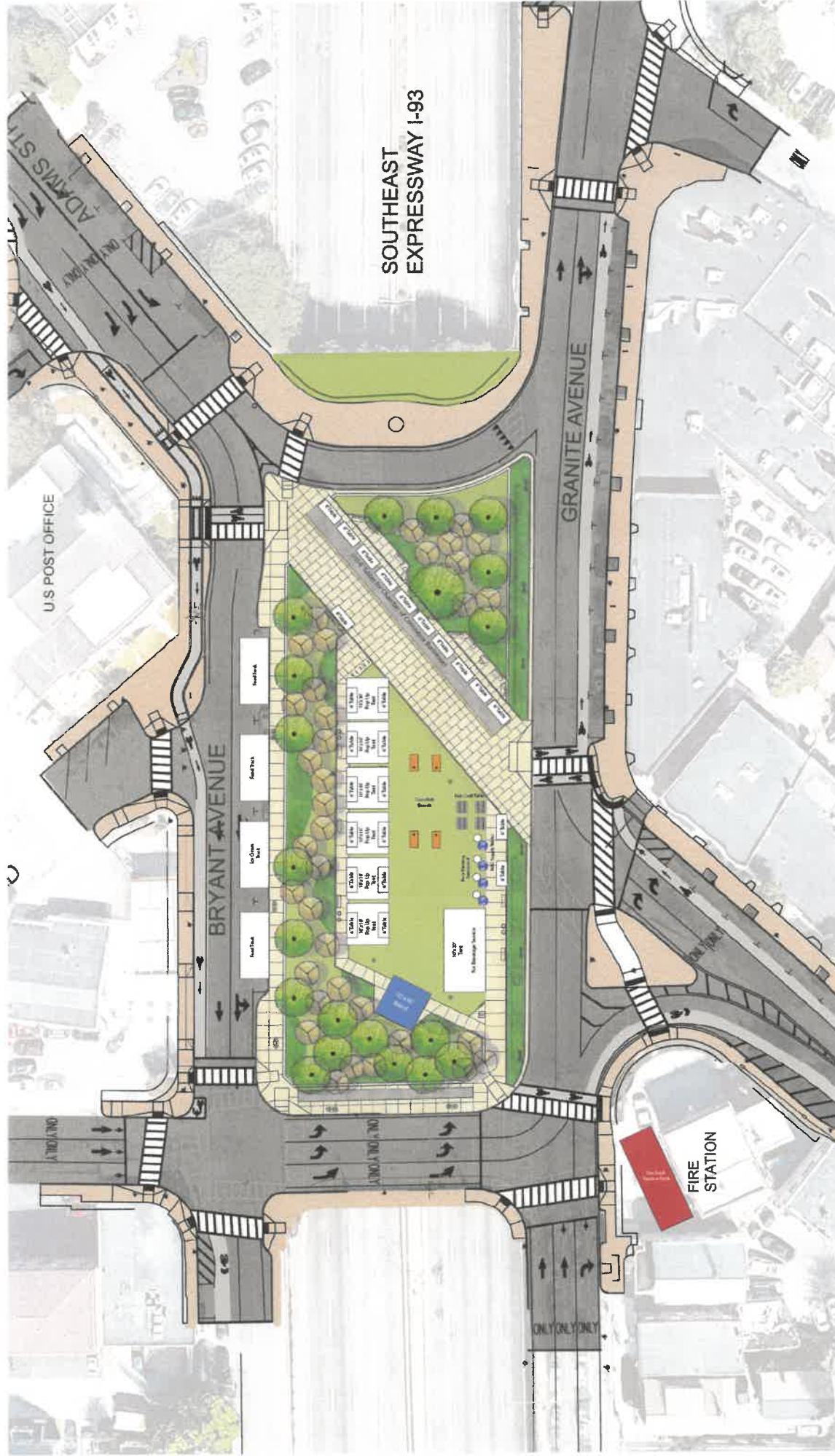
First Friday, Back...to Business!

Friday, September 6, 2024, 4pm-Dusk, Honorable M. Joseph Manning Community Park, East Milton Deck

As the school year kicks off, there's another exciting event to mark on your calendar! On Friday, September 6th, from 4 PM to dusk, join us at Manning Park, East Milton Deck for "Back to Business," a vibrant community gathering that's open to everyone.

In partnership with the Milton Art Center's First Friday Series and the Milton Chamber of Commerce, this family friendly, sunset celebration will shine a spotlight on our local businesses, restaurants, artists, artisans, and musicians. For family fun there will be face painting, kid's craft tables, cotton candy, touch a firetruck, and more. It's a perfect opportunity to support our community, enjoy great food, discover unique crafts, and dance to live music—all while spending quality time with friends and family.

A lineup of talented local musicians will be performing throughout the evening, providing a lively soundtrack to this festive event. This family-friendly gathering is completely free and promises fun for all ages. Don't miss out on an evening of community spirit, entertainment, and the chance to connect with your neighbors. Let's come together and celebrate Milton—our local businesses and the people who make our town special. See you there!



EAST MILTON SQUARE - MILTON, MA  
24 APRIL 2019



massDOT  
Massachusetts Department of Transportation



HOWARD STEIN HUDSON

HALVORSON DESIGN  
PARTNERSHIP

ILLUSTRATIVE SITE PLAN

First Friday, Back...to Business  
Friday, September 6, 4pm-Dusk

Reflected on the floorplan presently is:

- (6) Artisan 10x10 pop up tents with (2) 6' tables each for selling wares
- (10) 6' Tables for Chamber businesses to represent their business/pass out samples, coupons, or sponsor an activity like cotton candy or popcorn
- (1) 20'x10' Space or Tent for Vance/Novara and his team to provide beverage service
- (1) 10'x 20' Space for Musicians
- (2) Sets of Cornhole
- (4) 30" Round Hightop Tables for Face painting Stations each with (1) Stool
- (4) Folding Kids Picnic Tables for Crafting
- (2) 6' Supply Tables for the MAC to support crafts and Face painting
- (1) 6' Table for Bubbles and Chalk
- (8) Reserved Parking Spaces for 4x Food Trucks and Ice Cream Truck
- (1) Space at Fire Station for Touch-a-Truck/ Fire Station Participation

# **POLICY, PERMIT APPLICATION AND RELEASE FOR USE OF THE TOWN GREEN AND/OR THE BARON HUGO GAZEBO**

## **POLICY**

1. Applicants shall complete and then submit all pages of this application to the Town Administrator's Office.
2. Applications shall be submitted to the Town Administrator at least two (2) weeks in advance of the proposed use unless the nature of the proposed use prevents submittal within that time, in which case an application shall be submitted no less than three (3) business days before the proposed use.
3. A completed application does not constitute approval.
4. Applications shall be reviewed by the Town Administrator in consultation with the Police Department, Fire Department, Department of Public Works and the Director of the Board of Health to determine if any conditions are necessary to preserve public safety or public health.
5. The applicant may be charged for the cost to the Town of any Public Safety or Public Health precautions recommended by the Police Department, Fire Department, Department of Public Works or the Director of the Board of Health to preserve public safety or public health.
6. A fee of \$100 will be charged to all non-resident applicants for use of the Baron Hugo Gazebo. These monies will be deposited into the Baron Hugo Gazebo Fund and used for maintenance of the Baron Hugo Gazebo. Resident applicants may make a donation to the Baron Hugo Gazebo Fund. This section of the Policy shall not apply to use by the Town.
7. The Applicant may be required to provide additional information regarding its proposed use of the Town Green and/or the Baron Hugo Gazebo, including, but not limited to, an event site plan.
8. The Town Administrator may require the applicant to provide proof of insurance. In that event, the applicant will be required to provide proof of general commercial liability insurance in the amount of \$1,000,000.00 per occurrence, which insurance shall name the Town of Milton as an additional insured and provide coverage for the proposed use.
9. All Federal, State and Town of Milton laws, regulations and orders shall remain in full force and effect and shall not be altered in the event that a permit is granted.
10. All approvals must be voted by the Select Board, unless the timing of the application does not permit review of the application at a meeting of the Select Board prior to the date of the proposed use, in which case the application shall be subject to the approval of the Town Administrator.



## **POLICY, PERMIT APPLICATION AND RELEASE FOR USE OF THE TOWN GREEN AND/OR THE BARON HUGO GAZEBO**

11. The Town Administrator may revoke or terminate a permit if the Applicant fails to comply with any or all of the conditions of the Applicant's permit or any Federal, State or Town of Milton laws, regulations or orders.
12. The Applicant and/or its designee must be on the premises during the entire duration of the event.
13. The Applicant shall be responsible for any damage to the Town Green, the Baron Hugo Gazebo or any adjacent Town property that occurs during the event.
14. A copy of an approved application must be present when using the Town Green or the Baron Hugo Gazebo.
15. Unless expressly permitted by the Select Board, in its sole discretion, use of the Town Green and/or the Baron Hugo Gazebo is not permitted before 9:00 A.M. or after dusk.
16. Approval or denial of an application for use of the Town Green and/or the Baron Hugo Gazebo shall not constitute or imply an endorsement, recommendation, opinion, or favoring by the Select Board, the Town Administrator or the Town of Milton of the proposed use in any way
17. This policy was adopted by the Select Board on September 16, 2020.

# **POLICY, PERMIT APPLICATION AND RELEASE FOR USE OF THE TOWN GREEN AND/OR THE BARON HUGO GAZEBO**

## **APPLICATION**

**Applicant's Name:** \_\_\_\_\_

**Applicant's Address:** \_\_\_\_\_

**Applicant's Phone:** \_\_\_\_\_

**Description of proposed use:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Please provide as much detail as possible.)

**Proposed Event Date:** \_\_\_\_\_

**Proposed Event Start Time:** \_\_\_\_\_

**Proposed Event End Time:** \_\_\_\_\_

**Number of Guests and/or Attendees:** \_\_\_\_\_

**The Applicant certifies that he/she has read the foregoing policy and agrees to comply therewith, that all of the information provided in this application is true and correct, and that the applicant shall abide by any conditions of this permit.**

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Printed Title:** \_\_\_\_\_

-----For Completion by the Select Board/Town Administrator-----  
**Approved by:**

\_\_\_\_\_  
**Select Board / Town Administrator**

\_\_\_\_\_  
**Date**

**Conditions of Approval:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Use Charge(s):** \_\_\_\_\_

# **POLICY, PERMIT APPLICATION AND RELEASE FOR USE OF THE TOWN GREEN AND/OR THE BARON HUGO GAZEBO**

## **RELEASE AND INDEMNITY AGREEMENT**

I, \_\_\_\_\_, of \_\_\_\_\_,  
(Applicant Name) (Applicant Address)

in consideration of the grant of permission to use the Town Green and/or the Baron Hugo  
Gazebo located in front of the Milton Town Office Building at 525 Canton Ave, Milton, MA  
02186 for the purpose of \_\_\_\_\_ on the date of \_\_\_\_\_,

(Description of event)

(Date)

forever release, indemnify and hold harmless the Town of Milton, Massachusetts, and all of its  
officers, employees, boards, commissions and committees, including without limitation the  
Milton Select Board and the Town Administrator (the "Indemnities") from all claims, causes of  
action, costs, damage and liability of any kind, including without limitation death, personal  
injury, property damage and attorney's fees, including without limitation those related to  
COVID-19, which the Applicant now has or may have or hereafter may have against any of the  
Indemnities resulting from the Applicant's and or the Applicant's invitees' use of the Town  
Green and/or the Baron Hugo Gazebo. This provision is limited to claims for ordinary  
negligence, and shall not apply to claims for gross negligence or reckless or intentional conduct.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Printed Title: \_\_\_\_\_



## MILTON ACADEMY

6-28-24  
170 Centre Street  
Milton, Massachusetts 02186  
Tel: 617-898-1798  
Fax : 617-898-1703  
www.milton.edu

June 24, 2024

Nick Milano  
Town Administrator  
Town of Milton  
525 Canton Avenue  
Milton, MA 02186

Dear Nick,

Enclosed please find a check in the amount of \$225,000, which represents Milton Academy's voluntary donation to the Town of Milton's general fund for Fiscal 2024 (more than a seven percent increase over our Fiscal 2023 gift). Our understanding is that support at this level makes Milton Academy the largest non-profit donor to the Town of Milton, a fact of which we are extremely proud.

As a non-profit, we are continually balancing our support for the Town of Milton with our own fiduciary responsibilities to sustain our educational mission and, despite the headwinds caused by the current inflationary and financial environment, the school continues to commit and prioritize resources for the town in recognition of the important partnership we have forged with you. Please also note that the school generally does not accept any local, state, or federal funds (including during COVID-19) to ensure that those funds remain available in the public sphere.

In addition to our \$225,000 General Fund gift, we also continue to provide direct donations to the Milton fire and police departments, teen center (Wildcat Den), and public library, bringing our total Fiscal 2024 contribution to \$265,000. Enclosed with this letter, please find copies of the checks sent to each department and the accompanying correspondence. A summary of Milton Academy's gifts over time is provided in the table below:

<b>Town Cash Donations</b>	<b>Fiscal 2024</b> (paid spring 2024)	<b>Fiscal 2023</b> (paid spring 2023)	<b>Fiscal 2022</b> (paid winter 2022)	<b>Fiscal 2021</b> (paid fall 2020)	<b>Fiscal 2020</b> (paid fall 2019)	<b>Fiscal 2019</b> (paid spring 2019)
General Fund	\$225,000	\$210,000	\$200,000	\$162,500	\$140,000	\$125,000
Fire Department	\$12,500	\$12,500	\$12,500	\$10,000	\$10,000	\$7,500

Police Department	\$12,500	\$12,500	\$12,500	\$10,000	\$10,000	\$7,500
Teen Center	\$7,500	\$7,500	\$7,500	\$7,500	\$5,000	n/a
Library	\$7,500	\$7,500	\$4,000	\$2,000	\$500	n/a
<b>TOTAL</b>	<b>\$265,000</b>	<b>\$250,000</b>	<b>\$236,500</b>	<b>\$192,000</b>	<b>\$165,500</b>	<b>\$140,000</b>

In addition to the municipal organizations noted above, the school also continues to make annual donations to a number of community organizations, including the Milton Foundation for Education and the Milton Farmers' Market. These donations total approximately \$25,500 for Fiscal 2024.

