

REGULAR MEETING
DECEMBER 7, 2020
TIME: 8:00 PM

IN CITY COUNCIL
ABSENT
LOCATION: CITY HALL, 140 MAIN STREET, 2ND FLOOR

CONVENED:
ADJOURNED:
RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 DEC -3 P 12:15

This meeting of the City Council will be held virtually on Monday, December 7, 2020 at 8:00 PM with Councilors attending in person and/or remotely. **NO PUBLIC ATTENDANCE WILL BE PERMITTED.** This meeting will be televised on WMCT-TV (Comcast Channel 8 or Verizon/Fios Channel 34) or you can view the meeting using the link under the Meeting Videos tab on the city website (www.marlborough-ma.gov).

1. Minutes, City Council Meeting, November 16, 2020.
2. JOINT TAX CLASSIFICATION PUBLIC HEARING with the Board of Assessors to determine the percentage of the local tax levy to be borne by each class of property for Fiscal Year 2021.

**** TO PARTICIPATE IN THIS PUBLIC HEARING PLEASE CALL 1-617-433-9462 AND ENTER THE CONFERENCE ID 697 153 712 #. ****

3. Communication from the Mayor, re: Tax Classification Hearing Information and Tax Levy Offset Transfer Requests totaling \$1,213,384.01.
4. Communication from the Mayor, re: Grant Acceptance in the amount of \$21,600.00 from the Department of Environmental Protection awarded to the Department of Public Works to offset the rising costs of processing recyclable materials.
5. Communication from the Mayor, re: Gift Acceptance in the amount of \$7,500.00 from Digital Federal Credit Union (DCU) donated to the Police Department to support the departments youth programming efforts and the Christmas Heroes for Helpers program.
6. Communication from City Solicitor Jason Grossfield, re: Proposed Ordinance Amendment to Chapter 270 Building and Site Development §9 "Fees" as recommended by the Mayor and Building Commissioner, in proper legal form, Order No. 20-1008134.
7. Communication from Assistant City Solicitor Jason Piques, re: Application for LED Sign Special Permit, from ViewPoint Sign & Awning on behalf of Dunkin Donuts, 269 East Main Street, in proper legal form, Order No. 20-1008085B.
8. Communication from Assistant City Solicitor Jason Piques, re: Application for Modification of Special Permit from Attorney Brian Falk, on behalf of Garden Remedies, Inc., to amend condition #8 relative to the hours of operation for the medical and adult use marijuana retail establishment located at 416 Boston Post Road East, in proper legal form, Order No. 18/20-1007318H.
9. Communication from Code Enforcement Officer Ethan Lippett, re: Request for Approval of a Flat Wall Sign, Emporium Brasil, 581 Boston Post Road East, within the Wayside District.

Electronic devices, including laptops, cell phones, pagers, and PDAs must be turned off or put in silent mode upon entering the City Council Chamber, and any person violating this rule shall be asked to leave the chamber. Express authorization to utilize such devices may be granted by the President for recordkeeping purposes.

10. Communication from Attorney Brian Falk on behalf of WP Marlborough MA Owner, LLC (Waypoint Residential), re: Request to Extend Time Limitations to February 28, 2021 at 11:00 PM, on the Application for Special Permit to build a multifamily residential project in the Business District to be known as Walcott Heritage Farms, consisting of 188 units in 4 buildings at 339 Boston Post Road East (McGee Farm), Order No. 20-1007995G.
11. Communication from the Public Employee Retirement Administration Commission (PERAC) re: Required FY22 Appropriation in the amount of \$9,524,575.00.
12. Communication from Central MA Mosquito Control Project, re: Notice of 2021 Commission meeting dates.
13. Minutes of Boards, Commissions and Committees:
 - a) School Committee, October 13, 2020, October 27, 2020 & November 10, 2020.
 - b) Commission on Disabilities, October 6, 2020.
 - c) Conservation Commission, October 15, 2020 & November 5, 2020.
 - d) Council on Aging Board, October 13, 2020.
 - e) Marlborough Historical Commission, August 20, 2020 & October 15, 2020.
 - f) Library Board of Trustees, October 6, 2020.
 - g) Parks & Recreation Commission, October 7, 2020.
14. CLAIMS:
 - a) Flavia Sousa, 15 Hunter Avenue, #6A, residential mailbox claim (2b).

REPORTS OF COMMITTEES:

UNFINISHED BUSINESS:

From Personnel Committee

15. **Order No. 20-1008119: Reappointment of Eileen Bristol for a 2-year term effective from date of confirmation.**
Recommendation of the Personnel Committee is to approve. Councilor Doucette moved to approve the appointment; the motion was seconded and approved 3-0.
16. **Order No. 20-1008120: Appointment of Mary Watson Avery to the Cultural Council for a 3-year term effective from date of Council confirmation.**
Recommendation of the Personnel Committee is to approve. Councilor Doucette moved to approve the appointment; the motion was seconded and approved 3-0.
17. **Order No. 20-1008131: Appointment Patrick Jones as Finance Director/Treasurer for a 3-year term effective from date of Council confirmation.**
Recommendation of the Personnel Committee is to approve. Councilor Doucette moved to approve the appointment; the motion was seconded and approved 3-0.

18. **Order No. 20-1008132: Appointment of Barbara Pellegrini Allen to the Commission on Disabilities for a 3-year term effective from date of Council confirmation.**

Recommendation of the Personnel Committee is to approve. Councilor Doucette moved to approve the appointment; the motion was seconded and approved 3-0.

From Finance Committee

19. **Order No. 20-1008134: Proposed amendment to the City Code, Chapter 270 Building and Site Development, section 9 Fees with proposed changes as recommended by the Mayor and the Building Commissioner.**

Recommendation of the Finance Committee is to approve. Councilors discussed the revised fee schedule with the Building Commissioner and Mayor. The proposed effective date of the changes is July 2021. The Commissioner submitted the city's Inspectional Services fees that have not changed since 2004 are low compared to eighteen (18) similar communities and the proposed changes will more accurately reflect the time to process permits.

Councilors asked for revised versions of tracked and clean copies prior to the meeting and that various forms of social media be used to provide advance notice of the new fees to the users—residents, developers and tradesmen.

By roll call the Finance Committee voted 5–0 to approve the amended fee schedule, Chapter 270 Building and Site Development, section 9 “Fees.” (Roll Call Vote: In Favor: Councilors Dumais, Tunnera, Oram, Perlman and Irish).

From Urban Affairs Committee

20. **Order No. 20-1008085B: Application by Viewpoint Sign & Awning for an Electronic Message Board Sign on behalf of Dunkin Donuts, 269 East Main Street, Map 58, Parcel 69A.**

Recommendation of the Urban Affairs Committee is to approve as amended. The petitioner opened the meeting informing the committee that the new menu board would be part of a remodel of store including upgrade to ordering capabilities. There was discussion about the height bar that is on the back of the building and suggestion to put warning signage before customers turn the corner and find they cannot continue due to the clearance bar. The petitioner agreed to include a condition requiring signage to warn motorists of the clearance bar. The committee then continued discussion of the draft Special Permit decision the petitioner provided.

Changes were recommended as follows:

- Add a new #8 to Procedural Findings to read: At the public hearing no public spoke in favor or against the permit.
- Condition #1-delete letters a), b), and c) so it reads in part “and in addition the Menu sign shall be turned off when the restaurant is not open for business.”
- Add in new condition #3 to place a sign on west side of property to warn motorists of height clearance.

Councilor Doucette moved to recommend approval of the LED electronic message (menu) sign permit as amended; the motion was seconded, and the vote carried 5-0. The chair will ask for a Suspension of Rules to have this referred to Solicitor to be put in proper form for vote at the December 7, 2020 meeting.



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 NOV 20 A 10:55

**CITY OF MARLBOROUGH
OFFICE OF CITY CLERK
Steven W. Kerrigan
140 Main St.
Marlborough, MA 01752
(508) 460-3775 FAX (508) 460-3723**

NOVEMBER 16, 2020

Regular meeting of the City Council was held on Monday, November 16, 2020 at 8:00 PM in City Council Chambers, City Hall. City Councilors Present: Ossing, Doucette, Dumais, Tunnera, Irish, Navin & Landers. Councilors Participating Remotely: Wagner, Oram, Perlman & Robey. Meeting adjourned at 9:28 PM.

Council President Ossing explained that this meeting is being held under the Emergency Order of the Governor allowing relief from the Open Meeting Law (MGL c. 30A §20). The Emergency Order allows for remote participation by public bodies. President Ossing further stated that all votes of the City Council will be taken by roll call vote pursuant to 940 CMR 29.10.

The City Council President asked for a roll call to confirm attendance of all City Councilors.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Minutes of the City Council meeting, November 2, 2020, **FILE**; adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the PUBLIC HEARING on the Petition from Eversource Energy to install approximately 465' of 8" Intermediate Pressure gas main as part of a system improvement on South Street between 417 South Street and Maple Street, Order No. 20-1008136, all were heard who wish to be heard, hearing closed at 8:13 PM; adopted.

Councilors Present: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman & Robey.

ORDERED: That the PUBLIC HEARING on the Application for Modification of Special Permit from Attorney Brian Falk, on behalf of Garden Remedies, Inc., to amend condition #8 relative to the hours of operation for the medical and adult use marijuana retail establishment located at 416 Boston Post Road East, Order No. 18/20-1007318G, all were heard who wish to be heard, hearing closed at 8:28 PM; adopted.

Councilors Present: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman & Robey.

President Ossing called a recess at 8:28 PM and returned to open meeting at 8:30 PM.

ORDERED: That the Transfer Request in the amount of \$80,000.00 which moves funds from PEG Fund to IT Equipment to fund upgrades for Accela for various departments, referred to the **FINANCE COMMITTEE**; adopted.

CITY OF MARLBOROUGH
BUDGET TRANSFERS -

DEPT:		IT		FISCAL YEAR:		2021			
FROM ACCOUNT:				TO ACCOUNT:					
Available							Available		
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Balance
<u>\$460,128.83</u>	<u>\$80,000.00</u>	<u>27000099</u>	<u>47750</u>	<u>Receipts Reserved-PEG Funds</u>	<u>\$80,000.00</u>	<u>19300006</u>	<u>58618</u>	<u>IT Equipment</u>	<u>\$0.00</u>
Reason:	<u>Use PEG funds for Accela services</u>								
	<u>\$80,000.00</u>	Total			<u>\$80,000.00</u>	Total			

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Transfer Request in the amount of \$4,154.67 which moves funds from P/T Mail Clerk to Retirement Fund to fund the additional retirement system appropriation for an employee on military leave, **APPROVED**; adopted.

CITY OF MARLBOROUGH

BUDGET TRANSFERS --

DEPT:		Auditor				FISCAL YEAR:		2021	
		FROM ACCOUNT:				TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$11,700.00</u>	<u>\$4,154.67</u>	<u>11330002</u>	<u>50588</u>	<u>PT Mail Clerk</u>	<u>\$4,154.67</u>	<u>11940006</u>	<u>51770</u>	<u>Retirement Fund</u>	<u>\$0.00</u>
Reason:		<u>Unfilled position</u>				Reason:		<u>Supplemental appropriation for military service</u>	
\$4,154.67		Total				\$4,154.67		Total	

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Communication from City Solicitor Jason Grossfield, re: Proposed Tax Increment Financing (TIF) Agreement with Revance Therapeutics, Inc. and BH GRP TCAM Owner LLC for a 79,000 square foot facility and parking facilities to be constructed at 100, 110, 250 & 350 Campus Drive, in proper legal form, Order No. 20-1008135, **FILE**; adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

Suspension of the Rules requested to allow Assistant DPW Commissioner Scott to speak— granted

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That pursuant to MGL c. 40, § 3, the City of Marlborough grants a permanent utility easement, to be executed by the Mayor on behalf of the City, to the Massachusetts Electric Company (a/k/a “National Grid”) and Verizon New England, Inc., constituting a Grant of Easement relating to the installation of electric equipment for the charging stations at city property located at 45-47 Bolton Street, Marlborough, **APPROVED**; adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Communication from Assistant City Solicitor Jason Piques, re: Application for Special Permit from Local Roots NE Inc., to operate an Adult Use Marijuana Retail Dispensary, 910 Boston Post Road East, Suite 100, in proper legal form, Order No. 20-1008062B, **MOVED TO #11 and FILE**; adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Application for Renewal of Junk Dealer/Secondhand Dealer License, ecoATM, LLC, 601 Donald J. Lynch Boulevard, referred to the **PUBLIC SERVICES COMMITTEE**; adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Minutes of following Boards, Commissions and Committees, **FILE**; adopted.

- a) Board of Assessors, May 4, 2020.
- b) Municipal Aggregation Committee, October 29, 2020
- c) Planning Board, October 19, 2020.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

Reports of Committees:

Councilor Dumais reported the following out of the Personnel Committee:

City Council Personnel Committee
Monday, November 9, 2020; 6:30 PM
In Council Chambers and via Microsoft Teams

Personnel members in Chamber: Chairman Dumais, Councilor Doucette and Councilor Landers

Other members in Chamber: Councilors Irish, Navin, Ossing and Tunnera arrived late

Other members participating remotely: Councilors Robey, Perlman and Oram arrived late

Also Present in Chamber: Mayor Vigeant, Mayor's Aide Trish Bernard, City Auditor Smith, City Collector Bristol and Finance Director Jones; Participating remotely: Barbara Pellegrini, Mary Watson Avery

The meeting convened at 6:30 PM.

11-2-20 – Order No. 20-1008132: Communication from Mayor Vigeant with appointment of Barbara Pellegrini Allen to the Commission on Disabilities for a 3-year term effective from date of Council confirmation.

Councilor Doucette moved to approve the appointment; the motion was seconded and approved
3-0

11-2-20 – Order No. 20-1008131: Communication from Mayor Vigeant with appointment Patrick Jones as Finance Director/Treasurer for a 3-year term effective from date of Council confirmation. Councilor Doucette moved to approve the appointment; the motion was seconded and approved 3-0

10-19-20 – Order No. 20-1008119: Communication from Mayor Vigeant with appointment of Eileen Bristol for a 2-year term effective from date of confirmation. Councilor Doucette moved to approve the appointment; the motion was seconded and approved 3-0

11-2-20 – Order No. 20-1008120: Communication from Mayor Vigeant with appointment of Mary Watson Avery to the Cultural Council for a 3-year term effective from date of Council confirmation. Councilor Doucette moved to approve the appointment; the motion was seconded and approved 3-0

The Committee discussed Order No. 20-1008108, the Mayor's proposed amendment to the City Code re starting minimum rate and annual vacation for 'other employees.' The ordinance was postponed in committee.

Motion made and seconded to adjourn; The meeting adjourned at 7:55 PM

Councilor Irish reported the following out of the Finance Committee:

**Marlborough City Council Finance Committee
Monday November 9, 2020
In Council Chambers**

Finance members in Chamber: Chairman Irish, Councilor Dumais, Councilor Tunnera
Finance members participating remotely: Councilor Perlman and Councilor Oram
Other members in Chamber: Councilors Navin, Landers, Ossing, and Doucette
Other members participating remotely: Councilor Robey

Also Present in Chamber: Mayor Vigeant, Mayor's Aide Trish Bernard, City Auditor Diane Smith, Finance Director Patrick Jones; **Participating remotely:** Building Commissioner Jeff Cooke; City Solicitor Jason Grossfield; MEDC Director Meredith Harris; Brian Blagg, Tyler Hales and Austin Barrett for Revance

The meeting convened at 8:00 PM.

Order No. 20-1008135: Communication from Mayor Vigeant with proposed Tax Increment Financing Agreement (TIF) with REVANCE THERAPEUTICS, INC and BH GRP TCAM Owner, LLC for a 79,000 s.f. facility with parking facilities to be constructed at 100, 110, 250 and 350 Campus Drive.

The Finance Committee reviewed the Mayor's letter dated October 29, 2020 requesting the approval of the Tax Increment Financing agreement with the City of Marlborough, together with 1) preliminary application from the Commonwealth of Massachusetts; 2) intent to apply; 3) resolution and 4) the TIF.

By Roll call the Finance Committee voted 3–2 to approve the following:

- The TIF agreement
- The City Council Resolution

Roll Call Vote: In Favor: Tunnera, Oram and Irish; In Opposition: Perlman and Dumais

Meredith Harris, MEDC Director will submit TIF compliance report to City Council.

Order No. 20-1008134: Proposed amendment to the City Code, Chapter 270 Building and Site Development, section 9 Fees with proposed changes as recommended by the Mayor and the Building Commissioner.

Councilors discussed the revised fee schedule with the Building Commissioner and Mayor. The proposed effective date of the changes is July 2021. The Commissioner submitted the city's Inspectional Services fees that have not changed since 2004 are low compared to eighteen (18) similar communities and the proposed changes will more accurately reflect the time to process permits.

Councilors asked for revised versions of tracked and clean copies prior to the meeting and that various forms of social media be used to provide advance notice of the new fees to the users—residents, developers and tradesmen.

By roll call the Finance Committee voted 5–0 to approve the amended fee schedule, Chapter 270 Building and Site Development, section 9 “Fees.”

Roll Call Vote: In Favor: Councilors Dumais, Tunnera, Oram, Perlman and Irish

By roll call, the Finance Committee voted 5–0 to adjourn.

Roll Call Vote: In Favor: Councilors Dumais, Tunnera, Oram, Perlman and Irish

Finance Committee adjourned at 9:36 PM

Councilor Robey reported the following out of the Urban Affairs Committee:

City Council Urban Affairs Committee
Thursday, November 5, 2020 – 7:00 PM
In Council Chambers and via Microsoft Teams
Minutes and Report

Voting members present in Chambers: Chairman Katie Robey, Councilor Landers, Councilor Doucette, Councilor Wagner and Councilor Navin.

Others in Chambers: Councilor Ossing.

Others attending via Microsoft Teams: Councilors Oram and Perlman; for Dunkin Donuts-owner Alex DiPietro and Sean Cronin-Viewpoint Sign and Awning; for Evviva Trattoria-Kevin Eriksen--General Counsel, RA Ventures, Anthony DePalma--Evviva Trattoria Director of Culinary, Marcie Day--Evviva Trattoria Chief Operations Officer, and Pam Wilderman, Code Enforcement, City of Marlborough.

With all voting committee members in Council Chambers, the chair stated no roll call was necessary and votes would be by show of hands.

Order No. 20-1008085: Application by Viewpoint Sign & Awning for an Electronic Message Board Sign on behalf of Dunkin Donuts, 269 East Main Street, Map 58, Parcel 69A.

The petitioner opened the meeting informing the committee that the new menu board would be part of a remodel of store including upgrade to ordering capabilities. There was discussion about the height bar that is on the back of the building and suggestion to put warning signage before customers turn the corner and find they cannot continue due to the clearance bar. The petitioner agreed to include a condition requiring signage to warn motorists of the clearance bar. The committee then continued discussion of the draft Special Permit decision the petitioner provided.

Changes were recommended as follows:

- Add a new #8 to Procedural Findings to read: At the public hearing no public spoke in favor or against the permit.
- Condition #1-delete letters a), b), and c) so it reads in part “and in addition the Menu sign shall be turned off when the restaurant is not open for business.”
- Add in new condition #3 to place a sign on west side of property to warn motorists of height clearance.

Councilor Doucette moved to recommend approval of the LED electronic message (menu) sign permit as amended; the motion was seconded, and the vote carried 5-0. The chair will ask for a Suspension of Rules to have this referred to Solicitor to be put in proper form for vote at the December 7, 2020 meeting.

Order No. 16/20-1006443AAF: Application for three previously installed signs, Evviva Trattoria, 142 Apex Drive.

The discussion began with Attorney Eriksen stating the case for why the signs should be approved. He reviewed the language in the Hospitality and Recreation Mixed Use Overlay District (HRMUOD) approved by the Council. Chair Robey then read the letter from Ethan Lippitt, Code Enforcement Officer into the record. She stated that the amended HRMUOD made it clear the City Council has Site Plan Approval authority for signs within the project and noted applications were not submitted to the Council until after the building signs were cited by Code Enforcement for violating the ordinance. The committee held a lengthy discussion regarding the signs and their characteristics, more specifically the excessive size, the primary purpose to attract customers to the restaurant, the negative depiction of members of Italian descent, the ramifications of approving the signs when other restaurants are also struggling to attract business, especially due to the impact of the COVID-19 virus. The chair reiterated although there was language in the HRMUOD for the Council to vary the requirements of Section H Signage, it does not allow the body to waive the provisions of Section 526 of the City Code which specifically states in 526.4 “No sign shall be painted or posted directly on the exterior surface of any wall.”

Councilor Doucette moved to deny the sign application for the 4’ X 4’ flat wall sign that included “Italian Inspired Locally Made.” The motion was seconded, and the vote carried 5-0.

Councilor Doucette moved to deny the sign application for the 30’ X 16’ flat wall sign depicting 3 chefs baking pizza. The motion was seconded, and the vote carried 5-0.

Councilor Doucette moved to deny the sign application for the 79’ X 10’ flat wall sign depicting the name of the restaurant. The motion was seconded, and the vote carried 5-0.

The chair will ask for a Suspension of the Rules requesting deliberation and action by the full Council at the November 16, 2020 meeting.

Motion made and seconded to adjourn; meeting adjourned at 8:09PM, carried 5-0.

Suspension of the Rules requested – granted

Yea: 8 – Nay: 3

Yea: Wagner, Doucette, Tunnera, Irish, Navin, Landers, Ossing, & Robey.

Nay: Dumais, Oram & Perlman.

ORDERED:

RESOLUTION

WHEREAS, the City Council of the City of Marlborough desires a beneficial economic use creating jobs for local residents, expanding business within the City, and developing a healthy robust economy and stronger tax base for Map 111, Parcel 1 (including portions thereof) on the Marlborough Assessor's Map; and

WHEREAS, the City Council of the City of Marlborough intends to use tax increment financing as an economic development tool created by the Massachusetts Economic Development Incentive Program based on the ability of the City of Marlborough, in accordance with needs and community benefits of a specific project, that are reasonably proportional to the economic development incentives from State and local government and the resulting economic development benefits;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marlborough that the following activities which are necessary to pursue a Certified Project designation be authorized:

1. The City Council of the City of Marlborough hereby requests that the Massachusetts Economic Assistance Coordinating Council approve Revance Therapeutics, Inc.'s application for an EDIP Certified Project; and further, that:
 - a. The project is consistent with the City of Marlborough's economic development objectives and is likely to increase employment opportunities for Marlborough residents;
 - b. The project will not overburden the City of Marlborough's infrastructure and utilities;
 - c. The project as described in the proposal has a strong likelihood that it will cause a significant influx or growth in business activity, will create a significant number of jobs and not merely replace or relocate current jobs within the Commonwealth, and will contribute significantly to the resiliency of the Marlborough economy; and
 - d. The City Council approves Revance Therapeutics, Inc.'s request that the project be designated by the Massachusetts Economic Assistance Coordinating Council as an EDIP Certified Project for fifteen (15) years.

2. The City Council of the City of Marlborough agrees to authorize the use of tax increment financing, authorizes the Mayor to enter into a tax increment financing agreement with Revance Therapeutics, Inc. and BH GRP TCAM Owner LLC, and authorizes submission of the tax increment financing agreement to the Massachusetts Economic Assistance Coordinating Council.

APPROVED; adopted.

Yea: 9 – Nay: 2

Yea: Wagner, Doucette, Tunnera, Irish, Navin, Landers, Oram, Ossing, & Robey.

Nay: Dumais & Perlman

Suspension of the Rules requested – granted

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Application for LED Sign Special Permit, from ViewPoint Sign & Awning on behalf of Dunkin Donuts, 269 East Main Street, referred to the **CITY SOLICITOR TO BE PLACED IN PROPER LEGAL FORM FOR THE DECEMBER 7, 2020 COUNCIL MEETING;** adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

Suspension of the Rules requested – granted

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Application/Request for waiver pursuant to Chapter 650 §35 H (8) of the City Code from Evviva Trattoria Marlborough, LLC for a 4' X 4' flat wall sign installed at 142 Apex Drive, within the HRMUOD, **DENIED;** adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

Suspension of the Rules requested – granted

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Application/Request for waiver pursuant to Chapter 650 §35 H (8) of the City Code from Evviva Trattoria Marlborough, LLC for a 30' X 16' flat wall sign installed at 142 Apex Drive, within the HRMUOD, **DENIED;** adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

Suspension of the Rules requested – granted

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That the Application/Request for waiver pursuant to Chapter 650 §35 H (8) of the City Code from Evviva Trattoria Marlborough, LLC for a 79' X 10' flat wall sign installed at 142 Apex Drive, within the HRMUOD, **DENIED**; adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED

IN CITY COUNCIL

**DECISION ON A SPECIAL PERMIT
LOCAL ROOTS NE INC.
ORDER NO. 20-1008062C**

The City Council of the City of Marlborough hereby **GRANTS** the Application for a Special Permit to Local Roots NE Inc. (the "Applicant") to build and operate an Adult Use Marijuana Retail Establishment at 910 Boston Post Road East, Suite 100, Marlborough, Massachusetts, as provided in this Decision and subject to the following Findings of Fact and Conditions.

FINDINGS OF FACT

1. The Applicant is a duly organized and existing corporation having a business address of 910 Boston Post Road East, Suite 310, Marlborough, MA 01752.
2. The Applicant's business will be located at 910 Boston Post Road East, Suite 100, Marlborough, Massachusetts, as shown on Marlborough Assessors Map 62 as Parcel 21 (the "Site"). The Site's owner is Blackcomb Associates, LLC with a business address of 1 Main Street, Whitinsville, MA 01588.
3. In accordance with Article VI, § 650-17, § 650-18(46), and § 650-32 of the Zoning Ordinance of the City of Marlborough, the Applicant proposes to operate an Adult Use Marijuana Retail Establishment at the Site (the "Use").
4. The Site is located in the Wayside Zoning District with frontage on Boston Post Road (Route 20).
5. The overall Site has an area of 61,416 +/- square feet (1.4099 acres).
6. The Use will occupy an existing unit at the Site with an area of 2,650 +/- square feet.
7. The Applicant filed with City Clerk of the City of Marlborough an Application for a Special Permit ("Application") for the Use, as provided in this Decision.

8. In connection with the Application, the Applicant submitted a certified list of abutters, filing fees, and the following plans: (i) a plan entitled "Parking Plan of Land in Marlborough Massachusetts owned by Blackcomb Associates, LLC of property at 910 Boston Post Road East" by Thompson-Liston Associates dated August 2, 2018; (ii) a floor plan entitled "Proposed Condition Plan" dated July 20, 2020, (collectively the "Plans").
9. The Application was certified by the Building Commissioner of the City of Marlborough, acting on behalf of the City Planner for the City of Marlborough, as having complied with Rule 7 of the Rules and Regulations promulgated by the City Council for the issuance of a Special Permit.
10. Pursuant to the Rules and Regulations of the City Council and applicable statutes of the Commonwealth of Massachusetts, the City Council established a date for a public hearing on the Application and the City Clerk for the City of Marlborough caused notice of the same to be advertised and determined that notice of the same was provided to abutters entitled thereto in accordance with applicable regulations and law.
11. The Marlborough City Council, pursuant to Massachusetts General Laws Chapter 40A, opened a public hearing on the Application on Monday, September 14, 2020. The hearing was closed on that date.
12. The Applicant, through its representatives, presented testimony at the public hearing detailing the Use, describing its impact upon municipal services, the neighborhood, and traffic.
13. At the public hearing, no members of the public spoke in favor of the Use. An email from two residents dated August 3, 2020, was read into the record as being opposed.

