



**Select Board**

**Meeting Packet**

**August 26, 2025**



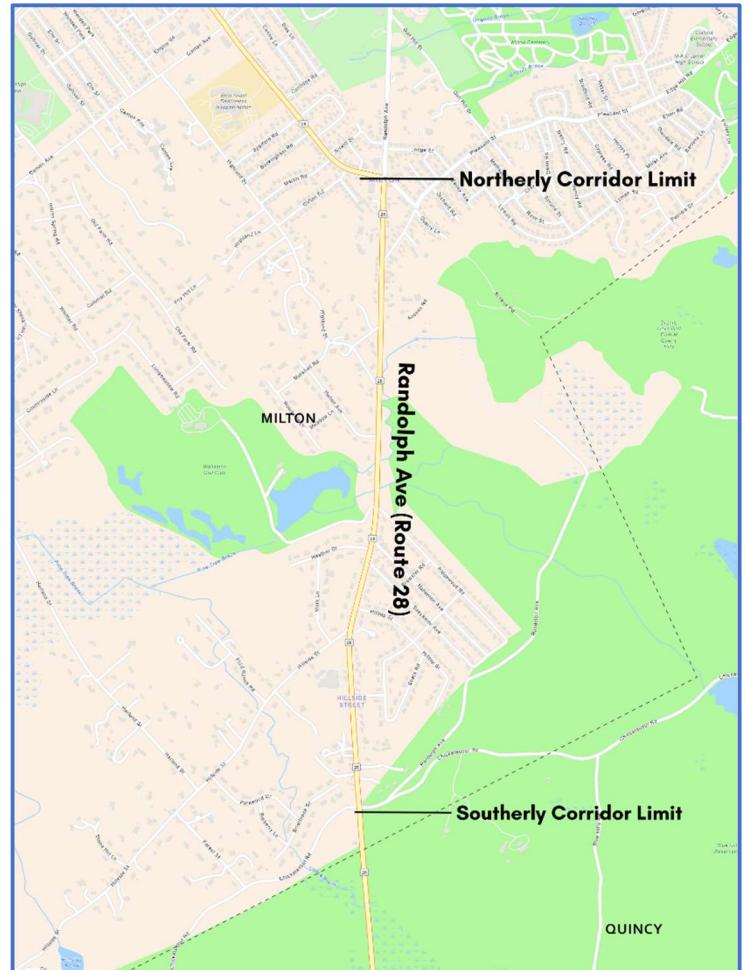
Maura Healey, Governor  
Kimberley Driscoll, Lieutenant Governor  
Monica Tibbitts-Nutt, Secretary and CEO  
Jonathan L. Gulliver, Highway Administrator



## Randolph Avenue (Route 28) – Pilot Road Diet Alternatives

The Massachusetts Department of Transportation Highway Division is evaluating alternative “Road Diet” concepts for a pilot to be implemented along the Randolph Avenue (Route 28) Corridor in the Town of Milton.

The approximate 1.7 mile section of roadway is functionally classified as a Principal Arterial with travel in the North-South direction. The northerly limit is at the intersection of Route 28 and Reedsdale Road and the southerly limit is at the intersection of Chickatawbut Road. (locus map → )



### Randolph Ave (Route 28) Intersections

- Reedsdale Road
- Pleasant Street
- Reed St/Access Road
- Highland Street
- Hallen Avenue
- Ridgewood Road
- Nahanton Avenue
- Heather Drive
- Sassamon Avenue
- Hilltop Street

## **Randolph Avenue (Route 28) – Pilot Road Diet Alternatives**

- Hillside Street
- Eager Road
- Susi Lane (Private)
- Brook Lane
- Chickatawbut Road

### **Current Cross-Section of Randolph Ave (Route 28)**

Within the project limits Randolph Avenue is four travel lanes, two eleven-foot lanes in each direction with one-foot shoulders. The approximate curb to curb width along the corridor is 46-feet. The current geometric design maintains four travel lanes through all intersections; no turning lanes exist along the corridor apart from Route 28 NB at Reedsdale Road where the inside travel lane turns into a left-turn only lane. Sidewalks are provided along each side of Route 28.

### **Road Diet Concepts**

The Federal Highway Administration defines a Road Diet as a safety improvement strategy that involves reconfiguring a road, typically by reducing the number of travel lanes (e.g, converting an existing four-lane undivided roadway to a three-lane roadway consisting of two through lanes and a center two-way left-turn lane (TWLTL)). Road Diets may also involve the addition of median separation at the center line of the existing facility to provide access management and reduce turn conflicts. Treatments used to provide the median separation vary from ground-in rumble strips with off-set pavement markings, raised curbing with delineator posts, or a more substantive hardened physical separation with guardrail or barrier.

#### Alternative 1 – Introduction of a Center Two-Way Left-Turn Lane (TWLTL)

Alternative 1 proposes to reconfigure the 4-lane cross-section to provide one travel lane in each direction that would be separated by a wider center turn lane to provide equal access for left-turn movements in each direction. This design concept provides a refuge area for vehicles to stage while waiting for a gap in traffic to make a left-turn movement. Turning vehicles would now only be turning against a single travel lane in each direction.

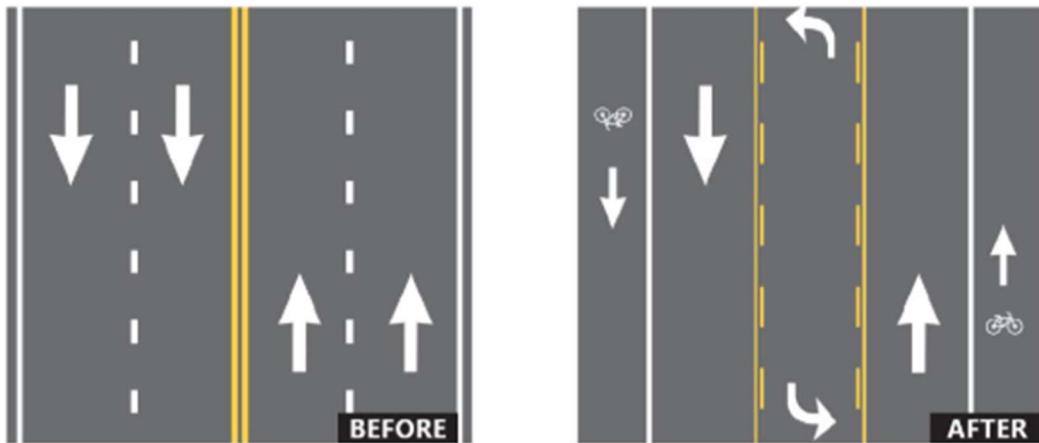
Specific to the Route 28 corridor, the introduction of a 14-foot TWLTL in the center provides separation from the north and southbound 11-foot travel lanes. This would provide for 5 or 5 1/2-foot shoulders on either side of the roadway for a

## Randolph Avenue (Route 28) – Pilot Road Diet Alternatives

disabled vehicle, law enforcement activity, and to provide a buffer from the pedestrian sidewalk. The shoulder areas could allow for bicycles accommodation through the addition of appropriate bicycle lane markings.

At intersections, the TWLTL would transition to left-turn lanes where appropriate. MassDOT may also evaluate targeted areas for pilot medians that introduce flex posts or painted hatching to discourage driving in the TWLTL in areas where access is not required.

The schematic below shows a sample conversion from a 4-lane cross-section to a 2-lane cross-section with a center TWLTL:



**Before and after example of a Road Diet.** Source: FHWA

The following provide some images of actual TWLTLs that have been implemented on roadways of similar geometric characteristics and contexts to Randolph Avenue in Milton:

## Randolph Avenue (Route 28) – Pilot Road Diet Alternatives



4-Lane Road Diet Conversion to TWLTL and 2-Lanes (w/Bike Accommodation)



4-Lane Conversion to TWLTL with Left-Turn Pocket developed for Traffic Signal

## Randolph Avenue (Route 28) – Pilot Road Diet Alternatives



MassDOT Project: Conversion of 4-lane to 2-lanes with center TWLTL (Reading – Route 28)

### Alternative 2 – Median with Dedicated Left-Turn Pockets

Alternative 2 would reconfigure the 4-lane cross-section to provide one lane in each direction with median separation down the center of the roadway.

Medians are used to help define roadway use and to provide separation and guidance for motorists. They can be raised via use of curbing, guardrail or barrier; or can be flat or near flat, using color, texture or rumble strips. The intent of introducing median separation between two directions of travel is to increase safety with the offset of traffic flow and reduce the likelihood for roadway departures, as well as minimize conflicts with left-turning vehicles. Additional delineation may be provided through adding flexible posts or stanchions with retroreflective striping to provide a vertical cue of the median area.

The differing median treatments will have varying impacts to local access, and MassDOT will evaluate U-Turn opportunities and necessary breaks in the median to allow for left turns at some locations. Similar to Alternative 1, the median could transition to left-turn storage lanes at intersections where appropriate and would provide widened shoulders which can be utilized for a disabled vehicle, law enforcement activity, or bicycle facilities.

## Randolph Avenue (Route 28) – Pilot Road Diet Alternatives

The following provides examples of Median Treatments that could be used to provide dedicated separation between the north and southbound travel lanes on Route 28:



*Flush Median with double run of Rumble Strips with Painted Diagonal Crosshatch Markings*



*Flush Median with Wide Separation and Rumble Stripes – Include Flexible Delineators*

## Randolph Avenue (Route 28) – Pilot Road Diet Alternatives



*Flush Median with Crosshatching, Rumble Stripes & Flexible Delineators (Route 140, Gardner)*



*Raised Median with Lane Separator System (curbing with vertical panel delineators)*

## Randolph Avenue (Route 28) – Pilot Road Diet Alternatives



*Raised Median with Portable Steel Barrier – Positive Separation*

### **Pilot Road Diet Evaluation Criteria**

MassDOT is working with our design consultant to develop an evaluation matrix that will be used to provide qualitative as well as quantitative measures for each of the two options for the Pilot Road Diet recommended for Randolph Avenue (Route 28) in Milton.

The following will be considered for each alternative:

- Safety
  - Impact on crash severity
  - Impact on crash frequency
- Vehicle Operating Speeds
  - Free-flow
  - Peak hours
- Neighborhood Access
  - Direct versus indirect access to driveways
  - Ability to make left turns
- Enforcement Opportunities
- Operations
- Timeline to Deploy

51 Adler Street  
Medway, MA 02053

Sean Conway  
Principal Engineer-RE / Regulatory

May 8, 2025

Milton Select Board  
c/o Office of the Town Administrator  
Town Office Building  
525 Canton Avenue  
Milton, MA 02186

Re: Verizon Small Cell Wireless Facilities Application

Dear Select Board and Town Administrator,

Please find enclosed an application for approval to install one (1) small cell wireless facility on an existing utility pole within the public right of way. This submission includes the \$500 application fee and supporting materials, in accordance with the Town of Milton's Application Requirements and Aesthetic Standards for Small Wireless Facility Installations, dated April 10, 2019.

Thank you for your attention to this matter. If you have any questions, please do not hesitate to contact me.

Sincerely,

Yours sincerely,

*Sean Conway*

Sean Conway  
Principal Engineer-RE / Regulatory  
[REDACTED]  
[REDACTED]

Attachments: Application and Exhibits

**VERIZON WIRELESS**

**SMALL CELL WIRELESS FACILITIES APPLICATION DATE SUBMITTED:**

**3/17/2025**

**PROPOSED LOCATION:**

Site Name	Street Address	Pole #
MILTON_MA_SC01	150 Thacher Street	18

Milton Requirement: Applicant's name, address, phone number and email address.

Verizon Response: Verizon Wireless New England Network Real Estate ("Verizon")  
51 Adler Street  
Medway, MA 02053  
c/o Sean Conway, Principal Engineer-RE/ Regulatory  
[REDACTED]

Milton Requirement: Names, addresses, telephone numbers, and email addresses of anyone acting on behalf of the Applicant with respect to the application.

Verizon Response: Christopher Tracy | Vice President -Site Acquisiton  
750 W Center St, Suite 301,  
West Bridgewater, MA 02379  
[REDACTED]

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Milton Requirement: Provide detailed drawings and descriptions of the equipment to be installed, whether mounted on poles or on the ground, or otherwise.

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto.

Milton Requirement: Provide Type of equipment.

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto.

Milton Requirement: Provide specifications of equipment (including but not limited to dimensions and weight).

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto. Please also reference **Exhibit J, Antenna Data Sheet**.

**SMALL CELL WIRELESS APPLICATION**

**VERIZON WIRELESS**

**DATE SUBMITTED: 3/17/2025**

Milton Requirement: Provide equipment mount type and materials.

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto.

Milton Requirement: Provide power source or sources for equipment, including necessary wires, cables, and conduits.

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto.

Milton Requirement: Provide expected life of equipment.

Verizon Response: Approximately 2+ years.

Milton Requirement: Provide coverage area of equipment, including: amount of antennas, antenna model, antenna length, RRU count and power, antenna height and typical coverage area radius.

Verizon Response: Small cells typically have a range from ten meters to several hundred meters. Please reference **Exhibit A, Location Plans**, attached hereto for information regarding the proposed remote radio heads. Please also reference **Exhibit B, RF Emissions Letter**, attached hereto.

Milton Requirement: Provide call capacity of equipment, including Total RRUs, max bandwidth per RRU, MIMO per RRU, and backhaul rate per RRU.

Verizon Response: Verizon is proposing installation of a 4G antenna, which is 500 times faster than 3G. It will support high-definition mobile TV, video conferencing and more. When a mobile device is moving, such as walking or driving using a cell phone, the top speed can be 10s of mbps, and when the mobile device is stationary, it can be 100s of mbps. Because users will be sharing available sector capacity among others, observable speed experiences by users will typically be in 10s -100s of mbps.

Milton Requirement: Provide hardening, including: if there is a battery backup, or generator back-up, and if there are multiple fiber paths to switch.

Verizon Response: There is no battery backup, and no generators or multiple fiber paths to switch for the proposed small cell.

Milton Requirement: Provide renderings and elevation of equipment.

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto.

**SMALL CELL WIRELESS APPLICATION**

**VERIZON WIRELESS**

**DATE SUBMITTED: 3/17/2025**

Milton Requirement: Provide detailed map with locations of the poles or other structures on which equipment is to be located, including specific pole identification number, if applicable, and the areas it will service.

Verizon Response: Please reference **Exhibit A, Location Plans**, attached hereto.

Milton Requirement: Provide detailed map illustrating existing and proposed small cell installations within 500' of the Application site or sites.

Verizon Response: Please reference **Exhibit C, 500' Map**, attached hereto. There are no existing Verizon small cell installations within 500' of Verizon's proposed installation, however Verizon has no information whether other service providers have proposed small cell installations to the Town within this area.

Milton Requirement: Provide a certification by a registered professional engineer that the pole or location will safely support the proposed equipment.

Verizon Response: Please reference **Exhibit D, Pole Structural Certification**, attached hereto.

Milton Requirement: Provide written consent of the utility pole, wireless support structure or facility owner to the installation.

Verizon Response: Please reference **Exhibit E, Eversource Pole License**, attached hereto.

Milton Requirement: Provide affidavit from a radio frequency engineer outlining the network/network service requirements in Milton and how the installations address that need in Milton. Said affidavit should characterize the current level of coverage and how the desired installations will change the current level of coverage, through or with coverage maps, including current and proposed coverage including a breakdown of "excellent" "good" and "poor" reception areas.

Verizon Response: Please reference **Exhibit F, RF Affidavit**, attached hereto. Please note that under the FCC's 2018 Declaratory Ruling, it is not necessary for an applicant to demonstrate a coverage gap for approval of small cell deployments, instead, any of a variety of activities related to provision of service are sufficient, including network densification, introduction of new services or otherwise improving service. *See FCC Declaratory Ruling and Third Report and Order*, WT Docket 17-79, FCC 18-133, at ¶¶ 37-42 (Sept. 27, 2018).

Milton Requirement: Provide insurance certificate.

Verizon Response: Please reference **Exhibit G, Certificate of Insurance**, attached hereto.

**SMALL CELL WIRELESS APPLICATION**

**VERIZON WIRELESS**

**DATE SUBMITTED: 3/17/2025**

**Milton Requirement:** Provide description as to why the desired location is superior to similar locations, from a community perspective, including visual aspects and proximity to single family residences.

**Verizon Response:** Selecting a location for small cell infrastructure involves considering various factors, including local zoning requirements, state and federal regulations as well as aesthetic guidelines set by the municipality. Additionally, Verizon has specific criteria for optimal small cell placement to ensure effective wireless network performance. These criteria include, but are not limited to, factors like antenna height above ground level, proximity to other wireless infrastructure, the presence and density of tree cover, and access to power and fiber backhaul connections.

The location proposed by Verizon in this application stands out as superior to similar locations. It addresses a key coverage gap and will enhance the bandwidth and cellular quality for Verizon devices in the surrounding area. This location is within the public right-of-way and meets all of Eversource's requirements for pole attachments, such as being free of major electrical equipment. Furthermore, the proposed installation aligns with the Town's preference for collocating equipment on existing structures.

**Milton Requirement:** Provide description of efforts to collocate the equipment on existing structures, utility poles, wireless support structures or towers which currently exist or are under construction. A good faith effort to collocate is required and evidence of said efforts must be included within the application.

**Verizon Response:** All of the equipment is proposed to be collocated on an existing utility pole in the public right of way. Please reference **Exhibit A, Location Plans**, attached hereto.

**Milton Requirement:** Provide an affidavit from the applicant that it will maintain the installation in good repair and in accordance with FCC standards, and will remove any installations not in good repair, or not in use, within 60 days of being no longer in good repair or no longer in use.

**Verizon Response:** Please reference **Exhibit I, Project Engineer Affidavit**, attached hereto.

# **EXHIBIT A:**

# **Location Plans**

SITE NAME:  
MILTON\_MA\_SC01

LOCATION CODE:  
383780

SITE ADDRESS:  
UTILITY POLE NO.: 18  
150 THACHER STREET  
MILTON, MA 02186

PREPARED BY:  
**MasTec**  
Network Solutions  
1151 SE CARY PARKWAY, SUITE 101  
CARY, NC 27518

LEASE EXHIBIT  
(NOT FOR CONSTRUCTION)

PRESIDING POWER COMPANY:

**EVERSOURCE**

PROFESSIONAL STAMP:

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**SUBMITTALS**

REV	DATE	DESCRIPTION	BY
0	10/29/24	FOR REVIEW	AA

SITE INFO:

SITE NAME:  
MILTON\_MA\_SC01

SITE ADDRESS:

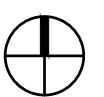
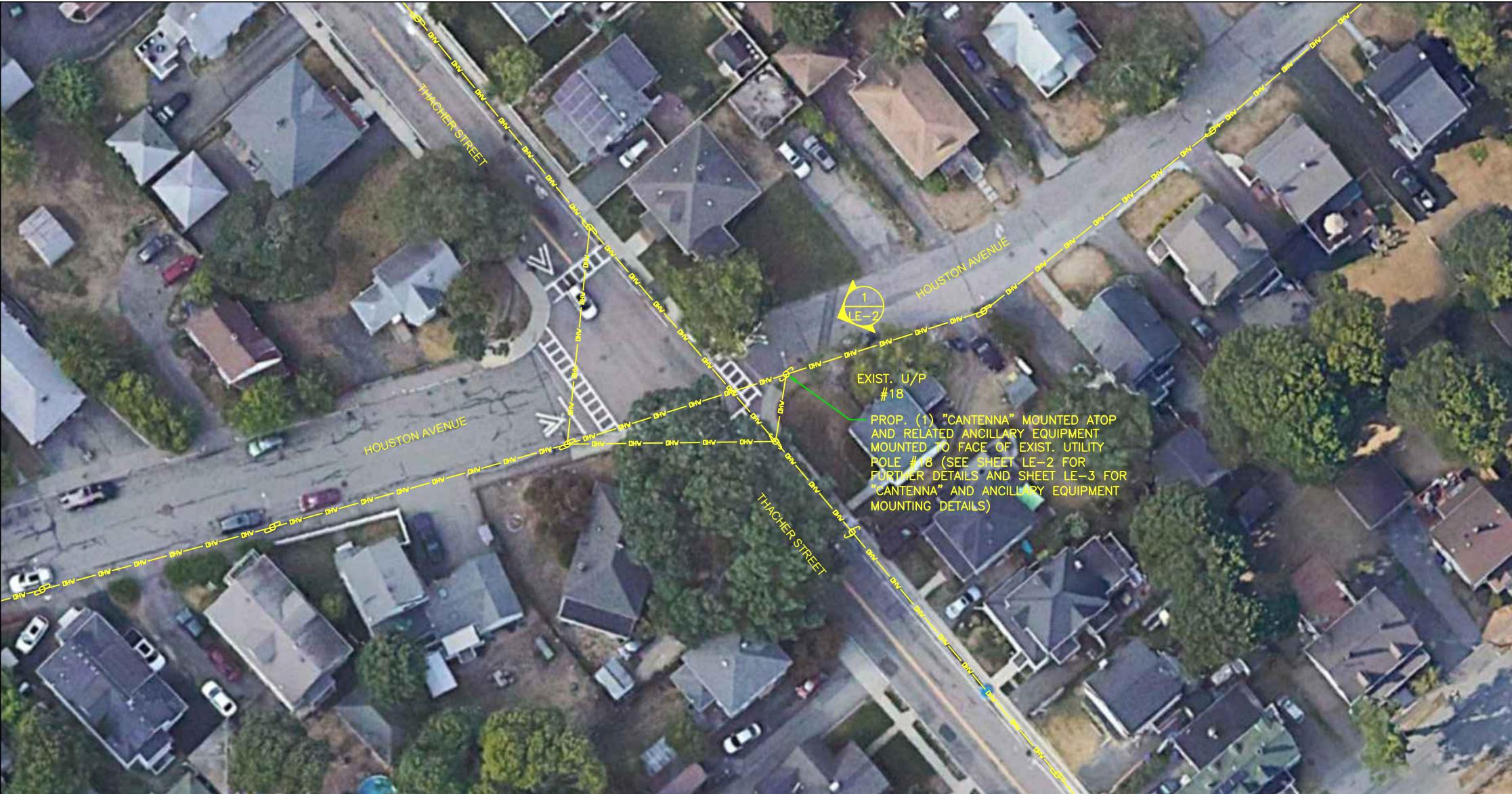
U/P NO.: 18  
150 THACHER STREET  
MILTON, MA 02186

CHECKED BY: **KB** DATE: **10/29/24**

PROJECT NUMBER: **2040875**

SHEET NUMBER:

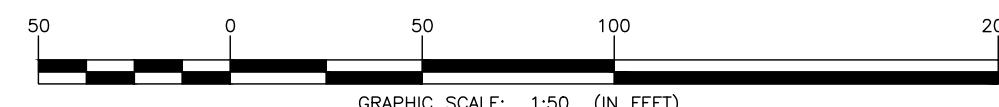
**LE-1**



APPROX. NORTH

**LOCATION PLAN/ ARIAL IMAGE**

SCALE: 1" = 50'

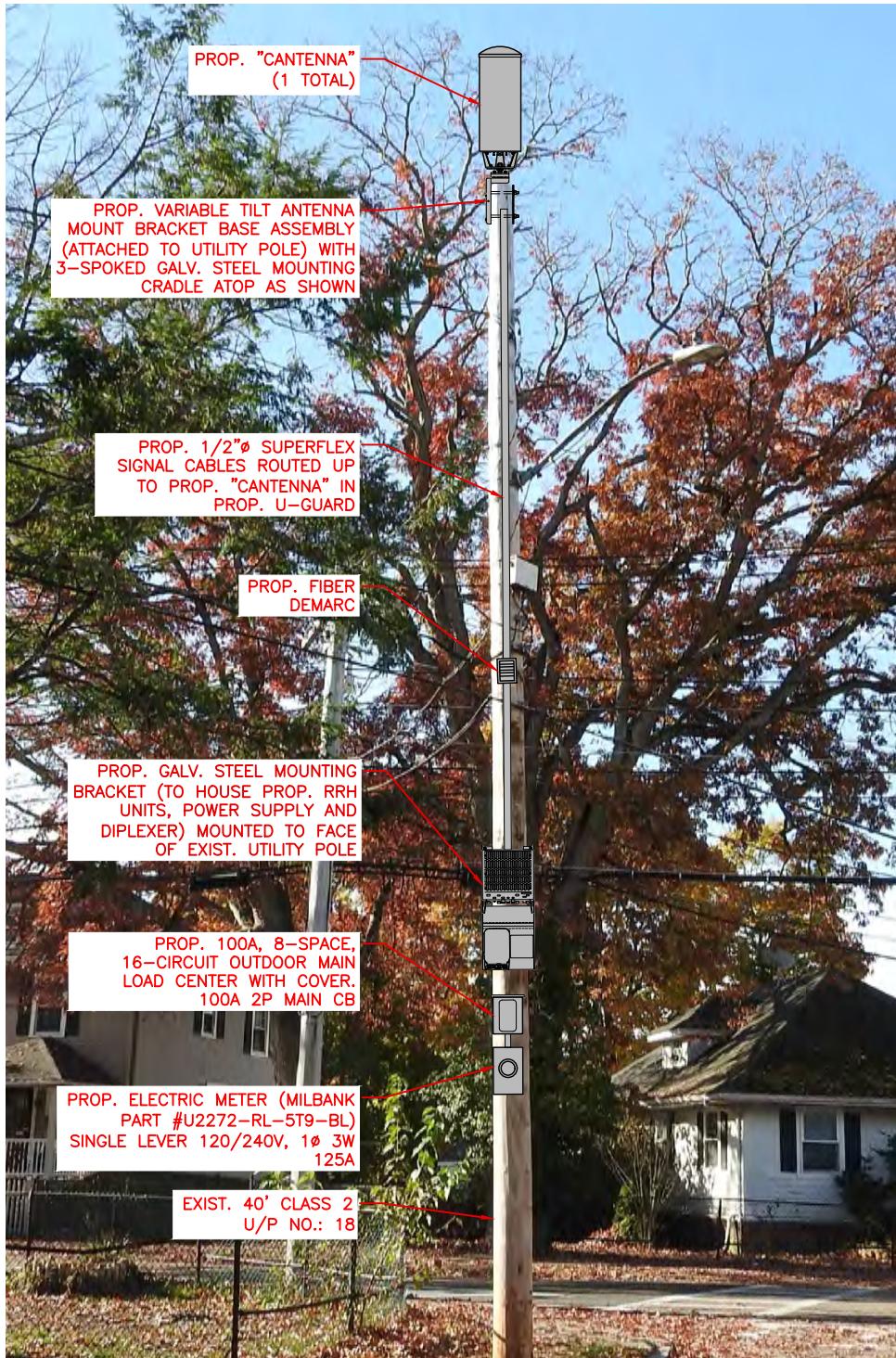


SHEET INDEX	
SHEET NO.	SHEET DESCRIPTION
LE-1	KEY PLAN
LE-2	PHOTO DETAIL & ELEVATION
LE-3	EQUIPMENT PLAN, ANTENNA PLAN & MOUNTING DETAILS
LE-4	ANTENNA & EQUIPMENT SPECS, WIRING DIAGRAM

POLE COORDINATES	LATITUDE (NAD83)	LONGITUDE (NAD83)
	N 42.259016±	W 71.088044±
	N 42° 15' 32.45"	W 71° 05' 16.95"
GROUND ELEVATION	39'± A.M.S.L. (NAVD88)	

GENERAL NOTES:

1. THESE DRAWINGS ARE DIAGRAMMATIC IN NATURE AND ARE INTENDED TO PROVIDE GENERAL INFORMATION REGARDING THE LOCATION, SIZE AND ORIENTATION OF THE PROPOSED WIRELESS TELECOMMUNICATIONS EQUIPMENT INSTALLATION ON THE EXISTING UTILITY POLE AND ARE NOT SPECIFICALLY INTENDED FOR CONSTRUCTION.
2. VERIZON WIRELESS SHALL PLACE WEATHER RESISTANT PHENOLIC PLACARDS ON UTILITY POLE AND ANCILLARY EQUIPMENT TO IDENTIFY EQUIPMENT OWNERSHIP AND CONTACT INFORMATION TO BE UTILIZED IN THE CASE OF EMERGENCY.
3. AN ANALYSIS OF THE CAPACITY OF THE UTILITY POLE TO SUPPORT THE PROPOSED LOADING HAS NOT BEEN COMPLETED BY MASTEC AND THUS, THESE DRAWINGS ARE SUBJECT TO CHANGE PENDING THE OUTCOME OF A STRUCTURAL ANALYSIS (TO BE PERFORMED BY OTHERS).
4. VERIZON WIRELESS' GENERAL CONTRACTOR SHALL EXTEND EFFORTS TO ENSURE THAT ALL PROPOSED EQUIPMENT MEETS THE REQUIREMENTS OF THE EXISTING UTILITY COMPANY OR COMPANIES CURRENTLY OCCUPYING THE UTILITY POLE AND THE 2017 NATIONAL ELECTRICAL SAFETY CODE AND ALL APPLICABLE BUILDING CODE REQUIREMENTS.



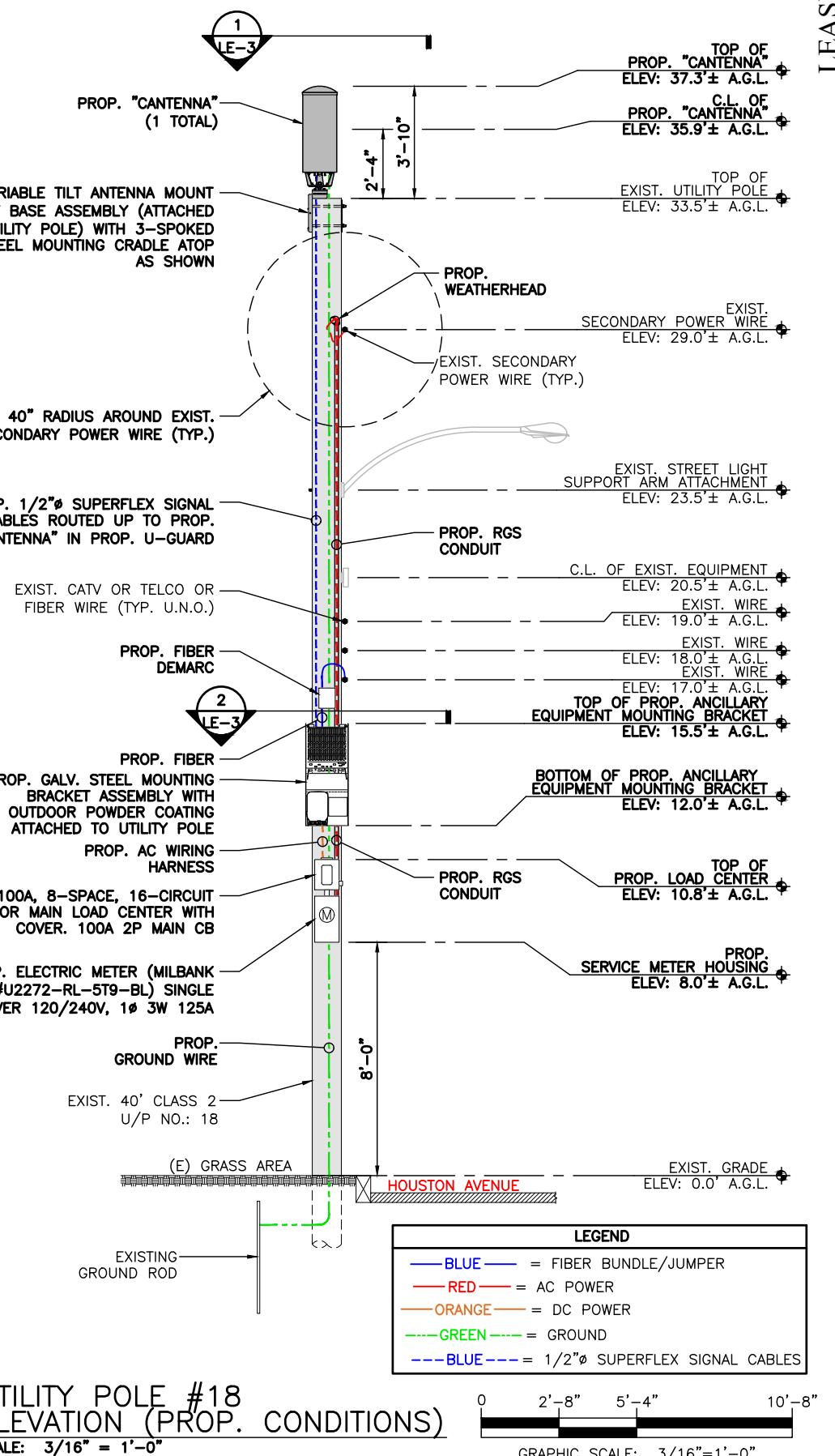
1) UTILITY POLE #18 PHOTOGRAPH  
(EXIST. CONDITIONS/SCHEMATIC RENDERING)

SCALE: N.T.S.

**ANTENNA AND MOUNT NOTE:**  
CONTRACTOR SHALL POSITION/ROTATE PROP. ANTENNA MOUNT/BRACKET IN SUCH A WAY SO AS TO NOT INTERFERE WITH EXIST. STREET LIGHT, PRIMARY POWER CROSSARM(S) (IF PRESENT), BRACKETS, BRACES, SECONDARY POWER SUPPORTS OR ANY OTHER MISCELLANEOUS APPURTEANCES AND RELATED SUPPORT BRACKETS ENCOUNTERED LOCATED ON THE EXIST. UTILITY POLE.

**EQUIPMENT AND MOUNT NOTE:**  
CONTRACTOR SHALL POSITION/ROTATE PROP. EQUIPMENT AND ASSOCIATED MOUNT/BRACKETS IN SUCH A WAY SO AS TO NOT INTERFERE WITH EXIST. WIRES/PANELS ETC. OR ANY OTHER MISCELLANEOUS APPURTEANCES AND RELATED SUPPORT BRACKETS ENCOUNTERED LOCATED ON THE FACE OF THE EXIST. UTILITY POLE.

