

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2013 JAN 24 P 12:50

1. Minutes of the City Council Meeting, January 7, 2013.
2. PUBLIC HEARING Application for Special Permit from Crown Castle, on behalf of T-Mobile, to exchange six existing antennas on a cell tower, 445 Simarano Dr., Order No. 12/13-1005249.
3. PUBLIC HEARING On Proposed Zoning Amendment by Attorney Bergeron by adding to Section 650-17, Table of Uses Regulation, an additional use, "Utility Service Vehicle Maintenance," said use to be allowed only in the Industrial zones; and by adding to Chapter 650 Section 650-18(A) new section (41) Utility Service Vehicle Maintenance, Order No. 12/13-1005267.
4. PUBLIC HEARING On the Petition from NGrid to install six new heavy duty hand holes in the area of Bigelow Heights, URD, Bergeron Rd, Ahlgren Circle, Duca Dr., Rodgers Ave., Evelina Dr. and Houde St., Order No. 12/13-1005285.
5. Communication from the Mayor re: Recognition of New Firefighters.
6. Communication from the Mayor re: Police Department transfer request in the amount of \$132,623.00 which moves funds from and to various accounts as noted on the spreadsheet to pay for overtime costs associated with an increased number of vacant positions as well as several injuries, equipment for new hires, and a higher than anticipated need for overtime cell watch for female detainees.
7. Communication from the Mayor re: Fire Department transfer request in the amount of \$102,605.48 which moves funds from and to various accounts as noted on the spreadsheet to pay for overtime costs associated with injuries of several firefighters early in the month of December and personal long term sick leave of others over the past several months.
8. Communication from the Mayor re: Open Space transfer request in the amount of \$81,000.00 which moves funds from Undesignated to Stabilization-Open Space per attached memorandum from Auditor Diane Smith.
9. Communication from the Mayor re: Building Department transfer request in the amount of \$506.00 and \$900.00 which moves funds from In-State Travel to Zoning Board Member and In-State Travel to Board Secretary respectively due to an unanticipated increase in the number of Zoning Board of Appeals hearings.
10. Communication from the Mayor re: Conservation Grant in the amount of \$1,000.00 from the Butler Family foundation to assist with ongoing maintenance of the Felton Conservation Land fields and other conservation related materials.
11. Communication from the Mayor re: Reappointment of David Brumby as Personnel Director for a term of three years upon approval.
12. Communication from the Mayor re: Reappointments of Harold Scheid and Bradford Dunn to Chief Assessor/Board of Assessors Chairman and Board of Assessors respectively for an additional sixty days.
13. Communication from the Mayor re: Notification pertinent to Tax Bills.
14. Communication from Council President Pope re: 2013 City Council Regular Meeting Schedule and City Council Committee Assignments.
15. Communication from Logical Partners, LLC to extend time limitations for construction of three Townhouse Condominium Units at 126 Pleasant St. to April 1, 2013, Order No. 12/13-1005151C.
16. Petition from NGrid to install new intermediate p.11-5 approximately 35' north of existing p.11. This pole is necessary to provide new service to proposed solar project at 40 Washington Street.
17. Communication from Attorney Bergeron re: Proposed Zoning Amendment to Sections 650-40(F), 48(C)(1) and 47(F).

18. Communication from Paul Brodeur for Ward Park Neighborhood Association re: new Senior Center in Ward Park.
19. Communication from Sudbury Companies Militia & Minute: re: Permission to place a temporary sign on city property, at the corner of Route 20 and Hagar Road from Sept 22, 2013 to Sept 28, 2013.
20. Minutes, Board of Assessors, November 29, & December 28, 2012.
21. Minutes, Recreation Commission, December 11 & December 17, 2012.
22. Minutes, Community Development Authority, January 3, 2013.
23. Communication from Commerce Insurance on behalf of Bonnie Beland, 12 Hudson St.
24. CLAIMS:
  - A. Eugene Hannay, 84 Barnard Road, residential mailbox claim 2(b)
  - B. Lisbeth Ambrosio, 275 Forest Street, residential mailbox claim 2(a)
  - C. Robert Cipriano, 56 Felton Street, residential mailbox claim 2(a)
  - D. Commercial Property Management, PO Box 5967, other property damage

#### REPORTS OF COMMITTEES:

25. **ORDERED:** That the Conservation Officer be requested to update the Open Space Committee on the status of available parcels in the City, including a map showing each site, name of landowner, approximate cost of each parcel, and time or other such constraints that may be associated with the acquisition or purchase of key parcels on the list.....Submitted by Councilor Oram

#### UNFINISHED BUSINESS:

##### From Wireless Communications Committee

26. **Order No. 12-1005265** – The Wireless Committee met on 1/3/13 at 5:37PM and took up Council Order No. 12-1005265. Request for Proposals for Wireless Telecommunications Leasing Project at Fairmount Hill Water Tank at 115 Onamog St. Assessors' Map 81, Parcel 238.

Chief Procurement Officer Beverly Sleeper presented testimony that a proposal was received from Sprint Spectrum L.P. ("Sprint") a wholly owned subsidiary of Sprint Nextel Corporation in the amount of \$32,550.00 for the first year of the lease, increasing annually by (3%) on each anniversary year of the lease. Total value of the lease over a 15 year term would amount to \$496,433.68. It should be noted that Sprint has an existing Lease Agreement with the City for the existing facility presently located at the Site.

Councilor Oram motioned to approve the Notice of Award to Sprint Spectrum L.P., subject to the approval of the Commissioner of Public Works. Motioned seconded by the Chair and was approved by a 3-0 vote.

Members Present: Councilors Clancy, Oram and Robey

Also Present: Beverly Sleeper, Chief Procurement Officer

Meeting Adjourned: 5:45 PM



**CITY OF MARLBOROUGH  
OFFICE OF CITY CLERK**

**Lisa M. Thomas  
140 Main St.**

**Marlborough, MA 01752  
(508) 460-3775 FAX (508) 460-3723**

**JANUARY 7, 2013**

Regular meeting of the City Council held on Monday, JANUARY 7, 2013 at 8:00 p.m. in City Council Chambers, City Hall. City Councilors Present: Pope, Ossing, Oram, Robey, Delano, Jenkins, Elder, Seymour, Clancy, and Landers. Absent: Tunnera. Meeting adjourned at 8:35 PM.

**ORGANIZATIONAL MEETING**

Councilor Pope called the meeting to order at 8:00 PM. The City Council President called for the Election of the City Council President Pro-Tem for the Year 2013. Councilor Clancy nominated Councilor Delano as President Pro-Tem. Councilor Pope seconded the motion for nomination of Councilor Delano as President Pro-Tem. Councilor Delano received ten votes for President Pro-Tem. Yea – Delano, Jenkins, Elder, Seymour, Clancy, Landers, Pope, Ossing, Oram, & Robey. (Councilor Tunnera absent) Nay – 0.

Councilor Delano called for the Election of the City Council President of the Marlborough City Council for the Year 2013. Councilor Clancy nominated Councilor Pope as President. Councilor Delano seconded the motion for nomination of Councilor Pope as President. Councilor Pope received ten votes for President. Yea – Delano, Jenkins, Elder, Seymour, Clancy, Landers, Pope, Ossing, Oram, & Robey. (Councilor Tunnera absent). Nay – 0.

Councilor Pope called for the Election of the City Council Vice-President of the Marlborough City Council for the Year 2013. Councilor Jenkins nominated Councilor Clancy as Vice-President. Councilor Pope seconded the motion for nomination of Councilor Clancy as Vice-President. Councilor Clancy received ten votes for Vice-President. Yea – Delano, Jenkins, Elder, Seymour, Clancy, Landers, Pope, Ossing, Oram & Robey (Councilor Tunnera absent). Nay – 0.

That the City Council accept the Rules from the Year 2012 and carry over to Year 2013, be and is here with **APPROVED**.

City Council President Pope announced the next meeting of the City Council to be held on Monday, January 28, 2013 at 8:00 p.m.

ORDERED: That the Minutes of the City Council Meeting, DECEMBER 17, 2012, **FILE**; adopted.

ORDERED: That the Public Hearing On the Application for Special Permit, Hancock Associates, on behalf of CMS, Inc., for construction of a new 2,400 sq. ft. office building on a nonconforming property at 379 South Street, Order No. 12-1005236A, all were heard who wish to be heard, hearing recessed at 8:22 PM, adopted.

**Councilors Present: Pope, Ossing, Oram, Robey, Delano, Jenkins, Elder, Seymour, Clancy & Landers.**

**Councilor Absent: Councilor Tunnera.**

ORDERED: That the Newly Appointed Police Officers Scott Carey, Paul McCarthy, Rafael Faria, Christopher Bradley, Tyler McElman and Alyssa Stetson are recognized by the City Council, **FILE**; adopted.

ORDERED: That the Open Space transfer of \$147,363.53 which moves funds from Open Space Stabilization to Open Space Acquisition to pay outstanding loan balance for purchase of Mount Ward/Ward Hill, refer to **FINANCE COMMITTEE**; adopted.

FROM:

Acct. # 83600-11520	\$147,363.53
Open Space Stabilization	

TO:

Acct. # 19300006-58170	\$147,363.53
Open Space Acquisition	

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Police Department Grant from the Executive Office of Public Safety and Security awarded to the City in the amount of \$6,000.00 which will be used primarily for targeted drunk driving checks and enforcement; adopted.

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Grant from the Foundation for MetroWest's "MetroWest Hunger Relief Fund" awarded to the City in the amount of \$3,500.00 which will be used to help the neediest of our citizens through the Mayor's Charity Relief Fund; adopted.

ORDERED: That the Reappointment of Police Chief Leonard as Keeper of the Lockup for one year, **APPROVED**; adopted.

ORDERED: That the Appointment of Mr. Ronald Guest as the Parking Clerk, refer to **PERSONNEL COMMITTEE**; adopted.

ORDERED: That the Appointments of Councilor Matt Elder to the Senior Center Design Selection Committee and Councilor Katie Robey and Councilor Don Landers to the Senior Center Advisory Committee, **FILE**; adopted.