Please let me know if you have any questions.

Sincerely,



Heidi Vanderbilt-Brown  
Chief Financial and Operating Officer  
Milton Academy

Cc: Alixe Callen, Head of School, Milton Academy  
Milton Academy Board of Trustees  
Town of Milton Select Board

MILTON ACADEMY  
170 CENTRE STREET + MILTON, MA 02186  
PHONE (617) 898-1798 + FAX (617) 898-1703  
FEDERAL I.D. # 04-2103603

282591

INVOICE NO.	DATE	DESCRIPTION	AMOUNT	DISCOUNT	NET AMOUNT
Donation 2024	06/25/2024	DONATION 2024	\$225,000.00	\$0.00	\$225,000.00
Totals:			\$225,000.00	\$0.00	\$225,000.00



MILTON ACADEMY  
170 CENTRE STREET  
MILTON, MA 02186

COPY

Bank of America



52-153  
112ME

282591

CHECK DATE	CHECK NO.
06/25/2024	282591

CHECK AMOUNT
\$ ** 225,000.00

PAY

\*\*Two hundred twenty five thousand and 00/100 Dollars\*\*

TO  
THE  
ORDER  
OF  
Town of Milton General Fund  
525 Canton Street  
Milton, MA 02186

Paula Connolly

Debra Kulesa

⑈ 282591 ⑈ ⑆011201539⑆ 00220002032⑈





# MILTON ACADEMY

170 Centre Street  
Milton, Massachusetts 02186  
Tel: 617-898-1798  
Fax: 617-898-1703  
www.milton.edu

June 24, 2024

Chief John E. King  
Milton Police Department  
40 Highland Street  
Milton, MA 02186

COPY

Dear Chief King,

On behalf of Milton Academy, I want to thank you for the strong, cooperative relationship we have with your Department. We especially appreciate the open lines of communication between your team and our Campus Safety department that help enhance the safety of our community.

In support and recognition of this relationship, I am pleased to enclose a check for \$12,500 made out to the Milton Police Department. It is our hope that these funds can be put towards your most pressing priorities as well as your community relations programs.

Again, we are grateful for your partnership and, moving forward, we will continue to look for ways in which we can support the department's critical role in keeping all of Milton's residents safe.

Please let me know if you have any questions or if we can be helpful to your department in other ways.

Sincerely,

Heidi Vanderbilt-Brown  
Chief Financial and Operating Officer  
Milton Academy  
617 898 2293  
heidi\_vanderbilt-brown@milton.edu

Cc:

Nick Milano, Town Administrator, Town of Milton  
Jay Hackett, Director of Campus Safety, Milton Academy  
Kim Smith, Director of Campus Services and Events, Milton Academy  
Alix Callen, Head of School, Milton Academy



# MILTON ACADEMY

170 Centre Street  
Milton, Massachusetts 02186  
Tel: 617-898-1798  
Fax : 617-898-1703  
www.milton.edu

June 24, 2024

Chief Chris Madden  
Milton Fire Department  
515 Canton Avenue  
Milton, MA 02186

COPY

Dear Chief Madden,

On behalf of Milton Academy, I want to thank you for the strong, cooperative relationship we have with your Department. We especially appreciate the open lines of communication between your team and our Campus Safety department that help enhance the safety of our community.

In support and recognition of this relationship, I am pleased to enclose a check for \$12,500 made out to the Milton Fire Department. Consistent with our prior annual donations, it is our hope that these funds can be used in an area of meaningful need for the department; such needs may include purchasing critical equipment, conducting educational programs, or to engaging town residents and beyond in fire-prevention and community building efforts.

Again, we are grateful for your partnership and, moving forward, we will continue to look for ways (such as the recent training opportunities on our property) in which we can support the department's critical role in keeping all of Milton's residents safe. Please let me know if you have any questions, or if we can be helpful to your department in other ways.

Sincerely,

Heidi Vanderbilt-Brown  
Chief Financial and Operating Officer  
Milton Academy  
617 898 2293  
heidi\_vanderbilt-brown@milton.edu

Cc:

Nick Milano, Town Administrator, Town of Milton  
Jay Hackett, Director of Campus Safety, Milton Academy  
Kim Smith, Director of Campus Services and Events, Milton Academy  
Alixé Callen, Head of School, Milton Academy





## MILTON ACADEMY

170 Centre Street  
Milton, Massachusetts 02186  
Tel: 617-898-1798  
Fax : 617-898-1703  
www.milton.edu

June 24, 2024

Paul DiManno  
Milton Parks and Recreation Department  
525 Canton Avenue  
Milton, MA 02186

COPY

Dear Paul,

On behalf of Milton Academy, I am pleased to enclose a check for \$7,500 made out to the Milton Teen (Youth Wildcat Den) Center in support of the Center's operational needs. It is our hope these funds can be deployed where they are needed most.

Over the years, the school has been able to support a variety of child- and education-focused not-for-profit organizations in Milton and we are so happy to be able to support the wonderful work you and your team are doing.

Please let me know if you have any questions, or if we can be helpful to your efforts in other ways.

Sincerely,

Heidi Vanderbilt-Brown  
Chief Financial and Operating Officer  
Milton Academy  
617 898 2293  
heidi\_vanderbilt-brown@milton.edu

Cc:

Nick Milano, Town Administrator, Town of Milton  
Jay Hackett, Director of Campus Safety, Milton Academy  
Kim Smith, Director of Campus Services and Events, Milton Academy  
Alix Callen, Head of School, Milton Academy



# MILTON ACADEMY

170 Centre Street  
Milton, Massachusetts 02186  
Tel: 617-898-1798  
Fax : 617-898-1703  
[www.milton.edu](http://www.milton.edu)

June 24, 2024

Mr. William Adamczyk  
Director  
Milton Public Library  
476 Canton Avenue  
Milton, MA 02186

COPY

Dear Will,

On behalf of Milton Academy, I am pleased to enclose a check for \$7,500 made out to Milton Public Library to be used to broadly support the library's various activities and programs.

Libraries are a critical civic resource and we are so grateful for the services and educational resources you provide for the town.

Sincerely,

Heidi Vanderbilt-Brown  
Chief Financial and Operating Officer  
Milton Academy  
617 898 2293  
[heidi\\_vanderbilt-brown@milton.edu](mailto:heidi_vanderbilt-brown@milton.edu)

Cc:

Nick Milano, Town Administrator, Town of Milton  
Kim Smith, Director of Campus Services and Events, Milton Academy  
Alix Callen, Head of School, Milton Academy



# Town of Milton

TEL 617-898-4846

TOWN OFFICE BUILDING  
525 CANTON AVENUE  
MILTON, MASSACHUSETTS

## SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Heidi Vaughan

Applicant's Address: 215 Adams Street

Applicant's Contact Information: 617-696-1815 / h.vaughan@forbeshousemuseum.org  
Telephone # E-Mail Address

Organization Name: Forbes House Museum

Name of Event: BarnFest 2024

Description of Event: Live music, beer, food and we're adding an Ice Bucket Challenge

The Applicant is: ☒ Non-profit Organization or ☐ For Profit Organization

Date of Event: August 15, 2024

Hours of Event: 6-9 pm

Location of Event: Forbes House

Number of Participants: 125

License For: ☐ All Alcoholic Beverages - Issued only to a non-profit organization  
☒ Wine and Malt Beverages Only

Recommended Number of Police Officer(s) to be assigned: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
Chief of Police Town Administrator on behalf of Select Board

APPLICANT'S SIGNATURE: [Signature] Date: 7/8/2024

Applicants must attest to the information provided in order for the license to be approved. Completed applications should be submitted to the Select Board Office along with payment in the form of a check in the amount of \$50.00 made payable to the Town of Milton. The Select Board, as the Town of Milton's Licensing Authority, requires approval at a scheduled public meeting. Please submit the application 30 days in advance of the event for which the license is being applied.

## Select Board Meeting Minutes

**Meeting Date:** 6/11/2024

**Select Board Members in Attendance:** Richard G. Wells, Jr., Chair, Roxanne F. Musto, Vice Chair; John C. Keohane, Secretary; Erin G. Bradley, Member; Benjamin Zoll, Member (ZOOM); Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Meeting Location:** Milton Council on Aging -Hybrid

**Time Meeting Called to Order:** 7:03PM

**Time Meeting Adjourned:** 9:13M

1. Call to Order
2. Pledge of Allegiance

Chair Wells called the meeting of the Select Board meeting to order at 7:03PM and led the Pledge of Allegiance.

3. Public Comment

Vaness Foster -1325 Canton Ave.  
Town Meeting Member, Pct. 5

Ms. Foster encouraged the Select Board to move ahead and put the debt exclusion for the new Middle School on the November ballot. In doing so, the Town Officials will provide residents the opportunity to express their view and have their voices heard. A testament to community engagement in Milton.

Peter Obersheimer  
49 Rowe Street  
Town Meeting Member, Pct. 6

Mr. Obersheimer, a parent of a Kindergarten student, requested the Select Board take the necessary steps to put an override and/or debt exclusion question for the new middle school on the ballot in November. In 2019, the Town voted to establish the School Building Committee. The Committee has done its due diligence and now it is time for the Town to help secure funding for the project.

Kevin Donahue  
203 School Street

Mr. Donahue expressed his concerns regarding the escalating construction costs. He feels that it would be beneficial to secure funding for the new middle school now and save money. Mr. Donahue encouraged the Select Board to move ahead and put a debt exclusion question for the new middle school on the ballot in November.

Leslie McCarthy  
203 St. Marys Road  
Town Meeting Member, Pct. 4A

Ms. McCarthy, a mom and a Tucker Elementary School PTO Member has witnessed how overcrowding impacts not only classroom learning, but additional programming provided by the PTO and District due to limited space. Ms. McCarthy noted that our students deserve better. She encouraged the Select Board to take the necessary steps to move ahead and put the debt exclusion for the new Middle School on the November ballot.

Joan Fall  
172 Granite Ave

Ms. Fall, a 37-year Milton resident and Mother encouraged the Select Board to weigh all the options before moving forward with a request for a debt exclusion. MPS students and teachers cannot wait for a new building to solve the problem of overcrowding; Milton needs to address the issue now. Ms. Falls noted that her daughters are MHS alumni, and they experienced similar issues during their school years. She is not in favor of securing funding without knowing that the Massachusetts Legislature has approved the land swap bill.

Michael McCarthy (Remote Participant)  
22 Holly Street  
Town Meeting Member, Pct. 6

Mr. McCarthy urged the Select Board to authorize a debt exclusion and /or override vote for the new school project this Fall, in order to secure funding. He does not feel that makeshift classrooms are an asset to a child's education. Mr. McCarthy moved his family of five back to Milton because of the schools and the amenities that the Town offers.

Travis Gregory (Remote Participant)  
45 Clifton Road  
Town Meeting Member, Pct. 9

Mr. Gregory, a father of three, supports the new school project and encouraged the Select Board to authorize an override and/or debt exclusion vote in November. Mr. Gregory thinks it is important to let the residents have their voices heard. Mr. Travis experienced first-hand how a makeshift classroom due to overcrowding affected one of his children.

Bill White  
73 Plymouth Ave.  
Town Meeting Member, Pct. 6

Mr. White noted the importance of ballot questions for a debt exclusion and an operational override. He suggested that Milton address each initiative separately and allow the debt exclusion for the new school on the November ballot. A larger voter turnout during a Presidential election could prove to be beneficial for the Town of Milton. The campaign and momentum for a school victory can lead to a successful operational override.

Sebastian Barbagallo  
27 Otis Street

Mr. Barbagallo shared his concern about escalating construction costs. He works for a construction management company specializing in budget planning and procurement. The Town of Milton needs to secure funding for the new school. The average cost increase is 5% or 6% annually. He encouraged the Select Board to move forward.

Jessica Whitehouse  
5 Governors Road  
Town Meeting Member, Pct. 6

Ms. Whitehouse is a mom to three young children. There are 26 students in her daughter's first grade classroom. Larger classes pose challenges for both students and teachers. Ms. Whitehouse is advocating for a vote to help the children.

Mr. Zoll requested that the Board address items 13: Town Administrator's Report and 14: Public Comment Response next. Mr. Zoll moved to amend the agenda to address the Town Administrator's Report and Public Comment Response. The motion was seconded by Ms. Bradley. The Board voted unanimously by roll call (5-0) to address these agenda items.

**BRADLEY: YES**  
**KEOHANE: YES**  
**MUSTO: YES**  
**WELLS: YES**  
**ZOLL: YES**

Mr. Milano, the Town Administrator offered an update on the status of *S. 2549, An Act Authorizing the Town of Milton to Use Certain Property for School Purposes*. The bill is currently in Bills in Third Reading within the State Senate. Milton's state delegation is aware that this is a time sensitive matter. The Town is also waiting on the Executive Office of Environmental Affairs, (EEA) to approve the proposed land swap in accordance with the Public Lands Preservation Act.

The Members expressed their appreciation to the residents who have shared their points of view regarding the new school project. The Board will have this topic for discussion at their next meeting.

#### **4. Discussion – Vance Welch regarding preliminary design plans for a new restaurant at the Fruit Center (10 Bassett Street)**

Ms. Vance Welch, the proprietor of Abby Park and Novara was accompanied by Attorney Marion McEttrick and Steve Todisco, Design Director at Restaurant Design Group, to share the preliminary plans for a new restaurant at Milton Marketplace located at 10 Bassett Street. Their presentation provided an opportunity to seek feedback from the Board Members and residents.