**NOTE:**  
UTILITY POLE, EXIST. APPURTEANCES AND DETAILS OF PROP. INSTALLATION SHOWN SCHEMATICALLY.



LEASE EXHIBIT  
(NOT FOR CONSTRUCTION)

PREPARED BY:

**MasTec**  
Network Solutions  
1151 SE CARY PARKWAY, SUITE 101  
CARY, NC 27518

PRESIDING POWER COMPANY:

**EVERSOURCE**

PROFESSIONAL STAMP:

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SUBMITTALS

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0	10/29/24	FOR REVIEW	AA

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SITE ADDRESS:

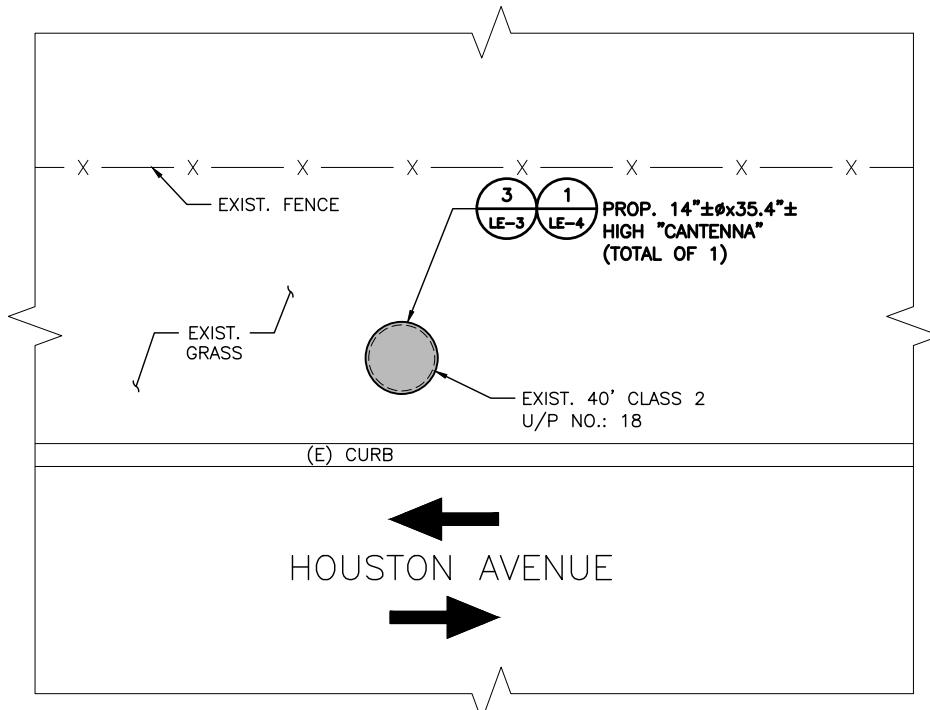
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SHEET NUMBER:

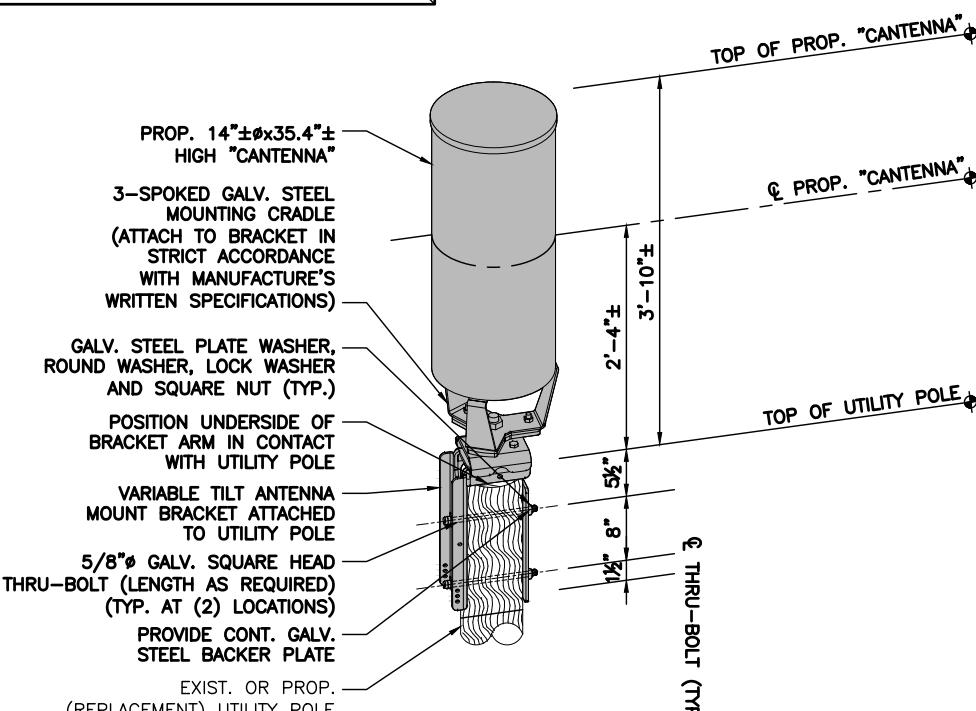
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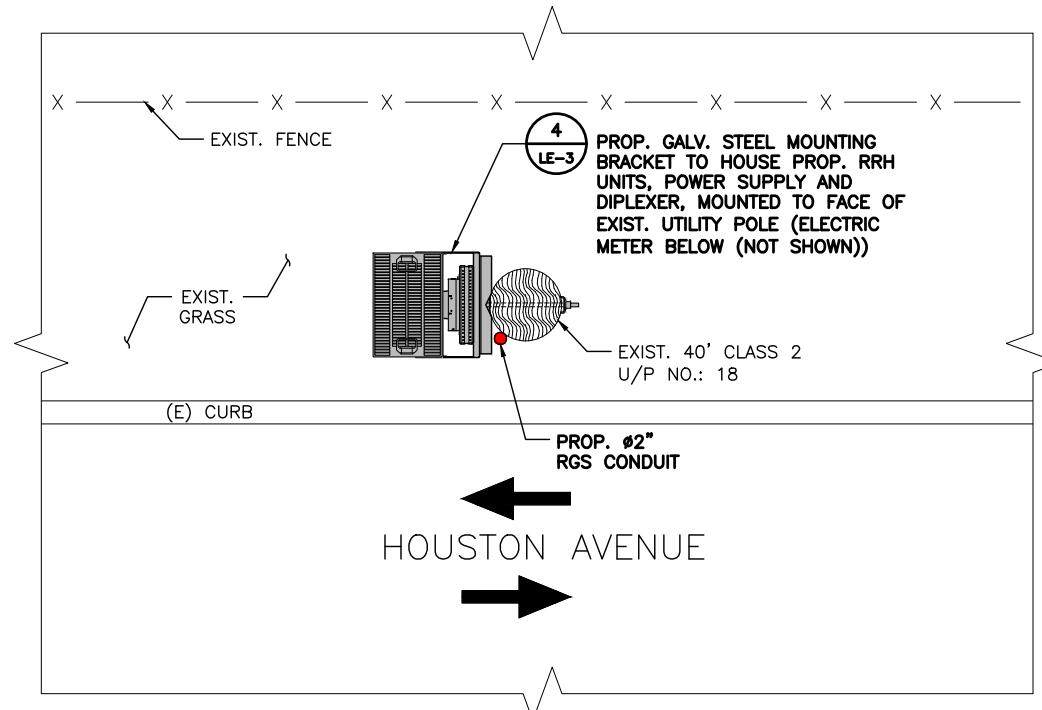
**1 ANTENNA ORIENTATION PLAN**  
SCALE: N.T.S.

**NOTE:**

- CONFIRM DOWNTILT REQUIREMENTS (IF ANY) AND AZIMUTH SPECIFICATIONS WITH VERIZON WIRELESS RF ENGINEER AT TIME OF CONSTRUCTIONS.
- MOUNT SHALL BE INSTALLED IN SUCH A WAY TO ENSURE PLUMB INSTALLATION OF "CANTENNA".
- UTILITY POLE APPURTENANCES NOT SHOWN FOR CLARITY.



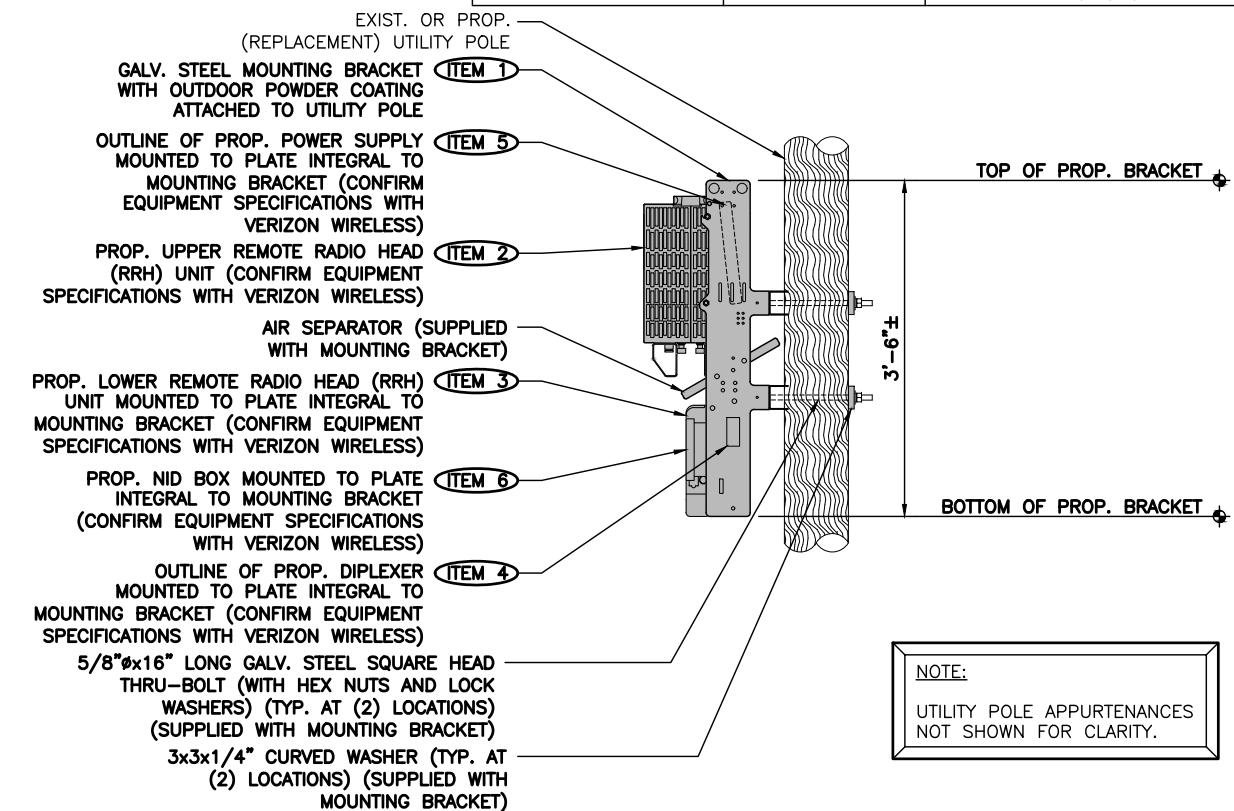
**3 'CANTENNA' MOUNTING DETAIL**  
SCALE: N.T.S.



**2 ANCILLARY EQUIPMENT ORIENTATION PLAN**  
SCALE: N.T.S.

APPROX. NORTH

ITEM ID (SEE DETAIL)	DESCRIPTION	WEIGHT (lbs)
1	MOUNTING BRACKET	32.2±
2	UPPER RRH UNIT	74.7±
3	LOWER RRH UNIT	15.4±
4	DIPLEXER	7.6±
5	POWER SUPPLY	25.6±
6	NID BOX	—
		TOTAL—155.5± (lbs) (SAY 160 lbs)



**4 ANCILLARY EQUIPMENT MOUNTING BRACKET MOUN DETAIL**  
SCALE: N.T.S.

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CHECKED BY: **KB** DATE: **10/29/24**

PROJECT NUMBER:  
**2040875**

SHEET NUMBER:

**LE-3**



SMALL CELL "CANTENNA"	
DIMENSIONS	14"±0 x 35.4"±H
WEIGHT	35.0± LBS
QUANTITY	TOTAL OF 1

1 TYPICAL "CANTENNA" SPECIFICATIONS  
SCALE: N.T.S.



RRH SPECIFICATIONS	
DIMENSIONS	14.96"±H x 14.96"±W x 10.04"±D
WEIGHT	74.7± LBS
QUANTITY	TOTAL OF 1

RRH SPECIFICATIONS	
DIMENSIONS	8.7"±H x 11.8"±W x 3.6"±D
WEIGHT	15.4± LBS
QUANTITY	TOTAL OF 1

2 TYPICAL REMOVE RADIO HEAD (RRH) UNIT DIMENSIONS  
SCALE: N.T.S.



DIPLEXER	
DIMENSIONS	4.2"±H x 6.9"±W x 2.9"±D
WEIGHT	6.2± LBS
QUANTITY	TOTAL OF 1

3 TYPICAL DIPLEXER DIMENSIONS  
SCALE: N.T.S.

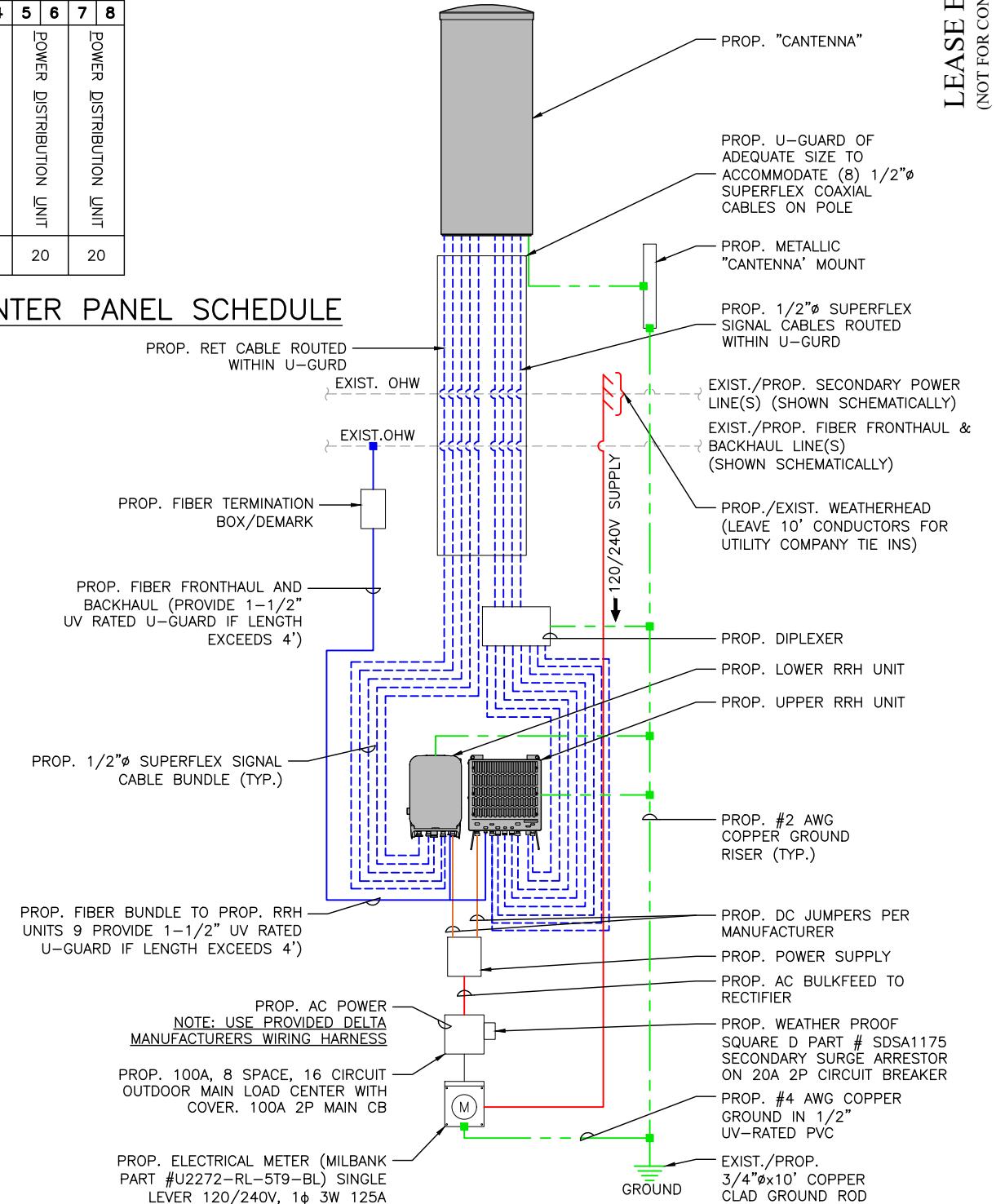


NID BOX	
DIMENSIONS	7.7"±H x 7.7"±W x 4.2"±D
WEIGHT	N/A
QUANTITY	TOTAL OF 1

4 TYPICAL NID BOX DIMENSIONS  
SCALE: N.T.S.

PANEL SCHEDULE							
CKT#	1	2	3	4	5	6	7
DESCRIPTION	MAIN BREAKER	SURGE ARRESTOR	POWER DISTRIBUTION UNIT		POWER DISTRIBUTION UNIT		
AMP	100	20	20		20		

5 ELECTRICAL LOAD CENTER PANEL SCHEDULE  
SCALE: N.T.S.



6 GENERAL WIRING DIAGRAM  
SCALE: N.T.S.

LEASE EXHIBIT  
(NOT FOR CONSTRUCTION)

PREPARED BY:  
**MasTec**  
Network Solutions  
1151 SE CARY PARKWAY, SUITE 101  
CARY, NC 27518

PRESIDING POWER COMPANY:

**EVERSOURCE**

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SHEET NUMBER:

**LE-4**

# **EXHIBIT B:**

# **RF Emissions Letter**



March 5, 2025

**To: Town of Milton  
Town Office Building  
525 Canton Avenue  
Milton, MA 02186**

**RE: Verizon Wireless Small Cell Site**

**Dear Town of Milton,**

Verizon is installing an additional wireless telecommunications facility in order to meet the growing demand for Verizon Wireless service by residents, businesses, visitors, and emergency responders.

To ensure general public safety, it is important that you contact Verizon Wireless personnel at least 24 hours in advance should general maintenance need to be performed in areas as marked on the next page of this document. This is required to comply with FCC guidelines and ensure the environment is safe for general maintenance workers who may require RF Safety & Awareness training. With notification, Verizon Wireless is able to evaluate appropriate actions needed relating to the antenna and proximity of the work location.

In addition, Verizon has a process to deactivate power on small cells (regardless of whether the small cell is 4G or 5G) while work is being done on the pole (including joint use poles). The information needed to have a small cell powered down for work to occur on the pole (including contact numbers and pole identifiers) is provided at a safe distance from the small cell on the pole itself. Please contact Verizon Wireless personnel at least 24 hours in advance if you need to perform maintenance at that site. If you have any additional questions, our point of contact in that area is Luis Teves.

The Federal Communications Commission (FCC) has developed safety rules for human exposure to RF emissions in consultation with numerous other federal agencies, including the Environmental Protection Agency, the Food and Drug Administration, and the Occupational Safety and Health Administration. These rules can be found at 47 C.F.R § 1.1310. No matter which generation of technology we use, all Verizon equipment must comply with these safety requirements.

The FCC supported and adopted the standards after examining the RF research that scientists in the US and around the world conducted for decades. The research continues to this day, and agencies continue to monitor it. Based on that research, federal agencies have concluded that equipment that has been deployed in a manner that complies with the safety standards poses no known health risks. You can obtain further information about the safety of RF emissions from cell equipment on the FCC's website, which you can access via this link: <http://www.fcc.gov/oet/rfsafety/rf-faqs.html>.

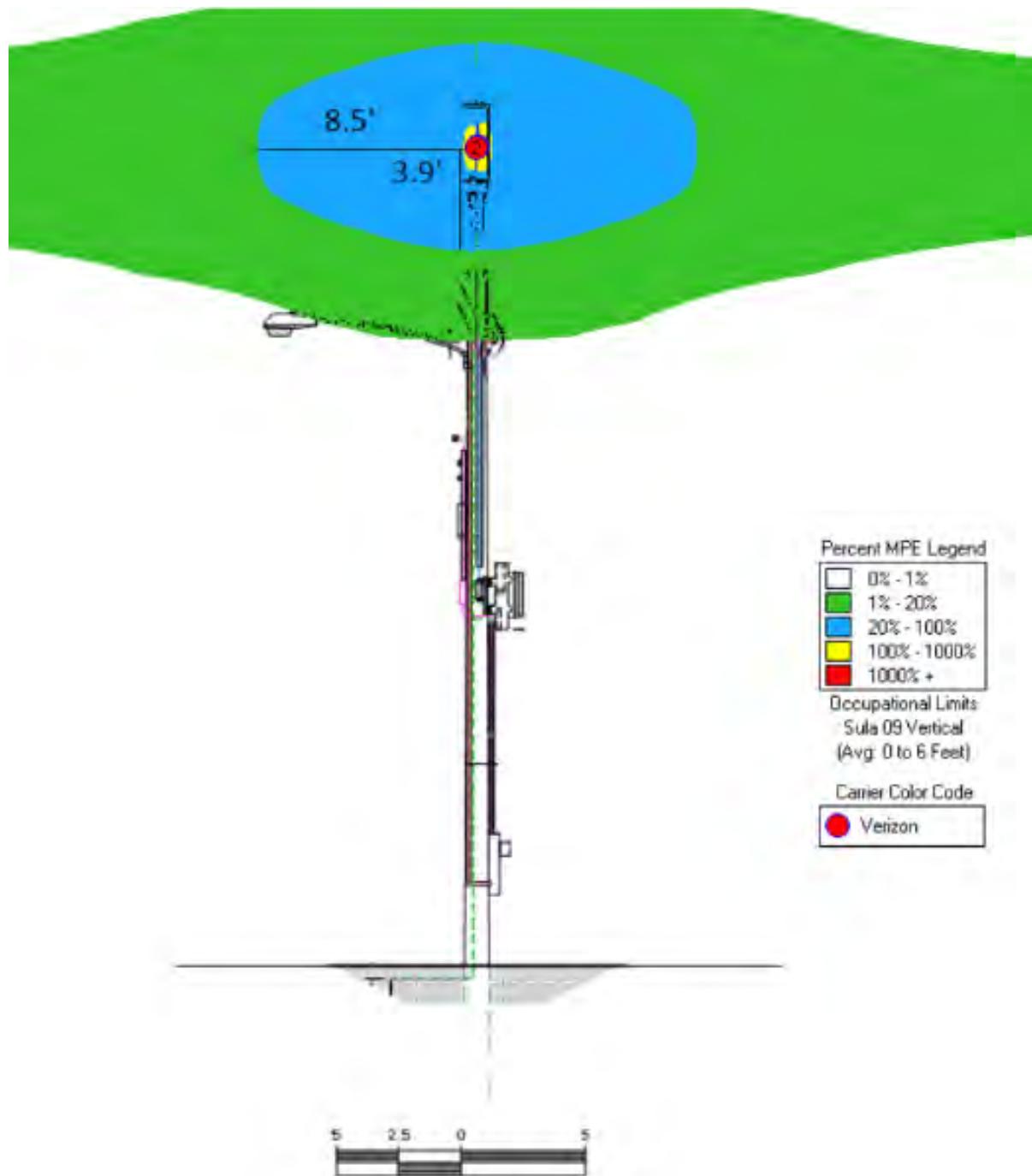
Questions related to compliance with federal regulations should be directed to [VZWRFCCompliance@verizonwireless.com](mailto:VZWRFCCompliance@verizonwireless.com). Please contact your local Verizon Wireless resource below if you have any additional questions.

Contact Name	Contact Email	Contact Phone
Brian Williams	<a href="mailto:brian.williams@verizonwireless.com">brian.williams@verizonwireless.com</a>	508 713-2994

Sincerely,  
Rabeya Ahmad  
Manager - RF Design  
Verizon Wireless

## Verizon Wireless (VZW) Radiofrequency (RF) Emissions Map

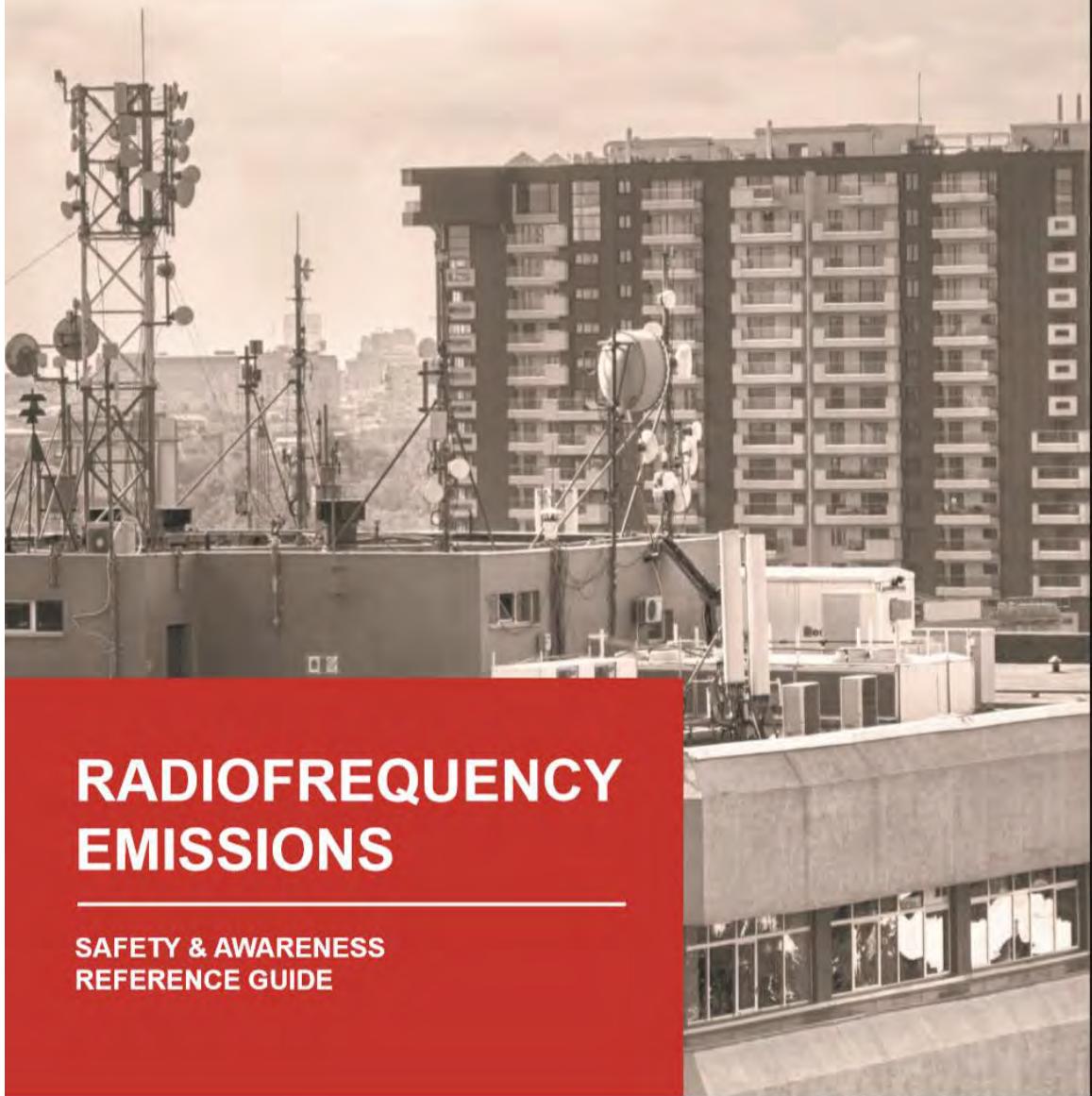
The following site layout represents a current snapshot in time of the predicted Verizon Wireless RF emissions from the transmitting antenna on this facility. Contact Verizon Wireless should maintenance need to be performed in any non-green areas.



Color	% Occupational MPE	Instructions
Green	0 to 20	Safe In Relation to VZW. Contact Other Carriers Before Entering This Area
Blue	20 to 100	
Yellow	Greater Than 100	Contact VZW Before Accessing This Area
Red	Greater Than 1000	



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*This handout is not intended to replace the FCC/OSHA mandated occupational requirement for RF Safety & Awareness Training*

## FEDERAL COMPLIANCE REQUIREMENTS

The Federal Communications Commission (FCC) has established safety guidelines relating to RF exposure from cell sites. The FCC developed those standards, known as Maximum Permissible Exposure (MPE) limits, in consultation with numerous other federal agencies, including the Environmental Protection Agency, the Food and Drug Administration, and the Occupational Safety and Health Administration.

The standards were developed by expert scientists and engineers after extensive reviews of the scientific literature related to RF biological effects. The FCC explains that its standards incorporate prudent margins of safety.

### CLASSIFICATIONS FOR EXPOSURE LIMITS

#### OCCUPATIONAL

Persons are "exposed as a consequence of their employment" and are "fully aware of the potential for exposure and can exercise control over their exposure".

#### GENERAL POPULATION

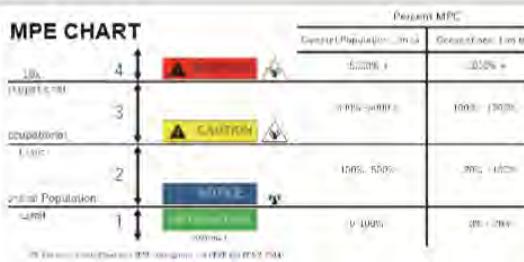
Any persons that "may not be made fully aware of the potential for exposure or cannot exercise control over their exposure".

*Those in this category do not require RF Safety & Awareness Training.*

### ENSURING COMPLIANCE WITH FCC GUIDELINES

Areas or portions of any transmitter site may be susceptible to high power densities that could cause personnel exposures in excess of the FCC guidelines. Wireless Licensees are required by law to implement the following:

- Restrict access
- Post notification signage on every access point to increase awareness of the potential for exposure BEFORE one enters an area with antennas.
- Place additional notification signage and visual indicators in an area with antennas (beyond an access point) where RF exposure levels may start to exceed the FCC's limits.



## EXPOSURE MANAGEMENT

- Assume that all antennas are active
- Obey all posted signs
- Do not stop in front of any antenna
- Recognize the type of antenna and approach at the safest angle
- Contact wireless operator to coordinate access if required
- Signage will indicate where potential RF conditions exist
- Understand pathways of safe egress

- If needed and possible wear personal protection equipment
- When using a personal monitor, remember the time averaging limits and monitor alarm thresholds if working in front of antennas
- If experiencing symptoms of heat exhaustion or nausea, remove yourself from the worksite and seek medical attention
- Power density decreases with distance so maintain distance between you and the antennas. The greater the distance you are from an antenna the bigger the reduction of RF exposure you will receive

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## PROPERTY OWNER RESPONSIBILITIES (M.E.N.U.)

RF exposure safety and the protection of every licensee's infrastructure are very important. Property owners and licensees have a shared responsibility in maintaining a safe and secure RF environment. Property owners can help in this significant endeavor by:

- Maintaining all necessary wireless licensee contact information.
- Enforcing restricted access (help maintain a Controlled Environment). Ensuring all building/maintenance personnel are trained in RF Safety, aware that the potential for exposure exists, and follow all appropriate entry and safety procedures.
- Notifying all licensees when any non-carrier requests access to any area with antennas at least 24 hours in advance.
- Understanding that compliance with the FCC and OSHA can be achieved with RF Exposure levels above the applicable limit if the proper signage, physical/indicative barrier, and access restrictions are implemented. Commitment to compliance and willingness to cooperate are essential.

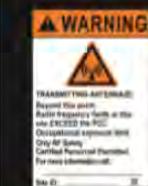
## NOTIFICATION SIGNS



A blue Notice sign is posted when levels (beyond posted signage) may exceed General Population MPE limits.



A yellow Caution sign is posted when levels (beyond posted signage) may exceed Occupational MPE limits.



A orange Warning sign is posted when levels (beyond posted signage) exceed 10 times the Occupational MPE limits.

## TYPES OF ANTENNAS

### MICROWAVE ANTENNA

- Highly directional antenna model used for point to point communications
- Approach from the rear and sides. Do not stand or walk in front of microwaves as they transmit at a high frequency.



### PANEL ANTENNA

- Range from 1 to 8 feet in length
- Sled mounted or to a support structure on site (Rooftop)
- Approach these antennas from the rear.



### OMNI ANTENNA

- Omni antennas have the appearance of a rod-shaped pole and radiate in a 360° pattern around the pole.
- At the antenna level, there is no approach angle that is safer than another. Typically, emissions directly below the antenna are less than in front of the antenna.



### QUASI-OMNI ANTENNA

- Quasi-Omni antennas have the appearance of a cylinder and contain emitters that radiate in a 360° pattern around the pole.
- At the antenna level, there is no approach angle that is safer than another. Typically, emissions directly below the antenna are less than in front of the antenna.



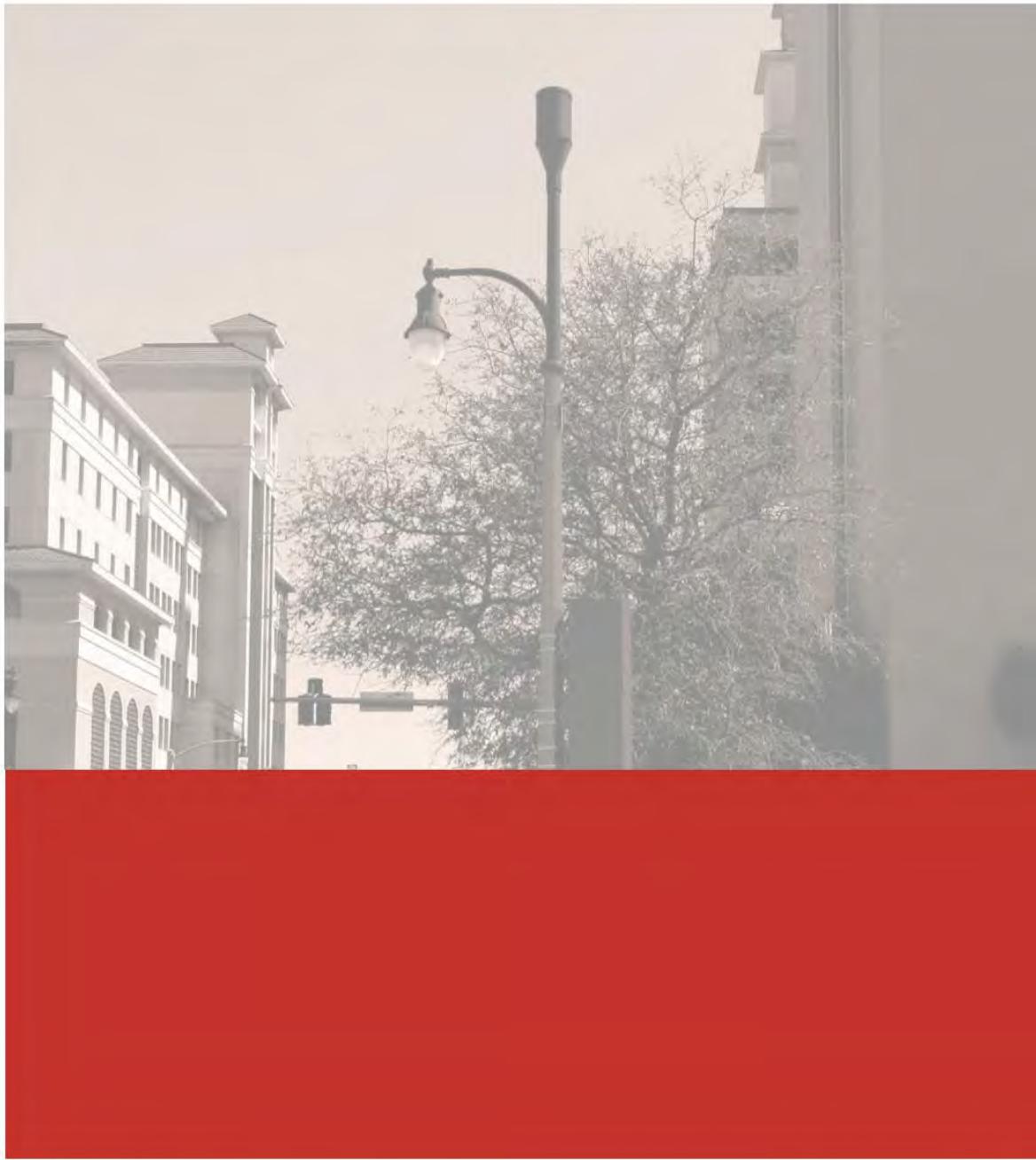
### YAGI ANTENNA

- Directional antenna model
- Approach from sides and rear.