**BASED ON THE ABOVE, THE CITY COUNCIL MAKES THE FOLLOWING
FINDINGS AND TAKES THE FOLLOWING ACTIONS**

- A. The Applicant has complied with the Rules and Regulations promulgated by the City Council for the issuance of a Special Permit.
- B. The City Council finds that the proposed Use of the Site is an appropriate use and in harmony with the general purpose and intent of the Zoning Ordinance of the City of Marlborough when subject to the appropriate terms and conditions as provided herein. The City Council makes these findings subject to the completion and adherence by the Applicant, its successors and/or assigns to the conditions more fully set forth herein.
- C. The City Council finds that the Site is located in the portion of the Wayside District along Massachusetts State Highway 20 (Boston Post Road) near the Sudbury town line with frontage along Massachusetts State Highway 20 (Boston Post Road), in accordance with § 650-18(46)(a) and (b) of the Zoning Ordinance, and that the Site is not located within 500 feet of a school or daycare center, in accordance with § 650-32.F.1 of the Zoning Ordinance.
- D. In accordance with § 650-32.C of the Zoning Ordinance, the City Council hereby determines that any adverse effects of the Use will not outweigh its beneficial impacts to the City or the neighborhood, in view of the particular characteristics of the Site and of the proposal in relation to the Site, based upon consideration of the following:

1. Social, economic, or community needs which are served by the proposal:
Finding: The Use will provide a safe and convenient location for adults to obtain adult use marijuana and marijuana infused products.
2. Traffic flow and safety, including parking and loading:
Finding: The Site will safely accommodate expected traffic flow from the Use and provide adequate parking and loading capacity.
3. Adequacy of utilities and other public services:
Finding: The Site provides adequate utilities and public services for the Use.
4. Neighborhood character and social structures:
Finding: The Use is consistent with the established retail area in the vicinity of the Site.
5. Impacts on the natural environment:
Finding: The Use will have no greater impact than the established retail uses in the area.
6. Potential fiscal impact, including impact on City services, tax base, and employment:
Finding: The Use will be revenue positive, with additional revenues coming from a local sales tax and host community agreement impact fees.
7. Hours of operation:
Finding: The hours of operation of the Use are specifically conditioned below.
8. Requiring that contact information be provided to the Chief of Police, the Building Commissioner, and the Special Permit Granting Authority:
Finding: The provision of contact information is specifically conditioned below.
9. Requiring payment of a community impact fee:
Finding: The City and the Applicant have entered a host community agreement that requires the payment of impact fees in accordance with statutory requirements.
10. Requiring the submission to the Special Permit Granting Authority of the same annual reports that must be provided to the Massachusetts Cannabis Control Commission:
Finding: This requirement is specially conditioned below.
11. Requiring regular inspections by City officials or their agents, and access to the same records which are available for inspection to the Massachusetts Cannabis Control Commission:
Finding: This requirement is specially conditioned below.

12. Requiring employees to undergo a criminal background check, including but not limited to CORI and an additional background check, by the Chief of Police who shall have the authority to disapprove the employment of any person(s) as a result of said background check:

Finding: This requirement is specially conditioned below.

13. Requiring surveillance cameras, capable of 24-hour video recording, archiving recordings and ability to immediately produce images, in, on, around or at the premises:

Finding: This requirement is specially conditioned below.

14. Prohibiting the sale of any materials or items unrelated to the purposes of registration by the Massachusetts Cannabis Control Commission, including, without limitation, tobacco products, clove cigarettes, or e-cigarettes:

Finding: This requirement is specially conditioned below.

15. The ability for the Business to:
 - a. provide a secure indoor waiting area for clients;
 - b. provide an adequate and secure pick-up/drop-off area for clients, customers and products;
 - c. provide adequate security measures to ensure that no individual participant will pose a direct threat to the health or safety of other individuals;
 - d. adequately address issues of traffic demand, parking, and queuing, especially at peak periods at the Business, and its impact on neighboring uses; and
 - e. provide opaque exterior windows;

Finding: These requirements are specially conditioned below.

16. Signs and signage:

Finding: Prior to seeking an initial sign permit from the City, the Applicant, its successors and/or assigns, shall submit to the City Council renderings of its proposed signage, which shall comply with the City's Sign Ordinance.

17. Names of businesses, business logos and symbols, subject to state and federal law and regulations:

Finding: Prior to commencing operations, the Applicant, its successors and/or assigns, shall submit to the City Council its business name, logos, and symbols, all of which shall comply with state and federal law and regulations.

- E. The City Council, pursuant to its authority under Massachusetts General Laws Chapter 40A and the Zoning Ordinance of the City of Marlborough hereby **GRANTS** the Applicant a Special Permit to operate an Adult Use Marijuana Retail Establishment, **SUBJECT TO THE FOLLOWING CONDITIONS**, which conditions shall be binding on the Applicant, its successors and/or assigns:
1. Construction in Accordance with Applicable Laws. Construction is to be in accordance with all applicable Building Codes and Zoning Regulations in effect in the City of Marlborough and the Commonwealth of Massachusetts.
 2. Compliance with Applicable Laws. The Applicant, its successors and/or assigns agrees to comply with all municipal, state, and federal rules, regulations, and ordinances as they may apply to the construction, maintenance, and operation of the Use.
 3. Site Plan Review. The issuance of the Special Permit is further subject to detailed Site Plan Review in accordance with the City of Marlborough site plan review ordinance prior to the issuance of the building permit, as required by § 650-32.E of the Zoning Ordinance. Any additional changes, alterations, modifications or amendments, as required during the process of Site Plan Review, shall be further conditions attached to the building permit, and no occupancy permit shall be issued until the Applicant has complied with all conditions. Subsequent Site Plan Review shall be consistent with the conditions of this Special Permit and the Plans submitted, reviewed and approved by the City Council as the Special Permit Granting Authority.
 4. Incorporation of Submissions. All plans, photo renderings, site evaluations, briefs and other documentation provided by the Applicant as part of the Application, and as amended or revised during the application/hearing process before the City Council and/or the City Council's Urban Affairs Committee, are herein incorporated into and become a part of this Special Permit and become conditions and requirements of the same, unless otherwise altered by the City Council.
 5. Compliance with State Requirements. In accordance with § 650-18(46)(c) of the Zoning Ordinance, the Use shall comply with all statutes and regulations of the Commonwealth of Massachusetts for the licensure and operation of an Adult Use Marijuana Retail Establishment.
 6. Security.
 - a. As shown on the Plans, the Applicant, its successors and/or assigns, shall maintain a secure entrance lobby/waiting area providing a physical separation between the exterior door of the unit and interior areas of the unit where marijuana and marijuana infused products are dispensed and sold, with security personnel available during operating hours to screen individuals arriving at the unit, to ensure that interior areas of the unit are only accessible to qualified patients/caregivers or persons over the age of 21 and to ensure that no individuals pose a direct threat to the health or safety of others.
 - b. The Applicant, its successors and/or assigns, shall maintain a secure pick-up/drop-off area for patients, customers, and products.

- c. The Use shall have opaque exterior windows.
 - d. The Applicant, its successors and/or assigns, shall maintain adequate staffing so that customers may make purchases in an efficient manner to avoid queuing and impacts on neighboring uses.
 - e. The Applicant, its successors and/or assigns, shall maintain surveillance cameras capable of 24-hour video recording, archiving recordings, and the ability to immediately produce images, in, on, around, or at the Use.
7. Processing and Odors. There shall be no processing or manufacturing of marijuana or marijuana infused products as part of the Use. Marijuana and marijuana products shall be pre-packaged and sealed prior to arriving at the Site. Any odors associated with marijuana and marijuana infused products shall be limited to the interior of the unit. There shall be no onsite consumption or use of marijuana or marijuana infused products associated with the Use.
8. Hours. The maximum hours of operation of the Use shall be Monday through Saturday, 10:00 AM to 8:00 PM, and Sunday from 10:00 AM to 5:00 PM.
9. Contact Information. The Applicant, its successors and/or assigns, shall provide current contact information of management and staff to the Chief of Police, the Building Commissioner, and the City Council.
10. Annual Reports. The Applicant, its successors and/or assigns, shall submit to the City Council the same annual reports that must be provided to the Massachusetts Cannabis Control Commission.
11. Inspections and Records. The Applicant, its successors and/or assigns, shall make the Use available for regular inspections by City officials or their agents, and shall provide City officials or their agents with access to the same records which are available for inspection to the Massachusetts Cannabis Control Commission.
12. Background Checks. The Applicant, its successors and/or assigns, shall require that employees undergo a criminal background check, including but not limited to CORI and an additional background check, by the Chief of Police, who shall have the authority to disapprove the employment of any person(s) as a result of said background check.
13. Unrelated Materials. The Applicant, its successors and/or assigns, shall not make available for sale as part of the Use any materials or items unrelated to the purposes of registration by the Massachusetts Cannabis Control Commission, including, without limitation, tobacco products, clove cigarettes, or e-cigarettes.

14. Police Detail. The Applicant, its successors and/or assigns, shall employ a City of Marlborough Police detail at the Site during all operating hours for the first sixty (60) days after the commencement of operations, unless the Chief of Police determines in a letter filed with the City Council that a police detail is not necessary during certain times of the day. Within the 60-day period, if the Chief of Police determines in a letter filed with the City Council that a police detail is not necessary during any hours of operation, then the Applicant shall stop employing a City of Marlborough Police detail. Otherwise, at the end of the 60-day period, if the Chief of Police determines in a letter filed with the City Council that a police detail is still necessary during all operating hours or at certain times, then the Applicant, its successors and/or assigns, shall continue to employ a City of Marlborough Police detail until deemed unnecessary by the Chief of Police in a letter filed with the City Council. In the event a City of Marlborough Police detail is not available when required, the Applicant, its successors and/or assigns, shall obtain a private detail.
15. Recording of Decision. In accordance with the provisions of Massachusetts General Laws, Chapter 40A, § 11, the Applicant, its successors and/or assigns, at its expense shall record this Special Permit in the Middlesex County South Registry of Deeds after the City Clerk has certified that the twenty-day period for appealing this Special Permit has elapsed with no appeal having been filed, and before the Applicant has applied to the Building Commissioner for a building permit. Upon recording, the Applicant shall forthwith provide a copy of the recorded Special Permit to the City Council's office, the Building Department, and the City Solicitor's office.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED There being no further business, the regular meeting of the City Council is herewith adjourned at 9:28 PM; adopted.

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

Public Hearing – 2021 Tax Levy

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 NOV 18 A 10:10

**LEGAL NOTICE
CITY OF MARLBOROUGH
OFFICE OF CITY CLERK**

Notice is given that the City Council of the City of Marlborough will hold a **Joint Tax Classification Public Hearing** with the Board of Assessors on **Monday, December 7, 2020** at 8:00 PM in Council Chambers, 2nd Floor, City Hall, 140 Main Street, Marlborough, MA to determine the percentage of the local tax levy to be borne by each class of property for Fiscal Year 2021. Massachusetts General Laws Chapter 40, Section 56 sets forth the procedures and responsibilities under the law.

PLEASE NOTE: Due to the Covid-19 pandemic and State of Emergency in Massachusetts, this hearing may be conducted by remote participation or in person. If this hearing is to be held remotely, instructions on how to participate will be posted on the Marlborough City Council agenda which can be found on the City Council page at www.marlbrough-ma.gov/city-council. Any questions, please contact the City Clerk's Office at (508) 460-3775.

Per Order of the City Council
Michael H. Ossing, President



City of Marlborough
Office of the Mayor

140 Main Street
Marlborough, Massachusetts 01752
508.460.3770 Fax 508.460.3698 TDD 508.460.3610
www.marlborough-ma.gov

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
MAYOR

2020 DEC -3 A 11:00

Patricia M. Bernard
EXECUTIVE AIDE

Michele A. O'Brien
EXECUTIVE SECRETARY

December 3, 2020

City Council President Michael Ossing
Marlborough City Council
140 Main Street
Marlborough, MA 01752

Re: Tax Classification Hearing

Honorable President Ossing & Councilors:

Enclosed for your information is a recommendation that I am supporting from the Board of Assessor's and a corresponding draft motion for the Fiscal Year 2021 Tax Classification Hearing. The enclosed documentation was prepared by RRG to assist the City Council in their review of key factors before voting to set the tax rate for this fiscal year. Please note the following highlights:

- CIP Shift Factor: 1.43
- Residential Shift Factor: 0.8063
- Residential Property Valuation: 68.94%
- Commercial, Industrial, Personal Valuation: 31.06%

To reduce the Fiscal Year 2021 tax levy, pending your approval, I am submitting the following transfer requests totaling \$ 1,213,384.01:

- 1) Transfer in the amount of \$ 49,725.00 from Sale of Graves to offset the FY2021 tax levy
- 2) Transfer in the amount of \$1,163,659.01 from the Overlay Reserve to offset the FY2021 tax levy

Pending approval of the shift factor, the average single-family home in Marlborough will see an estimated property tax adjustment of \$141.00

Thank you in advance for your consideration.

Sincerely,

Arthur G. Vigeant
Arthur G. Vigeant
Mayor

ORDERED:

The Marlborough City Council votes in accordance with M.G.L. Ch.40, Sec. 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2021 tax rates and set the Residential Factor at 0.8063 with a corresponding CIP shift of 1.43 pending approval of the City's annual tax recap by the Massachusetts Department of Revenue.

ADOPTED

In City Council

Order No. 20-

Adopted

Approved by the Mayor

Arthur G. Vigeant

Date:



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

Voted by the Board of Assessors this 24th day of November 2020
a release of overlay funds for the Fiscal Year as follows:

2017 \$1,163,659.01

Signed by the Board of Assessors

Anthony C. Amato
11/24/2020

MARLBOROUGH ASSESSORS

Anthony C. Amato
Allen K. Silverstein
David Mayle

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

	DEPT:	Mayor's Office				FISCAL YEAR:	2021		
		FROM ACCOUNT:				TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$49,725.00</u>	<u>\$49,725.00</u>	<u>27000</u>	<u>33020</u>	<u>Sale of Graves</u>	<u>\$49,725.00</u>	<u>To reduce FY21 Tax Levy</u>			<u>\$0.00</u>
	Reason:	<u>Sale of Graves revenue from FY20 to reduce FY21 tax levy</u>							
	\$49,725.00	Total			\$49,725.00	Total			

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:		Mayor's Office				FISCAL YEAR:		2021	
FROM ACCOUNT:						TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$1,163,659.01</u>	<u>\$1,163,659.01</u>	<u>10000</u>	<u>32200</u>	<u>Overlay Reserve</u>	<u>\$1,163,659.01</u>			<u>To reduce FY21 Tax Levy</u>	<u>\$0.00</u>
Reason:		<u>Excess overlay from FY17 to reduce FY21 tax levy</u>							
	\$1,163,659.01	Total			\$1,163,659.01	Total			



Fiscal Year 2021

Tax Classification Hearing

December 7, 2020

Marlborough Board of Assessors

Anthony C. Arruda, Jr. – Chairman

Ellen Silverstein – Member

David Manzello – Member

Jonathan H. Frank – Principal Assessor

Harald M. Scheid – Chief Assessor



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

FISCAL YEAR 2021

ANNUAL TAX CLASSIFICATION REPORT

City Council

Mark A. Oram
Michael H. Ossing
Samantha Perlman
Kathleen D. Robey
Laura Wagner
David Doucette
J. Christian Dumais
Robert J. Tunnera
John J. Irish
Sean Navin
Donald R. Landers

Board of Assessors

Anthony Arruda, Chair
Ellen Silverstein
David Manzello

Assessing Services

Regional Resource Group, Inc.

Mayor

Arthur G. Vigeant

Finance Director

Patrick Jones

City Auditor

Diane Smith

CLASSIFICATION HEARING

DECEMBER 7th, 2020

Terminology

The following are definitions of terms frequently used in the discussion of tax rates.

Levy: The tax levy (or levy) is the amount of property taxes to be raised. The total amount of the approved budget less revenues from other sources like motor vehicle excise, municipal fees, and state aid is the amount to be raised from property taxation. In Marlborough, the levy to be raised is reported to the Assessors by the Finance Director. The fiscal year 2021 levy is \$111,497,172.

New Growth Revenue: Property taxes derived from newly taxable properties like new construction, additions, renovations, subdivisions, and personal property.

Levy Ceiling: The levy ceiling is 2.5 percent of the full value of the city. Based on the Marlborough aggregate valuation of \$6,515,327,848, the City cannot levy taxes in excess of \$162,883,196.

Levy Limit: Also referred to as the “maximum allowable levy”, the levy limit is calculated by adding 2.5 percent of the previous year’s levy limit plus new growth revenue, and Proposition 2 ½ voted overrides and debt exclusions. The fiscal year 2021 levy limit is \$150,058,642.

Excess Levy Capacity: Excess levy capacity is the difference between the actual property tax levy and the levy limit. Marlborough’s tax levy is well below the limit permitted under Proposition 2 ½.

The Fiscal Year 2021 Levy Limit and amount to be raised

The following is a calculation of Marlborough’s levy limit for fiscal year 2021.

Fiscal year 2020 levy limit	\$144,113,359
Levy increase allowed under Prop. 2 ½	3,602,834
New growth revenue	2,342,449
Proposition 2 ½ overrides	-0-
Levy ceiling	162,883,196
Fiscal year 2021 levy limit	150,058,642
Levy to be raised	\$111,497,172
Excess levy capacity	\$38,561,470

Valuations by Class before Tax Shift

<u>Major Property Class</u>	<u>Valuation</u>	<u>Percent</u>	<u>Res vs CIP%</u>
Residential	4,491,621,349	68.9393	68.9393
Commercial	1,142,056,340	17.5288	
Industrial	605,738,239	9.2971	31.0607
Personal Property	275,911,920	4.2348	
TOTAL	6,515,327,848	100.0000	

Board of Assessors Recommendation

After considering the valuations of Marlborough's residential and commercial property, and after examining the current fiscal strength of the city, the Board of Assessors recommends the adoption of a Commercial/Industrial/Personal Property (CIP) shift factor of 1.43 resulting in a residential tax rate of \$13.80, and a CIP tax rate of \$24.47.

Tax Rates

Based on the above shift factor, the Board of Assessors has calculated the following tax rates needed to raise the tax levy:

<u>Property Class</u>	<u>FY2020</u>	<u>FY2021</u>
Residential	14.18	13.80
Commercial	25.22	24.47
Industrial	25.22	24.47
Personal Property	25.22	24.47

*Note that these rates are estimates only and may change upon Department of Revenue review. Were Marlborough not to shift taxes, the uniform tax rate for all properties would be \$17.11 per \$1,000 valuation.

Tax Impacts

Marlborough's single-family homeowners are benefitting from increased property values. Price appreciation in the year leading up to fiscal year 2021 (calendar year 2019) ran about 5.4 percent. Other residential property classes, including condominiums and multi-family apartment buildings, have experienced market appreciation. This increase in property values has been captured in revised assessed valuations that will appear in January's tax bills.

Commercial and industrial valuations have also increased, with industrial properties showing the greater appreciation. It is recommended that the CIP shift factor should remain at 1.43 to equalize tax increases born respectively by the residential and CIP classes.

Examples of Average Tax Changes

<u>Property Type</u>	<u>FY21</u> <u>Value</u>	<u>Avg.</u> <u>Tax</u>	<u>FY20</u> <u>Value</u>	<u>Avg.</u> <u>Tax</u>	<u>Change</u>	<u>%</u> <u>Change</u>
Single Family Homes	\$404,682	\$5,585	\$383,913	\$5,444	\$141	2.59%
Condominiums	\$237,066	\$3,272	\$225,214	\$3,194	\$78	2.44%
2 Family Homes	\$352,239	\$4,861	\$326,661	\$4,632	\$229	4.94%
3 Family Homes	\$420,902	\$5,808	\$382,523	\$5,424	\$384	7.08%
Commercial	\$2,103,679	\$51,477	\$2,022,672	\$51,012	\$465	0.91%
Industrial	\$2,501,432	\$61,210	\$2,256,909	\$56,919	\$4,291	7.54%

Recommendations

The Board of Assessors recommends that the City Council adopt a Fiscal Year 2021 residential shift factor of 0.8063 with a corresponding CIP shift of 1.43, producing a residential tax rate of \$13.80 and CIP tax rate of \$24.47. Final tax rates are subject to Department of Revenue approval.

Voting a Tax Shift Factor

The Marlborough City Council votes in accordance with M.G.L., Ch. 40, Sec. 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2021 tax rates and set the Residential Factor at 0.8063 with a corresponding CIP shift of 1.43, pending approval of the City's annual tax recap by the Massachusetts Department of Revenue.

Tax Classification – 5 Year Review

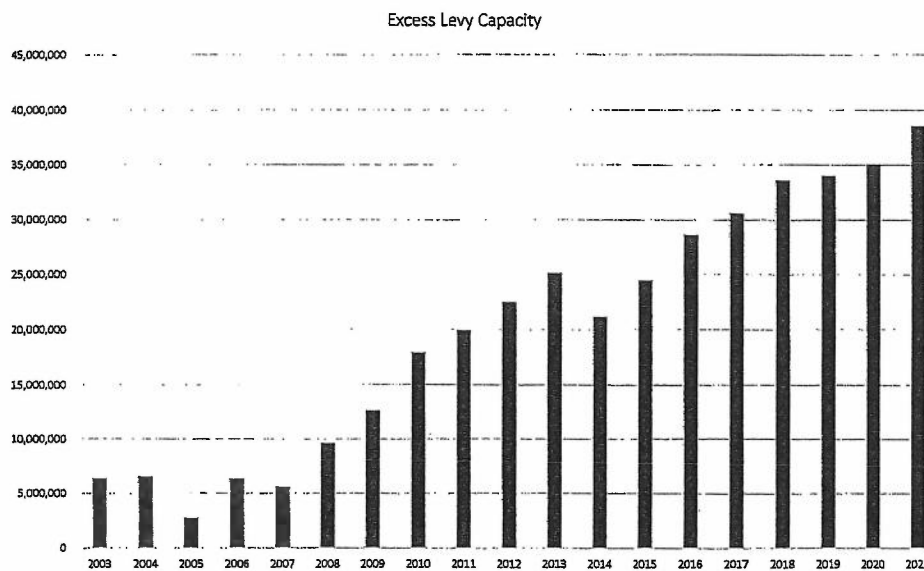
	FY2017	FY2018	FY2019	FY2020	FY2021
Total New Growth	\$2,801,390	\$3,481,743	\$3,486,714	\$2,634,488	\$2,342,449
Total Tax Levy	\$94,119,595	\$97,680,293	\$104,012,867	\$109,050,542	\$111,497,172
Levy Limit	\$124,710,450	\$131,259,954	\$138,028,167	\$144,113,359	\$150,058,642
Excess Capacity	\$30,590,855	\$33,579,661	\$34,015,300	\$35,062,817	\$38,561,470
Levy Ceiling	\$124,710,450	\$134,766,478	\$149,027,078	\$154,550,088	\$162,883,195
Total Residential Value	\$3,392,653,288	\$3,695,618,523	\$4,109,940,820	\$4,245,464,143	\$4,491,621,349
Commercial Value	\$925,791,174	\$977,732,325	\$1,066,120,892	\$1,104,461,592	\$1,142,056,340
Industrial Value	\$418,667,009	\$452,841,409	\$508,233,757	\$555,452,644	\$605,738,239
Personal Property Value	\$251,306,540	\$264,466,850	\$276,787,640	\$276,625,140	\$275,911,920
Total Net Taxable Value	\$4,988,418,011	\$5,390,659,107	\$5,961,083,109	\$6,182,003,519.00	\$6,515,327,848
Residential Value Share	68.01%	68.56%	68.95%	68.67%	68.94%
CIP Value Share	31.99%	31.44%	31.05%	32.32%	31.06%
Selected Shift	1.4	1.42	1.43	1.43	1.43
Residential Levy Percent	55.22%	55.35%	55.53%	55.21%	55.58%
CIP Levy Percent	44.78%	44.65%	44.47%	44.79%	44.42%
Residential Levy	\$51,975,448	\$54,066,899	\$57,826,867	\$60,200,978	\$61,973,694
CIP Levy	\$42,144,147	\$43,613,394	\$46,186,000	\$48,849,541	\$49,523,477
Residential Tax Rate	15.32	14.63	14.07	14.25	13.80
Commercial Tax Rate	26.41	25.73	24.95	25.34	24.47
Total Single-Family Value	\$2,267,198,200	\$2,443,219,500	\$2,643,845,400	\$2,710,805,300	\$2,857,862,300
Single Family Parcels	7,030	7,043	7,053	7,061	7,062
Average Single-Family Value	\$322,508	\$346,900	\$374,748	\$383,913	\$404,682
Average Single-Family Tax Bill	\$4,941	\$5,075	\$5,273	\$5,444	\$5,585

Historical Tax Rates

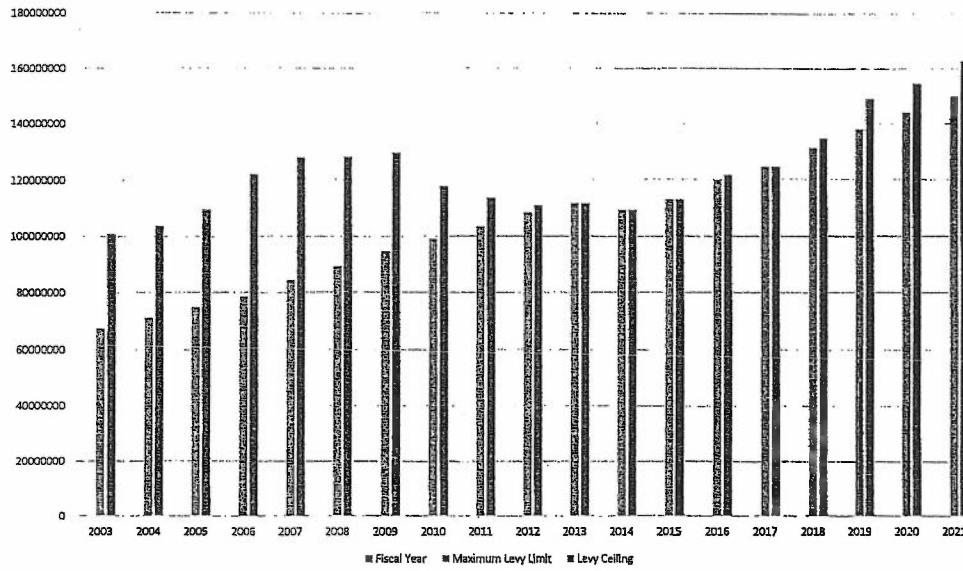
Fiscal Year	Residential	Commercial - Industrial - Personal Property
2021	\$13.80	\$24.47
2020	\$14.18	\$25.23
2019	\$14.07	\$24.95
2018	\$14.63	\$25.73
2017	\$15.32	\$26.41
2016	\$15.34	\$25.69
2015	\$15.76	\$27.43
2014	\$16.11	\$28.22
2013	\$15.00	\$28.46
2012	\$14.80	\$29.04