The restaurant will be located on the second floor, the former home of The Plate. The venue will offer lunch, brunch and dinner. It would feature a wood-fire pizza oven, a bar and an enclosed patio. Seating will be available for 99 patrons in two areas. The design will open the space integrate the dining areas and provide circulation to the other shops. New colors and a display garden will enhance the natural light. The restaurant will be accessible via the elevator and the interior and new exterior stairwells.

Attorney McEttrick did note that Mr. Welch has plans to apply for a new alcohol license through the Local Licensing Board and the Alcohol Beverage Control Commission, (ABCC). The alcohol license application process is extremely detailed.

Attorney McEttrick is currently researching the terms of the parking agreement for the Fruit Center to determine if the plan will need to go before the Board of Appeals.

Mr. Keohane raised concerns about parking and traffic feasibility. Mr. Zoll, an advocate of new commercial development, shared Mr. Keohane's concerns.

Ms. Bradley supports new business growth.

Chair Wells suggested that the Board address item 8: First Amendment to the Lease Agreement with the Milton Art Center (334 Edge Hill Road). The Members had no objection.

(8).

#### **Discussion/Approval – First Amendment to the Lease Agreement with the Milton Art Center (334 Edge Hill Road)**

Ms. Joan Clifford, Director of the Milton Art Center and Kevin Dambruch joined the Board to share an update on the driveway expansion and request the Members' endorsement. The two-car driveway will be accessible behind the Center via Hollis Street. The estimated cost is \$17,000. Mr. Milano, the Town Administrator, provided a brief summary.

Ms. Bradley moved to approve the First Amendment to the Lease Agreement with the Milton Art Center (334 Edge Hill Road). The motion was seconded by Mr. Zoll.

Chair Wells offered a friendly amendment: divide the cost from the rent and revolving fund, \$8,500.

Ms. Bradley and Mr. Zoll accepted the friendly amendment. The Board voted all in favor to approve the First Amendment to the Lease Agreement with the Milton Art Center (334 Edge Hill Road).

Ms. Clifford expressed her appreciation to the Select Board.

The Board Members returned to item #5.

## **5. Discussion – East Milton Fire Station Future Use and Disposition**

This matter has been deferred.

Chair Wells noted that the Board was going to address item #8 next. The Members agreed.

## **6. Discussion/Update – FY2026 Budget and Preliminary Forecast**

With discussion mounting regarding overrides and debt exclusions Mr. Milano, the Town Administrator provided an overview of the budget forecast for FY2026.

Highlights of his presentation include:

- **Budget Process and Schedule Overview**

FY2026 Budget Update

- Kicking off FY'26 budget process now
- Consolidate and review all level-budget and needs based requests (Needs based requests submitted for FY25, but not funded)
- Update five- year Capital Plan
- Goal to have Department Budgets prepared by the end of the summer and ready for Warrant Committee review
- Select Board Guidance/Action Item: Override?

### **Revenue and Expense Forecast for Fiscal Year 2026 and beyond**

- General Fund Revenue: \$135.4 million
- General Fund Expenditures: \$140 million (level service only)
- Surplus/Deficit: \$4.6 million

*Note: Figures may change and could increase as we update budget requests and refine forecast.*

- **Budget Goals and Objectives**

- Maintain existing level of service



- Provide high level of information regarding financial condition of the Town
- Strengthen the Town's financial resiliency by investing in capital infrastructure and reserves
- Formalize financial practices into policies, including policies on reserves and free cash

If moving forward on an override:

- Invest in additional needs and services
- Reduce the Town's structural deficit
- Control costs in future years to prevent the need for an override in the near future

The Members had a brief discussion regarding the FY 2026 budget. Ms. Bradley and Mr. Keohane agreed to set a date for a Finance Committee meeting.

## **7. Discussion/Approval - Town Board and Committee Appointments and Reappointments in accordance with the list enclosed on the agenda (see below)**

Following a discussion regarding committee appointments, Ms. Bradley offered the following motions:

Ms. Bradley moved to reappoint Kathleen Conlon, David Godine, Raju Pathak and Andrew Schmidt to the Airplane Noise Advisory Committee for a one-year term;

Ms. Bradley moved to reappoint Alyssa Cook, Daniel Daly, Therese Desmond, Robert Mayhew, Victoria Shea and George Tougias to the Animal Shelter Advisory Committee for terms to expire on December 31, 2024;

Ms. Bradley moved to reappoint Jean Peterson for a three-year term on the Board of Registrars;

Ms. Bradley moved to reappoint Jim Davis and Michael Hale to the Capital Improvement Planning Committee for a one-year term;

Ms. Bradley moved to appoint John Driscoll to the Capital Improvement Planning Committee for a one-year term;

Ms. Bradley moved to reappoint Arthur Doyle, Alexander Hasha, Ron Israel and Margaret Oldfield to the Climate Action Planning Committee for a one-year term;

Ms. Bradley moved to reappoint Chief John King as Keeper of the Lock-up for a one-year term;

Ms. Bradley moved to reappoint Elaine Benson, Richard Burke, Regina Campbell-Malone, Taber Keally and Cheryl Tougias to the Master Plan Implementation Committee for terms to expire on October 27, 2025;

Ms. Bradley moved to reappoint Taber Keally to the Metropolitan Area Planning Council for a one -year term;

Ms. Bradley moved to reappoint Mark Boyle, Kristin Downey, Meredith Hall and Becky Simonds to the Open Space and Recreation Planning Committee for a one-year term;

Ms. Bradley moved to reappoint Nicholas Milano, Richard Burke, Ted Carroll and Tim Czerwinski (non-voting member) to the Select Board Landing Committee for a one-year term;

Ms. Bradley moved to appoint Cheyenne Frazier (non-voting member) to the Select Board Landing Committee for a one-year term and

Ms. Bradley moved to re-appoint Marion Driscoll, Steven Geyster and Joseph Sloane to the Traffic Commission for a one-year term.

The motions were seconded by Ms. Musto. Chair Wells did indicate that he would abstain from the Animal Shelter reappointment vote. The Board voted by roll call to approve the Board and Committee appointments/reappointments.

**BRADLEY - YES**

**KEOHANE - YES**

**MUSTO - YES**

**WELLS -YES -ABSTAIN FROM ANIMAL SHELTER REAPPOINTMENTS**

**ZOLL -YES**

**8. Discussion/Approval – First Amendment to the Lease Agreement with the Milton Art Center (334 Edge Hill Road)**

This matter has been already addressed.

**9. Discussion/Approval – Town Administrator Evaluation Process and Timeline**

Chair Wells volunteered to coordinate Mr. Milano's evaluation. Each Select Board Member will Members' submit their responses to Ms. Fede, the Director of Human Resources. Chair Wells will share Members' feedback and draft the full evaluation based on their comments. The Board would like to complete the process by the meeting on July 23<sup>rd</sup>.

**10. Discussion/Approval - Consent Agenda:**

**a. One-day Liquor Licenses - Historic New England-Eustis Estate,**

**i. Sunday, June 30, 2024 from 5PM-7PM -Cocktails with the Curator: The Importance of Being Furnished Exhibit**

**ii. Saturday, August 10, 2024 from 12PM-7PM- David Chesnut Jazz Festival**

Chair Wells moved to approve the consent agenda as it appears on the agenda. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (5-0) to approve the consent agenda.

**BRADLEY: YES**

**KEOHANE: YES**

**MUSTO: YES**

**WELLS: YES**

**ZOLL: YES**

### **11. Discussion/Approval – Meeting Minutes – May 28, 2024**

Ms. Musto moved to approve the meeting minutes dated May 28, 2024. The motion was seconded by Ms. Bradley. The Board voted unanimously by roll call (5-0) to approve the meeting minutes.

**BRADLEY: YES**

**KEOHANE: YES**

**MUSTO: YES**

**WELLS: YES**

**ZOLL: YES**

### **12. Town Administrator's Report**

Mr. Milano welcomed two new employees: Leanne Baxter to the Department of Public Works and Nicholas Gold a new officer with the Milton Police Department.

Mr. Milano also noted that Milton did not receive a \$250,000 Municipal Fiber Grant through the Community Compact Division of Local Services due to MBTA eligibility. Mr. Milano has notified Town Counsel.

The Members and Mr. Milano had a brief discussion regarding grant opportunities.

### **Chair's Report**

Chair Wells expressed his appreciation to Chair Carroll of the Milton School Committee for her help and support. Milton has a lot on its plate, and we need to move forward in lock-step with the School Committee.

### **13. Public Comment Response**

Public Comment was addressed earlier in the evening.

### **14. Future Meeting Dates**

The Select Board is scheduled to meet again on Tuesday, June 25<sup>th</sup>. Chair Wells noted that the Board may only host one meeting next month, either July 9<sup>th</sup> or July 23<sup>rd</sup>.

## **15. Future Agenda Items**

The Members would like to address the following topics at an upcoming meeting:

- ❖ Committee Appointments
  - Secondary Select Board Appointments
- ❖ Parking availability at the East Milton Square Post Office and the Milton Art Center
- ❖ Inquiries regarding an Operational Override and Debt Exclusion for the new school project

## **16. Adjourn**

At 9:13PM, Ms. Bradley moved to adjourn. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (5-0) to adjourn.

**BRADLEY: YES**

**KEOHANE: YES**

**MUSTO: YES**

**WELLS: YES**

**ZOLL: YES**

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.

### Documents:

Board and Committee Volunteer Application - John Driscoll

Town Administrator Performance Evaluation

One-day Liquor Licenses - Historic New England-Eustis Estate,

Sunday, June 30, 2024 from 5PM-7PM -Cocktails with the Curator: The Importance of Being  
Furnished Exhibit

Saturday, August 10, 2024 from 12PM-7PM- David Chesnut Jazz Festival

Meeting Minutes: May 28, 2024

**DRAFT**

## **Select Board Meeting Minutes**

**Meeting Date:** 6/25/2024

**Select Board Members in Attendance:** Richard G. Wells, Jr., Chair, Roxanne F. Musto, Vice Chair; John C. Keohane, Secretary; Erin G. Bradley, Member; Benjamin Zoll, Member; Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Meeting Location:** Milton Council on Aging -Hybrid

**Time Meeting Called to Order: 7:06PM**

**Time Meeting Adjourned: 8:56PM**

**Executive Session Call to Order: 8:56PM**

**Executive Session adjourned: 9:10PM**

- 1. Call to Order**
- 2. Pledge of Allegiance**

Chair Wells called the meeting of the Select Board meeting to order at 7:06PM and led the Pledge of Allegiance.

At Chair Wells' request, the Members held a moment of silence in honor of Kathryn "Kate" Middleton who passed away unexpectedly on Monday, June 24<sup>th</sup>.

Mr. Zoll shared a few thoughts about his friend.

Kate was a devoted wife, mother and a fan of Nature, especially birds. She was a great advocate for the Town of Milton. Kate served as a Trustee for the Milton Foundation for Education, a Town Meeting Member and PTO Member. She also coordinated the annual Porchfest event.

### **3. Public Comment**

Sheila Varela – 70 Lyman Road  
Town Meeting Member, Pct. 8

Ms. Varela is advocating for a debt exclusion ballot question for the new school in November and an operational override next June. Ms. Varela has co-chaired override campaigns in the past and understands the challenges. Ms. Varela noted that a larger voter turnout during a Presidential election could prove to be beneficial for the Town of Milton. The campaign and momentum for a school victory can lead to a successful operational override during the Spring of 2025.

Lindsay DeGennaro – 4 Westbourne Street  
Town Meeting Member, Pct. 6

Mrs. DeGennaro, a mom of two elementary school students and PTO Co-President at the Collicot is concerned about the challenges that overcrowding presents to teachers and the effects it has on their students. Ms. DeGennaro noted that the Town needs to address the issue before it escalates. She encouraged the Select Board to put the debt exclusion for the new middle school on the November ballot.

Meg Detrich- 79 Martin Road  
Town Meeting Member, Pct. 9

Mrs. Dietrich, a substitute Math Intervention teacher at the Cunningham School has witnessed first-hand the impact that overcrowding has on her students. Makeshift classrooms in a hallway or an office are not ideal environments for learning. Mrs. Dietrich encouraged the Select Board to move ahead and put the debt exclusion for the new middle school on the November ballot.

Camila Chaparro- 19 Chilton Park

Mrs. Chaparro shared her support in favor of a debt exclusion for the new middle school and an operational override. Mrs. Chaparro has two sons, one enrolled at Pierce Middle School and one at Tucker Elementary. This past year, her middle school student was part of a new half planet addition due to the expanding sixth grade class. The half planet will be a full planet for the 2024-2025 academic year because the incoming sixth grade is even larger. The Town needs a permanent solution to address overcrowding, our students deserve more.

Jason Arenburg – 68 Cheever Street

Mr. Arenburg shared his support for the debt exclusion to be included on the November ballot. Mr. Arenburg volunteers for MPS and has witnessed the effects that overcrowding has on both students and teachers. He feels that the new school project is a common-sense solution. He is concerned that construction costs will continue to increase. The Town of Milton needs to secure funding now.

Tony Cichello – 55 Houston Ave.  
Town Meeting Member, Pct. 4A

Mr. Cichello is a former member of the Milton School Building Committee and Consolidated Facilities Committee. He understands first-hand the challenges that lie ahead. In 2000, Milton faced similar circumstances and the Town persevered. The key is education. Provide the residents with details and cost factors, so they can make an informed decision. Mr. Cichello recommends that Milton address each initiative separately and allow the debt exclusion for the

new school on the November ballot. A larger voter turnout could be beneficial for the Town of Milton. The momentum for a school victory may lead to a successful operational override next year.

