REGULAR MEETING
MAY 9, 2011

IN CITY COUNCIL
ABSENT:

CONVENED:
ADJOURNED:

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2011 MAY -5 P 5:11

1. Minutes of the City Council Meeting, April 25, 2011.
2. Communication from the Mayor re: request for an executive session during the regularly scheduled Council meeting of May 9, 2011 for the purpose of discussing collective bargaining strategy as an open meeting may have a detrimental effect on the collective bargaining position of the City of Marlborough.
3. Communication from the Mayor re: FY2012 Proposed Budget.
4. Communication from the Mayor re: DPW transfer requests as follows with explanations noted on the spreadsheet:

   Transfer in the amount of $10,000.00 from Sewer-Assistant Chemist to Water-Maintenance Trenches
   Transfer in the amount of $5,000.00 from Sewer- Assistant Chemist to Sewer-Pumping Station Maint.
   Transfer in the amount of $3,000.00 from Sewer- Assistant Commissioner to WWTP-Overtime Regular
   Transfer in the amount of $865.00 from Fleet- Motor Equipment Repairman to Overtime- Regular
   Transfer in the amount of $750.00 from Misc. Hand/Power Tool to Fleet-Clothing Allowance
   Transfer in the amount of $15,000.00 from Sewer-Assistant Commissioner to Water- Overtime, Regular
5. Communication from the Mayor re: Human Services Transfer request as follows to fund benefits associated with an employee's departure:
   Transfer in the amount of $1,420.01 from Mayor- Out of State Travel to Human Services Director
   Transfer in the amount of $9,069.33 from Main Street Fire) to Human Services Director
   Transfer in the amount of $1,896.72 from Elections- Head Clerk to Human Services Director
6. Communication from the Mayor re: Library transfer request in the amount of $3,200.00 which moves funds from Library Director to part-time Reference Librarians to cover FY11 staff salaries for employees who worked in excess of budgeted hours.
7. Communication from the Mayor re: Reduction in Pending Bond Authorization for Easterly Wastewater Treatment Plant, Order No. 11-1002887.
8. Communication from the Mayor re: Green Communities Grant awarded to the City of Marlborough in the amount of $217,125.00 from the Massachusetts Department of Energy Resources Green Communities Division to enable the City to make significant progress towards its energy and sustainability related goals.
9. Communication from the Mayor re: City Reprecincting.
10. Communication from the Mayor re: reappointments of Ray Hale, Janice Merk, & Jean Peters to the Library Board of Trustees for three year terms expiring February 3, 2014.
11. Communication from the DPW Commissioner LaFreniere re: Wireless Communications Facility Special Variance-402 Hudson St.
12. Application for Special Permit from US Wireless, LLC, to construct a Wireless Communications Facility consisting of 180' tall monopole tower with ancillary antennas and ground based telecommunications equipment at 402 Bolton St (formerly known as 402 Hudson St).
13. Application of Paul McNeil on behalf of FinishMaster, for Fuel Storage license at 272 Lincoln St.
14. Communication from National Grid re: Annual Return.
15. Minutes, Traffic Commission, February 22, and April 1, 2011.
16. Minutes, Planning Board Minutes, April 11, 2011.
17. Minutes, Board of Assessors, April 15, 2011.
18. Minutes, Council on Aging, April 12, 2011.

19. CLAIMS:

A. Charles Lai, 355 Hosmer St., other property damage
B. Daniel Pierpont, 6 Turner Ridge Rd., pothole or other road defect
C. Deborah Golden, 120 Miles Standish Dr., residential mailbox 2(a)
D. Stacy Reynolds, 2 Ash St., other property damage
E. Jyoti Gupta, 30 Wellington St., other property damage
F. Nelza deLima, 192 Bolton St., Apt 9, other property damage

REPORTS OF COMMITTEES:

UNFINISHED BUSINESS:

From City Council

20. **Order No. 11-1002885** - Transfer request in the amount of $45,251.98 from Undesignated into various accounts to fund the newly ratified agreement between City of Marlborough and the Marlborough Municipal Employee Association (MMEA). **Recommendation of the City Council is to table until the May 9, 2011 City Council meeting, request an executive session and ask the Mayor to provide outstanding balances that will not be used in the existing city budget to potentially offset the transfers and subsequent contract languages.**

21. **Order No. 11-1002886** - Transfer request in the amount of $36,043.86 from Undesignated into various accounts to fund salary line item adjustments for non-affiliated positions. **Recommendation of the City Council is to table until the May 9, 2011 City Council meeting.**

CITY OF MARLBOROUGH
OFFICE OF CITY CLERK
Lisa M. Thomas
140 Main St.
Marlborough, MA 01752
(508) 460-3775 FAX (508) 460-3723
APRIL 25, 2011

Regular meeting of the City Council held on Monday, APRIL 25, 2011 at 8:00 p.m. in City Council Chambers, City Hall. City Councilors present: Ossing, Vigeant, Pope, Levy, Delano, Ferro, Elder, Tunnera, Clancy, and Landers. Absent: Seymour. Meeting adjourned at 8:15 PM.

ORDERED: That the minutes of the City Council Meeting APRIL 11, 2011, **FILE AS AMENDED**; adopted.

ORDERED: That two transfer requests totaling $275,780.00 with breakdown as follows: $159,730.00 from Stabilization-Affordable Housing to CDA-Affordable Housing and $116,050.00 from Stabilization-Affordable Housing to CDA-Affordable Housing for the purpose of building and rehabilitation of three affordable housing units in the City, refer to **FINANCE COMMITTEE**; adopted.

FROM:

Acct. # 83600-32718 Stabilization-Affordable Housing	$159,730.00
Acct. # 83600-32718 Stabilization-Affordable Housing	$116,050.00

TO:

Acct. # 89000-24998 CDA-Affordable Housing	$159,730.00
Acct. # 89000-24998 CDA-Affordable Housing	$116,050.00

ORDERED: That the transfer request in the amount of $45,251.98 from Undesignated into various accounts to fund the newly ratified agreement between City of Marlborough and the Marlborough Municipal Employee Association (MMEA), **TABLED UNTIL THE MAY 9, 2011 CITY COUNCIL MEETING, REQUEST AN EXECUTIVE SESSION AND ASK THE MAYOR TO PROVIDE OUTSTANDING BALANCES THAT WILL NOT BE USED IN THE EXISTING CITY BUDGET TO POTENTIALLY OFFSET THE TRANSFERS AND SUBSEQUENT CONTRACT LANGUAGES**; adopted.

REQUEST TO FUND MARLBORO MUNICIPAL EMPLOYEE ASSOC CONTRACT
FROM : ACCOUNT 10000-35900 UNDESIGNATED FUND **$45,251.98**
ACCOUNT BALANCE $1,408,278

TO: THE FOLLOWING ACCOUNTS

			Total Transfer
COMPTROLLER			
11330002	-50062	FIN ASST	$ 1,647.57
11330003	-51430	LONGEV	$ 54.72
	-51920	SICK BB	$ 62.17
AUDITOR			
11350002	-50062	FIN ASST	$ 823.78
	-50550	HEAD CLK	$ 751.26
	-50770	SR CLK	$ 286.07
11350003	-51430	LONGEV.	$ 37.61
	-51920	SICK BB	$ 28.35
ASSESSORS			
11410002	-50520	PRIN CLK	$ 667.68
11410001	-50170	SR ASSR	$ 1,001.38
11410002	-50550	HEAD CL	$ 751.26
11410003	-51430	LONGEV	$ 60.71
	-51920	SICK BB	$ 91.33
COLLECTOR			
11440002	-50770	SR CLK	$ 1,144.27
11440003	-51430	LONGEV	$ 18.44
	-51920	SICK BB	$ 43.18
INFO SYSTEMS			
11550001	-50210	SYS ANYL	$ 893.80
	-50213	NET ENG	$ 1,147.64
CITY CLERK			
11610002	-50770	SR. CLK	$ 572.12
11610003	-51430	LONGEV	$ 53.44
	-51920	SICK BB	$ 52.18
ELECTION/REG			
11620002	-50550	HEAD CL	$ -
	-50770	SR. CLK	$ 572.12
11620003	-51430	LONGEV	$ 37.61
	-51920	SICK BB	$ 28.35
PROPERTY & BUILD			
11920001	-50292	CRAFTMN	$ 2,803.65
	-50385	ELECTRIC	$ 781.38
11920002	-50520	PRIN CLK	$ 667.68
11920003	-50560	CUSTOD	$ 2,106.76
11920003	-51430	LONGEV	$ 200.78
	-51920	SICK BB	$ 192.29

POLICE			
12100002	-50520	PRIN CLK	$ 712.53
12100003	-50540	CHF DISP	$ 706.88
	-51213	PBL DISP	$ 4,941.88
	-51214	PUB ASST	$ 795.92
	51342	LONGV	$ 110.98
	-51920	SICK BB	$ 30.04
	51450	Night SFT	$ 132.74
INSPECTION			
12410001	-50260	AST BLD IN	$ 1,621.13
	-50370	PLUMB INS	$ 895.54
	-50380	ELEC INSP	$ 524.00
12410002	-50770	SR CLK	$ 2,026.98
12410003	-51430	LONGEV	$ 118.44
	-51920	SICK BB	$ 118.97
DPW ADMIN			
14001002	-50550	HEAD CL	$ 751.27
	-50770	SR. CLK	$ 572.16
	-50520	PRIN CLK	$ 667.69
14001003	-51430	LONGEV	$ 49.27
	-51920	SICK BB	$ 53.56
61090002	-50520	PRIN CLK	$ 667.69
61090003	-51430	LONGEV	$ 25.96
61090003	-51920	SICK BB	$ 25.21
RECREATION			
14920001	-50166	PRG MR	$ 767.78
14920002	-50770	SR. CLK	$ 572.13
14920003	-51430	LONGEV	$ 37.25
	-51920	SICK BB	$ 50.57
HEALTH & LICENSE			
15120001	-50611	ASST SAN	$ 700.91
15120002	-50770	SR. CLK	$ 572.13
15120003	-51430	LONGEV	$ 69.99
	-51920	SICK BB	$ 55.24
COUNCIL ON AGING			
15410001	-50312	OUTREACH	$ 613.78
15410002	-50520	PRIN CLK	$ 572.13
15410003	-51430	LONGEV	$ 6.77
	-51920	SICK BB	$ -
LIBRARY			
16100001	-50470	CHILD LIB	$ 691.52
	-50471	YNG ADULT	$ 246.61
	-50480	CATALOG	$ 667.67
	-50656	HD CIRCL	$ 751.26
16100002	-50520	PRIN CLK	$ 667.67
16100003	-50490	LIB STAFF	$ 1,144.26

	-50860	FT LIB CLK	$ 384.52
	51261	PT CLKS	$ 2,190.66
	51262	PAGES	$ 415.54
	51263	SUN STAFF	$ 29.68
	-51430	LONGEV	$ 63.59
	-51920	SICK BB	$ -
FIRE			$ -
12200002	-51214	PUB AST	$ 795.92
12200003	-51430	LONGV	$ 25.96
	51920	Sick BB	$ 30.04
TOTAL TRANSFER REQUEST =			**$ 45,251.98**

ORDERED: That the transfer request in the amount of $36,043.86 from Undesignated into various accounts to fund salary line item adjustments for non-affiliated positions, **TABLED UNTIL THE MAY 9, 2011 CITY COUNCIL MEETING**; adopted.

FROM ACCOUNT					To Account			
AVAILABLE BALANCE	AMOUNT	ORG CODE	OBJECT	ACCOUNT DESCRIPTION	ORG CODE	OBJECT	ACCOUNT DESCRIPTION	**Total Transfer**
$ 1,408,278.00	$ 36,043.86	10000	35900	UNDESIGNATED FUND	11210001	50010	MAYOR	$1,148.43
						50321	EX AIDE	$834.76
					11210002	50590	EX SECY	$665.44
					11210003	51430	LONG	$ -
						51920	SICK LEAVE	$ -
					11330001	50015	COMPTROLLER	$1,368.15
					11350001	50020	AUDITOR	$1,089.19
					11410001	50160	ASSESSOR	$1,089.19
					11410003	50177	CERTIFICATION	$109.02
					11440001	50042	COLLECTOR CITY	$1,089.20
					11110003	50070	COUNCILORS	$1,564.30
					11110002	50350	CITY COU SECY	$834.76
					11110003	51430	LONG	$40.95
						51920	SICK LEAVE	$31.51
					11510001	50030	SOLICITOR ASST	$1,438.59
						50172	SOLICITOR	$1,164.46
						50174	PROCURE. OFF. PERS	$887.21
					11520001	50530	DIRECTOR	$1,051.32
						50532	PER ASST.	$716.05
					11520002	50401	PT SR CLK	$335.21
					11610001	50050	CITY CLK	$1,089.18
					11610002	50290	ASST CITY CLK	$810.56
					11610003	51430	LONG	$24.62

	51920	SICK LEAVE	$30.58
11920001	50291	DIRECTOR	$640.38
11920003	51430	LONG	$38.44
	51920	SICK LEAVE	$48.33
12100001	50140	POLICE CHIEF	$1,475.01
12100003	51432	LONG	$92.20
	51920	SICK LEAVE	$119.77
	51440	EDUC	$368.76
	51410	FIRST RESP	$36.89
12200001	50130	FIRE CHIEF	$1,365.26
12200003	51480	EMT	$70.22
	51440	EDUC	$168.53
	51226	FIRST RESP	$28.10
12410001	50090	BLDG INSP	$1,198.06
	50109	ENVIR. OFFICER	$1,001.38
12410003	51430	LONG	$59.54
	51920	SICK LEAVE	$45.21
14001001	50600	DPW COMM	$1,611.30
	50630	ASST COMM	$1,334.20
14001003	51430	LONG	$144.51
	51920	SICK LEAVE	$111.17
14001101	50640	ENGINEER	$1,334.20
60080001	50630	ASST COMM	$ -
6008003	51430	LONG	$ -
	51920	SICK LEAVE	$ -
14920001	50110	REC DIRECTOR	$925.39
15120001	50605	SAN/ADMIN	$947.58
15120001	50220	SEALER	$182.99
	50390	NURSE	$882.19
15120003	51430	LONG	$44.04
	51920	SICK LEAVE	$33.29
15270001	50595	HUM SER DIR	$953.15
15410001	50190	COA DIR	$645.66
15430001	50080	VET DIR	$696.38
16100001	50230	LIBRARY DIR	$719.41
	50657	REF LIB	$667.67
16100003	51259	PT REF LIB	$641.99
			$36,043.86

ORDERED:

ORDINANCE REORGANIZING VARIOUS DEPARTMENTS
OF THE CITY OF MARLBOROUGH INTO THE HUMAN SERVICES DEPARTMENT

That the City Council of the City of Marlborough, acting upon a recommendation of the Mayor, hereby abolishes the independent departments currently known as Veterans' Services, Human Services, and Council on Aging, and establishes a new Human Services Department which shall be comprised of a Veterans' Services Office, a Human Services Office, and a Council On Aging Office in accordance with the following amendments to the Code of the City of Marlborough (hereinafter, "the City Code"):

SECTION 1.