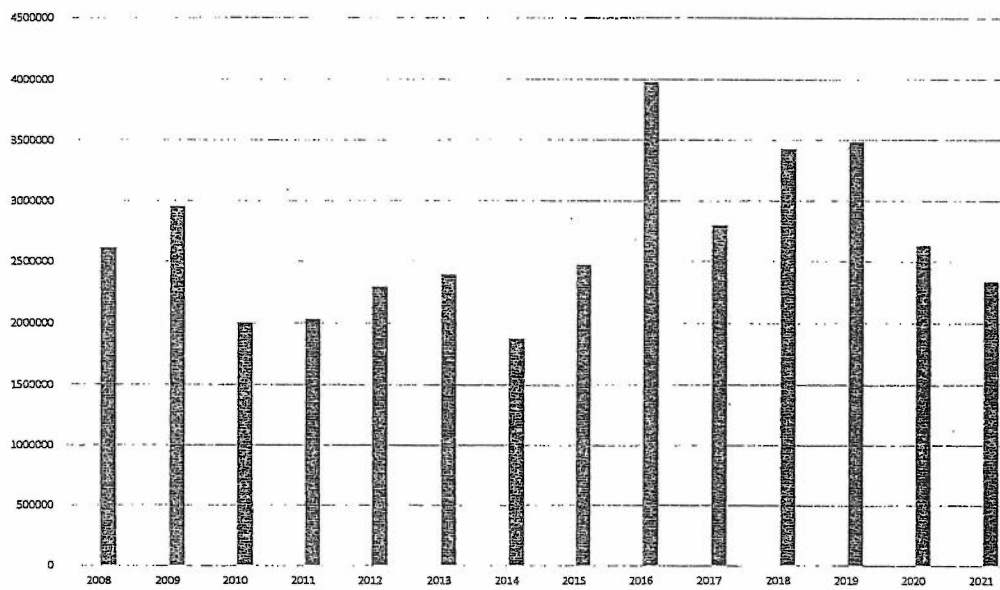
City of Marlborough Levy Limit Implications					
Fiscal Year	Total Tax Levy	Maximum Levy Limit	Levy Ceiling	Excess Levy Capacity	Excess as a % of Maximum Levy
2003	60,956,295	67,335,085	100,966,720	6,378,790	9.47%
2004	64,465,084	71,046,332	103,809,076	6,581,248	9.26%
2005	72,153,233	74,876,393	109,515,192	2,723,160	3.64%
2006	72,181,560	78,548,734	122,053,673	6,367,174	8.11%
2007	79,018,938	84,655,918	127,934,312	5,636,980	6.66%
2008	79,753,097	89,384,611	128,148,285	9,631,514	10.78%
2009	81,935,337	94,575,164	129,533,857	12,639,827	13.36%
2010	80,996,050	98,943,862	117,902,971	17,947,812	18.14%
2011	83,511,878	103,447,705	113,672,828	19,935,827	19.27%
2012	85,845,867	108,330,504	110,863,797	22,484,637	20.76%
2013	86,361,360	111,500,706	111,500,706	25,139,346	22.55%
2014	88,052,213	109,200,278	109,200,278	21,148,065	19.37%
2015	88,678,940	113,153,270	113,153,270	24,474,330	21.63%
2016	91,331,454	119,963,736	121,763,573	28,632,282	23.87%
2017	94,119,595	124,710,450	124,710,450	30,590,855	24.53%
2018	97,680,293	131,259,954	134,766,478	33,579,661	25.58%
2019	104,012,867	138,028,167	149,027,078	34,015,300	24.64%
2020	109,050,088	144,113,359	154,550,088	35,062,817	24.33%
2021	111,497,172	150,058,642	162,883,196	38,561,470	25.70%

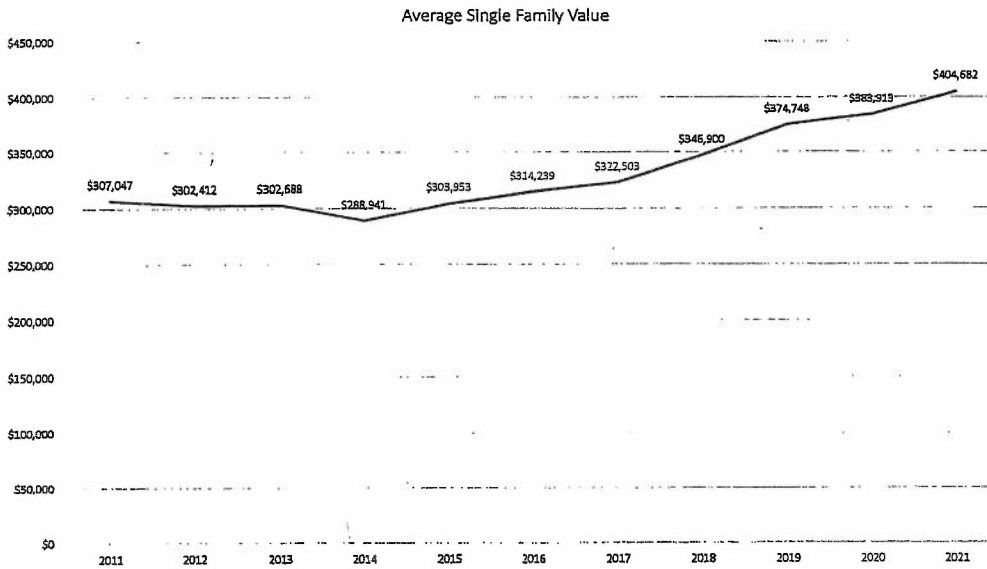


Levy Limit v. Levy Ceiling



Total New Growth





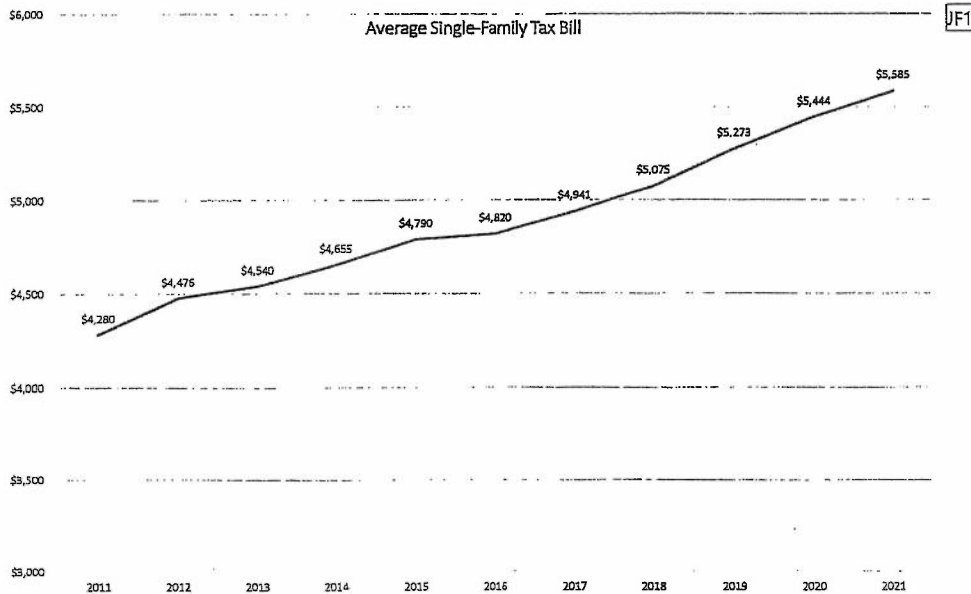
**City of Marlborough Historic Single-Family
Home Values & Bills**

Year	Single Family Value	Single Family Parcels	Average Single-Family Value	Average Single-Family Tax Bill
2011	\$2,135,204,600	6,954	\$307,047	\$4,280
2012	\$2,105,395,800	6,962	\$302,412	\$4,476
2013	\$2,110,641,800	6,973	\$302,688	\$4,540
2014	\$2,017,964,400	6,984	\$288,941	\$4,655
2015	\$2,127,060,300	6,998	\$303,953	\$4,790
2016	\$2,204,702,300	7,016	\$314,239	\$4,820
2017	\$2,267,198,200	7,030	\$322,503	\$4,941
2018	\$2,443,219,500	7,043	\$346,900	\$5,075
2019	\$2,643,845,400	7,055	\$374,748	\$5,273
2020	\$2,710,805,300	7,061	\$383,912	\$5,444
2021	\$2,857,862,300	7,062	\$404,682	\$5,585



Regional Comparison of Average Single-Family Tax Bills

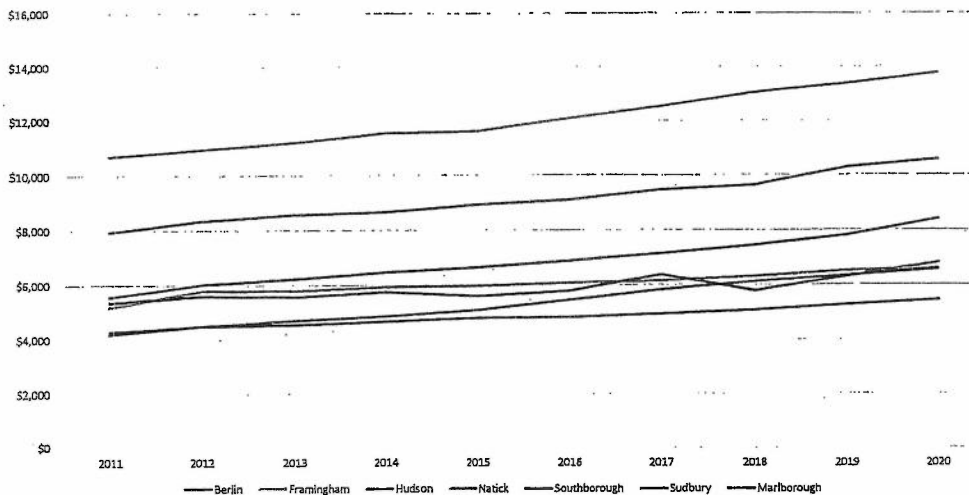
Municipality	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Ashland	\$5,800	\$5,958	\$6,125	\$6,351	\$6,555	\$6,790	\$7,013	\$7,217	\$7,373	\$7,615
Berlin	\$5,352	\$5,583	\$5,554	\$5,742	\$5,584	\$5,775	\$6,365	\$5,770	\$6,300	\$6,913
Boylston	\$5,234	\$5,710	\$5,764	\$5,848	\$5,897	\$5,925	\$6,214	\$6,486	\$6,421	\$7,125
Framingham	\$5,197	\$5,774	\$5,783	\$5,922	\$5,952	\$6,065	\$6,138	\$6,304	\$6,502	\$6,586
Hopkinton	\$7,904	\$8,082	\$8,285	\$8,539	\$8,885	\$8,953	\$9,216	\$9,658	\$10,295	\$10,639
Hudson	\$4,210	\$4,485	\$4,700	\$4,856	\$5,080	\$5,447	\$5,822	\$6,114	\$6,398	\$6,557
Natick	\$5,561	\$6,015	\$6,216	\$6,459	\$6,630	\$6,868	\$7,144	\$7,448	\$7,793	\$8,410
Northborough	\$5,972	\$6,114	\$6,181	\$6,225	\$6,485	\$6,850	\$7,098	\$7,340	\$7,671	\$7,965
Shrewsbury	\$3,955	\$4,139	\$4,322	\$4,483	\$5,030	\$5,178	\$5,274	\$5,560	\$5,699	\$5,968
Southborough	\$7,942	\$8,334	\$8,573	\$8,675	\$8,929	\$9,105	\$9,459	\$9,632	\$10,274	\$10,709
Sudbury	\$10,695	\$10,937	\$11,205	\$11,544	\$11,598	\$12,082	\$12,520	\$13,033	\$13,355	\$13,768
Westborough	\$7,446	\$7,790	\$7,972	\$8,134	\$8,045	\$8,264	\$8,384	\$8,734	\$9,448	\$9,775
Worcester	\$3,307	\$3,363	\$3,492	\$3,643	\$3,756	\$3,871	\$3,898	\$4,029	\$4,074	\$4,228



Top 10 Real Estate Taxpayers for Fiscal Year 2020

	Owner	Nature of Business	FY20 Real Estate Tax Bill	FY2020 Value	% of Total Tax Levy
1	TIJ Companies, Inc.	Retail-Offices	\$1,848,565.17	\$73,297,588	1.70%
2	Hines Global REIT: Marlborough Campus	Office Campus	\$1,787,250.61	\$70,866,400	1.64%
3	Boston Scientific Corporation	Office Campus	\$1,488,358.55	\$70,457,040	1.32%
4	MTP Equity Partners LLC	Office Campus	\$1,313,898.95	\$52,097,500	1.20%
5	Avalon Marlborough LLC	Apartment Complex	\$1,148,182.96	\$80,972,000	1.05%
6	Mall At Solomon Pond LLC	Retail	\$1,011,132.85	\$40,092,500	0.93%
7	GS Stonegate Project	Apartment Complex	\$980,681.71	\$69,159,500	0.90%
8	Sunovion Pharmaceuticals Inc.	Office / Lab	\$976,669.72	\$38,726,000	0.90%
9	Walker Realty (APEX)	Retail / Office	\$971,920.79	\$38,537,700	0.89%
10	Raytheon Company	Computer Management	\$962,551.56	\$38,166,200	0.88%

Average Single Family Tax Bill Comparison to Neighboring Communities



Top 10 Personal Property Taxpayers for Fiscal Year 2020

	Taxpayer	Address	FY20 PP Tax Bill	FY20 Value
1	Oracle America Inc	250 Locke Dr	\$401,275.92	\$15,911,020
2	Astellas Phar Inc	39 Locke Drive	\$257,204.15	\$10,198,420
3	Boston Scientific Corp.	Boston Scientific Way	\$219,199.63	\$8,691,500
4	Marvel Semiconductor Inc.	600 Nickerson Road	\$185,631.56	\$7,360,490
5	Wellington Mgmt Co LLP	100 Campus Dr	\$157,827.52	\$6,258,030
6	Comcast of MA	Various	\$142,013.06	\$5,630,970
7	Crown Castle Fiber LLC	Various	\$138,696.13	\$5,499,450
8	2018 ESA Project Comp.	Various	\$119,452.26	\$4,736,410
9	Quest Diagnostics LLC	200 Forest St	\$112,733.40	\$4,470,000
10	Roche Molecular System	700 Nickerson Rd	\$50,830.41	\$2,015,480

ASSESSMENT/CLASSIFICATION REPORT as of January 1, 2020
Fiscal Year 2021

Property Type	Parcel Count	Class1 Residential	Class2 Open Space	Class3 Commercial	Class4 Industrial	Class5 Pers Prop
01	7,062	2,857,862,300				
02	2,473	586,263,178				
MISC 103,109	48	44,067,300				
04	798	281,086,661				
05	163	68,607,100				
11-125	157	609,760,889				
30-32,106	485	16,713,200				
100-231	0		0			
100-393	529			1,112,846,013		
100-442	241				602,845,004	
150-452	0					0
CH 61 LAND	0	1	0	782		
CH 61A LAND	1	16	0	156,841		
CH 61B LAND	0	9	0	934,150		
112-043	94	27,260,721	0	28,118,554	2,893,235	
501	292					54,883,800
502	425					105,473,910
503	0					0
504	3					76,596,480
505	7					34,116,700
506	1					1,074,000
508	4					3,767,030
550-552	0					0
TOTALS	12,809	4,491,621,349	0	1,142,056,340	605,738,239	275,911,920
Real and Personal Property Total Value						6,515,327,848
Exempt Parcel Count & Value						544 641,520,997

For CH 61, 61A and 61B Land: enter the mixed use parcel count in the left-hand box, and enter the 100% Chapter land parcel count in the right-hand box.

Signatures

Board of Assessors

David Manzello, Assessor, Marlborough, dmanzello@rrgsystems.com 508-460-3779 | 11/2/2020 2:32 PM

Ellen Silverstein, Board Member, Marlborough, esilverstein@ymail.com 508-460-3779 | 11/2/2020 4:06 PM

Comments

No comments to display.

Documents

No documents have been uploaded.

NOTE : The information was Approved on 11/6/2020

CLASSIFICATION TAX ALLOCATION

Fiscal Year 2021

The selected Residential Factor is 0.000000

If you desire each class to maintain 100% of its full values tax share, indicate a residential factor of "1" and go to question 3.

In computing your residential factor, was a discount granted to Open Space?

Yes ☐ No ☒

Yes, what is the percentage discount? 0

Was a residential exemption adopted?

Yes ☐ No ☒

Yes, please complete the following:

Class 1 Total Assessed Value = 4,491,621.349 X 0 = 0
Class 1 Total Parcel Count * 0 Selected Res. Exemption % Residential Exemption

Include all parcels with a Mixed-Use Residential designation

Applicable number of parcels to receive exemption 0

Net value to be exempted 0

Was a small commercial exemption adopted?

Yes ☐ No ☒

% Selected 0

Yes, please complete the following:

No. of parcels eligible 0
Total value of parcels 0
Total value to be exempted 0

The following information was derived from the LA-7. Please indicate in column D percentages (accurate to 4 digits to the right of the decimal point) which result from your selected residential factor. (If a residential factor of "1" has been selected, you may leave Column D blank.)

A Class	B Certified Full and Fair Cash Value Assessments	C Percentage Full Value Shares of Total Tax Levy	D New Percentage Shares of Total Tax Levy
Residential	4,491,621,349.00	68.9393%	0.0000%
Open Space	0.00	0.0000%	0.0000%
Commercial	1,142,056,340.00	17.5288%	0.0000%
Industrial	605,738,239.00	9.2971%	0.0000%
Personal Property	275,911,920.00	4.2348%	0.0000%
TOTALS	6,515,327,848.00	100.0000%	0.0000%

NOTE : The information is preliminary and is subject to change.

CLASSIFICATION TAX ALLOCATION
Fiscal Year 2021

We hereby attest that on (date), (time), at (place) in a public hearing on the issue of adopting the percentages for fiscal year 2021, that the Board of Assessors presented information and data relevant to making such determination and the fiscal effect of the available alternatives, and that the percentages set forth above were duly adopted in public session on (date).

The LA-5 excess capacity for the current fiscal year is calculated as 38,561,470.00

The LA-5 excess capacity for the prior fiscal year is calculated as 35,073,154.39

For cities : City Councilors, Aldermen, Mayor

For towns : Board of Selectmen

For districts : Prudential Committee or Commissioners

Signatures

No signatures to display.

Documents

No documents have been uploaded.

LA13 Tax Base Levy Growth

Retain documentation for 5 years in case of DOR audit - Fiscal Year 2021

Property Class	(A) All Prior Year Abatement No.	(B) All Prior Year Abatement Values	(C) New Growth Valuation	(D) PY Tax Rate	(E) Tax Levy Growth
RESIDENTIAL					
SINGLE FAMILY (101)	2	51,700	2,719,300		
CONDOMINIUM (102)	0	0	0		
TWO & THREE FAMILY (104 & 105)	1	85,100	857,600		
MULTI - FAMILY (111-125)	1	500,000	26,311,500		
VACANT LAND (130-132 & 106)	1	2,600	988,200		
ALL OTHERS (103, 109, 012-018)	0	0	0		
TOTAL RESIDENTIAL	5	639,400	30,876,600	14.18	437,830
OPEN SPACE	0	0	0		
OPEN SPACE - CHAPTER 61, 61A, 61B	0	0	0		
TOTAL OPEN SPACE	0	0	0	0.00	0
COMMERCIAL	14	10,951,759	4,474,500		
COMMERCIAL - CHAPTER 61, 61A, 61B	0	0	0		
TOTAL COMMERCIAL	14	10,951,759	4,474,500	25.22	112,847
INDUSTRIAL	1	989,300	0	25.22	0
PERSONAL PROPERTY	0	0	71,045,680	25.22	1,791,772
TOTAL REAL & PERSONAL	20	12,580,459	106,396,780		2,342,449

Community Comments:

Signatures

Board of Assessors

David Manzello, Assessor , Marlborough , dmanzello@rrgsystems.com 508-460-3779 | 11/5/2020 3:22 PM

Documents

Documents have been uploaded.

NOTE : The information was Approved on 11/6/2020

LA13 Tax Base Levy Growth - Fiscal Year 2021

Small PP Exemption	5000	Certification Year	2019
Billing Cycle	Quarterly	BLA / BOA Advisors	Rebecca Boucher / Andrew Nelson
Chapter 653	No	Growth Reviewer	Rebecca Boucher

Class	FY 2021 Growth	3 Year Avg. Growth	FY 2021 / Avg Growth Factor
Residential & Open Space	30,876,600	27,476,422	1.12
Commercial & Industrial	4,474,500	35,268,786	0.13
Personal Property	71,045,680	72,625,540	0.98
Totals	106,396,780	135,370,748	0.79

Total Growth as a % of Total Value = 1.63%

Residential

Average FY 2021 101 Value	404,682
Change in 101 Parcel Counts	1
Estimated Growth - New Homes	404,682

FY 2021 - FY 2020 Changes	Single Family (101)	Condominium (102)	Two & Three Family (104 & 105)	Multi-Family (111-125)	Vacant Land (130-132, 106)	All Others (103, 109, 012-018)	Commercial 300's Only	Industrial 400's Only	Personal Prop 500's
Parcel Change	1	10	3	-1	-4	0	-4	-4	-9
Value Change	147,057,000	31,561,800	27,646,900	33,516,798	1,351,000	5,023,708	34,762,051	49,902,350	-713,220
Value Change %	5.4	5.7	8.6	5.8	8.8	7.6	3.2	9.0	-0.2
New Growth	2,719,300	0	857,600	26,311,500	988,200	0	4,474,500	0	71,045,680
Growth % vs. Val Chang %	0.100	0.000	0.266	4.566	6.433	0.000	0.415	0.000	25.683
DOR Utility Growth									853,000

LA13 Edits	Rev & Omit	Abatements
Res % of FY 2021 Base	0.00%	0.02%
Com % of FY 2021 Base	0.00%	0.99%
Ind % of FY 2021 Base	0.00%	0.18%

Approval Date

LA-13A Levy Amount

LA13 Tax Base Levy Growth - Fiscal Year 2021

11/06/2020

LA-13 Levy Amount

\$0.00

\$2,342,449.00

Comments

0 comments to display.

Documents

0 documents have been uploaded.

**Levy Limit
Fiscal Year 2021**

FOR BUDGET PLANNING PURPOSES

I. TO CALCULATE THE FY 2020 LEVY LIMIT

A. FY 2019 Levy Limit	138,028,167	
A1. Amended FY 2019 Growth	0	
B. ADD (IA + IA1)*2.5%	3,450,704	
C. ADD FY 2020 New Growth	2,634,488	
C1. ADD FY 2020 New Growth Adjustment	0	
D. ADD FY 2020 Override	0	
E. FY 2020 Subtotal	<u>144,113,359</u>	
F. FY 2020 Levy Ceiling	154,550,088	I. <u>144,113,359</u> FY 2020 Levy Limit

II. TO CALCULATE THE FY 2021 LEVY LIMIT

A. FY 2020 Levy Limit from I	144,113,359	
A1. Amended FY 2020 Growth	0	
B. ADD (IIA + IIA1)*2.5%	3,602,834	
C. ADD FY 2021 New Growth	2,342,449	
C1. ADD FY 2021 New Growth Adjustment	0	
D. ADD FY 2021 Override	0	
E. ADD FY 2021 Subtotal	<u>150,058,642</u>	
F. FY 2021 Levy Ceiling	162,883,196	II. <u>150,058,642</u> FY 2021 Levy Limit

III. TO CALCULATE THE FY 2021 MAXIMUM ALLOWABLE LEVY

A. FY 2021 Levy Limit from II.	150,058,642
B. FY 2021 Debt Exclusion(s)	0
C. FY 2021 Capital Expenditure Exclusion(s)	0
D. FY 2021 Stabilization Fund Override	0
E. FY 2021 Other Adjustment :	0
F. FY 2021 Water/Sewer	0
G. FY 2021 Maximum Allowable Levy	<u>150,058,642</u>

Signatures

No signatures to display.

Documents

No documents have been uploaded.

NOTE : The information is preliminary and is subject to change.

Projected Tax Implication of Proposed FY 21 Budget

		FY 20		FY 21	Difference	PCT
Tax Levy	\$	109,040,205.00	\$	111,497,172.00	\$ 2,456,967.00	2.25%
New Growth	\$	-	\$	2,342,449.00		
Effective Tax Levy	\$	109,040,205.00	\$	109,154,723.00	\$ 114,518.00	0.11%

New Growth for FY 21 will add \$2,342,449.00 in additional tax revenue without increasing the tax rate for FY 21.

		FY 20 with New Growth		FY 21 with New Growth		Difference	
Typical House Value	\$	383,913.00	\$	404,682.00	\$	20,769.00	5.41%
Tax	\$	5,443.89	\$	5,584.61	\$	140.73	2.59%
Tax Rate	\$	14.18	\$	13.80	\$	(0.38)	-2.68%
Typical Commercial Value	\$	2,022,672.00	\$	2,103,679.00	\$	81,007.00	4.00%
Tax	\$	51,011.79	\$	51,477.03	\$	465.24	0.91%
Tax Rate	\$	25.22	\$	24.47	\$	(0.75)	-2.97%

FY21 REVENUE PROJECTIONS

	FY 17 Actual	FY 18 Actual	FY 19 Actual	FY 20 Actual	FY 21 Projection	
MOTOR VECH	\$ 5,606,019.34	\$ 5,605,522.00	\$ 5,639,562.00	\$ 5,338,332.00	\$ 5,300,000.00	Estimate
OTHER EXCISE - Meals	\$ -	\$ 398,500.00	\$ 388,000.00	\$ 366,493.00	\$ 1,250,101.00	Estimate
OTHER EXCISE - Room	\$ 1,661,273.58	\$ 1,772,605.00	\$ 1,835,704.00	\$ 1,555,151.00	\$ 500,000.00	Estimate
OTHER EXCISE - Other	\$ 44,680.00	\$ 52,780.00	\$ 49,100.00	\$ 47,500.00	\$ 47,000.00	Estimate
CANNABIS				\$ 354,565.00	\$ 400,000.00	Estimate
PENALTIES & INTEREST	\$ 567,961.15	\$ 561,424.00	\$ 616,490.00	\$ 529,766.00	\$ 500,000.00	Estimate
LIEU OF TAXES	\$ 323,541.74	\$ 254,195.00	\$ 316,701.00	\$ 211,880.00	\$ 200,000.00	Estimate
CHARGES WATER	\$ 12,735,824.78	\$ 11,900,534.00	\$ 11,326,797.00	\$ 11,214,452.00	\$ 11,606,958.00	3.5% Rate Change
CHARGES FOR SEWER	\$ 11,370,356.48	\$ 10,267,909.00	\$ 10,311,747.00	\$ 10,285,522.00	\$ 10,774,084.00	4.75% Rate Change
FEES	\$ 357,321.78	\$ 357,729.00	\$ 347,163.00	\$ 138,076.00	\$ 135,000.00	Estimate
RENTAL	\$ 273,131.47	\$ 279,389.00	\$ 291,501.00	\$ 286,917.00	\$ 279,900.00	Estimate
DEPT REV. LIBRARIES	\$ 5,059.95	\$ 2,462.00	\$ 4,684.00	\$ 2,579.00	\$ 400.00	Estimate
DEPT REV. CEMETERIES	\$ 69,890.00	\$ 68,080.00	\$ 72,790.00	\$ 80,000.00	\$ 72,000.00	Estimate
OTHER DEPT REV	\$ 137,466.00	\$ 150,588.00	\$ 129,826.00	\$ 155,344.00	\$ 138,200.00	Estimate
LICENSES AND PERMITS	\$ 1,698,488.99	\$ 1,343,207.00	\$ 1,298,260.00	\$ 2,073,494.00	\$ 1,540,000.00	Estimate
FINE AND FORFEITS	\$ 255,508.35	\$ 148,482.00	\$ 135,725.00	\$ 165,835.00	\$ 135,000.00	Estimate
INVESTMENT INCOME	\$ 704,484.58	\$ 874,859.00	\$ 1,311,950.00	\$ 870,984.00	\$ 750,000.00	Estimate
MISC. REV.	\$ 91,640.69	\$ 62,095.00	\$ 43,329.00	\$ 107,907.00	\$ 40,000.00	Estimate
Medicaid Reimbursement	\$ 617,536.80	\$ 585,488.00	\$ 452,664.00	\$ 297,785.00	\$ 295,000.00	Estimate
MISC REV NON RECURRING	\$ 1,125,044.16	\$ 520,958.00	\$ 927,881.00	\$ 1,073,285.00	\$ 405,000.00	Estimate
SUB TOTAL Local Rcpt	\$ 37,645,229.84	\$ 35,206,806.00	\$ 35,499,874.00	\$ 35,155,867.00	\$ 34,368,643.00	
School Construction	\$ 170,309.00	\$ 170,309.00	\$ 170,309.00	\$ 170,309.00	\$ 170,309.00	
CHERRY SHEET	\$ 31,297,581.53	\$ 31,654,072.00	\$ 34,243,957.45	\$ 35,452,790.00	\$ 37,688,627.00	
TOTAL	\$ 69,113,120.37	\$ 67,031,187.00	\$ 69,914,140.45	\$ 70,778,966.00	\$ 72,227,579.00	

	PROJECTED RECAP FY21	
BUDGET		\$173,983,364.00
AMOUNT CERT FOR TAX TITLE	\$ -	
TOTAL CHERRY SHEET OFFSET	\$ 59,540.00	
SNOW & ICE DEFICIT	\$ -	
OTHER PR YR OVERLAY	\$ -	
OTHER DEFICITS	\$ -	
TOTAL		\$ 59,540.00
CHERRY SHEET EST CHARGES		\$ 8,895,231.00
OVERLAY		\$ 2,000,000.00
TOTAL APPROPRIATION		\$184,938,135.00
CHERRY SHEET&SCH CONST	\$ 37,858,936.00	
CHERRY SHEET SUPPLEMENTAL	\$ -	
CHERRY SHEET OVER EST		
TOTAL		\$ 37,858,936.00
ESTIMATED RECPTS		
LOCAL	\$ 34,368,643.00	
OFFSET		
ENTERPRISE		
TOTAL		\$ 34,368,643.00
REVENUE SOURCES FOR PURPOSE		
FREE CASH Snow and Ice	\$ -	
OTHER AVAILABLE FUNDS	\$ 49,725.00	
TOTAL		\$ 49,725.00
OTHER REVENUE SOURCES TO REDUCE TAX RATE		
FREE CASH / Projected New Growth	\$ -	
OTHER - Excess Overlay	\$ 1,163,659.00	
TOTAL		\$ 1,163,659.00
TOTAL EST. RECPT & OTHER REVENUE		\$ 73,440,963.00

Sale of Graves

SUMMARY FY 21

SUMMARY OF TOTAL		
TOTAL TO BE RAISED	\$ 184,938,135.00	
TOTAL EST RCPT & OTHER	\$ 73,440,963.00	
TOTAL TAX LEVY	\$ 111,497,172.00	
TOTAL RECPT FROM ALL SOURCES		\$ 184,938,135.00

Current Levy

FY 21 TAX LEVY	\$ 111,497,172.00
FY 20 TAX LEVY	<u>\$ 109,040,205.00</u>

Increase in Tax Levy	<u>\$ 2,456,967.00</u>	2.25%
-----------------------------	-------------------------------	--------------

FY 21 Levy Limit	\$ 150,058,642.27	\$ 144,113,359.29	FY 20 Levy Limit
FY21 Tax Levy	<u>\$ 111,497,172.00</u>	\$ 147,716,193.27	FY 21 Levy Limit @2.5%
Under/Over Limit	<u>\$ 38,561,470.27</u>	<u>\$ 2,342,449.00</u>	Projected New Growth
		\$ 150,058,642.27	FY 21 Levy Limit

Glossary of Key Terms for Tax Classification

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes. In Massachusetts, assessed valuation is based on the property's full and fair cash value as set by the Assessors. (See Full and Fair Cash Value)

Cherry Sheet: Named for the cherry colored paper on which they were originally printed, the Cherry Sheet is the official notification to cities, towns and regional school districts of the next fiscal year's state aid and assessments. The aid is in the form of distributions, which provide funds based on formulas and reimbursements that provide funds for costs incurred during a prior period for certain programs or services. Links to the Cherry Sheets are located on the DLS website at www.mass.gov/dls. (See Cherry Sheet Assessments, Estimated Receipts)

Cherry Sheet Assessments: Estimates of annual charges to cover the cost of certain state and county programs.