Pete Jackson -14 Capen Street

Mr. Jackson shared his past support for school projects and overrides but noted that he is not in favor of the new middle school project as it currently stands. Mr. Jackson supports the preservation of natural resources. He does not believe that the Town should secure funding without knowing that the Massachusetts Legislature has approved the land swap bill.

Philp Mathews – 154 Reedsdale Road

Town Meeting Member, Pct. 3

Mr. Mathews highlighted the importance of ballot questions for a debt exclusion and an operational override. He cited the Town of Brookline MA as an example. Mr. Mathews suggested that Milton address each initiative separately and allow the debt exclusion for the new school on the November ballot. A larger voter turnout during a Presidential election could prove to be beneficial for the Town of Milton. The campaign and momentum for a school victory can lead to a successful operational override.

#### **4. Update – New Middle School project**

Mr. Milano, the Town Administrator shared procedural updates. He also provided an overview of the process for an operational override and debt exclusion.

The Executive Office of Energy and Environmental Affairs has determined that the replacement land noted in the land swap is of comparable or greater natural resource value.

Mr. Milano has been in communication with Senator Timilty's office regarding the status of *S. 2549, An Act Authorizing the Town of Milton To Use Certain Property for School Purposes*, also known as the land swap bill. It is currently being reviewed by Senate Counsel.

The School Building Committee met on Monday, June 24<sup>th</sup> and voted on a preferred design layout. Mr. O'Rourke, the Committee Chair will be attending the next Select Board meeting to provide the Members with updated forecasts.

#### **Proposition 2 1/2 Presentation**

Property Tax levy

- Total levy may only increase by 2.5% per year
- Levy is the maximum amount of taxes the town may levy on property owners
- Levy=(Prior year levy + 2.5% increase) + new growth

How else to increase the levy?

Proposition 2 ½, allows:

- Operating override – operating budget (Services provided by Town Departments, School Department)
- Debt Exclusion – capital projects (Finance the cost of construction. When the bond is paid off, the increase to the Town's levy limit is revoked).

Example of an Operating Override Ballot Question:

“Shall the Town of Milton be allowed to assess an additional \$ (TBD) in real estate and property taxes for the purposes of funding the operating budgets of the Town and Public Schools for the fiscal year beginning July 1, 2025?”

An Operation Override requires two votes:

- Ballot question to approve assessment of additional taxes
- Town Meeting vote to authorize issuing debt for the proposed project

Votes may take place in the following sequence:

- Ballot question followed by an Annual Town Meeting.
- Annual Town Meeting followed by a Ballot Question

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Example of a Debt Exclusion Ballot Question:

“Shall the Town of Milton be allowed to exempt from the provisions of proposition 2 ½, so called, the amounts required to for the bond issue in order to design, construct and equip a new upper middle school?”

A Debt Exclusion requires two votes:

- Ballot question to approve assessment of additional taxes (majority vote)
- Town Meeting vote to authorize issuing debt for the proposed project (2/3 vote)

Votes may take place in the following sequence:

- Ballot question followed by an Annual/Special Town Meeting.
- Annual/Special Town Meeting followed by a Ballot Question

Mr. Milano provided sequencing options as well as Milton's voting patterns for past override and debt exclusion votes. He did indicate that the Select Board must vote to put questions on the ballot and notify the Secretary of State by Wednesday, August 7, 2024, for the general election in November.



Following Mr. Milano's presentation, the Members expressed their points of view regarding the school building project, a debt exclusion and operational override.

Mr. Keohane and Ms. Musto are not in favor of supporting a ballot question for a debt exclusion during the November election. The Town must practice fiscal responsibility. In order to present a ballot question to the residents, we need to know the cost factors and the lifespan of the debt. Both Members noted that residents have reached out to them concerned about the budget constraints and the impact they will have on them.

Mr. Zoll and Ms. Bradley shared a different perspective. They felt that the measure should go before the voters this Fall and allow them the opportunity to decide the outcome of the debt exclusion. Mr. Zoll noted that many of the speakers at Public Comment are in support of a debt exclusion vote. Ms. Bradley stated that she has received many e-mails in favor of this initiative. Mr. Zoll stated that if the Town does not move forward with a ballot vote, then the Select Board will break their trust with the public.

Chair Wells offered his thoughts. He has been meeting with Ms. Carroll, Chair of the School Committee, Dr. Burrows, Mr. Milano and the Finance team to discuss the budget, options and next steps. He feels that the best course of action is to hold an operational override and debt exclusion in the spring of 2025. An operational override should be a priority. The Town needs to provide services and fund salaries.

Per Chair Wells, the estimated cost of the new school project is \$150 million. He compared it to a hurdle the size of Mt. Everest.

Chair Wells restored civility when the exchange between Members became heated. He reminded the Members that the Select Board owes the town leadership. The Town of Milton is responsible for all its residents, From the six-year-olds to the 96-year-olds.

The Members agreed to discuss this matter in greater detail at their meeting on July 23<sup>rd</sup>.

## **5. Discussion/Update/Approval – East Milton Post Office parking**

The Members reviewed the draft letter outlining their concerns about traffic congestion, circulation and parking availability in and around the Post Office in East Milton Square and offered their input. Ms. Musto suggested that Congressman Stephen Lynch be included in the correspondence to the Postmaster.

Following the discussion, Mr. Zoll moved to approve the draft letter as amended to the Postmaster regarding parking at the East Milton Post Office. The motion was seconded by Ms. Musto. The Board voted all in favor.

## **6. Discussion – East Milton Fire Station update/ Future Use and Disposition**

This matter has been deferred.

## **7. Discussion/Approval - Town Board and Committee Appointments and Reappointments in accordance with the list enclosed on the agenda**

### **Commission on Disability**

Mr. Zoll moved to reappoint the following individuals to the Commission on Disability for a three-year term: Nathalie Bellemare, James R. Brown, Jr. and Ashley Fawcett Green. The motion was seconded by Ms. Musto. The Board voted all in favor.

### **Council on Aging – Board of Directors**

The COA appointments have been deferred to a future meeting.

### **Climate Action Planning Committee**

Mr. Zoll moved to appoint Reagan Gilmartin (MHS Student) to the Climate Action Planning Committee for a one-year term. The motion was seconded by Chair Wells. The Board voted all in favor.

The Select Board will revisit additional appointments at a future meeting.

### **Equity and Justice for All Advisory Committee**

Mr. Zoll moved to re-appoint the following individuals to the Equity and Justice for All Advisory Committee for a one-year term: Kevin McElaney, Kenji Metayer, Sarah Myrie, Jayne Ogata, Ralph Parent, Sarah Porter and Yolanda Thomas. The motion was seconded by Ms. Musto. The Board voted all in favor.

### **Historical Commission**

Mr. Zoll moved to re-appoint the following individuals to the Historical Commission for a three-year term: Ellen Anselone, Meredith Hall, Frederick McFadden, William Mullen, Mary Noble, Stephen O'Donnell and Linda Weld. The motion was seconded by Ms. Musto. The Board voted all in favor.

### **Local Historic District Study Committee**

Mr. Zoll moved to reappoint the following individuals to the Local Historic District Study Committee for a one-year term: Andrew Hoffman, Larry Lawfer, Ryan McClain, William S. Mullen and Douglas Scibeck. The motion was seconded by Ms. Musto. The Board voted all in favor.

Mr. Zoll moved to appoint Brian O'Halloran to the Local Historic District Study Committee for a one-year term. The motion was seconded by Ms. Musto. The Board voted all in favor.

### **Municipal Broadband Committee**

Mr. Zoll moved to reappoint the following individuals to the Municipal Broadband Committee for a one- year term: Joseph Chamberlin, Mark Day, Robert F. Lynch, Jr., and John E. Sullivan. The motion was seconded by Ms. Musto. The Board voted all in favor.

### **Shade Tree Advisory Committee**

Mr. Zoll moved to reappoint the following individuals to the Shade Tree Advisory Committee for a one- year term: Laura Beebe, Nancy Chisholm, Maritta Manning Cronin, Maura Doherty, Willam Madden and Fred Taylor. The motion was seconded by Ms. Musto. The Board voted all in favor.

### **Sign Review Committee**

Mr. Zoll moved to reappoint the following individuals to the Sign Review Committee for a one- year term: Lawrence Johnson, Deborah Azerrad Savona, Douglas Scibeck, Lara Simondi and John Zychowicz. The motion was seconded by Ms. Musto. The Board voted all in favor.

### **Telecommunications Design Review Committee**

Mr. Zoll moved to reappoint Sean Fahy to the Telecommunications Design Review Committee for a three-year term. The motion was seconded by Ms. Musto. The Board voted all in favor.

Mr. Zoll moved to appoint Tim Lyons to the Telecommunications Design Review Committee for a three-year term. The motion was seconded by Ms. Musto. The Board voted all in favor.

### **Trustees of the Affordable Housing Trust**

Mr. Zoll moved to reappoint Julie Creamer to the Trustees of Affordable Housing Trust for a one-year term. The motion was seconded by Ms. Musto. The Board voted all in favor.

Mr. Zoll moved to reappoint Kathleen Conlon to the Trustees of Affordable Housing Trust for a one-year term. The motion was seconded by Ms. Musto. The Board voted all in favor.

Mr. Zoll moved to reappoint Thomas Callahan to the Trustees of Affordable Housing Trust for a one-year term. The motion was seconded by Ms. Musto. The Board voted all in favor.

Mr. Zoll moved to appoint the following individuals to the Trustees of Affordable Housing Trust for a one-year term: Warren Lizio and Matt Morong. The motion was seconded by Ms. Musto. The Board voted all in favor.

## **8. Update - Affordable Housing Trust Report**

Mr. Zoll, a member of the Affordable Housing Trust requested the Trustees of the Governor Stoughton Trust formally appoint members of the Review Committee so they can begin to assess the proposals for the Affordable Housing Project at the Town Farm and make their recommendations.

## **9. Town Administrator's Report**

Mr. Milano did not provide a report.

Ms. Bradley inquired about the timeline for implementing the new recording policy.

Mr. Zoll inquired about initiatives to improve communications with Town Meeting Members.

Mr. Milano informed the Members that approval from the Attorney General's office is required before the Town can implement the new recording policy for public meetings. Mr. Milano anticipates a response this Fall. He will keep the Select Board Members informed.

Mr. Milano explained that Mr. Hiss and Ms. Galvin, the Town Clerk, did contact Town Meeting Members and asked them to weigh in, but the request generated minimal responses. Mr. Milano will re-group with Mr. Hiss and Ms. Galvin.

## **10. Chair's Report**

Chairs Wells expressed his appreciation to all who helped make Milton Music Fest 2024 such a great success!

## **11. Public Comment Response**

No public comment response.

## **12. Discussion/Approval – Meeting Minutes – December 28, 2023 and March 15, 2024**

Mr. Zoll moved to approve the meeting minutes for December 28, 2023 and March 15, 2024. The motion was seconded by Ms. Musto. The Board voted by roll call (4-0-1) to approve the meeting minutes.

**BRADLEY: YES**

**KEOHANE: ABSTAIN**

**MUSTO: YES**

**WELLS: YES**

**ZOLL: YES**

## **13. Future Meeting Dates**

## **16. Future Agenda Items**

The Board is scheduled to meet on Tuesday, July 23, 2024. An additional meeting will be scheduled if necessary to finalize FY2024 balances.

The Members will address funding for the new school project at their next meeting.

**14. Executive Session – Pursuant to M.G.L. c. 30A, § 21(a)(1) – to discuss a response to an Open Meeting Law complaint filed by Philip Johnenning against the Milton Select Board**

At 8:56PM, Chair Wells moved to adjourn from Open Session and enter into Executive Session to discuss a response to an Open Meeting Law complaint, to discuss a response to an Open Meeting Law complaint filed by Philip Johnenning against the Milton Select Board based on my belief that discussion of this matter in open session may have a detrimental effect on the negotiating/ position of the Select Board. The Select Board will not return to Open Session. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (5-0) to adjourn from Open Session and enter Executive Session.

**BRADLEY: YES**

**KEOHANE: YES**

**MUSTO: YES**

**WELLS: YES**

**ZOLL: YES**

**15. Executive Session – Pursuant to M.G.L. c. 30A, § 21(a)( 3) – Approval of Meeting Minutes dated: June 29, 2022, October 5, 2022, November 14, 2023, December 11, 2023, December 19, 2023, December 28, 2023 and January 9, 2024 and approval to release meeting minutes related to litigation against the Federal Aviation Administration, No. 22-1521 (U.S. Court of Appeals, First Circuit)**

**(17).**

**Adjourn**

Chair Wells moved to adjourn from Open Session and enter into Executive Session to approve the release of Executive Session Meeting minutes related to litigation against the Federal Aviation Administration, No. 22-1521 (U.S. Court of Appeals, First Circuit) dated: June 29, 2022, October 5, 2022, November 14, 2023, December 11, 2023, December 19, 2023, December 28, 2023 and January 9, 2024. The Select Board will not return to Open Session. The motion was seconded by Ms. Musto. The Board voted unanimously by roll call (5-0) to adjourn from Open Session and enter Executive Session.

**BRADLEY: YES**

**KEOHANE: YES**

**MUSTO: YES**

**WELLS: YES**

**ZOLL: YES**

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board

Documents

Letter from the Executive office of Energy and Environmental Affairs: Determination of Natural Resource Value – Gile Road Land Disposition

- Appendix A: S. 2549, n Act authorizing the town of Milton to use certain property for school purposes.
- Appendix B: School Building Committee- Article 97 – Land Swap Alternative

Board and Committee Volunteer Applications:

Fiona Jevon, S. Kyle Johnosn, Reagan Gilmartin, Brian Maguire, R. Eric Miller, Matt Panucci, Stephen Popkin, Tim Lyons, Warren Lizio, Matthew Morong

Letter to Enrique Navarro, Postmaster at 499 Adams Street, Milton re: Parking Issues in East Milton

**DRAFT**

## **Select Board Meeting Minutes**

**Meeting Date:** 5/7/2024

**Members in Attendance:** Richard G. Wells, Jr., Chair; Roxanne F. Musto, Vice Chair; Erin G. Bradley, Member; Benjamin D. Zoll, Member; Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Members Absent:** John C. Keohane, Secretary

**Guests:** Amy Dexter, Finance Director

**Meeting Location:** Zoom/Webinar

**Time Meeting called to Order:** 9:10AM

**Time Meeting Adjourned:** 9:15AM

### **1. Call to Order**

Chair Wells called the meeting to order at 9:10AM.