The City Code is hereby amended by inserting in Chapter 7 the following new Article:

Article XVII
HUMAN SERVICES DEPARTMENT

§7-86. Establishment.

A. There shall be a Human Services Department which shall have all the powers and duties now or from time to time vested by the General Laws or Special Acts of the Legislature of the Commonwealth and the ordinances of the City.

B. The departments or offices of Veterans' Services, Human Services, and Council on Aging shall be abolished as independent departments or offices, and shall transfer to the Human Services Department as interdependent subsidiary offices known as the Veterans' Services Office, Human Services Office, and Council on Aging Office.

C. No contracts or liabilities in force shall be affected by such abolition, but the Human Services Department shall in all respects be the lawful successors of the departments or offices so abolished.

D. To the extent that employees of the abolished department or offices, including those who were appointed immediately before the effective date of this order and who hold permanent appointment in positions classified under chapter 31 of the General Laws, or hold confidential positions, are transferred to the Human Services Department, such transfers shall be effected without interruption of service within the meaning of said section 33 of said chapter 31, without impairment of seniority, retirement or other rights of the employee, notwithstanding any change in title or duties resulting from such reorganization, and without loss of accrued rights to holidays, sick leave, vacation and benefits, and without change in union representation or certified collective bargaining unit as certified by the state division of labor relations or in local union representation or affiliation, if any. Any collective bargaining agreement in effect immediately before the transfer date shall continue in effect and the terms and conditions of employment therein shall continue as if the employees had not been so transferred. The reorganization shall not impair the civil service status of any such reassigned employee who immediately before the effective date of this act either

holds a permanent appointment in a position classified under chapter 31 of the General Laws. Notwithstanding any other general or special law to the contrary, all such employees shall continue to retain their right to collectively bargain pursuant to chapter 150E of the General Laws and shall be considered employees for the purposes of said chapter 150E. Nothing in this section shall be construed to confer upon any employee any right not held immediately before the date of said transfer, or to prohibit any reduction of salary grade, transfer, reassignment, suspension, discharge, layoff, or abolition of position not prohibited before such date. Employees of abolished departments or offices are hereby transferred to the new offices and departments within the Human Services Department without impairment of their civil service, retirement, personal leave or seniority rights and benefits.

§7-87. Appointment; term.

A. The Mayor shall appoint, subject to confirmation of the City Council, an Executive Director of Human Services.

B. The term for said position shall be three years.

§ 7-88 Duties.

A. The Executive Director of Human Services shall be responsible for planning and administering all the operations of the Human Services Department.

B. The Executive Director of Human Services shall direct strategic planning for the Human Services Department, prepare budgets with the assistance of the Veterans' Agent, the Human Services Manager, and the Council On Aging Program Manager, and ensure that programs and services are run in accordance with the policy of the City and applicable laws.

C. The Executive Director of Human Services shall plan and supervise department operations and personnel, working independently and in combination with others, and shall provide employees of the offices of Veterans' Services, Human Services, and Council on Aging occasional guidance and special directives.

D. The Executive Director of Human Services shall works under the policy direction of the Mayor, and shall assume responsibility for developing and achieving departmental goals and objectives.

SECTION 2. *Veterans Services*

Chapter 7 of the City Code is hereby amended as follows:

a.) Article X, as appearing in the 2008 edition of the City Code, is hereby amended by striking from the title of the article the following words – "Director of Veteran's Services" – and inserting in place thereof the following words – "Veterans' Agent".

b.) Said Article X is hereby further amended by striking from § 7-60, as appearing in the 2008 edition of the City Code, the following words – "Director of Veterans Services" - and inserting in place thereof the following words - "Veterans' Agent for the Veterans' Services Office".

c.) Said Article X is hereby further amended by striking from § 7-60, as appearing in the 2008 edition of the City Code, the following words and punctuation – ", subject to confirmation by the City Council,".

d.) Said Article X is hereby further amended by striking from § 7-61, as appearing in the 2008 edition of the City Code, the following words - "Any appointee" - and inserting in place thereof the following words – "The Veterans' Agent", and by inserting at the end of the paragraph the following sentence - "Any appointee to this position shall also have a bachelors degree in business administration or social services and five years of experience in veterans administration, social welfare or related work, or any equivalent combination of education and experience."

e.) Said Article X is hereby further amended by inserting into § 7-62, as appearing in the 2008 edition of the City Code, the following letter - "A." - at the beginning of the existing paragraph, by striking from the last sentence of the existing paragraph the following word -"Director" - and by inserting in place thereof the following words - "Veterans Agent" - and by adding to the end of the existing paragraph the following sentence – "The Veterans' Agent shall also be responsible for maintaining and improving upon the efficiency and effectiveness of all areas under his/her control."

f.) Said Article X is hereby further amended by inserting into § 7-62, as appearing in the 2008 edition of the City Code, the following paragraphs:

A. The Veterans' Agent shall perform varied duties with a high level of independent judgment in the administration and execution of services, and the administration of benefits and other assistance services to veterans and their dependents. The Veterans' Agent participates in planning for the Veterans' Agent Office under the guidance of the Executive Director of Human Services, and refers specific problems to the Executive Director of Human Service only when clarification and interpretation of City policy is required.

B. The Veterans' Agent shall perform his/her duties under the direction of the Executive Director of Human Services and in accordance with Massachusetts General Laws and the rules and regulations of the United States Veterans' Administration.

SECTION 3. *Human Services*

Chapter 7 of the City Code is hereby amended as follows:

a.) Article XII, as appearing in the 2008 edition of the City Code, is hereby amended by striking from the title of the article the following words – "Human Services Director" –and inserting in place thereof the following – "Human Services Manager".

b.) Article XII, as appearing in the 2008 edition of the City Code, is hereby amended by inserting the following word at the beginning of the caption for § 7-65 – "Establishment;" - and by striking from the word "Appointment" the capital letter "A" and inserting in place thereof the lower case letter "a".

c.) Paragraph A. of § 7-65, as appearing in the 2008 edition of the City Code, is hereby amended by inserting the following sentence at the beginning of the paragraph – "There shall be a Human Services Office within the Human Services Department."

d.) Paragraph A. of § 7-65, as appearing in the 2008 edition of the City Code, is hereby further amended by striking the following words and punctuation – ", subject to confirmation by the City Council,".

e.) Paragraph A. of § 7-65, as appearing in the 2008 edition of the City Code, is hereby further amended by striking the following words – "a Human Services Director" – and inserting in their place the following words – "a Human Services Manager".

f.) Paragraph C. of § 7-65 of Article XII of the City Code is hereby repealed in its entirety.

g.) Paragraph D. of § 7-65 of Article XII of the City Code is hereby repealed in its entirety.

h.) Said Article XII is hereby further amended by striking from § 7-66, as appearing in the 2008 edition of the City Code, paragraph A. in its entirety and inserting in its place the following paragraph:

A. The Human Services Manager shall perform varied and highly responsible duties in managing the activities of the Human Services Office, and work independently to formulate decisions regarding policies, procedures, operations, and plans for services.

i.) Said Article XII is hereby further amended by striking from § 7-66, as appearing in the 2008 edition of the City Code, paragraph B. in its entirety and inserting in place thereof the following paragraph:

B. The Human Services Manager shall work under the direction of the Executive Director of Human Services, and shall share responsibility with the Executive Director of Human Services for developing and achieving the goals and objectives of the Human Services Office.

j.) Said Article XII is hereby further amended by striking from § 7-66, as appearing in the 2008 edition of the City Code, paragraph C. in its entirety and inserting in place thereof the following paragraph:

C. The Human Services Manager shall perform referral services for residents in need to appropriate human services agencies, interview residents, advocate on behalf of residents, participate in case conferences, perform follow-up, perform related record keeping, and maintain extensive human service directories.

k.) Said Article XII is hereby further amended by striking from § 7-66, as appearing in the 2008 edition of the City Code, paragraph D. in its entirety and inserting in place thereof the following paragraph:

D. The Human Services Manager shall establish new programs as needed, identify gaps in the human service system in the City, and work to fill them.

l.) Said Article XII is hereby further amended by striking § 7-66, as appearing in the 2008 edition of the City Code, paragraph E. in its entirety and inserting in place thereof the following paragraph:

E. The Human Services Manager shall promote community awareness and education on local, state, and federal levels, and attend meetings of local, state, and federal organizations, agencies, corporations, health fairs and conventions to promote issues relevant to the City.

m.) Said Article XII is hereby further amended by striking from § 7-66, as appearing in the 2008 edition of the City Code, paragraph F. in its entirety and inserting in place thereof the following paragraph:

F. The Human Services Manager shall perform crisis intervention, work with individuals and families during crisis, arrange for emergency assistance, and provide referral to appropriate agencies.

n.) Said Article XII is hereby further amended by striking from § 7-66, as appearing in the 2008 edition of the City Code, paragraph G. in its entirety and inserting in place thereof the following paragraph:

G. The Human Services Manager shall assist other City employees with the coordination and networking among human service agencies, City government, the public school system, and the public and private sectors to facilitate the utilization of existing services, to broaden the base of human service delivery, to assess overlapping and gaps in the delivery of services, and to establish new programs.

o.) Said Article XII is hereby further amended by striking from § 7-66, as appearing in the 2008 edition of the City Code, paragraph H in its entirety and inserting in place thereof the following paragraph:

H. The Human Services Manager shall cultivate volunteers to assist with programs.

p.) Said Article XII is hereby further amended by striking from § 7-66, as appearing in the 2008 edition of the City Code, paragraph G. in its entirety and inserting in place thereof the following paragraph:

I. The Human Services Manager shall perform similar or related work as required, directed or as the situation dictates.

q.) Said Article XII is hereby further amended by striking from § 7-67, as appearing in the 2008 edition of the City Code, paragraph A. in its entirety and inserting in place thereof the following paragraph:

C. The Human Services Manager shall have at least a Bachelor's degree in a related field, and three to five years of experience in the human services field, of which some experience has been in a management capacity, or any equivalent combination of education and experience.

r.) Said Article XII is hereby further amended by striking from § 7-67, as appearing in the 2008 edition of the City Code, paragraph B. in its entirety and inserting in place thereof the following paragraph:

D. The Human Services Manager must have considerable knowledge of the needs of the young, elderly, families, and the homeless people and the service programs available to meet their needs, and thorough knowledge of federal, state and local laws, ordinances, regulations, and policies relating to human services programs.

s.) Paragraph C. of § 7-67 of said Article XII of the City Code is hereby repealed in its entirety.

SECTION 4. *Council On Aging*

Chapter 161 of the City Code is hereby amended as follows:

a.) Article II. of Chapter 161, as appearing in the 2008 edition of the City Code, is hereby amended by striking the following words – "Executive Director" – from the title of Article II. and inserting in place thereof the following – "Program Manager".

b.) Article II. of Chapter 161 of the City Code is hereby amended by striking § 161-7, as appearing in the 2008 edition of the City Code, in its entirety and inserting in place thereof the following paragraph:

§ 161-7. Establishment.

The Mayor shall appoint a Program Manager to the Council On Aging Office within the Human Services Department.

c.) Article II. of Chapter 161 of the City Code is hereby amended by striking § 161-8, as appearing in the 2008 edition of the City Code, in its entirety and inserting in place thereof the following paragraphs:

§ 161-8. Duties.

A. Under the direction of the Executive Director of Human Services, the Program Manager shall be responsible for the planning, implementation and oversight of Council on Aging programs, and shall assist, as requested, with day to day operational issues and tasks required to run the senior center.

B. The duties of the Program Manager shall include the following:

- Develop programs, activities, classes, workshops and trips to address identified client needs;
- Oversee the daily operations of the senior center in the absence of the Executive Director;
- Monitor program budgets;
- Manage participant information for all activities;
- Work with the Friends of Marlborough Seniors to facilitate, coordinate and supervise fund raising and solicitation events;
- Work closely with the Volunteer Coordinator to assure adequate volunteers for all programs, activities and events;
- Develop and maintain an annual satisfaction survey to determine what activities to offer which will best meet the social, recreational, fitness and health needs of seniors;
- Manage program services through external vendors where required;
- Participate in grant writing and monitor grant plans;

- Participate in meetings with community partners;
- Lead /participate in internal and external committee initiatives; and
- Provide monthly feedback to the COA regarding the changing needs of seniors and develop suggestions for meeting those needs.

d.) Article II. of Chapter 161 of the City Code, as appearing in the 2008 edition of the City Code, is hereby amended by inserting, after § 161-8, § 161-9 as follows:

§ 161-9. Qualifications.

The Program Manager shall possess a Bachelor's Degree in a related field, two years of supervisory experience, at least five years of work experience in the area of services to senior citizens or equivalent combination of work experience and education, knowledge of federal and state laws, policies, and regulations pertaining to seniors; and knowledge of budgeting.
Refer to **PERSONNEL COMMITTEE**; adopted.