## RF SAFETY TRAINING CONTACTS

WATERFORD CONSULTANTS ..... [www.waterfordconsultants.com](http://www.waterfordconsultants.com)  
EBI ..... [www.ebiconsulting.com](http://www.ebiconsulting.com)  
SITESAFE ..... [www.sitesafe.com](http://www.sitesafe.com)  
DTECH COMMUNICATIONS ..... [www.dtech.com](http://www.dtech.com)



**CONTACT US**

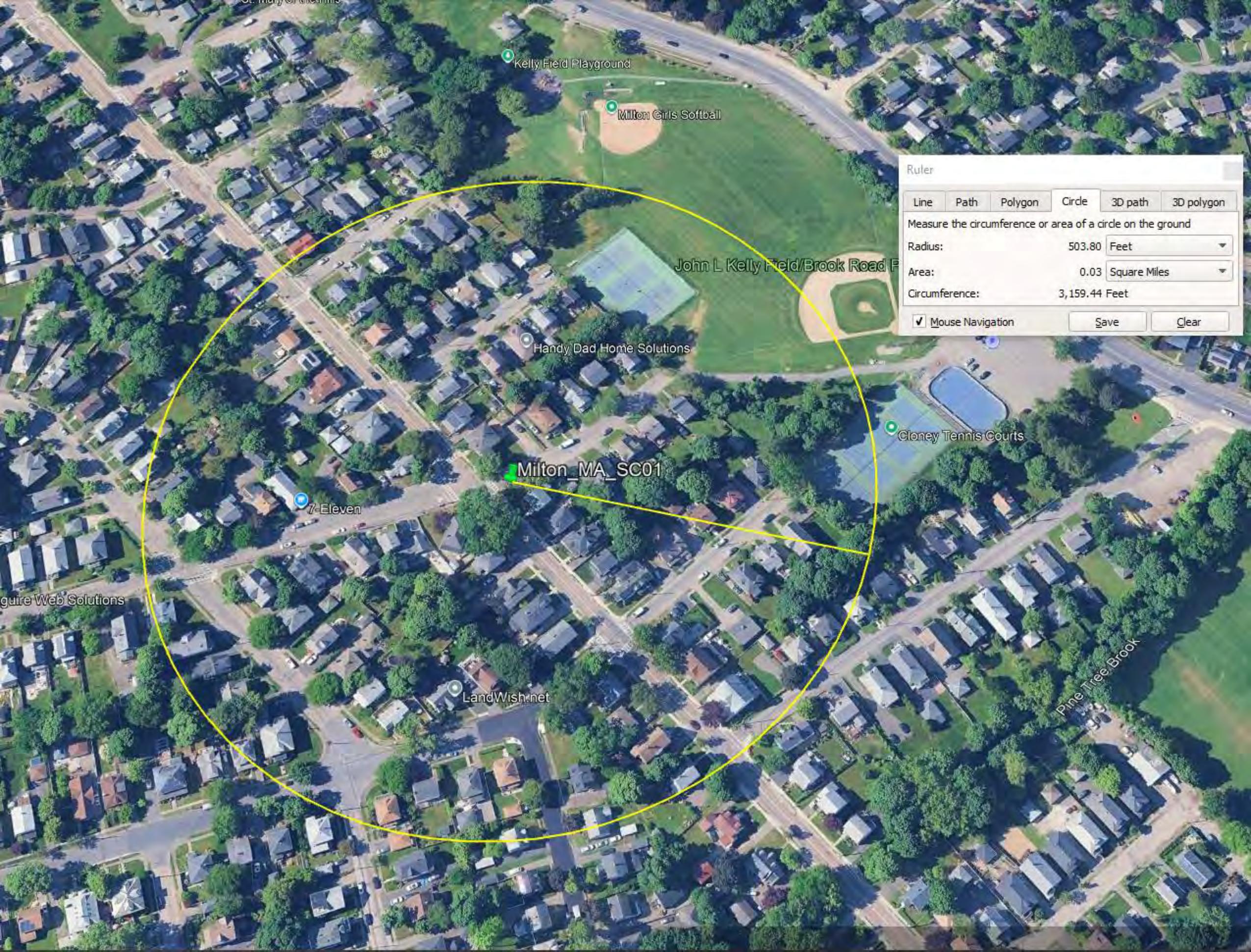
Email: [VZWRFCCompliance@vzw.com](mailto:VZWRFCCompliance@vzw.com)  
Subject: "ATTN:RF Compliance"

For Emergency Maintenance:  
1-800-264-6620

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# **EXHIBIT C:**

# **500' MAP**



**EXHIBIT D:**

**Pole Structural**

**Certifications**

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April 1, 2025

**MasTec Network Solutions**  
1151 SE Cary Pkwy Suite 101  
Cary, NC 27518  
Tel (919) 674-5895  
MNS.Engineering@mastec.com

**Subject:** **Wood Pole Structural Analysis**

**Project Information:**

<b>Carrier:</b>	Verizon
<b>Site Name:</b>	Milton_MA_SC01-A
<b>Location Code:</b>	383780
<b>Project Number:</b>	2040875
<b>Project Scope:</b>	ESNAP Project
<b>Project Site:</b>	Existing 40 ft Class 3 Wood Pole

**Site Data:**

**150 Thacher Street,  
Milton, MA 02186  
Latitude 42.259016°, Longitude -71.088044°**

MasTec Network Solutions is pleased to submit the **Wood Pole Structural Analysis** to determine the structural integrity of the above mentioned existing structure.

This analysis has been performed in compliance with the 2017 National Electric Safety Code (NESC) 250B and ANSI O5 utility pole standards. Based on our analysis we have determined the structural strength to have the following result:

<b>Wood Pole Capacity Utilization</b>	<b>48.3%</b>	<b>Sufficient</b>
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We at Mastec Network Solutions appreciate the opportunity of providing continued specialty services. Please do not hesitate to contact our office should you have any questions.

Prepared By:  
Cristi Carausu



Reviewed By:  
Jacob Goralski, PE  
MA CIVIL PE # 51688  
EXPIRATION: 6/30/2026

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## EXECUTIVE SUMMARY

The purpose of this analysis is to determine the acceptability of proposed loading. Documents used for this analysis are stated in **Table 1**. This analysis has been performed in compliance with the applicable codes and parameters listed in **Table 2**.

**Table 1: Referenced Documents**

Company	Document Type	Reference	Date
MasTec	Construction Drawings	Project Number: 2040875	10/29/2024
MasTec	IKE Report	N/A	N/A
Verizon	RFDS	Project Name: Milton_MA_SC01-A	10/22/2024

**Table 2: Design Basis**

Codes and Standards	
NESC	NESC 17 (250B)
Utility Pole Standards	ANSI 05
Loading Parameters	
Construction Grade	B
Loading District	Heavy (I:0.5in, W:4psf)
Wind Speed	39.53 mph
Wind Pressure	4.00 psf
Pole Strength Factor	0.65

Based on our analysis, we have determined the Wood Pole Capacity Utilization to be adequate to support the final loading as described in **Table 3** and **Table 4** of this analysis report.

## FINAL LOADING

The final appurtenance loading on the pole is shown below in **Table 3**. The final cable loading on the pole is shown below in **Table 4**. If the equipment listed below differs from actual field conditions, MasTec Network Solutions should be contacted to review the discrepancies.

**Table 3: Appurtenance Loading**

Elevation (ft)	Qty	Description	Notes
35.9	1	Proposed Cantenna	1
13.7	1	Proposed Ancillary Equipment Bracket	
10.6	1	Prop. Load Center	
8.5	1	Prop. Meter	

1. Please see **APPENDIX 1** for appurtenance detail information.

**Table 4: Cable Loading**

Elevation (ft)	Description	Notes
29.0	Exist. Secondary Power Wire	1
19.0	Exist. Comm. Wire	
18.0	Exist. Comm. Wire	
17.0	Exist. Comm. Wire	

1. Please see **APPENDIX 1** for cable detail information.

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## ANALYSIS RESULTS

O-CALC PRO, a commercially available software package for structural analysis of poles and pole components, was used to create a model of the wood pole and perform comprehensive pole loading analysis for various loading cases. Selected output from the analysis is included in **APPENDIX 1**. Please find below a summary of the structure analysis results.

Capacity percentages below 100% are considered acceptable for structure components.

**Table 4: Structural Components**

Structural Component	Capacity Percentage	Result	Notes
Pole Capacity Utilization	48.3%	Pass	1

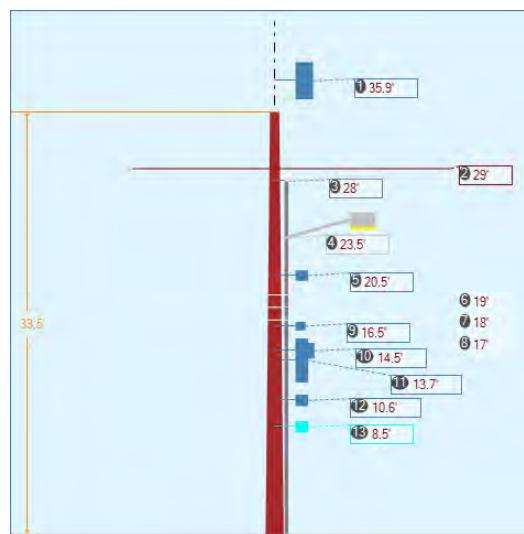
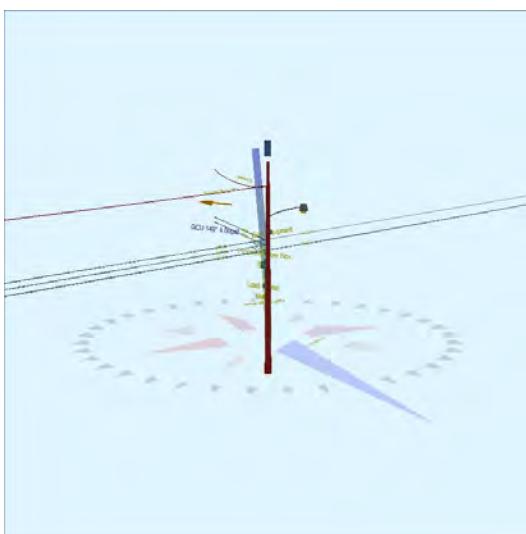
1. Please see **APPENDIX 1** for calculation details.

## ASSUMPTIONS, LIMITATIONS AND DISCLAIMER

- 1) The structure was built in accordance with the designer's specifications and the structure has been maintained and is free of damage.
- 2) This Structural Analysis is not a condition assessment of the pole and foundation and is an evaluation of the theoretical structural capacity.
- 3) This analysis is based from the information supplied, and therefore, this report's results are as accurate as the supplied data.
- 4) MasTec Network Solutions makes no warranties, expressed and/or implied, in connection with this report, and disclaims any liability associated with material, fabrication, or erection of this pole. MasTec will not be held responsible from any consequential or incidental damages sustained by any person, firm, or organization as a result of the contents of this report. The maximum liability of MasTec pursuant to this report will be limited to the total fee received for compilation of this report.
- 5) It is the pole owner's responsibility to verify that the pole modeled and analyzed is the correct structure modeled.
- 6) The use of this report shall be limited to the purpose for which it was commissioned and may not be used for any other purposes without the written consent of MasTec Network Solutions.
- 7) The pole and foundation were constructed and have been maintained in accordance with manufacturer's specifications.
- 8) The configuration of appurtenances is as specified in Table 3. Please see **APPENDIX 1** for appurtenance detail information.
- 9) The cable type and attachment elevation are as specified in Table 4. Please see **APPENDIX 1** for cable detail information.
- 10) Please note that the soils report for the foundation were not available to us at the time of this analysis, therefore, the soil conditions have been assumed.

## **APPENDIX 1: O-CALC PRO ANALYSIS REPORT**

Pole Num:	N/A	Pole Length / Class:	40 / 3	Code:	NESC	Structure Type:	Unguyed Tangent
Customer:	VZW	Species:	SOUTHERN PINE	NESC Rule:	Rule 250B	Status	Unguyed
Location Code:	383780	Setting Depth (ft):	6.50	Construction Grade:	C	Pole Strength Factor:	0.85
Site Name:	Milton_MA_SC01-A	G/L Circumference (in):	45.00	Loading District:	Heavy	Transverse Wind LF:	1.75
Site Address:	150 Thacher Street, Milton, MA 02186	G/L Fiber Stress (psi):	8,000	Ice Thickness (in):	0.50	Wire Tension LF:	1.00
Project Number:	2040875	Allowable Stress (psi):	6,800	Wind Speed (mph):	39.53	Vertical LF:	1.90
Proposed RAD Center (AGL):	35'-11"	Fiber Stress Ht. Reduc:	No	Wind Pressure (psf):	4.00		
Latitude:	42.259016 Deg	Longitude:	-71.088044 Deg	Elevation:	39 Feet		



Pole Capacity Utilization (%)		Height (ft)	Wind Angle (deg)
Maximum	48.3	0.0	148.6
Groundline	48.3	0.0	148.6
Vertical	4.0	16.6	148.6

Pole Moments (ft-lb)		Load Angle (deg)	Wind Angle (deg)
Max Cap Util	78,213	150.7	148.6
Groundline	78,213	150.7	148.6
GL Allowable	163,499		
Overturn	146,309		

## Groundline Load Summary - Reporting Angle Mode: Load - Reporting Angle: 150.7°

	Shear Load* (lbs)	Applied Load (%)	Bending Moment (ft-lb)	Applied Moment (%)	Pole Capacity (%)	Bending Stress (+/- psi)	Vertical Load (lbs)	Vertical Stress (psi)	Total Stress (psi)	Pole Capacity (%)
Powers	332	8.1	9,713	12.4	5.9	403	76	0	403	5.9
Comms	3,430	84.0	63,751	81.5	39.0	2,642	559	3	2,646	38.9
GenericEquipments	54	1.3	1,290	1.7	0.8	54	328	2	55	0.8
Pole	211	5.2	3,495	4.5	2.1	145	2,525	16	161	2.4
Streetlights	25	0.6	-271	-0.4	-0.2	-11	180	1	-10	-0.1
Risers	32	0.8	208	0.3	0.1	9	1,277	8	17	0.2
Insulators	0	0.0	27	0.0	0.0	1	30	0	1	0.0
Pole Load	4,086	100.0	78,213	100.0	47.8	3,242	4,975	31	3,272	48.1
Pole Reserve Capacity			85,286		52.2	3,559			3,528	51.9

## Load Summary by Owner - Reporting Angle Mode: Load - Reporting Angle: 150.7°

	Shear Load* (lbs)	Applied Load (%)	Bending Moment (ft-lb)	Applied Moment (%)	Pole Capacity (%)	Bending Stress (+/- psi)	Vertical Load (lbs)	Vertical Stress (psi)	Total Stress (psi)	Pole Capacity (%)
<Undefined>	3,842	94.0	74,510	95.3	45.6	3,088	1,173	7	3,095	45.5
VZW	211	5.2	3,495	4.5	2.1	145	2,525	16	161	2.4
Charter	32	0.8	208	0.3	0.1	9	1,277	8	17	0.2
<b>Totals:</b>	<b>4,086</b>	<b>100.0</b>	<b>78,213</b>	<b>100.0</b>	<b>47.8</b>	<b>3,242</b>	<b>4,975</b>	<b>31</b>	<b>3,272</b>	<b>48.1</b>

## Detailed Load Components:

Power	Owner	Height (ft)	Horiz. Offset (in)	Cable Diameter (in)	Sag at Max Temp (ft)	Cable Weight (lbs/ft)	Lead/Span Length (ft)	Span Angle (deg)	Wire Length (ft)	Tension (lbs)	Tension Moment* (ft-lb)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Secondary	3/0 ACSR	29.00	6.38	0.5020	0.09	0.137	75.0	70.0	75.0	300	1,400	28	922	2,350
Secondary	3/0 ACSR	29.00	6.38	0.5020	0.01	0.137	30.0	185.0	30.2	300	7,190	11	127	7,329
										<b>Totals:</b>	<b>8,590</b>	<b>40</b>	<b>1,049</b>	<b>9,679</b>

Comm	Owner	Height (ft)	Horiz. Offset (in)	Cable Diameter (in)	Sag at Max Temp (ft)	Cable Weight (lbs/ft)	Lead/Span Length (ft)	Span Angle (deg)	Wire Length (ft)	Tension (lbs)	Tension Moment* (ft-lb)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Overlashed Bundle	CATV .50	19.00	7.68	0.2420	0.30	0.104	75.0	70.0	75.0	1,830	5,595	18	495	6,109
CATV	CATV .50	18.98	7.68	0.2420		0.570	75.0	70.0	75.0			40	96	136
Overlashed Bundle	CATV .50	19.00	7.68	0.2420	0.05	0.104	30.0	185.0	30.0	1,770	27,795	9	75	27,879

CATV	CATV .50	18.96	7.68	0.2420	0.570	30.0	185.0	30.0			17	20	37			
Overlashed Bundle	CATV .50	19.00	7.68	0.2420	0.07	0.104	90.0	250.0	90.0	1,830	-5,595	32	613	-4,950		
Overlashed Bundle	CATV .50	18.00	7.78	0.2420	0.30	0.104	75.0	70.0	75.0	1,830	5,301	19	469	5,789		
CATV	CATV .50	17.98	7.78	0.2420		0.570	75.0	70.0	75.0			40	91	131		
Overlashed Bundle	CATV .50	18.00	7.78	0.2420	0.05	0.104	30.0	185.0	30.0	1,770	26,332	9	71	26,412		
CATV	CATV .50	17.96	7.78	0.2420		0.570	30.0	185.0	30.0			17	18	36		
Overlashed Bundle	TELE 1.0	17.00	7.89	0.2420	0.14	0.104	75.0	70.0	75.0	2,751	7,526	29	578	8,133		
Telco	TELE 1.0	16.95	7.89	1.0000		0.400	75.0	70.0	75.0			43	218	261		
Overlashed Bundle	TELE 1.0	17.00	7.89	0.2420	0.21	0.104	90.0	250.0	90.0	2,737	-7,487	35	694	-6,758		
Telco	TELE 1.0	16.95	7.89	1.0000		0.400	90.0	250.0	90.0			51	261	313		
												Totals:	59,466	360	3,701	63,527

GenericEquipment	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)		
Cylinder	Antenna	35.90	0.41	90.0	0.0	35.00	35.40	--	14.00	--	1	864	865		
Box	Exist. Equipment	20.50	6.77	340.0	0.0	7.00	10.00	3.50	--	10.00	-7	156	149		
Box	Proposed Fiber Box	16.50	7.19	60.0	0.0	7.00	8.00	3.50	--	8.00	0	36	36		
Box	Prop. Equipment Bracket	13.70	6.73	60.0	0.0	50.00	42.00	2.00	--	10.00	-1	89	89		
Box	RRH	14.53	17.08	53.9	0.0	59.52	14.96	6.82	--	14.96	-19	110	91		
Box	Load Center	10.60	10.80	60.0	0.0	7.00	10.88	3.50	--	10.00	0	31	31		
Box	Meter	8.50	11.02	60.0	0.0	7.00	10.88	3.50	--	10.00	0	25	25		
												Totals:	-26	1,312	1,285

Streetlight	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)		
General	Streetlight - 6.0 ft. Arm 6.0 ft arm	23.50	4.71	322.0	322.0	95.00	24.00	20.00	3.00	72.00	-859	589	-270		
												Totals:	-859	589	-270

Riser	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Height (in)	Unit Depth (in)	Unit Diameter (in)	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)		
Riser 10.0°	Riser	Charter	28.00	7.42	10.0	10.0	672.00	336.00	3.00	3.00	336.00	-397	605	207	
												Totals:	-397	605	207

Insulator	Owner	Height (ft)	Horiz. Offset (in)	Offset Angle (deg)	Rotate Angle (deg)	Unit Weight (lbs)	Unit Diameter	Unit Length (in)	Offset Moment* (ft-lb)	Wind Moment* (ft-lb)	Moment at GL* (ft-lb)
Spool	Spool 2.5"	29.00	0.00	140.0	50.0	1.00	2.50	2.12	1	7	8
Bolt	Three Bolt	19.00	0.00	150.0	60.0	5.00	3.00	0.00	6	0	6
Bolt	Three Bolt	18.00	0.00	150.0	60.0	5.00	3.00	0.00	6	0	6

Bolt	Single Bolt	17.00	0.00	140.0	140.0	5.00	3.00	0.00	6	0	6
								<b>Totals:</b>	<b>19</b>	<b>7</b>	<b>27</b>

**Pole Buckling**

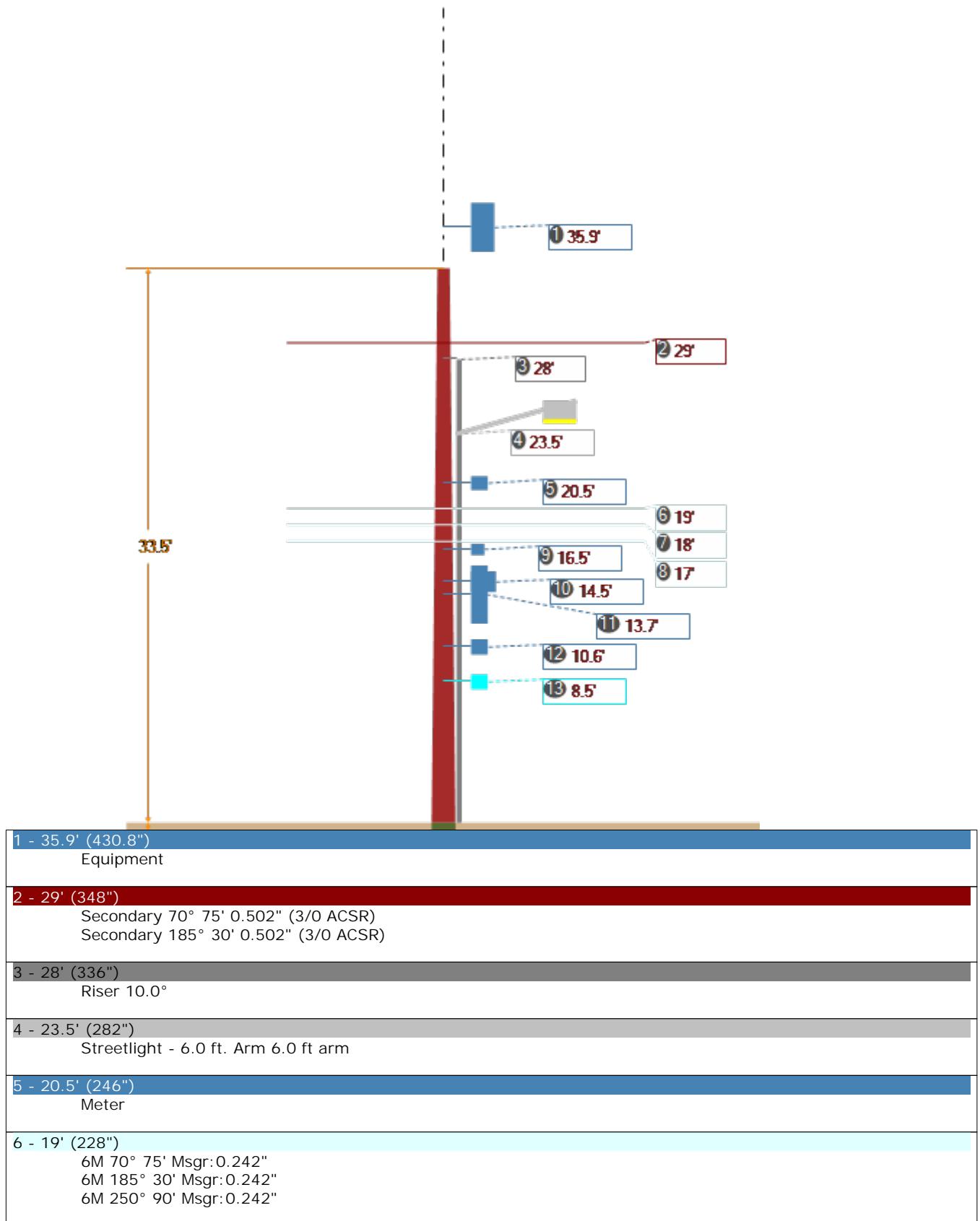
Buckling Constant	Buckling Column Height* (ft)	Buckling Section Height (% Buckling Col. Hgt.)	Buckling Section Diameter (in)	Minimum Buckling Diameter at GL (in)	Diameter at Tip (in)	Diameter at GL (in)	Modulus of Elasticity (psi)	Pole Density (pcf)	Ice Density (pcf)	Pole Tip Height (ft)	Buckling Load Capacity at Height (lbs)	Buckling Load Applied at Height (lbs)	Buckling Load Factor of Safety
2.00	16.64	33.64	13.15	15.05	7.32	14.33	1.60e+6	60.00	57.00	33.50	123,598	<b>1243.66</b>	<b>25.00</b>

# O-Calc® Pro Schematic View

Pole Identification: N/A

Report Created: 3/28/2025

File: Milton\_MA\_SC01-A.pptx



7 - 18' (216")  
6M 70° 75' Msgr: 0.242"  
6M 185° 30' Msgr: 0.242"

8 - 17' (204")  
6M 70° 75' Msgr: 0.242"  
6M 250° 90' Msgr: 0.242"

9 - 16.5' (198")  
Proposed Fiber Box

10 - 14.5' (174.4")  
RRH

11 - 13.7' (164.4")  
Prop. Equipment Bracket

12 - 10.6' (127.2")  
Load Center

13 - 8.5' (102")  
Meter

**EXHIBIT E:**

**Eversource Pole**

**License**

## APPENDIX IV

Form 1

### APPLICATION AND POLE ATTACHMENT LICENSE

Licensee                    Bell Atlantic Mobile d/b/a Verizon Wireless  
Street Address            One Verizon Way, Mail Stop 4A W100  
City, State and Zip        Basking Ridge, NJ 07920  
Date                        09/23/2015

In accordance with the terms and conditions of the Pole Attachment Agreement, application is hereby made for a license to make one (1) antenna attachments to poles and one (1) Power Supply(ies) and other attachments located in the municipality of Milton in the State of Massachusetts.

This request will be designated **Pole Attachment License Application Number**  
**MILTONMASC01-383780**. Attached are my power supply specifications if applicable. The cable's strand size is .05 and weight per foot of cable is .02.

Communication Space

Power / Supply Space

Licensee's Name (Print) Thomas J. Fields

Signature *Thomas J. Fields*

EVERSOURCE

Power Company

Title Site Acquisition Manager / New England

Tel. No. 781-983-1066

Fax No. N/A

E-mail tom.fields@nexius.com

\*\*\*\*\*For licensor use, do not write below this line\*\*\*\*\*

Pole Attachment License Application Number \_\_\_\_\_ is hereby granted to make the attachments described in this application to \_\_\_\_\_ attachments to JO<sup>1</sup> poles, \_\_\_\_\_ attachments to FO<sup>2</sup> poles, \_\_\_\_\_ attachments to JU<sup>3</sup> poles, \_\_\_\_\_ Power Supplies and \_\_\_\_\_ other attachments located in the municipality of \_\_\_\_\_, in the State of \_\_\_\_\_ as indicated on the attached

Form 3.

Licensor's Name (Print) *Steve Ower*

Signature *Steve Ower*

(AGREEMENT ID #)

Title \_\_\_\_\_

*Supervisor*

Date \_\_\_\_\_

*6/9/17*

Tel. No. \_\_\_\_\_

**The Licensee shall submit an original copy of this application to Verizon New England Inc. and NSTAR Electric Company d/b/a EVERSOURCE ENERGY.**

Revised 03/06/2015

Eversource Energy

**EXHIBIT F:**

**RF Affidavit**



## AFFIDAVIT OF RADIO FREQUENCY ENGINEER

The undersigned, in support of the application to install a small wireless communications facility (SWF) consisting of one antenna and associated radio equipment on an existing utility pole located in the Town of Milton, Massachusetts, states the following:

1. My name is Brian Williams. I have a Bachelor of Engineering (Hons), Electrical & Electronics Engineering degree from the Heriot Watt University Edinburgh. I have been employed as a Radio Frequency (RF) Design / Optimization Engineer for (25) years, the last 3 years with Verizon Wireless. I am responsible for network design in the area of Massachusetts that includes the Town of Milton, MA.
2. Verizon Wireless is a federally licensed provider of wireless communications services with a national footprint.
3. The proposed small wireless facility is within an area where Verizon Wireless has identified a need to install additional facilities in order to provide reliable wireless service for customers and emergency responders and access to new technologies. The search area for the proposed facility was determined with reference to Verizon's existing network serving the Milton area and by identifying those areas in need of improved service. Furthermore, it was determined that the area served by the facility would interact well with those of existing and proposed facilities in the surrounding areas.

The following table provides details of the proposed site:

Site Name	Street Address	Pole #	Site Latitude	Site Longitude
MILTON_MA_SC01	150 Thacher Street	U Pole 18	42.25901389	-71.08804167

4. Small cell deployments are intended to complement, not replace, macro (i.e., towers) network sites, and are typically target areas of heavy network usage (a.k.a "hotspots"). In doing so, small cells serve to offload the demand on the existing sites serving these hotspots. This not only improves service to the targeted area, but also improves overall system performance elsewhere in the network. In addition, small cells allow for Verizon's deployment of new technologies that will further enhance the network experience and reliability, including faster download time and lower latency.
5. Pursuant to its Federal Communications Commission (FCC) licenses, Verizon Wireless is required to ensure that all radio equipment operating at the proposed communications facilities and the resulting radio frequency exposure levels are compliant with FCC requirements as well as federal and state health and safety standards.
6. Providing wireless communications services is a benefit to the residents of the Town of Milton, as well as to mobile customers traveling through the area. The proposed facility reflects the location and design required to meet Verizon Wireless' network objectives with respect to capacity and coverage enhancement and deployment of new technologies. Without the proposed facility, Verizon Wireless will be unable to provide reliable wireless communication services in this area of Milton; therefore, Verizon Wireless respectfully requests that the Town of Milton act favorably upon the proposed facility.

Signed and sworn under the pains and penalties of perjury this 5th day of March, 2025.

*Brian Williams*

Brian Williams

Senior RF Design Engineer

Verizon Wireless

51 Adler Street

Medway, MA 0205

# **EXHIBIT G:**

# **Certificate of Insurance**



# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
03/04/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122		FAX (A/C. No.): (800) 363-0105
	E-MAIL ADDRESS:		
INSURED	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: LM Insurance Corporation	33600	
	INSURER B: Liberty Insurance Corporation	42404	
	INSURER C: Liberty Mutual Fire Ins Co	23035	
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES      CERTIFICATE NUMBER: 570111167553      REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADD'L INSD	SUB'R WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
C	X COMMERCIAL GENERAL LIABILITY  CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  X XCU Coverage is Included			TB2691550588144	06/30/2024	06/30/2025	EACH OCCURRENCE	\$9,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$9,000,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$9,000,000
							GENERAL AGGREGATE	\$9,000,000
							PRODUCTS - COMP/OP AGG	\$9,000,000
C	AUTOMOBILE LIABILITY			AS2-691-550588-124	06/30/2024	06/30/2025	COMBINED SINGLE LIMIT (Ea accident)	\$6,000,000
C	X ANY AUTO  OWNED AUTOS ONLY HIRED AUTOS ONLY			AOS AS2-691-550588-134 NH - Primary TL2-691-550588-184 NH - Excess	06/30/2024	06/30/2025	BODILY INJURY (Per person)	
C					06/30/2024	06/30/2025	BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
							EACH OCCURRENCE	
							AGGREGATE	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY  ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input checked="" type="checkbox"/> N	N / A	WA569D550588094  AOS WC5691550588084 WI, MN	06/30/2024	06/30/2025	X PER STATUTE	OTHE- ER
A					06/30/2024	06/30/2025	E.L. EACH ACCIDENT	\$1,000,000
							E.L. DISEASE-EA EMPLOYEE	\$1,000,000
							E.L. DISEASE-POLICY LIMIT	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Small Cell Network Locations in Milton, MA. Town of Milton is included as Additional Insured with respect to the General Liability policy.

## CERTIFICATE HOLDER

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

## AUTHORIZED REPRESENTATIVE

*Am Risk Services Northeast, Inc.*

Holder Identifier :

570111167553  
Certificate No :





AGENCY CUSTOMER ID: 570000027366

LOC #:

## **ADDITIONAL REMARKS SCHEDULE**

Page \_ of \_

AGENCY <b>Aon Risk Services Northeast, Inc.</b>	NAMED INSURED <b>Verizon Wireless, LLC</b>
POLICY NUMBER <b>See Certificate Number: 570111167553</b>	
CARRIER <b>See Certificate Number: 570111167553</b>	NAIC CODE EFFECTIVE DATE:

## ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM.

**FORM NUMBER:** ACORD 25 **FORM TITLE:** Certificate of Liability Insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

## **ADDITIONAL POLICIES**

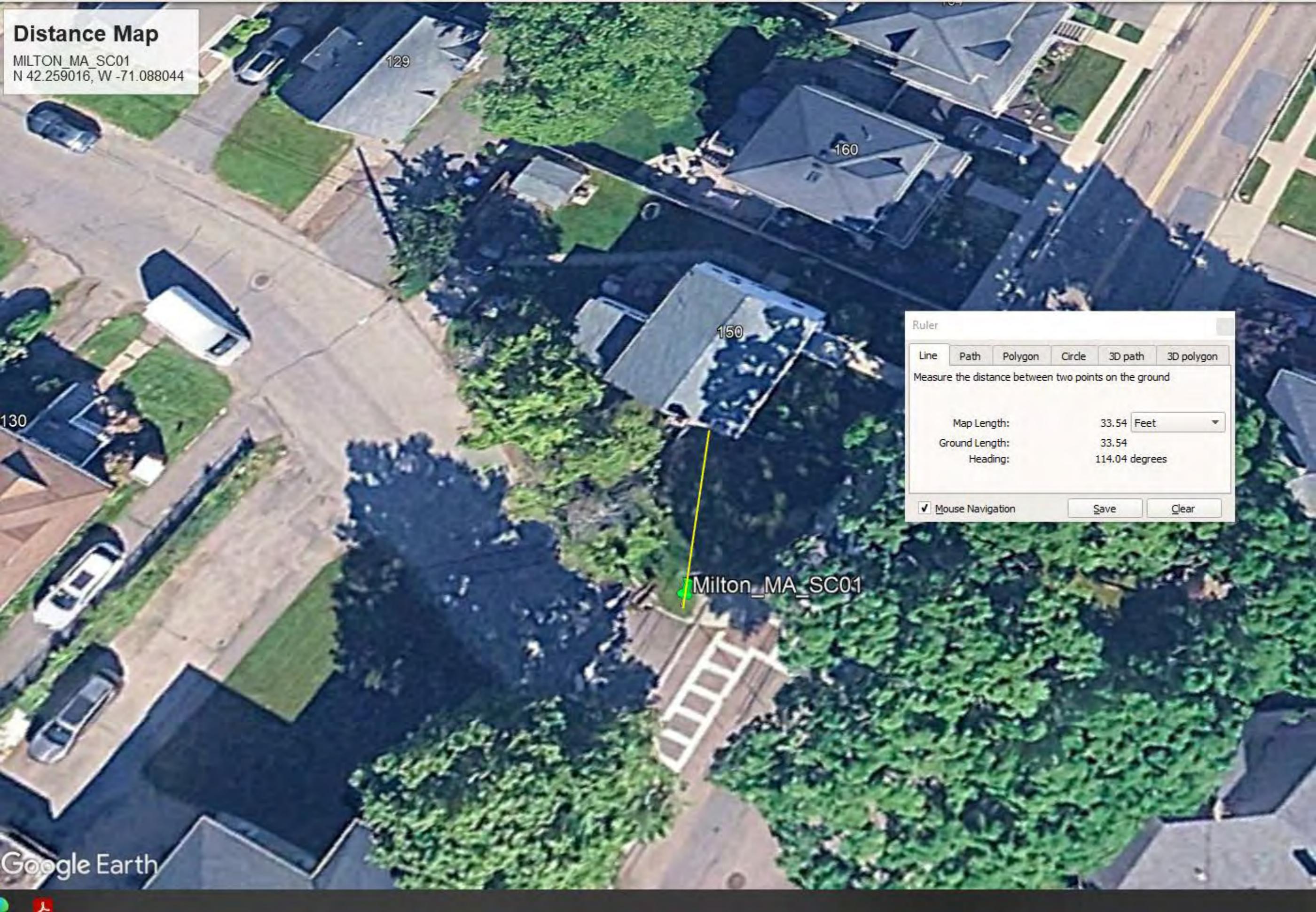
If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

# **EXHIBIT H:**

# **Distance Maps**

## Distance Map

MILTON\_MA\_SC01  
N 42.259016, W -71.088044



**EXHIBIT I:**

**Project Engineer**

**Affidavit**

## AFFIDAVIT OF PROJECT ENGINEER

The undersigned, in support of the application to install a small wireless telecommunications facility consisting of an antenna and associated radio equipment on an existing wooden utility pole located in the public right of way in the Town of Milton, Massachusetts, states the following:

1. My name is Sean Conway. I am a Small Cell Project Network Engineer for Verizon Wireless in New England
2. Verizon Wireless is a federally licensed provider of wireless communications services with a national footprint.
3. Verizon Wireless certifies that it will maintain the installations attached to the Eversource pole in Milton in good repair and in accordance to FCC standards.
4. Verizon Wireless certifies that it will remove any installation not in such good repair, or not in use, within 60 days of being taken out of service.