### **2. Discussion/Approval –Fiscal Year 2024 Appropriations Transfers**

Mr. Milano, the Town Administrator and Ms. Amy Dexter, the Finance Director provided the Board with an overview of the 2024 Year End Appropriations Transfers.

Appropriations Transfers need approval of the Select Board and the Warrant Committee. Mr. Milano and Ms. Dexter have reviewed the Appropriations Transfers with Chair Thomas Caldwell and Ms. Lori Connelly of the Warrant Committee, this morning. The Warrant Committee has authorized Chair Caldwell to sign on their behalf.

Appropriations Transfers move funds across accounts within a single department. The funds are savings and salary accounts that are transferred to a general expense account. The money can be used for end of year purchases, equipment and supplies.

#### **➤ IT: \$13,320.00**

MPD and MFD Meeting Rooms - Cable and Wiring

#### **➤ Consolidated Facilities: \$35,000**

HVAC Equipment failures

Town-wide building repairs

Increases for water, sewer, storm water fees

Vehicle auto body work

#### **➤ Milton Police Department: \$272,900**

Scheduled Overtime

Police motor Vehicle and General Expenses

- Milton Fire Department: \$188, 850.00

Overtime

- Health Department: \$20,000

Vaccines

Medical Grade Freezer

Office Equipment

Training Certification

- Veterans Services: \$25,000

Veterans' Hometown Heroes Banners

- Library: \$44,708

Expenditures exceeding FY'24 general expenses budget

- Parks and Recreation: \$12,900

Equipment Maintenance

- Department of Public Works: \$63,000

Equipment Maintenance

Following the discussion, Ms. Musto moved to approve the year end transfers Fiscal Year 2024 and authorize the Chair to sign year end transfers. The motion was seconded by Mr. Zoll. The Board voted unanimously by roll call to approve the Fiscal Year 2024 Appropriations Transfers

**MUSTO: YES**

**ZOLL: YES**

**WELLS: YES**

**BRADLEY: YES**

### **3. Adjourn**

At 9:15AM, Ms. Musto moved to adjourn. The motion was seconded by Mr. Zoll. The Board voted unanimously by roll call to adjourn.

**MUSTO: YES**

**BRADLEY: YES**

**ZOLL: YES**

**WELLS: YES**



Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board

DRAFT

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

Residents interested in volunteering to serve on a Board, Committee, or Commission are requested to fill out the form below and submit by email to the Select Board, at [volunteer@townofmilton.org](mailto:volunteer@townofmilton.org), by mail to Select Board Office: ATTN: Volunteers, 525 Canton Avenue, Milton, MA, 02186, or in person to the Select Board Office.

<b>Name:</b> Anna Morgan-Barsamian	<b>Date:</b> 07/15/2024
<b>Address:</b> [REDACTED]	<b>Home Phone:</b> [REDACTED]
<b>Email:</b> [REDACTED]	<b>Cell Phone:</b> [REDACTED]
<b>Registered Voter in Milton:</b> Yes	<b>Precinct:</b> 1

Please check the Board, Committee, or Commission that is of interest to you. One application is required for each requested Board, Committee, or Commission. An individual may serve on only up to two different Boards, Committees, or Commissions.

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**General Government - Select Board**

- ☐ Board of Registrars
- ☐ Commission on Disability
- ☐ Council on Aging
- ☐ Local Emergency Planning Committee
- ☐ Municipal Broadband Committee
- ☐ Retirement Board
- ☐ Telecommunication Design Review Committee
- ☐ Traffic Commission

**General Government - Town Moderator**

- ☐ Audit Committee
- ☐ Board of Appeals
- ☐ Bylaw Review Committee
- ☐ Fire Station Building Committee
- ☐ Information Technology Committee
- ☐ Personnel Board
- ☐ Redistricting Committee
- ☐ Warrant Committee

**Finance - Select Board**

- ☐ Capital Improvement Planning Committee
- ☐ Education Fund Committee
- ☐ PILOT (Payment in Lieu of Taxes) Committee

**Community Advocacy - Select Board**

- ☐ Airplane Noise Advisory Committee
- ☐ Animal Shelter Advisory Committee
- ☐ Bicycle Advisory Committee
- ☐ Climate Action Planning Committee
- ☐ Cultural Council
- ☐ Equity and Justice for All Advisory Committee
- ☐ Bicycle Advisory Committee
- ☒ Climate Action Planning Committee
- ☐ Cultural Council
- ☐ Equity and Justice for All Advisory Committee
- ☐ Historical Commission
- ☐ Local Historic District Study Committee
- ☐ Trustees of the Affordable Housing Trust
- ☐ Youth Task Force

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

**Land Use and Conservation - Select Board**

\_\_\_\_\_ Community Preservation Committee  
\_\_\_\_\_ Conservation Commission  
\_\_\_\_\_ Open Space & Recreation Planning Committee  
\_\_\_\_\_ Shade Tree Advisory Committee  
\_\_\_\_\_ Sign Review Committee

**General Government - Select Board and Planning Board**

\_\_\_\_\_ Master Plan Implementation Committee

**General Government - Select Board and Town Moderator**

\_\_\_\_\_ School Building Committee

1. What professional experience, life experience, skills, insight, education, or special training would you bring to the Board, Committee, or Commission? A resume (one to two pages) is welcome but not required. You may optionally post a link to your LinkedIn resume here.

I have a background in nursing and public health. I currently work as a Senior Manager at Boston Medical Center. Please see my LinkedIn profile here:  
<https://www.linkedin.com/in/annamorganrnmph/>

2. Please describe your familiarity with the work that the Board, Committee, or Commission you are applying for does? If so, have you attended any meetings?

This is completely new territory for me. I'd like to be involved in community advocacy work and have strong project management skills that I can bring to this position.

3. What level of meeting frequency are you able to attend?

a. Twice Weekly \_\_\_\_\_  
b. Weekly \_\_\_\_\_  
c. Twice Monthly \_\_\_\_\_  
d. Monthly   X

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

4. Have you previously been a member of a Board, Committee, or Commission, in Milton or elsewhere? If so, please list the name(s) and approximate dates of service.

No.

5. Are you currently serving on any Board, Committee, or Commission? If so, please provide the name of the Board, Committee, or Commission and when you were appointed.

No.

6. Do you or anyone in your immediate family have a current employment or business relationship with the Town of Milton that could create a conflict of interest? If so, please describe.

No.

**Town of Milton**

**Application for Volunteer Appointment to**

**Boards, Committees, and Commissions**

7. Are there any other possible conflicts of interest for serving on this Board, Committee, or Commission? If so, please describe.

No.

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

**REQUIRED: Please read the following and sign in acknowledgement that you understand and agree:**

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**PLEASE NOTE: Once this form is submitted, it becomes a public document. If there is information that you do not want open to the public, please do not include it on this form. Information that will be redacted prior to the form being made public includes personal information includes: address, phone numbers, and email addresses.**

**Applicant Signature:** Anna Morgan Barsamian **Date:** 07/15/2024

**Official Use Only:**

Date of Application	
Acknowledgement: _____	Date Appointment Letter Sent: _____
Method of Acknowledgement: _____	Method of Acknowledgement: _____
No Openings at this time: _____	Date Committee Chair Notified: _____

Appointing Authority: Select Board \_\_\_\_\_ Planning Board \_\_\_\_\_ Town Moderator \_\_\_\_\_

Board/Committee/Commission: \_\_\_\_\_

Appointment Date: \_\_\_\_\_ Term: \_\_\_\_\_



Office of the Select Board  
525 Canton Avenue  
Milton, MA 02186  
(617)898-4846

### Boards & Committees Volunteer Application

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Name

Fiona Jevon

Address and Precinct

[REDACTED]

Email

[REDACTED]

Phone

[REDACTED]

Please list the board or committee which you are requesting appointment to:

Climate Action Planning Committee

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I have a PhD in Ecology, Evolution, Environment and Society, and my research focuses on temperate forests and climate change (including work in urban forests). Therefore I bring expertise in climate change science and the interface between conservation and climate mitigation and adaptation, and skills in data analysis and interpretation. I also previously worked for Harvard's Sustainability Office on their "Green Offices" program, which gave me a background in implementing sustainability actions at the individual scale.

**What would you hope to take away from your experience on the board/committee?**

I especially hope that my knowledge about climate change and urban forests can help me to contribute to some actionable plans for conservation

**Have you served on a Town committee before? If so, which one(s)?**

no

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

none

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

no

**How did you hear about this committee or the volunteer/talent bank?**

I think via Connect Milton somehow...but I'm not sure!

**What better or other ways could we use to reach people with similar information?**

I'm new to town so I'm not sure what is already being done, but flyers at the library and booths at town events come to mind!



**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

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<b>Name:</b> <u>S. Kyle Johnson</u>	<b>Date:</b> <u>5/21/24</u>
<b>Address:</b> <u>[REDACTED]</u>	<b>Home Phone:</b> <u>[REDACTED]</u>
<b>Email:</b> <u>[REDACTED]</u>	<b>Cell Phone:</b> <u>[REDACTED]</u>
<b>Registered Voter in Milton:</b> <u>Yes</u>	<b>Precinct:</b> <u>[REDACTED]</u>

Please check the Board, Committee, or Commission that is of interest to you. One application is required for each requested Board, Committee, or Commission. An individual may serve on only up to two different Boards, Committees, or Commissions.

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- ☐ Commission on Disability
- ☐ Council on Aging
- ☐ Local Emergency Planning Committee
- ☐ Municipal Broadband Committee
- ☐ Retirement Board
- ☐ Telecommunication Design Review Committee
- ☐ Traffic Commission

**General Government - Town Moderator**

- ☐ Audit Committee
- ☐ Board of Appeals
- ☐ Bylaw Review Committee
- ☐ Fire Station Building Committee
- ☐ Information Technology Committee
- ☐ Personnel Board
- ☐ Redistricting Committee
- ☒ Warrant Committee

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- ☐ Airplane Noise Advisory Committee
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- ☐ Bicycle Advisory Committee
- ☒ Climate Action Planning Committee
- ☐ Cultural Council
- ☒ Equity and Justice for All Advisory Committee
- ☐ Bicycle Advisory Committee
- ☒ Climate Action Planning Committee
- ☐ Cultural Council
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- ☐ Historical Commission
- ☐ Local Historic District Study Committee
- ☒ Trustees of the Affordable Housing Trust
- ☐ Youth Task Force

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

**Land Use and Conservation - Select Board**

\_\_\_\_\_ Community Preservation Committee  
\_\_\_\_\_ Conservation Commission  
\_\_\_\_\_ Open Space & Recreation Planning Committee  
\_\_\_\_\_ Shade Tree Advisory Committee  
\_\_\_\_\_ Sign Review Committee

**General Government - Select Board and Planning Board**

\_\_\_\_\_ Master Plan Implementation Committee

**General Government - Select Board and Town Moderator**

\_\_\_\_\_ School Building Committee

1. What professional experience, life experience, skills, insight, education, or special training would you bring to the Board, Committee, or Commission? A resume (one to two pages) is welcome but not required. You may optionally post a link to your LinkedIn resume here.

I am currently a Learning Designer at Boston College. A Learning Designer is a design professional with expertise in learning science and user experience - creating digital learning experiences. I support online education at Boston College. Before beginning this career, I was a graduate student and academic. I received my PhD in Theology at Boston College. I continue to teach undergraduate courses in religious studies and international studies part-time.

Together, my experience provides a very strong background in research, analysis, critical thinking, and communication.

A significant amount of my academic studies was in the area of social justice and political theory. I teach courses on the intersection of religion, war/conflict, and peacemaking. I have been an engaged activist in several venues, advocating for racial justice, housing justice, and labor rights.

I am passionate about community service and would love to use any of my skills and passions where I would be most useful.

2. Please describe your familiarity with the work that the Board, Committee, or Commission you are applying for does? If so, have you attended any meetings?

As a new Town Meeting Member and engaged citizen, I am familiar with the work of the Warrant Committee. I have watched some recorded meetings and, of course, rely on their important work to learn about the warrant and articles for each Town Meeting.

I have not attended any meetings of the Equity and Justice For All Advisory Committee or the Climate Action Planning Committee. As someone passionate about justice and equity and who also possesses strong research and analysis skills, as well as commitment to the issues they focus on, I believe I could meaningfully contribute to the advisory role that both boards play.

I have attended a meeting of the Affordable Housing Trust in order to weigh-in at Citizen Speak to speak in support of a current affordable housing project. I believe in the economic, social, and ecological significance of thoughtful affordable housing development and management.

3. What level of meeting frequency are you able to attend?

a. Twice Weekly \_\_\_\_\_  
b. Weekly \_\_\_\_\_  
c. Twice Monthly   x  \_\_\_\_\_  
d. Monthly   x  \_\_\_\_\_

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

4. Have you previously been a member of a Board, Committee, or Commission, in Milton or elsewhere? If so, please list the name(s) and approximate dates of service.

No.

5. Are you currently serving on any Board, Committee, or Commission? If so, please provide the name of the Board, Committee, or Commission and when you were appointed.

I currently serve on the Board for the Boston Faith and Justice Network - a non-profit that provides educational resources on social justice issues for faith communities in the Boston area. I have served from 2021-current.