ORDERED: That the sum of $3,730,000 (three million seven hundred thirty thousand dollars) be and is hereby appropriated for sewer treatment plant construction.

That to meet said appropriations, the Comptroller/Treasurer, with the approval of the Mayor, is hereby authorized to issue bonds or notes of the City of Marlborough in the amount of $ 3,730,000.

Pursuant to the provisions of Chapter 44, Section 8 (15) of the Massachusetts General Laws as amended, each issue of such bonds or notes shall be payable in not more than thirty (30) years from its date of issue, refer to **FINANCE COMMITTEE AND ADVERTISE**; adopted.

ORDERED: That the appointments of Richard Collins, Andrea Shordone and Lynn Anderson to the Council on Aging Board of Directors for terms expiring the first Monday in May 2015 (4/5/15), refer to **PERSONNEL COMMITTEE**; adopted.

ORDERED: That the Communication from the Attorney Valeriani re: additional documents pertinent to Special Permit application for Wireless Communication Facility at Kane Self Storage Facility, 800 Bolton St., Order No. 11-1002623E, refer to **WIRELESS COMMUNICATIONS COMMITTEE**; adopted.

ORDERED: The Application of Tony Bitar, d/b/a Hannoush Jewlers, for renewal of Junk Dealer's license, at 601 Donald Lynch Blvd., be and is herewith refer to **PUBLIC SERVICES COMMITTEE**; adopted.

ORDERED: That the Minutes, Planning Board, March 28, 2011, **FILE**; adopted.

ORDERED: That the following CLAIMS, refer to the **LEGAL DEPARTMENT**; adopted.

A. William Wyskoczka, 1 Turner Ridge Rd., other property damage
B. Jonathan Barnes, 43 Blanchette Dr., residential mailbox 2(a)
C. David Tscherne, 100 Berlin Rd., other property damage

D. Donald Randolph 587 Elm St., residential mailbox
E. Josette Kaplan, 269 Stearns Rd., residential mailbox 2(a)
F. Scott Ferguson, 98 Wellington St., other property damage
G. Louis Normandin, 644 Farm Rd., pothole or other road defect

ORDERED: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CITY CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY AMENDING CHAPTER 650-21, ENTITLED "RETIREMENT COMMUNITY RESIDENCE DISTRICTS," AND CHAPTER 650-22, ENTITLED "RETIREMENT COMMUNITY RESIDENCE DISTRICTS OVERLAY DISTRICTS," AS FOLLOWS:

1. Section 650-21, entitled "Retirement Community Residence Districts," is hereby amended:

a. by amending subsection C(3) thereof, by deleting the second sentence thereof, which heretofore read "At least 66% of the living area in each unit shall be located on the first floor."

b. by amending subsection C(8) thereof, by amending the second sentence thereof, by adding after the word "provide" the following words:-- at least.

2. Section 650-22, entitled "Retirement Community Overlay Districts," is hereby amended:

a. by amending subsection C thereof, entitled "Permitted uses":

i. by amending the introduction thereof, by striking out in the sixth line thereof the following words:-- "and such additional multifamily housing units segregated onto a separate portion of the site, referred to herein as an 'ancillary residential community,' as the City Council deems appropriate,".

ii. by amending subsection (3) thereof, by deleting the second sentence thereof, which heretofore read "At least 66% of the living area in each unit shall be located on the first floor."

iii. by amending subsection (8) thereof, by amending the second sentence thereof, by adding after the word "provide" the following words:-- at least.

iv. by amending subsection (14) thereof, by striking out said subsection in its entirety, including sub-subsections (a) through (f), which heretofore read:

"(14) The following site development provisions shall apply to any ancillary residential community which is approved in conjunction with the granting of a special permit for the construction of a retirement community:

(a) Each building in an ancillary residential community shall face either upon an existing street or upon a public or private way constructed within said ancillary residential community and shall have a minimum front yard of no less than 10 feet from the edge of the paved way to the closest point of the structure. Each building, whether principal or accessory, shall be at least 50 feet from any other building by air line distance between the nearest points of the building.

(b) No dwelling unit shall contain less than 800 square feet of floor space exclusive of halls and stairs, and no room shall contain less than 120 square feet.

(c) No part of any building in any ancillary residential community shall be less than 30 feet from any lot line, less than 50 feet from any street, or less than 80 feet from the nearest structure in a retirement community.

(d) All site landscaping shall be designed so as to provide a clear sense of separation between the ancillary residential community and a retirement community. Landscape design preference shall be given to the maintenance of existing trees and ground cover. The development of large lawn areas shall be minimized.

(e) The City Council may, as a condition of any special permit which includes an ancillary residential community, require that the land area on which the ancillary residential community is located be permanently maintained as one undivided lot or, within a condominium, as one undivided condominium unit, or require such other legal mechanism as will, in the opinion of the City Council, assure that the said ancillary residential community will not be subdivided or its ownership further condominiumized, that said ancillary residential community will remain as rental housing, and that ownership of said ancillary residential community will remain consolidated.

(f) The total number of units in an ancillary residential facility shall not exceed 30% of the combined total of retirement community and ancillary apartment units."

v. by amending subsection (15) thereof, by amending the introduction thereof, by striking out in the first line thereof the following words:-- "and which does not include any ancillary residential community".

3. The effective date of these amendments shall be the date on which they are voted upon by the city council.

APPROVED; adopted.

[END: Order No. 11-1002806-1A]

First Reading, suspended; Second Reading, adopted; Passage to Enroll, adopted; Passage to Ordain; adopted. No objection to passage in one evening.

ORDERED: That, as a result of the City Council's approval of Order No. 11-1002806-1A, the following special permits previously approved by the City Council, in its capacity as special permit granting authority, shall each be modified in the following respects:

1) Special Permit issued to Brigham Development Corp., 38 Brigham Street, Marlborough, MA for development and operation of land at 388 Boston Post Road East into a "Retirement Village" of condominiums, Order No. 97-7158B, adopted September 8, 1997. The second sentence in condition number 7 thereof, which sentence had read "At least 66% (sixty six percent) of the living area in each unit shall be located on the first floor," shall be stricken and shall have no legal effect as of the effective date of Order No. 11-1002806-1A;

2) Special Permit issued to Brigham Development Corp. and Williams Village, LLC, 38 Brigham Street, Marlborough, MA to construct a retirement community, Order No. 99-7967B, adopted April 5, 1999. The second sentence in condition number 7 thereof, which sentence had read "At least 66% (sixty six percent) of the living area in each unit shall be located on the first floor," shall be stricken and shall have no legal effect as of the effective date of Order No. 11-1002806-1A; and

3) Special Permit issued to Metro Park Corp., 929 Boston Post Road East, Marlborough, MA to construct a retirement community, Order No. 03-10022, adopted September 8, 2003, as amended by a Revised Special Permit issued to Toll MA Land Partnership, 250 Gibraltar Road, Horsham, PA to construct 69 townhouse residential retirement community units, Order No. 09-1002151C, approved June 22, 2009. The second sentence in condition number 7 thereof, which sentence had read "At least 66% (sixty-six percent) of the living area in each unit shall be located on the first floor," shall be stricken and shall have no legal effect as of the effective date of Order No. 11-1002806-1A

APPROVED; adopted.

[END: Order No. 11-1002806-2A]

ORDERED: There being no further business, the regular meeting of the City Council is herewith adjourned at 8:15 p.m.

City of Marlborough
Office of the Mayor

Nancy E. Stevens
MAYOR

Krista J. Holmi
EXECUTIVE AIDE

Katherine M. LaRose
EXECUTIVE SECRETARY

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 MAY -5 P 12:16

140 Main Street
Marlborough, Massachusetts 01752
Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610

May 2, 2011

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

RE: Request for Executive Session

Honorable President Vigeant and Councilors:

I hereby request the opportunity to meet with you in executive session during your scheduled Council meeting of May 9, 2011. I am requesting this meeting for the purpose of discussing collective bargaining strategy, as an open meeting may have a detrimental effect on the collective bargaining position of the City of Marlborough.

I have enclosed a proposed Council order reflecting this request, which is in conformance with the terms and conditions set forth in M.G.L. c. 30A, § 21(3).

Thank you for your attention to this matter.

Sincerely,

Nancy E. Stevens
Mayor

Enclosure

The City of Marlborough does not discriminate on the basis of race, color, nation origin, sex, religion, age or disability in employment or the provisions of services.

ORDERED:

It is moved, in conformance with the provisions of § 21(3) of Chapter 30 of the General Laws of the Commonwealth, that the Marlborough City Council conduct an executive session for the purpose of discussing strategy with respect to collective bargaining, as an open meeting may have a detrimental effect on the collective bargaining position of the City of Marlborough. It is further moved and stated that the Marlborough City Council will re-convene in open session after the executive session.

City of Marlborough
Office of the Mayor
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Marlborough, Massachusetts 01752
Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610

Nancy E. Stevens
MAYOR

Krista J. Holmi
EXECUTIVE AIDE

Katherine M. LaRose
EXECUTIVE SECRETARY

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 MAY -5 P 4:18

May 5, 2011

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

Honorable President Vigeant and Councilors:

As the City of Marlborough's Chief Executive Officer, I am submitting herewith my Administration's proposed Fiscal Year 2012 (FY12) budget in the amount of $124,999,703.00 for your review and appropriation. This spending plan reflects an overall increase of 3.98% over the approved Fiscal Year 2011 budget.

I would like to publically acknowledge and recognize Comptroller /Treasurer Tom Abel, City Auditor Diane Smith and all of the Department Heads for their help, guidance and input. I am truly amazed at the dedication and commitment of this group of professionals. We as a city owe them, as well as all of our dedicated employees, a debt of gratitude for all that they do on a daily basis to make Marlborough a great city in which to live, work and raise a family.

I am pleased to report that for the fourth consecutive year there will be no increase in our healthcare premiums. Given the current costs of healthcare around the country and within the Commonwealth, our ability to contain costs and level fund our premiums for this length of time is unprecedented. This has been financially beneficial to both the City and our employees.

We have included some changes that are more efficient and effective from a budget and accountability standpoint. For example, in the Department of Public Works' budget, we have taken all vehicle repair and maintenance accounts and combined them into one account under the repair shop division. In addition, we have shifted the majority of school support accounts over to the School Department including healthcare and unemployment. Further, you will see the combined budget for Veterans, Council on Aging and Human Services into the newly established Human Services Department.

The budget for the Assessor's office has increased by $85,659.71 or 20%. The significant increase in the valuation services line item is directly related to the mandatory state recertification process.

The City of Marlborough does not discriminate on the basis of race, color, nation origin, sex, religion, age or disability in employment or the provisions of services.

In the Department of Public Works you will see significant increases in various accounts such as trench maintenance, CH 90, sidewalk repair and guardrail to name a few, that are directly related to the snow this past winter. The extraordinary winter took a harsh toll on our roads and infrastructure, and these issues must be addressed. In addition, we will be looking to the Council in the near future to once again open discussions regarding the issue of solid waste/recyclables collection and disposal, including recommendations for modifications to our current procedures to reduce the overall costs for this program. You will also note the significant increase in the budgeted amount for fuel. As we all know, the price for fuel has increased significantly over the last several months with no relief predicted in the near future. We have utilized historical fuel consumption and calculated the estimated funding needed using the price as of May 3, 2011.

In the property and building maintenance department you will note the 17.6% increase in electricity. This, as in the fuel account, is based on current prices and historical usage. Further in this department you will note the increase in the sick leave buyback line item. Normally this would be included in the fringes account, where at the time of the employee's retirement, a transfer would be requested. This employee is retiring as of July 1st, which will not allow time for a transfer to go through the normal process.

Contained in the Information Technology Department, we have included funds needed for a conversion of our Munis system and well as a data conversion. This will add an extra layer of security as well as allow users to access important data at all times, including emergencies.

Finally, there are some personnel changes and additional positions contained within this budget submittal.

First, in the elections division we have reorganized the clerical positions. We have upgraded the senior clerk position to that of a principal clerk, eliminated the head clerk and added two part-time clerks. This will allow greater flexibility and efficiency within this department.

Second, is the Department of (Planning), Community and Economic Development. In the FY12 budget I have included the planner position that was eliminated during the FY2011 budget process, as well as the two current positions within the CDA. As you know, the Community Development Block Grants have been reduced on the federal level. These were the funds that have been used in the past to pay for the salaries of the Community Development Authority (CDA) employees. The CDA has many beneficial projects currently within the City, and the loss of these positions would have a significant impact on the projects and services provided by this department. It is rare that a municipality does not fund the CDA within their communities. I have also budgeted for a part-time clerk within this department to provide administrative support. Members of the CDA will be available to discuss these positions.

The City of Marlborough does not discriminate on the basis of race, color, nation origin, sex, religion, age or disability in employment or the provisions of services

Lastly, I have included $200,000.00 for the Marlborough 2010 Corporation, d.b.a. the Marlborough Economic Development Corporation, for their continued support of economic development within the City. Last fall, the City Council approved an increase in the local hotel tax specifically intended for economic development. As you know, the home rule petition is pending before the legislature; therefore, the revenue generated by the increase in the hotel tax is currently being deposited into the general fund. Until such time as the stabilization account is approved, we must appropriate funds in our operating budget in order to use these additional funds for the purpose for which they were intended.

In addition, attached is a letter from City Solicitor Don Rider outlining Massachusetts General Law c. 44, § 32 detailing the forty-five day timetable for Council action on the FY12 Budget, as well as an order authorizing deficit spending in snow and ice accounts for FY12.

As always, please feel free to contact me with any questions or concerns.

Sincerely,

Nancy E. Stevens
Mayor

Enclosures

The City of Marlborough does not discriminate on the basis of race, color, nation origin, sex, religion, age or disability in employment or the provisions of services.