ORDERED: That the Communication from Congressman James P. McGovern re: Redistricting, **FILE**; adopted.

ORDERED: That the Application for a Fuel Storage License for TJX Companies, Inc., 300 Puritan Way, refer to **PUBLIC SERVICES COMMITTEE**; adopted.

ORDERED: That the Application for a Fuel Storage License for TJX Companies, Inc., 400 Puritan Way, refer to **PUBLIC SERVICE COMMITTEE**; adopted.

ORDERED: That there being no objection thereto set **MONDAY, JANUARY 28, 2013**, as date for a **PUBLIC HEARING** on the Petition of National Grid to install six new heavy duty hand holes in the area of Bigelow Heights, URD, Bergeron Road, Ahlgren Circle, Duca Drive, Rodgers Avenue, Evelina Drive and Houde Street, refer to **PUBLIC SERVICES COMMITTEE**; adopted.

ORDERED: That the Communication from John Breslouf, President of JBS Development LLC, re: Acceptance of roadway and easements for the subdivision entitled "The Residence of Oak Crest", refer to **PUBLIC SERVICES COMMITTEE AND PLANNING BOARD**; adopted.

ORDERED: That the Minutes, Traffic Commission, November 27, 2012, **FILE**; adopted.

ORDERED: That the Minutes, Community Development Authority, November 29, 2012, **FILE**; adopted.

ORDERED: That the Minutes, Council on Aging, December 11, 2012, **FILE**; adopted.

ORDERED: That the Minutes, Recreation Commission, January 25, March 8, April 12, October 11, November 8, 2011, January 10, February 14, March 13, April 10, & October 9, 2012, **FILE**; adopted.

ORDERED: That the Minutes, Planning Board, November 26 & December 3, 2012, **FILE**; adopted.

#### Reports of Committees:

Councilor Clancy reported the following out of the Wireless Communications Committee:

**Order No. 12-1005265** – The Wireless Committee met on 1/3/13 at 5:37 PM and took up Council Order No. 12-1005265. Request for Proposals for Wireless Telecommunications Leasing Project at Fairmount Hill Water Tank at 115 Onamog St. Assessors' Map 81, Parcel 238.

Chief Procurement Officer Beverly Sleeper presented testimony that a proposal was received from Sprint Spectrum L.P. ("Sprint") a wholly owned subsidiary of Sprint Nextel Corporation in the amount of \$32,550.00 for the first year of the lease, increasing annually by (3%) on each anniversary year of the lease. Total value of the lease over a 15 year term would amount to \$496,433.68. It should be noted that Sprint has an existing Lease Agreement with the City for the existing facility presently located at the Site.

Councilor Oram motioned to approve the Notice of Award to Sprint Spectrum L.P., subject to the approval of the Commissioner of Public Works. Motioned seconded by the Chair and was approved by a 3-0 vote.

Members Present: Councilors Clancy, Oram and Robey

Also Present: Beverly Sleeper, Chief Procurement Officer

**Suspension of Rules requested – granted**

ORDERED: That the Fire Department transfer request in the amount of \$111,570.94 which moves funds from Reserve for Salaries to various accounts as noted below to fund the Marlborough Firefighters Local 1714 Contract, be and is herewith refer to **FINANCE COMMITTEE**; adopted.

From Account					TO Account				
General Gov't					FIRE DEPARTMENT				
Available	Amount	ORG	OBJECT	Account Disc	Amount	Description	Org	Object	Available
\$ 624,992.00	\$ 111,570.94	11990006	57820	Reserve for Salaries					
					\$ 5,662.04	Dpty Chiefs	12200001	50335	192011
					\$ 72,456.53	Firefighter	12200001	50450	1677727
					\$ 5,338.54	Fire Capitan	12200001	50800	159335
					\$ 12,289.17	Fire Lieutenan	12200001	50810	245747
					\$ 746.45	First Respond	12200003	51226	21525
					\$ 2,083.33	Fire OT	12200003	51300	80301
					\$ 322.67	Fire OT Veh	12200003	51324	22338
					\$ 606.86	Fire Call OT	12200003	51328	40308
					\$ 1,535.68	Longevity	12200003	51430	44047
					\$ 2,742.28	Educ Inct	12200003	51440	103900
					\$ 1,087.97	Night Shift	12200003	51450	33672
					\$ 1,789.25	EMT	12200003	51480	73387
					\$ 83.33	Train Spec Ser	12200003	51481	6976
					\$ 3,326.78	Holiday	12200003	51490	195523
					\$ 1,500.08	Sick Leave	12200003	51920	180138
					\$ 111,570.94				
Reason: To fund Firefighters Labor Contract.									

ORDERED: There being no further business, the regular meeting of the City Council is herewith adjourned at 8:35 PM.



# IN CITY COUNCIL

DECEMBER 3, 2012

Marlborough, Mass., \_\_\_\_\_

## ORDERED:

That there being no objection thereto set **THE SECOND MEETING IN JANUARY, 2013**, as date for a **PUBLIC HEARING** for the Application of Crown Castle, on behalf of T-Mobile, to exchange six existing antennas on a cell tower, 445 Simarano Dr., refer to **WIRELESS COMMUNICATIONS COMMITTEE, AND ADVERTISE.**

ADOPTED

ORDER NO. 12-1005249



# IN CITY COUNCIL

DECEMBER 17, 2012

Marlborough, Mass.,

## ORDERED:

That Chapter 650 of the Code of the City of Marlborough, being the zoning ordinance, as most recently amended, be further amended as follows:

1) By adding to Section 650-17, Table of Use Regulations, an additional use, "Utility Service Vehicle Maintenance," said use to be allowed only in the Industrial zones; and

2) By adding to Chapter 650, Section 650-18(A) the following new section (41), as follows:

### (41) Utility Service Vehicle Maintenance

(a) A utility company in the business of operating and maintaining a transmission system for the provision of telephone, internet, electric, or other utility systems and maintaining utility service vehicles for that purpose may provide a place for undertaking minor mechanical servicing for said vehicles in a building used by said utility company for other purposes, provided that:

(i) all said motor vehicle service shall be conducted indoors

(ii) any motor vehicle bays or doors providing access to said indoor area, shall be located so as to face away from all existing streets

(iii) the size of said motor vehicle service area shall not constitute more than 10% of the total space in said building used by said utility or more than 10,000 square feet, whichever amount of space is smaller

Be and is herewith refer to **URBAN AFFAIRS COMMITTEE, PLANNING BOARD, AND ADVERTISE PUBLIC HEARING FOR THE SECOND MEETING IN JANUARY, 2013**

ADOPTED

ORDER NO. 12-1005267



# IN CITY COUNCIL

JANUARY 7, 2013

Marlborough, Mass., \_\_\_\_\_

## ORDERED:

That there being no objection thereto set **MONDAY, JANUARY 28, 2013**, as date for a **PUBLIC HEARING** on the Petition of National Grid to install six new heavy duty hand holes in the area of Bigelow Heights, URD, Bergeron Road, Ahlgren Circle, Duca Drive, Rodgers Avenue, Evelina Drive and Houde Street, refer to **PUBLIC SERVICES COMMITTEE**.

ADOPTED

ORDER NO. 13-1005285



# City of Marlborough

## Office of the Mayor

*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

RECEIVED  
CLERK'S OFFICE  
CITY OF MARLBOROUGH  
2013 JAN 24 A 11: 43  
140 Main Street  
Marlborough, Massachusetts 01752  
Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610  
[www.marlborough-ma.gov](http://www.marlborough-ma.gov)

January 24, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

**Re: Recognition of New Firefighters**

Honorable President Pope and Councilors:

In keeping with past practice, I would ask that the City Council recognize and congratulate the following three individuals who have been appointed to the Marlborough Fire Department in 2012.

John DeGiacomo entered the Massachusetts Fire Academy on 4/2/12 and he graduated on 6/22/12. He is presently assigned to Shift 2.

Omar Atocha-Torres entered the Massachusetts Fire Academy on 4/2/12 and he graduated on 6/22/12. He is presently assigned to Shift 4.

Michael Burnell is a Massachusetts licensed EMT, he entered the Massachusetts Fire Academy on 7/9/12 and he graduated on 9/28/12. He is presently assigned to Shift 4.

I am enormously pleased with the caliber of these men and ask that you join me in wishing them a long and successful career serving and protecting our community.

Sincerely,

**Arthur G. Vigeant**  
Mayor



# City of Marlborough

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

## Office of the Mayor

140 Main Street  
Marlborough, Massachusetts 01752  
Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610  
[www.marlborough-ma.gov](http://www.marlborough-ma.gov)

*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

January 24, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

### Re: Transfer Request – Police Department

Honorable President Pope and Councilors:

I am submitting for your approval the enclosed transfer request for the Police Department in the amount of \$132,623.00.

This request is necessary to pay for overtime costs associated with an increased number of vacant police officer positions as well as several injuries, equipment for new hires, and a higher than anticipated need for overtime cell watch for female detainees.

The Police Department is showing signs of controlling their overtime costs. As of this month, their overtime expenses are down nearly 10% when compared to this same time last year. Although we have a ways to go, I am pleased we are moving in the right direction.

Please do not hesitate to contact my office with any questions or concerns.

Sincerely,

**Arthur G. Vigeant**  
Mayor



# **City of Marlborough POLICE DEPARTMENT**

508-485-1212 • FAX 508-624-6949  
355 BOLTON STREET • MARLBOROUGH, MA • 01752

MARK F. LEONARD  
Chief of Police

Mayor Arthur G. Vigeant  
City Hall  
140 Main Street  
Marlborough, MA 01752

January 18, 2013

Dear Mayor Vigeant:

Per the attached transfer request form, I am requesting five internal transfers to allow for sufficient funds to be properly allocated to the appropriate line items within the police department budget. Two requests are to transfer funds to the Regular Overtime account, which will be in deficit without the transfer due to the large number of injuries and unexpected vacancies we have experienced since July. There is also a request to put an additional \$1,000 into the Detention Attendant account since historically this account gets more use the last half of the fiscal year. I have also requested to transfer funds from the Radio Repair account to the Initial Equipment issue account because we were able to get two recruits into a February academy and they will need equipment prior to July (it was unknown when the budget was prepared that I would have these two vacancies). Lastly, I am transferring funds to one of John Ghiloni's accounts, since he pays for our cell phones from his Telephone Services account, and we reduced the number of pagers to allow for more phones with data plans so I will have a surplus in my Paging account.