6. Do you or anyone in your immediate family have a current employment or business relationship with the Town of Milton that could create a conflict of interest? If so, please describe.

No.

**Town of Milton**

**Application for Volunteer Appointment to**

**Boards, Committees, and Commissions**

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No.

**Town of Milton**  
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**Applicant Signature:** S. Kyle Johnson Digitally signed by S. Kyle Johnson  
Date: 2024.05.28 22:36:09 -04'00'

**Date:** 5/28/24

**Official Use Only:**

Date of Application

Acknowledgement: \_\_\_\_\_

Date Appointment Letter Sent: \_\_\_\_\_

Method of

Acknowledgement: \_\_\_\_\_

Method of

Acknowledgement: \_\_\_\_\_

No Openings at this time: \_\_\_\_\_

Date Committee Chair Notified: \_\_\_\_\_

Appointing Authority: Select Board \_\_\_\_\_ Planning Board \_\_\_\_\_ Town Moderator \_\_\_\_\_

Board/Committee/Commission: \_\_\_\_\_

Appointment Date: \_\_\_\_\_

Term: \_\_\_\_\_





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525 Canton Avenue  
Milton, MA 02186  
(617)898-4846

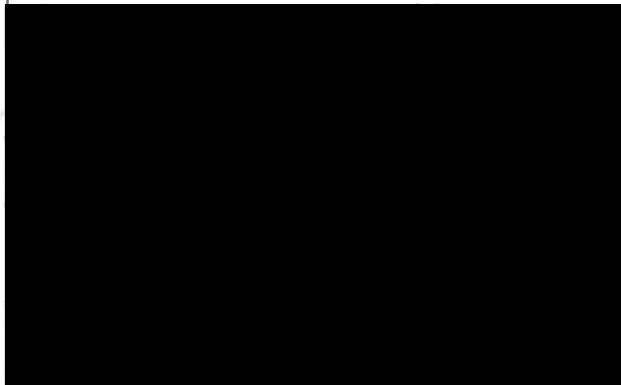
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Name

Kimberly Johnson

Address



Please list the board or committee which you are requesting appointment to:

Climate Action Planning Committee

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I have a certificate in environmental policy from UMass Boston. Although I don't work in the environmental field, I am very concerned about climate change and making sure the environment is viable for future generations of all living things. My main areas of interest are habitat restoration via native plant gardening, energy conservation, flood prevention, and sustainable development. I also volunteer to do water testing with the Neponset River Watershed Association.

**What would you hope to take away from your experience on the board/committee?**

I hope to feel like I'm contributing positively to future generations. I also look forward to working with other people.

**Have you served on a Town committee before? If so, which one(s)?**

No

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

I'm a member of some local environmental organizations - Friends of the Blue Hills, Neponset River Watershed Association, Mass Audubon

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No

**How did you hear about this committee or the volunteer/talent bank?**

I read about it in the Milton Times and I received the volunteer email from the town

**What better or other ways could we use to reach people with similar information?**

Facebook, Instagram





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Milton, MA 02186  
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**Name**

Matt Panucci

**Address**

**Please list the board or committee which you are requesting appointment to:**

Climate Action Planning

**Please use the space provided below to answer the following questions:**

**What experience, skills, insight, education, or special training would you bring to the board/committee?**

I've been President of the Friends of the Blue Hills for 2 years and on the Board for 4 years. Since I've been associated w/ the Friends, climate action planning / resilience ranks very high among members list of concerns; as an organization we have responded by creating our own climate action plan and offering members more climate action "content" (speakers, webinars, etc.). Most important however is to educate stakeholders that an important strategy for building climate resilience is to protect open spaces given the "ecosystem services" these spaces provide including, cleaning our air, storing carbon, natural flood control, etc.

**What would you hope to take away from your experience on the board/committee?**

Build broader awareness in Milton of the role open spaces play in climate planning / resiliency.

**Have you served on a Town committee before? If so, which one(s)?**

No

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

Friends of the Blue Hills.

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No

**How did you hear about this committee or the volunteer/talent bank?**

Milton Scene email list

**What better or other ways could we use to reach people with similar information?**

N/A

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

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**Name:** Brian McGuire

**Date:** May 28 2024

**Address:** [REDACTED]

**Home Phone:** [REDACTED]

**Email:** [REDACTED]

**Cell Phone:** [REDACTED]

**Registered Voter in Milton:** yes

**Precinct:** [REDACTED]

Please check the Board, Committee, or Commission that is of interest to you. One application is required for each requested Board, Committee, or Commission. An individual may serve on only up to two different Boards, Committees, or Commissions.

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- ☐ Audit Committee
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\_\_\_\_\_ Community Preservation Committee  
\_\_\_\_\_ Conservation Commission  
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\_\_\_\_\_ Shade Tree Advisory Committee  
\_\_\_\_\_ Sign Review Committee

**General Government - Select Board and Planning Board**

\_\_\_\_\_ Master Plan Implementation Committee

**General Government - Select Board and Town Moderator**

\_\_\_\_\_ School Building Committee

1. What professional experience, life experience, skills, insight, education, or special training would you bring to the Board, Committee, or Commission? A resume (one to two pages) is welcome but not required. You may optionally post a link to your LinkedIn resume here.

I was VP of Operations for 30 years for fifth largest beer distributor in the country. I have experience in capital projects, building and equipment purchases, budgeting, sustainability and team project management. My LinkedIn profile is <https://www.linkedin.com/in/brianmcguireexec/>  
Recently retired and a Milton resident for 40 years.

2. Please describe your familiarity with the work that the Board, Committee, or Commission you are applying for does? If so, have you attended any meetings?

I have listened to the last set of town meetings, a number of recent planning board and select board meetings.

3. What level of meeting frequency are you able to attend?

a. Twice Weekly \_\_\_\_\_  
b. Weekly \_\_\_\_\_  
c. Twice Monthly   X    
d. Monthly \_\_\_\_\_

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

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No

5. Are you currently serving on any Board, Committee, or Commission? If so, please provide the name of the Board, Committee, or Commission and when you were appointed.

No

6. Do you or anyone in your immediate family have a current employment or business relationship with the Town of Milton that could create a conflict of interest? If so, please describe.

No

**Town of Milton**

**Application for Volunteer Appointment to**

**Boards, Committees, and Commissions**

7. Are there any other possible conflicts of interest for serving on this Board, Committee, or Commission? If so, please describe.

No

**Town of Milton**  
**Application for Volunteer Appointment to**  
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**Applicant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Official Use Only:**

Date of Application

Acknowledgement: \_\_\_\_\_

Date Appointment Letter Sent: \_\_\_\_\_

Method of

Acknowledgement: \_\_\_\_\_

Method of

Acknowledgement: \_\_\_\_\_

No Openings at this time: \_\_\_\_\_

Date Committee Chair Notified: \_\_\_\_\_

Appointing Authority: Select Board \_\_\_\_\_ Planning Board \_\_\_\_\_ Town Moderator \_\_\_\_\_

Board/Committee/Commission: \_\_\_\_\_

Appointment Date: \_\_\_\_\_

Term: \_\_\_\_\_





# Brian J. McGuire, MBA

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Boston, MA | [bmcguire1207@gmail.com](mailto:bmcguire1207@gmail.com) | (617) 686-5947 | <https://www.linkedin.com/in/brianmcguireexec/>

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## Senior Executive and Vice President of Operations

**Strategic Operations Executive** with a progressive financial vision that builds growing and resilient businesses. Delivered operational excellence that grew a \$1B Craft Beer Wholesale business, managed a P&L of \$65M, drove a high performing management team and led multiple start-ups including distributor channels and partners. Known for delivering revenue opportunities with forecasting accuracy, streamlining cost efficiencies and creating a customer-centric culture that produces a consistent growth trajectory. I hire and retain high performing individuals and teams that solve growth challenges and contribute to the company's staying power, revenue and expansion.

### CAREER HIGHLIGHTS

- **FINANCIAL PLANNING:** Manage all capital expenditures, P & L of \$65M that have grown the company to the 5<sup>th</sup> Largest National Wholesaler at the rate of 1050% from 2 to 23 distribution channels and EBITA growth to \$75M.
- **REVENUE GROWTH:** Developed and executed a strategic roadmap for the Craft Beer businesses from inception that included integrations and acquisitions, efficient channel management and support with minimal disruptions and a plan for immediate growth traction that generated an expansive 20%+ annual growth for 12 wholesalers, a 76% increase over 12 years.
- **TRANSFORMATION:** Led teams for 16 wholesaler acquisitions – overseeing P & L, capital expenditures, budgeting, hiring, and development of sales strategies that attracted major national brands for partnership and implementation of best practices for a revenue increase of \$443M.
- **PROCESS MAPPING:** Streamlined processes and provided oversight to 900 operations employees across 20 business entities, 350 trucks, and 1.3 million square feet of warehouse space that delivered high productivity and \$2M of annual cost savings from new efficiencies.
- **TALENT DEVELOPMENT:** Implemented best practices, training and a goal driven culture at fledgling companies that developed into high performing management teams, a strong work culture and measurable operational growth of 152% through modernized systems and processes.

### SKILLS & KNOWLEDGE

- Operations, P&L, IT Leadership
- Vision, Mission & Financial Planning
- Logistics, Warehousing, Relocations
- Routing, Delivery & Safety Systems
- Data Analysis, Productivity & Inventory Control
- Channel & Distribution Growth & Development
- Customer Success, Retention & Growth
- Process Mapping & Performance Measurement
- Career & Culture Development
- Articulate Communicator & Strong Work Ethic

## **EXPERIENCE**

**L. Knife & Son, Inc./Sheehan Family Companies (SFC)**  
**Vice President of Operations**

**June 1994 – Nov. 2023**

L. Knife and Son/SFC is a privately-held national beer wholesaler. In my role as Vice President of Operations, I've contributed to the transformative growth for the company to become the 5<sup>th</sup> largest Beer Wholesaler in the U.S. and a \$1B business.

- Provide Operational Excellence that has grown the company from 2 locations in Mass. to 23 national locations.
- Lead a 6-person executive team that manages continued distributor expansion, strategic planning, operating and marketing support for brewers, suppliers and restaurants.
- Represent the company in *all* interactions with customers, government, and regulatory officials eliminating business disruption and ensuring revenue growth. Headed successful union negotiation teams for 25+ years with major accomplishments that transformed employee engagement and company culture without the need for Unions:
  - Critical improvements to work rules resulting in improved corporate flexibility.
  - Negotiated 20+ contracts without business disruptions and 5 Union De-certifications.
- Established a goal driven culture and exceeded revenue expectations while overseeing the expansion of a Los Angeles distributor and their fast growth trajectory within 3 short years.
  - Grew sales 80% first year, 150% second year and 58% in third year.
  - Achieved a total growth of 711% through a 5-year plan, budgeting and forecasting.
- Managed multiple major infrastructure relocations for hundreds of employees, tripling the company size, retained current employees and negotiated fair union agreements.
- Upgraded delivery and warehouse procedures resulting in double digit productivity savings through upgraded systems including Routing, Warehouse Management Systems (WMS) and Location Based Inventory (LBI) Systems.
- Established Sustainability Committee for **Sheehan Family Companies** including mission statement, metrics, roadmap and goals. Program was to attain 20% reduction in carbon emissions, 20% reduction in electrical usage and 20% reduction in waste by 2025. Achieved 75% of goal halfway through project.
- Generated over \$1M dollars in annual savings by implementing a more efficient delivery logistics system along with an internal freight company for monitoring and maintaining realized gains.
- Executed an updated Warehouse Management System that saved 15–40% (\$2M) annually, that improved productivity and quality for our 6 largest wholesalers.
- Developed an Emergency Response Plan for SFC, spanning 17 different potential catastrophes and prepared for a successful response process in the event of a hostile infrastructure hack.
- Drove operational leadership and support to a team of 150 employees as they rebuilt a distribution company decimated by Hurricane Sandy to achieve full fully operation within one month.

## **EDUCATION**

**Northeastern University, Boston, Massachusetts**  
**Masters of Business Administration**

**1994**

**NBWA, National Beer Wholesales Assn.**

**Since 1994**

**University of Massachusetts, Amherst, Massachusetts**

**1981**

Bachelor of Arts, Accounting

**OTHER ACTIVITIES**

- Board Member of early-stage software start-up online beverage software company. 2016 to 2022
- Trustee of Pilgrim Hall—oldest museum in US. Finance and long-range planning committee 2015-2021
- Plymouth 400, non-profit: Former President Customer success. 2014 to 2018

Brian McGuire, MBA





Office of the Select Board  
525 Canton Avenue  
Milton, MA 02186  
(617)898-4846

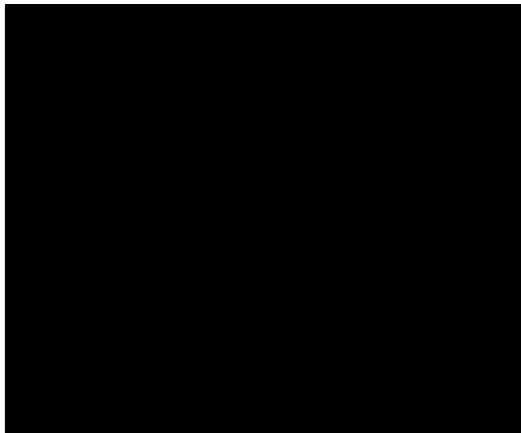
### Boards & Committees Volunteer Application

For information on current active boards/committees including, charge, term, and vacancies please visit the Town of Milton Boards & Committees webpage at <https://www.townofmilton.org/boards> or contact the Select Board Office at (617) 898-4846. If you are interested in volunteering, please submit this form to the Select Board Office by email at [volunteer@townofmilton.org](mailto:volunteer@townofmilton.org), by mail to Select Board Office: Attn: Lynne DeNapoli, 525 Canton Avenue, Milton, MA 02186, or in person. A resume is welcome but not required.