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

Nancy E. Stevens
MAYOR

Krista J. Holmi
EXECUTIVE AIDE

Katherine M. LaRose
EXECUTIVE SECRETARY

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 MAY -5 P 4:

May 5, 2011

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

RE: Transfer Requests - Department of Public Works

Honorable President Vigeant and Councilors:

I am submitting herewith the following intra-department transfer requests:

Transfer in the amount of $10,000 from account number 60080001-50580 (Sewer-Assistant Chemist) to account number 61090006-54620 (Water-Maintenance Trenches)

Transfer in the amount of $5,000 from account number 60080001-50580 (Sewer-Assistant Chemist) to account number 60080006-55660 (Sewer-Pumping Station Maint.)

Transfer in the amount of $3,000 from account number 60080001-50630 (Sewer-Assistant Commissioner) to account number 60085003-51310 (WWTP-Overtime Regular)

Transfer in the amount of $865 from account number 14001403-50745 (Fleet-Motor Equipment Repairman) to account number 14001303-51310 (Overtime-Regular)

Transfer in the amount of $750.00 from account number 14001506-54420 (Misc. Hand/Power Tool) to account number 14001403-51940 (Fleet-Clothing Allowance)

Transfer in the amount of $15,000 from account number 60080001-50630 (Sewer-Assistant Commissioner) to account number 61090003-51310 (Water-Overtime, Regular)

I have included a memo from Commissioner LaFreniere along with transfer details for your review. As always, please feel free to call with any questions or concerns.

Sincerely,

Nancy E. Stevens, Mayor

Enclosures

The City of Marlborough does not discriminate on the basis of race, color, ethnic origin, sex, religion, age or disability in employment or the provision of services.

CITY OF MARLBOROUGH
Department of Public Works
Office of the Commissioner
135 Neil Street
Marlborough, Massachusetts 01752
(508) 624-6910 Ext. 7200
Facsimile (508) 624-7699 TDD (508) 460-3610

May 4, 2011

Mayor Nancy Stevens
City Hall
140 Main Street
Marlborough, MA 01752

RE: DPW TRANSFER REQUESTS

Dear Mayor Stevens,

Enclosed herewith is the department's most recent request for inter-departmental transfers totaling $33,865. If approved, the transfers requested will, among other things, facilitate final trench repairs, sewer pumping station repairs and overtime in our Water & Sewer and Wastewater Divisions.

Each of the accounts we are seeking additional funds have been covered by surpluses within our operating budget as defined in the transfer request. Explanations for the transfers have also been included.

Should you have any questions regarding the above, please do not hesitate to contact me.

Sincerely,

Ronald M. LaFreniere, P.E.
Commissioner of Public Works

CITY OF MARLBOROUGH
--BUDGET TRANSFERS --

DEPT: PUBLIC WORKS

FISCAL YEAR: 2011

		FROM ACCOUNT:				TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
$31,022	$10,000	60080001	50580	Sewer- Assistant Chemist	$10,000	61090006	54620	Water- Maintenance Trenches	$2,015
		Funds available due resignation				Funds needed to repair trench areas resulting from emergency water main breaks and sewer blockages.			
$31,022	$5,000	60080001	50580	Sewer- Assistant Chemist	$5,000	60080006	55660	Sewer- Pumping Station Maint.	$307
		Funds available due resignation				Anticipated funds needed to repair and/or maintain pumping stations for remaining fiscal year.			
$44,199	$3,000	60080001	50630	Sewer- Assistant Commissioner	$3,000	60085003	51310	WWTP Overtime - Regular	$1,122
		Funds available due to retirement				Higher than expected use associated with plant upgrades.			
$44,199	$865	14001403	50745	Fleet- Motor Equipment Repairman	$865	14001403	51940	Fleet- Clothing Allowance	$200
		Funds available due to prior vacancy				New employee			
$44,199	$15,000	60080001	50630	Sewer- Assistant Commissioner	$15,000	61090003	51310	Water- Overtime -Regular	$12,590
		Funds available due to retirement				Anticipated funds needed for hydrant flushing program off hours ~5-week time frame and emergency coverage for remaining fiscal year			

Department Head signature:

Date: 5/4/11

City of Marlborough
Office of the Mayor
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Marlborough, Massachusetts 01752
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Nancy E. Stevens
MAYOR

Krista J. Holmi
EXECUTIVE AIDE

Katherine M. LaRose
EXECUTIVE SECRETARY

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CITY OF MARLBOROUGH
2011 MAY -6 P 3:47

May 4, 2011

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

RE: Transfer Request- Human Services

Honorable President Vigeant and Councilors:

I am submitting for your approval the following transfer requests:

Transfer in the amount of $1,420.01 from account number 112210006-57200 (Mayor- Out of State Travel) to account number 15270001-50595 (Human Services Director)

Transfer in the amount of $9,069.33 from account number 11990006-53031 (Main Street Fire) to account number 15270001-50595 (Human Services Director)

Transfer in the amount of $1,896.72 from account number 11620002-50550 (Elections- Head Clerk) to account number 15270001-50595 (Human Services Director)

The transfers will fund benefits associated with an employee's departure. Details are provided in the attached transfer sheet.

As always, please feel free to contact me with any questions or concerns.

Sincerely,

Nancy E. Stevens
Mayor

Enclosure

The City of Marlborough does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

5/5/2011

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Various

FISCAL YEAR: 2011

FROM ACCOUNT:						TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
$1,420.01	$1,420.01	11210006	57200	Mayor-Out of State Travel	$12,386.06	15270001	50595	Human Services Director	$10,618.02
	Reason:	Out of state travel has been completed for FY11				Vacation timed owed to departing employee			
$9,069.33	$9,069.33	11990006	53031	Main St Fire					
	Reason:	Project has been completed							
$45,749.90	$1,896.72	11620002	50550	Elections - Head Clerk					
	Reason:	Unfilled position							

Department Head signature: Lisa M. Thomas

Mayor signature: Nancy E. Stone

City of Marlborough
Office of the Mayor

Nancy E. Stevens
MAYOR

Krista J. Holmi
EXECUTIVE AIDE

Katherine M. LaRose
EXECUTIVE SECRETARY

140 Main Street
Marlborough, Massachusetts 01752
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RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 MAY -5 P 4:17

May 2, 2011

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

RE: Transfer Request – Library

Honorable President Vigeant and Councilors:

As submitted by Library Director Margaret Cardello, attached herewith is the following transfer request from the Library Department:

> Transfer in the amount of $3,200 from account number 16100001-50230 (Library Director) to account number 16100003-51259 (Part-time Reference Librarians)

This transfer is necessary to cover FY11 staff salaries for employees who worked in excess of budgeted hours to cover for vacations and absences.

As always, please feel free to contact me with any questions or concerns.

Sincerely,

Nancy E. Stevens
Mayor

Enclosure

The City of Marlborough does not discriminate on the basis of race, color, nation origin, sex, religion, age or disability in employment or the provisions of services.

City of Marlborough
Marlborough Public Library
35 West Main Street
Marlborough, MA 01752
Phone 508-624-6900 FAX 508-485-1494
TDD 508-460-3610

Margaret Cardello
Director

RECEIVED
APR 21 2011
MAYOR'S OFFICE
MARLBORO, MA 01752

April 21, 2011

Dear Mayor Stevens,

Attached is my request for a Budget Transfer. This request is being made to cover FY2011 payroll for the PT Reference Librarians.

These funds are needed because early in FY2011 staff worked more than the budgeted hours to cover vacations and other absences. By doing so they exceeded the budgeted amounts for these positions.

If you have any questions, please let me know.

Thank you.

Margaret Cardello

The City of Marlborough does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

4/21/2011

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: **Library**

FISCAL YEAR: **2011**

	FROM ACCOUNT:				TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
$13,312.00	$3,200	16100001	50230	Library Director	$3,200	16100003	51259	Part-time Reference Librarians	$7,452

Reason: Funds available due to position being filled at lower step.

Estimated additional funding needed to meet payroll for FY2011.

Department Head signature: Margaret Cardello

Mayor's signature: _____

City of Marlborough
Office of the Mayor

Nancy E. Stevens
MAYOR

Krista J. Holmi
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Katherine M. LaRose
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RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 MAY -5 P 4:13

May 4, 2011

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

RE: Order No. 11-10022887 Easterly Wastewater Treatment Plant Bond Authorization

Honorable President Vigeant and Councilors:

The FY07 sewer bond authorization has approximately $272,000 remaining. Based on confirmation from the City Comptroller Tom Abel, the FY07 funds may be used on the final design phase of the East Plant. I am, therefore, reducing the pending bond authorization request in the amount of $3,730,000 to $3,458,000.

Commissioner LaFreniere, Comptroller/Treasurer Tom Abel and I will be available to discuss this request.

As always, please feel free to contact me with any questions or concerns.

Sincerely,

Nancy E. Stevens
Mayor

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City of Marlborough
Office of the Mayor

Nancy E. Stevens
MAYOR

Krista J. Holmi
EXECUTIVE AIDE

Katherine M. LaRose
EXECUTIVE SECRETARY

140 Main Street
Marlborough, Massachusetts 01752
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RECEIVED
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CITY OF MARLBOROUGH
2011 MAY -5 P 12:13

May 4, 2011

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

RE: Green Communities Grant

Honorable President Vigeant and Councilors:

I am pleased to report that the Massachusetts Department of Energy Resources (DOER) Green Communities Division has reviewed and approved grant funding to the City of Marlborough in the amount of $217,125.00. This grant provides funding for eleven municipal energy-saving projects. Details are included in the attached documentation.

I would like to acknowledge the efforts of Conservation Officer Priscilla Ryder and Public Facilities Director John Ghiloni for their contributions in helping Marlborough achieve its designation as a "Green Community". These eleven projects will enable the City to make significant progress toward its energy and sustainability related goals.

As outlined in MGL, Chapter 44, Section 53A, I am recommending that the City Council approve the expenditure of these funds for the purposes outlined.

As always, please feel free to call with any questions or concerns.

Sincerely,

Nancy E. Stevens
Mayor

Enclosures

The City of Marlborough does not discriminate on the basis of race, color, nation origin, sex, religion, age or disability in employment or the provisions of services

City of Marlborough
Conservation Commission

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

Edward Clancy – Chairman
Dennis Demers
Michele Higgins
Lawrence Roy
John Skarin
Allan White
David Williams
Priscilla Ryder Conservation Officer

May 3, 2011

Nancy Stevens, Mayor
140 Main Street, City Hall
Marlborough, MA 01752

RE: Green Communities Grant Acceptance and Contract

Dear Mayor Stevens:

We are pleased to report that the Green Communities Division of the Department of Energy Resources (DOER) has approved the application submitted on behalf of the city to spend $217,125.00 in awarded grant funds. The funding will enable the city to take action on eleven projects which will help the city reduce its energy use significantly, saving the city money and will help the city reach its Green Communities designation goal of a 20% reduction in municipal energy use by 2014.

As required, we are submitting for your review a copy of: the grant approval letter, and a copy of the Notice of Grant Award form. We request that you submit this package to the City council for approval to expend the funds received for the purpose of the grant.

The following projects will be funded by this grant:

1. Purchase of a hybrid vehicle
2. Site evaluation for a solar PV system at the Easterly Waste Water Treatment Plant landfill
3. An Energy Efficiency Manager consultant to help manage all municipal buildings and find more opportunities for savings and efficiencies in the municipal operations and throughout the city
4. 355 Bolton Street- Police Station, lighting upgrades
5. 215 Maple Street- Fire station, lighting upgrades
6. 260 Boston Post Road- Fire Station, lighting upgrades
7. 104 Pleasant Street- Fire Station, lighting upgrades
8. 25 Union Street- Whitcomb School, vending miser controls, building performance optimization, upgrade the ventilation in the auditorium and large gym and small gym and library

9. 17 Washington Street- District Education Center, vending miser controls, occupancy sensors, and CO2 controls
10. 520 Farm Road – Kane School , vending miser controls, a VFD air unit, and occupancy sensors
11. 80 Foley Road- Richer School, boiler/burner replacement

John Ghiloni and I are prepared to make a presentation to the City Council outlining the projects approved in this grant award and answer any questions the Council may have regarding this grant award or the Green Communities program designation.

If you have any questions on the above, please contact us.

Sincerely,

Priscilla Ryder
Conservation Officer

John Ghiloni
Director of Public Facilities

CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD

DEPARTMENT: Public Facilities DATE: 3-May-11

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: John Ghiloni

NAME OF GRANT: Green Communities

GRANTOR: Green Communities Division, DOER Commonwealth of Mass

GRANT AMOUNT: $217,125.00

GRANT PERIOD: July 1, 2011- June 30, 2012

SCOPE OF GRANT/ ITEMS FUNDED: Funding for 11 separate projects see attachment for full list

IS A POSITION BEING CREATED: No, Energy Efficiency Manager will be a consultant

IF YES: CAN FRINGE BENEFITS BE PAID FROM GRANT?

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?

Quarterly reports to be submitted; Final report due at conclusion of project

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: On or before July 1, 2011

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

The following projects will be funded by this grant:

1. Purchase of a hybrid vehicle,
2. Site evaluation for a solar PV system at the Easterly Waste Water Treatment Plant landfill
3. An Energy Efficiency Manager consultant to help manage all municipal buildings and find more opportunities for savings and efficiencies in the municipal operations and throughout the city.
4. 355 Bolton Street- Police Station, lighting upgrades
5. 215 Maple Street- Fire station, lighting upgrades
6. 260 Boston Post Road- Fire Station, lighting upgrades
7. 104 Pleasant Street- Fire Station, lighting upgrades
8. 25 Union Street- Whitcomb School, vending miser controls, building performance optimization, upgrade the ventilation in the auditorium and large gym and small gym and library
9. 17 Washington Street- District Education Center, vending miser controls, occupancy sensors, and CO2 controls.
10. 520 Farm Road – Kane School , vending miser controls, a VFD air unit, and occupancy sensors
11. 80 Foley Road- Richer School, boiler/burner replacement

From: Pfister, Jane (EEA) [mailto:Jane.Pfister@state.ma.us]
Sent: Tuesday, April 19, 2011 1:46 PM
To: Mayor
Cc: Ghiloni, John; Brown, Kelly (ENE); Ryder, Priscilla
Subject: MARLBOROUGH--Green Community Grant Contract Documents

Mayor Stevens-

The City of MARLBOROUGH has applied to use grant funding of $ 217,125.00 to fund the purchase of a hybrid vehicle; a site evaluation for a solar PV system; an Energy Efficiency Manager position; and the following energy conservation measures: lighting upgrades at 355 Bolton Street, 215 Maple Street, 260 Boston Post Road, 104 Pleasant Street; vending miser controls, building performance optimization, upgrade the ventilation in the auditorium and large gym and small gym and library at 25 Union Street; vending miser controls, occupancy sensors and CO2 controls at 17 Washington Street; vending miser controls, a VFD air unit, and occupancy sensors at 520 Farm Road; boiler/burner replacement at 80 Foley Road.