Cherry Sheet Offset Items: Local aid that may be spent without appropriation in the budget, but which must be spent for specific municipal and regional school district programs. Current offset items include racial equality grants, school lunch grants, and public libraries grants. (See Offset Receipts)

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real

property and by personal property owners. (see Classification of the Tax Rate).

Classification of the Tax Rate: Each year, the selectmen or city council vote whether to exercise certain tax rate options. Those options include choosing a residential factor (MGL Ch. 40 §56), and determining whether to offer an open space discount, a residential exemption (Ch. 59, §5C), and/or a small commercial exemption (Ch. 59, §5I) to property owners.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the commonwealth that is subject to local taxation. EQVs have historically been used as variables in distributing certain state aid accounts and for determining county assessments and certain other costs. The Commissioner of Revenue, in accordance with M.G.L. Ch. 58 s 10C, is charged with the responsibility of bi-annually determining an equalized valuation for each town and city in the Commonwealth.

Estimated Receipts: A term that typically refers to anticipated local revenues listed on page three of the Tax Recapitulation Sheet. Projections of local revenues are often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

Excess Levy Capacity: The difference between the levy limit and the amount of real and personal property taxes actually levied in a given year. Annually, the board of selectmen or council must be informed of excess levying capacity and evidence of such acknowledgment must be submitted to DOR when setting the tax rate.

Glossary of Key Terms for Tax Classification

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Full and Fair Cash Value (FFCV): Fair cash value has been defined by the Massachusetts Supreme Judicial Court as "fair market value, which is the price an owner willing but not under compulsion to sell ought to receive from one willing but not under compulsion to buy. It means the highest price that a normal purchaser not under peculiar compulsion will pay at the time and cannot exceed the sum that the owner after reasonable effort could obtain for his property. A valuation limited to what the property is worth to the purchaser is not market value. The fair cash value is the value the property would have on January first of any taxable year in the hands of any owner, including the present owner." (Boston Gas Co. v. Assessors of Boston, 334 Mass. 549, 566 (1956))

Levy Ceiling: A levy ceiling is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that, in any year, the real and personal property taxes imposed may not exceed 2½ percent of the total full and fair cash value of all taxable property. Property taxes levied may exceed this limit only if the community passes a capital exclusion, a debt exclusion, or a special exclusion. (See Levy Limit)

Levy Limit: A levy limit is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that the real and personal property taxes imposed by a city or town may only grow each year by 2½ percent of the prior year's levy limit, plus new growth and any overrides or exclusions. The levy limit can exceed the levy ceiling only if the community passes a capital expenditure exclusion, debt exclusion, or special exclusion. (See Levy Ceiling)

Local Aid: Revenue allocated by the Commonwealth to cities, towns, and regional school districts. Estimates of local aid are transmitted to cities, towns, and districts annually by the "Cherry Sheets." Most Cherry Sheet aid programs are considered general fund revenues and may be spent for any purpose, subject to appropriation.

Local Receipts: Locally generated revenues, other than real and personal property taxes. Examples include motor vehicle excise, investment income, hotel/motel tax, fees, rentals, and charges. Annual estimates of local receipts are shown on the tax rate recapitulation sheet. (See Estimated Receipts)

Municipal Revenue Growth Factor (MRGF): An estimate of the percentage change in a municipality's revenue growth for a fiscal year. It represents the combined percentage increase in the following revenue components: automatic 2 1/2 percent increase in the levy limit, estimated new growth, the change in selected unrestricted state aid categories and the change in selected unrestricted local receipts.

New Growth: The additional tax revenue generated by new construction, renovations

Glossary of Key Terms for Tax Classification

and other increases in the property tax base during a calendar year. It does not include value increases caused by normal market forces or by revaluations. New growth is calculated by multiplying the assessed value associated with new construction, renovations and other increases by the prior year tax rate. The additional tax revenue is then incorporated into the calculation of the next year's levy limit.

Override: A vote by a community at an election to permanently increase the levy limit. An override vote may increase the levy limit no higher than the levy ceiling. The override question on the election ballot must state a purpose for the override and the dollar amount.

Overlay: (Overlay Reserve or Allowance for Abatements and Exemptions) An account established annually to fund anticipated property tax abatements, exemptions and uncollected taxes in that year. The overlay reserve need not be funded by the normal appropriation process, but rather is raised on the tax rate recapitulation sheet.

Overlay Deficit: A deficit that occurs when the amount of overlay raised in a given year is insufficient to cover abatements, statutory exemptions, and uncollected taxes for that year. Overlay deficits must be provided for in the next fiscal year.

Overlay Surplus: Any balance in the overlay account of a given year in excess of the amount remaining to be collected or apated can be transferred into this account. Within 10 days of a written request by the chief executive officer of a city or town, the assessors must provide a certification of the excess amount of overlay available to transfer. Overlay surplus may be

appropriated for any lawful purpose. At the end of each fiscal year, unused overlay surplus is "closed" to surplus revenue, i.e., it becomes a part of free cash.

Override Capacity: The difference between a community's levy ceiling and its levy limit. It is the maximum amount by which a community may override its levy limit.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information. Every five years, assessors must submit property values to the DOR for certification. Assessors must also maintain fair cash values in the years between certifications so that each taxpayer in the community pays his or her share of the cost of local government in proportion to the value of his property. Marlborough submitted its property values to DOR for certification in Fiscal Year 2019. The next revaluation will be in Fiscal Year 2024. (See Quinquennium Certification)

Tax Rate Recapitulation Sheet (Recap Sheet): A document submitted by a city or town to the DOR in order to set a property tax rate. The recap sheet shows all estimated revenues and actual appropriations that affect the property tax rate.

Quinquennium Certification: The Commissioner of Revenue, through the Bureau of Local Assessment, is required to

Glossary of Key Terms for Tax Classification

review local assessed values every three years and to certify that they represent full and fair cash value (FFCV). Refer to MGL Ch. 40 §56 and Ch. 59 §2A(c).

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
MAYOR

2020 DEC -3 A H:00
Patricia M. Bernard
EXECUTIVE AIDE

140 Main Street
Marlborough, Massachusetts 01752
508.460.3770 Fax 508.460.3698 TDD 508.460.3610
www.marlborough-ma.gov

Michele A. O'Brien
EXECUTIVE SECRETARY

December 3, 2020,

City Council President Michael Ossing
Marlborough City Council
140 Main Street
Marlborough, MA 01752

Re: Grant Acceptance -- Sustainable Materials Recovery Program Grant

Honorable President Ossing & Councilors:

Enclosed for your review and acceptance is information on the Sustainable Materials Recovery Program grant for the Department of Public Works. This program grant is for \$21,600.00 and will be used to offset the rising costs of processing recyclable materials.

Please contact me or Ted Scott with any questions pertaining to this grant.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough
Department of Public Works

135 NEIL STREET
MARLBOROUGH, MASSACHUSETTS 01752
TEL. 508-624-6910
*TDD 508-460-3610

SEAN M. DIVOLL, P.E.
COMMISSIONER

November 24, 2020

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

Re: Sustainable Materials Recovery Program Grant

Dear Mayor Vigeant:

The Department of Public Works was awarded a Sustainable Materials Recovery Program Grant from the Department of Environmental Protection in the amount of \$21,600. These funds, earned under the Recycling Dividends Program (RDP) and Small-Scale Initiatives grant program, provide incentives for municipalities to improve their recycling programs by implementing best practices and reward communities who practice model recycling and waste reduction programs. Funds will be expended to offset the rising costs of processing recyclable materials. I respectfully request that you submit this grant for City Council acceptance and approval. A copy of the grant acceptance form has also been attached for Council's review and consideration.

Please contact me if you require any additional information.

Sincerely,

Theodore L. Scott
Assistant Commissioner Operations

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: Department of Public Works DATE: 11/24/2020

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Ted Scott- Asst Commissioner of Operations

NAME OF GRANT: Recycling Dividends Program Grant

GRANTOR: MassDEP Sustainable Materials Recovery Program

GRANT AMOUNT: \$21,600.00

GRANT PERIOD: Calendar Year 2021

SCOPE OF GRANT/
ITEMS FUNDED Grant will be used to offset the increased cost of processing recyclable materials.

IS A POSITION BEING
CREATED: No

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?
No

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: No

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



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
MAYOR
Arthur G. Vigeant

2020 DEC -3 A 11:00

Patricia M. Bernard
EXECUTIVE AIDE

140 Main Street
Marlborough, Massachusetts 01752
508.460.3770 Fax 508.460.3698 TDD 508.460.3610
www.marlborough-ma.gov

Michele A. O'Brien
EXECUTIVE SECRETARY

December 3, 2020,

City Council President Michael Ossing
Marlborough City Council
140 Main Street
Marlborough, MA 01752

Re: Gift Acceptance from DCU for MPD's Youth Programming

Honorable President Ossing & Councilors:

Enclosed for your review and acceptance is a gift from the Digital Federal Credit Union in the amount of \$7,500.00. This donation will be used to support MPD's youth programming efforts; summer Youth Academy and the Christmas Heroes for Helpers program.

We appreciate and thank the DCU for their continued support.

Please contact me or Chief David Giorgi with any questions pertaining to this gift.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough

Police Department

355 Bolton Street, Marlborough, Massachusetts 01752
Tel. (508)-485-1212 Fax (508)-624-6938



David A. Giorgi
Chief of Police

November 18, 2020

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

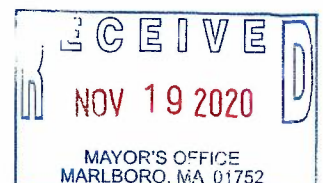
Dear Mayor Vigeant:

The Marlborough Police Department has received a donation check in the amount of \$7,500.00 from Digital Federal Credit Union(D.C.U.). The donation has been offered to the police department as a representation of DCU's continued support for the department's programs and efforts to make a difference in our community. This donation significantly aids the department's ability to offer community outreach program, like our summer Youth Academy for middle school students and our Christmas Heroes for Helpers program.

Attached is a copy of the cover letter which our department received from DCU, a Notice of Grant Award, as well as copy of the check. I am requesting that the donation be forwarded to the City Council for approval. Should you have any questions, please do not hesitate to call.

Sincerely,

David A. Giorgi
Chief of Police



**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: Police DATE: November 18, 2020

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Chief David A. Giorgi

NAME OF GRANT: Digital Federal Credit Union donation

GRANTOR: Digital Federal Credit Union

GRANT AMOUNT: \$7,500.00

GRANT PERIOD: _____

SCOPE OF GRANT/
ITEMS FUNDED Donation to support department programs

IS A POSITION BEING
CREATED: N/A

IF YES: CAN FRINGE BENEFITS BE PAID FROM GRANT? _____

ARE MATCHING CITY
FUNDS REQUIRED? N/A

IF MATCHING IS NON-MONETARY (MAN HOURS, ETC.) PLEASE SPECIFY:
N/A

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

N/A

ANY OTHER EXPOSURE TO CITY?
N/A

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: NO

**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**



October 29, 2020

Marlborough Police Department
355 Bolton Street
Marlborough, MA 01752

To Whom It May Concern,

On behalf of Digital Federal Credit Union, I am pleased to provide Marlborough Police Department with the enclosed check for \$7,500.00. This donation represents DCU's support of your organization's efforts in providing programs and services that make a difference in the community.

As a socially responsible organization, DCU is committed to partnering with other organizations, such as yours that make an impact within the communities we serve. The purpose of this donation is to give back and help provide the resources needed by your organization to do the good that you do each and every day. The donation is not a sponsorship or an opportunity for DCU to market our credit union. Our objective for our donation is to directly affect the lives of the people who need it the most.

Thank you for all that you do. Please feel free to contact Amy Regan at amyregandcu@gmail.com or mail any questions and/or inquiries to Digital Federal Credit Union, Attn: Maureen Spaulding, Foundation Manager, 853 Donald Lynch Blvd., Marlborough, MA 01752.

For further information about DCU and our branch locations, or communities we serve, please visit our website at www.dcu.org.

Sincerely,

DCU has two non-profit organizations to help improve the quality of life for children in need and to provide small, short-term interest free loans to working individuals and families that need a helping hand. To learn more about them, please visit www.dcuforkids.org and www.axuda.org.





Digital Federal Credit Union
PO Box 9130 • Marlborough, MA 01752-9130 • 508.263.6700

DATE
10/27/2020

CHECK NUMBER
068879

Detach This Portion Before Depositing

INVOICE NUMBER	INVOICE DATE	DESCRIPTION	GROSS AMOUNT	DISCOUNT	NET AMOUNT
2020 DONATION	10/27/2020	Vchr: VO125068	\$7,500.00	\$0.00	\$7,500.00
PRINT BATCH	VENDOR CODE	PAY TO NAME	NET TOTAL		
3,341	MARLBOROPOLI	CITY OF MARLBROUGH-POLICE DEPARTMENT	\$7,500.00		

ORIGINAL CHECK HAS A VOID PANTOGRAPH AND IS PRINTED ON CHEMICAL REACTIVE PAPER - SEE BACK FOR DETAILS



Digital Federal Credit Union
PO Box 9130 • Marlborough, MA 01752-9130 • 508.263.6700

ACCOUNTS PAYABLE

DATE	CHECK NO.
10/27/2020	068879

53-9182
2113

PAY

Seven thousand five hundred and 00/100 Dollars Only

VOID AFTER 90 DAYS

PAY
TO
ORDER
OF

CITY OF MARLBROUGH-POLICE DEPARTMENT
355 BOLTON STREET
MARLBOROUGH, MA 01752

AMOUNT
\$7,500.00

Louis M. LaChapelle

⑈068879⑈



City of Marlborough Legal Department

140 MAIN STREET
MARLBOROUGH, MASSACHUSETTS 01752
TEL (508) 460-3771 FAX (508) 460-3698 TDD (508) 460-3610
LEGAL@MARLBOROUGH-MA.GOV

RECEIVED
JASON D. GROSSFIELD
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
JASON M. PIQUES
2020 DEC 2 P 11 16
ASSISTANT CITY SOLICITOR
HEATHER H. GUTIERREZ
PARALEGAL

December 1, 2020

Michael H. Ossing, President
Marlborough City Council
City Hall
140 Main Street
Marlborough, MA 01752

Re: Order No. 20-1008134: Proposed Ordinance Amendments for Building Department Fees

Dear Honorable President Ossing and Councilors:

In connection with the above-referenced item, enclosed please find the proposed ordinance amendments in clean format, in proper legal form, as recommended by the Finance Committee at its November 9, 2020 meeting. A red-line version is also included for reference purposes.

Please contact me if you have any questions.

Respectfully,

Jason D. Grossfield
City Solicitor

Enclosure

cc: Arthur G. Vigeant, Mayor
Jeffrey Cooke, Building Commissioner

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 AS FOLLOWS:

- I. Chapter 270, Section 270-9(A), is hereby amended to read as follows:

Construction costs for all new buildings and structures will be determined from values as listed in the most current ICC Building Valuation Data. ICC Building Valuation Data is updated every six months. Permit fee is based on entire "Estimate Cost of Construction". Proof of costs is a signed contract.

- II. Chapter 270, Section 270-9(E), entitled "Fees", is hereby amended to read as follows:

Type of Permit

Fee

Building Residential	
1 or 2 Family Residential Construction	\$10 per \$1,000, \$50 Minimum
Renewable Energy (PV, Wind, Hydro) Storage Excluded	\$0.03 per watt Direct Current, \$50 Minimum
Building Commercial	
All Commercial Construction	\$10 per \$1,000, \$100 Minimum
Suppression, Fire Alarm, HVAC, Sheet Metal, and/or Mechanical	\$10 per \$1,000, \$100 Minimum. If Permit Application is associated with active building permit, \$50
Renewable Energy (PV, Wind, Hydro) Storage Excluded	\$0.03 per watt Direct Current, \$100 Minimum
Building Miscellaneous	
Demolition, residential	\$10 per Thousand of Total Construction Cost, \$50 Minimum. Accessory structures less than 200 SF, \$25
Demolition, commercial	\$10 per Thousand of Total Construction Cost, \$100 Minimum
Solid Fuel/Wood/Coal Stoves/Fireplaces	\$50
Tents	\$50 Residential, \$100 per year Non-residential
Pools, above ground and in ground	\$50 Above Ground, \$100 In Ground
Amusements	\$15 per booth and/or ride, \$100 Minimum
Fences	\$25
Sign Structure	\$10 per Thousand, \$50 Minimum
Work/Jobsite Trailer	\$100 per trailer

Occupancy		
	Occupancy and Use Certificate to occupy existing space	\$50 when no building permit is required
	Occupancy and Use Certificate to occupy new space	Included in Building Permits for new buildings
	Temp CO Residential	\$50 per 30 days, max 90 days
	Temp CO Commercial	\$200 per 30 days, max 90 days
Gas Residential		
	New Construction 1 or 2 Family	\$150 per unit
	New Construction 3+ units	\$100 per unit
	Appliance replacement or addition	\$40 + \$15 per unit after the 1st
Gas Commercial		
	All Commercial Gas Work	\$10 per Thousand, \$100 Minimum
Plumbing Residential		
	Residential 1 or 2 Family	\$150 per unit
	Residential 3+ units	\$100 per unit
	Residential Alterations (new or replacements)	\$40 + \$8 per unit after the 1st
	Residential Trailer Water or Sewer	\$40
Plumbing Commercial		
	All Commercial Plumbing	\$10 per Thousand, \$100 Minimum
Wiring Residential		
	New house construction 1 or 2 Family	\$150 per unit
	Service change	\$50 per 100 AMP, +\$25 per additional 100 AMPS
	Renewable Energy Permit Fee	\$0.03 per watt Direct Current, \$50 Minimum
	Minimum Permit Fee	\$10 per \$1000 of contract cost, minimum \$75
	Oil or gas burner, Appliances, Swimming Pool	\$75 each
Wiring Commercial		
	New Construction or Addition	The greater of \$100 OR \$10 per \$1000 of wiring job cost
	Carnivals	\$250
	Signs and billboards	\$75
	Temporary service	\$100
	Renewable Energy (Not Storage)	\$0.03 per watt Direct Current, \$100 Minimum
	Institutional (Maintenance Permit)	\$250 annually

Inspections		
	Work Beginning before obtaining a Permit	DOUBLE PERMIT FEE
	Reinspection fee (ALL TRADES), each inspector	\$50 Minimum
	After Hours Inspection - Detail	\$400 Minimum
	Gas Test	\$40
Administrative Related Fees		
	Commercial Plan Review Fee	2 cents per SF over 5,000 SF, 1st 5,000 SF included in base fee
	Permit Extension	\$50
	Permit Revision with no added construction costs	\$50
	Administrative Fee (Replacement Building Card, Zoning Letter, Change of Use Letter)	\$25

110 ANNUAL INSPECTIONS – Fee Schedule

Use Group	Use Group	Use Group Descriptions	Minimum Inspections	Maximum Certification Period	Fees for Maximum Certification Period
A-1	Assembly - Theaters over 400 Capacity	With Stage and Scenery Movie Theater	Semi-Annual	One Year	\$150
		Movie Theater	Semi-Annual	One Year	\$150
A-1	Assembly - Theaters 400 or less Capacity	With Stage and Scenery Movie Theater	Annual	One Year	\$75
		Movie Theater	Annual	One Year	\$75
A-2	Restaurants, Assembly Night Clubs or similar uses	Over 400 Capacity	Semi-Annual	One Year	\$150
A-3	Assembly Lecture Halls, Recreation Centers, Terminals, Locations of Worship.	Over 400 Capacity	Semi-Annual	One Year	\$125
		400 or Less Capacity	Annual	One Year	\$50

A-4	Assembly	Low Density, Recreation & Similar Uses	Prior to Issuance of each new Certificate	Five Years	\$40
A-5	Assembly	Stadiums, Bleachers, Places of outdoor assembly	Prior to Issuance of each new Certificate	One Year	\$40+\$15 per 1000 over 5000.
E	Educational	Educational	Prior to Issuance of each new Certificate	One Year	\$50
E	Day Care	Child Day Care Centers	Prior to Issuance of each new Certificate	One Year	\$50
I-1	Group Home		Prior to Issuance of each new Certificate	One Year	\$50
I-2	Residents incapable of self-preservation: hospitals, nursing homes, mental hospitals, certain day care facilities		Prior to Issuance of each new Certificate	Two Years	\$75 per 100 beds, +\$2 per 10 beds over 100.
I-3	Residents Restrained: prisons, jails, detention centers, etc.		Prior to Issuance of each new Certificate	Two Years	\$75 per 100 beds, +\$2 per 10 beds over 100.
I-4	Adult and/or child day care facilities.		Prior to Issuance of each new Certificate	One Year	\$50
R-1	Hotels, Motels, Boarding Houses, etc.		Prior to Issuance of each new Certificate	One Year	\$40 per 10 rooms, +\$1 per room over 10 rooms, Minimum \$100.
R-1	Detoxification Facilities		Prior to Issuance of each new Certificate	Two Years	\$75
R-2	Multi-Family		Prior to Issuance of each new Certificate	Five Years	\$75 per 3 dwelling units, +\$2 per dwelling after 3.

R-2	Dormitories and R-2 Congregate Living		Prior to Issuance of each new Certificate	One Year	\$40 per 10 rooms, +\$1 per room over 10 rooms, Minimum \$100.
R-2	Summer Camps for Children		Annual	One Year	\$15 per 100 beds, +\$8 per 100 beds after the first 100 beds, +\$15 for each assembly building
R-3	Residential Care facilities licensed by DDS or DMH		Annual	One Year	\$75 per 100 beds, +\$2 per 10 beds over 100.
R-4	Residential care/assisted living facilities (≤ 16 persons)		Annual	One Year	\$75 per 100 beds, +\$2 per 10 beds over 100.
R-5	Residential Special Occupancy	Limited Group Residence	Annual	One Year	\$75 per 100 beds, +\$2 per 10 beds over 100.
Any	Facilities licensed by the Alcohol Beverage Control Commission where alcoholic beverages are served and consumed.		Annual as per M.G.L. c. 10, §74	One Year as per M.G.L. c. 10, § 74	\$75
Any	House Museums (as recognized by Massachusetts Historical Commission)		Annual	One Year	\$50
Any	Fire Escapes, etc. per 780 CMR 10.00: <i>Means of Egress</i>		Five Years	Five Years	\$50

III. Effective Date. These amendments shall take effect on July 1, 2021.

ADOPTED

In City Council

Order No. 20-1008134

Adopted

Approved by Mayor

Arthur G. Vigeant

Date:

A TRUE COPY

ATTEST:

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 AS FOLLOWS:

I. Chapter 270, Section 270-9(A), is hereby amended as follows: (new text shown as underlined, deleted text shown as ~~strikethrough~~):

Construction costs for all new buildings and structures will be determined from values as listed in the ~~Building Valuation Data Report published by Marshall and Swift Publication Company, Los Angeles, California.~~most current ICC Building Valuation Data. ICC Building Valuation Data is updated every six months. Permit fee is based on entire "Estimate Cost of Construction". Proof of costs is a signed contract.