Signed and sworn under the pains and penalties of perjury this <sup>3<sup>rd</sup></sup> day of March, 20225

*Sean Conway*

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Sean Conway  
Principal Engineer  
Verizon Wireless  
51 Adler Street  
Medway, MA 02053

# **EXHIBIT J:**

# **Antenna Data Sheet**

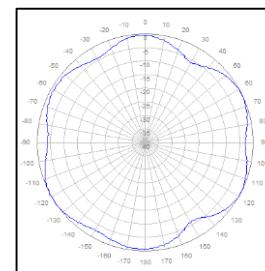
## CX16OMI236-1C

NWAUTM X-Pol OMNI Cantenna | 16-Port | 2.98 cu. ft | 360°

## 16-Port 2 ft 360° Cantenna with RET-controlled from 1695–2700 MHz

## (4) 698–960 MHz &amp; (4) 1695–2700 MHz &amp; (4) 3550–3700 MHz &amp; (4) 5150–5925 MHz

- X-Pol, small cell, Hex-Port antenna
- Suitable for pole or building mount
- 4x4 MIMO low-band, 4x4 MIMO for each of AWS/PCS/CBRS/LAA
- Internal beam combining
- Dependent RET control for 1695–2700 MHz frequencies
- Suitable for LTE/UMTS/CDMA/GSM technologies
- Cost-effective solution for neutral host locations



Omni Clover

Electrical specification (min./max.)	Ports 1,2,3,4		Ports 5,6,7,8					
Frequency bands, MHz	698–798	824–960	1695–1880	1850–1990	1920–2180	2300–2500	2500–2700	
Polarization	± 45°		± 45°					
Average gain over all tilts, dBi	3.5	3.5	9.0	9.2	9.9	10.1	9.9	
Horizontal beamwidth (HBW), degrees <sup>1</sup>	360°						360°	
Vertical beamwidth, (VBW), degrees <sup>1</sup>	80°	65°	15.4°	14.4°	13.5°	12.0°	11.0°	
Electrical downtilt (EDT) range, degrees	0° (FET)		2-8° (RET)					
X polar isolation, P2P, dB <sup>1</sup>	25	25	25	25	25	25	25	
Maximum VSWR/return loss, dB	1.5:1/ -14.0		1.5:1/ -14.0					
Max PIM (3rd order 2x20 W carrier dBc)	-153		-153					
Maximum input power per port, watts	250		125					
Total Max Composite Power, watts	900							

Electrical specification (minimum/maximum)	Ports 9,10,11,12		Ports 13,14, 15,16					
Frequency bands, MHz	3550–3700		5150–5250	5250–5350	5470–5725	5725–5850	5850–5925	
Polarization	± 45°		± 45°					
Average gain over all tilts, dBi	5.0		5.5	5.7	5.5	5.5	5.6	
Horizontal beamwidth (HBW), degrees <sup>1</sup>	360°							
Vertical beamwidth (VBW), degrees <sup>1</sup>	28°		24°	24°	20°	14°	18°	
Electrical downtilt (EDT) range, degrees	0° (FET)							
X polar isolation, P2P, dB <sup>1</sup>	25		25					
Max VSWR/return loss, dB	1.5:1/ -14.0		1.5:1/ -14.0					
PIM	N/A							
Maximum input power port	10	.5	0.125	.125	0.5	0.5	0.5	

<sup>1</sup> Typical value over frequency and tilt

\*USL at 5150-5925 MHz &lt; -15dB at &gt; 30° above horizon

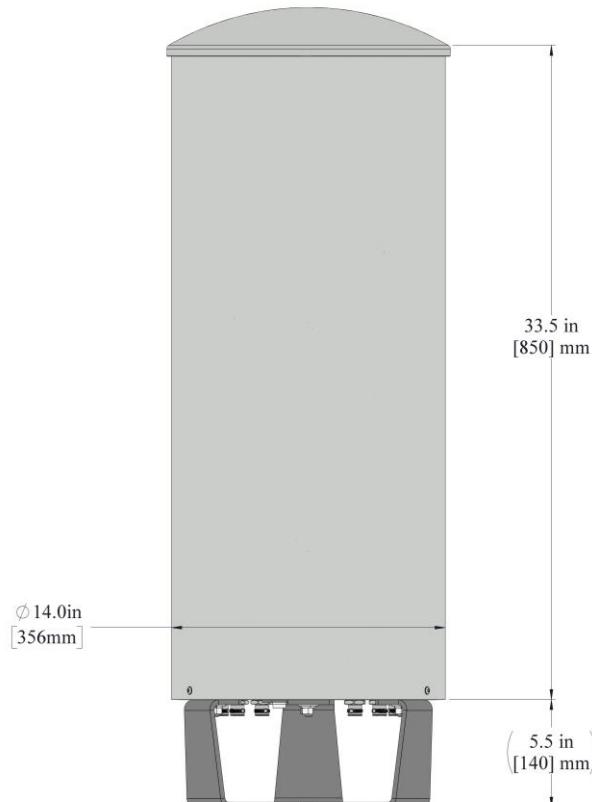
## CX16OMI236-1C

NWAUTM X-Pol OMNI Cantenna | 16-Port | 2.98 cu. ft | 360°

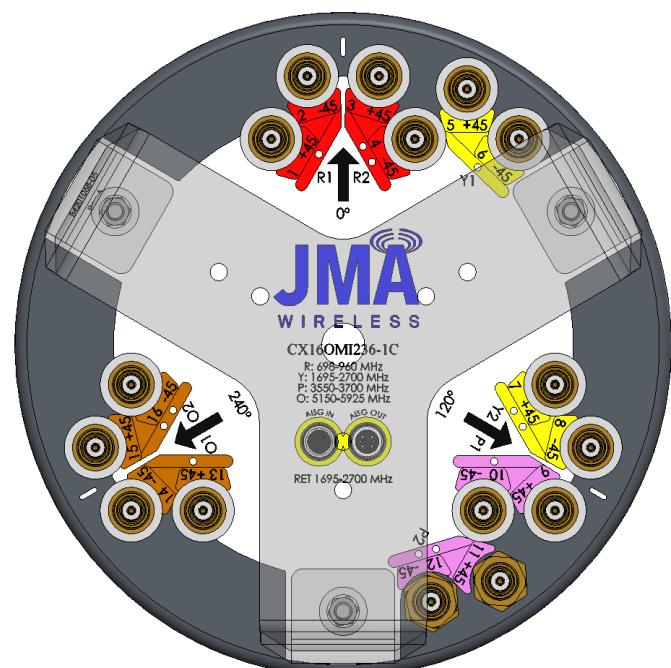
## Mechanical specifications

Dimensions height/diameter, inches (mm)	35.4/14 (947/355)
Volume (cubic feet)	2.98
No. of RF input ports, connector type and location	16 x 4.3-10 female, bottom
RF connector torque	96 lbf-in (10.85 N m or 8 lbf-ft)
Net antenna weight, lb (kg)	35 (15.9)
Rated wind survival speed, mph (km/h)	150 (241)
Frontal wind loading @ 160 km/h, lbf (N)	58.7 (261.2)
Equivalent flat plate @100 mph and Cd=2, sq. ft	1.17

Front view



Bottom view



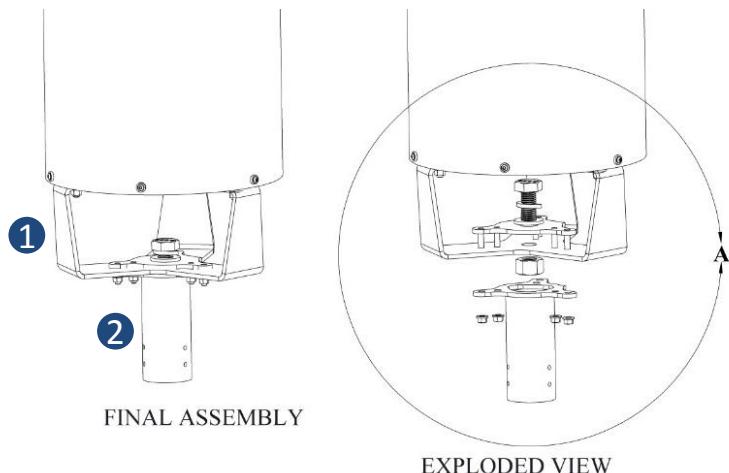
## Ordering information

Antenna model	Description
CX16OMI236-1C	2F X-Pol 16P OMNI 360°, HB 2-8° RET, 4.3-10
Mounting bracket options	See small cell mounting bracket options <a href="http://info.jmawireless.com/ret-antenna-matrix">http://info.jmawireless.com/ret-antenna-matrix</a>

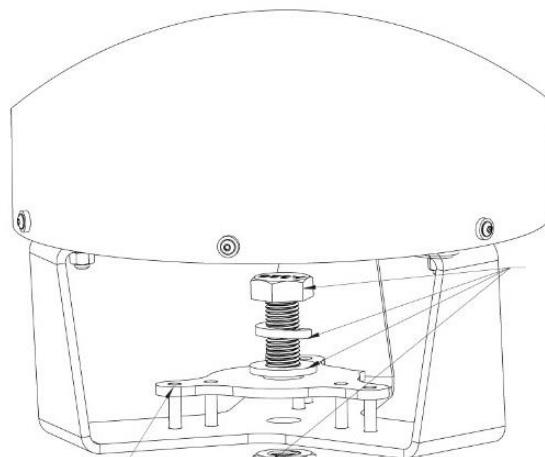
### Notes on cylinder brackets:

- All CX\* antennas come with the bottom mount bracket (marked as ①) factory installed (all factory testing is done with bracket attached)
- Hardware is included with each antenna to connect bottom bracket to different mounting systems
- JMA cylinder brackets are compatible with bottom mount via universal cantenna mount sleeve (marked as ②) included with JMA cylinder mounting systems.

### Example bracket configuration



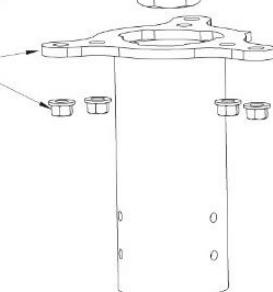
### Mounting details



**Included with antenna:**  
7/8" bolt, washer, nut  
(Torque to 202 lbf·ft)

### Sold separately:

Universal cantenna mount sleeve for JMA cylinder brackets (SC-BKT-SLA)



### Small Cell solutions and mounting systems

<a href="#">Side Arm Mounting System</a>	SC-BKT-SA-(color)
<a href="#">Steel Pole Mounting System</a>	SC-BKT-SLA-(color)
<a href="#">Wide Diameter Pole</a>	SC-BKT-WTPE-(color)
<a href="#">Rooftop Ballasted Mounting System</a>	SC-BKT-RTB-(color)

## Remote electrical tilt (RET 1000) information

RET location	Integrated into antenna
RET interface connector type	8-pin AISG connector per IEC 60130-9 (Hand tight only)
RET Connector torque	Min. .5 Nm to max 1.0 Nm (hand pressure & finger tight connector)
RET interface connector quantity	2 pairs of AISG male/female connectors
RET interface connector location	Bottom of the antenna
Total No. of internal RETs high bands	1
RET input operating voltage, vdc	10–30
RET max power consumption, idle state, W	≤ 2.0
RET max power consumption, normal operating conditions, W	≤ 13.0
RET communication protocol	AISG 2.0/ 3GPP

## RET topology

A single RET device controls all 3 sectors via the designated external AISG connector as shown below

RET device	Band	RF port
1	1695–2700	5–8



## Array topology

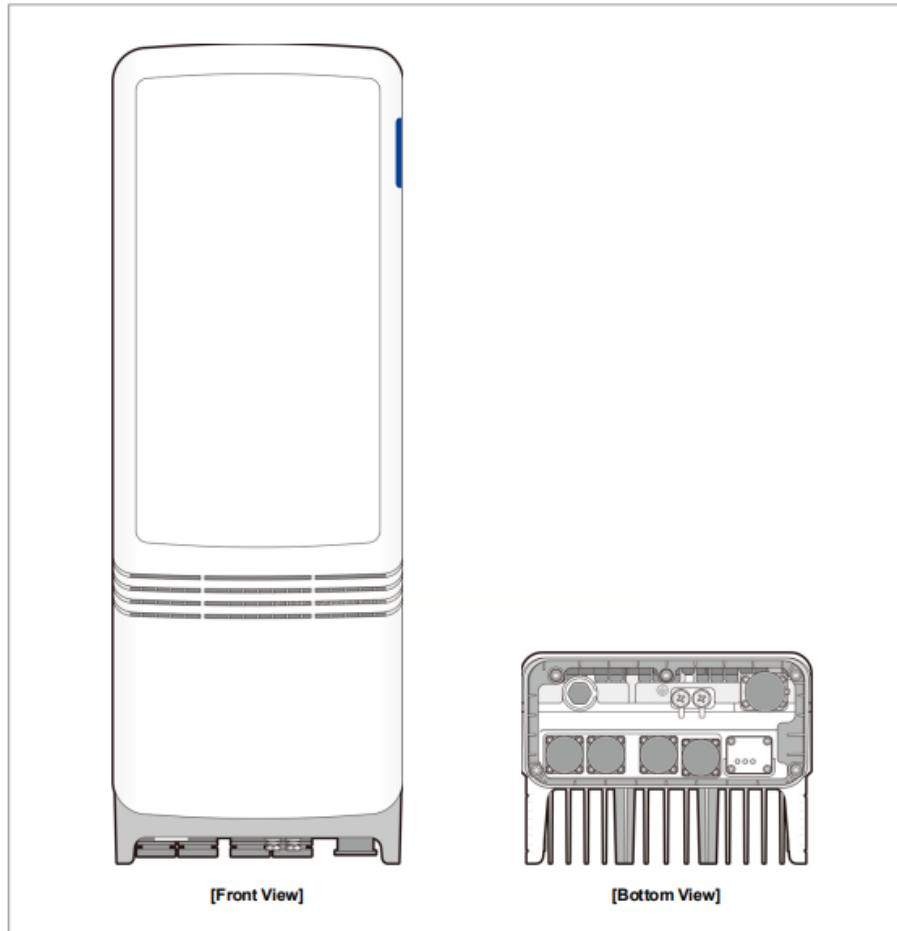
Array ID	Band	RF Port
R1	698–960	1–2
R2	698–960	3–4
Y1	1695–2700	5–6
Y2	1695–2700	7–8
V1	3550–3700	9–10
V2	3550–3700	11–12
V3	5150–5925	13–14
V4	5150–5925	15–16

3550–3700 (V1)	5150–5925 (O1)	5150–5925 (O2)	3550–3700 (V2)
-------------------	-------------------	-------------------	-------------------

1695–2700 (Y1)	698–960 (R2)	1695–2700 (Y2)
698–960 (R1)		

# Three MT1602d antennas

*Figure 1. MT1602d-48A/B Appearance*



The following table outlines the name and description of the MT1602d-48A/B.

Volume / Dimension (W x H x D)	20.5L/220 x 583 x 160 mm (8.66 x 22.95 x 6.30 inches)
Weight	DC type: 14.02 kg (30.9 lb) or less (without a Bracket) AC type: 14.52 kg (32.0 lb) or less (without a Bracket)

**ARTICLE ##** To see if the Town will vote to amend Chapter 105 Alcoholic Beverages of the General Bylaws by amending Section 105-1 Consumption on Town property and leased premises as follows:

**§ 105-1 Consumption on Town property and leased premises.**

A. Drinking, sale or possession of alcoholic beverages, as defined in Chapter 138 of the Massachusetts General Laws (for purposes of this Section 105-1, “Alcoholic Beverages”), while in a building owned by the Town of Milton (for purposes of this Section 105-1, a “Town Building”) or upon land owned by the Town of Milton, is prohibited, except that one-day licenses for the drinking, sale or possession of alcoholic beverages in a Town Building may be authorized by the express advance approval of the Select Board and, in addition, if different from the Select Board, the public body responsible for the care, custody, and control of the subject Town Building, provided that (i) all requirements under Massachusetts General Laws, including M.G.L. c. 138, Section 22A shall be met; (ii) all applicants for such one-day liquor licenses shall obtain amounts of insurance and shall indemnify the Town as determined by the Select Board after consultation with Town counsel and the Town’s insurer; (iii) all alcohol shall be served by bartenders who have completed the Training for Intervention Purposes (TIPS) program, or such similar subsequent program designed to limit the risks of underage drinking and overconsumption; and (iv) the Select Board shall work with the Milton Police Department to reduce potential impacts of such licenses on adjacent neighborhoods.

B. One-day licenses for the drinking, sale or possession of alcoholic beverages on Town land may be authorized by the Select Board, and, in addition, if different from the Select Board, the public body responsible for the care, custody, and control of the subject Town land. One-day licenses on Town land shall be subject to all the requirements in Section 105-1(A) and the following additional requirements:

- (1) One-day licenses shall only be issued to individuals or organizations under contract to utilize an entity possessing a caterer’s license for alcohol sales, pursuant to M.G.L. Chapter 138, Section 12C;
- (2) Age identifying wristbands shall be provided to individuals seeking to purchase alcohol beverages
- (3) Applicants shall submit a sketch plan for the use of Town land as part of the application to the Select Board
- (4) The Select Board may, depending on the Town land, require that alcohol sales and consumption take place only in a location to be designated for this purpose on the site plan

For purposes of this Section 105-1, the phrase “Town of Milton” shall include any department, office, public body or other entity of the Town.

The requirements of this Section 105-1 shall exist independent of, and in addition to, any applicable requirements of law relating to Alcoholic Beverages, including without limitation Chapter 138 of the Massachusetts General Laws.

A.C. Whoever violates any provision of this section shall be fined an amount of \$300 for each offense.

and to authorize the Town Clerk to assign or amend chapter and section numbers; and act on anything relating thereto.

Submitted by the Select Board

**RECOMMENDED that the Town vote \_\_\_\_.**

*COMMENT:*  \_\_\_\_\_

DRAFT

**ARTICLE ##** To see if the Town will vote to amend Chapter 105 Alcoholic Beverages of the General Bylaws by amending Section 105-1 Consumption on Town property and leased premises as follows:

§ 105-1 Consumption on Town property and leased premises.

**(4)A.** Drinking, sale or possession of alcoholic beverages, as defined in Chapter 138 of the Massachusetts General Laws (for purposes of this Section 105-1, “Alcoholic Beverages”), while in a building owned by the Town of Milton (for purposes of this Section 105-1, ~~“Town BuildingBuildings”~~) or upon land owned by the Town of Milton; ~~(for purposes of this Section 105-1, “Town Land,” and, together with Town Buildings, “Town Property”)~~, is prohibited, except that one-day licenses for the drinking, sale or possession of alcoholic beverages ~~in and on~~ ~~Town BuildingProperty~~ may be authorized by the express advance approval of the Select Board and, in addition, if different from the Select Board, the public body responsible for the care, custody, and control of the subject ~~Town BuildingProperty~~, provided that ~~(1) for one-day licenses for Town Buildings,~~ (i) all requirements under Massachusetts General Laws, including M.G.L. c. 138, Section 22A shall be met; (ii) all applicants for such one-day liquor licenses shall obtain amounts of insurance and shall indemnify the Town as determined by the Select Board after consultation with Town counsel and the Town’s insurer; (iii) all alcohol shall be served by bartenders who have completed the Training for Intervention Purposes (TIPS) program, or such similar subsequent program designed to limit the risks of underage drinking and overconsumption; and (iv) the Select Board shall work with the Milton Police Department to reduce potential impacts of such licenses on adjacent neighborhoods ~~(collectively, the “Town Building Requirements”); and (2) for one-day licenses for Town Land, (i) all of the Town Building Requirements shall be met, (ii) one-day licenses shall only be issued to individuals or organizations under contract to utilize an entity possessing a caterer’s licenses for alcohol sales, (iii) nontransferable wristbands shall be provided to identify all individuals 21 years old or older who seek alcoholic beverages, (iv) applicants shall submit a sketch plan for the use of Town Land that delineates the area of alcohol storage, service, and consumption as part of the application to the Select Board, (v) for events at which alcohol will be offered or sold to the general public on Town Land, the Select Board shall require that a designated location for alcohol sales and consumption be established and marked by signage, and shown on the sketch plan, where individuals under 21 years of age are not allowed and in which all alcoholic beverages shall remain (the “Alcohol Service Area”), (vi) advertising for alcohol products shall be limited to the Alcohol Service Area (if applicable) and shall include the product description, price, and Alcohol by Volume (ABV) for each product, (vii) no such one-day licenses shall be issued for Town Land that includes playground and/or children’s play space areas, (viii) food and non-alcoholic beverages shall be provided and applicants shall submit the menu for the food to be served as part of the application to the Select Board, (ix) cups for alcoholic beverages that are easily distinguishable from cups for non-alcoholic beverage cups shall be used, and (x) individuals may not be provided with more than two (2) alcoholic beverages at one time.~~

For purposes of this Section 105-1, the phrase “Town of Milton” shall include any department, office, public body or other entity of the Town.

The requirements of this Section 105-1 shall exist independent of, and in addition to, any applicable requirements of law relating to Alcoholic Beverages, including without limitation Chapter 138 of the Massachusetts General Laws.

**A-B.** Whoever violates any provision of this section shall be fined an amount of \$300 for each offense.

and to authorize the Town Clerk to assign or amend chapter and section numbers; and act on anything relating thereto.

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# **TOWN OF MILTON**

## **2025**



## **Special Town Meeting**

**Monday, October 27, 2025**

**Milton High School Auditorium**

**7:30 p.m.**

## **WARRANT**

**INCLUDING THE REPORT OF THE WARRANT COMMITTEE  
AND RECOMMENDATIONS ON ARTICLES  
as required by Chapter 75, Section 1, of the General Bylaws of Town**

**PLEASE BRING THIS REPORT TO TOWN MEETING**



## **October 2025 Special Town Meeting Warrant**

Commonwealth of Massachusetts, SS  
County of Norfolk

To any of the constables of the Town of Milton in said County:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Milton, qualified to vote in Town affairs, to meet at the Milton High School Auditorium at 25 Gile Road in said Milton on Monday, the twenty-fourth day of February next at 7:30 o'clock in the evening, then and there to act upon the following Articles to wit:

Articles 1-##

And you are directed to warn said inhabitants qualified as aforesaid to meet at the times and places and for the purposes herein mentioned by posting attested copies of the Warrant in each of the Post Offices of said Town fourteen days at least before the twenty-seventh day of October. Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk, on or before the thirteenth day of October 2025.

Given under our hands at Milton this of 26<sup>th</sup> day of August, 2025.

**Benjamin D. Zoll  
Meghan E. Haggerty  
Winston A. Daley  
Richard G. Wells, Jr.**

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**WARRANT ARTICLES AND RECOMMENDATIONS**

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**In compliance with the American with Disabilities Act, this Warrant can be made available in alternative formats. The October 27, 2025, Special Town Meeting, if requested, will be offered by assisted listening devices or an interpreter certified in sign language. Requests for alternative formats should be made as far in advance as possible.**

**Should you need assistance, please notify the SELECT BOARD at 617-898-4843 or 617-696-5199 TTY.**

**Smoking and other tobacco use is prohibited in school facilities and outside on the school grounds by MGL Chapter 71, Section 37H, “An Act Establishing the Education Act of 1993.” This law applies to any individual at any time.**

**Strong fragrances cause significant adverse reactions in some people, such as migraine headaches. Products with strong fragrances include personal care products such as perfume, cologne, fragranced hair products, after shave lotion, scented hand lotion, etc. Attendees at Town Meeting are requested to avoid wearing products with strong fragrances. As an accommodation to persons with such adverse reactions, and to allow safe and free access to the auditorium, the lobby and restroom, attendees at Town Meeting who are wearing products with strong fragrances, or who think they may be wearing products with strong fragrances, are requested to sit away from the sections nearest to the lobby entrance.**

## **MESSAGE FROM THE TOWN MODERATOR**

Welcome to the 2025 October Special Town Meeting!

**REPORT OF THE WARRANT COMMITTEE  
FOR THE 2025 OCTOBER SPECIAL TOWN MEETING**

**ARTICLE ##** To see if the Town will vote to amend the appropriations voted at the 2025 Annual Town Meeting for the twelve-month period beginning July 1, 2025, by increasing the amount appropriated under Article 10 for the Election & Registration Budget by \$60,000 from \$127,674 to \$\_\_\_\_, as follows:

ELECTION & REGISTRATION	FY2026 Original	Amendment	FY2026 Revised
Salaries & Wages	65,944	42,000	107,944
General Expenses	61,730	18,000	79,730
<b>Total Election &amp; Registration</b>	<b>127,674</b>	<b>60,000</b>	<b>187,674</b>

which sum shall be appropriated from funds certified by the Department of Revenue as free cash; and to act on anything relating thereto.

**RECOMMENDED that the Town vote to amend the following appropriation voted by the 2025 Annual Town Meeting under Article 10 as referenced in the table below for the twelve-month period beginning July 1, 2025:**

ELECTION & REGISTRATION	FY2026 Original	Amendment	FY2026 Revised
Salaries & Wages	65,944	42,000	107,944
General Expenses	61,730	18,000	79,730
<b>Total Election &amp; Registration</b>	<b>127,674</b>	<b>60,000</b>	<b>187,674</b>

**And that to meet said appropriation the sum of \$60,000 be appropriated from funds certified by the Department of Revenue as free cash.**

*COMMENT:* 

**Article ##** To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 60, Section 3D to establish an aid to elderly and disabled taxation fund and a taxation aid committee to consist of the chair of the board of assessors, the town treasurer, and three residents to be appointed select board; and to act on anything relating thereto.

Submitted by the Select Board

**RECOMMENDED that the Town vote .**

*COMMENT:* .

**Article ##** To see if the Town will vote to accept Massachusetts General Laws Chapter 40, Section 57 and amend the general Bylaws by inserting the following new Chapter ## Denial, Revocation or Suspension of Local Licenses and Permits.

§ ##-1. Authority.

Any Town board, officer or department or other local licensing or permitting authority may deny any application for, or revoke or suspend a building permit, or any local license or permit including renewals and transfers issued by any board, officer, department for any person, corporation or business enterprise, who has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charges, including amounts assessed under the provisions of section twenty-one D or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate whose owner has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charges.

The Tax Collector shall periodically furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a six-month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

§ ##-2. Revocation or suspension of license.

The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the Tax Collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the Tax Collector; provided, however, that written notice is given to the party and the Tax Collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be *prima facie* evidence for denial, revocation or suspension of said license or permit to any party. The Tax Collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the Tax Collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the Town as the date of issuance of said certificate.

§ ##-3. Payment agreements.

Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement.

Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

§ ##-4. Waiver.

The Select Board may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of his immediate family, as defined in section one of chapter two hundred and sixty-eight A in the business or activity conducted in or on said property.

§ ##-5. Exceptions.

This Section shall not apply to the following licenses and permits:

- a. open burning, M.G.L. Ch. 48, §13
- b. bicycle permits; M.G.L. Ch. 85, §11A
- c. sales of articles for charitable purposes, M.G.L. Ch. 101, §33
- d. child work permits, M.G.L. Ch. 149, §69
- e. licenses for clubs and associations dispensing food or beverage, M.G.L. Ch. 140, §21E
- f. dog licenses, M.G.L. Ch. 140, §137
- g. fishing, hunting, trapping license, M.G.L. Ch. 131, §12
- h. marriage licenses, M.G.L. Ch. 207, §28 and
- i. theatrical events and public exhibition permits, M.G.L. Ch. 140, §81

And to authorize the Town Clerk to assign or amend chapter and section numbers and titles; and to act on anything relating thereto.

Submitted by the Select Board

**RECOMMENDED that the Town vote       .**

*COMMENT:*

**Article ##** To see if the Town will vote to authorize the Select Board to petition the General Court to enact legislation for the purpose of amending Chapter 147 of the Acts of 2024, provided that the General Court may reasonably vary the form and substance of the requested legislation within the scope of the general objectives of this petition:

*An Act Authorizing the Town of Milton to Use Certain Land Acquired for Conservation Purposes for School Purposes*

Section 1: Chapter 147 of the Acts of 2024 is hereby amended in Section 2 by striking out the words "June 30, 2028" and inserting in place thereof the following words: -June 30, 2033.

and to act on anything relating thereto.

Submitted by the School Building Committee

**RECOMMENDED that the Town vote  .**

*COMMENT:*

**Article ##** To see if the Town will vote to Direct the Select Board to adopt community-wide greenhouse gas emissions reduction goals in alignment with the limits set by Massachusetts law, which are currently:

- at least 50% reduction from 1990 levels by the year 2030 (M.G.L. Chapter 21N, Section 4(h))
- at least 75% reduction from 1990 levels by the year 2040 (M.G.L. Chapter 21N, Section 4(h)),
- net-zero carbon emissions by the year 2050 (M.G.L. Chapter 21N, Section 3(b)(vi))

and direct the Select Board to measure progress toward these goals by updating the Town's Greenhouse Gas Emissions Inventory no less once every 5 years;

and authorize the Select Board to direct relevant boards, committees, and departments to proactively pursue fiscally responsible actions, investments, and policies to achieve the goals mentioned above and increase the Town's resilience to the detrimental effects of climate change.

Milton's Climate Action Plan recommends many such policies, in particular that the Town work to achieve Climate Leader Communities certification by the Department of Energy Resources (DOER) and access the associated grant opportunities to fund energy projects. The remaining requirements for Climate Leader Community certification are:

- Commit to eliminating on-site fossil fuel use by the Town by 2050
- Develop a roadmap for decarbonizing municipal operations.
- Adopt a zero-emission-vehicle first policy for new town vehicles when commercially available and practicable.

And to act on anything relating thereto.

Submitted by the Climate Action Planning Committee

**RECOMMENDED that the Town vote   .**

*COMMENT:*

**Article ##** To see if the Town will vote to amend the General Bylaws by inserting the following new Chapter XX Protection Against Light Trespass

**PURPOSE**

The purpose of this Chapter XX is to protect a Person from the intentional and unintentional Light Trespass caused by another Person.

**DEFINITIONS**

“Glare” intense and blinding light emitted by a Luminaire that reduces visibility and creates visual discomfort and/or momentary visual impairment. Discomfort Glare causes a nuisance due to overly bright light sources in the field of view. Disability Glare causes interference in the visual process and impairs the viewer’s vision.

“Illuminance” measured in Lux or footcandles, the total luminous flux incident at a point on a surface.

“Lamp” means the bulb or other light-emitting portion of a Luminaire, not inclusive of any reflective or refractive optics used to direct light.

“Light Trespass” means a condition in which artificial light emitted from a Luminaire on one property is directed in such a manner that the light source or glare is visible from any other property and constitutes a public hazard or a nuisance.

“Lumen” is a unit of measurement that quantifies the total amount of visible light emitted by a light source, with higher lumen values indicating a brighter light.

“Luminaire” means a complete lighting assembly, consisting of a Lamp, housing, optic(s), and other structural elements, but not including any mounting pole or surface.

“Lux (lx)” The SI metric system unit of measure for Illuminance.

“Nuisance” the unreasonable, unwarranted and/or unlawful use of property, which causes inconvenience, disruption of enjoyment, or damage to others, either to individuals and/or to the general public.

“Person” means an individual, a member of a limited liability company, a partnership, or a corporation.

“Public hazard or nuisance” means lighting that, by virtue of its intensity, brightness, area of coverage, position or direction causes to adjacent property or occupants thereof visual discomfort or other physical harm or damage, or a substantial and unreasonable interference with the use and enjoyment of such property.

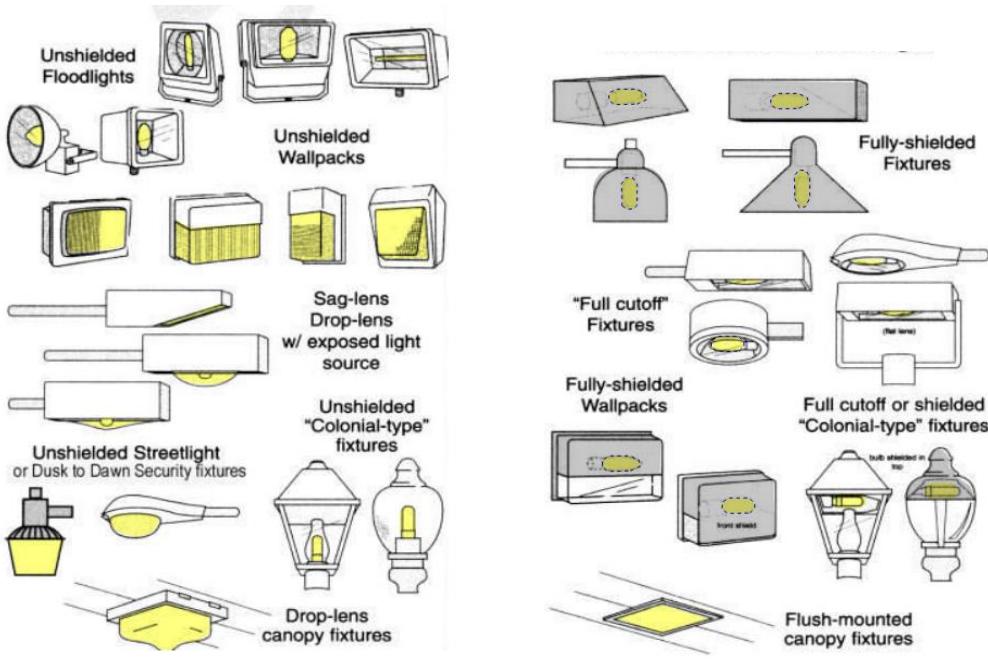
“Town” means the town of Milton, MA.

**ENFORCEMENT**

The Inspectional Services Department, or its designee, in their sole discretion, shall determine if a Light Trespass constituting a public hazard or nuisance exists.

1. Any complaint about Light Trespass shall be made to the Select Board office in writing with any additional material needed to determine that Light Trespass exists.

2. The Inspectional Services Department, or its designee, shall notify the property owner of its intention to review a complaint regarding Light Trespass at their property within ten (10) business days of receiving the complaint in writing.
3. Within forty-five (45) days of receiving the initial complaint the Inspectional Services Department, or its designee, shall conduct a site visit to review the complaint, observe conditions, take initial illumination measurements, and prepare a written summary of existing conditions.
  - a. During this timeframe the property owner may take steps to rectify the alleged Light Trespass and provide any documentation or response the property owner deems appropriate to prove there is no violation of Light Trespass.
  - b. The Inspectional Services Department, or its designee, shall take into consideration the following conditions, or any other information deemed appropriate to determine the outcome of the Light Trespass complaint:
    - i. Measurement of illumination at property line;
    - ii. Inspect Luminaire(s) in question:
      1. Control: Automatic (sensor, or timeclock) or Manual (switch);
      2. Type: Unsheilded or Sheilded (See table below);
      3. Direction: Towards into complainant's property boundary;
    - iii. Excessive Glare; and
    - iv. Light Trespass levels must meet the following:
      1. Luminaire light sources shall not be visible from federal, state or Town designated wilderness, natural area, habitat, or reserves, and Light Trespass shall measure no greater than 5 Lux;
      2. Light Trespass onto Waters of the United States shall measure no greater than 5 Lux;
      3. Light Trespass onto Residential Use property shall measure no greater than 10 Lux.
4. A condition determined by the Inspectional Services Department, or its designee, to constitute a public hazard or nuisance shall be in violation of this Bylaw. Persons found in violation shall have thirty (30) days to rectify the violation after which each additional day during which the violation exists shall constitute a separate offense or violation.



### UNSHEILEDDED/NON-CUTOFF

### SHIELDED/CUTOFF

## MEASUREMENT

The Inspectional Services Department, or its designee, shall take illumination measurements with an illuminance meter at five (5) boundary points. At each boundary point a vertical measurement shall be taken at approximately 5'-0" +/- aimed towards the luminaire. The illumination levels in lux shall be recorded. These shall represent the initial illumination ( $Ill_{init}$ ) measurements.

The luminaire(s) in question should be turned off and the same five (5) boundary point measurements should be repeated. These measurements shall represent the corrected illumination ( $Ill_{corr}$ ) measurements.

At each of the measured point, the differential ( $Ill_{init} - Ill_{corr}$ ) shall be calculated to confirm the contributed illumination from the luminaire(s).

## EXEMPTIONS

The following are exempt from compliance with all provisions of this Bylaw, except as noted:

1. Temporary emergency lighting needed by the Police, Fire, and Public Works departments; Water District personnel; or other law-enforcement and emergency services, as well as all vehicle-mounted luminaires.
2. Lighting employed during repairs of roads, utilities, and similar infrastructure, including unshielded lighting, provided that such lighting is deployed, positioned, and aimed such that to the extent possible the resulting glare and light trespass do not extend beyond the work area.
3. Any form of lighting whose use is mandated or otherwise governed by any legal jurisdiction with broader authority than that of the Town.
4. Temporary lighting for events sponsored by the Town or for which a license or other approval has been issued, such as concerts, fairs, and festivals.
5. A motion-activated luminaire that causes a nuisance but otherwise complies with this Bylaw.
6. Luminaires used to illuminate athletic fields or recreational facilities. Further, luminaires used to illuminate athletic fields, or recreational facilities must be turned off within one (1) hour after the end of play or by 10 p.m., whichever occurs sooner.