DOER has reviewed and approved these projects with contingencies as applicable. The attached contract document, as well as 4 additional fiscal-related documents (EFT_FORM.pdf, comm_TermsConditions.doc, Contractor Authorized Signatory Listing.doc, Request for Taxpayer Identification Number and Certification (W-9).doc), together comprise a contract between DOER and the City for the funding awarded at the time of Marlborough's Green Community Designation. When all the documents have been returned signed and our Fiscal Director has signed and executed the contract, I will return a scanned copy to you for your records.

Please review these documents carefully. Let me know if you have any questions or propose making changes.

I draw your attention to the following elements in these contract documents to review and consider:

In **I. THE STANDARD CONTRACT** (page 1)

- The Contract Manager ,also the Authorizing Signature for the Contractor. This person must also be listed on the Contractor Authorized Signatory Listing document.

In **III. ATTACHMENT A – SCOPE OF GRANT AWARD** (beginning around pg 19)

- Contingencies
- Program Schedule
- Disbursement of Funds schedule

In **IV. ATTACHMENT B – BUDGET** (Note that first disbursement of funds is scheduled for Fiscal Year 2012, after July 1st, 2011)

Please return all signed documents to me by mail in a month's time including the **MUNICIPAL PROJECT APPROVAL LETTER** (Attachment C) on letterhead, if possible. I would appreciate an email when these documents are in the mail so I can look for them.

I look forward to working with you in the future.

Best regards,
Jane

Jane Pfister
Green Communities Grant Coordinator
Green Communities Division (DOER)
100 Cambridge Street, Suite 1020
Boston, MA 02114
Ph: 617.626-1194 Fax: 617.626.1181

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

Nancy E. Stevens
MAYOR

Krista J. Holmi
EXECUTIVE AIDE

Katherine M. LaRose
EXECUTIVE SECRETARY

RECEIVED
CLERK'S OFFICE
2011 MAY -5 P 4:

May 4, 2011

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

RE: City Re-precincting

Honorable President Vigeant and Councilors:

Political district boundaries must be redrawn every ten years after census information is released. Population changes are addressed, and districts which are reasonably equal in population are established to ensure accurate and proper representation.

Cities and towns must also adopt a re-precincting plan after being notified of the official data obtained from the 2010 federal census. I have provided copies of Marlborough's redrawn precinct maps as proposed by Secretary of State Galvin's office. Full-sized copies were provided to both the City Council office and the City Clerk's office.

As always, please feel free to call with any questions or concerns.

Sincerely,

Nancy E. Stevens
Mayor

Enclosures

The City of Marlborough does not discriminate on the basis of race, color, nation origin, sex, religion, age or disability in employment or the provisions of services.

The City of Marlborough

Draft

Map Prepared for the City of Marlborough
Courtesy of William F. Galvin, Census Liaison

Population is based on the official U.S. 2010 Census block-level data.

Minimum 5%	Target Population	Maximum 5%
2,612	2,750	2,888

Precinct Boundaries - - Marlborough

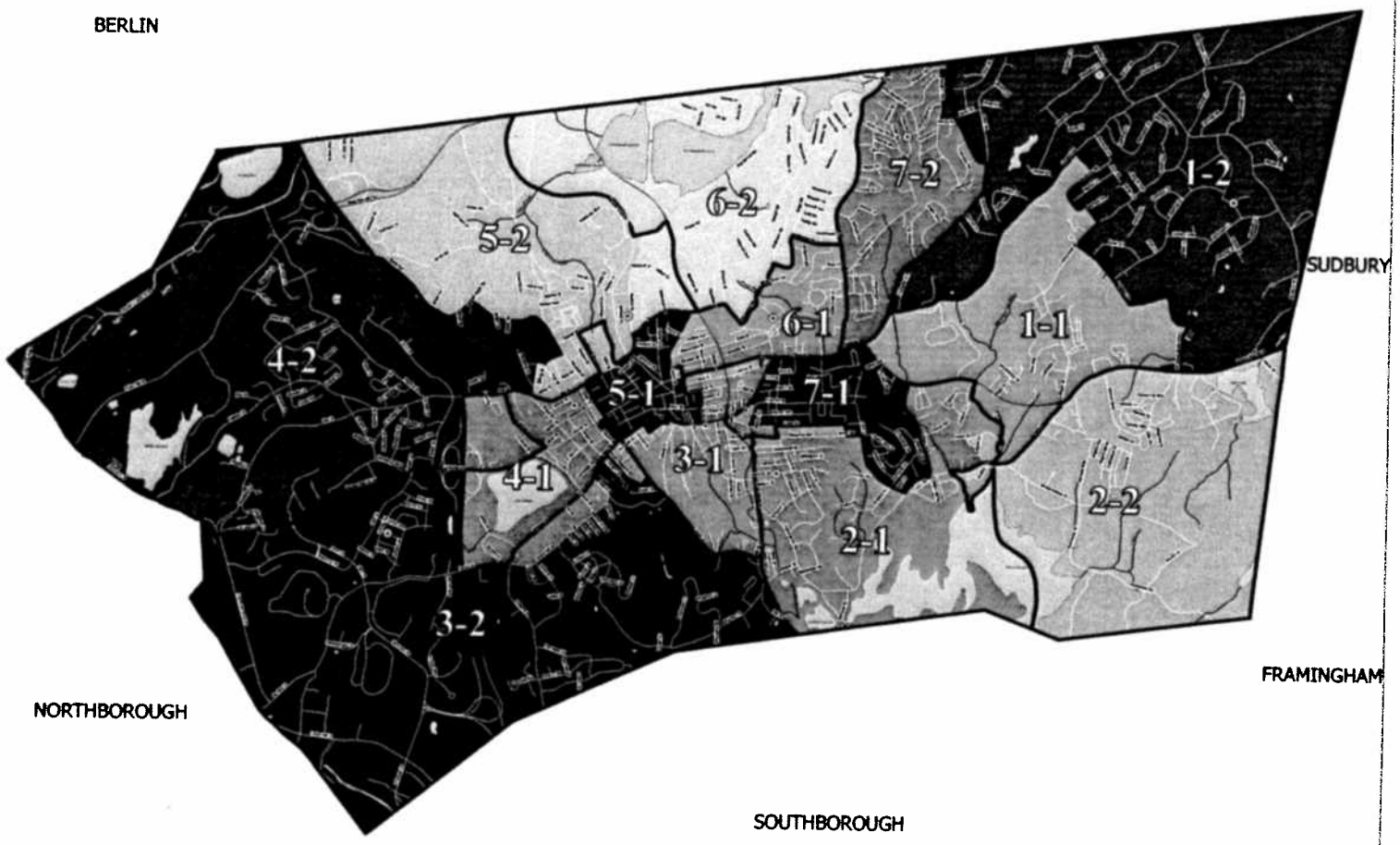
Current Precinct Boundaries

Precinct / Ward	2010 Population	Variance
1-1	2,777	0.98
1-2	2,712	-1.38
2-1	2,774	0.87
2-2	2,691	-2.15
3-1	2,832	2.96
3-2	2,634	-4.22
4-1	2,784	1.24
4-2	2,771	0.76
5-1	2,750	0.00
5-2	2,703	-1.71
6-1	2,794	1.60
6-2	2,810	2.18
7-1	2,708	-1.49
7-2	2,758	0.29

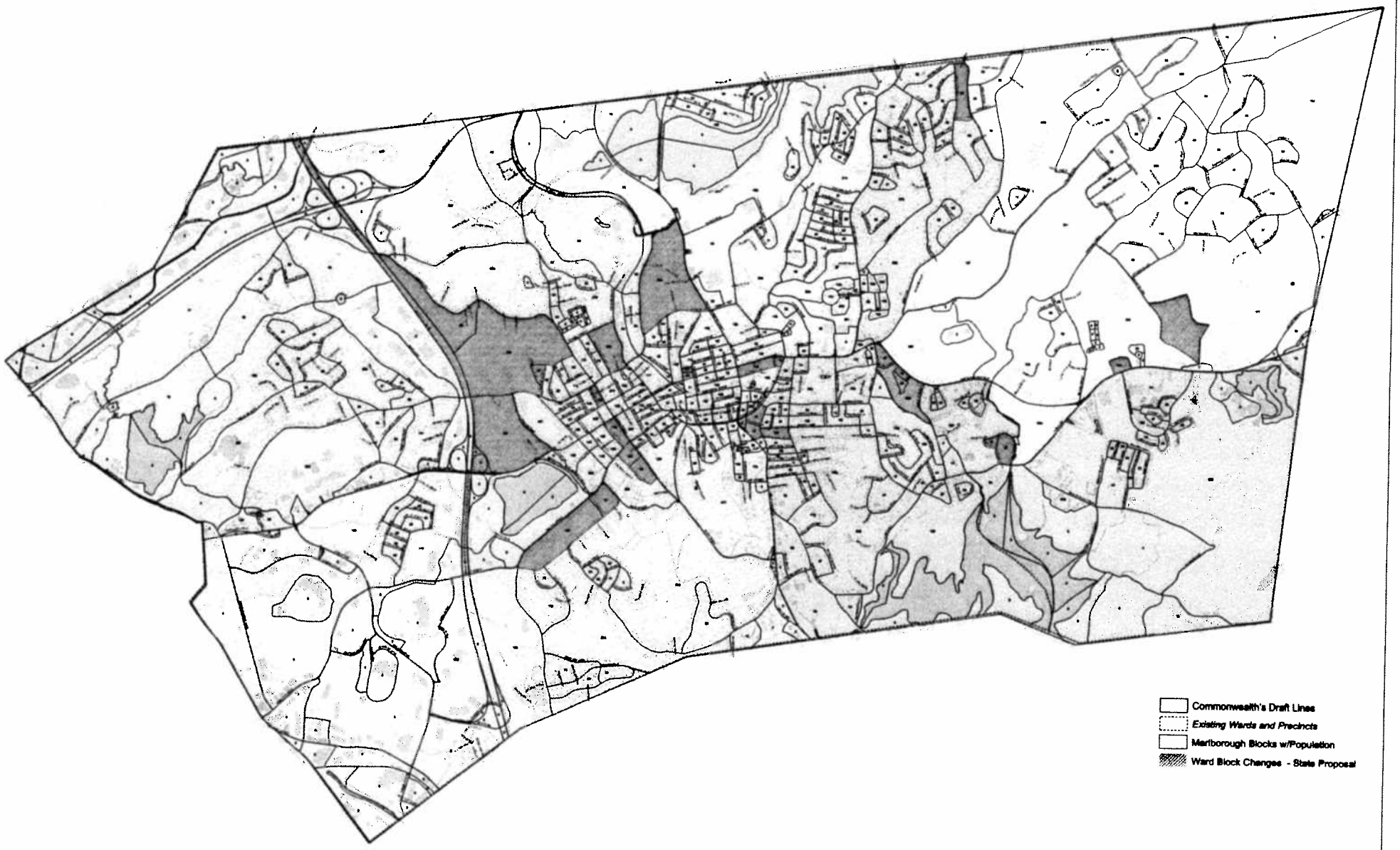
2010 Population - - 38,499

Boundaries effective December 31, 2011

0.25 0 0.25 0.5 0.75 Miles



Marlborough Reprecincting - Census 2010
Proposed Wards & Precincts Over Existing Lines



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

Nancy E. Stevens
MAYOR

Krista J. Holmi
EXECUTIVE AIDE

Katherine M. LaRose
EXECUTIVE SECRETARY

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 MAY -5 P 16:19

May 5, 2012

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

RE: Reappointments to Library Board of Trustees

Honorable President Vigeant and Councilors:

I submit for your approval the reappointments of Ray Hale, Janice Merk and Jean Peters to the Library Board of Trustees. Once approved, these members will continue their valued service for additional three-year terms expiring February 3, 2014.

As always, please feel free to call with any questions or concerns.

Sincerely,

Nancy E. Stevens
Mayor

The City of Marlborough does not discriminate on the basis of race, color, nation origin, sex, religion, age or disability in employment or the provisions of services.

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 MAY -6 A 11:27

CITY OF MARLBOROUGH
Department of Public Works
Office of the Commissioner
135 Neil Street
Marlborough, Massachusetts 01752
(508) 624-6910 Ext. 7200
Facsimile (508) 624-7699 TDD (508) 460-3610

May 5, 2011

President and Members
Marlborough City Council
City Hall, 140 Main Street
Marlborough, MA 01752

Re: Wireless Communications Facility (WCF) Special Variance – 402 Hudson Street, Marlborough, MA

Dear Councilors,

I have reviewed the application for a variance for a Wireless Communications Facility (WCF) at the city's former landfill site located at 402 Hudson Street, here in Marlborough. The application by U.S. Wireless, LLC is dated May 5, 2011 and as the department head charged with the care, custody and control of this property, I wholeheartedly support the application.

As you are aware, the proposed facility, in addition to hosting commercial wireless communications carriers, will also provide the City of Marlborough's Police, Fire, DPW, emergency management and City's Informational Technology departments with radio antenna communication equipment attachment space on the tower to facilitate and improve emergency, mutual aid, and day-to-day communications into the City's public safety communications center.

As you are also aware, the former landfill site is the subject of a master plan for new recreation facilities which we hope to develop in the near future. By locating the proposed WCF on leased property under the control of the city of Marlborough, income

generated from the lease agreement could provide a dedicated revenue stream to help construct and/or maintain the proposed recreation facilities.