II. Chapter 270, Section 270-9(E), entitled "Fees", is hereby amended as follows: (new text shown as underlined, deleted text shown as ~~strikethrough~~):

Type of Permit**Fee**

New buildings <u>Building Residential</u>	
Residential <u>1 of 2 Family Residential Construction</u>	\$10 per \$1,000; minimum \$100 <u>\$50</u>
Renewable Energy (PV, Wind, Hydro) Storage Excluded Residential, 3- or more units	\$10 per \$1,000; minimum \$300 <u>\$0.03 per watt Direct Current, \$50 Minimum</u>
Commercial	\$10 per \$1,000; minimum \$150
Accessory structure	\$10 per \$1,000
Additions and alterations <u>Building Commercial</u>	
Residential	\$10 per \$1,000; minimum \$25
All Commercial Construction	\$10 per \$1,000; minimum \$100 <u>\$50</u>
Suppression Fire Alarm, HVAC, Sheet Metal, and/or Mechanical	\$10 per \$1,000, \$100 minimum. If Permit Application is associated with active building permit, \$50
Renewable Energy (PV, Wind, Hydro) Storage Excluded	\$0.03 per watt Direct Current, \$100 Minimum
<u>Building Miscellaneous fixed fees</u>	
Demolition, residential	\$10 per Thousand of Total Construction Cost, \$50.00 Minimum. Accessory structures less than 200 SF, \$25.00 <u>\$150</u>
Demolition, commercial	\$10 per Thousand of Total Construction Cost,

		\$100.00 Minimum \$250
	Moving building	\$250
	Solid Fuel/Wood/Coal Wood Stoves/Fireplaces	\$50 \$25
	Siding/reroofing	\$20
	Tents	\$50 Residential, \$100 per year Non-residential \$25
	Pools, above ground and in ground	\$50.00 Above Ground, \$100.00 In Ground \$25
	Pools, inground	\$40
	Amusements	\$15.00 per booth and or ride, \$100 Minimum \$100
	Fences	\$25 \$10
	Fences, appeals hearing Sign Structure	\$7 per Fence Viewer \$10 per Thousand, \$50.00 Minimum
	Work/Jobsite Trailer	\$100.00 per trailer.
Occupancy		
	Occupancy and Use Certificate to Application- to occupy existing space	\$50.00 when no building permit is required \$40
	Occupancy and Use Certificate to occupy new space	Included in Building Permits for New Buildings
	Occupancy permit, residential Temp CO Residential	\$50.00 PER 30 DAYS, MAX 90 DAYS. \$50
	Occupancy permit, Temp CO e Commercial	\$200.00 PER 30 DAYS, MAX 90 DAYS. \$50
<u>Gas</u> Residential gas		
	Single-family residence- (new) New Construction 1-2 Family	\$1500 per unit
	Residential, New Construction 3+ or more per units	\$100 \$65 per residential-unit
	Appliance replacement or addition (1-2 appliances)	\$40 + \$15 per unit after the 1st. \$25 base and \$5 per appliance
<u>Gas</u> Commercial and industrial gas		

FOR REFERENCE PURPOSES ONLY

	<u>New building All Commercial Gas Work</u>	<u>\$10 per Thousand, \$100.00 Minimum</u> <u>\$10 per \$1,000 of cost; minimum \$50</u>
	<u>Change or addition</u>	<u>\$50, plus \$5 each fixture</u>
	<u>Propane gas service installation</u>	<u>\$50</u>
	<u>Propane appliance replacement or addition</u>	<u>\$15 each</u>
<u>Plumbing Residential plumbing</u>		
	<u>Residential 1 or and 2-family residence</u>	<u>\$1500 per residential-unit</u>
	<u>Residential 3+ or more units</u>	<u>\$10065 per residential-unit</u>
	<u>Residential Alterations (new or replacements), residential</u>	<u>\$40 + \$8 per unit after the 1st.</u> <u>\$20, plus \$5 per fixture</u>
	<u>Residential single-unit replacement Trailer Water or Sewer</u>	<u>\$4025</u>
	<u>Single fixture alterations</u>	<u>\$25</u>
	<u>Trailer, water or sewer</u>	<u>\$25</u>
<u>Plumbing Commercial plumbing</u>		
	<u>All Commercial Plumbing (new)</u>	<u>\$10 per Thousand, \$100.00 Minimum</u> <u>\$50 plus \$10 per \$1,000 of cost</u>
	<u>Commercial (alterations)</u>	<u>\$50, plus \$5 per fixture</u>
	<u>Commercial single-unit (replacement)</u>	<u>\$25</u>
	<u>Commercial backflow preventers</u>	<u>\$25 each</u>
<u>Wiring Residential</u>		
	<u>New house construction 1 or 2 Family</u>	<u>\$1500 per unit</u>
	<u>New house with electric heat</u>	<u>\$125</u>
	<u>Each additional dwelling-unit</u>	<u>\$100</u>
	<u>Service change, residential</u>	<u>\$50.00 per 100 AMP, +\$25.00 per additional</u> <u>100 AMPS \$25</u>
	<u>Renewable Permit Fee</u>	<u>\$0.03 per watt Direct Current, \$50.00 Minimum</u>
	<u>Minimum Permit Fee</u>	<u>\$10.00/\$1000 of contract cost, minimum \$75</u>

	Oil or gas burner, <u>Appliances, Swimming Pool</u>	<u>\$2575 each</u>
<u>Wiring Commercial</u>		
	Appliances (up to 2- same inspection) <u>New Construction or Addition</u>	<u>The greater of \$100.00 OR \$10.00/\$1000 of wiring job cost \$25</u>
	0-10 outlets (switches, plugs, thermostat, lights, electric heaters, etc.)	<u>\$25</u>
	Each additional 10- outlets	<u>\$25</u>
	Christmas lights, 0 to 10- lights	<u>\$25</u>
	Swimming pools	<u>\$35</u>
	Carnivals and amusement events	<u>\$250400</u>
	Signs and billboards	<u>\$7525</u>
	Temporary service	<u>\$10050</u>
	<u>Renewable Energy (Not Storage) Fire alarms/low- voltage wiring</u>	<u>\$0.03 per watt Direct Current, \$100.00 Minimum \$20</u>
	Commercial and industrial (any new or addition)	<u>\$50 plus \$10 per \$1,000 of contract cost</u>
	<u>Institutional (Maintenance Permit) industrial maintenance, annual</u>	<u>\$100250 annually</u>
	Replacement equipment (refrigerator, water- heater)	<u>\$25 each</u>
	New service (service- change, new meter)	<u>\$50, per meter socket</u>
	Temporary service	<u>\$50</u>

Inspections

<u>Work Beginning before obtaining a Permit</u>	<u>DOUBLE PERMIT FEE</u>
<u>Reinspection FEE (ALL TRADES), each inspector</u>	<u>\$50.00 Minimum</u>
<u>After Hours Inspection - Detail</u>	<u>\$400.00 Minimum</u>
<u>Gas Test</u>	<u>\$40.00</u>
<u>Administrative Related Fees</u>	<u>-</u>
<u>Commercial Plan Review Fee</u>	<u>2 cents per SF over 5,000 SF, 1st 5,000 SF included in base fee</u>

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<u>Permit Extension</u>	<u>\$50.00</u>
<u>Permit Revision with no added construction costs.</u>	<u>\$50.00</u>
<u>Administrative Fee (Replacement Building Card, Zoning Letter, Change of Use Letter)</u>	<u>\$25.00</u>

110 ANNUAL INSPECTIONS - Fee Schedule

<u>Use Group</u>	<u>Use Group</u>	<u>Use Group Descriptions</u>	<u>Minimum Inspections</u>	<u>Maximum Certification Period</u>	<u>Fees for Maximum Certification Period</u>
<u>A-1</u>	<u>Assembly - Theaters over 400 Capacity</u>	<u>With Stage and Scenery Movie Theater</u>	<u>Semi-Annual</u>	<u>One Year</u>	<u>\$150.00</u>
		<u>Movie Theater</u>	<u>Semi-Annual</u>	<u>One Year</u>	<u>\$150.00</u>
<u>A-1</u>	<u>Assembly - Theaters 400 or less Capacity</u>	<u>With Stage and Scenery Movie Theater</u>	<u>Annual</u>	<u>One Year</u>	<u>\$75.00</u>
		<u>Movie Theater</u>	<u>Annual</u>	<u>One Year</u>	<u>\$75.00</u>
<u>A-2</u>	<u>Restaurants, Assembly Night Clubs or similar uses</u>	<u>Over 400 Capacity</u>	<u>Semi-Annual</u>	<u>One Year</u>	<u>\$150.00</u>
<u>A-3</u>	<u>Assembly Lecture Halls, Recreation Centers, Terminals, Locations of Worship.</u>	<u>Over 400 Capacity</u>	<u>Semi-Annual</u>	<u>One Year</u>	<u>\$125.00</u>
		<u>400 or Less Capacity</u>	<u>Annual</u>	<u>One Year</u>	<u>\$50.00</u>
<u>A-4</u>	<u>Assembly</u>	<u>Low Density, Recreation & Similar Uses</u>	<u>Prior to Issuance of each new Certificate</u>	<u>Five Years</u>	<u>\$40.00</u>
<u>A-5</u>	<u>Assembly</u>	<u>Stadiums, Bleachers, Places of outdoor assembly</u>	<u>Prior to Issuance of each new Certificate</u>	<u>One Year</u>	<u>\$40+\$15/1000 over 5000.</u>
<u>E</u>	<u>Educational</u>	<u>Educational</u>	<u>Prior to Issuance of each new Certificate</u>	<u>One Year</u>	<u>\$50.00</u>
<u>E</u>	<u>Day Care</u>	<u>Child Day Care Centers</u>	<u>Prior to Issuance of</u>	<u>One Year</u>	<u>\$50.00</u>

			<u>each new Certificate</u>		
<u>I-1</u>	<u>Group Home</u>		<u>Prior to Issuance of each new Certificate</u>	<u>One Year</u>	<u>\$50.00</u>
<u>I-2</u>	<u>Residents incapable of self-preservation: hospitals, nursing homes, mental hospitals, certain day care facilities</u>		<u>Prior to Issuance of each new Certificate</u>	<u>Two Years</u>	<u>\$75/100 beds, +\$2/10 beds over 100.</u>
<u>I-3</u>	<u>Residents Restrained: prisons, jails, detention centers, etc.</u>		<u>Prior to Issuance of each new Certificate</u>	<u>Two Years</u>	<u>\$75/100 beds, +\$2/10 beds over 100.</u>
<u>I-4</u>	<u>Adult and/or child day care facilities.</u>		<u>Prior to Issuance of each new Certificate</u>	<u>One Year</u>	<u>\$50.00</u>
<u>R-1</u>	<u>Hotels, Motels, Boarding Houses, etc.</u>		<u>Prior to Issuance of each new Certificate</u>	<u>One Year</u>	<u>\$40/10 rooms, +\$1/room over 10 rooms, Minimum \$100.</u>
<u>R-1</u>	<u>Detoxification Facilities</u>		<u>Prior to Issuance of each new Certificate</u>	<u>Two Years</u>	<u>\$75.00</u>
<u>R-2</u>	<u>Multi-Family (note g)</u>		<u>Prior to Issuance of each new Certificate</u>	<u>Five Years</u>	<u>\$75/3 dwelling units, +\$2/dwelling after 3.</u>
<u>R-2</u>	<u>Dormitories and R-2 Congregate Living</u>		<u>Prior to Issuance of each new Certificate</u>	<u>One Year</u>	<u>\$40/10 rooms, +\$1/room over 10 rooms, Minimum \$100.</u>
<u>R-2</u>	<u>Summer Camps for Children</u>		<u>Annual</u>	<u>One Year</u>	<u>\$15/100 beds, +\$8/100 beds after the first 100 beds, +\$15 for each assembly building</u>
<u>R-3</u>	<u>Residential Care facilities licensed by DDS or DMH</u>		<u>Annual</u>	<u>One Year</u>	<u>\$75/100 beds, +\$2/10 beds over 100.</u>
<u>R-4</u>	<u>Residential care/assisted living facilities (\leq 16 persons)</u>		<u>Annual</u>	<u>One Year</u>	<u>\$75/100 beds, +\$2/10 beds over 100.</u>
<u>R-5</u>	<u>Residential Special Occupancy</u>	<u>Limited Group Residence</u>	<u>Annual</u>	<u>One Year</u>	<u>\$75/100 beds, +\$2/10 beds over 100.</u>

FOR REFERENCE PURPOSES ONLY

<u>Any</u>	<u>Facilities licensed by the Alcohol Beverage Control Commission where alcoholic beverages are served and consumed.</u>	<u>Annual as per M.G.L. c. 10, §74</u>	<u>One Year as per M.G.L. c. 10, § 74</u>	<u>\$75.00</u>
<u>Any</u>	<u>House Museums (as recognized by Massachusetts Historical Commission)</u>	<u>Annual</u>	<u>One Year</u>	<u>\$50.00</u>
<u>Any</u>	<u>Fire Escapes, etc. per 780 CMR 10.00: Means of Egress</u>	<u>Five Years</u>	<u>Five Years</u>	<u>\$50.00</u>

III. Effective Date. These amendments shall take effect on July 1, 2021.

ADOPTED
In City Council
Order No. 20-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:



**City of Marlborough
Legal Department**

140 MAIN STREET
MARLBOROUGH, MASSACHUSETTS 01752
TEL (508) 460-3771 FAX (508) 460-3698 TDD (508) 460-3610
LEGAL@MARLBOROUGH-MA.GOV

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 DEC -1 P 2:08
JASON D. GROSSFIELD
CITY SOLICITOR

JASON M. PIQUES
ASSISTANT CITY SOLICITOR

HEATHER H. GUTIERREZ
PARALEGAL

December 1, 2020

Michael H. Ossing, President
Marlborough City Council
City Hall
140 Main Street
Marlborough, MA 01752

Re: City Council Order No. 20-1008085
LED Sign Special Permit: Andrade/Lisa Realty LLC – Dunkin' Donuts Restaurant 269
East Main Street.

Dear Honorable President Ossing and Councilors:

In accordance with Chapter 526 of the Marlborough Code of Ordinances, I provide this letter as to the legal form of the City Council's proposed findings on the above-referenced sign permit application.

Enclosed is a copy of the proposed decision. I certify that it is in proper legal form.

Please contact me if you have any questions or concerns.

Respectfully,

Jay Piques
Assistant City Solicitor

Enclosure

cc: Arthur G. Vigeant, Mayor
Jeffrey Cooke, Building Commissioner
Lauren Delarda

**DECISION ON AN LED SIGN SPECIAL PERMIT
IN CITY COUNCIL**

LED Sign Special Permit
Andrade/Lisa Realty LLC

Dunkin' Donuts Restaurant
269 East Main St.

Order No. 20-1008085

**DECISION ON AN LED SIGN SPECIAL PERMIT
CITY COUNCIL ORDER NO. 20-1008085**

The City Council of the City of Marlborough hereby GRANTS the application for a Sign Special Permit to Andrade/Lisa Realty LLC – Dunkin' Donuts (the "Applicant") for the property located at 269 East Main Street, Marlborough, Massachusetts, as provided in this Decision and subject to the following Procedural Findings, Findings of Facts and Conditions.

PROCEDURAL FINDINGS

1. The Applicant is the owner of the property located at 269 East Main Street in Marlborough, Massachusetts, as shown on the Marlborough Assessors Maps as Map 58, Parcel 69A (the "Site") and maintains a stand-alone fast food restaurant with drive-through service lanes.
2. The Applicant seeks a LED Sign Special Permit, pursuant to Section 526-13 of the Code of the City of Marlborough entitled, "Electronic Message Center Signs; Digital Display Signs" (the "EMC and Digital Display Sign Ordinance"), to operate electronic message center signs (the "Signs") at the Site (the "Application").
3. The Signs are two menu boards each of which is no larger than 29.53" by 59.06" (the product specifications are attached hereto as "Attachment A"). The Signs are to be located in the same location as the existing menu boards.
4. In connection with the Application, the Applicant submitted a picture of the existing menu board and drive thru at the Site, as well as a photo and drawing of the LED menu as proposed for the Site, attached hereto as "Attachment B."
5. The Marlborough City Council, pursuant to Massachusetts General Laws Chapter 40A, opened a public hearing on the Application on Monday, September 21, 2020. The public hearing was held at the Marlborough City Hall, 140 Main Street, and by remote access in accordance with Section 17(d) of Chapter 53 of the Acts of 2020 and "An Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20" issued by Governor Charles D. Baker on March 12, 2020. The public hearing was conducted by remote participation, allowing the City Council, members of the public, and the Applicant

to participate in the hearing through real-time audio and video conferencing, telephone access, and live internet streaming. The hearing was closed on November 16, 2020.

6. The Applicant, through its representatives, presented testimony at the public hearing detailing the proposed changes to the Signs.
7. At the public hearing, no members of the public spoke about the signs or submitted written comments about the signs.

**BASED ON THE ABOVE, THE CITY COUNCIL MAKES THE FOLLOWING
FINDINGS OF FACT AND TAKES THE FOLLOWING ACTIONS**

- A. The Applicant has complied with all the rules and regulations promulgated by the Marlborough City Council as they pertain to an application for an LED sign special permit under Section 526-13 of the Sign Ordinance.
- B. The City Council finds that the proposed Signs comply with the standards set forth in Section 526-13.B of the Sign Ordinance.
- C. The City Council finds, pursuant to Section 526-13.B(16) of the Sign Ordinance, that: all other signage on the Site is in compliance with zoning requirements; the Signs do not create unnecessary visual clutter or constitute signage overload for the lot or surrounding neighborhood or street; the Signs do not substantially block visibility of signs on abutting lots; the Signs do not substantially block solar access of, or view from, windows of residential dwellings on abutting lots; the proposed illumination is appropriate to the Site and is appropriately located with respect to the character of the surrounding neighborhood; the scale and/or location of the Signs are appropriate; and the dimensions of the Signs complies with the area limitations of the Sign Ordinance.
- D. The City Council, pursuant to its authority under Section 526-13 of the Sign Ordinance, hereby GRANTS the Applicant an LED Sign Special Permit for the Signs, SUBJECT TO THE FOLLOWING CONDITIONS, which conditions shall be binding on the Owner, its successors and/or assigns:
 1. The Signs shall be operated in accordance with the Sign Ordinance of the City of Marlborough; and in addition, the Signs shall be turned off when the restaurant is not open for business.
 2. All plans and/or other documentation provided by the Applicant as part of the Application, and as amended during the Application/hearing process before the City Council, are incorporated into and become part of this LED Sign Special Permit, and become conditions and requirements of the same, unless otherwise altered by the City Council.

3. The Applicant shall install a clearance sign at the entrance of the drive thru, per attached drawing from Viewpoint Sign & Awning, shown as "Attachment C."

ADOPTED

In City Council

Order No. 20-1008085

Adopted

Approved by Mayor

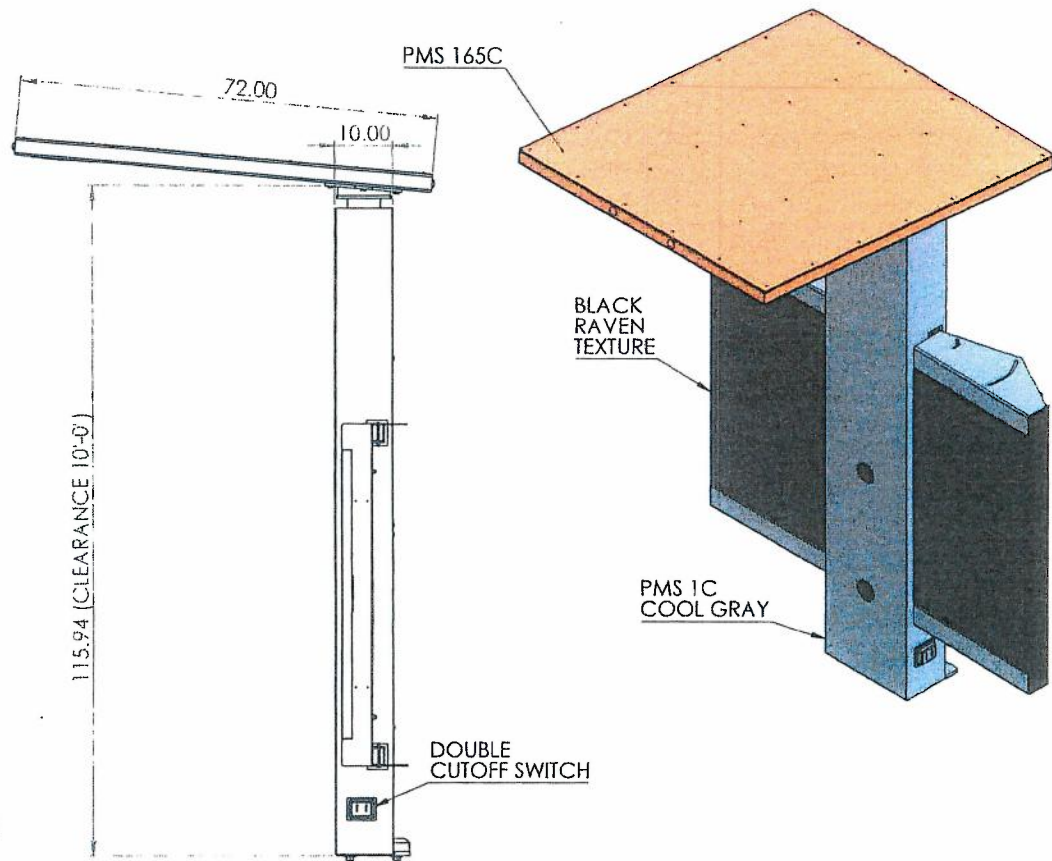
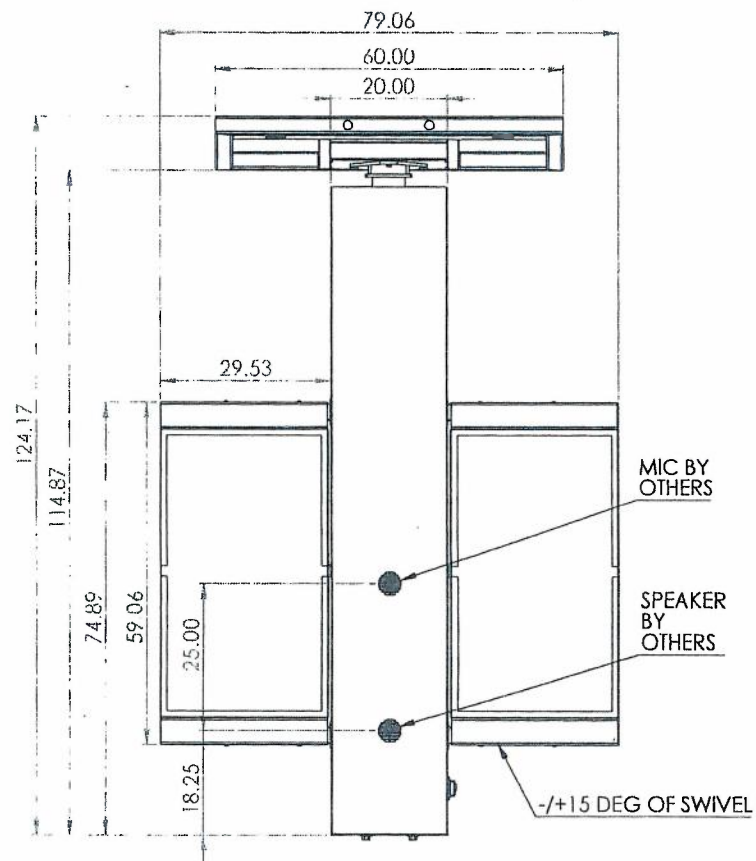
Arthur G. Vigeant

Date:

A TRUE COPY

ATTEST:

Attachment A



Uni-Structures, Inc.
8540 COBB CENTER DR.
STE 100 KENNESAW, GA 30152
PHONE: (770)-499-2000
PHONE: (800)-386-9864

CLIENT: **DUNKIN**
MADE IN THE USA
DATE: 12/14/2018
LOCATION: STANDARD
STORE: ##### DWG #: ##### ASSEMBLY #: 202121-08
FILE LOCATION: z:\000---Projects\Dunkin Donuts\4---Standards\order Point\1---Digital Order Point\1---C
SALES: DANA McDUGAL DESIGNER: D. CARTER SCALE: NTS

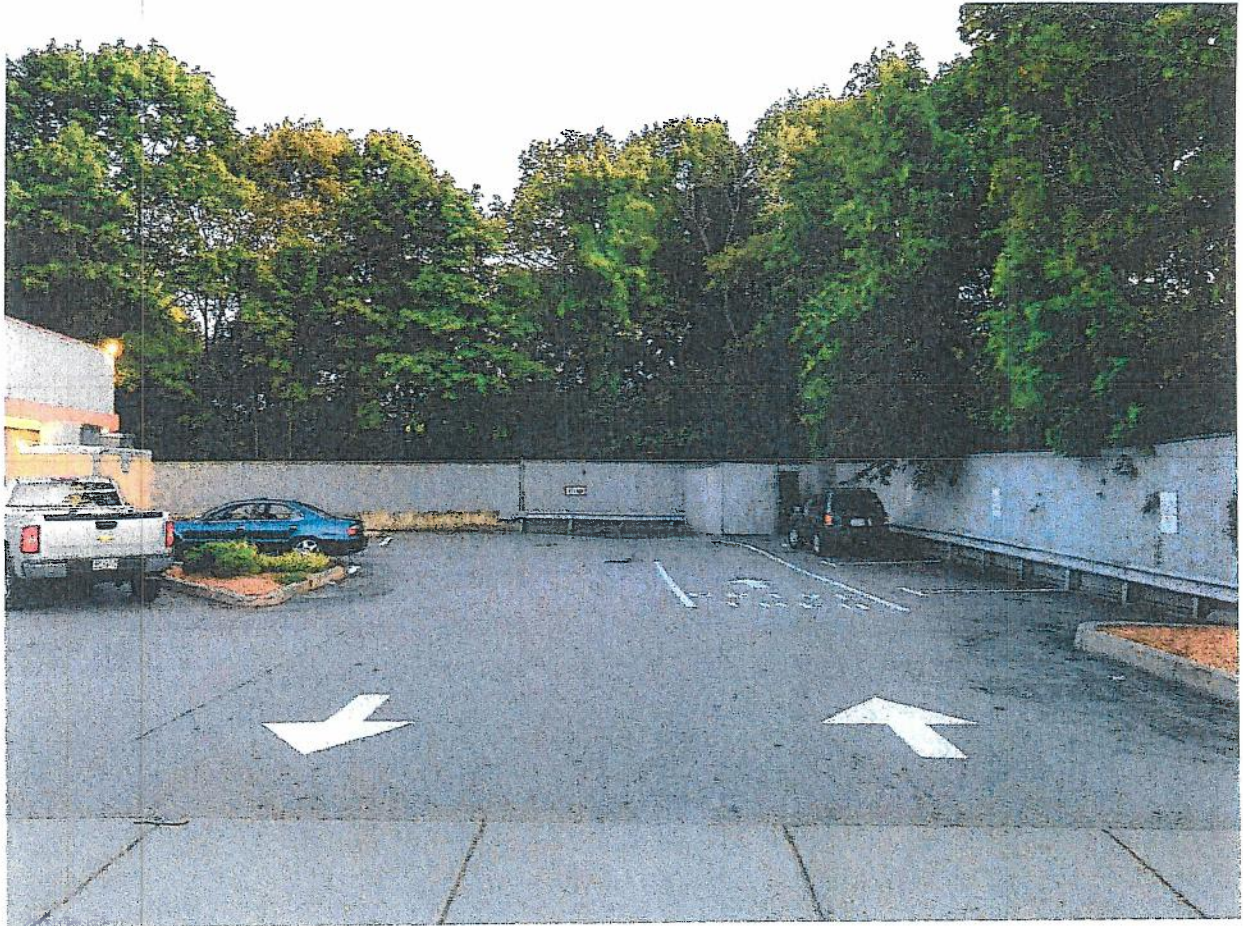
NOTE:
THIS IS AN ORIGINAL, COPYRIGHTED DRAWING BY
UNI-STRUCTURES, INC. (USI) AND SUBMITTED FOR YOUR
PERSONAL USE IN CONNECTION WITH A PROJECT
BEING PLANNED FOR YOU BY UNI-STRUCTURES, INC.
AND IS NOT TO BE SHOWN TO ANYONE OUTSIDE YOUR
ORGANIZATION, NOR IS IT TO BE REPRODUCED,
REPRODUCED, OR EXHIBITED IN ANY FORM WITHOUT
THE EXPRESS WRITTEN CONSENT OF USI. PURSUANT TO
USI TERMS AND CONDITIONS. COPYRIGHT © 2006-2017,
UNI-STRUCTURES, INC. ALL RIGHTS RESERVED
WORLDWIDE

NOTE: SNOWLOAD 65LBS PER SQ.FT.