7. Seasonal Lighting where outdoor or site lighting that is portable, temporary, decorative, and used in connection with holidays and traditions. This includes but is not limited to string lighting, icicle lighting, and lighted inflatables, none of which are intended for general illumination.
8. Any pole-mounted flag illuminated at night, these luminaires shall be installed and oriented so that their light output points directly toward the flag(s) and incorporates optics to create the narrowest possible beam.
9. Outdoor accent lighting of landscaping, monuments, plaques, and similar installations are exempted from this Bylaw but shall be focused directly at the target so that the luminaire does not create a nuisance. Such lighting shall be designed and installed so that the luminaire points downward toward the target where possible, and emits no more light than is necessary for the task.

#### **RELIEF**

The Town shall have the right to bring a civil action to enforce the provisions of this Bylaw and to seek remedies as allowed by law, including, but not limited to injunctive relief, monetary damages; or other relief as directed by a court with jurisdiction over the matter.

#### **PENALTY**

Persons found in violation shall have thirty (30) days to rectify the violation after which each additional day during which the violation exists shall constitute a separate offense or violation.

For violations of this Bylaw, assessing fines of three hundred dollars (\$300) for each violation. Each day such violation continues shall constitute a separate offense. Said money shall incur to the Town for such uses as the Select Board or Town Administrator may direct. Fines shall be recovered by indictment or on complaint before the District Court or by noncriminal disposition in accordance with Massachusetts General Law Chapter 40 S. 21D MGL c. 40 S. 21D.

The Select Board or its designee shall be the “enforcing person” for purposes of MGL c. 40S. 21D.

And to authorize the Town Clerk to assign or amend chapter and section numbers; and to act on anything relating thereto.

Submitted by the Select Board

**RECOMMENDED that the Town vote .**

*COMMENT:* 

**Article ##** To hear and act upon the report of the Master Plan Implementation Committee; and to see if the Town will vote to establish a standing Master Plan Committee as a successor to the Master Plan Implementation Committee, with a term and charge as follows:

The charge of the Master Plan Committee shall be:

- (1) to monitor the implementation plan within the Town's 2015 Master Plan, or current Master Plan, and to recommend to the Planning Board and the Select Board the actions necessary to implement such plan, including timing, resources, and responsibilities;
- (2) to make recommendations to the Planning Board, Select Board, and Town Meeting regarding updates to the Town's Master Plan; and,
- (3) to make recommendations regarding the scope and key focus areas of future Master Plans,

The committee shall report annually to the Planning Board, Select Board, and Town Meeting.

The membership of the Master Plan Committee shall be comprised of not more than nine (9) members for terms that are renewed annually. One member shall be a member of the Planning Board and one member shall be a member of the Select Board. Other members shall have expertise in planning, architecture, economic development, transportation, landscape architecture, real estate, sustainability, conservation, parks, civil engineering, historic preservation, housing, facilities management, public policy, and diversity, equity and inclusion. Appointing authorities shall also consider equitable geographic/precinct distribution of members.

Members of the Committee shall be appointed as follows:

- Not more than 3 members appointed by the Planning Board
- Not more than 3 members appointed by the Select Board
- Not more than 3 members appointed by the Town Moderator

Submitted by the Master Plan Implementation Committee

**RECOMMENDED that the Town vote \_\_\_\_\_.**

*COMMENT:* \_\_\_\_\_

**Article ##** To see if the Town will vote to amend Chapter 275 of the General Bylaws, known as the Zoning Bylaws, as follows:

**(1)** Article I Definitions is hereby amended by adding the following definitions:

**Awning** – Any device, fixed or retractable, of any material, which extends over or otherwise covers a sidewalk, courtyard, walkway, eating area, driveway, or other area or space whether that area or space is intended for pedestrians, vehicles or other purposes. Also known as a “canopy.”

**Beacon** – Any light with one or more beams directed into the atmosphere or directed at one or more points not on the same lot as the light source; also, any light with one or more beams that rotate or move.

**Business Establishment** – Any non-residential use, whether or not consisting of one (1) or more buildings. In a building with more than one (1) non-residential tenant, each tenant shall constitute a separate business establishment.

**Changeable Copy** – Any lights, lettering, or images that may be electronically or manually changed to form a sign message or messages.

**Commercial Message** – Any sign wording, logo, or other representation that, directly or indirectly, names, advertises, or calls attention to a business, product, service, or other commercial activity.

**Façade of the Business Establishment** - That portion of the building wall facing a street or containing a public entrance, which corresponds to the height and width of the interior space rented or owned by the tenant of the business establishment.

**Flag** – Any fabric or bunting containing colors, patterns, or symbols used as a symbol of a government or other entity or organization.

**Normal Grade** – The lower of 1) existing grade prior to construction or 2) the newly established grade after construction, exclusive of any filling, berming, mounding, or excavating solely for the purpose of locating the sign.

**Sign Permit** – A permit issued by the Building Commissioner allowing a sign to be installed on a piece of property.

**Sign** – Any object, device, display or structure, or part thereof, which is placed outdoors or which is visible from the outdoors, which is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, design, symbols, fixtures, colors, illumination or projected images. "Sign" shall include, without limiting the generality of the foregoing, billboards, pennants, ribbons,

streamers, moving devices, strings of lights, awnings, marquees, canopies, vending machines, and similar devices. "Sign" shall not include national or state flags, athletic scoreboards, official announcements or signs of U.S., Massachusetts or Town government (including any signs on Town property or the Town right-of-way) approved by the Board of Select Board, or temporary holiday decorations customarily associated with any national, local or religious holiday.

**Sign, Abandoned** – Any sign associated with a use which has ceased operations for sixty (60) or more days and/or contains or exhibits broken panels, visible rust, visible rot, damaged support structures, or missing letters or which is otherwise dilapidated, unsightly, or unkempt.

**Sign, Accessory** – Any sign that, with respect to the premises on which it is erected, advertises or indicates one or more of the following: the person occupying the premises, the business transacted on the premises, and directional or parking instructions, or the sale or letting of the premises or any part thereof.

**Sign, Address** – A sign indicating the numerical location, or numerical and street location, of a particular property.

**Sign, Animated** – Any sign, or part of a sign, that uses any movement or change of lighting or color to depict action or create a special effect or scene.

**Sign Area, Area of a Sign, Signage** – The entire area within a single continuous perimeter, and a single plane, composed of a square, circle or rectangle which encloses the extreme limits of the advertising message or announcement or wording together with any frame, background, trim or other integral part of the display excluding the necessary supports or uprights on which such sign is placed. Sign area of a standing or pole sign is the entire area of one side of such sign such that two faces which are back to back are counted only once for the purposes of standing or pole sign area.

**Sign, Audible** – Any sign which emits a sound which is audible or emits a signal which can be converted into audible sounds, whether by radio or other means.

**Sign, Awning** – Any sign that is a part of, attached to, or displayed on an awning, canopy or other fabric, plastic or structural protective cover over a door, entrance, window, or outdoor service area.

**Sign, Banner** – A sign placed above or across a public or private street or way with the prior written permission of the Board of Select Board; the Select Board shall determine the terms and conditions for the use of such sign, including, but not limited to, dimensional and length of time of allowances. Neither flags nor awning signs are considered banners.

**Sign, Bracket** – A sign mounted perpendicular to the building by means of a bracket, the design of which is meant to be decorative and integral to the sign's design, below which hangs the sign in a manner to withstand public or property damage from wind.

**Sign, Building** – Any sign attached to any part of a building, as contrasted to a ground sign.

**Sign, Directional** – Any sign limited solely to directing both vehicular and pedestrian traffic within or setting out restrictions on the use of parking areas.

**Sign, Directory** – A sign which may be utilized by multiple business establishments occupying a single building with a shared public entrance.

**Sign, Externally Illuminated** – A sign illuminated by an external light source directed solely toward such sign.

**Sign, Facing or Face** – The surface of a sign board, background area, and structural trim upon, against, or through which a message is displayed or illustrated on the sign.

**Sign, Flashing** – A sign, the illumination of which is not kept constant in intensity at all times when in use or which exhibits marked changes in lighting effects.

**Sign, Freestanding** – A sign not a part of or attached to any building but generally located elsewhere on a lot.

**Sign, Ghost** – An advertisement that was installed prior to 1960. Such “ghost sign” shall be allowed by Special Permit from the Select Board to remain, to be stabilized or restored to the original condition when such sign is considered an important reflection of the everyday social and economic life of years past. Such signs shall not count toward the allowable square footage or allowable number of signs of a business or parcel of land.

**Sign, Ground** – Any sign, supported by structures or supports that are placed on or anchored in the ground, independent from any building or other structure.

**Sign, Internally Illuminated** – A sign illuminated by an internal light source, utilizing translucent panels, canvas or other fabric, letters, devices or other similar components to create an image by allowing light to pass through. A “Reverse Lit” sign is not an internally illuminated sign.

**Sign, Moving** – Any and every sign any part of which moves, is designed to move, or to be moved, by any means.

**Sign, Multi-faced** – Any sign consisting of more than one (1) sign face.

**Sign, Non-Accessory Sign** – A billboard, sign, or other advertising device which does not come within the other definitions of sign in this Section.

**Sign, Non-Conforming** – Any sign legally erected prior to the adoption of this section, or any amendment thereof, which does not conform to the requirements of this section or such future amendments.

**Sign, Open-Face** – A type of sign and/or sign illumination utilizing an open or clear plastic sign face, allowing the light source to be visible.

**Sign, Permanent** – Any sign of a type and construction as not to be easily or readily removed, which, when installed, is intended for permanent use. Types of permanent signs include, but are not limited to, standing signs, wall signs, awning signs, and window signs.

**Sign, Pennant** – Any lightweight plastic, fabric, or other material, whether or not containing a message of any kind, suspended from a rope, wire, or string, usually in a series, designed to move in the wind. Also known and referred to as a streamer.

**Sign, Portable** – A free-standing sign not permanently affixed, anchored, or secured to the ground or structure on the lot it occupies, including trailered signs but excluding signs affixed to or painted on a vehicle, unless the primary function of that vehicle is as a sign and not for the transport of goods or merchandise.

**Sign, Projecting** – A type of wall sign which is perpendicular to the wall to which it is attached and projects away from such wall.

**Sign, Reverse-Lit** – A type of sign and/or sign illumination using an opaque face and sides, generally constructed of aluminum, and a clear polycarbonate back or no back. Light does not pass through the face of the sign, but rather comes out of the back of the sign and is cast off the wall behind the sign, thereby creating a silhouette of the outline of the sign face. Also known and referred to as “Reverse Back Lit”, “Halo”, or “Halo Lit” sign or sign illumination.

**Sign, Roof** – Any sign erected and constructed above, or projecting above, the lowest point of the eave or the top of a parapet wall of any building, or which is painted or otherwise attached or affixed to a roof.

**Sign, Standard Informational** – A sign with no one side consisting of an area greater than six (6) square feet, with a sign face made for short term use, containing no reflecting elements, flags, or projections and which, when erect, stands at a height not greater than six (6) feet. Sandwich board signs shall be considered to be a type of standard informational sign.

**Sign, Standing** – A permanent sign erected on or affixed to the ground and not attached to a building. The sign shall not exceed fifteen (15) feet in height with eight (8) feet of clearance under the sign area and erected upon supporting devices or stands.

**Sign, Temporary** – Any and every sign which by its design and/or use is temporary in nature and/or is not permanently mounted. Neither flags nor awning signs are considered temporary signs.

**Sign, Wall** – A permanent building sign not considered to be a roof sign, window sign, temporary sign, temporary window sign, or directory, attached to or erected and confined within the limits of an outside wall of any building or structure, which is supported by such wall or building. Wall signs may be mounted parallel or perpendicular to a wall, subject to the requirements herein.

**Sign, Primary Wall** – A sign on the building face fronting on a street or parking lot frontage.

**Sign, Secondary Wall** – A sign located on any building face fronting on a street or parking lot frontage other than that of the primary wall sign. The cumulative area of all secondary wall signs shall not exceed fifty (50) percent of the maximum possible area of the primary wall sign.

**Signs, Window** – Any sign attached, painted or otherwise similarly affixed directly to the glass surface of a window or door, either inside or outside the building, and/or any illuminated sign installed inside the building within one (1) foot of the glass surface of a window or door, and designed to be visible from the exterior of the structure.

**(2)** Strike Section 275-3.2(C) Signs and Billboards and Section 275-3.3(D) Signs Permitted in the Business District and insert the following new section:

Section 275-3.25 Signs.

## 1. **Intent and Purpose**

### a. **Intent**

i. It is recognized that signs perform important functions in the community which are essential for the public safety and general welfare, such as communicating messages, providing information about goods and services available, and providing orientation. It is further recognized that because of their potential detrimental impact to the visual and perceptual environment, signs must be regulated in order to:

- Prevent hazards to vehicular and pedestrian traffic.
- Prevent conditions which have a blighting influence and contribute to declining property values.
- Provide for easy recognition and legibility of all permitted signs and other uses in the immediate vicinity.
- Preserve the amenities and visual quality of the town and curb the deterioration of the community environment.

- Support business vitality by avoiding burdensome procedures and restrictions.

ii. It is the intent of this article to protect property values, create a more attractive business climate, enhance and protect the physical appearance of the community, and encourage the appropriate use of land.

**b. Pertinence to Other Laws**

All signs shall be subject to any and all other applicable by-laws and regulations of the Town of Milton and the Commonwealth of Massachusetts. Nothing in this by-law is intended to limit the exercise of the right of free speech guaranteed under the Constitutions of the United States of the Commonwealth of Massachusetts.

**c. Interpretation and Conflict Clause**

These regulations are not intended to interfere with, abrogate, or annul any other bylaw, regulation, statute, or other provision of law. Where any provision of these regulations imposes restrictions different from those imposed by any other regulations, bylaw, or other provision of law, whichever provisions are more restrictive or impose higher standards shall apply.

**d. Severability Clause**

The invalidity of any section or provision of this bylaw or its application to any sign, shall not invalidate any other section or provision, or application of this bylaw.

**2. Powers and Duties of Personnel**

The Building Commissioner is hereby authorized and directed to interpret, administer and enforce this Section.

**3. Applicability**

The standards and regulations of this Section shall apply to all signs, erected, maintained, or replaced in any district within the corporate limits of the Town of Milton. All signs shall comply with the regulations for the erection and construction of signs contained in the Building Code of the Commonwealth of Massachusetts and other applicable bylaws of the Town of Milton.

**4. Existing Signs**

### **a. Existing Signs**

Existing Signs are defined as those erected before October 27, 2025, and are classified into one of five separate categories. These are:

- i. Conforming signs which comply with all provisions of this bylaw in its most recently amended form.
- ii. Prohibited signs, as specified in [Subsection 8b](#)
- iii. Pre-existing non-conforming signs, which do not comply with one or more provisions of this bylaw, in its form prior to the October 2025 Town Meeting, but which are not described as prohibited signs in Subsection 8.
- iv. Non-conforming signs, which fully complied with this bylaw prior to the amendments approved by the October 2025 Town Meeting.
- v. Exempt signs, as specified in Subsection 8a.

### **b. Removal of Existing Signs**

Non-conforming signs which are enlarged, reworded, redesigned, replaced, or altered in any way including repainting in a different color or relettering, shall comply immediately with all provisions of this bylaw; and provided further that any such sign which has deteriorated to such an extent that the cost of restoration would exceed thirty-five (35) percent of the replacement value of the sign at the time of replacement shall not be repaired or rebuilt except to conform to the requirements of this bylaw.

### **c. Removal of Non-Approved Signs**

The Building Commissioner shall order the removal of any non-approved signs erected or maintained in violation of this bylaw. Twenty one (21) days notice in writing shall be given to the owner of such sign, or of the building, structure, or premises on which such sign is located, to remove the sign or to bring it into compliance with the bylaw. Applicant shall have the opportunity to apply for sign review.

### **d. Abandonment of or Failure to Maintain Sign**

Any sign which shall have been abandoned or which shall not have been repaired or properly maintained within one hundred twenty (120) days after notice in writing to that effect has been given by the Building Commissioner must be brought into compliance with this bylaw.

## **5. Sign Permits**

**a. Sign Permit Required**

All persons desiring to erect, install, place, construct, alter, move or maintain a sign shall apply to the Building Commissioner for a permit. Exempt signs are excluded from this requirement.

**b. Application Submittal and Content**

The applicant must submit to the Building Commissioner a completed sign permit application, furnished by the Department of Inspectional Services, together with all supporting materials. The submittal of the following information, material, and fees shall constitute a complete application:

- i. The type and purpose of the signs(s) as defined in Section I. Definitions of the Town of Milton Zoning Bylaws (i.e. Wall Sign, Window Sign, etc.).
- ii. Dimensions and area of the sign(s), including letter height and aggregate sign area if more than one (1) sign and/or sign face.
- iii. Material(s) and colors of the sign(s).
- iv. Type of illumination.
- v. Number, type, and area of existing signs, if applicable.
- vi. Height of sign.
- vii. The zoning district in which the subject property is located.
- viii. The name, address, telephone number, email address, and signature of the business owner.
- ix. The name, address, telephone number, email address, and signature of the owner of the property upon which the sign is to be located. The owner's agent may sign if an authorization letter from the property owner is submitted.
- x. The name, address, telephone number, and email address of the contractor.

The following attachments, and necessary copies as required by the Building Commissioner, shall be submitted:

- i. For standing signs, a location plan or survey showing the property upon which the subject sign is to be located, the proposed location of the subject sign on the property the distance of the proposed sign from the subject property's boundaries, and all existing structures or buildings on the subject property. Such plan shall be to a legible engineer's scale.

- ii. For all signs, dimensioned drawings of the sign including lettering, borders, proposed color scheme, height, and other design elements. Such drawings shall be to a legible architect's scale.
- iii. For wall, awning, and window signs, a dimensioned drawing or photograph of the façade indicating the placement of the signs, area of the façade of the business establishment, and height of the sign. Such drawings shall be to a legible architect's scale.
- iv. Color photographs of the property and renderings to scale for new constructions including all buildings and the proposed sign location, as well as visualization of 3D rendering of the sign on the building.
- v. For all signs, a copy of a letter from the Chairman of the Sign Review Committee indicating the recommendation of the Sign Review Committee or, for signs requiring a Special Permit, a copy of a letter from the ZBA indicating the approval of the Special Permit.
- vi. Appropriate fees, as set from time to time by the Building Commissioner, shall be paid.

**c. Processing Time; Permit Issuance**

The Town shall process Sign Permit applications within ninety (90) days of the receipt of a complete and accurate application by the Building Commissioner, including remittance of the appropriate fee. No Sign Permit shall be issued by the Building Commissioner sooner than sixty (60) days unless the advisory review of the Sign Review Committee has been received. If the Advisory recommendation of the Sign Review Committee is not received within sixty (60) days the Building Commissioner shall act on the Sign Permit, unless there is a continuance from the Sign Review Committee.

**d. Application Rejection**

The Building Commissioner shall reject any application that is incomplete, that contains false material statements or omissions, or that is for a sign which would violate any standard within this Section within thirty (30) business days of receipt of said application.

**e. Resubmission**

A rejected application later resubmitted in conformity with this Section shall be deemed to have been submitted on the date of resubmission instead of the original

submission date. An application which is resubmitted shall meet all the standards for an original application.

**f. Permit Revocation**

Should it be determined that a Sign Permit was issued in error and/or pursuant to an application containing a false material statement or omission, or for a sign not meeting the standards of this Section, the Building Commissioner shall revoke said permit and the subject sign shall be immediately removed.

**g. Expiration Date**

A Sign Permit shall become null and void if the sign for which the permit was issued has not be installed and completed within six (6) months after the date of issuance; provided, however, that where an applicant can demonstrate that a commercial entity was timely engaged to construct the permitted sign, but the fabrication has not yet been completed, one (1) ninety (90) day extension may be granted by the Building Commissioner. No refunds shall be made for a permit after the permit is issued. If later an individual desires to erect a sign at the same location, a new application for the sign must be processed and another fee paid in accordance with the fee schedule applicable at such time.

**h. Penalties**

Any sign owner or owner of property on which a sign is located who violates or permits a violation of this bylaw, shall be subject to fines as established by the Select Board, said fine to being after the later of (1) the state of issuance of any written notice given by the Building Commissioner or (2) the date of conclusion of any appeal therefrom. Each day the violation persists shall constitute a separate offence.

**6. Design Review**

**a. Design Review Required**

- i. All signs requiring a Sign Permit or Special Permit under the provisions of this Section shall require the review of the Sign Review Committee

**b. Sign Review Committee**

The Sign Review Committee shall be appointed by the Select Board on an annual basis. The Committee will have five members, one of whom is the Director of Planning and Community Development and the others of whom are residents of or

owners of businesses within the Town of Milton. At least one member shall be an architect, urban designer, or planner. The members shall choose a chairman annually. The Committee shall act as an advisory board according to the requirements of this Section.

**c. Process**

- i. Following the receipt by the Building Commissioner of a complete application, the Building Commissioner shall review and approve that the proposed sign meets the dimensional and square footage criteria of the Total Sign Area. This information shall be included with the application to the sign review committee for review. The Building Commissioner will forward the appropriate number of copies of the application and all supporting materials to the Sign Review Committee for review. The application will include all information and documents defined in Section 5, with the exception of the letters from the Sign Review Committee and/or the ZBA.
- ii. The application shall be scheduled for review by the Sign Review Committee at the next meeting of the Committee not less than thirty (30) days after the receipt of the application by the Chairman.
- iii. The Sign Review Committee shall render an advisory recommendation regarding the design of the sign within thirty (30) days of the Chairman's receipt of the complete application.
- iv. Failure of the Sign Review Committee to make a recommendation within ninety (90) days from the date of the submission of application materials to the Planning Department shall be deemed to constitute a recommendation for approval.
- v. The Planning Department shall forward such recommendation in writing to the applicant and the Building Commissioner, to be either hand-delivered or mailed.

**d. Criteria for Review**

The Sign Review Committee's review and advisory recommendation of proposed signs shall be based on the following:

- i. Those Criteria contained in this Section.

- ii. The Sign Guidelines Handbook to be updated from-time-to-time by the Planning Department in consultation with the Planning Board and the Sign Review Committee.
- iii. Consideration of how the proposed sign(s) relates to:
  - Criteria for design guidelines within the district provided... Requirements contained within design guidelines at locations for which they exist... Design guidelines for those signs located in overlay districts for which there exists design guidelines
  - The context of the building façade.
  - Buildings in the immediate vicinity of the sign.
  - The basic pattern of the street front to which the sign is oriented.
  - The size, brightness, style, height and colors of other permanent structures and elements in the immediate vicinity.
  - Consideration of whether the proposed sign(s) is
    - Sized and located so as to avoid obscuring existing architectural features such as columns, sill lines, roof eaves, and cornices.
    - Comprised of materials and colors that reflect the character of the building to which it is attached or associated with.
    - Displaying graphics, symbols, logos, and/or letters which are legible and visible to both vehicle operators and pedestrians, are of a size that is proportional to the sign and the building to which it is attached or associated with, does not create a sign with a cluttered appearance. Such graphics, symbols, logos, and/or letters on secondary signs should be proportionally smaller than those on a primary sign.

**e. Recommendation**

The Sign Review Committee's advisory recommendation shall take one of the following forms:

- i. Approval – The Sign Review Committee shall recommend the approval of proposed signs that meet the Criteria for Review and comply with all requirements of this bylaw.
- ii. Approval with Conditions – The Sign Review Committee shall recommend the approval with conditions of proposed signs that comply with the requirements of this Section, but do not meet the Criteria for Review. The Sign Review Committee may recommend conditions that require changes to the sign; conditions shall relate to the Criteria for Review with the intent being that the conditions require the sign to conform to the Criteria.

- iii. Denial – The sign Review Board shall recommend denial of all proposed signs that do not comply with the requirements of this Section; the Sign Review Committee may recommend denial of Sign Permits that do not meet the Criteria for Review if, in the opinion of the Committee, there are no possible conditions which will allow the sign to more closely meet the Criteria for Review.

## **7. Appeal and Special Permits**

### **a. Right of Appeal**

- i. Any applicant for a Sign Permit, any person who has been ordered by the Building Commissioner to incur expense in connection with a sign, and any person dissatisfied with any refusal, order, or decision of the Building Inspector, may appeal to the Zoning Board of Appeals within twenty (20) days from the date of such refusal, order, or decision.
- ii. After notice given to the public and abutting property owners and/or residents, the Zoning Board of Appeals shall hold a public hearing. Applying the Standards in Subsection 6d, the Board shall affirm, annul, or modify such refusal, order, or decision. The action of the Building Commissioner may be annulled or modified only by a majority decision of the Zoning Board of Appeals. If the action of the Commissioner is modified or annulled, the Building Commissioner shall issue Sign Permit or order in accordance with the decision of the Board.

### **b. Special Permit Granting Authority**

The Zoning Board of Appeals shall serve as the Special Permit Granting Authority for all Special Permits for signs and shall consider request for Special Permits in accordance with this Section and Section IX.C. Special Permits or Other Permits, of the Zoning Bylaw.

### **c. Circumstances in which a Special Permit May be Sought**

- i. Special Permits may be considered and issued for any request for relief from the requirements of this Section; however, Special Permits may not be issued to allow those signs indicated in Section 8b, with the exception of internally illuminated signs.

- ii. Any Special Permit granted by the Zoning Board of Appeals shall be by majority vote and shall specify the reasons for allowing the requested relief. Each decision shall be filed in the office of the Town Clerk within thirty (30) days after the hearing by the Building Commissioner and a copy of the decision shall be sent by mail or delivered to the appellant and any other person appearing at the hearing and so requesting in writing. Failure to file a decision within thirty (30) days after the hearing shall not be deemed to be approval of any relief sought.
- iii. The Board shall set forth appropriate conditions and safeguards whenever in its opinion they are desirable.

**d. Required Findings**

A Special Permit for a sign may be issued provided that the Zoning Board of Appeals makes the following findings:

- i. The sign is otherwise in compliance with the provisions of this Section;
- ii. Sign scale is determined to be in reasonable relation to development scale, viewer distance and travel speed, and sign sizes on nearby structures.
- iii. Sign size, shape, and placement serve to define or enhance architectural elements of the building such as columns, sill lies, cornices, and roof edges, and does not unreasonably interrupt, obscure or hide them.
- iv. Sign design is in reasonable continuity with the mounting location, height, proportions and materials of other signage on the same or adjacent structures.
- v. Sign materials, colors, lettering, style, illumination and form are reasonably compatible with building design, neighborhood context, and use.
- vi. Sign size, location, design, and illumination are not judged to present a safety hazard to vehicular or pedestrian traffic.

**e. Design Review**

Prior to the granting of a Special Permit by the Zoning Board of Appeals, the Sign Review Committee shall submit an advisory recommendation on the Special Permit to the Zoning Board of Appeals. Such recommendation shall address compliance of the sign with Subsection 6e. An unfavorable report of the Sign Review Committee shall indicate which of the findings were not met and shall state what modifications to the sign or signs could be made to render a favorable report. Failure of the Sign Review Committee to make such report within thirty (30) days from the date of the

submission of the application materials to the Sign Review Committee shall be deemed by the Zoning Board of Appeals to constitute a favorable report.

## **8. Exempt Signs and Prohibited Signs**

### **a. Exempt Signs**

The following signs shall be allowed by right without the necessity of a Sign Permit:

- i. Any public notice or warning required by a valid and applicable federal, state, or local law, regulation, or statute.
- ii. Any sign inside a building not attached to a window or door.
- iii. Address signs, the letter and number height of which does not exceed eight (8) inches.
- iv. Names of buildings, date of erection, monumental citations, and commemorative tablets, when made a permanent and integral part of a building, not to exceed ten (10) square feet.
- v. Flags.
- vi. Traffic control signs or private property, such as Stop, Yield, and similar signs, the face of which meet Department of Transportation standards, and which contain no commercial message of any sort.
- vii. Signs located on property owned by the Town and approved by the Select Board.
- viii. Signs sanctioned by the Town of Milton Historical Commission, which display historical information about buildings, properties, people and the like, and not exceeding two (2) square feet in area. Such signs may be wall or ground mounted.
- ix. Street Banners providing notice of public entertainment or advertising a charitable, religious or educational event, may be placed within the Town right-of-way if approved by the Select Board for a period of time not to exceed eight (8) consecutive days, the first of which shall occur not more than seven (7) days prior to such entertainment or event. All said banners shall be removed within twenty-four (24) hours after such entertainment or event.
- x. Holiday decorations and lights when in season.
- xi. Public Interest Signs- Signs containing cautionary messages, such as "Beware of Dog" or "No Trespassing" shall be exempt from the permit requirements of this bylaw, provided they do not exceed two (2) square feet.
- xii. Paper or cardstock window signs advertising any campaign, drive, event or activity of a civic, philanthropic, educational or religious organization for noncommercial purposes, provided that they are to be removed within thirty (30) days of initial display.

xiii. Temporary display or charitable ideas or expression of political, religious, ideological ideas shall be exempt from the provisions of this bylaw, subject to the following conditions:

1. No such sign shall be affixed to a tree or utility pole or otherwise erected in a public way.
2. Signs may be erected in the Town's right-of-way by a homeowner in front of his or her own home provided, a) there is not protrusion into the public walkway or roadway; b) placement will not damage any plantings that are in the area; c) placement does not pose a hazard to passersby; d) posted signs include the contact information of the sign owner attached in a visible manner to the sign; and e) signs may not be posted for more than two weeks without approval in writing of the Select Board.
3. Signs may be erected on other Town property only with the approval of the Select Board.
4. Temporary signs erected on Town property or right-of-way or other disapproved locations not meeting all of the foregoing conditions may be removed and stored at a Town facility awaiting the owner's retrieval for a period not to exceed thirty (30) days, after which they may be discarded.

## **b. Prohibited Signs**

The following signs are prohibited:

- i. Nonaccessory signs.
- ii. Any new or existing sign not erected pursuant to and in accordance with the requirements of this bylaw. See Subsection 4(A) for guidance on nonconforming signs.
- iii. Signs which incorporate in any manner flashing, moving, or intermittent lighting, excluding public service signs showing time and temperature. These include promotional beacons, laser lights, or images.
- iv. Wind signs, including banners, pennants, spinners, streamers, and other wind-actuated components.
- v. Mechanically activated signs, other than rotating barber poles.
- vi. Any sign which advertises or calls attention to any products, businesses, or activities which are no longer sold or carried on at any particular premise. No such sign shall remain in place or on vacated premises for more than ninety (90) days from the date the vacancy commenced.
- vii. Portable signs, except for Sidewalk Signs as defined in Section 12(viii) of this bylaw, not permanently affixed, anchored, or secured to the ground or a structure on the lot it occupies.

- viii. Signs advertising businesses, services, or activities located at different premises from the premises on which the sign is located, except street banners permitted by the Select Board as defined in Subsection 8a.
- ix. Window signs which cover more than twenty-five (25) percent of the window or which obstruct the middle third of the window or door such that eye-level view through the window is blocked.
- x. Signs erected so as to obstruct any door, window, or fire escape on a building.
- xi. Signs constructed, erected, or maintained on the roof of a building or which extend above the roof plate line.
- xii. Signs in the right-of-way, other than those belonging to a government, public service agency, or railroad.
- xiii. Signs which are pasted, attached, mounted, or located on a tree, utility pole, fence or structures such as overpasses ad bridges or other similar structure. Signs pasted or attached to other signs are prohibited unless such subsidiary portions are an integral part of the total sign design.
- xiv. Signs not in good repair, in violation of codes, or containing or exhibiting broken panels, visible rot, damaged support structures, or missing letters.
- xv. Billboards.
- xvi. Audible signs.
- xvii. Open Face Channel Letters.
- xviii. Signs fabricated with letters, numbers, designs, or images consisting of an exposed or visible light source emitted from the face of the sign, including, but not limited to, incandescent and fluorescent bulbs, LED price signs, LED and digital displays, and neon tubes.

## **9. Measurement of Sign Area and Height**

### **a. Measurement of Sign Area**

- i. **Generally** – Sign area shall be computed as the area within the smallest single rectangle or square enclosing the extreme limits of the sign face including any cabinet or frame or material, texture, or color forming an integral part of the sign face used to differentiate the sign face from the structure upon which it is placed. For purposes of determining the maximum sign limitations, any intermediary removable surface to which a sign is attached shall be deemed part of the sign, and any sign composed of separate letters, numbers, or symbols cut into or attached to a wall or painted on or otherwise attached to an awning, canopy, or window shall be deemed to occupy the entire area within a single rectangle or square enclosing the extreme limits of the sign, including any structural elements.

- ii. **Structure** – The computation of the area of a sign face shall not include the structure, supports, or uprights on which the sign face is placed or any portions of a sign structure that are not intended to contain any message or idea and are purely structural or decorative in nature, other than those parts contained within the rectangle or square that delimits the sign face.

**b. Measurement of Sign Height**

- i. **Ground Signs** – The height of a standing sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest component of the sign. Where the normal grade is below the normal grade of a public street of the street before the height limitations are applied (surveyor's certificate required).
- ii. **Building Signs** – The height of a wall sign shall be determined to be the vertical distance measured from grade to the top of the highest attached component of the sign.

**10. Location, Construction and Design Standards**

**a. Setback**

Unless a more restrictive setback is specified otherwise in this Section, all Ground Signs, whether permanent or temporary, shall be set back at least fifteen (15) feet unless otherwise determined in Sign Committee site plan review from the nearest property line, whether or not said line abuts a public or private street or way; except Standard Informational Signs which may be located anywhere on the lot, but shall not create a traffic safety hazard by blocking visibility of traffic on a public street from a driveway and shall not overhang a public sidewalk.

**b. Corner Clearance**

All signs shall meet the corner clearance requirements contained within the Town Bylaws.

**c. Right-of-Way**

No sign or any part thereof, except authorized government, public service agencies, or railroad signs, shall be located in any right-of-way, except for signs which are allowed to project over a public sidewalk subject to the conditions in Section 12. Any pre-existing sign which projects into, on or over a public street or way or pre-existing or new sign that projects over a public sidewalk shall be subject to bonding and/or insurance requirements as determined by the Department of Public Works. All signs

projecting over a public right-of-way shall be subject to the provisions of the State Building Code regulating such signs

**d. Compliance with Building Code**

All signs permitted under this Section shall be constructed and installed in accordance with the applicable provisions of the State Building Code and with the reasonable requirements of the Building Commissioner.

**e. Maintenance**

All signs, together with the structural elements, shall be kept in good repair and in a proper state of preservation to the reasonable satisfaction of the Building Commissioner. The Building Commissioner may order the removal of any sign that is not maintained in accordance with the provisions of this Section, the State Building Code and/or the Zoning Bylaw

**f. Installation**

Without express approval by the Sign Review Committee, no sign shall be painted or posted directly on the exterior surface of any wall. All signs must be painted, posted, or otherwise securely attached to a substantial intermediary removable surface which shall be securely attached to the building; however, the foregoing shall not prevent the installation of a sign consisting of individual letters or devices securely attached to the exterior wall of the building. Installed signs shall display the name of the installer and the permit number issued by the Building Commissioner in a legible manner but inconspicuous location.

**g. Illumination**

**i. Permitted**

**1. Permitted** – The following types of illumination shall be allowed:

- a. Externally Illuminated Signs – Signs may be externally illuminated by white, steady, stationary light shielded and directed downward, or upward if ground mounted solely at the sign.
- b. Reverse Lit Signs or Halo Signs – Signs may be reverse lit, illuminated by white light only.

**2. Permitted by the issuance of a Special Permit:**

- a. Internally Illuminated Signs
3. **Prohibited** – The following types of illumination shall be prohibited:  
Open Face Channel Letters
  - a. Signs fabricated with letters, numbers, designs, or images consisting of an exposed or visible light source emitted from the face of the sign, including, but not limited to, incandescent and fluorescent bulbs, LED price signs, LED and digital displays, and neon tubes.
4. **Time** – Unless a business establishment is open to the public, no sign shall be illuminated between the hours of 11:00 p.m. and 6:00 a.m.
5. **Intensity** – Exterior illumination of signs shall be so shaded, shielded, or directed that they shall not reflect or shine on or into neighboring premises or into any public street. The intensity of such light shall be deemed acceptable if it does not exceed a factor of 3 above the ambient light intensity at any point on the ground when measured with an incident light meter and the following procedure:
  - a. The intensity of the sign illumination, in foot-candles, is measured with all normal background and ambient illumination on.
  - b. With the sign turned off, the same measurement is repeated.
  - c. The ratio of the measurements in (a) to that in (b) shall not exceed 3.
6. **Dimming** - All exterior illumination shall have dimming capabilities.