I respectfully request your favorable consideration of this application and as always, should you have any questions regarding my support of this proposal, please do not hesitate to contact me.

Sincerely,

Ronald M. LaFreniere, P.E.
Commissioner of Public Works

Cc: Nancy E. Stevens, Mayor
Mark Leonard, Police Chief
Rick Plummer, Fire Chief
Don Cusson, Emergency Management Director

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

CITY OF MARLBOROUGH
OFFICE OF THE CITY CLERK

APPLICATION TO CITY COUNCIL FOR ISSUANCE OF SPECIAL PERMIT

1. Name and address of Petitioner or Applicant: US Wireless, LLC, One Mifflin Place, Suite 400
119 Mount Auburn Street, Cambridge, MA, 02138

2. Specific Location of property including Assessor's Plate and Parcel Number. Plate 30, Parcel 4

402 Bolton Street (formerly known as 402 Hudson Street, Marlboro, MA

3. Name and address of owner of land if other than Petitioner or Applicant:

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

4. Legal interest of Petitioner or Applicant (owner, lessee, prospective owner, etc.)

Lessee

5. Specific Zoning Ordinance under which the Special Permit is sought:

Article V Section 20

6. Zoning District in which property in question is located: LI Light Industrial

7. Specific reason(s) for seeking Special Permit.

To construct a Wireless Communications Facility consisting of a 180' tall monopole tower with ancillary antennas and ground based telecommunications equipment within a 49' x 59' fenced in compound on land owned by the City of Marlborough

8. List of names and addresses of abutter. SEPARATE SHEET ATTACHED

PETITION IS HEREBY MADE FOR THE ISSUANCE OF A SPECIAL PERMIT BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH AND IS BASED ON THE WITHIN PETITION OR APPLICATION AS FILED HEREWITH AND MADE PART OF SAID PETITION.

US Wireless, LLC
Ron L. Hess President
Signature of Petitioner or Applicant

Address: One Mifflin Place, Suite 400
119 Mount Auburn Street,
Cambridge, MA, 02138

Telephone No. 617 441 6713

Date: May 5, 2011
City Clerk's Office

City of Marlborough, Massachusetts
CITY CLERK DEPARTMENT

Lisa M. Thomas
City Clerk

FUEL STORAGE WORKSHEET TO BE COMPLETED BY APPLICANT

Company Name: Finishmaster

Company Telephone Number: 508-485-3712

Officer's Name: Finishmaster INC. 54 Monument Circle. Indianapolis, IN. 46204

Officer's Telephone Number: 317-237-3678

Location of Land: 272 Lincoln st.

Map & Parcel Number: 0069-523A

Nearest Cross St.: Highland st.

Owner of Land: Kids Realty

Owner's Address: 50 Prouty ln. Worcester, Ma. 01602

Number of buildings or other structures to which this application applies:

One

Occupancy or use of such buildings:

auto Paints & Supplies

Total capacity of tanks in gallons - Above Ground: 890 Gal. Underground: _____

Kind of fluid to be stored in tanks: class 1

Paul McNeil Tel. # 508-752-0626

GMG ENVIROSAFE™
525 Orchard - Suite 300
Winnetka, IL 60093
Ph: 847.740.9177 Fax:847.740.1635

SARA Title III, Tier II Profile for Jan 1 - Dec 31, 2010

Company Name	Address	City, State Zip	County:
FinishMaster, Inc. #083	272 Lincoln Street	Marlboro, MA 01752	Middlesex
Manager	**Emergency Contact Person #2**	**Store Phone #**	**Fax Number**
Mr. Jeff Merlin	Paul Pomeranz	508-485-3712	508-485-5460
Emergency 24 Hr. phone	**Emer. Contact #2-24 hr. phone:**	**EMS Coordinator**	**Operations Manager**
508-829-7620	508-887-6928	Jeff Merlin	Paul McNeil
MSDS Location	**Emergency Grouping Location**	**Fire Dept. Address:**	215 Maple Street, Marlboro, MA 01752
under the counter	the back of parking lot		

Preferred Emergency Care Facility	Emer. Fac. Phone #	Use Forklifts?	# of Vehicles:	# of Employees
Marlborough Hospital	508-486-5500	No	2	3

Emer. Fac. Address: 157 Union Street, Marlborough, MA

HAZ. WASTE INFORMATION

Annual. Waste Amt. Gen (Gal.) 2009	10	2010?
Max Mnthly Waste Gen past yr. (Gal) 2009	1	2010?

Do you have a spray enclosure with replaceable filters in your facility? Yes No ✓

TRAINING INFORMATION: (Date last conducted)

Employee Right to Know Training	12/1/2009
HM126f (DOT)Training	12/3/2010
Forklift Training	

EPA # MV5084853712

Email Address: 83marlboro@Finishmaster.c

Chemical Inventory Information

Paint (Solvb) @ 11 lbs./ gal. Solvents @ 8 lbs./ gal.
Pretreatments @ 8 lbs./ gal. Aerosol Pnt @ 6 lbs./ gal.
Misc.(Sealants, Hardeners, Adhesives, etc @ 10 lbs./ gal.
Fillers Putties @ 10 lbs./gal Paint (Waterb) @ 10 lbs./ gal.
Anti-Freeze @ 8 lbs./ gal. Polishes @ 10 lbs./ gal.

	Maximum Daily Amt. Current Inv. Amt. in Pounds	If changes need to be made please enter below.
Paint (Solv based)	3295 — 300 Gal.	890 Gal.?
Solvents	2150 — 275	
Pretreatments	909 — 115	
Aerosol Paint Mixtures	115 — 20	
Misc.(Adhes.,Hardeners,Sealants,etc.)	1137	
Paint (Waterborne)	441	
Fillers Putties	541	
Anti-Freeze	0	
Polishes	1049	

Storage Containers:
D - Steel Drum; E - Plastic or non-metallic drum; F - Can; G - Carboy; I - Fiber Drum; J - Bag; K - Box; L - Cylinder; M - Glass bottle or jug; N - Plastic bottle or jug; O - Tube

	If different from what is shown, please enter corrections here:
Paint (Solv based)	D-E-N
Solvents	D-E
Pretreatments	E-F
Aerosol Paint Mixtures	F
Misc.(Adhes.,Hardeners,Sealants,etc.)	D,E,F,J,L,N
Paint (Waterborne)	
Fillers Putties	L,N
Anti-Freeze	
Polishes	N

Please review the information contained in this questionnaire. Please enter any information that is missing. If a block already has information in it, review for accuracy. If accurate, please mark with your initials. If inaccurate, please make any changes and mark with your initials. Please sign the questionnaire below to confirm accuracy.

Manager

Tuesday, February 01, 2011

Please fax the completed questionnaire to 1.847.740.1635 immediately. Thank you.

nationalgrid

RECEIVED
CITY CLERK'S OFFICE
CITY OF
2011 MAY -4 A 10:47

Memorandum

To: Town Clerk

From: Thomas P. O'Neill, Senior Counsel

Date: May 3, 2011

Subject: Massachusetts Electric Company d/b/a National Grid Annual Return

---

Dear Sir/Madam:

In accordance with G.L c. 164 § 84A enclosed is a copy of the condensed annual return to the Massachusetts Department of Public Utilities for Massachusetts Electric Company d/b/a National Grid to be kept on file and open to public inspection during office hours.

40 Sylvan Road, Waltham, MA 02451
T: 781-907-1809 ■ F: 781-907-5701 ■ thomas.p.oneill@us.ngrid.com

MASSACHUSETTS ELECTRIC COMPANY — YEAR ENDED DECEMBER 31, 2010

BALANCE SHEET

See Copy of Balance Sheet Filed with the DPU Return Attached

Title of Account	Balance End of Year	Title of Account	Balance End of Year
	$		$
UTILITY PLANT		**PROPRIETARY CAPITAL**	
Utility Plant		**CAPITAL STOCK**	
OTHER PROPERTY AND INVESTMENTS		Common Stock Issued	
Nonutility Property		Preferred Stock Issued	
Investment in Associated Companies		Capital Stock Subscribed	
Other Investments		Premium on Capital Stock	
Special Funds		Total	
Total Other Property and Investments		**SURPLUS**	
CURRENT AND ACCRUED ASSETS		Other Paid-In Capital	
Cash		Earned Surplus	
Special Deposits		Surplus Invested in Plant	
Working Funds		Total	
Temporary Cash Investments		Total Proprietary Capital	
Notes and Accounts Receivable		**LONG-TERM DEBT**	
Receivables from Associated Companies		Bonds	
Materials and Supplies		Advances from Associated Companies	
Prepayments		Other Long-Term Debt	
Interest and Dividends Receivable		Total Long-Term Debt	
Rents Receivable		**CURRENT AND ACCRUED LIABILITIES**	
Accrued Utility Revenues		Notes Payable	
Misc. Current and Accrued Assets		Accounts Payable	
Total Current and Accrued Assets		Payables to Associated Companies	
DEFERRED DEBITS		Customer Deposits	
Unamortized Debt Discount and Expense		Taxes Accrued	
Extraordinary Property Losses		Interest Accrued	
Preliminary Survey and Investigation Charges		Dividends Declared	
Clearing Accounts		Matured Long-Term Debt	
Temporary Facilities		Matured Interest	
Miscellaneous Deferred Debits		Tax Collections Payable	
Total Deferred Debits		Misc. Current and Accrued Liabilities	
CAPITAL STOCK DISCOUNT AND EXPENSE		Total Current and Accrued Liabilities	
Discount on Capital Stock		**DEFERRED CREDITS**	
Capital Stock Expense		Unamortized Premium on Debt	
Total Capital Stock Discount and Expense		Customer Advances for Construction	
REACQUIRED SECURITIES		Other Deferred Credits	
Reacquired Capital Stock		Total Deferred Credits	
Reacquired Bonds		**RESERVES**	
Total Reacquired Securities		Reserves for Depreciation	
Total Assets and Other Debits		Reserves for Amortization	
		Reserve for Uncollectible Accounts	
		Operating Reserves	
		Reserve for Depreciation and Amort. of Nonutility Property	
		Reserves for Deferred Federal Income Taxes	
		Total Reserves	
		CONTRIBUTIONS IN AID OF CONSTRUCTION	
		Contributions in Aid of Construction	
		Total Liabilities and Other Credits	

NOTES:

MASSACHUSETTS ELECTRIC COMPANY YEAR ENDED DECEMBER 31, 2010

STATEMENT OF EARNED SURPLUS

	$	
Unappropriated Earned Surplus (at beginning of period)		
Balance Transferred from Income		
Miscellaneous Credits to Surplus		
Miscellaneous Debits to Surplus		
Appropriations of Surplus		
Net Additons to Earned Surplus		
Dividends Declared -- Preferred Stock		
Dividends Declared -- Common Stock		
Unappropriated Earned Surplus (at end of period)		

ELECTRIC OPERATING REVENUES

Account	Operating Revenues	
	Amount for Year	Increase or (Decrease) from Preceding Year
SALES OF ELECTRICITY	$	$
Residential Sales	670,133,034	-148,702,666
Commercial and Industrial Sales		
Small (or Commercial)	251,292,298	-37,835,880
Large (or Industrial)	40,649,229	8,443,780
Public Street and Highway Lighting	1,522,265	-444,143
Other Sales to Public Authorities		
Sales to Railroad and Railways		
Interdepartmental Sales		
Miscellaneous Electric Sales		
Provision for Rate Refunds	-56,703,861	-36,462,302
Total Sales to Ultimate Consumers	906,892,965	-215,001,211
Sales for Resale	460,831	-365,700
Total Sales of Electricity	907,353,795	-215,366,912
OTHER OPERATING REVENUES		
Forfeited Discounts	2,235,614	-405,710
Miscellaneous Service Revenues	195,744,120	11,061,095
Sales of Water and Water Power	0	0
Rent from Electric Property	12,798,089	4,168,629
Interdepartmental Rents	0	0
Other Electric Revenues	927,605,417	118,928,692
Total Other Operating Revenues	1,138,383,240	133,752,706
Total Electric Operating Revenues	2,045,737,035	-81,614,206

SUMMARY OF ELECTRIC OPERATION AND MAINTENANCE EXPENSES

Functional Classification	Operation	Maintenance	Total
Power Production Expenses	$	$	$
Electric Generation:			
Steam Power			0
Nuclear Power			
Hydraulic Power			
Other Power		0	0
Other Power Supply Expenses	927,794,163		927,794,163
Total Power Production Expenses	927,794,163		927,794,163
Transmission Expenses	311,078,027	1,046,935	312,124,962
Distribution Expenses	83,770,402	58,918,207	142,688,609
Customer Accounts Expenses	175,444,168		175,444,168
Sales Expenses	72,694		72,694
Administrative and General Expenses	169,138,703	810,761	169,949,464
Total Electric Oper. and Maint. Expenses	1,667,298,157	60,775,903	1,728,074,060

CITY OF MARLBOROUGH
OFFICE OF TRAFFIC COMMISSION
140 MAIN STREET
MARLBOROUGH, MASSACHUSETTS 01752

Traffic Commission
+

The Regular Meeting of the Traffic Commission was held on Tuesday, February 22, 2011 at 10:00 a.m. in the City Council Committee Room, City Hall. Members present: Chairman Police Chief Mark Leonard, Vice Chairman – DPW Commissioner Ronald LaFreniere, Fire Chief Ricky Plummer and City Clerk Lisa Thomas. Also present: Asst. City Engineer Tim Collins, Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Tuesday, December 21, 2010.

MOTION was made, seconded, duly VOTED:
To APPROVE.

2-New Business

2a. Communication from Councilor Clancy, re: parking at Rail Trail head on Lincoln Street.

Councilor Clancy asked if there was a designated parking area at this location. He commented that this area is often filled with cars from the new beauty salon and that they obstruct the entrance to the trail forcing people to walk into the street to get around them. Tim Collins provided a map of this location with the area in question highlighted. Chief Leonard advised that there is no plan for parking here. It is a very difficult place to pull in and out. Parking should be formally restricted. It is not a problem now due to the fact that the trail is still covered with snow but it will be soon.