Sincerely,

  
Mark F. Leonard  
Chief of Police

CITY OF MARLBOROUGH  
BUDGET TRANSFERS -

DEPT:	Police	DATE:	18-Jan-13	FY:	2013						
Available Balance	Amount	FROM ACCOUNT:	Org Code	Object	Account Description:	Amount	TO ACCOUNT:	Org Code	Object	Account Description:	Available Balance
\$1,330,010	\$113,000.00	12100001	50420	Police Officers	\$113,000.00	12100003	51310	OT - Regular	\$61,769	Reason: <u>Surplus due to vacancies and injuries</u>	<u>Transfer needed from high use due to vacancies and injuries</u>
<u>\$349,582</u>	<u>\$10,000.00</u>	12100001	50820	Police Sergeants	<u>\$10,000</u>	12100003	51310	OT - Regular	<u>\$61,769</u>	Reason: <u>Surplus due to vacancy</u>	<u>Transfer needed from high use due to vacancies and injuries</u>
<u>\$5,370</u>	<u>\$1,000.00</u>	12100003	51319	OT - Cell Watch	<u>\$1,000</u>	12100003	51195	Detention Attendant	<u>\$4,656</u>	Reason: <u>Fewer prisoners needing cell watch</u>	<u>Higher than expected female cell watch</u>
<u>\$11,511</u>	<u>\$6,000.00</u>	12100006	52450	Radio Repairs	<u>\$6,000.00</u>	12100006	51975	Initial Equipment Issue	<u>\$0</u>	Reason: <u>Fewer repairs needed</u>	<u>Two new hires prior to end of current fiscal year</u>
<u>\$2,773</u>	<u>\$2,623.00</u>	12100004	52820	Paging	<u>\$2,623</u>	1192006	53420	Telephone Services	<u>\$67,960</u>	Reason: <u>Number of pagers issued reduced</u>	<u>Number of phones w/data plans increased (Public Facilities Account)</u>
										Reason: _____	_____

( 132,623 )

Dept Head signature: *Charles A. Seand*  
 Mayor signature: \_\_\_\_\_



# City of Marlborough

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CITY OF MARLBOROUGH

## Office of the Mayor

2013 JAN 24 A 11:43

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EXECUTIVE SECRETARY

January 24, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

### **Re: Transfer Request – Fire Department**

Honorable President Pope and Councilors:

I am submitting for your approval the enclosed transfer request for the Fire Department in the amount of \$102,605.48.

This request is necessary to pay for overtime costs associated with the injuries of several firefighters early in the month of December and the personal long term sick leave of others over the past several months. Some of the injuries sustained in December are now anticipated to be long term.

Compounding this problem is the fact that the department began the fiscal year with five unfilled positions. It will soon be addressed as the city will be sending five individuals to the Massachusetts Fire Academy in April.

I have enclosed for your edification pertinent backup information that shows a significant reduction in overall overtime costs for the Fire Department when compared to last year's figures at this time.

Please do not hesitate to contact my office with any questions or concerns.

Sincerely,

**Arthur G. Vigeant**  
Mayor



**City of Marlborough**  
**FIRE DEPARTMENT**

January 24, 2013

Mayor Vigeant,

Although compared to this time last year our overtime used is considerably lower, I am requesting a transfer of \$102,605.48.00 to fund an expected shortfall in the regular Fire Department overtime. The short fall is a result of injuries, vacant positions, and personal medical reasons. Of the requested amount \$59036.73 is a transfer from 111f payments with the remaining balance of \$43568.75 from the vacant Firefighter positions.

Please feel free to contact me if you have any further questions.

A handwritten signature in black ink, appearing to read "James M Fortin". The signature is fluid and cursive.

James M Fortin  
Fire Chief

CITY OF MARLBOROUGH  
BUDGET TRANSFERS

DEPT: FIRE

FISCAL YEAR: 2013

		FROM ACCOUNT:			TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$143,145.61</u>	<u>\$8,229.88</u>	<u>12200001</u>	<u>50800</u>	<u>Fire Captain</u>	<u>\$8,229.88</u>	<u>12200003</u>	<u>51300</u>	<u>Overtime</u>	<u>\$69,504.95</u>
	Reason:	<u>Transfer is available due to 111F payments</u>							
<u>\$1,509,916.63</u>	<u>\$50,806.85</u>	<u>12200001</u>	<u>50450</u>	<u>Firefighter</u>	<u>\$50,806.85</u>	<u>12200003</u>	<u>51300</u>	<u>Overtime</u>	<u>\$69,504.95</u>
	Reason:	<u>Transfer is available due to 111F payments</u>							
<u>\$1,509,916.63</u>	<u>\$43,568.75</u>	<u>12200001</u>	<u>50450</u>	<u>Firefighter</u>	<u>\$43,568.75</u>	<u>12200003</u>	<u>51300</u>	<u>Overtime</u>	<u>\$69,504.95</u>
	Reason:	<u>Transfer is available due to unfilled positions</u>							
	Reason:	_____							
	Reason:	_____							

Department Head signature: 

Mayor's signature: \_\_\_\_\_

## Mayor

---

**From:** James Fortin  
**Sent:** Friday, January 04, 2013 1:14 PM  
**To:** Mayor  
**Subject:** Issued Vacation

Mayor,

As we discussed this past week regarding overtime costs ,a review of the records for vacation time issued over the past three years showed we lost several 6 week members but the vacation allotment remained relatively the same due to other milestones being reached. But other categories were much higher.

	<u>2012</u>	<u>2011</u>	<u>2010</u>
Vacation (Weeks)	309	305	311
Injured (Tour )	478	485	147
Admin Leave (Tour)	238	30	77 ( Bardsley& Richard)

*James M Fortin*  
Fire Chief  
City of Marlborough  
215 Maple Street  
Marlborough, Ma. 01752  
(508) 624-6986

CITY OF MARLBOROUGH



BUDGET REPORT FY13

FOR 2013 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<b>100 GENERAL FUND</b>							
<b>2200 FIRE DEPARTMENT</b>							
<b>0000</b>							
12200003 51300 ADDITIONAL GROSS-OV	250,000	.00	250,000.00	161,724.54	.00	88,275.46	64.7%*
TOTAL	250,000	.00	250,000.00	161,724.54	.00	88,275.46	64.7%
TOTAL FIRE DEPARTMENT	250,000	.00	250,000.00	161,724.54	.00	88,275.46	64.7%
TOTAL GENERAL FUND	250,000	.00	250,000.00	161,724.54	.00	88,275.46	64.7%
TOTAL EXPENSES	250,000	.00	250,000.00	161,724.54	.00	88,275.46	
GRAND TOTAL	250,000	.00	250,000.00	161,724.54	.00	88,275.46	64.7%

\*\* END OF REPORT - Generated by Diane Smith \*\*

CITY OF MARLBOROUGH



BUDGET REPORT FY12

FOR 2012 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<b>100 GENERAL FUND</b>							
<b>2200 FIRE DEPARTMENT</b>							
<b>0000</b>							
12200003 51300 ADDITIONAL GROSS-OV	150,000	190,948.38	340,948.38	270,970.96	.00	69,977.42	79.5%
TOTAL	150,000	190,948.38	340,948.38	270,970.96	.00	69,977.42	79.5%
TOTAL FIRE DEPARTMENT	150,000	190,948.38	340,948.38	270,970.96	.00	69,977.42	79.5%
TOTAL GENERAL FUND	150,000	190,948.38	340,948.38	270,970.96	.00	69,977.42	79.5%
TOTAL EXPENSES	150,000	190,948.38	340,948.38	270,970.96	.00	69,977.42	
GRAND TOTAL	150,000	190,948.38	340,948.38	270,970.96	.00	69,977.42	79.5%

\*\* END OF REPORT - Generated by Diane Smith \*\*



# City of Marlborough

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

## Office of the Mayor

2013 JAN 24 A 11:43

140 Main Street

Marlborough, Massachusetts 01752

Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610

[www.marlborough-ma.gov](http://www.marlborough-ma.gov)

*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

January 24, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

**Re: Transfer Request – Open Space**

Honorable President Pope and Councilors:

I am submitting for your approval the following transfer request:

- 1) Transfer in the amount of \$81,000.00 from 10000-35900 (Undesignated Funds) to 83600-32918 (Stabilization – Open Space)

Enclosed with the transfer sheet is a memorandum from City Auditor Diane Smith outlining the need for this request. Please do not hesitate to contact my office with any questions or concerns.

Sincerely,

Arthur G. Vigeant  
Mayor



**CITY OF MARLBOROUGH**  
**Office of the City Auditor**  
140 Main St.  
Marlborough, MA 01752

January 23, 2013

MEMORANDUM

**TO:** Mayor Arthur G. Vigeant

**FROM:** Diane Smith, City Auditor

**RE:** Wireless Antennae Receipts

The City received \$81,000.00 in wireless antennae receipts for fiscal years 2011 and 2012. Per M.G.L. Ch 44 Sec. 53 any money received by the City belongs to the general fund and can only be expended by appropriation. A transfer request should be submitted to the City Council moving \$81,000.00 from Free Cash to Stabilization – Open Space for this was the intent of these monies.

Please contact this office if you should have any further questions regarding this information.