## **11. Residential Districts**

- a. A sign of not more than two (2) square feet in area, displaying the street number, the name of the occupant of the property and/or historical references, if any, without the need for a permit under this bylaw.
- b. Sign pertaining to the lease or sale of a lot or building without the need for a permit under this bylaw, provided that such signs do not exceed a total area of nine (9) square feet nor more than 1-1/2 feet in any dimension, until such time as all lots, apartments, condominiums, or houses have been rented or sold.
- c. One contractor's sign, not exceeding twelve (12) square feet in area (except as otherwise provided by law) maintained on the property while construction is in progress, and containing information relevant to the project. Such sign shall not require a permit under this bylaw and shall be removed within three days after completion of construction.

- d. One sign identifying each public entrance to a subdivision or multi-family development such as apartments, condominiums, or town houses, of not more than nine (9) square feet in area, nor more than 3-1/2 feet in any dimension, In addition, each family unit may carry a single sign of not more than one square foot, without time limit.
- e. Pre-existing commercial uses and nonconforming business in residential zones are subject to business requirements.

## **12. Business Districts**

- a. **Total Sign Area** – Unless otherwise hereinafter provided, the total area of all signs erected on a lot shall not exceed one and one-half (1.) square feet in area for each horizontal linear foot of the building face(s) parallel to, or substantially parallel to, a street line. However, if the primary facade is on a parking area, then said facade shall be used to determine the amount of allowable signage.
- b. **Principal Signs** – No more than two principal signs shall be allowed for each business establishment. A principal sign may be a flat wall sign, a projecting sign, or a freestanding sign.
  - The total area of all flat wall signs shall not exceed fifty (50) square feet on any one wall of the business establishment. Flat wall signs shall not project more than twelve (12) inches from the face of the wall. Subject to the approval of the Building Inspector, a flat wall sign may be located anywhere on any wall of a building, provided that it does not conceal any part of a window, and that its length does not exceed seven-eighths (7/8) of the facade of the business establishment.
  - A projecting sign shall not extend beyond the curb line or more than 50 inches, exclusive of any supporting structure from the building. A projecting sign shall not be less than 10 feet from the ground level at the base of the building, over a vehicular way, 10 feet over a sidewalk, or a lesser distance so long as public safety is not endangered nor more than 20 feet from the ground level to the top of the sign. Allowable area of a projecting sign will be computed as one-half (.) square foot for each horizontal linear foot of the facade of the establishment on which it hangs. Such sign shall not extend above the building, nor be more than twelve (12) square feet in area.
- c. **Secondary Signs** – If a business establishment consists of more than one building, or if a building has secondary frontage on a street or parking area, a secondary sign may

be affixed to one wall of each building or to the second side. Secondary signs shall not exceed one square foot for each horizontal linear foot of secondary frontage on a street or parking lot, and said area shall be limited to 50% of the area allowed for the Primary Sign.

- d. **Directories** – Where there are three (3) or more businesses on a lot, or there are businesses without an entrance on the street frontage, a directory may be permitted for the purpose of traffic direction and control. The size of the directory shall not exceed nine (9) square feet plus one and one-half (1.) square feet per business establishment. Such a directory shall be included in the calculation of total permitted sign area for the lot.
- e. **Awnings** – Retractable, fabric awnings projecting from the wall of a building for the purpose of shielding the doorway or windows from the elements may include signage on the valance. Such signage shall not be included in the calculation of the total permitted sign area for the lot, provided that no lettering or symbol is greater than six (6) inches in height. No awning may extend within two (2) feet of a curbline.
- f. **Temporary Sale Signs** – In a business district, temporary signs, advertising special promotions or sale of merchandise, may be attached to or located only within the interior of a window or door, and shall not require a permit under this bylaw or be considered in calculating the total permitted sign area for the lot. Such signs must be registered with the Building Commissioner prior to their installation. Each business establishment shall be limited to display such signs for a period not exceeding thirty (30) days with no more than three (3) such thirty (30) day periods permitted per calendar year. Thirty (30) day periods may be utilized consecutively.
- g. **Signs Painted on Windows** – In a business district, script describing a product or theme and not including the name of the business. Such signage shall be subject to the requirements of this section and be included in the calculation of the Total Sign Area.  
.
- h. **Sidewalk Signs** – One “A” frame Sandwich Board sign per business premises shall be permitted (including within the public right-of-way (sidewalk only)), in addition to the other signs permitted under this Subsection 8, such signs shall not require a permit under this bylaw, subject to the following conditions:
  - The sign shall only be displayed in front of the place of business, adjacent to the buildings only, and not along the curb.
  - The sign shall be displayed only during the months of May-October.
  - The sign shall not exceed 24" in width and 48" in height.

- The sign shall not be made entirely of plastic, nor shall it be primarily devoted to a single product.
- The sign shall advertise the business and the good and services available on the premises.
- The sign shall not protrude on the sidewalk in such a way as to obstruct pedestrian traffic or reduce the open sidewalk width to less than four feet.
- The sign shall be free of sharp corners, protrusions and devices which could inadvertently cause injury.
- The sign must be constructed with a cross-brace for stability; the sign must have sufficient strength to stand by itself, without the use of other materials to stabilize it.
- In response to specific safety concerns, the Police Department may prohibit sidewalk displays in designated areas during holiday parades or other specified times or days when sidewalk congestion is excessive.
- The sign may be displayed only during business hours and must be removed from the sidewalk thereafter.
- The Building Commissioner shall issue a sticker permit on an annual basis which shall be attached to the interior of the Sidewalk Sign. Sidewalk Signs without the correct annual permit shall be removed by the order of the Building Commissioner.
- Liability insurance coverage shall be carried, and evidence of same may be requested by the Building Commissioner. Said insurance must cover personal injuries or property damage which may occur in such areas. Such liability insurance coverage shall be extended to include the Town of Milton as an additional insured on the liability insurance policy in the amount of one million dollars (\$1,000,000) per claim and two million dollars (\$2,000,000) per occurrence for any and all claims which may arise, for any reason, as a result of the placement of such sign. The business shall also require the insurer to give at least thirty (30) days written notice of termination, reduction or cancellation of the policies to the Town.

## **13. Special Provisions**

### ***a. Religious and Educational Non-profit Institutions***

One sign, including bulletin or announcement board, identification sign or entrance marker is allowed for the principal entrance to the premises of a church, synagogue or other religious institution or school, museum, library, or other not-for-profit organization, not exceeding twelve (12) square feet in area. One additional sign, not exceeding twelve (12) square feet in area is also allowed if the establishment has frontage on a second public way. Up to nine (9) additional square feet of signage is

also allowed to provide information to users on the site, provided that no single sign exceeds three (3) square feet.

**b. *Restaurants***

In addition to other signs permitted by this bylaw, restaurants and other food service establishments may post an actual menu on the building where the premises are located near the main entrance door of the establishment without obtaining a permit under this bylaw.

**c. *Bed and Breakfasts***

A bed and breakfast in any zoning district may not have more than one permanent sign. The sign must be unlighted and is not to exceed four (4) square feet in area. If a ground sign, it must be set back not less than half the depth of the front yard.

**d. *Fuel Service Stations***

One identification sign not to exceed twenty (20) square feet in area. Product identification signs for gasoline services stations may be maintained, provided the total of said signs does not exceed nine (9) square feet in area with no single sign to exceed three (3) square feet in area

**e. *Directional and Traffic Safety Signs***

Signs indicating "entrance," "exit," "parking," or similar traffic directional information, shall not exceed three (3) square feet in area per sign. Provided these signs are erected on the lot pursuant to a town or state regulation, they shall not be counted in the maximum sign number and sign area requirements for the lot. Signs indicating parking for a specific business shall be limited to one sign per five spaces.

And to authorize the Town Clerk to assign or amend chapter and section numbers and titles; and to act on anything relating thereto.

Submitted by the Planning Board

**Article ##** To see if the Town will vote to amend Chapter 275 of the General Bylaws, known as the Zoning Bylaws, by amending §275-20 Traffic Impact Mitigation as follows:

1. In the first paragraph of § 275-20.1, first line, reword the first clause to read: “In a Planned Unit Development District, an Overlay District or a Residence District where a special permit is required, or in a Business District or Overlay District where site plan approval is required, in either event for the construction or alteration of a structure...”;
2. Insert “, or the site plan approval granting authority, as applicable,” after “SPGA” wherever it appears;
3. Replace the word “inhabitants” with “residents” in § 275-20.2;
4. Strike “and in any case, the LOS shall never be below a “C” for Scenic Roads or a “D” for all other new or existing intersections” in paragraph A in § 275-20.3;
5. Strike “for the applicable Planned Unit Development or Overlay District” in the first paragraph of § 275-20.4;
6. Replace “as compliance” with “together” in the first paragraph of § 275-20.4;
7. Insert “or site plan approval” after “Special Permit” wherever it appears;
8. Replace “effected” with “affected,” “on site” with “onsite” and “off site” with “off-site” in paragraph A(5) in § 275-20.4;
9. Insert “SPGA or the site plan approval granting authority, as applicable” in place of “Planning Board” wherever it appears; and
10. Strike “and specified as conditions in the special permit” at the end of paragraph B in § 275-20.6

As amended, §275-20 shall read:

#### **§ 275-20.1. [Findings.]**

In a Planned Unit Development District, or in an Overlay District or a Residence District where a special permit is required, or in a Business District where site plan approval is required, in either event, for the construction or alteration of a principal use structure that will result in the increase in gross floor area by more than 10% of existing floor area or that will require the addition of 10 or more parking spaces to a property or that will result upon full completion in 7,500 square feet or more of gross floor area, the Special Permit Granting Authority ("SPGA") or the site plan approval granting authority, as applicable, may require mitigation measures and/or a monetary contribution from applicants to mitigate or offset a development's transportation impacts.

#### **§ 275-20.2. Purpose.**

The purpose of Traffic Impact Mitigation ("TIM") is to protect the health, safety and general welfare of the inhabitants residents, businesses, and other establishments of the Town of Milton.

#### **§ 275-20.3. Development Traffic Impact Standards.**

Standards by which a project subject to TIM shall be evaluated relative to its impact upon Milton's traffic infrastructure shall include:

- A. Level of Service ("LOS") of all intersections and roads shall be adequate following project development and shall be determined according to criteria set forth by the Transportation Research Board ("TRB") of the National Research Council. LOS shall be determined inadequate if a development reduces the LOS more than one level below the existing grade prior to the development, ~~and in any case, the LOS shall never be below a "C" for Scenic Roads or a "D" for all other new or existing intersections.~~
- B. An Impacted Intersection shall be any intersection or intersections projected to receive at least 60 additional vehicle trips during peak hour traffic over the no-build condition or intersections projected to receive an additional 5% of anticipated daily or peak hour traffic over the no-build condition due to the contribution of traffic by the proposed development.

#### **§ 275-20.4. Determination of Traffic Impact.**

An application for a special permit or site plan approval for a project subject to TIM shall include, ~~as compliance together with~~ all other special permit application or site plan approval application submission requirements, ~~for the applicable Planned Unit Development or Overlay District~~ a Traffic Impact Statement, which shall be prepared by a qualified MA Registered Professional Engineer specializing in traffic that shall include the following:

- A. A Traffic Impact Assessment documenting existing traffic conditions in the vicinity of the proposed project, accurately describing the volume and effect of the projected traffic generated by the proposed project, and identifying measures necessary and sufficient to mitigate any adverse impacts on existing traffic conditions.
  - (1) Determination of Scope: prior to preparing the Traffic Impact Assessment, the Applicant's Professional Engineer shall meet with the Town Engineer, to review the proposed scope of the Traffic Impact Assessment, including the identification of the "project impact area," to be studied, which shall include all impacted intersections and streets likely to be significantly affected by the proposed project, as defined above. The Town Engineer shall provide a written statement to the SPGA or the site plan approval granting authority, as regarding applicable, regarding his/her concurrence or disagreement with the proposed scope, and the reasons for his/her opinion, which shall be provided to the Applicant and included with the Traffic Impact Assessment.
  - (2) Existing Traffic Conditions: the Traffic Impact Assessment shall measure and assess average and daily peak hour volumes, average and peak speeds, sight distances, accident data, and levels of service (LOS) of all intersections and streets within the project impact area. Generally, such data shall be no more than 12 months old at the date of the application, unless other data are specifically approved by SPGA or the site plan approval granting authority, as with applicable, with the recommendations of the Town Engineer.
  - (3) Projected Traffic Conditions: the Traffic Impact Assessment shall include projected traffic conditions for the design year of occupancy, including statement of the design year of occupancy, estimated background traffic growth on an annual average basis, and impacts of other proposed developments that have been approved in whole or in part by the Town which will affect future traffic conditions. If a proposed principal use is not

listed in the criteria established by the TRB, the SPGA or the site plan approval granting authority, as applicable, may approve the use of trip generation rates for another use listed that is similar in terms of traffic generation to the proposed use. If no use is similar, a traffic generation estimate, along with the methodology used, prepared by a registered professional traffic engineer, shall be submitted and approved by the SPGA or the site plan approval granting authority, as applicable.

- (4) Projected Impact of Proposed Development: the Traffic Impact Assessment shall include the projected peak hour and daily traffic generated by the development on the roads and ways in the project impact area, sight lines at the intersections of the proposed driveways and streets, existing and proposed traffic controls in the vicinity of the proposed development, and projected post-development traffic volumes and levels of service of intersections and roads likely to be affected by the proposed development.
- (5) Traffic Mitigation Measures: the Traffic Impact Assessment shall propose specific measures to be undertaken by the Applicant in order to mitigate the impacts of the proposed development and to ensure that current traffic conditions and LOS are not adversely effectedaffected by the project. Also, the Traffic Impact Assessment shall consider both on siteonsite and off siteoff-site mitigation measures, to include but are not limited to new traffic control signals, increase in right of way capacity via widening roads, or other right of way or intersection improvements. The proposed mitigation measures, if approved by the SPGA, or the site plan approval granting authority, as applicable, shall become conditions of the special permit or site plan approval.

B. The SPGA or the site plan approval granting authority, as applicable, shall have the option to require a peer review of the Traffic Impact Statement by a Registered Professional Traffic Engineer of its choosing at the Applicant's expense.

#### **§ 275-20.5. Establishment of TDM Goals and Requirements:**

The SPGA or the site plan approval granting authority, as applicable, Planning Board shall have the discretion to strongly encourage at least one or more Transportation Demand Management (TDM) programs to reduce peak hour volumes, as listed below:

- A. Provide staggered work hours (one hour increments) for at least 10% of the non-management work force.
- B. Provide preferential parking locations for all employees arriving in a car pool comprised of at least two licensed drivers.
- C. Provide a cash incentive for all car pools of two or more licensed drivers. Said incentive shall be at least 40 dollars per month per car pool.
- D. Provide a shuttle or van service to and from public transportation terminals. Said service must have the capacity to accommodate at least 10% of the employees on the largest shift.
- E. Provide a work at home option for at least one day per week for at least 10% of the total work force.
- F. Provide subsidized public transportation passes of at least 20% of the monthly pass cost.
- G. Provide secure and safe bicycle parking and storage.

- H. Provide showers and lockers for bicyclists.
- I. Provide a public bicycle sharing program
- J. Provide connectivity between adjacent bike storage sites and bike pathways.
- K. Provide a fully connected sidewalk network.
- L. Provide bicycle lanes.
- M. Provide other programs designed by the applicant and approved by the SPGA or the site plan approval granting authority, as applicable, Planning Board in lieu of or in addition to those listed above.

#### **§ 275-20.6. Mitigation Payments.**

- A. In lieu of or in addition to the Applicant performing all or part of the mitigation measures which have been made a condition of the special permit or site plan approval, the SPGA or the site plan approval granting authority, as applicable, may require the Applicant to make a contribution into a Traffic Safety and Infrastructure Revolving Fund (the "Fund") of an amount at its discretion equal to a maximum of:
  - (1) \$300 per parking space for any commercial, manufacturing, or retail use.
  - (2) \$300 per loading dock for any distribution or warehouse facility.
  - (3) \$450 per residential unit.
- B. The Fund shall be held separate and apart from other moneys by the Town Treasurer. Any money in said Fund shall be expended only by majority vote of the Planning Board and Select Board and in accordance with the provisions of the Fund and the Requirements for Monetary Contributions specified herein. The Fund may be used for the implementation of a Complete Streets program, traffic calming measures, maintenance and improving of traffic regulation and control, road improvements (including widening), traffic control signals, street lighting, pedestrian and bike improvements, sidewalks and other public improvements related to traffic safety. The cost of land takings necessary to accomplish any of the purposes listed herein shall be considered a proper purpose for the expenditure of money from this Fund. No money in this Fund shall be used for any purpose not included or directly related to the purposes listed above. Further, money paid by a specific applicant for a special permit or site plan approval under this section shall only be spent on mitigation measures related to said development and specified as conditions in the special permit.
- C. Per written request of the Applicant, the SPGA or the site plan approval granting authority, as applicable, may allow the Applicant to directly implement a portion of the proposed mitigation measures identified in the Traffic Impact Assessment, and which have been made conditions of the special permit or site plan approval. The costs of those measures, itemized by cost category, as certified by the Town Engineer and approved by the SPGA, or the site plan approval granting authority, as applicable, shall be credited to the Applicant's payment to said Traffic Safety and Infrastructure Fund, and said payment shall be reduced by the certified amount.
- D. Funds: Potential uses of funds: Funds may only be used if the expenditure directly relates to the impact created by the development to which it applies. Funds may not be used to pay for existing deficiencies unless the deficiencies are increased by the new development.  
Requirements for Monetary Contributions: The SPGA or the site plan approval granting

authority, as applicable, must:

- (1) Establish a clear and proximate link between the impact of a development on the transportation network and how the mitigation funding will be used to remedy that impact;
- (2) Establish a clear and well-defined process to monitor progress and compliance towards established goals.
- (3) Specify a timeframe for the use of mitigation revenue and determine a process to return unspent sums of money outside of the established time frame.
- (4) Hold the revenue in a specifically identified account that is monitored and reported on.
- (5) Ensure a clear transfer of responsibility in the event of a change of ownership.

#### **§ 275-20.7. Completion of Mitigation Measures.**

A. No building permit shall be issued to an Applicant for a Special Permit or a site plan approval under this section until surety has been established in a sum sufficient to ensure completion of mitigation measures required by the SPGA or the site plan approval granting authority, as applicable, in the form of a 100% performance bond, irrevocable letter of credit, or escrow agreement. The sum of said surety shall be established by the SPGA, or the site plan approval granting authority, as applicable, with input from the Town Engineer, and be approved as to proper form and content by the Town's Treasurer.

B. No occupancy permit, permanent or temporary, shall be issued to an Applicant for a Special Permit or a site plan approval under this section until all required mitigation measures described in the Traffic Impact Statement and specified as conditions in the Special Permit or site plan approval have met the following conditions:

- (1) All required Mitigation Payments are received by the Town Treasurer.
- (2) All mitigation measures have been certified by the Town Engineer as complete and all public improvements have been accepted by the Town of Milton or the Commonwealth of Massachusetts, whichever is applicable;
- (3) All design, construction, inspection, testing, bonding and acceptance procedures have been followed and completed in strict compliance with all applicable public standards and have been certified by the Town Engineer.

C. If the Applicant fails to complete any required mitigation, the Town shall be authorized to complete such measures with the surety payments and with the Mitigation Payments to the extent required. Any expenditure by the Town of Mitigation Payments associated with correcting applicant's deficiencies shall be refunded to the Town by the Applicant prior to issuance of an occupancy permit, permanent or temporary.

And to authorize the Town Clerk to assign or amend chapter and section numbers and titles; and to act on anything relating thereto.

Submitted by the Planning Board



Town of Milton  
525 Canton Ave  
Milton, MA 02186

**Town Meeting will be held on  
Monday, October 27, 2025  
Beginning at 7:30 p.m.**

The Milton High School auditorium  
is reserved for additional Town Meeting  
sessions at 7:30 p.m. on:  
Tuesday, October 28  
Wednesday, October 29.

PRSR STD  
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BOSTON, MA

ECRWSS  
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MILTON, MA 02186



The Community Engagement Department at the Metropolitan Area Planning Council (MAPC) supports municipalities in integrating residents' input into policy and planning projects. Our work is centered around engaging those who have not historically had a seat at the table in planning and policymaking throughout the MAPC region. We seek to build decision-makers' capacity to design and implement equitable civic engagement and planning processes. Our values are Equity, Accountability, Empowerment, and Accessibility.

The Community Engagement Department overarching goals include,

- Improve communication among municipalities, advocacy groups, community-based organizations, and residents.
- Support and initiate the leadership capacity of municipal leaders and staff, advisory groups, and organizations based within communities to meaningfully engage stakeholders in planning process to build their engagement skillset.
- Increase access to more transparent local government, promotion of diversity, equity, and inclusion, and representation in local decision-making. Scope of Work:

The Metropolitan Area Planning Council (MAPC) Community Engagement Department will partner with the Town of Milton's Select Board to design and facilitate a community forum that will allow the community to envision and explore ways in which the town of Milton should approach and deal with the firehouse located at 525 Adams Street in the future.

### Scope of Work

#### **TASK 1: Context Review and Background Conversation:**

MAPC Staff will review and become familiar with the materials, site, stakeholders, and context. Furthermore, MAPC staff hold initial conversations with staff and partners to gain an understanding of the forum's objectives, identify the intended audience and those affected, and review the town's outreach plan to ensure all residents can participate.

Hours: 10

Cost: \$1200

Timeframe: September 2025

#### **TASK 2: Forum Agenda Design**

MAPC will design a draft agenda based on input from staff to answer questions and have a group agreement on the Forum agenda. We expect to have a conversation with staff before agreeing on the final agenda. Please note that the hours also account for meetings with MAPC colleagues from the Arts and Culture Department to advise on the agenda.

Hours: 16

Cost: \$1920

Timeframe: September 2025

#### **Task 3: Facilitation of Forum**

The MAPC team will facilitate a two-hour forum that will allow residents to envision the space in the future.

Hours: 10 (includes travel +delivery)

Budget: \$1200

Timeframe: October 2025



#### Task 4: Follow-up and Evaluation

MAPC will meet with staff to debrief on the Forum

Hours: 2 (Two MAPC Staff)

Budget: \$240

Timeframe: October 2025

Project Management: \$500

Scope of Work	Est. Hours	Est. Budget	Est. Budget Non Labor	Notes
Context Review and Background Conversation:	10	\$1200		
Forum Agenda Design	16	\$1920		
Facilitation of Forum	10	\$1200		
Follow-up and Evaluation	4	\$240		
Materials/food			\$550	Includes items but not limited to Printed materials, Agendas, feedback forms, name tags, cultural symbols, tablecloths, sticky notes, flipcharts, markers, and 300\$ snacks and drinks= 250\$
Project Management		\$500		
<b>Total</b>	40	<b>\$5,610</b>		

**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: Helen Russell  
Address: ██████████  
Email: ██████████  
Registered Voter in Milton: Y

Date: 4.28.2025  
Home Phone: NA  
Cell Phone: ██████████  
Precinct: 3

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.

My professional background includes 35 years working in nonprofit organizations advocating for underserved and underresourced youth. These experiences have required working with limited resources and maximizing coalition building and community empowerment.

As the Founder and Executive Director of a Boston-based nonprofit (Apprentice Learning), I raised funding annually, developed an active and engaged board of directors as well as a robust group of business partners and volunteers.

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 not that familiar with the workings of the Shade Tree Advisory Committee other than requesting trees to be planted in front of my home. As a former National Park Ranger, environmental educator and Outward Bound instructor, the outdoor environment is of great importance to me and trees add both aesthetic and health value to our community and I would enjoy spending time volunteering to advocate for shade trees in our town.

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**

**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

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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.

I was a board member and Treasurer of Brookwood Farm from 2009 to 2012.

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.

Not that I am aware.

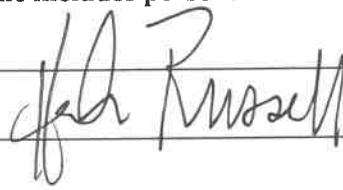
**Town of Milton**  
**Application for Volunteer Appointment to**  
**Boards, Committees, and Commissions**

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

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: 5-4-25

**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**

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:** Brooke Plotkin

**Date:** 05/16/2025

**Address:** [REDACTED]

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

**Email:** [REDACTED]

**Cell Phone:** [REDACTED]

**Registered Voter in Milton:** [REDACTED]

**Precinct:** 3

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.

I was raised in a family with a deep appreciation for the arts and culture. My sister is an artist and my mom and dad were both on the board of moCa Cleveland. My mom is also on the board of The cleveland museum of art and the Film Festival and endowed the chair of the expressive arts therapy program at University Hospitals . My career followed a scientific path but travel and exposing my children to culture is very important to me. It is one of the reasons that we chose to raise kids near Boston and I would be thrilled to be a part of the local arts and culture in Milton.

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 spoken to Kathleen Potter and Liz Dillon about the cultural council. Although I have not attended any meetings, I have a good sense of what my role would be.

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.

No, I have not.

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:**

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: 05/16/2025

**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

TEL 617-898-4846

TOWN OFFICE BUILDING  
525 CANTON AVENUE  
MILTON, MASSACHUSETTS

## SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

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

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

Applicant's Contact Information: \_\_\_\_\_ / \_\_\_\_\_  
Telephone # \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Organization Name: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Description of Event: \_\_\_\_\_

The Applicant is: { } Non-profit Organization or { } For Profit Organization

Date of Event: \_\_\_\_\_

Hours of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Number of Participants: \_\_\_\_\_

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:** \_\_\_\_\_  
Chief of Police

**SIGNATURE:** \_\_\_\_\_  
Town Administrator on behalf of Select Board

**APPLICANT'S SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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.



## Town of Milton

TEL 617-898-4843

TOWN OFFICE BUILDING  
525 CANTON AVENUE  
MILTON, MASSACHUSETTS

### SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name:

ST. AGATHA PARISH - Bob RINGUETTE  
432 Adams STREET

Applicant's Address:

Organization Name:

ST AGATHA PARISH

Name of Event:

PARISH FESTIVAL

Description of Event:

SOCIAL EVENT

The Applicant is:

Non-profit Organization      or       For Profit Organization

Date of Event:

9-13-25

Hours of Event:

5:30 - 9:00 pm

Location of Event:

PARKING LOT

Number of Participants:

100 - 150 people

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: \_\_\_\_\_  
Chief of Police

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

APPLICANT'S SIGNATURE: 

Date: 8-21-25

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.



# Town of Milton

TEL 617-898-4846

TOWN OFFICE BUILDING  
525 CANTON AVENUE  
MILTON, MASSACHUSETTS

## SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name:

Lorie Komlyn, Assistant Director

Applicant's Address:

215 Adams Street, Milton, MA 02186

Applicant's Contact Information:

Telephone #

E-Mail Address

Organization Name:

Forbes House Museum

Name of Event:

BarnFest

Description of Event:

An autumnal celebration with music, a licensed/insured beer truck

The Applicant is:

Non-profit Organization

or

For Profit Organization

Date of Event:

September 4, 2025

Hours of Event:

6:00 - 9:00pm

Location of Event:

Forbes House Museum, 215 Adams Street

Number of Participants:

100

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:

Chief of Police

SIGNATURE:

Town Administrator on behalf of Select Board

APPLICANT'S SIGNATURE:

Date:

7/23/25

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.

**DRAFT****Select Board Meeting Minutes**

**Meeting Date:** 5/13/2025

**Members in Attendance:** Benjamin D. Zoll, Chair; John C. Keohane, Vice Chair; Meghan E. Haggerty, Secretary; Winston A. Daley, Member, Nicholas Milano, Town Administrator, Nick Connors, Assistant Town Administrator (ZOOM) and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Members Absent:** Richard G. Wells, Jr.,

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

**Time Meeting called to Order:** 7:02PM

**Time Meeting Adjourned:** 9:09PM

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

Chair Zoll called the meeting to order at 7:02PM and led the Pledge of Allegiance.

- 3. Public Comment**

Margaret Carels - 19 Bingham St.

Ms. Carels, (former Director of the Milton Coalition) requested that the Select Board defer the Warrant Article pertaining to the General Bylaws Amendment: Chapter 105 Alcohol on Town Property to a future Fall or Annual Town Meeting. Since the public hearing held on April 8<sup>th</sup>, a new article has been drafted, but it still needs to be fine-tuned and reviewed by the Select Board and Warrant Committee.

- 4. Discussion – Recognition of Former Select Board Members / Introduction of New Select Board Members**

On behalf of the Board, Chair Zoll expressed his appreciation to Ms. Roxanne Musto for her dedicated service to the community. Ms. Musto was always in attendance and provided careful review of the meeting materials and minutes. Ms. Musto will continue to serve the Town as a Member of the Board of Health. He extended his best wishes in her future endeavors.

Mr. Zoll reiterated the Board's appreciation to Ms. Erin Bradley for her commitment to Milton. Mr. Zoll welcomed Ms. Meghan Haggerty and Mr. Winston Daley to the Select Board.

Chair Zoll suggested that the Board jump ahead and address item #12.

## **12. Discussion/Approval -Proclamation declaring May as ALS Awareness Month in the Town of Milton**

At the Chair's request, Ms. Heidi Vaughn, Director of the Forbes House Museum joined the Select Board Members and shared her experience with ALS. Ms. Vaughn expressed her appreciation to the Select Board and the Town for their support. Mr. Keohane read the Proclamation.

## **5. Discussion – New Select Board/School Committee/Warrant Committee Finance Committee Charge and Membership**

Per Mr. Milano's request, the Board has deferred this matter.

## **6. Discussion/Approval – Appointments/Reappointments of Select Board Members on Town Boards/Committees:**

Mr. Keohane moved to appoint:

Winston Daley and Meghan Haggerty to the Select Board Finance Committee,  
John Keohane and Benjamin Zoll to the Select Board Policy Committee,  
Winston Daley to the Trustees of the Affordable Housing Trust,  
Richard Wells to the Capital Improvement Planning Committee,  
Meghan Haggerty to the Master Plan Implementation Committee,  
John Keohane and Richard Wells to the Milton Landing Committee,  
Benjamin Zoll to the MPEG Access, Inc., Board of Directors,  
Winston Daley to the PILOT Committee and  
Winston Daley to the Youth Task Force

The motion was seconded by Mr. Daley. The Board voted unanimously to approve the Select Board Committee appointments.

The Board will revisit the appointments for the Climate Action Planning Committee Massport Community Advisory Committee and School Building Committee at a later date.

## **7. Discussion/Update/Approval – Special Town Meeting: June 16, 2025**

Mr. Milano, the Town Administrator, reviewed the Special Town Meeting Warrant Articles. He recommended that the Board consider deferring Articles that were not time sensitive to the Special Town Meeting Warrant planned for the Fall. By doing so, it will provide the Warrant Committee with a little more flexibility to complete their recommendations/comments.

- ❖ Article XX: Amend Fiscal Year 2025 Appropriations: Reserve Fund

Mr. Milano noted that there is \$300,000 in free cash that has not yet been appropriated. If Milton Public Schools comes up short to close out Fiscal Year 2025, the free cash will be applied to that

deficit. The School Committee and the Administration at MPS are optimistic that they will not require the use of free cash.

- ❖ Article XX: General Bylaws Amendment: Light Trespass
- ❖ Article XX: Accept M.G.L. Chapter 40, Section 57 and Amend the General Bylaws to allow denial or revocation of licenses, permits for failure to pay municipal taxes or charges

This law allows municipalities to deny applications for, or revoke or suspend building permits or local licenses, if the applicant has neglected or refused to pay local taxes, fees, assessments, betterments, or other municipal charges.

- ❖ Article XX: Acceptance of property tax exemptions related to veterans and the elderly

Mr. Milano previously explained that there are additional measures within this law that a municipality can adopt. For example: The Town can take those exemptions and increase them by a certain percentage. The issue is that there is a cost to the Town that did not get factored into the budget.

Mr. Milano will continue his research and follow-up. The Select Board has the option to move forward with an article, which allows an adjustment to property taxes based on the Consumer Price Index.

*This law allows municipalities to adjust property tax exemptions for inflation based on the Consumer Price Index. This Article is time-sensitive and must be adopted by Town Meeting prior to the start of the new fiscal year.*

Needham, Hingham and Dedham currently have this fund in place and it generates: \$20,00-\$30,000 annually to help elderly and disabled residents.

- ❖ Article XX: Acceptance of M.G.L. Chapter 60, Section 3D (voluntary donations to elderly and disabled taxation fund)

Mr. Milano summarized the role of the Taxation Aid Committee.

The Taxation Aid Committee will consist of the Chairman of the Board of Assessors, the Town Treasurer and three residents appointed by the Select Board. The Committee will adopt the rules and regulations and carry out the provisions of this law and identify the recipients of such aid.

*This law allows municipalities to designate a place on its tax bills, or the motor vehicle excise tax bills, or to mail with such tax bills a separate form, for taxpayers to voluntarily donate and establish a town aid taxation fund for the purpose of defraying the real estate taxes of elderly and disabled persons of low income. The municipality is also required to create a Taxation Aid Committee to oversee how the funds are distributed.*

- ❖ Article XX: General Bylaws Amendment: Chapter 105 Alcohol on Town Property

Mr. Milano summarized the revised article:

- Regulations for alcohol consumption on Town Property (i.e. Buildings and/or Parks) and leased premises will be the same
- One-Day Liquor licenses will only be issued to applicants and/or organizations under contract to utilize an entity possessing a caterer's license for alcoholic sales
- Age identifying wristbands
- Applicants must submit a sketch plan for the use of Town Land as part of the application process
- Select Board may require alcoholic sales and consumption to take place in a designated area

Following a brief discussion, the Members agree to postpone this Article until the fall town meeting. It is not a time sensitive matter and the Board wants to ensure that all I's are dotted and T's are crossed.

The Planning Board has met with the Warrant Committee on the following Articles:

- ❖ Article XX: Zoning Bylaw Amendment: East Milton Overlay District
- ❖ Article XX: Zoning Bylaw Amendment: Floodplain
- ❖ Article ##: Zoning Bylaw Amendment: MBTA Communities Multi-family overlay

The Select Board deferred their discussion regarding the Articles pertaining to MBTA Communities Multi-family overlay.

## 8. Discussion/Update/Approval – MBTA Communities Act Status and Next Steps

The Select Board had a frank discussion regarding Milton's status within the MBTA Communities Act. Topics of their discussion included, but were not limited to:

- ❖ Takeaways from meeting with HLC
- ❖ Proposed 10% compliance plan – Warrant Article from Planning Board
- ❖ Tentative 25% compliance plan – Warrant Article from Planning Board
- ❖ Pathway(s) to reclassification
- ❖ Loss of state grant funding

The Members also felt that there has been a disconnect between the Boards and the public. In an effort to reengage, the Select Board invited the Planning Board to join them for a joint meeting. Mr. Milano did remind the Members that the Planning Board has been working

at a deficit since Mr. Czerwienski left last fall.

During their conversation, Mr. Milano informed the Board that the Planning Board voted not to proceed with their 25% model.

The Select Board was concerned. They agreed that they must meet with the Planning Board next week to discuss their decision and the best way to proceed. Mr. Milano will coordinate the meeting details.

Following their discussion, Chair Zoll moved the to authorize the Town Administrator to prepare the action plan letter and draft a cover letter to provide the specificity of our timeline and the Select Board's hope to meet with HLC in an informed way in the weeks ahead to discuss the Town's status. The motion was seconded by Ms. Haggerty. The Board voted unanimously to approve.

#### **9. Discussion/Approval – Town Counsel RFQ Review Process and Timeline**

Mr. Milano informed the Board that Request for Qualifications, (RFQ) for town council services is now public. The RFQ includes two scopes of service: general municipal and labor council. The submission deadline is May 21<sup>st</sup>. Mr. Milano would like the Board to set aside time in June to host interviews with the finalists. The ideal start date is July 1, 2025. Mr. Milano will coordinate a panel to host the initial rounds of interviews.

Following his summary, Mr. Milano fielded questions from the members regarding Town Counsel services.

#### **10. Discussion/ Approval – Towns of Randolph and Milton Veterans Service District Agreement**

Following an overview from Mr. Milano, Mr. Keohane moved to approve the Veterans Service District Agreement for the Towns of Randolph and Milton. The motion was seconded by Ms. Haggerty. The Board voted unanimously (4-0) to approve the Milton Veterans Service District Agreement.

#### **11. Discussion – Select Board Retreat Date**

This matter has been deferred.

#### **12. Discussion/Approval -Proclamation declaring May as ALS Awareness Month in the Town of Milton**

The Board addressed this matter earlier in the evening.