Name

Stephen Popkin

Address



Please list the board or committee which you are requesting appointment to:

Climate Action Planning OR Youth Task Force

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

As the head of research and technology at an organization that is working on a number of climate change-related initiatives, from infrastructure design to new technology deployments I feel I can contribute to this group. My PhD is in Industrial/Organizational psychology, with a research focused on shiftwork and working time. This might be useful if the Youth Task Force wants to address adolescent sleep and school start times, which plays a documented role in academic achievement and susceptibility to poor decision making and habits.

**What would you hope to take away from your experience on the board/committee?**

A better understanding of the community and a chance to give back.

**Have you served on a Town committee before? If so, which one(s)?**

No

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

I am on the Kendall Square Association Board representing the organization for which I work, and Boston Children's Hospital Board of Trustees Patient Care Assessment Committee.

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

NO

**How did you hear about this committee or the volunteer/talent bank?**

Email from town

**What better or other ways could we use to reach people with similar information?**

More Milton Times coverage of these boards and what they do.

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

Residents interested in volunteering to serve on a Board, Committee, or Commission are requested to fill out the form below and submit by email to the Select Board, at [volunteer@townofmilton.org](mailto:volunteer@townofmilton.org), by mail to Select Board Office: ATTN: Volunteers, 525 Canton Avenue, Milton, MA, 02186, or in person to the Select Board Office.

<b>Name:</b> Richard Eric Miller	<b>Date:</b> 29 April 2024
<b>Address:</b> [REDACTED]	<b>Home Phone:</b> [REDACTED]
<b>Email:</b> [REDACTED]	<b>Cell Phone:</b> [REDACTED]
<b>Registered Voter in Milton:</b> Yes	<b>Precinct:</b> [REDACTED]

Please check the Board, Committee, or Commission that is of interest to you. One application is required for each requested Board, Committee, or Commission. An individual may serve on only up to two different Boards, Committees, or Commissions.

If you are interested in serving, but are unsure which might be the best fit, please contact Town Administrator Nicholas Milano at [nmilano@townofmilton.org](mailto:nmilano@townofmilton.org) to discuss and learn more.

**General Government - Select Board**

- ☐ Board of Registrars
- ☐ Commission on Disability
- ☐ Council on Aging
- ☐ Local Emergency Planning Committee
- ☐ Municipal Broadband Committee
- ☐ Retirement Board
- ☐ Telecommunication Design Review Committee
- ☐ Traffic Commission

**General Government - Town Moderator**

- ☐ Audit Committee
- ☐ Board of Appeals
- ☐ Bylaw Review Committee
- ☐ Fire Station Building Committee
- ☐ Information Technology Committee
- ☐ Personnel Board
- ☐ Redistricting Committee
- ☐ Warrant Committee

**Finance - Select Board**

- ☐ Capital Improvement Planning Committee
- ☐ Education Fund Committee
- ☐ PILOT (Payment in Lieu of Taxes) Committee

**Community Advocacy - Select Board**

- ☐ Airplane Noise Advisory Committee
- ☐ Animal Shelter Advisory Committee
- ☐ Bicycle Advisory Committee
- ☐ Climate Action Planning Committee
- ☐ Cultural Council
- ☐ Equity and Justice for All Advisory Committee
- ☐ Bicycle Advisory Committee
- ☒ Climate Action Planning Committee
- ☐ Cultural Council
- ☐ Equity and Justice for All Advisory Committee
- ☐ Historical Commission
- ☐ Local Historic District Study Committee
- ☐ Trustees of the Affordable Housing Trust
- ☐ Youth Task Force

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

**Land Use and Conservation - Select Board**

\_\_\_\_\_ Community Preservation Committee  
\_\_\_\_\_ Conservation Commission  
\_\_\_\_\_ Open Space & Recreation Planning Committee  
\_\_\_\_\_ Shade Tree Advisory Committee  
\_\_\_\_\_ Sign Review Committee

**General Government - Select Board and Planning Board**

\_\_\_\_\_ Master Plan Implementation Committee

**General Government - Select Board and Town Moderator**

\_\_\_\_\_ School Building Committee

1. What professional experience, life experience, skills, insight, education, or special training would you bring to the Board, Committee, or Commission? A resume (one to two pages) is welcome but not required. You may optionally post a link to your LinkedIn resume here.

For the past 3 years I have been giving community talks about EVs and EV charging in Milton as well as in Grantham NH. This includes a talk on PHEVs for the upcoming Sustainable Milton event. I have also acted as a subject matter expert for the community of Eastman (in Grantham NH) for discussions about installing Level 2 and/or Level 3 charging infrastructure to serve that community. Personally, my wife and I have been working on many ways to improve our carbon footprint through EV usage as well as integrating home solar, the Mass Save program for home insulation, switching to induction cooking from natural gas, and transitioning to heat pump usage in our 1880s home.  
My professional experience is in Project Management <https://www.linkedin.com/in/r-eric-miller/>

2. Please describe your familiarity with the work that the Board, Committee, or Commission you are applying for does? If so, have you attended any meetings?

I am familiar only through the Town of Milton website information about this committee and have not yet attended any meetings. I was only recently made aware of the committee.

3. What level of meeting frequency are you able to attend?

a. Twice Weekly Y  
b. Weekly Y  
c. Twice Monthly Y  
d. Monthly Y



**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

4. Have you previously been a member of a Board, Committee, or Commission, in Milton or elsewhere? If so, please list the name(s) and approximate dates of service.

No

5. Are you currently serving on any Board, Committee, or Commission? If so, please provide the name of the Board, Committee, or Commission and when you were appointed.

No

6. Do you or anyone in your immediate family have a current employment or business relationship with the Town of Milton that could create a conflict of interest? If so, please describe.

No

**Town of Milton**

**Application for Volunteer Appointment to**

**Boards, Committees, and Commissions**

7. Are there any other possible conflicts of interest for serving on this Board, Committee, or Commission? If so, please describe.

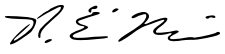
None

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

**REQUIRED: Please read the following and sign in acknowledgement that you understand and agree:**

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**PLEASE NOTE: Once this form is submitted, it becomes a public document. If there is information that you do not want open to the public, please do not include it on this form. Information that will be redacted prior to the form being made public includes personal information includes: address, phone numbers, and email addresses.**

**Applicant Signature:** 

**Date:** 29 April 2024

**Official Use Only:**

Date of Application

Acknowledgement: \_\_\_\_\_

Date Appointment Letter Sent: \_\_\_\_\_

Method of

Acknowledgement: \_\_\_\_\_

Method of

Acknowledgement: \_\_\_\_\_

No Openings at this time: \_\_\_\_\_

Date Committee Chair Notified: \_\_\_\_\_

Appointing Authority: Select Board \_\_\_\_\_ Planning Board \_\_\_\_\_ Town Moderator \_\_\_\_\_

Board/Committee/Commission: \_\_\_\_\_

Appointment Date: \_\_\_\_\_

Term: \_\_\_\_\_

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

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**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**Registered Voter in Milton:** \_\_\_\_\_

**Precinct:** \_\_\_\_\_

Please check the Board, Committee, or Commission that is of interest to you. One application is required for each requested Board, Committee, or Commission. An individual may serve on only up to two different Boards, Committees, or Commissions.

If you are interested in serving, but are unsure which might be the best fit, please contact Town Administrator Nicholas Milano at [nmilano@townofmilton.org](mailto:nmilano@townofmilton.org) to discuss and learn more.

**General Government - Select Board**

- \_\_\_\_\_ Board of Registrars
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- \_\_\_\_\_ Council on Aging
- \_\_\_\_\_ Local Emergency Planning Committee
- \_\_\_\_\_ Municipal Broadband Committee
- \_\_\_\_\_ Retirement Board
- \_\_\_\_\_ Telecommunication Design Review Committee
- \_\_\_\_\_ Traffic Commission

**General Government - Town Moderator**

- \_\_\_\_\_ Audit Committee
- \_\_\_\_\_ Board of Appeals
- \_\_\_\_\_ Bylaw Review Committee
- \_\_\_\_\_ Fire Station Building Committee
- \_\_\_\_\_ Information Technology Committee
- \_\_\_\_\_ Personnel Board
- \_\_\_\_\_ Redistricting Committee
- \_\_\_\_\_ Warrant Committee

**Finance - Select Board**

- \_\_\_\_\_ Capital Improvement Planning Committee
- \_\_\_\_\_ Education Fund Committee
- \_\_\_\_\_ PILOT (Payment in Lieu of Taxes) Committee

**Community Advocacy - Select Board**

- \_\_\_\_\_ Airplane Noise Advisory Committee
- \_\_\_\_\_ Animal Shelter Advisory Committee
- \_\_\_\_\_ Bicycle Advisory Committee
- \_\_\_\_\_ Climate Action Planning Committee
- \_\_\_\_\_ Cultural Council
- \_\_\_\_\_ Equity and Justice for All Advisory Committee
- \_\_\_\_\_ Bicycle Advisory Committee
- \_\_\_\_\_ Climate Action Planning Committee
- \_\_\_\_\_ Cultural Council
- \_\_\_\_\_ Equity and Justice for All Advisory Committee
- \_\_\_\_\_ Historical Commission
- \_\_\_\_\_ Local Historic District Study Committee
- \_\_\_\_\_ Trustees of the Affordable Housing Trust
- \_\_\_\_\_ Youth Task Force

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

**Land Use and Conservation - Select Board**

\_\_\_\_\_ Community Preservation Committee  
\_\_\_\_\_ Conservation Commission  
\_\_\_\_\_ Open Space & Recreation Planning Committee  
\_\_\_\_\_ Shade Tree Advisory Committee  
\_\_\_\_\_ Sign Review Committee

**General Government - Select Board and Planning Board**

\_\_\_\_\_ Master Plan Implementation Committee

**General Government - Select Board and Town Moderator**

\_\_\_\_\_ School Building Committee

1. What professional experience, life experience, skills, insight, education, or special training would you bring to the Board, Committee, or Commission? A resume (one to two pages) is welcome but not required. You may optionally post a link to your LinkedIn resume here.

2. Please describe your familiarity with the work that the Board, Committee, or Commission you are applying for does? If so, have you attended any meetings?

3. What level of meeting frequency are you able to attend?

a. Twice Weekly \_\_\_\_\_  
b. Weekly \_\_\_\_\_  
c. Twice Monthly \_\_\_\_\_  
d. Monthly \_\_\_\_\_

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

4. Have you previously been a member of a Board, Committee, or Commission, in Milton or elsewhere? If so, please list the name(s) and approximate dates of service.

5. Are you currently serving on any Board, Committee, or Commission? If so, please provide the name of the Board, Committee, or Commission and when you were appointed.

6. Do you or anyone in your immediate family have a current employment or business relationship with the Town of Milton that could create a conflict of interest? If so, please describe.

**Town of Milton**

**Application for Volunteer Appointment to**

**Boards, Committees, and Commissions**

7. Are there any other possible conflicts of interest for serving on this Board, Committee, or Commission? If so, please describe.

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

**REQUIRED: Please read the following and sign in acknowledgement that you understand and agree:**

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**Applicant Signature:**  **Date:** \_\_\_\_\_

**Official Use Only:**

Date of Application Acknowledgement: _____	Date Appointment Letter Sent: _____
Method of Acknowledgement: _____	Method of Acknowledgement: _____
No Openings at this time: _____	Date Committee Chair Notified: _____

Appointing Authority: Select Board \_\_\_\_\_ Planning Board \_\_\_\_\_ Town Moderator \_\_\_\_\_

Board/Committee/Commission: \_\_\_\_\_

Appointment Date: \_\_\_\_\_ Term: \_\_\_\_\_



**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

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<b>Name:</b> Sean Bentley	<b>Date:</b> 07/02/2024
<b>Address:</b> [REDACTED]	<b>Home Phone:</b> N/A
<b>Email:</b> [REDACTED]	<b>Cell Phone:</b> [REDACTED]
<b>Registered Voter in Milton:</b> Yes	<b>Precinct:</b> 7

Please check the Board, Committee, or Commission that is of interest to you. One application is required for each requested Board, Committee, or Commission. An individual may serve on only up to two different Boards, Committees, or Commissions.

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- ☐ Audit Committee
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- ☐ Warrant Committee

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- ☐ Equity and Justice for All Advisory Committee
- ☐ Historical Commission
- ☐ Local Historic District Study Committee
- ☒ Trustees of the Affordable Housing Trust
- ☐ Youth Task Force

# Town of Milton

## Application for Volunteer Appointment to Boards, Committees, and Commissions

### Land Use and Conservation - Select Board

- \_\_\_\_\_ Community Preservation Committee
- \_\_\_\_\_ Conservation Commission
- \_\_\_\_\_ Open Space & Recreation Planning Committee
- \_\_\_\_\_ Shade Tree Advisory Committee
- \_\_\_\_\_ Sign Review Committee

### General Government - Select Board and Planning Board

- \_\_\_\_\_ Master Plan Implementation Committee

### General Government - Select Board and Town Moderator

- \_\_\_\_\_ School Building Committee

1. What professional experience, life experience, skills, insight, education, or special training would you bring to the Board, Committee, or Commission? A resume (one to two pages) is welcome but not required. You may optionally post a link to your LinkedIn resume here.

I believe I have a variety of skills, along with professional and educational life experiences, that would allow me to make a positive contribution as a Trustee of Milton's Affordable Housing Trust. I also have the willingness to work hard and the desire to learn which I think are equally as important to be a valuable member of the Committee. In addition, I have lived in Milton my entire life, went through the Milton Public Schools preschool through grade 12, graduating from Milton High School in 2018, giving me great insight into the town as well as into the generation that is just now old enough to be involved in our leadership.