CC: Thomas Abel, Comptroller/Treasurer

TRANSFER REQUEST

FISCAL YEAR: 2013

		FROM ACCOUNT:				TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
<u>\$5,103,462</u>	<u>\$81,000.00</u>	<u>10000</u>	<u>- 35900</u>	<u>Undesignated Funds</u>	<u>\$81,000.00</u>	<u>83600</u>	<u>- 32918</u>	<u>Stabilization-Open Space</u>	<u>\$865,862</u>	

Reason: To transfer annual wireless antennae payments received by the City in fiscal years 2011 and 2012 to Open Space Stabilization



# City of Marlborough

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## Office of the Mayor

2013 JAN 24 A 11: 58 140 Main Street

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[www.marlborough-ma.gov](http://www.marlborough-ma.gov)

*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

January 24, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

### **Re: Transfer Request – Building Department**

Honorable President Pope and Councilors:

I respectfully submit for your approval the following transfer request:

- 1) Transfer in the amount of \$506.00 from 12410006-57100 (In-state Travel) to 12410003-51180 (Zoning Board Member)
- 2) Transfer in the amount of \$900.00 from 12410006-57100 (In-State Travel) to 12410002-51050 (Board Secretary)

This transfer is needed due to an unanticipated increase in the number of Zoning Board of Appeals hearings this year. The funds are available because of a slightly decreased need in the amount of contracted services used by the Building Department.

Please do not hesitate to contact me with any additional questions.

Sincerely,



Arthur G. Vigeant  
Mayor



*City of Marlborough*  
**BUILDING DEPARTMENT**

140 Main Street  
Marlborough, Massachusetts 01752  
Tel. (508) 460-3776 Facsimile (508) 624-6504 TDD (508) 460-3610

Michael Mendoza  
Building Commissioner

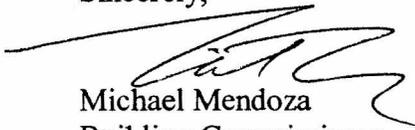
January 10, 2013

Re: Budget Transfer

To Whom It May Concern:

This office is requesting a transfer from the Prof. & Tech Services to fund both the Zoning Board Members and the secretaries to both the Zoning Board of Appeals and the Secretary to the Planning Board through FY 13.

Sincerely,



Michael Mendoza  
Building Commissioner

CITY OF MARLBOROUGH  
BUDGET TRANSFERS --

DEPT: Inspectional Services 2410

FISCAL YEAR: 13

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$3,168.45	\$506.00	12410006	57100	Instate Travel	\$506.00	12410003	51180	Zoning Board Member	\$142.00
				Reason: Less instate travel so far this year				To fund Zoning Board Members through end of FY13	
\$3,168.45	\$900.00	12410006	57100	Instate Travel	\$900.00	12410002	51050	Board Secretary	\$103.90
				Reason: Less instate travel so far this year				TO fund Board Secretary for Zoning and Planning Boards through FY13	
				Reason:					
				Reason:					

Department Head signature: \_\_\_\_\_





# City of Marlborough

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

## Office of the Mayor

140 Main Street

2013 JAN 24 A 11:47  
Marlborough, Massachusetts 01752  
Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610  
[www.marlborough-ma.gov](http://www.marlborough-ma.gov)

*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

January 24, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

### **Re: Conservation Grant Acceptance**

Honorable President Pope and Councilors:

I am submitting for your acceptance a grant in the amount of \$1,000.00 from The Butler Family Foundation to assist with the ongoing maintenance of the Felton Conservation Land fields and other conservation related maintenance.

Enclosed is the relevant backup information as well as correspondence from Conservation Officer Priscilla Ryder.

Please do not hesitate to contact me with any additional questions.

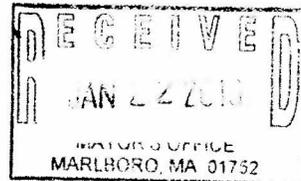
Sincerely,

**Arthur G. Vigeant**  
Mayor



# City of Marlborough Conservation Commission

140 Main Street  
Marlborough, Massachusetts 01752  
Tel. (508) 460-3768 Facsimile (508) 460-3747



January 22, 2013

Arthur Vigeant, Mayor  
140 Main St. City Hall  
Marlborough, MA 01752

RE: Acceptance of Gift of \$1,000 to Conservation Maintenance Fund  
Felton Conservation Land

Dear Mayor Vigeant,

The City of Marlborough through the Conservation Commission has been given a gift of \$1,000 from The Butler Family Foundation to help with the maintenance of the Felton Conservation Land fields, on Elm St. The letter from the Butler Family Foundation is attached. We are grateful for this support from this family.

As required by MGL Ch. 44 Section 53A the acceptance and expenditure of these gifts require your approval as well as the approval of City Council. We request that these funds be accepted and placed in the Conservation Maintenance Fund account #845- 00005-54000 to be used for conservation land maintenance projects.

If you have any questions on the above, please let me know.

Sincerely,

Priscilla Ryder  
Conservation Officer

Cc: Con. Com.  
Linda Butler

**CITY OF MARLBOROUGH  
NOTICE OF GRANT AWARD**

DEPARTMENT: Conservation DATE: 1/22/2013

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Priscilla Ryder

NAME OF GRANT: Gift

GRANTOR: The Butler Family Foundation

GRANT AMOUNT: \$1,000

GRANT PERIOD: N/A

SCOPE OF GRANT/  
ITEMS FUNDED Funds to be used to maintain fields at Felton Conservation Land on Elm  
St.

IS A POSITION BEING  
CREATED: no

IF YES: CAN FRINGE BENEFITS BE PAID FROM GRANT? N/A

ARE MATCHING CITY  
FUNDS REQUIRED? No

IF MATCHING IS NON-MONETARY (MAN HOURS, ETC.) PLEASE SPECIFY:  
\_\_\_\_\_  
\_\_\_\_\_

IF MATCHING IS MONETARY PLEASE GIVE ACCOUNT NUMBER AND DESCRIPTION OF CITY  
FUNDS TO BE USED:  
\_\_\_\_\_  
\_\_\_\_\_

ANY OTHER EXPOSURE TO CITY?  
\_\_\_\_\_

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: March 2013

**DEPARTMENT HEAD MUST SUBMIT THIS FORM, A COPY OF THE GRANT APPROVAL, AND A COVER  
LETTER TO THE MAYOR'S OFFICE REQUESTING THAT THIS BE SUBMITTED TO CITY COUNCIL  
FOR APPROVAL OF DEPARTMENT TO EXPEND THE FUNDS RECEIVED FOR THE PURPOSE OF THE  
GRANT**

Butler Family Foundation

P.O. 7008

Ithaca, NY 14851

December 15, 2012

Dear Grant Recipient :

Please find enclosed check from the Butler Family Foundation in support of your organization. This gift is made in the memory of Karl and Mollie Butler.

Thank you very much.

Sincerely,

A handwritten signature in black ink that reads "John E. Butler". The signature is written in a cursive style with a large initial "J" and "B".

John E. Butler, Trustee



# City of Marlborough

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*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

2013 JAN 24 A 11:43

January 24, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

### **Re: Reappointment of Personnel Director**

Honorable President Pope and Councilors:

I am pleased to submit for your approval the reappointment of Mr. David Brumby as the Personnel Director for the City of Marlborough. Mr. Brumby will have an appointment of three years to expire on the day following his confirmation by the City Council.

As part of ongoing efforts throughout the city to improve on our performance and operations, I am in the process of conducting an evaluation of every department head is appointed by or directly reports to me. I am beginning with those candidates whose appointments have expired.

I anticipate addressing future appointments over the next several weeks and months. Please do not hesitate to contact me with any additional questions. Thank you in advance for your cooperation.

Sincerely,

**Arthur G. Vigeant**  
Mayor



# City of Marlborough

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CITY OF MARLBOROUGH

## Office of the Mayor

140 Main Street

2013 JAN 24 A 11:43  
Marlborough, Massachusetts 01752

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*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

January 24, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

### **Re: Board of Assessors Temporary Reappointments**

Honorable President Pope and Councilors:

I wish to inform you that I am reappointing Mr. Harold Scheid of Regional Resource Group, Inc. to the position of Chief Assessor / Board of Assessors Chairman and Mr. Bradford Dunn of Regional Resource Group, Inc. to the Board of Assessors on a temporary basis for an additional sixty days.

My office, in conjunction with other city departments, is in the process of developing a renovation plan that I believe will allow our Assessing Department to operate more efficiently and more independently of the Board of Assessors.

These two reappointments will allow the city's Board of Assessors to carry out their duties for the remainder of this calendar year while we review the changes we intend on submitting before you in the very near future.

I appreciate very much your patience and look forward to having several proposals before you for additional consideration.

Sincerely,

**Arthur G. Vigeant**  
Mayor



# City of Marlborough

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[www.marlborough-ma.gov](http://www.marlborough-ma.gov)

*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

2013 JAN 24 A 11: 43

January 24, 2013

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

### **Re: Notification Regarding Tax Bills**

Honorable President Pope and Councilors:

In December I sought the guidance of the Council regarding the City Collector's office making available current year real estate tax bills available on the city's website. After receiving some feedback, I decided to authorize Ms. Fox to move forward.

Therefore I wish to notify you that all current fiscal year real estate taxes due for February 1<sup>st</sup> are now available on the City of Marlborough's website. City Collector Deborah Fox initiated this project to enhance the convenience for homeowners to access their property tax information. Additionally, an added benefit is that making this information available online will assist attorneys and banks for the sale and purchasing of homes and other properties within the city.

Thus far the response has been overwhelmingly positive from homeowners and business professionals alike.

Please do not hesitate to contact my office with any questions or concerns.