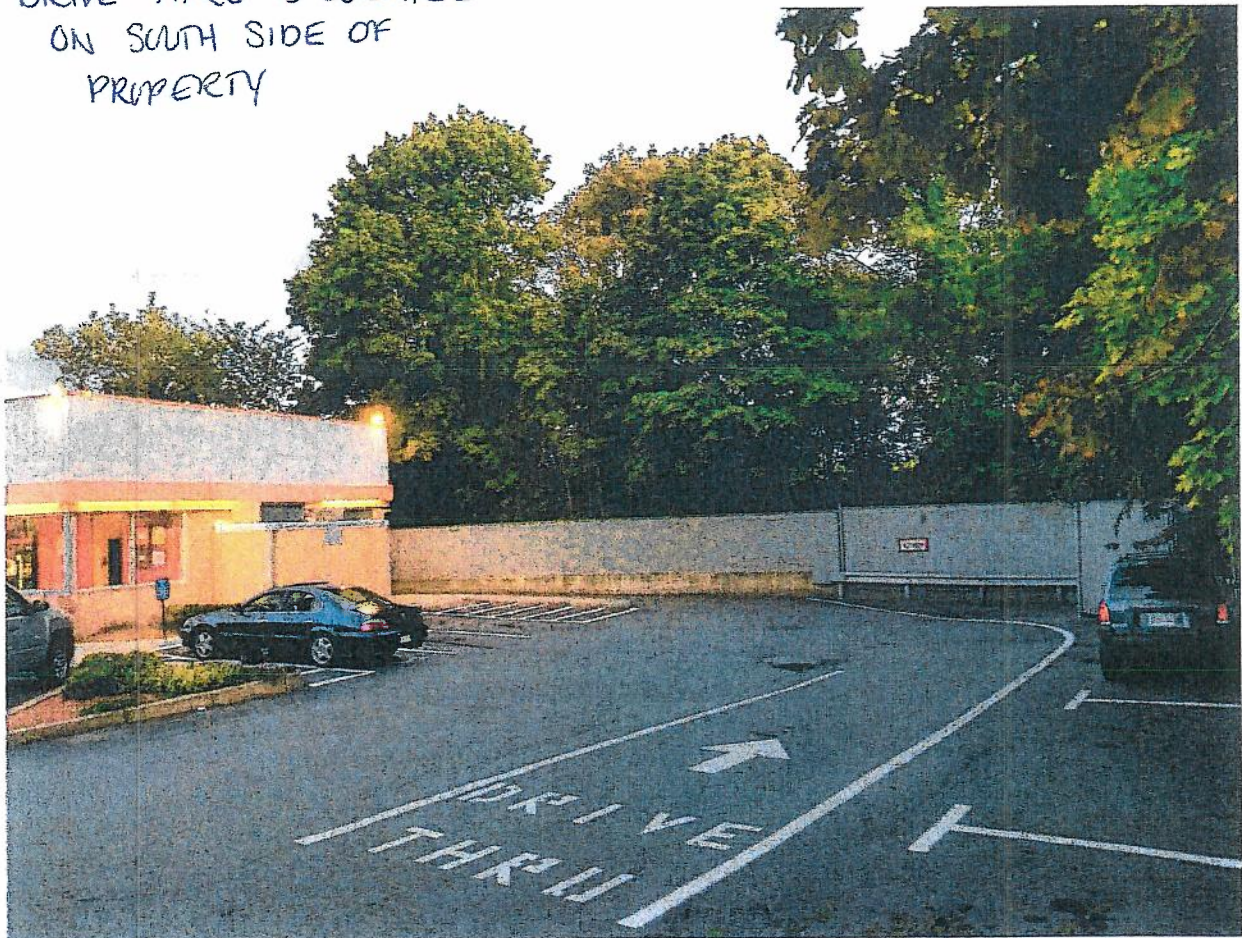
WEIGHT: ~650LBS
ASSEMBLY #:
202121-08

SHEET: 1 OF 26

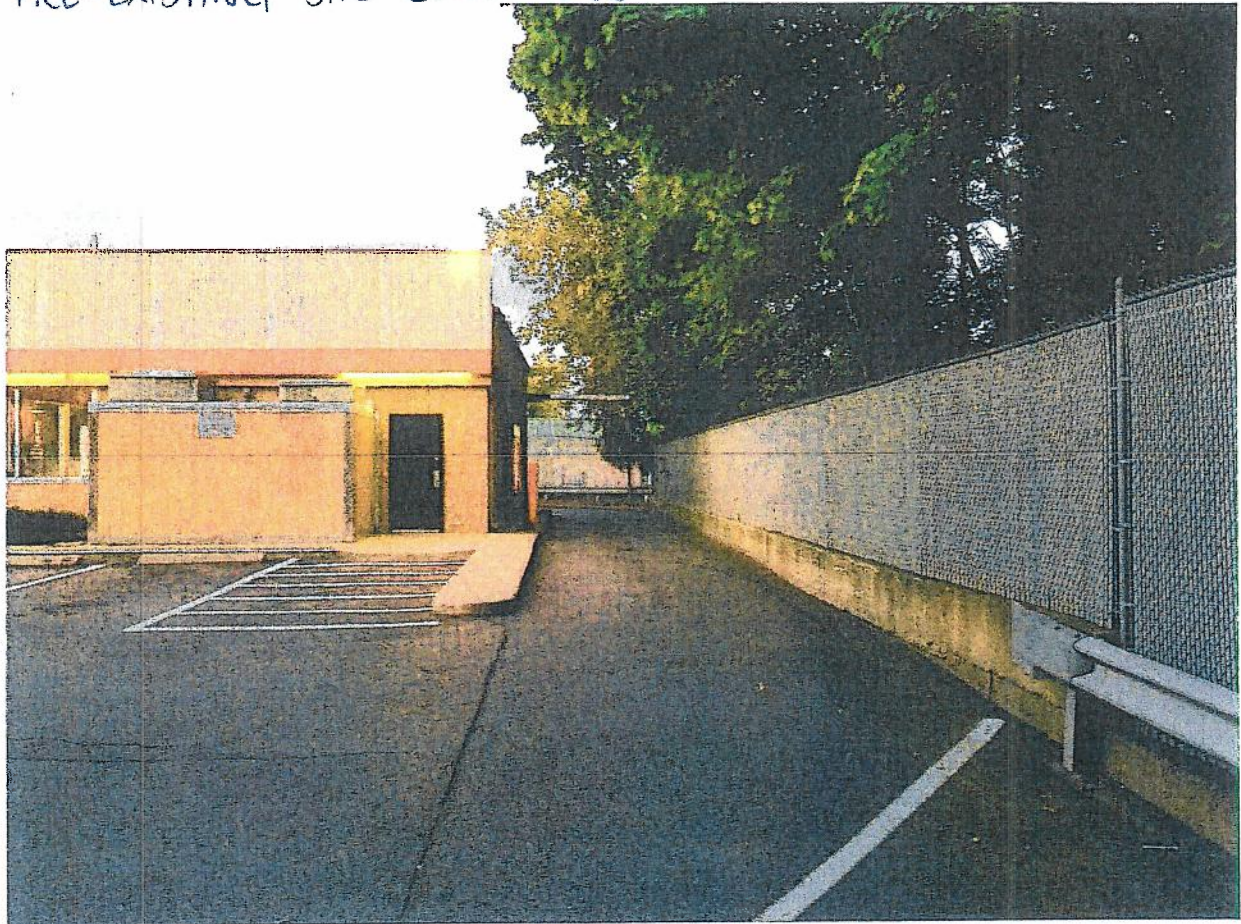
Attachment B



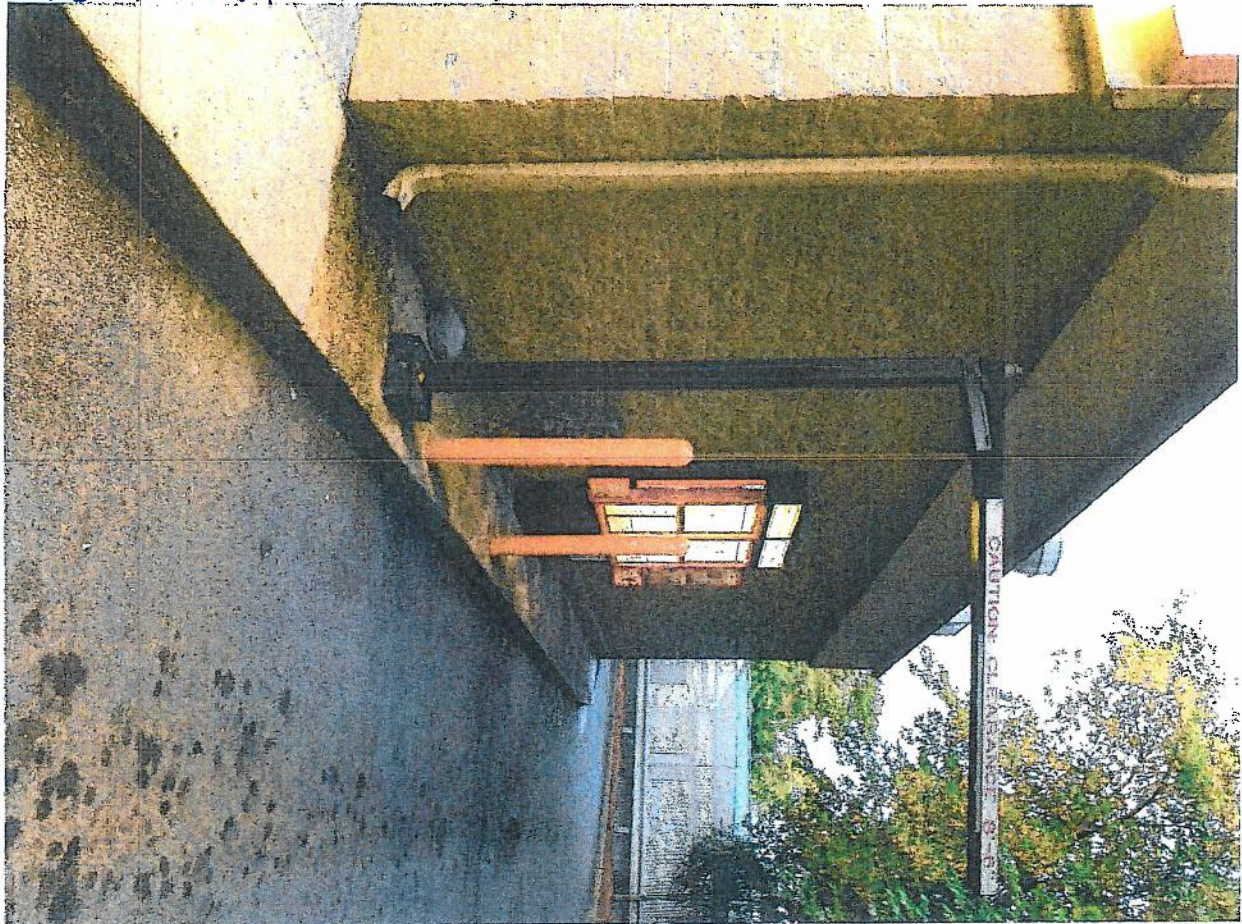
DRIVE THRU IS LOCATED
ON SOUTH SIDE OF
PROPERTY



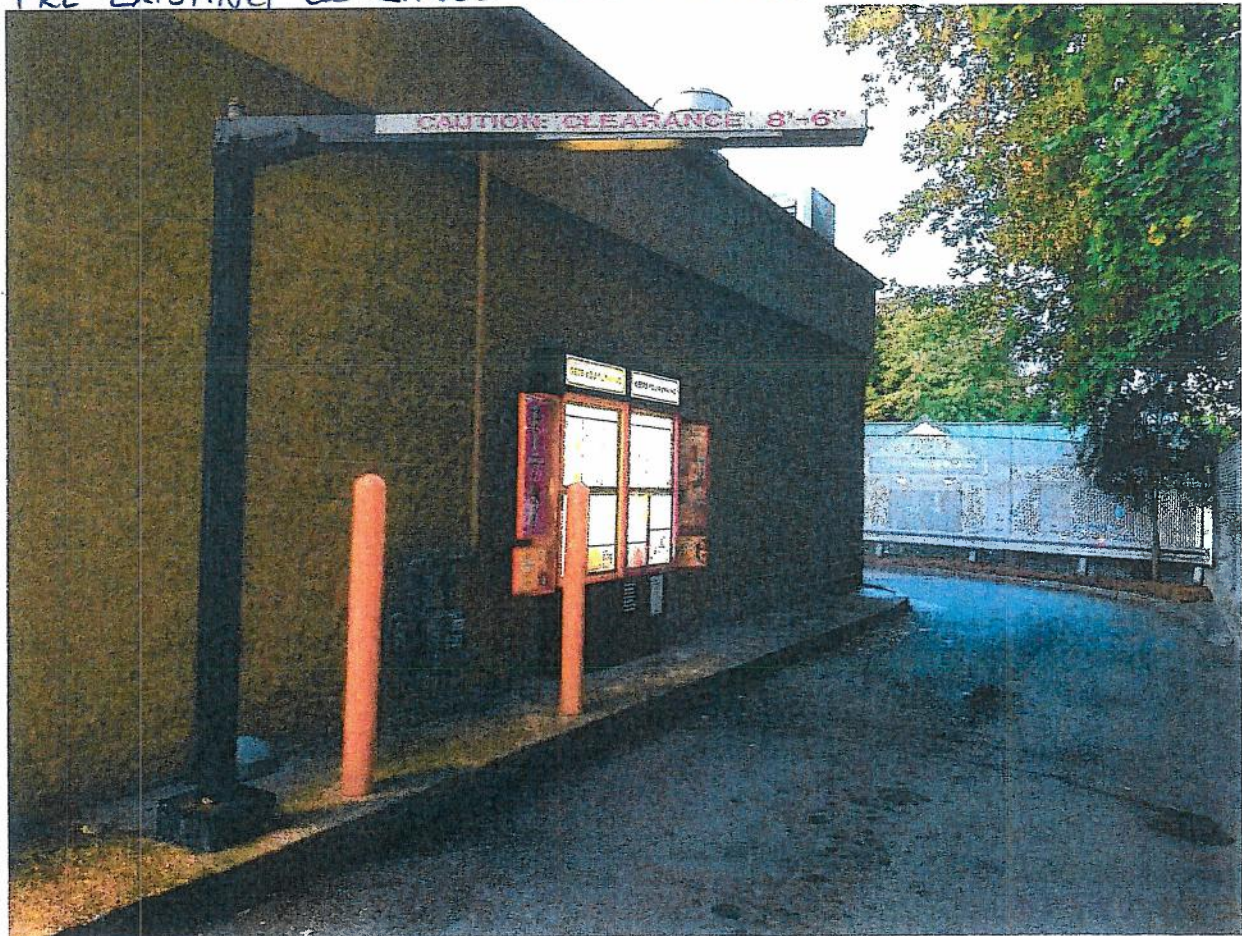
PRE-EXISTING SITE CONDITIONS



PRE EXISTING SITE CONDITIONS.

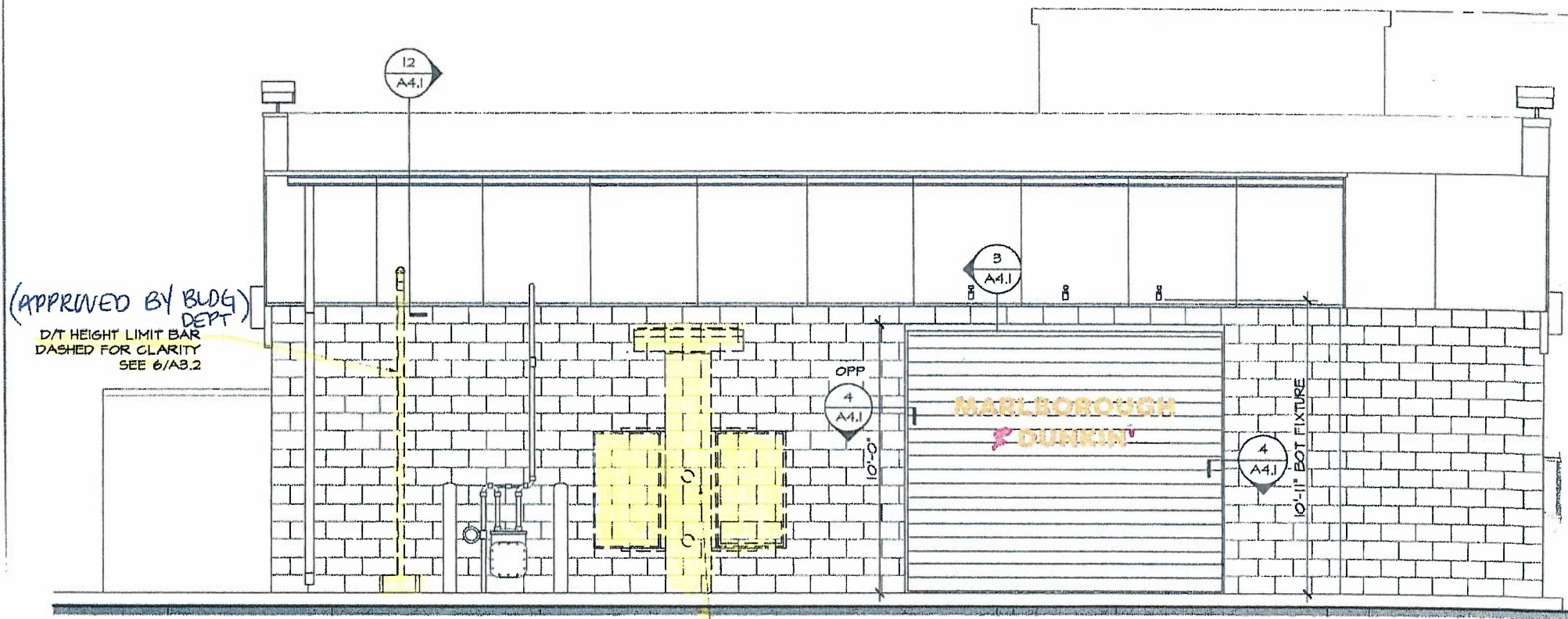


PRE-EXISTING CLEARANCE BAR & MENU TO BE REMOVED.





EXAMPLE OF EMC MENU CANOPY

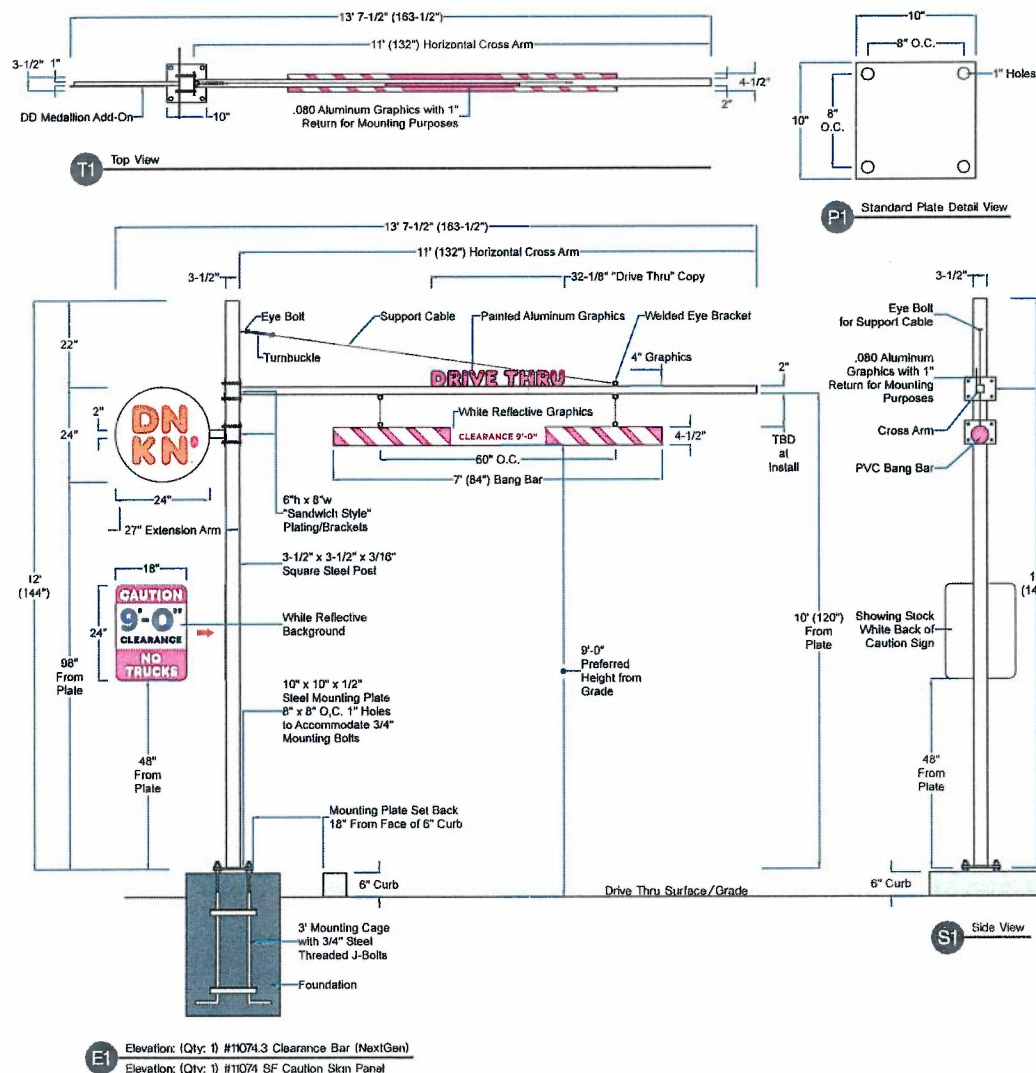


4 PROPOSED SOUTH ELEVATION
A1.1 SCALE: 1/4" = 1'-0"

D/T MENU BOARD
SEE 2/A3.2

TO BE INSTALLED
IN PLACE OF PRE-EXISTING MENU.

Attachment C

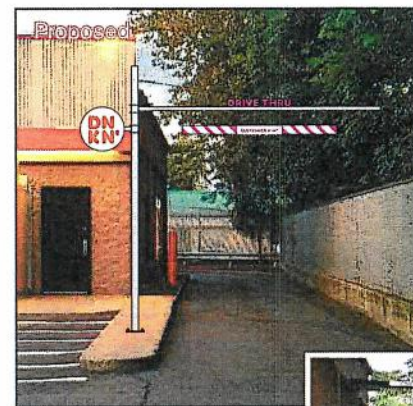


Description:
 (Qty: 1) NextGen style clearance bar and
 (Qty: 1) Single sided 9'-0" Clearance sign panel
 • 3-1/2" square with 3/16" wall Steel main post
 • 2" square Steel cross arm with eye-bolt & turnbuckle hardware to accommodate support cable, and 6"h x 8"w x 1/2" sandwich style plating brackets with 9/16" holes 4" on center top to bottom and 6" on center left to right
 • 10" x 10" x 1/2" Steel mounting plate with 1" holes 8" on center
 • Painted .080 Aluminum header graphics with T bent-back return for mounting to cross-arm
 • Stock White .125 Aluminum medallion with flooded White Reflective vinyl background and high performance vinyl graphics, mounted to 1" x 2" steel extension arm with 6"h x 8"w x 1/2" sandwich style plating/brackets with 9/16" holes 4" on center top to bottom and 6" on center left to right

- Painted 4-1/2" PVC crash-tube with vinyl "clearance" copy and White Reflective vinyl striping
- Crash tube affixed to cross arms with aircraft cable and required hardware. Note: cross-arm eye bolts to be removable for maintenance purposes
- (1) Stock White/White Aluminum sign panel with high performance vinyl graphics and White Reflective vinyl background. Sign panel affixed to vertical post back side (towards on coming drive thru traffic) with self tapping stainless steel set screws

Typeface:
 • Header Gfx - Dunkin' Sans Display
 • Clearance Gfx - Gotham Bold

- Colors:**
- Post & Plate - Painted Cool Gray PMS 1c
 - Cross Arm - Painted Cool Gray PMS 1c
 - Crash Tube - Painted DD Magenta PMS 219c
 - Header Gfx - Painted DD Magenta PMS 219c (face, returns & back)
 - Medallion - Stock White .125 Aluminum
 - Vinyl Graphics - White Reflective 3M #250-10
 - DD Orange H.P. 3M 220-14
 - DD Dark Gray H.P. 3M 220-41
 - Painted Cool Gray PMS 1c
- Hardware:**
- By ViewPoint



PE Photo Elevations:
 Proposed & Existing

S1 Side View

Job: Dunkin' Donuts
Location: 269 E Main St., Marlboro, MA
Account Manager: Sean Donovan
File: DD MarlboroMA 269E Main clear bar 2a.plt
Date: 11.09.20 DLS
Designer: Pete Rivera

Revisions:



ViewPoint
 SIGN AND AWNING

1.508.393.8200
 FAX 1.508.393.4244

Customer Approval **Acct. Manager Approval** **Production Approval**

THIS PROPOSAL DRAWING CONTAINS ORIGINAL ELEMENTS CREATED BY VIEWPOINT SIGN AND AWNING. ALL RIGHTS RESERVED. UNAUTHORIZED DUPLICATION OR REPRODUCTION IS PROHIBITED.



City of Marlborough
Legal Department

140 MAIN STREET
MARLBOROUGH, MASSACHUSETTS 01752
TEL (508) 460-3771 FAX (508) 460-3698 TDD (508) 460-3610
LEGAL@MARLBOROUGH-MA.GOV

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
JASON D. GROSSFIELD
CITY SOLICITOR
2020 NOV 25 A 10:20
JASON M. PIQUES
ASSISTANT CITY SOLICITOR
HEATHER H. GUTIERREZ
PARALEGAL

November 25, 2020

Michael H. Ossing, President
Marlborough City Council
City Hall
140 Main Street
Marlborough, MA 01752

Re: City Council Order No. 18/20-1007318G
Amendment to Special Permit Decision, 416 Boston Post Road East, Marlborough

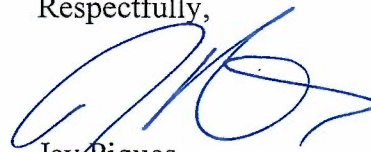
Dear Honorable President Ossing and Councilors:

In accordance with Chapter 650-59C (13) of the Marlborough Zoning Ordinance, I provide this letter as to the legal form of the City Council's proposed findings on the above-referenced application for an amendment to the existing special permit.

Enclosed is a copy of the proposed decision. I certify that it is in proper legal form.

Please contact me if you have any questions or concerns.

Respectfully,



Jay Piques
Assistant City Solicitor

Enclosure

cc: Arthur G. Vigeant, Mayor
Jeffrey Cooke, Building Commissioner

**DECISION FOR SPECIAL PERMIT
IN CITY COUNCIL**

**NOTICE OF DECISION
GRANT OF AMENDMENT TO SPECIAL PERMIT**

Special Permit Application of:
Garden Remedies, Inc.
Order No. 18/20-1007318G

Locus:
416 Boston Post Rd., East
Marlborough, MA 01752
Assessors Map 73, Parcel 30

DECISION

The City Council of the City of Marlborough hereby **GRANTS** the Application for an Amendment to an existing Special Permit to Garden Remedies, Inc. originally granted by the City Council on November 5, 2018, with mailing address of 307 Airport Rd., Fitchburg, MA 01420, as provided in this DECISION and subject to the following Findings of Fact and Conditions.