#### **13. Discussion/Approval – Application to use the Town Green and Baron Hugo Gazebo**

**a. Genevieve Nave on behalf of the Milton Girl Scouts – Saturday, June 14, 2025 from 4PM-6PM for a Flag Day Celebration**

Ms. Haggerty moved to approve the Application to use the Town Green and Baron Hugo Gazebo for Genevieve Nave on behalf of the Milton Girl Scouts – Saturday, June 14, 2025 from 4PM-6PM for a Flag Day Celebration. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the application to Use the Town Green and Baron Hugo Gazebo.

**14. Town Administrator's Report**

Mr. Milano welcomed Ms. Haggerty and Mr. Daley. Town staff is looking forward to working with you to help meet your goals.

Mr. Milano expressed his appreciation to Ms. Bradley and Ms. Musto for allowing him the opportunity to lead Milton as the Town Administrator. He thanked them for their dedication and commitment to the community.

Mr. Milano also thanked the staff in the Town Clerk's office, IT Department and Select Board office who work behind the scenes to coordinate the Annual Election and Annual Town Meeting.

and to all the Moms, especially to Mary Duggan, my mother-in-law in Milton, "Happy Mother's Day."

**Chair's Report**

Chair Zoll congratulated the MHS cast and crew of Grease; the production was fabulous! On behalf of the Board, Chair Zoll congratulated Elizabeth Dillon, Milton's first female Town Moderator.

Chair Zoll thanked the Warrant Committee, led by Tom Caldwell for their hard work and support. They did a remarkable job!

As Chair, Mr. Zoll noted that his goal for the year is to leave Milton better than it is today.

**15. Public Comment Response**

No public comment response.

**16. Future Meeting Dates:**

The Board will meet on Tuesday, May 21, 2025 with the Planning Board, Tuesday, May 27, 2025 and Tuesday, June 10, 2025.

The Special Town Meeting is scheduled for Monday, June 16, 2025, Tuesday, June 17<sup>th</sup> and Wednesday, June 18<sup>th</sup>. The Board Members will meet prior to Town Meeting at Milton High School.

Chair Zoll did encourage Members to let him know if Tuesday meetings pose a conflict. The Board can make changes if needed.

## **17. Future Agenda Items**

Governor Stoughton Trustees meeting regarding the Town Farm Reports/Updates from Departments and Committees  
Joint Finance Committee Composition

## **18. Executive Session- Pursuant to M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to collective bargaining**

- a. Milton Clerical Unit of the Southeastern Public Employees Association**
- b. Milton Professional Management Association**
- c. Milton Public Employee Association**
- d. Milton Firefighters, Local 1116**
- e. Milton Police Association**
- f. Milton Superior Officers**
- g. Milton Library Association**

The Executive Session has been deferred.

## **19. Adjourn**

At 9:00PM, Mr. Keohane moved to adjourn. The motion was seconded by Ms. Haggerty. The Board voted unanimously (4-0) to adjourn.

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

### Documents:

#### Select Board Committee Assignment List

June 16, 2025 Special Town Meeting List of Potential Warrant Articles:

- Article ##: Amend Fiscal Year 2025 Appropriations: Reserve Fund
- Article ##: General Bylaws Amendment: Light Trespass
- Article ##: Accept M.G.L. Chapter 40, Section 57 and Amend the General Bylaws to allow denial or revocation of licenses, permits for failure to pay municipal taxes or charges
- Article ##: Acceptance of property tax exemptions related to veterans and the elderly

Article ##: Acceptance of M.G.L. Chapter 60, Section 3D (voluntary donations to elderly and disabled taxation fund)

Article ##: General Bylaws Amendment: Chapter 105 Alcohol on Town Property

Article ##: Zoning Bylaw Amendment: East Milton Overlay District

Article ##: Zoning Bylaw Amendment: Floodplain

Article ##: Zoning Bylaw Amendment: MBTA Communities Multi-family overlay

East Milton Square Mixed-Use Overlay District Commentary

Request for Qualifications: Town Counsel and Labor Counsel Services

Memorandum of Agreement between the Towns of Randolph and Milton for the creation of the Randolph-Milton Veterans' Services District

Proclamation declaring May as ALS Awareness Month in the Town of Milton

Application to Use the Town Green and Baron Hugo Gazebo from Genevieve Nave

**DRAFT**

**Joint Meeting of the Select Board and Planning Board  
Minutes**

**Meeting Date:** 5/21/2025

**Select Board Members:** Benjamin D. Zoll, Chair; John C. Keohane, Vice Chair; Meghan E. Haggerty, Secretary; Winston A. Daley, Member; Nicholas Milano, Town Administrator, Nick Connors, Assistant Town Administrator (ZOOM) and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Late Arrival:** Richard G. Wells, Jr., Member

**Planning Board Members:** Meredith Hall, Chair); Cheryl Tougias, Secretary; Sean Fahy, Member, Maggie Oldfield, Member and Jim Davis, Member and Sr. Administrative Clerk Julia Getman.

**Absent:** Assistant Town Planner Cheyenne Frazier

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

**Time Meeting called to Order:** 7:33PM

**Time Meeting Adjourned:** 10:00PM

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

Chair Zoll called the Select Board Meeting to order at 7:33PM. Chair Hall called the Planning Board to order at 7:34PM. The Board Chairs then led the Pledge of Allegiance.

- 3. Public Comment**

Kristine Hodlin – 112 Maple St.

Ms. Hodlin expressed support for a compliant 25% plan, noting that a significant amount of money has been spent on consultants as well as grant money lost, which may impact funding towards a new school. Ms. Hodlin stated that a great deal of work had been put towards a 25% plan, which addressed many community concerns.

Karen Friedman-Hanna -3 Norway Road

Ms. Friedman-Hanna organized a citizen's petition for the 25% plan. She noted that the PB had agreed to submit the plan at its May 8<sup>th</sup> meeting and then revoked its decision at its May 13<sup>th</sup> meeting, deciding to go forward with the 10% (adjacent community) plan only. She asked that a 25% plan that the SB, Warrant Committee and PB can agree on be put forward and said that "by all accounts" the 10% plan is not a viable option.

Mary Stenson- 91 Sias Lane

Ms. Stenson discussed hospital closures and the health care provider and hospital capacity crisis on the South Shore.

Katie Lagan 544 Brook Rd. (Zoom)

said that the debate over the MBTA Communities Act has been contentious but believed in developing a path forward that respects the spirit of the law and the character of the community. She said that Senator Bill Driscoll has advocated for the Town's reclassification as an adjacent community and encouraged TM to adopt a 10% plan. She believed the 10% plan would "bring the community together" and urged town officials to work together.

Bob Hiss-273 Adams St.

Mr. Hiss, the former Town Moderator, discussed the process of Town Meeting. He said that there had never been as many last-minute articles as there were for the upcoming TM, which has put a strain on the Warrant Committee, and suggested a "slowing down or jettisoning" of some of the articles. He discussed the timelines for submitting articles to the Warrant and the WC's review process.

Justin Hearon of 265 Eliot St. (Zoom)

Mr. Hearon believes that there is a misconception on the amount of support for the 25% plan and that many people are not aware of the issues and impacts of a 25% plan. He mentioned the low ridership of the trolley and said that most passengers are from Boston. He said the town would be "handing over a blueprint to developers" and that there has been no assessment on how the new units will affect the town's traffic and infrastructure.

Tom Dougherty – 247 Adams St.

Mr. Dougherty said that Milton has a 10% plan that complies with the state regulations because the Executive Office of Housing and Livable Communities (HLC) has provided Milton with a choice of adopting one or the other so long as the units are within .05 miles of a commuter rail or subway station. He said the 2023 impact analysis conducted by consultants RKG does not take into account the shifts in household turnovers which could make more single-family homes available, which will affect the schools.

Leroy Walker of 452 Truman Pkwy

Mr. Walker supports the PB's view that a disproportionate amount of the zoning will affect the eastern side of town and supported a more equitable plan. He said he would oppose a similar effect on the west side of town, noting that a disproportional impact on either side of town will not be equitable.

Mr. Wells arrived at 8:01PM.

#### **4. Discussion – Select Board and Planning Board Joint Discussion Regarding MBTA Communities and MBTA Communities Overlay Zoning**

Mr. Zoll said that Senator Driscoll has acknowledged that a 10% plan would be out of compliance and that a 25% plan would lead to a referendum and ensuing lawsuit. Mr. Zoll mentioned the housing crisis and believed the trolley to be an “important mode of transportation” which serves a wider community. Ms. Hall said that Milton should be able to challenge the state on Milton’s designation as a rapid transit community and that Milton is being asked to zone for both the Boston and Milton sides of the trolley.

Mr. Zoll stated that he, Mr. Wells and Ms. Hall had met with members of the HLC and that he had asked them if the 25% designation was negotiable (it was not); if an extension to the deadline for zoning was allowed (it was not); whether or not Milton can have a higher level of mixed mandatory use (it cannot); and if Milton’s status would change if it were to pass a 10% plan (it would not-Milton will still be out of compliance). He said that the HLC did however offer to review the 10% plan as well as the citizen’s petition.

Ms. Oldfield said she believed Ms. Haggerty had a conflict of interest and should recuse herself from MBTA discussions. She said that Senator Driscoll has been advocating for the Town and that Milton is paying disproportionately for transportation services. Mr. Wells said that he had seen no indication that the trolley would be improved despite commitments from the state and compared the rapid transit amenities of surrounding towns to those of Milton. Ms. Tougias said that the Town should be provided with the opportunity to vote for compliance, the supreme court has determined the law to be enforceable, the HLC has been tasked with developing regulations that are in compliance with the law and that the guidelines have been properly promulgated. She said that three years have been spent on the zoning, and that \$100,000 has been spent on consulting fees.

Mr. Keohane agreed that there was a housing crisis but questioned the fairness of the zoning. Mr. Fahy said it was impossible to satisfy the concerns of all of the residents with a 25% plan and encouraged the two Boards to come to a compromise. He supported the 10% plan “100%,” said that density is inevitable, that it is “critical” that the plans are deeply understood and that the calculations of consultants RKG were wrong. The two-year ban on bringing the same article back to TM after the passing of a referendum and the repercussions of the passing of the citizen’s petition were discussed.

Mr. Daley said that there is no indication that Milton will be reclassified and that there is no harm in giving TM the opportunity to consider the 25% plan. Ms. Tougias said that the PB and SB had a responsibility to present both plans and referred to the guiding principles for the zoning districts.

Ms. Hall proposed that zoning consultants Utile present both scenarios prior to TM, and Ms. Oldfield cautioned against using town resources to support a citizen’s petition, as it sets a “bad precedent,” and that the \$300,000 spent on defending the 10% plan is “not a lot of money to protect the character, health and welfare of our residents and our neighborhoods.”

Ms. Haggerty said that the state sees Milton as a rapid transit community and will only accept that as a means for compliance. She mentioned the loss of grants and said that a referendum may cost the town up to \$1M. She said she had reached out to the ethics commission regarding her association with the MassDOT and that she was cleared for discussions aside from decisions involving grants. Mr. Daley noted that zoning may be more malleable for the town with the 25% plan and that a 10% plan may encourage more 40Bs.

Ms. Hall said that if the 25% plan is adopted there will be “no way to go back down to 10%” and that the town would be allowed to “always add more.”

Mr. Wells suggested that a 15% plan be considered for TM. Mr. Milano said he did not believe the proposed 15% plan would be feasible considering the timeline.

**Adjourn:**

At 9:27PM, Mr. Fahy moved to adjourn the meeting of the Planning Board. The motion was seconded by Ms. Oldfield. The Board voted unanimously to adjourn.

At 9:36PM, the Select Board reconvened.

**5. Discussion/Update/Approval- Special Town Meeting: June 16, 2025**

Mr. Wells moved to re-open the Special Town Meeting Warrant dated June 16, 2025. The motion was seconded by Mr. Keohane. The Board voted unanimously (5-0) to re-open the Warrant.

The Members agreed to defer the Warrant Articles that were not time sensitive to a Special Town Meeting Warrant planned for the Fall. By doing so, it will provide the Warrant Committee with a little more flexibility to complete their recommendations/comments.

**i. Amend Fiscal Year 2025 Appropriations: Reserve Fund**

Mr. Wells moved to approve the Article to amend Fiscal Year 2025 Appropriations: Reserve Fund. The motion was seconded by Ms. Haggerty. The Board voted unanimously (5-0) to approve the Article.

**ii. General Bylaws Amendment: Light Trespass**

The Board deferred Article ii.

**iii. Accept M.G.L. Chapter 40, Section 57 and Amend the General Bylaws to allow denial or revocation of licenses, permits for failure to pay municipal taxes or charges**

The Board deferred Article iii.

**iv. Acceptance of property tax exemptions related to veterans and the elderly**

Mr. Wells moved to approve the Article for Acceptance of property tax exemptions related to veterans and the elderly. The motion was seconded by Ms. Haggerty. The Board voted unanimously to approve this Article. The Board voted unanimously (5-0) to approve the Article.

**v. Acceptance of M.G.L. Chapter 60, Section 3D (voluntary donations to elderly and disabled taxation fund)**

The Board deferred Article v.

**vi. General Bylaws Amendment: Chapter 105 Alcohol on Town Property**

The Board deferred Article vi.

**vii. Zoning Bylaw Amendment: East Milton Overlay District**

Mr. Wells moved to approve the Article for a Zoning Bylaw Amendment: East Milton Overlay District. The motion was seconded by Mr. Daley. The Board voted unanimously (5-0) to approve the Article.

**viii. Zoning Bylaw Amendment: Floodplain**

Mr. Wells moved to approve the Article for a Zoning Bylaw Amendment: Floodplain. The Board voted unanimously (5-0) to approve the Article.

**xi. Zoning Bylaw Amendment: MBTA Communities Multi-family overlay**

Mr. Wells moved to approve the Article for a Zoning Bylaw Amendment: MBTA Communities Multi-family overlay. The motion was seconded by Mr. Keohane. The Board voted unanimously (5-0) to approve the Article.

**x. Appropriation for MBTA Communities Plans and Studies**

The Board deferred Article ix.

**xi. Appropriation for an Asset Management Plan to be funded by a grant from the Clean Water Trust**

Mr. Wells moved to approve the Article for the Appropriation for an Asset Management Plan to be funded by a grant from the Clean Water Trust. The motion was seconded by Ms. Haggerty. The Board voted unanimously (5-0) to approve the Article.

**xii. Citizens Petition re: MBTA Communities Multi-family overlay**

No action is required by the Select Board regarding the Citizens' Petition. It will be included in the Special Town Meeting Warrant.

Mr. Wells moved to close the Special Town Meeting Warrant dated June 16, 2025. The motion was seconded by Ms. Haggerty. The Board voted unanimously (5-0) to close the Warrant.

**6. Discussion/Approval – MBTA Communities Act Action Plan and Letter to the Executive Office of Housing and Livable Communities**

Mr. Milano, the Town Administrator, provided the Members with an update. The Town has submitted a letter to the Executive office of Housing and Livable Communities as required. He also requested a deadline extension. The Town is now preparing their Action Plan. There is no further action required by the Select Board.

**7. Adjourn**

At 10:03PM, Mr. Wells moved to adjourn the Select Board meeting for a meeting of the Governor Stoughton Trustees. The motion was seconded by Mr. Keohane. The Board voted unanimously (5-0) to adjourn from the Select Board meeting for a meeting of the Governor Stoughton Trustees.

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

Documents:

May 13<sup>th</sup> Select Board Meeting Packet

Special Town Meeting Warrant Articles

Request for Qualifications - Town Counsel and Labor Counsel Services

Memorandum of Agreement – The Randolph-Milton Veterans’ Service District

Draft of the ALS Awareness Month Proclamation – May 2025

Application to Use the Town Green/Baron Hugo Gazebo from Genevieve Nave

For a Flag Day Celebration on June 14, 2025 from 4PM-6PM

Draft Revision of the Light Trespass Article

New Warrant Article Proposal - Grant from the MA Clean Water Trust

Woodward & Curran: MA Cleanwater Trust -CY-2025 Asset Management Grant Program Application

Citizens Petition – MBTA Communities Act Multi-Family Overlay

**DRAFT****Select Board Meeting Minutes**

**Meeting Date:** 6/10/2025

**Members in Attendance:** Benjamin D. Zoll, Chair; John C. Keohane, Vice Chair; Meghan E. Haggerty, Secretary; Winston A. Daley, Member, Nicholas Milano, Town Administrator, Nick Connors, Assistant Town Administrator (ZOOM) and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Members Absent:** Richard G. Wells, Jr.,

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

**Time Meeting called to Order:** 7:02PM

**Time Meeting Adjourned:** 9:09PM

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

Chair Zoll called the meeting to order at 7:02PM and led the Pledge of Allegiance.

**3. Public Comment**Karen Freidman Hanna- 3 Norway Road- Pct. 2 Town Meeting Member

Ms. Freidman Hanna shared her support in favor of the Citizens' Petition, a 25% compliance plan for the MBTA Communities Multi-family overlay. Ms. Freidman Hanna asked the Select Board to allow representatives from Utile to discuss the 10% and 25% plans at the Special Town Meeting. By doing so, Town Meeting Members will have the necessary tools to make an informed decision. She encouraged residents to choose fiscal responsibility and compliance.

Joan Fall – 172 Granite Ave, Pct. 7 Town Meeting Member - Zoom

Ms. Fall urged the Select Board to support a Declaratory Judgement in favor of re-classification. By doing so, it would offer Milton residents assurance that the Select Board pursued every legal avenue, no matter the outcome.

Michael Zullas- 69 Fairbanks Road

Mr. Zullas emphasized the importance of upholding the law and decisions made by the courts. He stated that it is time for Milton to move forward, comply with the MBTA Communities Act and demonstrate fiscally responsibility. Mr. Zullas encouraged the Select Board to vote in favor of the Citizens' Petition, Article 6.

Camila Chaparro -19 Chilton Park

Ms. Chaparro, a member of the Connect Milton Steering Committee, provided an overview of the Committee's goals. Connect Milton was formed in 2023 and is run by volunteers. The Committee plans events and activities that are aimed at building a more inclusive and engaged community by linking residents to each other, to local resources and to civic opportunities.

Past events include: New to Milton Socials and Town Government 101 information sessions. The new installment: Milton Town Committees 101 is scheduled for June 11<sup>th</sup> at 7PM in the Keys Room at the Milton Public Library. The Committee also distributes Welcome Bags to new residents. To date, they have connected with 350 new households. To learn more, Ms. Chaparro encouraged residents to visit their website: [Connect Milton](http://Connect Milton).

Mark Christo – 17 Waldo Road

Mr. Christo encouraged the Select Board to support Attorney Dougherty's proposal for a Declaratory Judgement. He believes that this legal course of action is needed to seek clarity on Milton's ambiguous classification. Mr. Christo also requested that the Town post HLC's zoning reduction list on the Town's website for Town Meeting Members to review.

**4. Executive Session – M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to potential litigation regarding M.G.L. c. 40A, Section 3A (the “MBTA Communities Act”) and 760 CMR 72.00**

At 7:19PM, Chair Zoll moved to enter Executive Session for a discussion regarding strategy with respect to potential litigation regarding M.G.L. c. 40A, Section 3A (the “MBTA Communities Act”) and 760 CMR 72.00, based on my belief that discussion of this matter in open session may have a detrimental effect on the litigating position of the Select Board. The Select Board will return to Open Session. The motion was seconded by Mr. Wells. The Board voted unanimously by roll call (5-0) to enter Executive Session.

**KEOHANE: YES**

**DALEY: YES**

**HAGGERTY: YES**

**WELLS: YES**

**ZOLL: YES**

Ms. Haggerty noted that she will recuse herself from the Executive Session in order to avoid the appearance of a conflict of interest.

The Select Board, with the exception of, Ms. Haggerty returned to Open Session at 8:21PM.

**5. Discussion/Update – MBTA Communities Act Litigation Decision and other MBTA Communities Matters**

Chair Zoll provided the update from the Executive Session. The Select Board voted not to pursue litigation relative to the MBTA Communities Act.

Ms. Haggerty re-joined the meeting at 8:23PM.

## **6. Discussion/Update – Fiscal Year 2025 Town and School Budget Update**

Mr. Milano provided an update on Fiscal Year end, 2025.

The forecasted deficit for Milton Public Schools is now in the \$1million ballpark, which meets the projection

In May, Town Meeting approved Article 2. \$700,000 was moved from free cash into the reserve account, in anticipation of a need within the school department. Town Meeting will need to adopt a similar measure at the Special Town Meeting next week. Article 1: \$3000,000.

If approved, Milton Public Schools will need to request that the Warrant Committee transfer the \$1 million allocation from the reserve account to MPS.

Mr. Milano met with Superintendent Phalen; Ms. Blake, Assistant Superintendent of Finance and Operations and Ms. Dexter, Finance Director yesterday to discuss the budget and they will continue to collaborate.

The Select Board Members discussed their concerns regarding the school deficit and how it will affect the closeout of FY25. The Board reiterated the importance of keeping an open dialogue with MPS and the School Committee and suggested that they coordinate a joint meeting in the days ahead.

Turning to the Town budget, Mr. Milano informed the Board Members that the Town expects to exceed its revenue forecast by \$2.2 million.

Mr. Milano explained that there are cost pressures on the Town that will need to be addressed by the end of the fiscal year on June 30th. He is hopeful that turn backs (any part of the general appropriation that is not spend or encumbered, automatically reverts to a surplus) will help offset deficits in the expense accounts noted below. The Town may also draw from the \$265,000 remaining in the reserve account if the school budget deficit remains steady. The goal is to avoid ending the fiscal year in the negative. Mr. Milano reminded the Board Members that there are 20 days left; revenues and expenses may change for the better.

- ❖ Health Insurance
- ❖ Unemployment Claims
- ❖ Snow and Ice Deficit

## **7. Discussion/Update- Report from the Department of Public Works Director, Marina Fernandes**

Marina Fernandes, the new Director of the Department of Public Works, joined the Select Board to provide a status report. Ms. Fernandes was appointed DPW Director last fall. She previously held the position of Town Engineer. Ms. Fernandes oversees both arms of DPW: Operations and Engineering.

Ms. Fernandes provided a staff update and reviewed the functions of each (Operations) Division and Engineering.

## DPW Employees

There are 13 superior and administrative positions and 28 full-time labor positions. There are currently five vacancies, including Town Engineer.

### Divisions

Forestry and Tree

Water

Sewer

Vehicle Maintenance

Wiring

Drain

Support Employees

Ms. Fernandes also shared data regarding the DPW vehicle fleet, refuse/recycling services and composting.

Following her presentation, Ms. Fernandes fielded questions and concerns from the Select Board. The topics included, but were not limited to:

Criteria for street repaving

Milton Roadways:

- ❖ Municipal
- ❖ State
- ❖ DCR

Availability of Trash Stickers

Capital Budget Projects

Culverts and Bridges

Composting

The Board Members thanked Ms. Fernandes for the hard work that she and her team do every day.

## **8. Discussion/Update/Approval - Special Town Meeting: June 16, 2025**

- a. Article 1: Amend Fiscal Year 2025 Appropriations: Reserve Fund**
- b. Article 2: Acceptance of property tax exemptions related to veterans and the elderly**
- c. Article 3: Zoning Bylaw Amendment: Floodplain**
- d. Article 4: Zoning Bylaw Amendment: East Milton Overlay District**
- e. Article 5: Zoning Bylaw Amendment: MBTA Communities Multi-family overlay (Planning Board)**
- f. Article 6: Zoning Bylaw Amendment: MBTA Communities Multi-family overlay (Citizens' Petition)**

Mr. Milano informed the Select Board that the Warrant Committee has completed their work and provided favorable recommendations for Articles 1-5. The Warrant Committee did not support Article 6. The Warrant Committee's recommendations will be uploaded to the Town Meeting page on the website by week's end. Mr. Milano extended his appreciation to the Warrant Committee for their hard work.

The Select Board discussed Utile's role at the Special Town Meeting.

**9. Discussion/Approval – Town Counsel Interview Date**

**10. Discussion/Approval – Select Board Retreat Date**

Mr. Milano will recirculate the Doodle Poll to track the Members' availability for Town Counsel interviews and a Select Board Retreat. He will provide an update at a future meeting.

**11. Discussion/Approval – School Building Committee Appointment**

Mr. Daley moved to appoint Meghan Haggerty to the School Building Committee. The motion was seconded by Mr. Wells. The Board voted unanimously to appoint Meghan Haggerty to the School Building Committee.

**12. Discussion/Update/Approval– Select Board /School Committee / Warrant Committee Budget Review Committee Charge and Membership**

The Board Members reviewed the working draft of the "Milton Budget Coordination Committee's Membership and Charge" prepared by Mr. Milano and offered their feedback.

- ❖ Terms and frequency of meetings
- ❖ Planning Board Representative
- ❖ Resident – non -voting appointed by Select Board
- ❖ Resident – non-voting appointed by the School Committee

The Board will review and adopt the updated language at a future meeting.

**13. Discussion/Approval – Shared Randolph/Milton Energy Manager Memorandum of Agreement**

Mr. Milano outlined the agreement for the new Energy Manager position to be funded by a grant from National Grid and Eversource to the Towns of Randolph and Milton. The MEM Grant will provide \$85,000 in funding for three years.

Mr. Wells moved to approve the Memorandum of Agreement for the Shared Randolph/Milton Energy Manager and authorize the Town Administrator to sign on the Board's behalf. The motion was seconded by Mr. Keohane. The Board voted unanimously (5-0) to approve the

Memorandum of Agreement, and to authorize to authorize the Town Administrator to sign on the Board's behalf.

## **14. Discussion/Approval – Board and Committee Appointments/Reappointments**

### **a. Board of Registrars Reappointment**

#### **i. Mary Sennott**

Mr. Wells moved to reappoint Mary Sennott to the Board of Registrars for a three-year term. The motion was seconded by Mr. Daley. The Board voted unanimously to reappoint Mary Sennott.

### **b. Climate Action Planning Committee Reappointments**

- i. Ron Israel**
- ii. Matt Panucci**
- iii. Dr. Stephen Popkin**
- iv. S. Kyle Johnson**
- v. Alex Hasha**

Mr. Wells moved to reappoint the following individuals to the Climate Action Planning Committee for a one-year term: Ron Israel, Matt Panucci, Dr. Stephen Popkin, S. Kyle Johnson and Alex Hasha. The motion was seconded by Mr. Daley. The Board voted unanimously to reappoint Ron Israel, Matt Panucci, Dr. Stephen Popkin, S. Kyle Johnson and Alex Hasha.

### **c. Climate Action Planning Committee Appointment**

#### **i. Kim Johnson**

Mr. Wells moved to appoint Kim Johnson to the Climate Action Planning Committee for a one-year term. The motion was seconded by Mr. Daley. The Board voted unanimously to appoint Kim Johnson to the Climate Action Planning Committee.

### **d. Climate Action Plan Committee reappointment**

#### **i. Fiona Jevon (Associate Member)**

Mr. Wells moved to reappoint Fiona Jevon as an Associate Member to the Climate Action Planning Committee for a one-year term. The motion was seconded by Mr. Daley. The Board voted unanimously to reappoint Fiona Jevon to the Climate Action Planning Committee.

### **e. Community Preservation Committee Reappointments**

- i. Jenny Russell**
- ii. Kathleen O'Donnell**

Mr. Wells moved to reappoint the following individuals to the Community Preservation Committee for a three-year term: Jenny Russell and Kathleen O'Donnell. The motion was seconded by Mr. Daley. The Board voted unanimously to reappoint Jenny Russell and Kathleen O'Donnell to the Community Preservation Committee.

**f. Conservation Commission Reappointments**

- i. John Kiernan**
- ii. Hans van Lingen**

Mr. Wells moved to reappoint the following individuals to the Conservation Commission for a three-year term: John Kiernan and Hans Van Lingen. The motion was seconded by Mr. Daley. The Board voted unanimously to reappoint John Kiernan and Hans Van Lingen to the Conservation Commission.

**g. Municipal Broadband Committee Reappointments (3)**

- i. Joseph Chamberlain**
- ii. Mark Day**
- iii. Robert Lynch**

Mr. Wells moved to reappoint the following individuals to the Municipal Broadband Committee for a one-year term: Joseph Chamberlain, Mark Day and Robert Lynch. The motion was seconded by Mr. Daley. The Board voted unanimously to reappoint Joseph Chamberlain, Mark Day and Robert Lynch to the Municipal Broadband Committee.

**h. Municipal Broadband Committee Appointment**

- i. Michael Zullas**

Mr. Wells moved to appoint Michael Zullas to the Municipal Broadband Committee for a one-year term. The motion was seconded by Mr. Daley. The Board voted (4-0-1) to appoint Mr. Zullas to the Municipal Broadband Committee. Mr. Wells abstained.

**15. Discussion/Approval – One-Day Liquor License: Cypress Catering located at 550 Adams St., Milton for Saturday, June 14, 2025 from 10AM-4PM for the Milton Garden Tour at Forbes House Museum (215 Adams St., Milton, MA)**

Mr. Wells moved to approve a One-Day Liquor License to Cypress Catering located at 550 Adams St., Milton for Saturday, June 14, 2025 from 10AM-4PM for the Milton Garden Tour at Forbes House Museum (215 Adams St., Milton, MA). The motion was seconded by Mr. Daley. The Board voted unanimously (5-0) to approve the One-Day Liquor License.

## **16. Discussion/Approval – Meeting Minutes – April 8, 2025**

Mr. Wells moved to approve the meeting minutes dated: April 8, 2025. The motion was seconded by Chair Zoll. The Board voted (3-0-2) to approve the meeting minutes. Ms. Haggerty and Mr. Daley abstained.

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

Mr. Milano provided updates from Town Hall.

- ❖ The Summer Concert Series hosted by the Parks and Recreation Department kicked off last week. Please join us on Wednesday evenings at 6PM on the Town Green and Gazebo.
- ❖ Town Meeting is scheduled for Monday, June 16<sup>th</sup>- Wednesday, June 18<sup>th</sup>. Updates will be provided on the Town's website and green sheets will be available at Town Meeting.
- ❖ Milton Connect will be hosting Milton Committees 101 on Wednesday, June 11<sup>th</sup> at 7PM in the Keys Room at Milton Public Library.
- ❖ Alex Ortiz, the new Veterans' Service Agent for the Towns of Randolph and Milton will begin his position in early July. Mr. Milano will invite Mr. Ortiz to a future Select Board meeting.

## **18. Chair's Report**

Chair Zoll congratulated the organizations who hosted the community events this past weekend. A great time was had by all, and the weather did not dampen the festivities.

Milton Pride Day

Ribbon Cutting Ceremony for the Mural at Tucker Elementary School

Caribbean Heritage Festival sponsored by the Glover PTO and Milton Mosaic

He wished Mr. & Mrs. Daley a Happy Anniversary.

## **19. Public Comment Response**

Mr. Keohane read a statement supporting the need for a Declaratory Judgement. The proposal, prepared by a Milton resident and attorney, is an inexpensive approach that will answer the ongoing concern that Milton has raised from the outset regarding classification and help unify our community.

Chair Zoll encouraged Milton residents to have an open mind and heart when discussing MBTA Communities with their neighbors.

## **20. Future Meeting Dates**

The Board will meet prior to the Special Town Meeting: Monday, June 16, 2025, Tuesday, June 17<sup>th</sup> and Wednesday, June 18<sup>th</sup>. The Select Board has a meeting scheduled for Monday, June 30, 2025. Mr. Milano will poll the Members regarding summer meeting dates.

Mr. Wells expressed his appreciation to Fr. William Palardy, the Pastor of St. Agatha's Parish for his dedicated service to the Milton community. Fr. Palardy stepped down for health reasons.

## **21. Future Agenda Items**

Members were encouraged to contact Chair Zoll and Mr. Milano with suggestions/topics for discussion.

## **22. Executive Session- Pursuant to M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to collective bargaining**

- a. Milton Clerical Unit of the Southeastern Public Employees Association**
- b. Milton Professional Management Association**
- c. Milton Public Employee Association**
- d. Milton Firefighters, Local 1116**
- e. Milton Police Association**
- f. Milton Superior Officers**
- g. Milton Library Association**

At 9:53PM, Chair Zoll moved to adjourn from Open Session and enter into Executive Session to discuss strategy with respect to collective bargaining:

Milton Clerical Unit of the Southeastern Public Employees Association  
Milton Professional Management Association  
Milton Public Employee Association  
Milton Firefighters, Local 1116  
Milton Police Association  
Milton Superior Officers  
Milton Library Association

based on my belief that discussion of this matter in open session may have a detrimental effect on the bargaining position of the Select Board. The Select Board will not return to Open Session. The motion was seconded by Mr. Wells. The Board voted unanimously by roll call (5-0) to enter Executive Session.

**KEOHANE: YES**

**DALEY: YES**

**HAGGERTY: YES**

**WELLS: YES**

**ZOLL: YES**

## **23. Executive Session – M.G.L. c. 30A, § 21(a)(2) – To conduct contract negotiations with nonunion personnel (Town Administrator)**

## **24. Adjourn**

At 9:54PM, Chair Zoll moved to adjourn from Open Session and enter into Executive Session to conduct contract negotiations with nonunion personnel (Town Administrator), based on my belief that discussion of this matter in open session may have a detrimental effect on the bargaining position of the Select Board. The Select Board will not return to Open Session. The motion was seconded by Mr. Wells. The Board voted unanimously by roll call (5-0) to enter Executive Session.

**KEOHANE: YES**

**DALEY: YES**

**HAGGERTY: YES**

**WELLS: YES**

**ZOLL: YES**

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

Documents:

Special Town Meeting Warrant- June 16, 2025

FY25 General Fund-Town Excluding Schools Budget to Actual YTD 6-5-25

Draft Charge- Milton Budget Coordination Committee

Memorandum of Agreement- Municipal Energy Manager Grant between the Town of Randolph and the Town of Milton

School Building Committee Roster

Board and Committee Rosters

One-Day Liquor License – Cypress Catering located at 550 Adams St. for June 14, 2025 from 10AM-4PM for the Milton Garden Club at Forbes House Museum

Draft Meeting Minutes – April 8, 2025

**DRAFT****Select Board Meeting Minutes**

**Meeting Date:** 6/16/2025

**Members in Attendance:** Benjamin D. Zoll, Chair; John C. Keohane, Vice Chair; Meghan E. Haggerty, Secretary; Winston A. Daley, Member; Richard G. Wells, Jr., Member; Nicholas Milano, Town Administrator, Nick Connors, Assistant Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Meeting Location:** Milton High School, Room 201- Hybrid

**Time Meeting called to Order:** 6:34PM

**Time Meeting Adjourned:** 7:20PM

**1. Call to Order**

Chair Zoll called the meeting to order at 6:34PM.

**2. Discussion/Approval –Special Town Meeting Articles:**

- a. Article 1: Amend Fiscal Year 2025 Appropriations: Reserve Fund**
- b. Article 2: Acceptance of property tax exemptions related to veterans and the elderly**
- c. Article 3: Zoning Bylaw Amendment: Floodplain**
- d. Article 4: Zoning Bylaw Amendment: East Milton Overlay District**
- e. Article 5: Zoning Bylaw Amendment: MBTA Communities Multi-family overlay (Planning Board)**
- f. Article 6: Zoning Bylaw Amendment: MBTA Communities Multi-family overlay (Citizens' Petition)**

The Members discussed the pros and cons of adopting both Articles 5 and 6 at Town Meeting. In doing so, it would provide Milton more flexibility if the MBTA Communities Act were amended.

At 7:01PM, The Board held a brief recess. Chair Zoll wanted to touch base with the Planning Board regarding Articles 5 and 6.

The Board returned from recess at 7:06PM. The Planning Board meeting had not yet begun.

The Board moved ahead to items #3, 5 and #6 on the agenda.

(3).

**Discussion/Update – Fiscal Year 2025 Town and School Budget Update**

Mr. Milano, the Town Administrator, informed the Board that the budget information he provided on June 10<sup>th</sup> had not changed.

**(5).**

**Discussion/Approval – Town Counsel Interview Date**

The Select Board agreed by consensus to host the interviews for Town Counsel on Tuesday, July 22<sup>nd</sup>. Mr. Milano will confirm the time and the firms.

**(6).**

**Discussion/Approval – Select Board Retreat Date**

The Members agreed by consensus to host the Select Board retreat this Fall.

The Board returned to item # 2 on the agenda.

- a. Article 1: Amend Fiscal Year 2025 Appropriations: Reserve Fund

Mr. Wells moved to approve Article 1: Amend Fiscal Year 2025 Appropriations: Reserve Fund. The motion was seconded by Winston Daley. The Board voted unanimously (5-0) to support Article 2.