Sincerely,

**Arthur G. Vigeant**  
Mayor

CITY COUNCIL REGULAR MEETING SCHEDULE 2013

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

January 7

2013 JAN 24 A 8:31

January 28

February 11

February 25

March 11

March 25

April 8

April 22

May 6

May 20

June 3

June 17

July 8

July 22

August 26

September 9

September 23

October 7

October 21

November 4

November 18

December 2

Classification Public Hearing

December 16

\*\*Additional meetings may be added to the schedule as required\*\*

**CITY COUNCIL COMMITTEES**

**2013**

Patricia "Trish" Pope, President  
Edward J. Clancy, Vice-President

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CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2013 JAN 24 A 8:31

**FINANCE**

*Michael H. Ossing*  
Joseph F. Delano, Jr.  
Robert M. Seymour  
Richard G. Jenkins  
Mark A. Oram

**PUBLIC SERVICES**

*Donald R. Landers*  
Edward J. Clancy  
Richard G. Jenkins

**LEGISLATIVE & LEGAL AFFAIRS**

*Robert M. Seymour*  
Joseph F. Delano, Jr.  
Kathleen D. Robey

**AFFORDABLE HOUSING**

*Combined with  
Urban Affairs in 2008*

**WIRELESS COMMUNICATIONS**

*Edward J. Clancy*  
Kathleen D. Robey  
Mark A. Oram

**PUBLIC SAFETY**

*Mark A. Oram*  
Michael H. Ossing  
Donald R. Landers

**URBAN AFFAIRS & HOUSING**

*Matthew H. Elder*  
Edward J. Clancy  
Donald R. Landers  
Kathleen D. Robey  
Robert J. Tunnera

**HUMAN SERVICES**

*Kathleen D. Robey*  
Robert J. Tunnera  
Richard G. Jenkins

**VETERANS' AFFAIRS**

*Richard G. Jenkins*  
Michael H. Ossing  
Robert M. Seymour

**OPERATIONS & OVERSIGHT**

*Joseph F. Delano, Jr.*  
Matthew H. Elder  
Donald R. Landers

**OPEN SPACE**

*Mark A. Oram*  
Matthew H. Elder  
Joseph F. Delano, Jr.

**PERSONNEL**

*Robert J. Tunnera*  
Robert M. Seymour  
Matthew H. Elder

**RULES COMMITTEE**

*Patricia "Trish" Pope*  
Edward J. Clancy  
Michael H. Ossing

\*\*\*FIRST PERSON NAMED SHALL SERVE AS CHAIRMAN\*\*\*  
The **second** person named denotes vice-chair. The President or Vice-President may serve as an ex-officio member of any of the above Committees to form the required quorum.

**LAW OFFICES OF  
GREGORY G. MITRAKAS**

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CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2013 JAN 24 A 8:31

---

297 EAST MAIN STREET (ROUTE 20)  
MARLBOROUGH, MASSACHUSETTS 01752-2653  
TELEPHONE (508)-481-4544  
FACSIMILE (508)-480-8228  
[www.mitrakaslaw.com](http://www.mitrakaslaw.com)

January 18, 2013

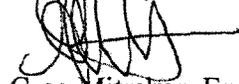
Ms. Patricia Pope, President  
Marlboro City Council  
140 Main St.  
Marlboro, MA 01752

Dear Madame President and Council members:

Due to delays in revising our site plan to address issues that arose at Urban Affairs subcommittee meetings, Logical Partners, LLC respectfully requests an extension of the time necessary to act on its Special Permit application, Order #12-1005151A, until April 1, 2013.

Please do not hesitate to contact me if you should have any questions regarding the enclosed. Thank you.

Very truly yours,



Greg Mitrakas, Esq.  
gm.ms

cc: Client

nationalgrid

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2013 JAN 18 A 9:54

January 15, 2013

City of Marlborough  
City Clerks Office  
140 Main Street  
Marlborough, MA 01752

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole locations

If you have any questions regarding this permit please contact:

Heather Shampine 781-907-3499

Please notify National Grid's Angela Birch of the hearing date / time at 401-784-7726 or [angela.birch@us.ngrid.com](mailto:angela.birch@us.ngrid.com)

If this petition meets with your approval, please return an executed copy to each of the above named Companies.

National Grid Contact: Angela Birch; 280 Melrose Street; Providence, RI 02907

Very truly yours,

Handwritten signature of Chris Montalto in cursive, followed by the initials "AB".

Chris Montalto, Engineering  
Supervisor, Distribution Design

Enclosures

**PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS**

Hopedale, MA 01747

December 28, 2012

Board of  
Selectmen  
Copy

To the Board of Selectmen  
of the Town of Westborough, Massachusetts

**MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC.**

request permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary to be owned and used in common by your petitioners, in the following public way or ways:

**Washington Street**

**install new intermediate p11-5 approximately 35' north of existing p11. This pole is necessary to provide new service to proposed solar project at 40 Washington Street.**

Wherefore they pray that after due notice and hearing as provided by law, it be granted joint or identical locations for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked: **MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC.**

Plan No. **11468161** Dated: **12/28/2012**

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioners agree to reserve space for one cross arm at a suitable point on each of said poles for the fire, police, telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

**MASSACHUSETTS ELECTRIC COMPANY**

By: Chris Montalto  
Manager of Distribution Design *AB*

**VERIZON NEW ENGLAND, INC.**

By: Paul Scmeade  
Manager, R.O.W.

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

Hopedale, MA 01747

December 28, 2012

By the Board of Selectmen  
of the Town of Westborough, Massachusetts

Notice having been given and public hearing held, as provided by law, IT IS HEREBY ORDERED:  
**that MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC.** be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the  
**3rd day of January, 2013**

All construction under this order shall be in accordance with the following conditions:-

Poles shall be of sound timber, and reasonably straight, and shall be set substantially at the points indicated upon the plan marked--

Plan No. 11468161 Dated: 12/28/2012 filed with this order.

There may attached to said **MASSACHUSETTS ELECTRIC COMPANY** not to exceed twenty wires and by said **VERIZON NEW ENGLAND, INC.** not to exceed forty wires and four aerial cables, and all of said wires and cables shall be placed at a height of not less than eighteen feet from the ground.

The following are the public ways or parts of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:--

**Washington Street**  
**install new intermediate p11-5 approximately 35' north of existing p11. This pole is necessary to provide new service to proposed solar project at 40 washington Street.**

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Westborough, Massachusetts held on the \_\_\_\_\_ day of \_\_\_\_\_ 2012

\_\_\_\_\_  
Clerk of Selectmen

Received and entered in the records of location orders of the Town of Westborough, Massachusetts

Book: \_\_\_\_\_ Page: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk

We hereby certify that on \_\_\_\_\_ 2012 at \_\_\_\_\_ o'clock, \_\_\_\_\_ M.  
at \_\_\_\_\_ a public hearing was held on the petition of the

**MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC.**

for permission to erect the poles, wires, cables, fixtures and connections described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Companies are permitted to erect poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Selectmen of the Town of

Westborough, Massachusetts

**CERTIFICATE**

I hereby certify that the foregoing is a true copy of a joint location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Westborough, Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_ 2012 recorded with the records of location orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest: \_\_\_\_\_  
Town Clerk

# Pole Petition Drawing

Map 30  
Parcel 8  
Book 19052  
Page 325

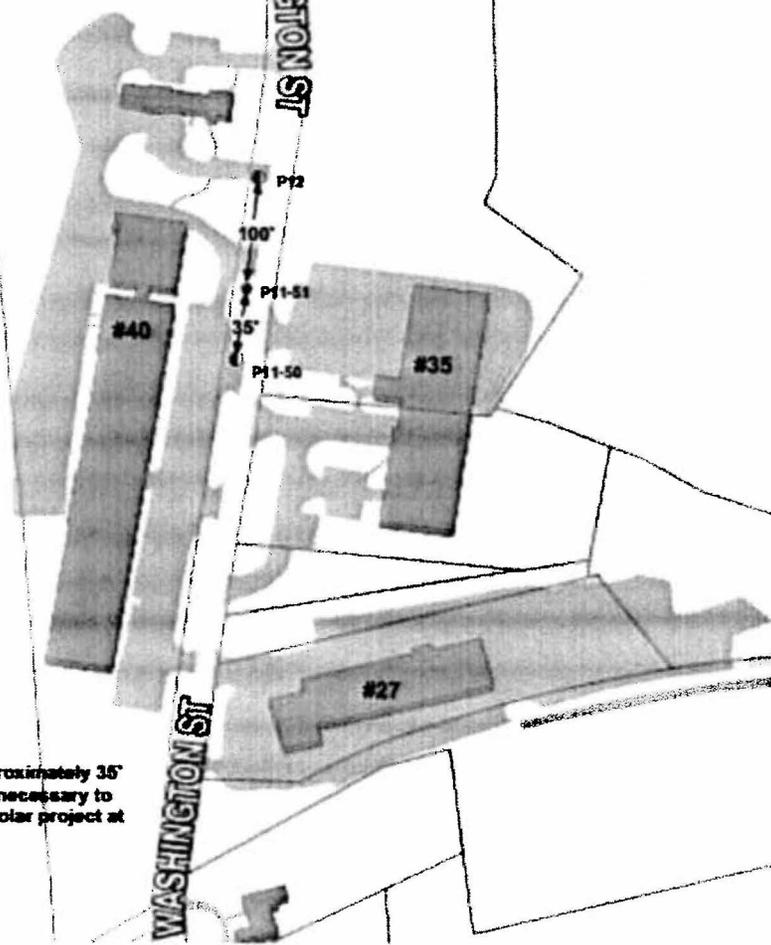


OH LEGEND	
●	Proposed NGRID Pole Locations
○	Existing NGRID Pole Locations
⊗	Existing Pole To Be Removed
☼	STREET LIGHT
⌵	GUY
○—○	POLE TO POLE GUY
○—●	POLE TO BE RELOCATED
⌵	FUSE
⌵	LOAD BREAK
△	AIR BREAK
⌵	DISCONNECT
⊙ (25)	SINGLE PHASE
⊙	3 PHASE
—	PRIMARY OH WIRE
—	SECONDARY OH WIRE

RT1995 M86

WASHINGTON ST

WASHINGTON ST



Install new intermediate P11-5 approximately 35' North of existing P11. This pole is necessary to provide new service to proposed solar project at 40 Washington Street.