MOTION was made, seconded, duly VOTED to refer to ENGINEERING for review and to determine the proper wording for the regulation to restrict parking and to the POLICE DEPARTMENT for enforcement.

2b. Communication from Rich Holland, re: parking in Municipal lot on Granger Blvd. @ Florence St.

Mr. Holland is concerned about the large influx of people that are parking in this lot all day, i.e. employees of the Post Office, Middlesex Cooling, Marlborough Locksmith and

the new Marlborough Savings Bank. This leaves little room for both employees of his building and their clients. Tim Collins provided a map of this location which indicates a total of 19 spaces with a 2 hour parking restriction and 2 handicapped spaces in front of his building and 25 spaces in the municipal lot. Chief Leonard commented that we are not in the business of determining who can park where. He said that he recently drove by this area and observed 3 open spots in the bank of 2 hour parking. He also drove through the parking decks and found plenty of parking available though the decks do tend to fill up during a snow storm. Ron LaFreniere said that he has never seen a situation where no parking is available on the top of either deck. The problem is that those businesses that abut the lot feel that it is "their" lot. The Commission determined that there is plenty of parking available and that this issue will not be put on the agenda again, unless there is an unusual circumstance.

MOTION was made, seconded, duly VOTED to ACCEPT and PLACE ON FILE.

2c. Communication from Pam Wilderman, re: parking on Belmont and Newton Streets.

Pam and Tim Collins visited these 2 streets on December 6, 2010. In her follow up correspondence to the Traffic Commission, Pam indicated that there are a number of locations on both streets where parking issues would be generated. She outlined them under 5 main categories: 1) Illegal Driveways 2) Property Use Expansion 3) Blight 4) Commercial Vehicles/Oversized Vehicles and 5) Lack of Information/Consideration. Tim commented that there was a building that seemed to be used as a boarding house.

MOTION was made, seconded, duly VOTED to TABLE for now as Pam was not able to attend the meeting.

2d. Communication from Pam Wilderman, re: Sign on Maple @ Walker Street.

Pam indicates in her correspondence that her office, the City Council office and the Mayor's office have received numerous complaints concerning the brightness of this sign and its adverse effect on visibility for vehicle traffic. Chief Leonard advised that he has looked at this sign several times and does not see the problem. He commented that the sign is on the side of the building itself. Tim noted that the colors on the sign are constantly changing and that when the background changes to white it is, in fact, extremely bright. Pam's concern is from a safety standpoint as the driver's attention is diverted from the intersection to the sign. Ron LaFreniere advised that he travels this road often and will monitor the sign and let the chief and others know.

MOTION was made, seconded, duly VOTED to TABLE for now and discuss in further detail at the next meeting.

2e. Request for HP Parking on Cotting Ave.

This request came from a disabled individual in this area. He was concerned about parking here and wanted to know if a handicapped spot could be designated. Chief Leonard believes that this individual does have a parking space on Cotting Ave. but that it was plowed in over the winter. The resident then received a ticket because he had to park elsewhere. He could not utilize HP spaces in the city lot because of the distance.

Chief Leonard believes that this issue may have rectified itself now that the snow is gone. The Commission is reluctant to designate a handicapped spot on a public way. At the time of this meeting Chief Leonard had left a message for the resident but did not hear back.

MOTION was made, seconded, duly VOTED to TABLE until Chief Leonard is able to speak with the resident about the current status.

3-Old Business

3c. Stop signs on Bigelow Street.

The dates that Chief Leonard had originally tried to schedule a community meeting did not work for the entire committee. A new date was to be discussed at the January meeting; however, the meeting never took place due to bad weather. The Commission briefly reviewed the stop sign options to be presented at the community meeting, i.e. 1) remove all 2) leave as is 3) remove some (at Shea, Doucette and Nashoba) with the potential for new sidewalks to accommodate pedestrian traffic. Tim Collins has put together a power point presentation for the meeting. Abutters will need to be notified. The meeting will be posted on the city website and Councilors Pope and Tunnera will flyer the neighborhood. A notice could also be sent out through the reverse 911 system. The Commission is hoping to hold the meeting at Hillside School and is tentatively scheduled for April 13th at 7:00 pm.

MOTION was made, seconded, duly VOTED to refer to CHIEF LEONARD to finalize the date for the meeting and confirm the location with Councilor Pope.

3f. Communication from Margaret Eddy, re: Request for a crosswalk near 295 Donald Lynch Blvd.

Chief Leonard put together the regulation for the new crosswalk on Donald Lynch Blvd. It was determined that the best location was east of the driveway of #290, where there is a break in the roadway at the island.

MOTION was made, seconded, duly VOTED to APPROVE the new regulation for the crosswalk as noted above.

3g. Communication from Kate and Nathan Watkins Re: Traffic/speeding concerns on Lincoln St. near Ryan Court.

Tim Collins put together a memo to the Traffic Commission, dated 1/25/11, indicating two conflicts he noticed in the Rules and Regulations when researching this issue. He included a map which illustrates the conflict. An original regulation from 1/29/04 indicates no parking on both sides of Lincoln Street from Stevens Street continuing westerly for 120 feet. A new regulation was added 6/21/94 extending the no parking westerly to Ryan Court. Tim noted that the first regulation should have been repealed. On 10/14/97 a new regulation was added to extend the no parking on the north side from East Main to Bolton. When the new regulation was adopted the preceding regulation should have been amended to reflect the south side only.

MOTION was made, seconded, duly VOTED to refer to CHIEF LEONARD to amend the regulations to alleviate all conflict as outlined in Tim's memo of 1/25/11.

3j. Traffic regulations at the elderly housing properties.

Tim Collins prepared a memo to the Traffic Commission, dated 1/25/11, in which he outlined the three senior housing locations, i.e. 1) 240 Main Street 2) 20 Pleasant Street and 3) 397 Bolton Street, and the proposed parking regulations that he discussed with Julie Pappazisis – the Senior Housing Director. His memo includes a diagram of each location with the proposed regulations clearly indicated. Tim also included a diagram of Map 43 Parcel 88 which is the 9.53 Acres owned by the Recreation Dept. This is the area which includes the senior housing complex at 397 Bolton St. This area is being utilized by Elderly Housing, the Rec. Dept., the Police Dept. and the School Dept., however was never formally divided. He needs to get in touch with Legal to resolve the ownership issues before any formal regulations can be put into place. Ron agreed that this area should be formally divided by the way the area is currently being used. The issue needs to be brought before the City Council to legally determine who has "care, custody and control" over each area.

MOTION was made, seconded, duly VOTED to refer to CHIEF LEONARD to prepare the regulations that he could, as outlined in Tim's memo, and to ENGINEERING to work on outstanding issues.

3a. Municipal off street parking regulation.

MOTION was made, seconded, duly VOTED:
To TABLE.

3b. High School parking regulations.

MOTION was made, seconded, duly VOTED:
To TABLE.

3d. Traffic Commission rules and regulations update.

MOTION was made, seconded, duly VOTED:
To TABLE.

3e. Communication from Councilor Tunnera, re: Parking issues on Belmont Street.

MOTION was made, seconded, duly VOTED:
To TABLE.

3i. Communication from Capt. D'Amico, MFD, re: Parking on Newton St.

MOTION was made, seconded, duly VOTED:
To TABLE.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 11:24 p.m.

Respectfully submitted,
Karen L. Lambert - Records Clerk, MPD

List of documents and other exhibits used at the meeting:

- Meeting Agenda for Tuesday, February 22, 2011

-Includes the following attachments:

*New City of Marlborough Meeting Posting Notice

*E-mail from Councilor Clancy to Chief Leonard, dated 1/1/11, re: Park at trail head. Follow up e-mails from Karen Boule and Tony Trodella, dated 1/3/11.

*E-mail from Rich Holland to Chief Leonard, dated 1/5/11, re: Municipal Parking Lot.

*E-mail from Pam Wilderman to Chief Leonard, dated 12/10/10, re: Parking issues Newton and Belmont with correspondence attached. 1) 12/8/10 letter to Traffic Commission re: issues at Newton and Belmont 2) 12/9/10 letter to Traffic Commission re: Sign and Maple and Walker Streets and 3) Sample Letter for On-Street Parking.

*E-mail from Chief Leonard to Traffic Commission Members, dated 12/22/10 re: Bigelow St. Stop Sign Meeting.

*Amendment to Rules and Regulations of Traffic Commission re: Crosswalk on Donald Lynch Blvd.

*E-mail from Katharine LaRose to Chief Leonard, dated 2/15/11, re: Resident call – 8 Cotting Ave.

*Draft of Minutes from Traffic Commission Meeting of 12/21/10.

-Additional Handouts

*Map of Municipal Parking Lot on Granger Blvd. @ Florence Street.

*Map of intersection of Lincoln St. & Highland St. w/ Assabet River Rail Trail head highlighted.

*Memo from Tim Collins to Traffic Commission, dated 1/25/11, re: Parking Regulations – Lincoln Street, East Main Street to Ryan Court (including map with notations re: conflicting parking regulations).

* Memo from Tim Collins to Traffic Commission, dated 1/25/11, re: Proposed parking regulations – Elderly Housing Complexes with corresponding maps for each location.

*Map 43 Parcel 88 – 9.53 Acres owned by Recreation Department.

CITY OF MARLBOROUGH
OFFICE OF TRAFFIC COMMISSION
140 MAIN STREET
MARLBOROUGH, MASSACHUSETTS 01752

Traffic Commission

The Regular Meeting of the Traffic Commission was held on Friday, April 1, 2011 at 9:00 a.m. in the City Council Committee Room, City Hall. Members present: Chairman Police Chief Mark Leonard, Vice Chairman – DPW Commissioner Ronald LaFreniere, Fire Chief Ricky Plummer and City Clerk Lisa Thomas. Also present: City Engineer Thomas Cullen, Asst. City Engineer Tim Collins and Jr. Civil Engineer Josh Reinke, Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Tuesday, February 22, 2011.

MOTION was made, seconded, duly VOTED:
To APPROVE.

2-New Business

2a. Communication from Ann Richards, AMSA Charter School, re: School zone on Forest Street.

The letter from Ann Richards indicates that they are also requesting "two illuminated 'slow/school is open' signs on Forest Street". AMSA would be willing to assume the cost to purchase these signs. A brief discussion about sign requirements followed. AMSA is really just looking for a warning sign. Chief Leonard said that the issue of the school zone has come before the commission before; however, initially there was no crosswalk at this location. There currently is a crosswalk and a crossing guard here though there are still very few walkers. Ron commented that there are more students at the school then when we first addressed the issue. This area of the roadway has also been reconstructed. It makes sense to revisit the issue.

MOTION was made, seconded, duly VOTED to refer to ENGINEERING for their review and recommendation.

Suspension of Rules –

Several new items brought up that were not included on today's agenda:

1) Correspondence from Craig Macauley, re: safety issue at intersection of Bolton Street and Washington Street.

Ron LaFreniere advised that the DPW has also received this request and that they are planning on repainting the crosswalk.

2) Correspondence from Barbara Bouthilette, re: No Parking Any Time signs on Harrison Place.

Ms. Bouthilette's correspondence indicates that the sign has been moved and that she has trouble getting out of her driveway when cars are parked on the street. Ron advised that the DPW is aware of this issue and will take care of it.

3) E-mail from Kate LaRose regarding the crosswalk at the Renaissance Lofts.

Mr. & Mrs. Daly, new residents of the complex, have expressed concerns about safety in the area of the crosswalk. They would like to see a warning sign for the crosswalk and possibly have it more brightly painted so it stands out.

Ron advised that the DPW will also look into this issue.

3-Old Business

3c. Stop signs on Bigelow Street.

Chief Leonard advised that the notice about the community meeting has been placed on the city website. It indicates that it is open to "area residents". On Monday, 4/4/11, the reverse 911 call will go out advising of the meeting which will be held on Wednesday 4/13 at 7:00pm at Hillside School. It was determined that the group did not need to meet again prior to the meeting. Chief Leonard, however, did ask if Tim Collins could e-mail the PowerPoint presentation to the group. He also asked if Tim could prepare some handouts as a backup. This will be an informational meeting to gather information from residents and present alternatives. Chief Leonard will follow up with Councilor Pope on materials needed at the meeting, i.e. projection screen, microphone, extension cord, tables etc. He will also forward a meeting posting notice to Lisa. Ron also advised that the sign board will be put into place on Bigelow Street to advertise the meeting.

MOTION was made, seconded, duly VOTED to refer to 1) Chief Leonard to follow up with Councilor Pope on required items for meeting and to forward meeting posting to Lisa Thomas 2) DPW for placement of the sign board and 3) to Tim Collins to e-mail PowerPoint presentation to all members.

3g. Communication from Kate and Nathan Watkins Re: Traffic/speeding concerns on Lincoln St. near Ryan Court.

Chief Leonard drew up the revised regulations (3 in total) as per Tim Collins' memo of 1/25/11 and presented them to the Commission for a vote. Two of the revisions delete existing regulations that caused an overlap and confusion. The third creates the new regulation adding No Stopping, Standing or Parking on the south side of Lincoln Street from Ret. 20, westerly to the easterly side line of Ryan Court.

MOTION was made, seconded, duly VOTED to APPROVE the three regulations as noted above. Chief Leonard will forward to Lisa Thomas for advertisement.

3m. Communication from Pam Wilderman, re: Sign on Maple @ Walker Street.

Chief Leonard advised that he does not see a problem with this issue from a Traffic Commission standpoint, however, he would like to discuss with Pam in more detail.

MOTION was made, seconded, duly VOTED to TBALE until Pam Wilderman is available for further discussion.

3d. Traffic Commission rules and regulations update.

Lisa brought this issue up again and advised that the manual really needs to be updated soon. There are at least 55 new additions to the manual since Lisa last worked on it. She advised that the city hired an outside firm to update the city's General Code. They updated the manual and put it online. She is now hoping to utilize this same firm to update the traffic commission rules and regs. manual. She submitted all the info. and they gave her a figure of $5,000. With the city code, any amendments are added to the top section and then are periodically reinserted into the proper section. There is also a yearly fee for maintenance/updating amendments. All agreed that this is something that needs to be done.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to discuss with Mayor Stevens.