- b. Article 2: Acceptance of property tax exemptions related to veterans and the elderly

Mr. Wells moved to approve Article 2: Acceptance of property tax exemptions related to veterans and the elderly. The motion was seconded by Winston Daley. The Board voted unanimously (5-0) to support Article 2.

- c. Article 3: Zoning Bylaw Amendment: Floodplain

Mr. Wells moved to approve Article 3: Zoning Bylaw Amendment: Floodplain. Article 3: Zoning Bylaw Amendment: Floodplain. The motion was seconded by Winston Daley. The Board voted unanimously (5-0) to support Article 3.

- d. Article 4: Zoning Bylaw Amendment: East Milton Overlay District

Mr. Keohane abstained from the discussion/vote on Article 4.

Mr. Wells moved to approve Article 4: Zoning Bylaw Amendment: East Milton Overlay District. The motion was seconded by Mr. Daley. The Board voted to support Article 4. (4-0-1)

The Board Members did not act on Articles 5 and 6.

The Board returned to the remaining items on the agenda.

**(4).**

**Discussion/Approval – Accept a grant in the amount of \$250,000 from the Commonwealth of Massachusetts Municipal Fiber Grant Program**

Mr. Wells moved to accept a Grant in the amount of \$250,000 from the Commonwealth of Massachusetts Municipal Fiber Grant Program. The motion was seconded by Mr. Daley. The Board voted unanimously (5-0), to accept the grant.

**(7).**

**Discussion/Approval – New Milton Budget Coordination Committee Charge and Membership**

This matter has been deferred.

**8. Discussion/Update/Approval – Home Rule Petition: H4089 An Act authorizing the Town of Milton to grant five additional licenses for the sale of all alcoholic beverages to be drunk on the premises in said town**

Mr. Milano, the Town Administrator, provided the Select Board with an update. The bill is currently before the Joint Committee on Consumer Protection and Professional Licensure. The Committee has informed the Town that they will not approve a blanket request for the entire town.

The staff did request a map of Milton's economic development zones, highlighting the areas for potential new licenses. The Board Members offered their suggestions. Mr. Milano will draft the map, and the Members will re-visit this matter at a future meeting.

**9. Discussion/Approval – Amendment to the Employment Agreement with the Town Administrator re: Section V Performance Evaluation**

This matter has been deferred.

**10. Discussion/Approval – Town Administrator's Evaluation**

This matter has been deferred.

**11. Town Administrator's Report**

This matter has been deferred.

**12. Chair's Report**

This matter has been deferred.

**13. Future Agenda Items**

Chair Zoll encouraged the Members to contact him or Mr. Milano with topics for the agenda.

**14. Future Meeting Dates:**

The Board is scheduled to meet again on Tuesday, June 17, 2025 and Monday, June 30, 2025.

**15. Adjourn**

At 7:20PM, Mr. Daley moved to adjourn. The motion was seconded by Mr. Wells. The Board voted unanimously (5-0) to adjourn.

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

Documents:

Correspondence from the Governor's office - Milton Grant Award in the amount of \$250,000 from the Commonwealth of Massachusetts Municipal Fiber Grant Program

- Commonwealth of Massachusetts – Standard Contract Form
- Contract Certification – Terms and Conditions

Milton Budget Coordination Committee –Membership and Charge

Correspondence from Nicholas Milano - Liquor License Home Rule Petition

- Economic Development Zoning Maps

First Amendment to the Employment Agreement between the Town of Milton and Nicholas Milano, Town Administrator

**DRAFT****Select Board Meeting Minutes**

**Meeting Date:** 6/17/2025

**Members in Attendance:** Benjamin D. Zoll, Chair; John C. Keohane, Vice Chair; Meghan E. Haggerty, Secretary; Winston A. Daley, Member; Richard G. Wells, Jr., Member; Nicholas Milano, Town Administrator, Nick Connors, Assistant Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Meeting Guest:** Attorney Peter Mello, Town Counsel

**Meeting Location:** Milton High School, Room 201- Hybrid

**Time Meeting called to Order:** 7:02PM

**Time Meeting Adjourned:** 7:27PM

**1. Call to Order**

Chair Zoll called the meeting to order at 7:02PM.

**2. Discussion/Approval –Special Town Meeting Articles:**

- a. Article 1: Amend Fiscal Year 2025 Appropriations: Reserve Fund**
- b. Article 2: Acceptance of property tax exemptions related to veterans and the elderly**
- c. Article 3: Zoning Bylaw Amendment: Floodplain**
- d. Article 4: Zoning Bylaw Amendment: East Milton Overlay District**
- e. Article 5: Zoning Bylaw Amendment: MBTA Communities Multi-family overlay (Planning Board)**
- f. Article 6: Zoning Bylaw Amendment: MBTA Communities Multi-family overlay (Citizens' Petition)**

Chair Zoll reviewed Articles 1-4 approved by Town Meeting on Monday, June 16, 2025.

Chair Zoll introduced the Board to a procedural matter pertaining to Articles 5 and 6.

Mr. Fundling has proposed that Town Meeting incorporate Article 5 as an amendment into Article 6. The goal is to reach a compromise that allows for both zoning models: 10% and 25% and alleviate the need for a referendum vote.

Prior to the Select Board Meeting, Benjamin Zoll (Select Board Chair), Mr. Milano Town Administrator, Meredith Hall, (Planning Board Chair) Elizabeth Dillon (Town Moderator), Brian Walsh (Interim Town Moderator) Jay Fundling (Warrant Committee), John Keohane (Select Board Vice Chair) and Kyle Johnson (Citizens' Petition) met to discuss the matter. The proposal is currently under review by Attorney Mello from the Office of Town Counsel.

The Select Board Members weighed the merits of incorporating Article 5 as an amendment into Article 6.

The Board Members suggested that the amendment proposal be played out at Town Meeting. The Members agreed by consensus to abstain as a body on this matter. The Select Board does not want to convey any signs of impropriety. Mr. Keohane will address the Board's position at Town Meeting, necessary.

The Board moved to item #5.

**(5).**

**Discussion/Approval – Town Counsel Interview Date**

At their meeting on June 16<sup>th</sup>, the Board scheduled the Town Counsel interviews on July 22<sup>nd</sup>.

Mr. Milano invited the Select Board Members to participate in the Town Counsel interviews scheduled on June 26<sup>th</sup>. This will be the initial round. The final round will take place before the Select Board on July 22<sup>nd</sup>. Ms. Haggerty and Mr. Keohane welcomed the opportunity to join the panel on June 26<sup>th</sup>.

**(3).**

**Discussion/Update – Fiscal Year 2025 Town and School Budget Update**

The Board addressed this matter on June 16, 2025.

**4. Discussion/Approval – Accept a grant in the amount of \$250,000 from the Commonwealth of Massachusetts Municipal Fiber Grant Program**

The Board accepted the grant in the amount of \$250,000 from the Commonwealth of Massachusetts Municipal Fiber Grant Program on June 16, 2025.

**(6).**

**Discussion/Approval – Select Board Retreat Date**

The Members agreed to host their retreat in the Fall on June 16, 2025.

**8. Discussion/Update/Approval – Home Rule Petition: H4089 An Act authorizing the Town of Milton to grant five additional licenses for the sale of all alcoholic beverages to be drunk on the premises in said town**

The Board deferred this matter on June 16, 2025, and will revisit it at a future meeting.

Due to time restrictions, the Board deferred items #7, 9-13.

**(7).**

**Discussion/Approval – New Milton Budget Coordination Committee Charge and Membership**

**9. Discussion/Approval – Amendment to the Employment Agreement with the Town Administrator re: Section V Performance Evaluation**

**10. Discussion/Approval – Town Administrator’s Evaluation**

**11. Town Administrator’s Report**

**12. Chair’s Report**

**13. Future Agenda Items**

**14. Future Meeting Dates:**

The Board is scheduled to meet on Monday, June 30, 2025 and Tuesday, July 22, 2025.

Before the Select Board adjourned, Ms. Hall, Chair of the Planning Board stopped in to inform the Select Board that the Planning Board is not in favor of incorporating Article 5 into Article 6. The Planning Board agreed that it will allow too many options for developers and confusion.

**15. Adjourn**

At 7:27PM, Mr. Wells moved to adjourn. The motion was seconded by Ms. Haggerty. The Board voted unanimously (5-0) to adjourn.

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

Documents:

Correspondence from the Governor’s office - Milton Grant Award in the amount of \$250,000 from the Commonwealth of Massachusetts Municipal Fiber Grant Program

- Commonwealth of Massachusetts – Standard Contract Form
- Contract Certification – Terms and Conditions

Milton Budget Coordination Committee –Membership and Charge

Correspondence from Nicholas Milano - Liquor License Home Rule Petition

- Economic Development Zoning Maps

First Amendment to the Employment Agreement between the Town of Milton and Nicholas Milano, Town Administrator

**DRAFT**

**Meeting of the Select Board and Planning Board Minutes**

**Meeting Date:** 6/20/2025

**Select Board Members in Attendance:** Benjamin D. Zoll, Chair; John C. Keohane, Vice Chair; Meghan E. Haggerty, Secretary; Winston A. Daley, Member; Richard G. Wells, Jr., Member; Nicholas Milano, Town Administrator, Nick Connors, Assistant Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Planning Board Members in Attendance:** Meredith Hall, Chair; Jim Davis; Sean Fahy; Margaret Oldfield, Cheryl Toulias and Cheyenne Frazier, Assistant Town Planner

**Guests:** Attorney Peter Mello, Office of Town Counsel

**Meeting Location:** ZOOM/ WEBINAR

**Time Meeting called to Order:** 3:08PM

**Time Meeting Adjourned:** 5:16PM

**1. Call to Order**

Chair Zoll called the Select Board Meeting to order at 3:08PM.

Chair Hall called the Planning Board meeting to order at 3:08PM.

**2. Executive Session – M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to potential litigation regarding M.G.L. c. 40A, Section 3A (the “MBTA Communities Act”) and 760 CMR 72.00**

At 3:08PM, Chair Zoll moved to enter Executive Session to discuss strategy with respect to potential litigation regarding M.G.L. c. 40A, Section 3A (the “MBTA Communities Act”) and 760 CMR 72.00, based on my belief that discussion of this matter in open session may have a detrimental effect on the litigating position of the Select Board. The Select Board will return to Open Session. The motion was seconded by Mr. Wells. The Board voted unanimously by roll call (5-0) to enter Executive Session.

**HAGGERTY: YES**

**DALEY: YES**

**KEOHANE: YES**

**WELLS: YES**

**ZOLL: YES**

Ms. Haggerty noted that she will recuse herself from the Executive Session in order to avoid the appearance of a conflict of interest.

At 3:09PM, Chair Hall moved to enter Executive Session to discuss strategy with respect to potential litigation regarding M.G.L. c. 40A, Section 3A (the “MBTA Communities Act”) and 760 CMR 72.00, based on my belief that discussion of this matter in open session may have a detrimental effect on the litigating position of the Planning Board. The Planning Board will return to Open Session. The motion was seconded by Mr. Davis. The Planning Board voted by roll call (5-0) to enter Executive Session.

**DAVIS: YES**

**FAHY: YES**

**TOUGIAS: YES**

**OLDFIELD: YES**

**HALL: YES**

The Planning Board returned to Open Session at 4:37PM

The Select Board returned to Open Session at 5:13PM. Ms. Haggerty was not present when the Select Board returned.

At 5:13PM, Chair Zoll reconvened the meeting of the Select Board in Open Session. Chair Hall, then reconvened the meeting of the Planning Board in Open Session.

### **3. Discussion/Update – MBTA Communities Act**

Chair Zoll provided a brief report.

During the Executive Session, the Select Board made a motion to appoint Tom Dougherty as Special Counsel and authorize him to file a request for a Declaratory Judgement in regard to the MBTA Communities Act application. The Select Board has instructed Atty Mello, from the office of Town Counsel to communicate with Attorney Dougherty over the weekend regarding strategy. The Select Board has requested Attorney Dougherty to provide the Select Board with a letter detailing his role and offer to provide pro bono service.

Per Ms. Toulias request, Chair Zoll did state that the Town will file their site plan approval and compliance model with the Attorney General's office and the Executive office of Housing and Livable Communities.

### **4. Adjourn**

At 5:15PM, Mr. Wells moved to adjourn the Select Board meeting. The motion was seconded by Mr. Keohane. The Select Board voted by roll call (4-0) to adjourn.

**DALEY: YES**

**KEOHANE: YES**

**WELLS: YES**

**ZOLL: YES**

At 5:16PM, Mr. Davis moved to adjourn the Planning Board meeting. The motion was seconded by Mr. Fahy. The Planning Board voted unanimously by roll call to adjourn.

**DAVIS: YES**

**FAHY: YES**

**TOUGIAS: YES**

**OLDFIELD: YES**

**HALL: YES**

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

**DRAFT**

**Select Board Meeting Minutes**

**Meeting Date:** 6/26/2025

**Select Board Members in Attendance:** Benjamin D. Zoll, Chair; John C. Keohane, Vice Chair; Meghan E. Haggerty, Secretary; Winston A. Daley, Member; Richard G. Wells, Jr., Member; Nicholas Milano, Town Administrator, Nick Connors, Assistant Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Guests:** Attorney Peter Mello, Office of Town Counsel

**Meeting Location:** ZOOM/ WEBINAR

**Time Meeting called to Order:** 8:04AM

**Time Meeting Adjourned:** 9:02AM

**1. Call to Order**

Chair Zoll called the Select Board Meeting to order at 8:04AM.

**2. Executive Session – M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to potential litigation regarding M.G.L. c. 40A, Section 3A (the “MBTA Communities Act”) and 760 CMR 72.00**

At 8:06AM, Chair Zoll moved to enter Executive Session to discuss strategy with respect to potential litigation regarding M.G.L. c. 40A, Section 3A (the “MBTA Communities Act”) and 760 CMR 72.00, based on my belief that discussion of this matter in open session may have a detrimental effect on the litigating position of the Select Board. The Select Board will return to Open Session. The motion was seconded by Mr. Wells. The Board voted unanimously by roll call (5-0) to enter Executive Session.

**HAGGERTY: YES**

**DALEY: YES**

**KEOHANE: YES**

**WELLS: YES**

**ZOLL: YES**

Ms. Haggerty noted that she will recuse herself from the Executive Session in order to avoid the appearance of a conflict of interest.

At 8:58AM, Chair Zoll reconvened the meeting of the Select Board in Open Session.

Ms. Haggerty and Mr. Wells were not present when the Select Board returned. Chair Zoll stated that Mr. Wells was present for the duration of the Executive Session.

**3. Discussion/Approval – Engagement with Special Town Counsel related to the MBTA Communities Act**

Chair Zoll reviewed the action taken during the Executive Session. The Chair confirmed that Attorney Tom Dougherty has resigned as Special Counsel to the Town of Milton. The Select Board members discussed the Reservation of Rights language, but they did not agree.

Mr. Keohane stated that he did not feel that it was not clear that Attorney Dougherty would have stepped aside had the Select Board agreed to pursue the Reservation of Rights.

Chair Zoll responded and felt that Attorney Dougherty's intentions were explicit. He suggested that it would be best to agree to disagree on this matter.

Mr. Daley did not offer any feedback.

Chair Zoll did note that the Select Board will be addressing the MBTA Communities Act at their next meeting on June 30<sup>th</sup>. He also encouraged residents to be kind to one another.

#### **4. Adjourn**

At 9:02AM, Mr. Daley moved to adjourn the Select Board meeting. The motion was seconded by Mr. Keohane. The Select Board voted by roll call (3-0) to adjourn.

**DALEY: YES**

**KEOHANE: YES**

**ZOLL: YES**

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

**DRAFT****Select Board Meeting Minutes**

**Meeting Date:** 6/30/2025

**Members in Attendance:** Benjamin D. Zoll, Chair; John C. Keohane, Vice Chair; Meghan E. Haggerty, Secretary; Winston A. Daley, Member, Nicholas Milano, Town Administrator, Nick Connors, Assistant Town Administrator (ZOOM)

**Members Absent:** Richard G. Wells, Jr.,

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

**Time Meeting called to Order:** 7:02PM

**Time Meeting Adjourned:** 9:10PM

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

Chair Zoll called the Select Board to order at 7:02PM and led the Pledge of Allegiance.

At 7:03PM, Chair Zoll moved to recess for a meeting of the Governor Stoughton Trustees. The motion was seconded by Ms. Haggerty. The Board voted unanimously (4-0) to recess for a meeting of the Governor Stoughton Trustees.

The Select Board returned at 7:29PM.

**3. Public Comment**

No public comment

**4. Discussion/Update/Approval – Susan Milliken and Steven Geyster re Neponset River Superfund Project Public Hearing and Comment Letter**

Mr. Steven Geyster, a Milton resident and Member of the Lower Neponset River Citizen Advisory Group joined the Select Board to provide an update on the Superfund Project and to request the Board's feedback on the Environmental Protection Agency's (EPA) recommended cleanup alternative to the Phase 1 Reach of the Lower Neponset River Superfund Site.

Following a discussion, Ms. Haggerty moved to approve the comment letter to the Environmental Protection Agency, (EPA) regarding the Phase 1 clean-up alternative of the Neponset River Superfund Project. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the comment letter to the Environmental Protection Agency, (EPA) regarding the Phase 1 clean-up alternative of the Neponset River Superfund Project.

**5. Discussion/Approval – MBTA Communities Act; District Compliance Application**

Chair Zoll shared remarks he prepared with the support of Town Counsel to address the Board's recent Executive Session actions regarding the MBTA Communities Act. While Executive Sessions are privileged, he provided the following:

Chair Zoll extended his appreciation to Tom Dougherty for his volunteerism and for the time he has dedicated to the Town on this issue and many others.

He clarified the rumors regarding the Select Board process. The Select Board could not make any decisions prior to their meeting on Thursday, June 26, 2025 and any suggestions to the contrary are not correct. Chair Zoll also confirmed that Milton's classification was confirmed by Judge Gildea. In his decision to dismiss the Taxpayers' lawsuit, the judge referred back to the SJC decision that confirmed HLC's authority to set the status and Milton's designation as a rapid transit community.

Mr. Milano summarized the MBTA Communities Act District Compliance Application. He also noted what documents are needed to complete the application before the July 14<sup>th</sup> deadline.

Mr. Keohane shared his comments. Mr. Keohane reiterated his support for a reservation of rights; a phrase with great relevance. He noted that Town Counsel had recommended including the words in the Town's action plan. There was resistance to include a reservation of rights in the declaratory judgement prepared by Attorney Doughtery. Attorney Doughtery opted out because the Town's case would not have merit without that clause. While many residents support the 25% compliance plan, Mr. Keohane has reservations and feels that it would be reckless to move forward with our District Compliance Application without a safeguard in place.

Mr. Keohane moved to include a reservation of rights clause in a cover letter with the Town's District Compliance Application. The motion was not seconded.

Mr. Daley shared his perspective. Mr. Daley supports moving forward and collaborating with the Planning Board to create a new message. It is important for residents to understand what the 25% compliance plan entails, and it is the responsibility of the Boards to share that information. The Members briefly discussed hosting information sessions.

The Members agreed to take action on the District Compliance Application at their next meeting.

## **6 Discussion/Approval – Anti-Bias Training**

The Select Board discussed the need of expanding work-place training programs to include anti-bias training for elected officials and town employees. Mr. Milano will research and follow-up with the Board Members at a future meeting.

## **7. Discussion/Approval – Fiscal Year End Updates and Transfers; Request to Increase Revolving Fund Spending Limits**

Mr. Milano shared a fiscal year end budget update.

In terms of revenue, Milton remains on track to exceed forecasts, as it has in past years. The current projection is \$3 million in excess.

Mr. Milano reported that local receipts are strong. Property tax revenue remains high and collection rates as well.

There are, however, cost pressures on the Town that need to be resolved. There is \$265,000 remaining in the reserve budget. The Warrant Committee authorized \$1 million to Milton Public Schools to absorb their FY'25 deficit. In addition to allocating department turn backs, the Town will request the Warrant Committee to release the remainder of the reserve fund to help balance the FY'25 budget in the following areas:

- ❖ Health Insurance
- ❖ Unemployment Claims
- ❖ Snow and Ice Deficit

Mr. Milano recommended that the Select Board appoint the Finance Committee to oversee any year-end transfers.

Chair Zoll moved to authorize the Select Board Finance Committee to approve any necessary year end transfers barring any deviations from standard practice. The motion was seconded by Mr. Keohane. The Board voted unanimously (4-0) to Select Board Finance Committee to approve any necessary year end transfers.

## **8. Discussion/Update/Approval – Milton Budget Coordination Committee Charge and Membership**

Mr. Milano reviewed the changes made by the Select Board at their June 10<sup>th</sup> meeting:

- ❖ Terms and frequency of meetings
- ❖ Planning Board Representative
- ❖ Resident – non -voting appointed by Select Board
- ❖ Resident – non-voting appointed by the School Committee

Mr. Keohane moved to approve the Milton Budget Coordination Committee Charge and Membership. The motion was seconded by Ms. Haggerty. The Board voted unanimously (4-0) to approve the Milton Budget Coordination Committee Charge and Membership.

## **9. Discussion/Approval – Contract with Capital Strategic Solutions for a Financial & Operational Review**

Mr. Milano explained the rationale for this project.

In light of the budgetary pressures and operational differences that we faced this year, we have determined that a financial and operational review is needed to address both municipal and school functions. A fresh pair of eyes, approach.

This review will confirm Milton's commitment to maintaining fiscal responsibility, providing quality public education, and fostering strong community trust. The cost of this review is: \$28,000.

Capital Strategic Solutions will provide a roadmap for future improvements, helping the Town of Milton implement cost-saving measures and improve operations in a phased and sustainable manner. The recommendations will be tailored to our Town's unique organizational structure, financial outlook, and service delivery needs.

Superintendent Phelan of Milton Public Schools has offered his support and cooperation.

Following a brief discussion with Mr. Milano, the Select Board Members agreed to review the contract and reassess at the next meeting.

**10. Discussion/Update/Approval – Liquor License Zones per request of the Joint Committee on Consumer Protection and Professional Licensure for the Home Rule Petition for 5 additional liquor licenses (House Bill 4089)**

Mr. Milano requested that this matter be deferred.

**11. Discussion/Update – October 27, 2025 Fall Special Town Meeting Potential Warrant Articles and Timeline**

The Board Members reviewed the timeline for the Special Town Meeting and potential Articles to discuss in greater detail at a future meeting.

General Bylaws Amendment: Chapter 105 Alcohol on Town Property

General Bylaws Amendment: Light Trespass

Placeholder: Master Plan Implementation Committee

**12. Discussion/Approval – Town Counsel and Labor Counsel Update / Potential Recommendation for Labor Counsel Services**

Mr. Milano provided the Board Members with a progress report.

On June 24<sup>th</sup> and 25<sup>th</sup>, The Town conducted interviews for Labor Counsel. five firms.

The panel consisted of: Nicholas Milano (Town Administrator), Nick Connors (Assist Town Administrator), Carla Fede (Director of Human Resources), Marina Fernandes (DPW Director) William Adamczyk (Library Director), Chief John King (Milton Police Department) and Chief Christopher Madden (Milton Fire Department).

On June 26<sup>th</sup>, the Town conducted interviews for Town Counsel. Four firms were interviewed. The panel consisted of Nicholas Milano (Town Administrator), Nick Connors (Assist Town Administrator), Atty. John Kiernan, Chair (Conservation Commission), Atty. Kathleen O'Donnell, Chair (Board of Appeals Chair), Meredith Hall, Chair (Planning Board), Atty. Elizabeth Dillon, Town Moderator and Susan Galvin, Town Clerk.

The panel represented Personnel and Boards/Committees that have the most interaction with Town Counsel. Panelists are doing some additional homework on the firms and reference checks on lead attorneys. They will reconvene in the days ahead to share their feedback.

No action is required. Mr. Milano will continue to update the Board Members as the process continues.

### **13. Discussion/Update – Future Use / Disposition of the East Milton Fire Station (525 Adams Street); Request for Proposals Process and Goals**

Mr. Brian, Walsh, Chair of the Fire Station Building Committee, joined the Select Board to discuss the Committee's recommendation for the future use/disposition of the East Milton Fire Station located at 525 Adams Street. The Committee would like the Town to sell the property and use the proceeds to fund a future capital project: renovations to the Atherton Street Fire Station.

The Members and Mr. Milano discussed the recommendation as well as timeline, components of a Request for Proposal, (RFP) to sell and/or lease, Town Meeting vote and community feedback.

### **14. Discussion/Approval – Town Administrator's Evaluation**

The Select Board Members briefly discussed the status of Mr. Milano's evaluations for Fiscal Year 2024 and Fiscal Year 2025. Some Members opted not to participate in the evaluation process citing that as new members, it would not be fair. Chair Zoll will contact Ms. Fede, the Director of Human Resources, to inquire about next steps.

### **15. Discussion/Approval – Amendment to the Employment Agreement with the Town Administrator re: Section V Performance Evaluation**

Ms. Haggerty moved to approve the Amendment to the Employment Agreement between the Town Administrator, Nicholas Milano and the Town of Milton regarding Section V. Performance Evaluation. The motion was seconded by Mr. Daley. The Board voted unanimously to approve the Amendment to the Employment Agreement between the Town Administrator, Nicholas Milano and the Town of Milton

### **16. Discussion/Approval – Board and Committee Appointments/Reappointments**

#### **a. Affordable Housing Trust Reappointments (8)**

**Sean Bentley**

**Thomas Callahan**

**Kevin Chrisom, Jr.**

**Kathleen Conlon**

**Julie Creamer**

**Erikk Hokenson**

**Warren Lizio**

**Matthew Morong**

Mr. Keohane moved to reappoint the following individuals to the Affordable Housing Trust for a one-year term: Sean Bentley, Thomas Callahan, Kevin Chrisom, Jr., Kathleen Conlon, Julie Creamer, Erikk Hokenson, Warren Lizio and Matthew Morong. The motion was seconded by

Mr. Daley. The Board voted unanimously (4-0) to approve the reappointments to the Affordable Housing Trust.

**b. Airplane Noise Advisory Committee Reappointments**

**Kathleen Conlon**

**David Godine**

**Raju Pathak**

Mr. Keohane moved to reappoint the following individuals to the Airplane Noise Advisory Committee for a one-year term: Kathleen Conlon, David Godine and Raju Pathak. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the reappointments to the Airplane Noise Advisory Committee.

**c. Council on Aging – Board of Directors Appointments**

**David Cornish**

**Yvonne Readdy**

**d. Council on Aging – Board of Directors Appointments**

**Sherry Palo – Associate Member**

**e. Council on Aging – Board of Directors Appointments**

**Marie Zinkus—Ex- Officio**

**Caroline Kinsella – Advisory Member**

**Sara Truog – Advisory Member**

Mr. Keohane moved to appoint the following individuals to the Council on Aging -Board of Directors for a three-year term: David Cornish and Yvonne Readdy. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the appointments to the Council on Aging - Board of Directors.

Mr. Keohane moved to appoint Sherry Palo as an Associate Member to the Council on Aging Board of Directors for a one-year term. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the appointment to the Council on Aging - Board of Directors.

Mr. Keohane moved to appoint Marie Zinkus as an Ex- Officio Member to the Council on Aging Board of Directors for a one-year term. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the appointment to the Council on Aging Board of Directors.

Mr. Keohane moved to appoint the following individuals as Advisory Members to the Council on Aging Board of Directors for a one-year term: Caroline Kinsella and Sara Truog. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the appointments to the Council on Aging Board of Directors.

**f. Milton Landing Committee Reappointments**

**Richard Burke**  
**Ted Carroll**  
**Thomas McCarthy**  
**Nicholas Milano**

Mr. Keohane moved to reappoint the following individuals to the Milton Landing Committee for a one-year term: Richard Burke, Ted Carroll, Thomas McCarthy and Nicholas Milano. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the reappointments to the Milton Landing Committee.

**g. Shade Tree Advisory Committee Reappointments**

**Nancy Chisholm**  
**Maritta Manning Cronin**  
**Maura Doherty**  
**Fiona Jevon**  
**William Madden**  
**Fred Taylor**

Mr. Keohane moved to reappoint the following individuals to the Shade Tree Advisory Committee for a one-year term: Nancy Chisholm, Maritta Manning Cronin, Maura Doherty, Fiona Jevon, William Madden and Fred Taylor. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the reappointments to the Shade tree Advisory Committee.

**h. Sign Review Committee Reappointments**

**Lawrence Johnson**  
**Deborah Azerrad Savona**  
**Lara Simondi**  
**John Zychowicz**

Mr. Keohane moved to reappoint the following individuals to the Sign Review Committee for a one-year term: Lawrence Johnson, Deborah Azerrad Savona, Lara Simondi and John Zychowicz. The Board voted unanimously (4-0) to approve the reappointments to the Sign Review Committee.

**i. Sign Review Committee Appointment**

**Stephen Gentile**

Mr. Keohane moved to appoint Stephen Gentile to the Sign Review Committee for a one-year term. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the appointment to the Sign Review Committee.

**j. Equity and Justice for All Advisory Committee Reappointments**

**Rabbi Alfred Benjamin**

**Sarah Myrie**

**Ralph Parent**

**Sarah Porter**

Mr. Keohane moved to reappoint the following individuals to the Equity and Justice for All Advisory Committee for a two-year term: Rabbi Alfred Benjamin, Sarah Myrie, Sarah Porter and Ralph Parent. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the reappointments to the Equity and Justice for All Advisory Committee.

**k. Equity and Justice for All Advisory Committee Appointment**

**Jonathan Boakarie**

Mr. Keohane moved to appoint Jonathan Boakarie to the Equity and Justice for All Advisory Committee for a two-year term. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the appointment to the Equity and Justice for All Advisory Committee.

**l. Local Historic District Study Committee**

**Andrew Hoffman**

**Larry Lawfer**

**Ryan McClain**

**Brian O'Halloran**

Mr. Keohane moved to reappoint the following individuals to the Local Historic District Study Committee for a one- year term: Andrew Hoffman, Larry Lawfer, Ryan McClain and Brian O'Halloran. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the reappointments to the Local Historic District Study Committee.

**m. Payment in Lieu of Taxes (PILOT)**

**Jennifer Hyne**

**Matthew Keswick**

**Nicholas Milano**

Mr. Keohane moved to reappoint the following individuals to the Payment in Lieu of Taxes (PILOT) Committee for a one-year term: Jennifer Hyne, Matthew Keswick and Nicholas Milano. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the reappointments to the PILOT Committee.

**n. Traffic Commission**

**Marion Driscoll**  
**Steven Geyster**

Mr. Keohane moved to reappoint the following individuals to the Traffic Commission for a one-year term: Marion Driscoll and Steven Geyster. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the reappointments to the Traffic Commission.

**o. Youth Task Force Reappointments**

**Giffin Angus**  
**Christina Lilliehook**  
**Rachel Pozzar**

Mr. Keohane moved to reappoint the following individuals to the Youth Task Force for a one-year term: Giffin Angus, Christina Lilliehook and Rachel Pozzar. The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to approve the reappointments to the Youth Task Force.

**17. Discussion/Approval – Meeting Minutes – May 27, 2025**

Mr. Daley moved to approve the meeting minutes dated May 27, 2025. The motion was seconded by Mr. Keohane. The Board voted unanimously (4-0) to approve the meeting minutes.

**18. Town Administrator's Report**

Mr. Milano informed the residents that the FY2026 property tax bills have been mailed. The tax bills do include an estimate for the override that was approved earlier this year.

Mr. Milano announced that Cheyenne Frazier, the Assistant Director of Planning and Community Development, has given her notice; she will be leaving her position at the end of July. Mr. Milano thanked Ms. Frazier for her hard work and extended his best wishes as she begins the next chapter in her professional career.

Mr. Michael White has been selected as the new Building Commissioner. He will begin his new position on July 14<sup>th</sup>. We look forward to welcoming him to Milton.

**19. Chair's Report**

Chair Zoll thanked the volunteers, sponsors, bands and attendees for making Milton Music Fest such a great success.

This past weekend, family and friends of Kate Middleton dedicated a bench at Turner's Pond in her memory.

Chair Zoll also extended his appreciation to the DPW for their hard work in addressing the recent water main break/sink hole.

## **20. Public Comment Response**

No public comment response.

## **21. Future Meeting Dates**

The Board will meet on Tuesday, July 8, 2025 and Tuesday, July 22, 2025.

## **22. Future Agenda Items**

The Climate Action Planning Committee will present a report at

## **23. Executive Session – M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to litigation against the Executive Office of Housing and Livable Communities regarding M.G.L. c. 40A, Section 3A (the “MBTA Communities Act”) and 760 CMR 72.00**

Chair Zoll noted that the Select Board will not need to meet in an Executive Session for item #23.

## **24. Executive Session- Pursuant to M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to collective bargaining**

**Milton Clerical Unit of the Southeastern Public Employees Association**  
**Milton Professional Management Association**  
**Milton Public Employee Association**  
**Milton Firefighters, Local 1116**  
**Milton Police Association**  
**Milton Superior Officers**  
**Milton Library Association**

## **25. Adjourn**

At 9:10PM, Chair Zoll moved to adjourn from Open Session and enter into Executive Session to discuss strategy with respect to collective bargaining:

Milton Clerical Unit of the Southeastern Public Employees Association

Milton Professional Management Association

Milton Public Employee Association

Milton Firefighters, Local 1116

Milton Police Association

Milton Superior Officers

Milton Library Association

based on my belief that discussion of this matter in open session may have a detrimental effect on the bargaining position of the Select Board. The Select Board will not return to Open Session.

The motion was seconded by Mr. Daley. The Board voted unanimously (4-0) to adjourn and enter into Executive Session.

**DALEY: YES**

**HAGGERTY: YES**

**KEOHANE: YES**

**ZOLL: YES**

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

Documents

Governor Stoughton Trustees

Town Farm Review Committee Recommendation to the Select Board

Letter from Tom Callahan  
Member of the Town Farm Review Committee  
Member of the Affordable Housing Trust  
Precinct 4 Town Meeting Member

Comments from Michael Kelly  
Member of the Town Farm RFP Review Committee

Memo from Cheryl Toulias  
Member of the Town Farm RFP Review Committee  
Representative from the Master Plan Implementation Committee

Letter from Maggie Wilson  
Member of the Town Farm Review Committee

GST Meeting Minutes: March 11, 2025, May 21, 2025

Select Board

Draft Letter to the Environmental Protection Agency, (EPA) re: Phase I Reach, Neponset River Superfund Site

EPA Summary- Lower Neponset Superfund Site

Final Engineering Evaluation Cost Analysis - Phase I Reach, Neponset River Superfund Site

Draft - MBTA District Compliance Application

FY25 General Fund Budget Excluding Schools – Budget to Actual YTD 6/25/25

Draft: Milton Budget Coordination Committee Membership and Charge

Confirmation of Vote from Susan Galvin, Town Clerk

Special Town Meeting: February 24, 2025: Article 2: Home Rule Petition for Additional Liquor Licenses

H. 4089: An Act Authorizing the Town of Milton to Grant Additional Licenses for the Sale of Alcoholic Beverages to be Drunk on the Premises

Special Town Meeting Timeline – October 27, 2025

First Amendment to the Employment Agreement between the Town of Milton and Nicholas Milano

Volunteer Application - Jonathan Boakarie

Volunteer Application -Stephen Gentile  
Meeting Minutes- May 27, 2025



# Governor Stoughton Trust

## Meeting Packet

August 26, 2025

# TOWN FARM AND GOVERNOR STOUGHTON TRUST DOCUMENTS

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## Governor Stoughton Trust Documents

- [Governor William Stoughton Will - Transcribed](#)
- [Trustees Complaint Requesting Relief 11-22-2013](#)
- [Answer and Consent of the Attorney General 12-16-2013](#)
- [Joint Motion for Entry of Judgement](#)
- [Probate Court Judgement 2-4-2014](#)

## Town Farm Request for Proposals

- [Town Farm Request for Proposals Issued 12-6-2023](#)
- [Town Farm RFP - Addendum 1](#)
- [Town Farm RFP - Addendum 2](#)
- [Town Farm Proposal - Affirmative Investments](#)
- [Town Farm Proposal - Milton Partnership for Community Reinvestment, LLC](#)

## Prior Town Farm Related Materials

- [Governor Stoughton Land Trust Committee Final Report](#)
- [Mass. Historical - Milton Poor Farm - Town Farm - Historic Inventory Form](#)