Decision date: **December** , 2020.

The Decision of the City Council was filed in the Office of the City Clerk of the City of Marlborough on the _____ day of **December, 2020**.

This is to certify that twenty (20) days have passed since the filing of the within decision and no appeal has been filed with this office.

Given at Marlborough this _____ day of **December, 2020**.

Given under Chapter 40A Section 17 of the General Laws.

A TRUE COPY
ATTEST:

City Clerk

Marginal reference to Book 29928, Page 375
Property owner: Marlboro Square, LLC

DECISION ON AN AMENDMENT TO A SPECIAL PERMIT

Application of:
Garden Remedies, Inc.

Locus:
416 Boston Post Road
Map 73, Parcel 30

DECISION ON AN AMENDMENT TO A SPECIAL PERMIT ORDER NO. 18/20-1007318G

The City Council of the City of Marlborough hereby GRANTS the Application for a Special Permit to Garden Remedies, Inc. (the "Applicant") to amend an existing special permit to build and operate a Medical Marijuana Treatment Center and an Adult Use Marijuana Retail Establishment at 416 Boston Post Road, Marlborough, Massachusetts, as provided in this Decision and subject to the following Findings of Fact and Conditions.

PROCEDURAL FINDINGS OF FACT

1. The Applicant is a duly organized and existing corporation having a business address of 307 Airport Road, Fitchburg, MA 01420.
2. The Applicant is the tenant of a commercial retail unit located at 416 Boston Post Road East, Marlborough, Massachusetts, as shown on Marlborough Assessors Map 73 as Parcel 30 (the "Site"). The Site's owner is Marlboro Square, LLC with a business address of 449 Boston Post Road East, Suite 6, Marlborough, MA 01752.
3. On November 5, 2018, the City Council of the City of Marlborough voted to grant a special permit authorizing the Applicant to build and operate a Medical Marijuana Treatment Center and an Adult Use Marijuana Retail Establishment at the Site (the "Use") in accordance with Article VI, § 650-17, § 650-18(45), § 650-18(46), and § 650-32 of the Zoning Ordinance of the City of Marlborough, as further described in a document recorded at the Middlesex South District Registry of Deeds in Book 71986, Page 90 (the "Original Special Permit").
4. On October 1, 2020, the Applicant, by and through its counsel, filed with the City Clerk of the City of Marlborough an application to modify Condition No. 8 of the Original Special Permit in order to change the maximum hours of operation of the Use, under the provisions of M.G.L. c. 40A, § 9 and the Marlborough Zoning Ordinance (the "Application").
5. In connection with the Application, the Applicant submitted a certified list of abutters, filing fees, a copy of the existing special permit dated November 5, 2018, and existing site plans for the Site in accordance the Rules and Regulations promulgated by the City Council for the issuance of a Special Permit attached hereto as "Attachment A."

6. The Application was certified by the Building Commissioner of the City of Marlborough, acting on behalf of the City Planner for the City of Marlborough, as having complied with Rule 7, of the Rules and Regulations promulgated by the City Council for the issuance of a Special Permit.

7. Pursuant to the Rules and Regulations of the City Council and applicable statutes of the Commonwealth of Massachusetts, the City Council established a date for a public hearing on the Application and the City Clerk for the City of Marlborough caused notice of the same to be advertised and determined that notice of the same was provided to abutters entitled thereto in accordance with applicable regulations and law.

8. The Marlborough City Council, pursuant to Massachusetts General Laws Chapter 40A, opened a public hearing on the Application on Monday, November 16, 2020. The public hearing was held at the Marlborough City Hall, 140 Main Street, and by remote access in accordance with Section 17(d) of Chapter 53 of the Acts of 2020 and "An Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20" issued by Governor Charles D. Baker on March 12, 2020. The public hearing was conducted by remote participation, allowing the City Council, members of the public, and the Applicant to participate in the hearing through real-time audio and video conferencing, telephone access, and live internet streaming. The hearing was closed on November 16, 2020.

9. The Applicant, through its representatives, presented testimony at the public hearing detailing the Use, describing its impact upon municipal services, the neighborhood, and traffic.

10. At the public hearing, no members of the public spoke about the Use or submitted written comments about the Use.

11. The Procedural Findings of Fact specified above supplement those made in the Original Special Permit, which are expressly incorporated in this Decision by reference.

**BASED ON THE ABOVE, THE CITY COUNCIL MAKES THE FOLLOWING
FINDINGS AND TAKES THE FOLLOWING ACTIONS**

A. The Applicant has complied with the Rules and Regulations promulgated by the City Council for the issuance of a Special Permit.

B. The City Council finds that the proposed Use of the Site, with the modified operating hours set forth in the conditions below, is an appropriate use and in harmony with the general purpose and intent of the Zoning Ordinance of the City of Marlborough when subject to the appropriate terms and conditions as provided in this Decision and in the Original Special Permit. The City Council makes these findings subject to the completion and adherence by the Applicant, its successors and/or assigns to the conditions more fully set forth in this Decision and in the Original Special Permit.

C. The City Council incorporates by reference Finding C in the Original Special Permit.

D. The City Council incorporates by reference Finding D in the Original Special Permit.

E. The City Council, pursuant to its authority under Massachusetts General Laws Chapter 40A and the Zoning Ordinance of the City of Marlborough hereby GRANTS the Applicant an amendment to modify Condition No. 8 of the Original Special Permit, as follows:

1. By deleting Condition No. 8 in its entirety and inserting in its place the following condition:

8. Hours. The maximum hours of operation of the Use shall be Monday through Saturday, 9:00 a.m. to 10:00 p.m., and Sunday from 10:00 a.m. to 8:00 p.m.

All other conditions of the Original Special Permit shall continue in full force and effect, and are incorporated by reference as part of this Decision.

In accordance with the provisions of Massachusetts General Laws, Chapter 40A, § 11, the Applicant, its successors and/or assigns, at its expense shall record this Special Permit in the Middlesex County South Registry of Deeds after the City Clerk has certified that the twenty-day period for appealing this Special Permit has elapsed with no appeal having been filed, and before the Applicant has applied to the Building Commissioner for a building permit. Upon recording, the Applicant shall forthwith provide a copy of the recorded Special Permit to the City Council's office, the Building Department, and the City Solicitor's office.

Yea: ____ - Nay: ____ - Absent - ____

Yea:

Nay:

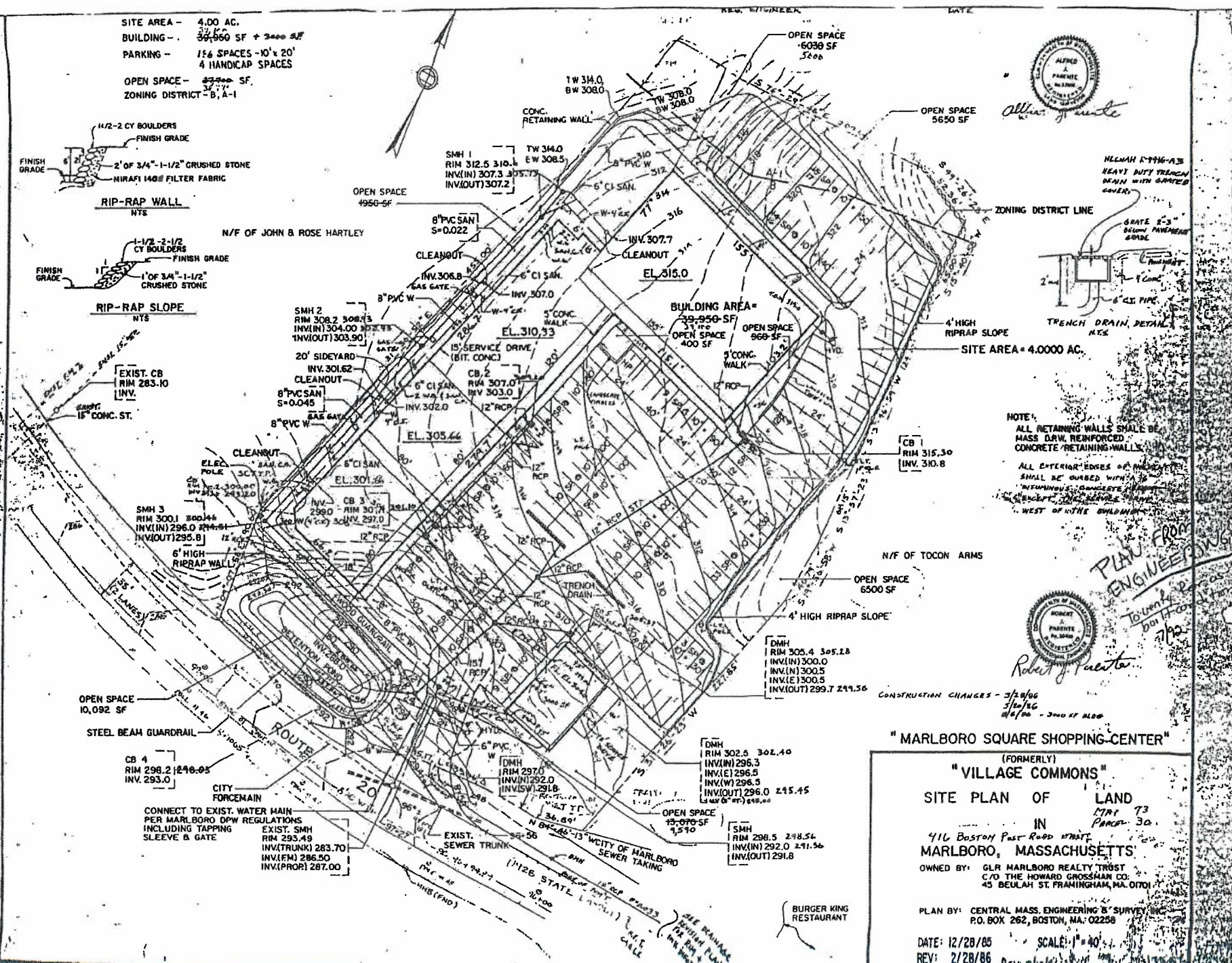
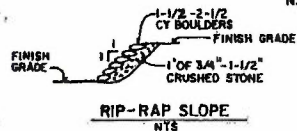
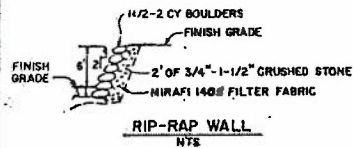
Absent:

Signed by City Council President
Michael H. Ossing

ADOPTED
In City Council
18/20-1007318G

Attachment A

SITE AREA - 4.00 AC.
 BUILDING - 32,500 SF
 PARKING - 156 SPACES - 10' x 20'
 4 HANDICAP SPACES
 OPEN SPACE - 27,000 SF
 ZONING DISTRICT - B, A-1



NOTE:
 ALL RETAINING WALLS SHALL BE MASS D.W. REINFORCED CONCRETE RETAINING WALLS.
 ALL EXTERIOR EDGES OF RETAINING WALLS SHALL BE CURBED WITH A 3\"/>



"MARLBORO SQUARE SHOPPING-CENTER"
 (FORMERLY)
 "VILLAGE COMMONS"
 SITE PLAN OF LAND IN
 416 BOSTON PARK ROAD, MARLBORO, MASSACHUSETTS
 OWNED BY: GLR MARLBORO REALTY TRUST
 C/O THE HOWARD GROSSMAN CO.
 45 BEULAH ST. FRAMINGHAM, MA. 01701
 PLAN BY: CENTRAL MASS. ENGINEERING & SURVEY, INC.
 P.O. BOX 262, BOSTON, MA. 02258
 DATE: 12/28/85
 REV: 2/28/86

Plan verified to be what
 appears on 11-10-78

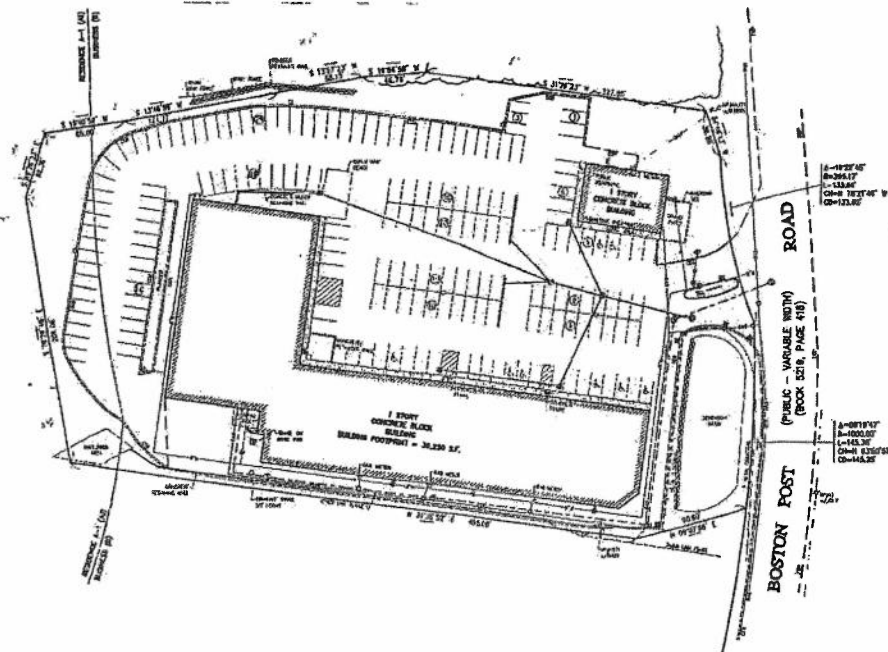
PL. 73
 416 Boston Park Rd.

VHIB

Vannese Hagan Bristol, Inc.

Transportation
Land Development
Professional Services

200 Walnut Street, P.O. Box 910
Waltham, Massachusetts 02154
617 894 1700 • FAX 617 894 1806



Legend

- DRAIN MANHOLE
- DRAIN BASIN
- SEWER MANHOLE
- ELEVATED MANHOLE
- TELEPHONE MANHOLE
- MANHOLE
- WATER TANK
- FINE FISHING
- GOLF GOLF
- STREET SIGN
- LIGHT POLE
- UTILITY POLE
- EASE OF EASEMENT
- VERTICAL CURVE CHORD
- SLOPED GRADE LINE
- DISTANCE LINE
- CURVE RAIL
- CHAIN LINE POLE
- GRADE LINE
- SLOPE LINE
- DRAINAGE LINE
- TELEPHONE LINE
- GAS LINE
- WATER LINE

DATE	BY	REVISION
10/1/88	ALTA/ACSM	1
10/1/88	ALTA/ACSM	2
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10/1/88	ALTA/ACSM	99
10/1/88	ALTA/ACSM	100

General Notes

- 1) THE PROPERTY LINES SHOWN HEREIN WERE DETERMINED BY A SURVEY CONDUCTED BY THE SURVEYOR OF THE CITY OF MALDEN, MASSACHUSETTS, IN 1988.
- 2) THE PROPERTY LINES SHOWN HEREIN WERE DETERMINED BY A SURVEY CONDUCTED BY THE SURVEYOR OF THE CITY OF MALDEN, MASSACHUSETTS, IN 1988.
- 3) THE EXISTING BUILDING SHOWN ON THIS PLAN WERE LOCATED BY AN ACTUAL FIELD SURVEY CONDUCTED BY THE SURVEYOR OF THE CITY OF MALDEN, MASSACHUSETTS, IN 1988.
- 4) THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN AS AN APPROXIMATE ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE SURVEYOR OR HIS REPRESENTATIVE.
- 5) THE PROPERTY LINES SHOWN HEREIN WERE DETERMINED BY A SURVEY CONDUCTED BY THE SURVEYOR OF THE CITY OF MALDEN, MASSACHUSETTS, IN 1988.



Certification

TO: JOHN BANCROFT MUTUAL LIFE INSURANCE COMPANY
FARMERS & COMPANY, LLC
CHICAGO, ILLINOIS, COMPANY

THIS IS TO CERTIFY THAT THE MAP AND THE SURVEY OF WHICH IT IS BASED WERE MADE BY ME IN ACCORDANCE WITH THE MASSACHUSETTS METRIC MEASUREMENTS FOR ALLEGED LAND SURVEYING, SURVEY ESTABLISHED AND ADOPTED BY A.L.A. AND MAPS IN 1987, AND ENLARGED (FROM 1:1, 1:11 OF SCALE) A SURVEY AND SO FURNISHING TO THE ACCURACY STANDARDS (AS SHOWN BY ACTS AND ACTS AND A STATE OF THE CERTIFICATION) OF AN URBAN SURVEY.

Paul H. Gump
DATE: 10/1/88
REGISTERED PROFESSIONAL SURVEYOR

Malboro Square
Shopping Center
Finard Company
Malden, Massachusetts
ALTA/ACSM
Land Title Survey

Existing Conditions
Plan of Land



10/1/88 10/1/88 10/1/88 10/1/88

City of Marlborough
Commonwealth of Massachusetts



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 NOV 19 A 8:30

Ethan Lippitt
Code Enforcement Officer
140 Main Street
Marlborough, MA 01752
Phone: (508) 460-3776 XT 30201
Fax: (508) 460-3736
Email: elippitt@marlborough-ma.gov
pwilderman@marlborough-ma.gov

City Council Sign Approval Form

11/18/2020

To City Council President and all Councilors,
Included in this form is an applicant seeking approval from city council as it relates to the signage project at the below address. In this copy of the permit application there is included a copy of the original application and design package, but after the owner was informed of the zoning they altered the original design to a sign that would conform with the zoning of the Wayside District. Attached to this form is a copy of the current plan for the sign.

Address of Location seeking approval 581 Boston Post Road East

BP-2020-001428

Zoning District:
Meets Current Sign Code:
Planning Board Variance:

Wayside Zoning
YES
NO

Code Enforcement Officer Ethan Lippitt

CC File
 City Council
 Commissioner Cooke



CITY OF MARLBOROUGH

Building Department
(508) 460-3776

BUILDING PERMIT

JOB WEATHER CARD

PERMIT NO

BP-2020-001428

ISSUE DATE

10/28/2020

APPLICANT

FAST SHAPES

PERMIT TO

Flat Wall Sign

AT (LOCATION)

581 BOSTON POST RD, MARLBOROUGH, MA 0

ZONING DISTRICT

B

Bldg. Type:

Commercial

SUBDIVISION MAP BLOCK LOT

73-38--

BUILDING IS TO BE:

CONST TYPE

USE GROUP

Business

WORK DESCRIPTION

Installation of Flat Wall Sign for "Emporium Brasil" Length 13.5', Width 1', Area 13.5'.

CONTRACTOR

LICENSE

0000

Construction Supervisor

SIGN INSTALLATION

AREA (SQ FT)

EST COST(\$)

5500.00

PERMIT FEE (\$)

50.00

OWNER

KONSTANTOPOULOS EFTHEMIOS

BUILDING DEPT BY

ADDRESS

164 LOCKLAND AVE

FRAMINGHAM

MA

01701

PHONE

617-909-6008

THIS PERMIT CONVEYS NO RIGHT TO OCCUPY ANY STREET, ALLEY OR SIDEWALK OR ANY PART THEREOF, EITHER TEMPORARILY OR PERMANENTLY. ENCROACHMENTS ON PUBLIC PROPERTY, NOT SPECIFICALLY PERMITTED UNDER THE BUILDING CODE, MUST BE APPROVED BY THE JURISDICTION. STREET OR ALLEY GRADES AS WELL AS DEPTH AND LOCATION OF PUBLIC SEWERS MAY BE OBTAINED FROM THE DEPARTMENT OF PUBLIC WORKS. THE ISSUANCE OF THIS PERMIT DOES NOT RELEASE THE APPLICANT FROM THE CONDITIONS OF ANY APPLICABLE SUBDIVISION RESTRICTIONS.

JAMES 774-285-2940

MINIMUM INSPECTIONS REQUIRED FOR ALL CONSTRUCTION WORK: 1) FOUNDATIONS OR FOOTINGS. 2) PRIOR TO COVERING STRUCTURAL MEMBERS (READY FOR LATH OR FINISH COVERING) 3) FINAL INSPECTION BEFORE OCCUPANCY 4) REFER TO DETAILED INSPECTION SCHEDULE

APPROVED PLANS MUST BE RETAINED ON JOB AND THIS CARD KEPT POSTED UNTIL FINAL INSPECTION HAS BEEN MADE. WHERE A CERTIFICATE OF OCCUPANCY IS REQUIRED, SUCH BUILDING SHALL NOT BE OCCUPIED UNTIL FINAL INSPECTION HAS BEEN MADE.

WHERE APPLICABLE SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL PLUMBING/GAS AND MECHANICAL INSTALLATIONS.

POST THIS CARD SO IT IS VISIBLE FROM STREET

BUILDING INSPECTIONS APPROVALS

REQUIRED INSPECTIONS LISTED ON REVERSE		
	OTHER:	

WORK SHALL NOT PROCEED UNTIL THE INSPECTOR HAS APPROVED THE VARIOUS STAGES OF CONSTRUCTION

PERMIT WILL BECOME NULL AND VOID IF CONSTRUCTION WORK IS NOT STARTED WITHIN SIX MONTHS OF DATE THE PERMIT IS ISSUED AS NOTED ABOVE.

INSPECTIONS INDICATED ON THIS CARD CAN BE ARRANGED FOR BY TELEPHONE OR WRITTEN NOTIFICATION.



CITY OF MARLBOROUGH

Building Department
(508) 460-3776

BUILDING PERMIT

JOB WEATHER CARD

PERMIT NO

BP-2020-001428

ISSUE DATE

10/28/2020

APPLICANT

FAST SHAPES

PERMIT TO

Flat Wall Sign

AT (LOCATION)

581 BOSTON POST RD, MARLBOROUGH, MA 0

ZONING DISTRICT

B

Bldg. Type:

Commercial

SUBDIVISION MAP BLOCK LOT

73-38--

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CONST TYPE

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LICENSE

0000

Construction Supervisor

SIGN INSTALLATION

AREA (SQ FT)

EST COST(\$)

5500.00

PERMIT FEE (\$)

50.00

OWNER

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BUILDING DEPT BY

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FRAMINGHAM

MA

01701

PHONE

617-909-6008

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POST THIS CARD SO IT IS VISIBLE FROM STREET

BUILDING INSPECTIONS APPROVALS

REQUIRED INSPECTIONS LISTED ON REVERSE		
	OTHER:	

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INSPECTIONS INDICATED ON THIS CARD CAN BE ARRANGED FOR BY TELEPHONE OR WRITTEN NOTIFICATION.

CITY OF MARLBOROUGH

140 Main Street
Marlborough, MA 01752
Telephone: 508 460 3776

Receipt No.: **208491**Receipt Date: **10/30/2020**

RECEIPT

RECORD & PAYER INFORMATION

Record ID: BP-2020-001428
Record Type: Commercial Building
Property Address: 581 BOSTON POST RD, MARLBOROUGH, MA 01752
Description of Work: Installation of Flat Wall Sign for "Emporium Brasil" Length 13.5', Width 1', Area 13.5'.
Payer: FAST SHAPES
Applicant: FAST SHAPES
1200 CONCORD ROAD
MARLBOROUGH, MA 01752

PAYMENT DETAIL

Date	Payment Method	Reference	Cashier	Comments	Amount
10/30/2020	Check	107	ICSERRANO		\$50.00

FEE DETAIL

Fee Description	Invoice #	Quantity	Fee Amount	Current Paid
Building Permit Fee	92345	50.00	\$50.00	\$50.00
			\$50.00	\$50.00

CITY OF MARLBOROUGH

140 Main Street
Marlborough, MA 01752
Telephone: 508 460 3776

Receipt No.: **208491**
Receipt Date: **10/30/2020**

RECEIPT

RECORD & PAYER INFORMATION

Record ID: BP-2020-001428
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			\$50.00	\$50.00



City of Marlborough
BUILDING DEPARTMENT

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

SIGN PERMIT APPLICATION

What is needed to be submitted:

Sign on the Façade:

1. A photo of the site which will show all existing signage; signs that are being removed; and sign(s) being installed.
2. 2 sets of plans which will show the length, width, height, area, how it is attached, how it is illuminated and the location on the building.

Free Standing Sign:

1. 2 sets of plans which will show the length, width, height, area, how it is attached, and how it is illuminated.
2. A site plan, to scale, which will show the location of the sign and the building for which it will serve. (526-9 C 1(c))
3. Address to be posted on the top of the sign (526-9 C 2(b))

All Other Signs:

1. 2 sets of plans which will show the length, width, height, area, how it is attached, how it is illuminated and the location on the building or on the land.

Further information about signs can be found on the City's website under "City of Marlborough City Code."

Please be aware that a Wiring Permit shall also be needed for the installation of any sign(s) which are to be illuminated. (527-CMR 12.00)

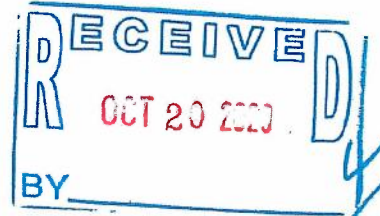
If you had applied to the Planning Board for a Variance, that recorded Variance must be submitted with this application.

CONTINUE ON BACK

Rev 8/16/13



City of Marlborough
BUILDING DEPARTMENT
140 Main Street
Marlborough, Massachusetts 01752



Date: 10/20/2020

Permit No. SP-2020-001428

Address/Location of Sign 581 Boston Post RD E

Name of Business BRASILEIRINHO MARKET

Name of Owner of Business Jehany Mendonca Telephone (774) 285-2940

Type of Sign: (check off which applies)

☒ Flat Wall ☐ Free Standing ☐ Awning ☐ Banner ☐ Projecting

Does this site have a Special Permit ☐ YES ☐ NO

Is this a replacement of a same size existing sign(s) ☐ YES ☒ NO

Dimensions Sign:

Length 15.5 ft Width 3.3 ft Height (Free Standing) 17.155 ft Area 13.5 sq.ft

Location of Sign on Bld. North ☐ South ☐ East ☒ West ☐

Dimensions Façade:

Length 33 ft Width 4 ft Area 132 sq.ft

Signature of Responsible Party [Signature] Telephone 617-909-6008

Installer Company Fast Shapes Telephone 617-909-6008

Email Custom3Dsign@gmail.com

I hereby declare that I have the authority to request this permit and that the statements and information provided are true and accurate to the best of my knowledge and belief as well as to conform to the City's current Sign Ordinance and MA State Building Code, signed under the pains and penalties of perjury.

Signature [Signature]

Date 10/20/2020

Cost of Sign(s) \$5,500

Permit Fee \$ \$50.00



73-30 (b)
City of Marlborough
BUILDING DEPARTMENT
140 Main Street
Marlborough, Massachusetts 01752



Date: 10/20/2020

Permit No. BP-2020-00428

Address/Location of Sign 581 Boston Post RD E

Name of Business BRASILEIRINHO MARKET

Name of Owner of Business Jehany Mendonca Telephone (774) 285-2940

Type of Sign: (check off which applies)

☒ Flat Wall ☐ Free Standing ☐ Awning ☐ Banner ☐ Projecting

Does this site have a Special Permit ☐ YES ☐ NO

Is this a replacement of a same size existing sign(s) ☐ YES ☒ NO

Dimensions Sign:

Length 13.5'ft Width 1'ft Height (Free Standing) _____ Area 13.5' sq.ft

Location of Sign on Bld. North ☐ South ☐ East ☐ West ☐

Dimensions Façade:

Length 33'ft Width 4'ft Area 132' sq.ft

Signature of Responsible Party Telephone 617-909-6008

Installer Company Fast Shapes Telephone 617-909-6008

Custom3Dsign@gmail.com
Email

1200 Concord Rd.
Marlboro, MA. 01752

I hereby declare that I have the authority to request this permit and that the statements and information provided are true and accurate to the best of my knowledge and belief as well as to conform to the City's current Sign Ordinance and MA State Building Code, signed under the pains and penalties of perjury.