<b>JOINT OWNED POLE PETITION</b>	<b>nationalgrid</b> And <b>Verizon New England, Inc.</b>
● Proposed NGRID Pole Locations	Date: 12/28/12
○ Existing NGRID Pole Locations	Plan Number:
⊙ Proposed J.O. Pole Locations	To Accompany Petition Dated: XX/XX/XX
⊙ Existing J.O. Pole Locations	To The: Town                      Of Westborough
⊕ Existing Telephone Co. Pole Locations	For Proposed: JO      Pole: 11-5      Location: Washington St
⊙ Existing NGRID Pole Location To Be Made J.O.	Date Of Original Grant: TEXT
⊗ Existing Pole Locations To Be Removed	
DISTANCES ARE APPROXIMATE	

2013 JAN 24 A 11: 50

Arthur P. Bergeron  
Mirick O'Connell  
100 Front Street  
Worcester, MA 01608-1477  
abergeron@mirickoconnell.com  
t 508.929.1652  
f 508.463.1385

January 24, 2013

**HAND DELIVERED**

Councilor Trish Pope, President  
Marlborough City Council  
City Hall  
Marlborough, MA 01752

Re: Boston Scientific Corp.

Dear Councilor Pope:

I represent Boston Scientific Corp. As you know, Boston Scientific Corp. recently announced plans to build a large new office building at its existing campus here in Marlborough, and to relocate its headquarters here. I am submitting the enclosed proposed zoning ordinance changes to allow for this development. My client would appreciate your scheduling a public hearing regarding this matter at your earliest possible convenience. Boston Scientific Corp. is prepared to begin construction of its headquarters building as soon as all permitting issues have been resolved.

Pursuant to City Council Order No. 91-3822A, I am notifying you that Mirick O'Connell is representing Boston Scientific Corp. regarding these local permitting matters.

Very truly yours,



Arthur P. Bergeron

APB/alm

PROPOSED ZONING ORDINANCE CHANGES

1) That Sec. 650-40(F) be amended by adding thereto the following new subsection 11

“(11) Bridges, walkways or passageways, enclosed or otherwise, connecting buildings located on different lots in a Limited Industrial district shall not thereby violate any lot setback provision of any building or buildings connected by said structures “

2) That Section 650-48(C)(1) be amended by adding thereto, at the end thereof, the following sentence:

“ In a Limited Industrial district, the parking shall be provided within 500 feet of the building or structure to be served, on the building lot, on any lot under the same ownership, or on any lot subject to an easement to the owner of said building to be served which, in the opinion of the Building Commissioner, causes said parking to be available for the purposes of this section.”

3) That Section 650-47(F) be amended by adding thereto the following subsection 5:

(5) In all Limited Industrial districts, the side yard landscaping requirement shall not apply to side yard or rear yard lines that bisect parking lots, if both lots are in common ownership or if there are parking easements that, in the opinion of the Building Commissioner, adequately allow for parking in one lot by persons using the other lot.

4) That the Table of Lot Areas, Yards and Height of Structures, which is referred to in Section 650-41, be amended by adding to the table of heights and their relationship to their distance from a Residential zone, the following “Over 500 feet from a residential zone: 85 feet”

1/24/2013

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

Ward Park Neighborhood Association  
41 Hayden St.  
Marlborough, MA 01752

2013 JAN 24 A 8:45

Marlborough City Council  
140 Main St.  
Marlborough, MA 01752  
cc: Mayor Arthur Vigeant

Dear City Councilors,

As residents and landowners of the Ward Park neighborhood, organizing as the Ward Park Neighborhood Association, we respectfully request that the Marlborough City Council reconsider the decision to locate the new Senior Center in Ward Park. We believe that the deeply divisive decision to locate public buildings on badly needed park space should only be made after broad community discussion and consent.

Our own investigation concludes that the limited footprint and shared parking, running counter to the principles outlined in the 2002 Senior Center Feasibility Study, makes it a poor choice for our seniors. The probable relocation of organized youth sports and the negative effect the proposal has on the Ward Park Master Plan makes it a poor choice for our children. The probable second relocation of the historic Artemas Ward Gateway, given in all generosity to honor both the founding generations of our city and country, makes it a poor choice for our heritage.

We implore the City Council to consider the many other choices for the Senior Center given favorable reviews by prior studies, many of which offer the same central city benefits. We further request that the Council commit itself to the revitalization of Ward Park as outlined in the Ward Park Master Plan.

Attached please find the substance of our petition and our complete basic arguments. Results of the petition, gathered in the last two weeks and continuing, have also been made available to the Council. Attached also find our letters to various City boards requesting a hearing on various outstanding questions and issues.

We thank you all for your civic participation in our city government and trust that you will come to regard our own input as deeply felt expressions in favor of the common good.

Respectfully,

Paul Brodeur, for the Ward Park Neighborhood Association

## ***A Petition to Save Ward Park***

This petition asks the Mayor and City Council of Marlborough, Massachusetts to reverse their decision to locate the proposed Senior Center in historic Ward Park. We, the undersigned, believe that the Ward Park site is too small for the planned 13,000 sq ft building and 70 – 100 parking spaces, did not undergo a rigorous evaluation process, destroys existing use of the area for ice skating, baseball, pickup cricket and softball, organized youth sports, dog walking and exercising, threatens use of the entire park for other youth activities, reduces the inventory for much needed park space, makes void the recently developed Master Plan for revitalizing the park, forces a second displacement of the historic Artemas Ward Gateway, and reduces the park's utility for large, community events that have always been part of its heritage.

### ***Who Should Sign***

We ask all residents of Marlborough who agree that much needed parkland should not be targeted for municipal buildings to sign this petition. If we were unable to reach you, you may call us to sign at 508-308-9983 or 508-481-1267 or you may sign online at [www.savewardpark.com](http://www.savewardpark.com). You can comment or inquire by email at [info@savewardpark.com](mailto:info@savewardpark.com) or visit us at [www.facebook.com/savewardpark](http://www.facebook.com/savewardpark).

### ***The Marlborough Senior Center Feasibility Study***

In 2002, a comprehensive Feasibility Study for the Senior Center was presented. This professionally produced study concluded that the minimum acreage required for a Senior Center was 2.25 acres. The present Ward Park site, at approximately 1.5 acres, wasn't even on the radar. The then proposed building size was 23,000 sq. ft. The current proposal is 13,000 sq ft. If we are choosing to build a significantly smaller center with no room for expansion, we are robbing future generations of the ability to expand without further impacting the park.

Fifteen sites were closely investigated and evaluated for lot size and configuration, topography, wetlands, soils, micro-climate, utilities, public access and adjacent land use. There is no evidence that the Ward Park site was evaluated for any of these in any professional fashion. In addition, since the proposed plan is much smaller, it can be presumed that there are many more sites in the city which could be evaluated to compare against the Ward Park site.

Bigelow School, on the opposite side of Ward Park, was one of the 15 sites evaluated. It ranked only 10<sup>th</sup> among the 15. At 2.4 acres it was evaluated as 'small'. A further comment noted "On site parking inadequate as is nearby lot in Artemas Ward Park." This nearby lot is the very lot which will be the sole parking area for the proposed site.

Despite the existence of the Feasibility Study, the entire city government has acted as if they have not read the study. The Council on Aging, the Recreation Commission, and the City Council voted entirely without dissent.

### ***How was the Ward Park Site Chosen?***

When then City Council President Vigeant proposed the West Meeting House as a potential site in 2011, it triggered a Request for Proposals (RFP) and a second evaluation process. Four sites were evaluated and two of those sites, the DMV land on Maple St. and the West Meeting House on Pleasant St were evaluated as 'Highly Advantageous' by the Site Selection Committee. The evaluation report was released on April 2, 2012.

The recommendation of this committee was apparently rejected. The next announcement, on November 25, with much fanfare, was word from the Mayor of the chosen site within the bounds of Ward Park. Though a story on the Main Street Journal website (dated November 23, 2012) claims "A long and thorough site selection process", there is no documented proof that the Ward Park site had any kind of rigorous evaluation as the other sites mentioned in either the 2002 Feasibility Study or the RFP process, particularly those rated as 'Highly Advantageous' by the Site Selection Committee of the RFP. Where is the study that proves that Ward Park is the best choice?

### ***What is the Mayor's Reasoning?***

In his letter to the City Council, dated November 21, the Mayor gives four reasons for the choice. We repeat those here with our own comments:

- *Provide a downtown location with an ease of access off Granger Boulevard*

While we grant that a central location would be ideal, it has to make sense. There are other lots, including the Maple St. lot that was reviewed by the Site Selection Committee, that offer far more room, far better ease of access, and plenty of room for parking. The Maple St lot is a short drive from downtown. The Mayor's contention that there is 'ease of access off Granger Boulevard' is an unsupported statement. We the residents seriously question the ease of turning from New St to Granger Blvd. In any case, an independent evaluation by public safety authorities should be made to properly assess this issue.

***Over >***

- *Build on city owned property, allowing us to avoid costly land purchases*

While this is true there is no indication that other city land was evaluated, nor that other city land might not offer engineering cost advantages to Ward Park. It might also be possible that land available for purchase might, in the end, be the most cost effective of all options. A Site Selection Committee, not the Mayor, should be the final evaluator of potential costs.

- *Allow for at least 70-100 parking spaces*

There are presently about 60 spaces that serve the east end of Ward Park. More spaces could be available near the building, but they will compete with interior space. In addition, ADA requirements will further limit parking, as the size of spaces will be larger for handicap vans. If the building design is forced into a corner (which is the strong likelihood), there won't be room for parking near to the building on two sides. The current parking moves in a straight line away from the proposed site toward Granger Blvd. Many seniors will be forced to walk long distance in bad weather. None of these issues has been evaluated by a Site Selection Committee. A complicating factor is that the existing spaces are used for the park itself. Will these spaces now be dedicated to the Senior Center, and if so, where will people park for park activities? The entire parking situation is further complicated by the location of the Bigelow/Assabet Valley Collaborative School which sometimes has functions that fill the Bigelow/Ward Park parking lot.