From a very young age, my passion has been history and government. I've always been very driven to learn as much as I can by watching documentaries and doing research, and then diving into my areas of interest to experience hands-on learning. In elementary school, I visited museums and historic sites across the Northeast and then took part in historical reenactments around Greater Boston. In middle school, I was thrilled to attend a presidential inauguration and also spent my summers participating in Model UN at Harvard University. In high school, I served as a tour guide at the Massachusetts State House after passing a complex exam and was also chosen for a summer program at American University focusing on International Relations but where I also had the opportunity to see how our federal government worked up close. When I turned 18, I was chosen to represent Milton as a Youth Delegate to the Massachusetts Democratic Convention and I always knew that I would get more involved in town government someday.

In college, I majored in Politics, minored in Communication, and served as Class President for my Junior and Senior years. There were so many factors that went into every decision that my fellow officers and I made, and I learned the necessity for collaboration, communication, and compromise. One of the most important skills I developed was not just listening to what others were saying but trying to understand their perspective and learn from their viewpoints. In addition to my leadership experience in college, I also had several internships where I gained skills that I believe will be helpful as a member of the Affordable Housing Trust. I interned with our State Senator Walter Timilty and was responsible for doing policy research on topics, including how other states treated veterans with PTSD, and making policy recommendations on what Massachusetts might do. During my internship with the Bipartisan Policy Center in Washington DC, I attended a number of Senate and House meetings and learned about a wide variety of policy areas, including the debt ceiling. As an intern with US Senator Shaheen, my main focus was constituent work and I saw firsthand the struggles of those she served and the issues that mattered to them. I also saw how policies impact constituents' lives and the positive difference government can make in an individual's life. This experience had a profound influence on me as it helped me see the effect that governmental decisions have on peoples' lives and how important it is for decisions to be made thoughtfully. I currently work as an Immigration Case Assistant, interacting daily with the federal government to help process visas for those who want to come to America for a job opportunity. I believe this hands-on experience with governmental regulations, along with all of my prior experiences dealing with various aspects of policies and constituent issues, have also given me a solid foundation to be a very helpful member of the Affordable Housing Trust.

I had the honor of recently being elected to represent Precinct 7 in Town Meeting in my first election, being the highest vote getter of the 21 candidates. I think I might have earned the most votes because I worked very hard to meet and connect with the residents of Milton and understand what matters to them. I have always been interested in town politics, reading the Milton Times every week even before I was in high school and watching occasional Select Board meetings, and my experience at my first Town Meeting is what inspired me to apply to be a member of the Affordable Housing Trust. I want to understand how the articles are developed and provide input as a part of the Committee that promotes the best interests of the town and its residents. If I am appointed, I would be honored to bring my diligence, inquisitiveness, listening and collaboration skills, and knowledge of the weight of our decisions to this very important town body.

2. Please describe your familiarity with the work that the Board, Committee, or Commission you are applying for does? If so, have you attended any meetings?

I understand that the Affordable Housing Trust Committee is charged with building local support for sensible affordable housing in town, working with developers & residents alike to create sensible units in town. The committee also provides residents with how to navigate the system, such as the creation of the Shared Housing Services Office Milton & other towns receives. If appointed, I would be eager to learn the role the Trust has in increasing the number of affordable housing units in Milton & would be committed to doing so in a sensible & sustainable manner.

3. What level of meeting frequency are you able to attend?

- a. Twice Weekly   X
- b. Weekly
- c. Twice Monthly
- d. Monthly

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

4. Have you previously been a member of a Board, Committee, or Commission, in Milton or elsewhere? If so, please list the name(s) and approximate dates of service.

N/A

5. Are you currently serving on any Board, Committee, or Commission? If so, please provide the name of the Board, Committee, or Commission and when you were appointed.

N/A

6. Do you or anyone in your immediate family have a current employment or business relationship with the Town of Milton that could create a conflict of interest? If so, please describe.

N/A

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

7. Are there any other possible conflicts of interest for serving on this Board, Committee, or Commission? If so, please describe.

N/A

**Town of Milton**  
**Application for Volunteer Appointment to**  
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**Applicant Signature:** Sean Bentley

Digitally signed by: Sean Bentley  
DN: CN = Sean Bentley email = Bentley4Milton@gmail.com C = US  
Date: 2024.07.02 11:39:46 -0400

**Date:** 07/02/2024

**Official Use Only:**

Date of Application

Acknowledgement: \_\_\_\_\_

Date Appointment Letter Sent: \_\_\_\_\_

Method of

Acknowledgement: \_\_\_\_\_

Method of

Acknowledgement: \_\_\_\_\_

No Openings at this time: \_\_\_\_\_

Date Committee Chair Notified: \_\_\_\_\_

Appointing Authority: Select Board \_\_\_\_\_ Planning Board \_\_\_\_\_ Town Moderator \_\_\_\_\_

Board/Committee/Commission: \_\_\_\_\_

Appointment Date: \_\_\_\_\_

Term: \_\_\_\_\_

# Sean P. Bentley

## Education

Saint Anselm College, Manchester, NH, **Bachelor of Arts in Politics, Communication minor, May 2022, *Dean's List***  
**National Political Science Honor Society (*Pi Sigma Alpha*) • International Honor Society in Social Sciences (*Pi Gamma Mu*)**

## Experience

### **Immigration Case Assistant, Mintz Levin Law Firm**

July 2023 – present

*Boston, MA*

Provide administrative support to ensure the highest level of client service, which involves writing nearly 1,000 visa approval letters, filing more than 100 governmental service requests, and submitting nearly 60 withdrawal filings. Completed three extensive client audits. Interpreted and summarized the USCIS' new policy on biometric screenings.

### **US Senate Intern, Senator Jeanne Shaheen**

January 2022 – May 2022

*District Office, Manchester, NH*

Answered constituent calls and helped resolve problems, created database entries, wrote letters of support on behalf of the Senator, composed memos for constituent cases successfully handled by the office, attended webinars and wrote summaries for staff members, and did a research paper on the US Special Immigrant Visa Program for Afghans.

### **President, Class of 2022**

September 2020 – May 2022

*Saint Anselm College, Manchester, NH*

Created weekly agenda; led weekly Class Council meetings; solved problems that arose by strategizing with fellow officers; conceived and managed successful events and fundraisers; created surveys and tabulated results; handled our class's social media and email; and collaborated with faculty, administrators, class officers, students, and vendors.

### **Office Assistant, Politics Department**

August 2018 – January 2022

*Saint Anselm College, Manchester, NH*

Conducted research for Politics department faculty, handled mail deliveries, and managed administrative duties.

### **Secretary, International Relations Club**

June 2020 – January 2022

*Saint Anselm College, Manchester, NH*

Advertised the club and its activities on social media, managed the club's Instagram and Facebook profiles, represented the club at events, sent notifications about meetings, and acted as liaison to the Student Government Association.

### **Government Relations Intern, BPC Action**

Summer 2021

*Bipartisan Policy Center, Washington, DC*

Chosen from a pool of 280 applicants for the position. Attended more than a dozen Congressional hearings and provided notes and analysis for BPC staff. Participated in multiple Capitol Hill meetings and events related to a variety of policy areas. Drafted and sent more than 100 tweets to educate and influence policymakers. Worked on more than a dozen projects including an in-depth analysis of the voting records of members of Congress and the composition of their districts; and the collection and synthesis of hundreds of social media data points of several Washington DC think tanks.

### **Campaign Intern, Joe Kennedy for US Senate**

Summer 2020

*Milton, MA*

Called prospective voters to conduct polls and to ask them to support Congressman Kennedy in the Democratic Senate Primary, attended virtual weekly campaign strategy meetings, and attempted to recruit other volunteers.

### **Legislative Intern, Senator Walter F. Timilty**

Summer 2019

*Massachusetts State Senate, Boston, MA*

Conducted policy research and wrote memos on pending legislative proposals, in particular examining how the *Janus v. AFSCME* Supreme Court case would impact unions. Attended briefings and hearings, and tracked and summarized bills.

### **Visitor Experience Intern, Edward M. Kennedy Institute for the US Senate**

Summer 2019

*Dorchester, MA*

Gave educational presentations to groups and guided visitors. Wrote research paper on the federal government.

## Activities

**Precinct 7 Town Meeting Member, Milton, MA** May 2024-present

**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

Residents interested in volunteering to serve on a Board, Committee, or Commission are requested to fill out the form below and submit by email to the Select Board, at [volunteer@townofmilton.org](mailto:volunteer@townofmilton.org), by mail to Select Board Office: ATTN: Volunteers, 525 Canton Avenue, Milton, MA, 02186, or in person to the Select Board Office.

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Registered Voter in Milton:** \_\_\_\_\_

**Precinct:** \_\_\_\_\_

Please check the Board, Committee, or Commission that is of interest to you. One application is required for each requested Board, Committee, or Commission. An individual may serve on only up to two different Boards, Committees, or Commissions.

If you are interested in serving, but are unsure which might be the best fit, please contact Town Administrator Nicholas Milano at [nmilano@townofmilton.org](mailto:nmilano@townofmilton.org) to discuss and learn more.

**General Government - Select Board**

- \_\_\_\_\_ Board of Registrars
- \_\_\_\_\_ Commission on Disability
- \_\_\_\_\_ Council on Aging
- \_\_\_\_\_ Local Emergency Planning Committee
- \_\_\_\_\_ Municipal Broadband Committee
- \_\_\_\_\_ Retirement Board
- \_\_\_\_\_ Telecommunication Design Review Committee
- \_\_\_\_\_ Traffic Commission

**General Government - Town Moderator**

- \_\_\_\_\_ Audit Committee
- \_\_\_\_\_ Board of Appeals
- \_\_\_\_\_ Bylaw Review Committee
- \_\_\_\_\_ Fire Station Building Committee
- \_\_\_\_\_ Information Technology Committee
- \_\_\_\_\_ Personnel Board
- \_\_\_\_\_ Redistricting Committee
- \_\_\_\_\_ Warrant Committee

**Finance - Select Board**

- \_\_\_\_\_ Capital Improvement Planning Committee
- \_\_\_\_\_ Education Fund Committee
- \_\_\_\_\_ PILOT (Payment in Lieu of Taxes) Committee

**Community Advocacy - Select Board**

- \_\_\_\_\_ Airplane Noise Advisory Committee
- \_\_\_\_\_ Animal Shelter Advisory Committee
- \_\_\_\_\_ Bicycle Advisory Committee
- \_\_\_\_\_ Climate Action Planning Committee
- \_\_\_\_\_ Cultural Council
- \_\_\_\_\_ Equity and Justice for All Advisory Committee
- \_\_\_\_\_ Bicycle Advisory Committee
- \_\_\_\_\_ Climate Action Planning Committee
- \_\_\_\_\_ Cultural Council
- \_\_\_\_\_ Equity and Justice for All Advisory Committee
- \_\_\_\_\_ Historical Commission
- \_\_\_\_\_ Local Historic District Study Committee
- \_\_\_\_\_ Trustees of the Affordable Housing Trust
- \_\_\_\_\_ Youth Task Force

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**Land Use and Conservation - Select Board**

\_\_\_\_\_ Community Preservation Committee  
\_\_\_\_\_ Conservation Commission  
\_\_\_\_\_ Open Space & Recreation Planning Committee  
\_\_\_\_\_ Shade Tree Advisory Committee  
\_\_\_\_\_ Sign Review Committee

**General Government - Select Board and Planning Board**

\_\_\_\_\_ Master Plan Implementation Committee

**General Government - Select Board and Town Moderator**

\_\_\_\_\_ School Building Committee

1. What professional experience, life experience, skills, insight, education, or special training would you bring to the Board, Committee, or Commission? A resume (one to two pages) is welcome but not required. You may optionally post a link to your LinkedIn resume here.

2. Please describe your familiarity with the work that the Board, Committee, or Commission you are applying for does? If so, have you attended any meetings?

3. What level of meeting frequency are you able to attend?

a. Twice Weekly \_\_\_\_\_  
b. Weekly \_\_\_\_\_  
c. Twice Monthly \_\_\_\_\_  
d. Monthly \_\_\_\_\_



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4. Have you previously been a member of a Board, Committee, or Commission, in Milton or elsewhere? If so, please list the name(s) and approximate dates of service.

5. Are you currently serving on any Board, Committee, or Commission? If so, please provide the name of the Board, Committee, or Commission and when you were appointed.

6. Do you or anyone in your immediate family have a current employment or business relationship with the Town of Milton that could create a conflict of interest? If so, please describe.

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7. Are there any other possible conflicts of interest for serving on this Board, Committee, or Commission? If so, please describe.

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**REQUIRED: Please read the following and sign in acknowledgement that you understand and agree:**

The completion of this form does not guarantee my appointment. This application will be kept on file for two (2) fiscal years (July 1 – June 30); after that I must file a new application to be considered for an appointment. Being appointed to a board, committee, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A and Open Meeting Law MGL Chapter 30A, §§ 18-25. I understand that I will read the Open Meeting Law Guide, the Summary of the Conflict of Interest, take the online Conflict of Interest training, and be sworn in by the Town Clerk within two weeks after my appointment.

**PLEASE NOTE: Once this form is submitted, it becomes a public document. If there is information that you do not want open to the public, please do not include it on this form. Information that will be redacted prior to the form being made public includes personal information includes: address, phone numbers, and email addresses.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Official Use Only:**

Date of Application Acknowledgement: _____	Date Appointment Letter Sent: _____
Method of Acknowledgement: _____	Method of Acknowledgement: _____
No Openings at this time: _____	Date Committee Chair Notified: _____

Appointing Authority: Select Board \_\_\_\_\_ Planning Board \_\_\_\_\_ Town Moderator \_\_\_\_\_

Board/Committee/Commission: \_\_\_\_\_

Appointment Date: \_\_\_\_\_ Term: \_\_\_\_\_