3i. Communication from Councilor Pope, re: Pedestrian crossing concerns near Hillside School.

MOTION was made, seconded, duly VOTED to TABLE until later into Spring.

3j. Traffic regulations at the elderly housing properties.

Chief Leonard had hoped to get together with Tim prior to the meeting to discuss this issue in more detail. It appears that parking would be allowed in "designated spaces only" but there was confusion as to how this should be handled in each of the housing properties. Ron advised that when dealing with private property, it would be easier to approve a Grant of Authority and have the site plan be a part of the regulation for reference purposes. It would be easier to refer to an approved site plan. There is already a section in the document for Approved Site Plans. Chief Leonard asked if the parking regs. at these locations could fall under the section for "No Parking Anytime". The problem here is that there are no street names to list. Ron asked about how parking is restricted in the parking decks on the ramps etc. Tim referred to a section in the manual

where he believed the restriction would fit: Article 4, Stopping and Standing, Section 22-10, however, the commission would first need a Grant of Authority from Elderly Housing.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to discuss with Tim in more detail.

3k. Communication from Councilor Clancy, re: parking at Rail Trail head on Lincoln Street.

Tim advised that Highland Street is scheduled for reconstruction. As part of the project, granite curbing will be put in place along with more landscaping that will narrow the pavement area in question.

MOTION was made, seconded, duly VOTED to DELETE this item from the agenda as it will be dealt with as part of the reconstruction project.

3h. Communication from Pam Wilderman, re: parking on Belmont and Newton Streets.

Tim commented that he believes Pam's letters were sent out, however, they do not appear to be working. Also, the parking ban ended March 15 and he anticipates more vehicles in the area.

MOTION was made, seconded, duly VOTED to TABLE as Pam was not able to attend the meeting.

3e. Communication from Councilor Tunnera, re: Parking issues on Belmont Street.

MOTION was made, seconded, duly VOTED to TABLE as Councilor Tunnera was unable to attend the rescheduled meeting.

3a. Municipal off street parking regulation.

MOTION was made, seconded, duly VOTED:
To TABLE.

3b. High School parking regulations.

MOTION was made, seconded, duly VOTED:
To TABLE.

<u>Suspension of Rules</u> –

Items not on Agenda:

1) Parking of Commercial Vehicles on Public Way

Chief Leonard advised that he was approached by Councilor Vigeant about a situation on Brown Street where a truck was parked in front of a neighbor's property. There is currently no parking restriction here and the vehicle in question was legally parked. The truck is owned by Jerry Dumais. Chief Leonard noted that he did talk to Mr. Dumais about this and Mr. Dumais advised that he would park in front of his own property.

2) New Traffic Commission Member

Chief Leonard brought up the fact that the Traffic Commission needs to have a fifth member. This position was previously held by the City Planner; however, there is no longer anyone in that position. Chief Leonard advised that he would prefer that the new member be the City Engineer, as the engineer is always present at the meetings and the majority of the issues get referred to engineering. Ron advised that the Traffic Commission was created by a special act of the legislature and would require legislative approval to make a change.

Chief Leonard advised that he will discuss the proper language with Ron and talk to Mayor Stevens about future plans for the position of City Planner. At this time, however, there are no plans to fill this position.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 10:05 am.

Respectfully submitted,
Karen L. Lambert - Records Clerk, MPD

List of documents and other exhibits used at the meeting:

- Meeting Agenda for Friday, April 1, 2011

-Includes the following attachments:

*New City of Marlborough Meeting Posting Notice

*Correspondence from Ann Richards (Director of Operations – AMSA) to Chief Leonard, dated 2/16/11, re: School Zone and warning signs on Forest Street.

*3 amendments to regulations under Article VII, Section 53, Schedule IX: "No Stopping, Standing or Parking" re: Lincoln Street.

*Draft of Minutes from Traffic Commission Meeting of 2/22/11.

-Additional Handouts

*Correspondence from Craig Macauley to Chief Leonard and Ron LaFreniere, dated 3/24/11, re: safety issue at intersection of Bolton Street and Washington Street.

*Correspondence from Barbara Bouthilette to Councilor Seymour, dated 3/26/11, re: No Parking Any Time Signs on Harrison Place.

*E-mail from Katharine Larose to Chief Leonard, dated 3/24/11, re: Addition to Next Traffic C omission Agenda (Crosswalk at Renaissance Lofts).

City of Marlborough
Commonwealth of Massachusetts

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 APR 25 P 2:12

PLANNING BOARD
Barbara L. Fenby, Chair
Colleen M. Hughes, Clerk
Philip J. Hodge
Edward F. Coveney
Clyde L. Johnson
Sean N. Fay

Carrie Lizotte, Board Secretary
Phone: (508) 460-3769
Fax: (508) 460-3736
Email: CLizotte@marlborough-ma.gov

April 11, 2011
7:00 PM

The Planning Board for the City of Marlborough met on Monday, April 11, 2011 in Memorial Hall, 3rd floor, City Hall, Marlborough, MA 01752. Members present: Barbara Fenby, Colleen Hughes, Clerk, Philip Hodge, Edward Coveney and Sean Fay. Also present: City Engineer Thomas Cullen.

MINUTES

March 28, 2011

On a motion by Ms. Hughes, seconded by Mr. Hodge, it was duly voted:

To accept and file the meeting minutes with amendments.

CHAIRS BUSINESS

Conservation Commission Communication

Ms. Priscilla Ryder, the Conservation Officer for the City of Marlborough, stated in her communication to the Mayor that she has received two checks, in the amount of $5,000.00 to be deposited into the Conservation Maintenance Fund. The first check was from the Fafard Real Estate Company, Inc. was provided as a requirement of the Open Space Development Planning Board special permit for the Forest Grove Subdivision. The second check was from Avidia Bank was provided as a requirement of the Open Space Development Planning Board special permit for the Forest Trails subdivision. The monies are used to fund Conservation Maintenance within the City limits.

On a motion by Mr. Fay, seconded by Ms. Hughes, it was duly voted:

To accept and file correspondence.

APPROVAL NOT REQUIRED PLAN

417 South Street
Decision

Mr. Cullen, the City Engineer for the City of Marlborough, has reviewed the ANR Plan submission dated January 24, 2011 with a revision date of March 24, 2011. He stated that part of the

submission, the were two easement plans were also provided depicting a Utility and Water Easement and a Drain and Access Easement which do not require Planning Board approval; the plans to show that Lot 2A has present adequate access and the lots can be created without conflicts related to current Building Permit approvals for the two buildings originally provided on the site. After his full review, Mr. Cullen stated he was able to provide a favorable recommendation for approval of this ANR Plan.

On a motion by Ms. Hughes, seconded by Mr. Coveney it was duly voted:

To accept and endorse a plan of land believed to be Approval Not Required of ATC Realty Sixteen, Inc. c/o Wells Fargo Bank, 33 Market Street, 17th Floor, San Francisco, MA 94115. Name of Engineer: Bruce Saluk & Associates, Inc, 576 Boston Post Road East, Marlborough, MA 01752. Deed of property recorded in South Middlesex Registry of Deeds Book 54503, Page 166: 2 Lots located on South Street, Assessors Map 93 Parcels 14 & 15A.

PUBLIC HEARING

SUBDIVISION PROGRESS REPORTS

City Engineer Update

Mr. Cullen provided the following update to the Planning Board:

- Shaughnessey Estates: met with the Bank representative and the contractor, the contractor will be providing a new completion schedule.
- Berlin Farms: lamppost is installed, subdivision almost completed.
- Cider Mill Estates: lamppost erected, not sure if it's operating.

Cider Mill Estates
Bond Reduction Request

Mr. Donald Seaberg of Benchmark Engineering is requesting that the bond for this subdivision be reduced from $462,000.00 to $410,000.00. This would reflect a current bond estimated by the City of Marlborough in March of 2010.

On a motion by Ms. Hughes, seconded by Mr. Coveney it was duly voted:

To accept and refer the bond reduction request to the City Engineer for his review; to ask the City Collector if all taxes are current and to ask the City Code Enforcement Office if the subdivision is free from blight.

West Ridge Estates
Bond Reduction Request

Mr. Donald Seaberg of Benchmark Engineering is requesting that the bond for this subdivision be reduced from $216,000.00 to reflect this current status of this project.

On a motion by Mr. Coveney, seconded by Mr. Hodge, it was duly voted:

To accept and refer the bond reduction request to the City Engineer for his review; to ask the City Collector if all taxes are current and to ask the City Code Enforcement Office if the subdivision is free from blight.

PENDING SUBDIVISION PLANS: Updates and Discussion

PRELIMINARY/ OPEN SPACE SUBDIVISION SUBMITTALS

Walker Estates
Open Space Special Permit Submission

Mr. Bruce Saluk presented the subdivision to the Planning Board. The date for the public hearing is set for May 9, 2011 at 7:15pm.

DEFINITIVE SUBDIVISION SUBMISSIONS

SCENIC ROADS

SIGNS

INFORMAL DISCUSSION

Metrowest Regional Compact
Bruce Leish
495/Metrowest Development Compact

Mr. Leish spoke to the Board about the importance of the 495/Metrowest Development Study. His group is putting together a study for those towns and cities that would benefit from having collaborative or shared strategies for priority developments and land preservation within the neighboring communities.

He provided a brief description and a priority development base map, which included the some of the following sites: Hillside School, Fort Meadow Watershed, Fossile/Johnson parcels, McGee Farm and the 290/495 Interchange. He expects this study to be finished by the end of this year.

COMMUNICATIONS/CORRESPONDENCE

On a motion by Ms. Hughes, seconded by Mr. Hodge, it was duly voted:

To accept all of the items listed under communications and/or correspondence.

On a motion by Ms. Hughes seconded by Mr. Coveney, it was duly voted:

To adjourn at 8:15 p.m.

A TRUE COPY

ATTEST: Colleen M Hughes

Colleen Hughes, Clerk

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 MAY -3 P 3:

City of Marlborough
Office of the Assessors
140 Main Street
Marlborough, Massachusetts 01752
TDD (508) 460-3610
Phone: (508) 460-3779

BOARD OF ASSESSORS
PUBLIC MEETING

April 15, 2011

10:00 AM SCHEDULED

MINUTES

1. **CALL TO ORDER-** ***MEETING CALLED TO ORDER AT 10:10 am***
2. **ROLL CALL** ***BROGIE,ARRUDA & TRODELLA PRESENT***
3. **ACCEPTANCE OF MINUTES OF March 11, 2011 MEETING.*MOTION TO ACCEPT BY BROGIE, SECOND BY ARRUDA, PASSED IN FAVOR 3-0.***
4. **EXECUTIVE SESSION TO DISCUSS ABATEMENT REQUESTS AND**
5. **COURT SETTLEMENTS.*MOVED BY ARRUDA,SECOND BY BROGIE UNANIMOUS***
6. **RESUME OPEN MEETING.** ***MOVED BY ARRUDA, SECOND BY BROGIE, UNANIMOUS.***
7. **VOTE ON ABATEMENTS AND SETTLEMENTS DISCUSSED IN EXECUTIVE SESSION.** ***ARRUDA MOVED TO ACCEPT GRANTED, BROGIE MOVED TO APPROVE DENIED AS PER LIST.SECONDED AND VOTED UNANIMOUSLY.***
8. **PUBLIC INPUT AND QUESTIONS.** ***NO PUBLIC PRESENT***
9. **OLD BUSINESS.** ***NONE***
10. **NEW BUSINESS –** ***ASSIGNED LETTERS TO BE WRITTEN***
11. **ADJOURNMENT-** ***ADJOURNED AT 11:20am***

Anthony R. Trodella
Anthony R. Trodella
Chairman- Board of Assessors

MEETING NAME: **MARLBOROUGH COUNCIL ON AGING**

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2011 MAY -5 P 12:44

Date: Tuesday, April 12, 2011
Time: 8:30 AM
Location: Marlborough Senior Center, 250 Main St., Marlborough, MA

PRESENT:

Sheila Brecken; Jennifer Claro; Jim Confrey; Rita Connors; Brenda Costa; Marie Elwood; Dorothy Hodgson; Paulina Lynch

EXCUSED:

Rita Gardiner

MEETING MINUTES:

I. The meeting was called to order at 8:30 a.m..

II. The March meeting minutes were reviewed and approved by the board.

III. Director's report

Jennifer and several board members attended the State's COA training, and found it informative and motivating, as always.

Transportation was discussed. The need for a Marlborough COA vehicle for its seniors would be desirable. A committee was designated to help Jennifer gather information as to how surrounding towns acquired their own COA vehicle.

Jennifer has continued discussions with the Mayor regarding the Senior of the Year event. As of yet, the date has not been determined. The board voted on the 2011 nomination for Senior of the Year, 5 votes in favor and 1 dissenting vote.

The Spring luncheon at the Center was a huge success.

The issue regarding age and program participation was raised again. Jennifer is going to check with the City's legal department on their former decision regarding this matter.

IV. Board Updates

a. Dottie Hodgson reported that the Friends membership stands at 468.

b. Brenda Costa reported on BayPath's current initiatives.

V. Old Business

Upcoming board reappointments and terms were discussed. Rita Gardiner, due to personal responsibilities, is unable to continue and regrettably is not seeking reappointment. Three new candidates were nominated by the board.

The April newsletter was a huge improvement. Thank you Jennifer for all your hard work. We are still under contract with the current vendor. Jennifer is looking at two possible printers, for when the current contract is up.

Jennifer is continuing to update the COA's website. The designer of the Coates program will be coming to the center to train staff before July 1st.

VI. New Business

It was decided that a committee to review and make recommendations to update the board's bylaws and the COA's mission statement, will be formed after board elections in June.

The Garden Project is currently on hold. The Garden Club does not currently have the project on their agenda.

VII. Adjournment was called at 9:30 a.m..