- *Conveniently located near field and track space, allowing our seniors the opportunity to have more recreational activities and events outdoors.*

While this certainly appears to be a worthwhile goal, here are the unfortunate facts:

- The track at Ward Park is in such deplorable condition that the Seniors chose to locate their walking group at distant Ghiloni Park rather than at nearby Ward Park. There is no current plan to repair the track any time soon, nor is there any grant application to repair the track. The Mayor would have us believe that the seniors will use the track. They will do so at their peril.
- The type of recreation mostly sought by seniors is the type played on small court areas such as tennis, shuffleboard, horseshoes and bocce. The latter three were in the Feasibility Study's plans. While there are tennis courts at Ward Park, they have been both unusable and dangerous for many years. There is no current plan to repair the courts, nor is there any grant application to repair them. The proposed location is undersized for the building and parking and would never allow space for outdoor amenities or other expansion. A larger site would offer far greater opportunities for outside recreation.
- The Mayor's contention that locating the Senior Center abutting Ward Park will enhance the opportunities for receiving grants is flawed for one simple reason: the current Senior Center has abutted Ward Park since its construction forty years ago. One would have expected that this supposed 'advantage' would have created at least one grant. It has not.

#### ***A Building Without Boundaries***

When the Mayor requested a special meeting of the Recreation Commission to transfer control of the 'Northeast' section of the Park to the City Council, he provided no surveyed boundary information for their consideration. We're inclined to believe that this transfer is improper. When we inquired, we were led to believe that the boundaries would be established based on the size requirements of the building. As of this date, 1/15/2013, the city won't even tell its citizens how much of the Park it will be taking.

#### ***Consider the Following Facts:***

On the Artemas Ward Gateway, the purpose of the park is clear: "Acquired by the City of Marlborough and dedicated to the better development of its youth. November 11, 1925"

The original land purchased by eminent domain for Ward Park amounted to over 19 acres in 1923. The Marlborough GIS system records the present Park area at around 12.5 acres. Where did it all go?

The present plan for the Senior Center subtracts approximately 1.5 more acres, including all of the east side parking.

The Northborough Senior Center measures 14,000 sq ft (the area requested by the Marlborough Council on Aging's 'wish list'). Just the building, entryway and parking areas for the Northborough Senior Center measure over 3 acres. We intend to 'squeeze' our Senior Center onto approximately 1.5 acres of land.

The Ward Park Master Plan, completed and unveiled last year with much anticipation and promise, has been made unworkable with this proposal.

Between the cell tower leases on Fairmount Hill and the Bigelow School lease, the Ward Park neighborhood generates large annual income for the city. Despite this, the park itself has been allowed to disintegrate.



RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH  
2013 JAN 17 A 10:07

January 17, 2013

PO Box 187  
Sudbury, Mass. 01776

Hon. Lisa M. Thomas, City Clerk  
Marlborough City Hall  
140 Main Street  
Marlborough, MA 01752

Dear Ms. Thomas,

By this letter, The Sudbury Companies of Militia and Minute request permission to place a temporary sign on city property at the corner of U.S. Rt. 20 and Hagar Road at the Wayside Inn turn from September 22, 2013 to September 28, 2013.

Said Companies' petition for placement of the sign in order to advertise and give direction to the 2013 Colonial Faire and Muster to be held on September 28, 2013. As in years past, the signs will ease traffic flow through this area by providing direction to the event to be held at the Wayside Inn.

The Colonial Faire and Muster celebrates and honors our colonial heritage and patriotic past with over two dozen Fyfe and Drum companies, living history demonstrators, re-enactments, children's games and crafts. The members of the Sudbury Companies, many of whom live in this area, freely give of their time and treasure to keep the importance of our first struggle for liberty always before the citizenry, through demonstrations, encampments and re-enactments of the events surrounding April, 1775.

Your assistance, by granting this request, would be very much appreciated. Should you require any additional information please contact me by phone at 508 7557988 or, e-mail at [L\\_R\\_Leonard@hotmail.com](mailto:L_R_Leonard@hotmail.com).

On behalf of The Sudbury Companies of Militia and Minute I am

Your Obedient Servant,

Lawrence Leonard  
Sudbury Companies Militia and Minute

CITY OF MARLBOROUGH

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CITY OF MARLBOROUGH

BOARD OF ASSESORS

2013 JAN -4 A 9 37

MEETING MINUTES—NOVEMBER 29, 2012

1. CALL TO ORDER AT 10:15 am

2. MEMBERS PRESENT

Anthony C. Arruda, Jr., Chairman

Bradford Dunn, Assessor

3. DISCUSSION AND VOTE OF ABATEMENT REQUEST OF VERIZON, INC.

Motion by Mr. Dunn, seconded by Mr. Arruda

That the abatement request by Verizon, Inc concerning tax levies on Verizon personal property be granted in the amount of \$424,975.26 (includes interest from FY2006)

VOTE: 2-0

4. There was no public input

5. There was no old business to discuss

6. There was no new business to discuss

7. Meeting was adjourned at 10:40AM



Anthony C. Arruda, Jr.

Chairman

CITY OF MARLBOROUGH

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CITY OF MARLBOROUGH

BOARD OF ASSESORS

2013 JAN -8 P 12:04

MEETING MINUTES—December 28, 2012

1. CALL TO ORDER AT 2:15 PM
2. MEMBERS PRESENT

Anthony C. Arruda, Jr., Chairman  
Bradford Dunn, Assessor  
Harald Scheid, Assessor

Also, in attendance: Paula Murphy, Principal Clerk

3. DISCUSSION OF ADMINISTRATIVE ABATEMENT POLICY AND ABATEMENT APPEALS

- 3a. Request for abatement for property at 176 Beach St.

Inspection of the property showed that it was incorrectly listed as a cape rather than a raised ranch. Also, some of the measurements of the record card were incorrect.

Motion by Dunn, seconded by Scheid that the abatement be granted in the amount corresponding to whatever is determined by the new calculations.

Voted: 3-0

- 3b. Property at 201 Boston Post Rd.

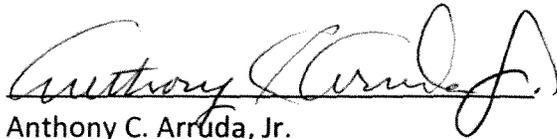
The ATB appeal on this property has been withdrawn.

- 3c. Harrison Arms, Inc., apartment complex, 447 Boston Post Road.

The ATB appeal will be withdrawn and sent to Assessors Office

3d. discussion to do with Chapter 59 2A pertinent to valuation of property between January 1<sup>st</sup> and June 30<sup>th</sup>. Mr. Arruda thought that the Board previously had not adopted this legislation. This item had relevance to the situation of an apartment complex which burnt down earlier this year and one of condo owners had asked if an abatement was possible. Because the Board had opted out of this particular legislation, the request for abatement is will e denied.

4. There was no public input
5. There was no old business to discuss
6. There was no new business to discuss
7. Meeting was adjourned at 3:05PM

A handwritten signature in black ink, appearing to read "Anthony C. Arruda, Jr.", written over a horizontal line.

Anthony C. Arruda, Jr.

Chairman



# CITY OF MARLBOROUGH RECREATION DEPARTMENT

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH  
Tel (508) 621-5926 FAX (508) 621-5940 TTY (508) 460-3610

2013 JAN 10 P 4: 07

**COMMISSIONERS**  
Brenda Calder  
Thomas Evangelous  
Robert Kays, Chairman  
Nancy Klein  
Jeffrey Long  
Mark Vital  
Dennis Zilembo

**DIRECTOR**  
David T. Grasso

**PROGRAM MANAGER**  
Charles Thebado

**December 11, 2012**

Pursuant to notice duly filed with the City Clerk, a meeting of the Parks and Recreation Commission was held at 3:00pm., at the Recreation Commission Office.

**Present were Commission Members:** Chairman Kays, Commissioner Long, Commissioner Evangelous, Commissioner Calder and Commissioner Klein.

**Also attending:** Recreation Director David Grasso, Recreation Program Manager, Chuck Thebado and Parks, Forestry, Cemetery General Foreman Chris White, Councilor Matt Elder and Marlborough resident Chrissy Manzi.

**Approval of minutes 10-09-12:**

On a motion duly made and seconded, it was unanimously:

**VOTED:** To approve the 10-09-12 minutes.

**New Business:**

**Ward Park:**

Ms. Chrissy Manzi , attended the meeting and thanked the Commission for allowing her to speak.

Ms. Manzi introduced her self as a representative of residents from the immediate area surrounding Ward Park, including Hayden Street, Water Street and Water Terrace.

She would like to respond on behalf of the neighborhood regarding the senior center conference.

Ms. Manzi stated how shocked Ward Park area residents were to learn that a portion of the park was going to be used to construct a 13,000 sq feet building with added parking and other zoning requirements.

Ms. Manzi also stated the neighborhood voiced their concerns and opinions to their City Councilor and contacted the Mayor's office. They were advised by the City's Solicitor in order to move forward with the senior center project they will need the approval of the Recreation Commission.

Ms. Manzi informed the Commission the residents were very disappointed that the master plan presented to them just over a year ago by the CDM team of the newly proposed Ward Park was being scrapped.

She also stated most of the Ward Park area families do not have big yards for the children to play, they need the park for their children. She also stated that adding more parking spaces will not be safe.

There was a brief discussion stating some of the neighbors are for the senior center and some are not. There was also a brief discussion regarding probably an updated new master plan for Ward Park project. If a plan is presented perhaps it will be more visible.

A discussion was also held regarding having the senior center at the Bigelow School building. Chairman Kays stated the building was leased to their present tenants.

Ms. Manzi stated that she is here to communicate to the Commission of the neighborhood residents disapproval of the senior center project.

Commissioner Calder stated that as of right now the Commission has not received a formal request from the Mayor regarding Senior Center location.

The Commission thanked Ms. Manzi and Commissioner Calder stated the Commission will take the Ward Park area residents and her concerns under consideration.

**Parks Report:**

Parks Division was busy finishing and winterizing all parks.

- \* All parks are winterized.
- \* Lighting at Jericho Hill is complete.
- \* Numbers for Capital Budget complete.
- \* Equipment is included on Capital Budget.

The Commission thanked Mr. White for his updated report.

**Executive Session:**

Chairman Kays called executive session in order and seconded by Commissioner Calder, it was unanimously :

Voted: To go into executive session at 3:59pm.

Executive session adjourned at 4:20pm

On a motion duly made and seconded, it was unanimously:

**Voted:** The Commission to meet on December 17, 2012, at 7:30a.m.

**Recreation Report:**

Recreation Director David Grasso and Program Manager Chuck Thebado gave the following updated report:

The following winter program information are available on website and ready for signs by calling or visiting the recreation department:

- \* Aquacise class
- \* Champion Youth Outreach
- \* Heartsaver Pediatric FA/CPR
- \* Ice Skating for children, adults and teens
- \* Dance lessons
- \* New York Trip: Trip was successful and people had a great time.
- \* Skiing at Mt. Wachusett/High School Ski Club
- \* Reading&Math Program
- \* February Vacation All Day Program
- \* Babysitting Course
- \* Fitness Boot Camp
- \* Home Alone Safety Class
- \* Deep Water Workout
- \* Lifeguard Training Class
- \* Olympic Fencing Class
- \* Skiing and Snowboard Lessons at Ski Ward for ages 4-14yrs.
- \* Tuesday night gym madness – free program for kids ages 8-12.

The Commission thanked Mr. Grasso and Mr. Thebado for their updated report.

Meeting adjourned at 4:38pm.

Attest to:



Simela Perdikomatis  
Senior Clerk/Comm. Secretary



**CITY OF MARLBOROUGH  
RECREATION DEPARTMENT**

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH  
239 Concord Road  
Marlborough, Massachusetts 01752  
Tel (508) 624-6940 FAX (508) 624-6940 TTY (508) 460-3610

2013 JAN 10 P 4:07

**COMMISSIONERS**  
Brenda Calder  
Thomas Evangelous  
Robert Kays, Chairman  
Nancy Klein  
Jeffrey Long  
Mark Vital  
Dennis Zilembo

**DIRECTOR**  
David T. Grasso

**PROGRAM MANAGER**  
Charles Thebado

**December 17, 2012**

Pursuant to notice duly filed with the City Clerk, a meeting of the Parks and Recreation Commission was held at 7:40a.m., at the Recreation Commission Office.

Present were Commission Members: Chairman Kays, Commissioner Long, Commissioner Evangelous, Commissioner Klein and Commissioner Calder.

Also attending: Recreation Director David Grasso.

Commissioner Long suggested the junior member Commissioner Klein take the minutes for the meeting , Commissioner Klein agreed.

**Communication from Ms. Faith Nickolas and Mr. Michael Nickolas:**

A motion was made by Commissioner Long to accept the communication from Faith and Michael Nickolas and place on file, seconded by Commissioner Evengelous.

**Senior Center Proposal: Ward Park:**

The request from the Mayor for the Commission to transfer care, custody, management and control of the northeast portion of Ward Park to the Public Facilities Department for the purpose of a Senior Center was discussed. Concerns were expressed that the location of the Senior Center would require a change in the Master Plan for the basketball courts. The change would allow the infrastructure to be improved and allow for work to be identified on the drainage and other issues in the area as part of the City's Feasibility Study. This would transfer the cost to the City not the Recreation Department. There was a consensus of support for the transfer.

**Motion was made** by Commissioner Calder and seconded by Chairman Kays, to support the transfer of care, custody, management and control of the northeast portion of Ward Park to the Public Facilities Department for the purpose of a Senior Center. All attendees were in favor.

A letter was drafted and signed by the Chair, Bob Kays who asked Director David Grasso to bring the letter to Mayor Vigeant.

Meeting adjourned at 8:06a.m.

MINUTES

2013 JAN 17 P 12:50

Thursday, January 3, 2013, 8:30 a.m.  
140 Main St., Mayor's 4<sup>th</sup> FL Conference Room

Members Present: Steve Vigeant, Lynn Faust, Eric Asman, Sally Swartz, Joyce Torelli, Steve LeDuc, Diane Smith, Tom Abel

Also Present: Doug Bushman, Anne Marie Blake, Linda Overing of Breezeway Farm Consulting, press

Absent: Mayor Vigeant

Lynn Faust called the meeting to order at 8:30 A.M.  
The Board approved the minutes of November 29, 2012.  
The Board approved the Housing bills payable.  
The Board approved the CDA bills payable.

*Breezeway Farm Consulting Report:* Linda Overing presented the Breezeway Farm Consulting Report.

Linda reported on activities related to the FY11 grant and reported that the grant extension has been approved to June 30, 2013. *A motion was made and approved to extend the Breezeway Farm Consultant's contract for three months at a cost of \$2,000 per month. At the end of two months the board will consider another 2 month extension.* Funds will come from either the Block Grant or the NSP Grant.

The Notice of Award was issued to Rinaldi, Inc. for the rehabilitation of 57 Harrison Place and a pre-construction meeting is scheduled for today, January 3. The easement and encroachment licenses have been secured and all paperwork relative to the sale of 61 Emmett St. has been submitted to the closing attorney. At this time, we are waiting for a closing date from the bank.

The FY13 Inter-Municipal Agreement was reviewed by the City Solicitor and will be submitted to the Mayor for signature and presented to the Hudson Board of Selectmen for approval. *The Board voted to approve the Inter-Municipal Agreement as presented.* Marlborough and Hudson will hold their first joint public hearing on January 28 at 6 p.m. in Hudson. Linda asked for a volunteer from the Board to attend. Lynn said she would go. Marlborough will hold its joint hearing during the January board meeting, with Hudson staff expected to attend.

Linda, Eric and MEDC have been working together outreaching business owners in downtown and French Hill area with regards to the Sign & Façade Program. The DPW is scheduled to present its plans for the reconstruction of Kirby Street to its residents on January 8.

*The Board voted to accept the Breezeway Farm Consulting report.*

Anne Marie discussed the Administrative Budget. With the grant extension and a budget amendment to do an additional housing rehab case, there will be enough admin in the grant to pay her salary through

July 31, 2013. Additional funding received by the City has enough left to cover salary through most of December.

Anne Marie reported that she had received approval from DHCD to charge \$70 per month per unit in management fees for 223 & 275 Mechanic Streets. *It was a recommendation of the Board to increase that amount to \$100 per month per unit which would be consistent with the going rates.* Anne Marie will submit the increased amount to DHCD.

*A motion was made and approved to return Churchill & Bands \$5,000 deposit per their request of December 17, 2012.*

#### Housing Director's Report

Douglas M. Bushman gave his updated report on Work Orders and Vacancy counts.

The GMPI MOA Agreement is close to conclusion with the City Solicitor reviewing one item and it was requested that a legal opinion be submitted at the January meeting.

*The Board approved a three year contract with BP Trucking for waste removal.*

*The Board approved a service contract with Management Computer Services Inc. Steve Vigeant recused himself from the vote.*

The SCRPT Program is up and running and Mary Nickerson has put a system into place to oversee the volunteers and to coordinate various projects.

Vendor contracts are being reviewed and renegotiated.

A proposed a solution to the unreasonable amount of false fire alarms at Bolton St. at a cost of \$2,250 for modifying the fire panel computer program has been agreed to

A new administrative plan has been put into place for Section 8. Doug would like a sub-committee appointed to review the initial draft report. This will be discussed at the January Board meeting.

Doug thanked John Ghiloni for his help in the recent purchase and training of cleaning equipment for the cleaning and preservation of rugs and floors.

The new canopy is up at Main St. and Doug thanked Joyce and Lynn for their input in its selection.

The Pleasant St. Boiler Project should go out to bid by April and completed by the end of the summer of 2013.

The preliminary drawings for parking at Bolton St. raised some questions from Sally about placement of the dumpster behind building C and the storage shed. The plans are being reviewed and issues will be addressed.

It was agreed that Doug Bushman would review obtaining new outside legal counsel for Section 8 and other Housing matters.

*The Board voted to approve the Housing Director's Report.*

Lynn discussed the need to complete a Marlborough Housing Production Plan. MAPC had presented a proposal, of which only Steps 1 thru 3 had been commissioned, using funding from MEDC. *The Board approved Lynn requesting the \$10,000 funding required to complete the plan from MEDC.*

A Resolution Adopted by MCDA Tenants Organization discussed the buckled pavement in the courtyard sidewalks at Main St. and the safety of the tenants. The walkway will be cordoned off until repairs can be made in the spring.

The Board confirmed the approval by Eric of a subordination request.

Motion to move to Executive Session to discuss pending litigation. Steve Vigeant, yea; Eric Asman, yea; Joyce Torelli, yea; Sally Swartz, yea; Lynn Faust, yea; Steve LeDuc, yea.

Meeting adjourned at 10:02 a.m.

Respectfully submitted, Anne Marie Blake

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH



2013 JAN -7 A 10:36

January 4, 2013

City of Marlboro  
City Hall  
Office of City Clerk  
140 Main St  
Marlborough, MA 01752

RE: Insured:	Bonnie J Beland	Responsible Party:	City of
File #:	CJWR30/XJVM00		Marlboro/Public Works
Date of Loss:	10/2/2012	Reimbursement Due:	\$569.67
Time:	3PM	Property Damage:	\$569.67
		PIP Medical/Wage:	\$N/A
Location:	12 Hudson St. Marlborough, MA		
Type of Loss:	Property Damage		

Dear Sir or Madam :

Please accept this letter of presentment as required by M.G.L. c. 258 §4. Our investigation reveals that the City of Marlboro is responsible for damages sustained by our insured.

Attached are our supports for this loss. If you require additional documentation to investigate this claim pursuant to your statutory obligation, please contact us. If you are inclined to discuss settlement of this claim or deny this claim within the six (6) month statutory period, please forward the appropriate communication to my attention.

Our investigation reveals that our insured was traveling on Hudson St on the date of loss mentioned when a tool fell out of a City of Marlboro vehicle driven by Matthew Santella and struck our insured's vehicle. The vehicle has been identified as a 2003 Ford F350 MA registration M70499.

We have settled the loss with our insured and would appreciate your immediate payment of the amount listed above. Please make your check payable to The Commerce Insurance Company in the amount of \$569.67 and be sure to note our file number to ensure proper credit.

If you have any questions, please call me at 1-800-221-1605, ext. X15349, or email me at the address below.

**The Commerce Insurance Company | Citation Insurance Company**

11 Gore Road, Webster MA 01570 | 800-221-1605 | www.commerceinsurance.com

cc: Legon