Signature Date 10/20/2020

Cost of Sign(s) \$5,500

Permit Fee \$ 50.00

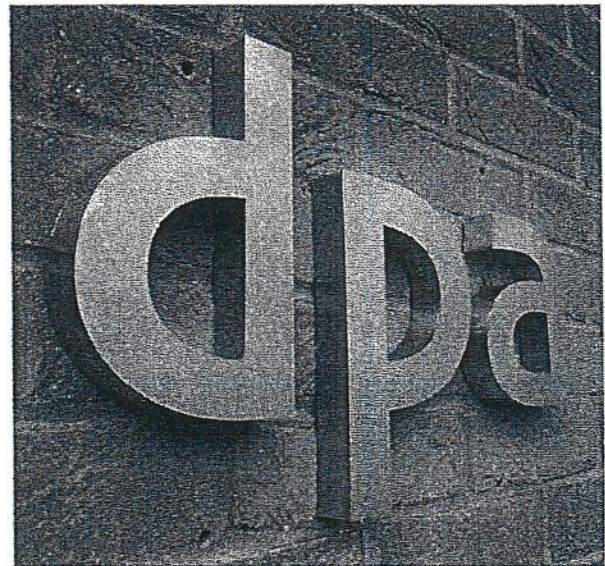
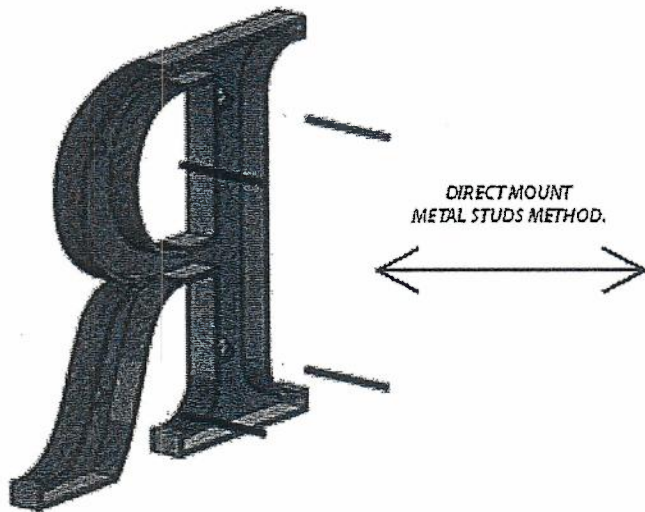
SIGN SPECIFICATIONS

SIGN ADDRESS:

- 581 Boston Post rd East, Marlborough, MA 01752.

SIGN TYPE:

- Non-illuminated Channel Letters.
- Sign Size: 3.3'x15.5' ft (51.15 sq.ft)
- Sign colors: ORANGE/WHITE FACES with matching RETURNS



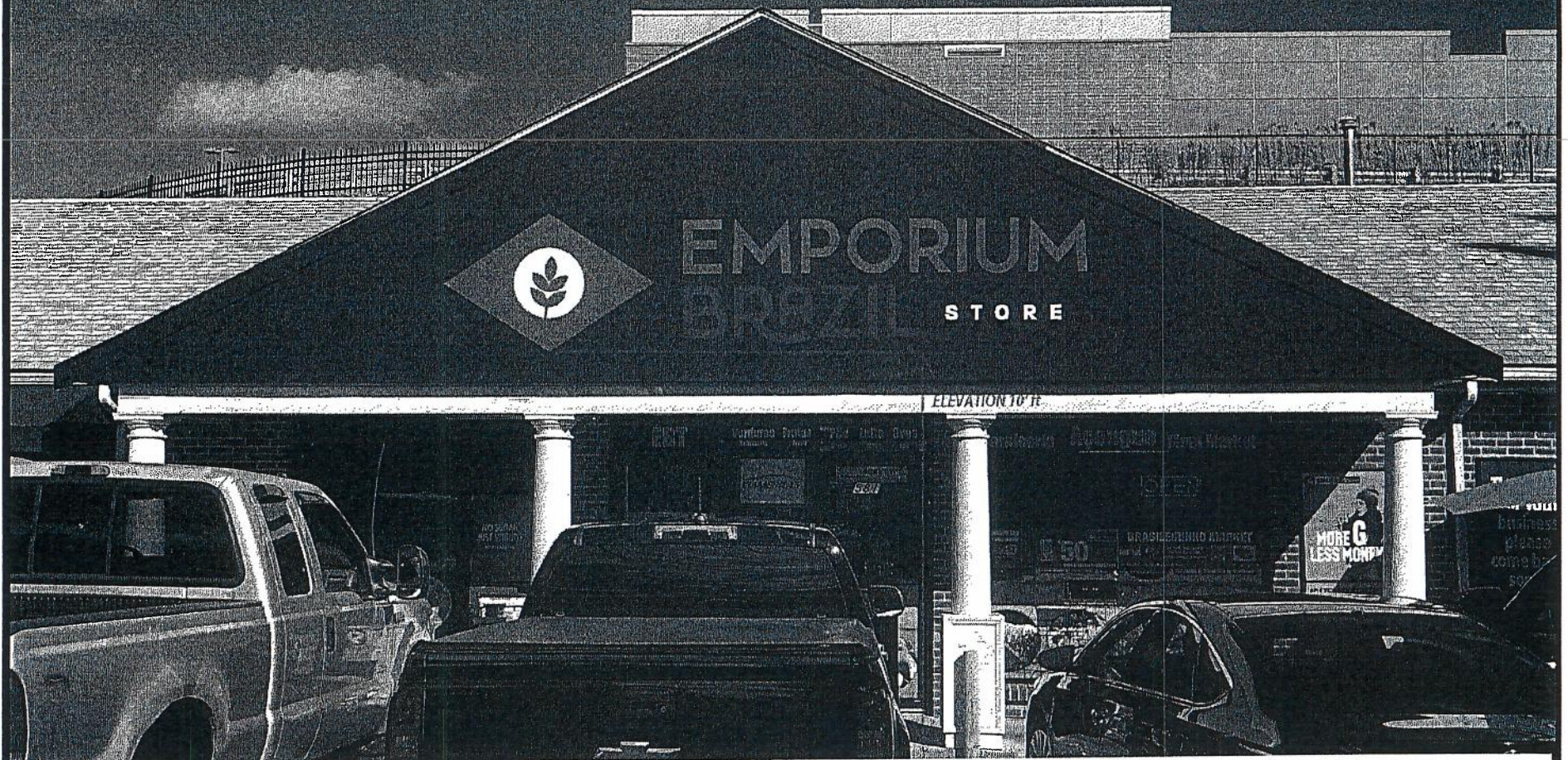
MATERIALS:

- 5" in Aluminum returns
- 3/16" acrylic faces.
- BLACK Trim caps.

INSTALLATION:

- Direct mount channel letters to building's FACADE using metal studs installation method.
- No exposed fasteners or brackets.

SIGN MOCKUP



3.3' ft



EMPORIUM
BRAZIL

15.5' ft

- Facade Size: 4'x33' ft (132 sq.ft)
- Sign Size: 3.3'x12.5 51.15 sq.ft)

FAST SHAPES
GRAPHIC DESIGN & SIGNS
(617) 909-6008
custom3Dsign@gmail.com

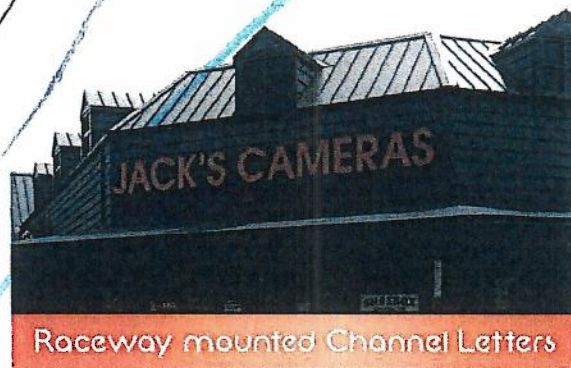
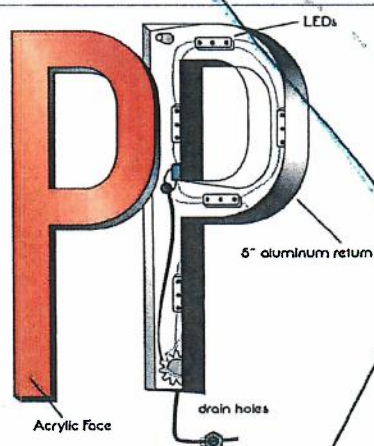
SIGN SPECIFICATIONS

SIGN ADDRESS:

- 581 Boston Post rd East, Marlborough, MA 01752.

SIGN TYPE:

- Channel Letters with LED internal illumination (LED FRONT-LIT).
- Sign Size: 1'x13.5' ft (13.5 sq.ft)
- Sign colors: ORANGE/WHITE FACES WITH BLACK RETURNS



WHAT THAT MEANS: Each letter, logo or symbol is mounted onto a raceway that houses the power source for the whole sign

MATERIALS:

- 5" in BLACK Aluminum returns
- 3/16" acrylic faces.
- BLACK Trim caps.
- 6" in Aluminum RACEWAY (painted to match facade).

SIGN ELECTRICAL COMPONENTS:

- UL Listed, 6500k, 12v-DC LED modules. (Waterproof)
- UL Listed AC110V LED Power Supply/driver (Waterproof)
- 3/4" in. LIQUIDTIGHT FLEXIBLE PVC CONDUIT

INSTALLATION:

- Mount raceway with channel letters to building's FACADE using through-bolt installation method.
- No exposed fasteners or brackets.

SIGN MOCKUP

EMPORIUM BRASIL

ELEVATION 11' ft

1' ft | EMPORIUM BRASIL

13.5' ft

- Facade Size: 4'x33' ft (132 sq.ft)
- Sign Size: 1'x13.5' ft (13.5 sq.ft)

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CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 NOV 20 P 5:32

CITY OF MARLBOROUGH
Office of the City Council
140 Main Street
Marlborough, Massachusetts 01752
(508) 460-3711 TDD (508) 460-3610


**AGREEMENT TO EXTEND
TIME LIMITATIONS**

Order No.2020-1007995B
Application for Special Permit by
WP Marlborough MA Owner, LLC (Wayside Residential)
339 Boston Post Road East, to construct a multifamily
Dwelling residential project (McGee Farm)

The Decision of the Special Permit granting authority shall be made within ninety days following the date of such public hearing. The required time limits for a public hearing and said action may be extended by written agreement between the petitioner and the special permit granting authority. A copy of such agreement shall be filed in the office of the City Clerk.

Pursuant to Mass. General Laws, c.40A, s.9, as amended, the required time limits for action by the Marlborough City Council, as it is the special permit granting authority in the above referenced matter, is hereby extended, by agreement, until 11:00 p.m. on February 28, 2021

By: _____
Kathleen D. Robey, Chair, Urban Affairs Committee
acting on behalf of, and at the direction of,
the special permit granting authority
Marlborough City Council

By: 
Brian R. Falk, Esq.
For Petitioner

PERAC

RECEIVED

COMMONWEALTH OF MASSACHUSETTS | PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

PHILIP Y. BROWN, ESQ., *Chairman*

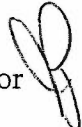
JOHN W. PARSONS, ESQ., *Executive Director*

Auditor SUZANNE M. BUMP | KATHLEEN M. FALLON | KATE FITZPATRICK | JAMES M. MACHADO | ROBERT B. MCCARTHY | JENNIFER SULLIVAN

2020 NOV 16 PM 4:32

MEMORANDUM

TO: Marlborough Retirement Board
FROM: John W. Parsons, Esq., Executive Director
RE: Appropriation for Fiscal Year 2022
DATE: November 6, 2020



Required Fiscal Year 2022 Appropriation: **\$9,524,575**

This Commission is hereby furnishing you with the amount to be appropriated for your retirement system for Fiscal Year 2022 which commences July 1, 2021.

Attached please find summary information based on the present funding schedule for your system and the portion of the Fiscal Year 2022 appropriation to be paid by each of the governmental units within your system.

The current schedule is due to be updated by Fiscal Year 2022.

The amounts shown in this letter reflect an assumed payment date of July 1. The Housing Authority typically makes its payments in October, November, and December (on average assumed November 15). The adjusted payment for the Housing Authority is \$118,488.

The breakout of the City's appropriation is as follows:

City	\$6,072,622
Water	318,654
Sewer	287,356

If you have any questions, please contact PERAC's Actuary, John Boorack, at (617) 666-4446 Extension 935.

JWP/jfb
Attachments

cc: Office of the Mayor
City Council
c/o City Clerk

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Marlborough Retirement Board

Projected Appropriations

Fiscal Year 2022 - July 1, 2021 to June 30, 2022

Aggregate amount of appropriation: **\$9,524,575**

Fiscal Year	Estimated Cost of Benefits	Funding Schedule (Excluding ERI)	ERI	Total Appropriation	Pension Fund Allocation	Pension Reserve Fund Allocation	Transfer From PRF to PF
FY 2022	\$12,321,092	\$9,524,575	\$0	\$9,524,575	\$9,524,575	\$0	\$2,796,517
FY 2023	\$12,842,402	\$9,873,569	\$0	\$9,873,569	\$9,873,569	\$0	\$2,968,833
FY 2024	\$13,385,588	\$10,234,891	\$0	\$10,234,891	\$10,234,891	\$0	\$3,150,697
FY 2025	\$13,951,570	\$10,608,954	\$0	\$10,608,954	\$10,608,954	\$0	\$3,342,616
FY 2026	\$14,541,304	\$10,996,181	\$0	\$10,996,181	\$10,996,181	\$0	\$3,545,123

The Total Appropriation column shown above is in accordance with your current funding schedule and the scheduled payment date(s) in that schedule. Whenever payments are made after the scheduled date(s), the total appropriation should be revised to reflect interest at the rate assumed in the most recent actuarial valuation. Payments should be made before the end of the fiscal year.

For illustration, we have shown the amount to be transferred from the Pension Reserve Fund to the Pension Fund to meet the estimated Cost of Benefits for each year. If there are sufficient assets in the Pension Fund to meet the Cost of Benefits, this transfer is optional.

Marlborough Retirement Board
Appropriation by Governmental Unit

Fiscal Year 2022 - July 1, 2021 to June 30, 2022

Aggregate amount of appropriation: **\$9,524,575**

UNIT	Percent of Aggregate Amount	Funding Schedule (excluding ERI)	ERI	Total Appropriation
City of Marlborough	70.12%	\$6,678,632	\$0	\$6,678,632
School Department	28.67%	\$2,730,696	\$0	\$2,730,696
Housing & Community Devel. Authority	1.21%	\$115,247	\$0	\$115,247
UNIT TOTAL	100%	\$9,524,575	\$ 0	\$9,524,575

The Total Appropriation column shown above is in accordance with your current funding schedule and the scheduled payment date(s) in that schedule. Whenever payments are made after the scheduled date(s), the total appropriation should be revised to reflect interest at the rate assumed in the most recent actuarial valuation. Payments should be made before the end of the fiscal year.



THE COMMONWEALTH OF MASSACHUSETTS
STATE RECLAMATION & MOSQUITO CONTROL BOARD
**CENTRAL MASSACHUSETTS
MOSQUITO CONTROL PROJECT**

111 Otis Street, Northborough, MA 01532 - 2414
Telephone (508) 393-3055 • Fax (508) 393-8492
www.cmmcp.org



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CITY CLERK'S OFFICE
NORTHBOROUGH
2020 DEC -1 A 1:01

COMMISSION CHAIRMAN
RICHARD DAY

EXECUTIVE DIRECTOR
TIMOTHY D. DESCHAMPS

TO: MA Secretary of State, MA Administration & Finance, State Reclamation & Mosquito Control Board, CMMCP member Town Clerks & Boards of Health

FROM: Central Massachusetts Mosquito Control Project
Timothy D. Deschamps, Executive Director

RE: 2021 Commission meeting dates

Date: November 20, 2020

This notice is provided in accordance with the Massachusetts Open Meeting Law M.G.L. c.30A. Please be advised the Central Mass. Mosquito Control Project's Board of Commission will meet at 11:00am on the following dates.

★ January 13
★ February 10
★ March 10
★ April 14
★ May 12
★ June 9

★ July 14
★ August 11
★ September 8
★ October 13
★ November 10
★ December 8

NOTE: Some or all of these meetings will be held remotely under an order suspending certain provisions of G.L. c. 30A, §20 issued by the Governor on March 12, 2020. Each posted agenda will have specific information regarding the meeting location or call-in information.

Any changes to this schedule will be made following the rules outlined in M.G.L. c. 30A or other applicable laws.

Pursuant to 940CMR 29.03(1)(c), meeting notices for the CMMCP Board of Commission will be placed on the CMMCP website at this location: <http://www.cmmcp.org/cmmcp-board-commission> at least 48 hours in advance excluding Saturdays, Sundays and legal holidays. This notice will include the same content as required by 940 CMR 29.03(1)(b).

cc: CMMCP Board of Commission



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CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 NOV 17 A 8 23

Marlborough Public Schools

School Committee
District Education Center
25 Union Street, Marlborough, MA 01752
(508) 460-3509

Call to Order

October 13, 2020

1. Vice-Chair Michelle Bodin-Hettinger called the regular meeting of the Marlborough School Committee to order at 7:30 p.m. at 17 Washington Street, Marlborough, MA. Members physically present included Michelle Bodin-Hettinger, Katherine Hennessy, and Daniel Caruso. Members remotely present included Heidi Matthews and Denise Ryan. Also physically present were Chairman Vigeant, Superintendent Michael Bergeron, Director of Finance and Operations, Douglas Dias, and Assistant Superintendent of Teaching and Learning, Mary Murphy. MEA Representative, Eileen Barry, was also remotely present.

This meeting is being recorded by local cable, WMCT-TV, and is available for review.

2. **Pledge of Allegiance:** Vice-Chair Bodin-Hettinger led the Pledge of Allegiance.

Superintendent Bergeron read the public participation guidelines, which include a phone number to call for this public hearing.

3. **Presentation:** None.

4. **Committee Discussion/Directives:** None.

5. **Communications:** None.

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6. Superintendent's Report:

Superintendent Bergeron presented his report to the committee, and it is attached to the agenda. It is important to note that Mr. Bergeron discussed his report items out of order for this meeting.

Mr. Bergeron began his report by congratulating past and present AP Scholars; a list of these students is included at the end of his report.

The Superintendent awarded two students, Allyson Trinh and Amy Shanahan, the M.A.S.S. Superintendent's award. He briefly shared their accomplishments and careers at the Marlborough schools. These two award recipients are the top two students in their senior class. Mr. Bergeron and Mr. Riley will collaborate to recognize them in person as well.

November 3rd will be a staff professional development day; there is no school – remote or hybrid. This PD day will be virtual as to free up parking lots for voters. Mrs. Hennessy noted that because MPS employees will be having their virtual PD in their own homes, they will be more able to vote in their communities.

Superintendent Bergeron updated the committee on open staff positions in the district. The titles of these positions, as well as their building placement breakdown, are detailed in his report. Every day, remote and building substitutes are being recruited. Lawn signs have been put up to aid this recruitment process. Mr. Bergeron discussed the number of positions HR has filled during the summer and fall months thus far. He continued by thanking HR faculty members Patricia Brown, Sandra Landry and Mary Kilburn for their efforts and dedication.

The Superintendent updated the committee on the Fall 2020 COVID-19 data. Since his report was sent out to the committee last Thursday, additional cases have come to light. Mr. Bergeron discussed the increased changes in the virus cases in depth, and he explained the reason that MPS has taken more quarantine precautions.

The Superintendent is recommending that the entire school district switches to full remote learning as of Monday, October 19, 2020. This recommendation stems from the changes in various sources of public health data over multiple weeks. The Superintendent was a guest at a meeting with the Board of Health, and they voted to support his recommendation. Mr. Bergeron emphasized how disappointing and frustrating this is for everyone involved.

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Mrs. Bodin-Hettinger initiated a conversation with the Superintendent regarding specifics about community and school cases, class/team quarantines, and student transmission. It is important to note that student to student transmission has not been problematic, however students have transmitted the virus from their family members. The Superintendent mentioned that there will be no timeline placed on this recommendation. There is no end date set for this full remote learning switch. The Superintendent also recommends that students in high needs special education programs, such as Pathways and Connections, as well as students enrolled in the high school dropout prevention program remain in school, in person.

Mrs. Hennessy helped clarify that AM/PM Kindergarten, 1st grade and 2nd grade students will be going fully remote in this recommendation as well. She and the Superintendent had a discussion regarding contact tracing, quarantine, COVID-19 testing, safety precautions, athletics, and more. Superintendent Bergeron explained that his recommendation includes a hold on athletics and extracurriculars starting October 19th as well.

Chairman Vigeant stated that there are still free testing clinics/stations around the city of Marlborough. The locations and times for free testing are on the city's website. He then emphasized that the city needs to remember this pandemic is far from over, and we all need to do a better job at following guidelines and taking precautions. He stated that Marlborough Hospital has 0-3 cases at a time; people are not needing hospitalization during the past few months as much as they did at the start of this pandemic.

Mrs. Hennessy voiced her concern regarding the social-emotional aspect of students during this time and through these learning model changes. She stressed the need for the district/community to create safe social interaction for students to reduce the likelihood that they seek interaction in other, unsafe ways. Chairman Vigeant further expanded upon this need and concern.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the recommendation of the Superintendent on going remote beginning Monday, October 19th. Motion passed 6-0-0. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, Ryan, and Vigeant.

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Marlborough Public Schools

School Committee
District Education Center
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A. Director of Finance & Operations Report

Mr. Dias, the Director of Finance and Operations, reported that all students can receive free school meals. Currently there are 16 community-wide pickup locations. Families can always contact Food Service Director Jenna Janson at jjanson@mps-edu.org if these locations/times do not work for them. Steps are being taken to widen this distribution in anticipation of the full remote learning switch on Monday, October 19th.

Mr. Dias discussed the transportation changes they have accommodated since the beginning of the school year. He explained the transportation program's goal when in person learning resumes in the future.

Mr. Dias updated the committee on PPE distribution and inventory. Classrooms, offices, etc. have been able to refill their supplies as needed through an effective model detailed in his report.

Mr. Dias explained the progress on HVAC systems in school buildings. Reports have been distributed to staff and are available online for anyone to view; these reports have been attached to Mr. Dias' report as well. The work with the HVAC consultant will be ongoing during these upcoming months.

B. Assistant Superintendent of Teaching & Learning

Mrs. Murphy, the Assistant Superintendent of Teaching and Learning, updated the committee on MCAS testing for high school students. So far, January 14-February 5 and May 19-May 27 are the testing windows identified, and Sophomores are required to participate in the May testing session. MHS still needs to decide the date Juniors will be assessed. Districts need to plan for grades 3-8 to take the spring 2021 MCAS in April and May, but no dates have been provided yet.

Mrs. Murphy discussed the North West Evaluation Association Measure of Academic Progress (NWEA MAP) assessments that students in grades 1-11 participated in over the last two weeks. She explained that these assessments will continue in upcoming months, but remote class schedules may need to be adjusted to enable small-group remote testing. The purpose of these assessments is to measure student growth and identify those needing interventions, such as after-school tutoring. The district plans to implement remote extended-day tutoring programs.

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Marlborough Public Schools

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7. Acceptance of Minutes:

A. Minutes of the September 22, 2020 School Committee Meeting

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve these minutes.

Motion passed 6-0-0. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, Ryan, and Vigeant.

B. Minutes of the October 2, 2020 School Committee Meeting

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve these minutes.

Motion passed 6-0-0. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, Ryan, and Vigeant.

8. Public Participation: None.

It should be noted that members of the public may provide comment by dialing in to the specified number and conference ID during virtual School Committee meetings or via email before the meeting to superintendent@mps-edu.org. Public participation is a time for your comments to be heard by the committee; it is not a question and answer session.

9. Action Items/Reports

A. MASC Delegate

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to designate Mrs. Matthews as the delegate for the virtual MASC Conference on November 7th.

Motion passed 6-0-0. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, Ryan, and Vigeant.

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Marlborough Public Schools

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Motion made by Mrs. Matthews, seconded by Chairman Vigeant to appoint Mrs. Bodin-Hettinger as the alternate delegate for the virtual MASC Conference on November 7th.

Motion passed 6-0-0. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, Ryan, and Vigeant.

B. MASC Resolutions

Mrs. Matthews presented a report of the ten resolutions proposed by the Resolutions Committee of MASC for this year, which will be voted on at the virtual annual conference held on November 7th, 2020. The School Committee discussed the resolutions and instructed the delegate and alternate delegate as to how the Committee wants their vote tallied. The full resolution report can be found attached to the meeting agenda.

Resolution 1 reads that the Class of 2022 students who missed their tenth grade MCAS due to COVID-19 will never have to make it up, and that graduation requirements will be determined by the local School Committees and School Administration. Mrs. Hennessy suggested that an amendment to include the Class of 2023 should be included. Mrs. Matthews explained the final line states that this recommendation in Resolution 1 extends through the Class of 2024.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to accept Resolution 1.

Motion passed 5-0-1. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, and Ryan. Chairman Vigeant abstained.

Chairman Vigeant, Superintendent Bergeron and Mrs. Bodin-Hettinger collectively explained that the School Committee's July 14, 2020 meeting voted in acceptance on Resolution 2 and 3, so Mrs. Matthews can take their collective affirmative vote to the conference for both resolutions.

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Resolution 4 reads that a minimum voting age of sixteen for all municipal elections will be established through the Massachusetts Legislature passing the EMPOWER Act.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to accept Resolution 4.

Motion passed 4-1-1. Yes: Bodin-Hettinger, Caruso, Hennessy, and Matthews. No: Ryan. Chairman Vigeant abstained.

Resolution 5 reads that the MA Congressional Delegation and state legislators should advocate for and approve additional education funding for public schools through the enactment of progression tax legislation.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to reject Resolution 5.

Motion passed 3-2-1. Yes: Hennessy, Matthews, and Ryan. No: Bodin-Hettinger and Caruso. Chairman Vigeant abstained.

Resolution 6 reads that MASC urges the General Court to require 100% of Medicaid reimbursement to cities and towns be provided to public schools of each municipality to underwrite the cost of education. Superintendent Bergeron voiced that he does not support this resolution because MPS receives the necessary funding from our city already. Mrs. Bodin-Hettinger provided a counterargument that other communities may benefit from passing this resolution, even if MPS does not need it to be passed.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept Resolution 6.

Motion does not pass 2-4-0. Yes: Bodin-Hettinger and Caruso. No: Hennessy, Ryan, Matthews, and Vigeant.

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Resolution 7 reads that certain members in state government must review the formal language of statutes that determine the distribution of federal funds to benefit economically disadvantaged students, and that the Attorney General of MA provides legal guidance to MA state agencies to implement such formulas.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to accept Resolution 7.
Motion passed 5-0-1. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, and Ryan. Chairman Vigeant abstained.

Resolution 8 reads that the MASC submit to the General Court proposed legislation that MGL Chapter 15, Section 1E be revised as how it is stated within this resolution.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept Resolution 8.
Motion passed 5-0-1. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, and Ryan. Chairman Vigeant abstained.

Resolution 9 reads that legislation should be filed to add sexual orientation and gender identity to the list of protected classes in order to provide equity and support to our LGBTQ+ students, teachers and staff and petition our legislative delegation.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to accept Resolution 9.
Motion passed 5-0-1. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, and Ryan. Chairman Vigeant abstained.

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Resolution 10 reads that MASC advocate for (1) legislation and regulation to protect the rights of parents to withhold their children from school for reasons of their health status or health risk, (2) regulations that hold districts accountable for attendance of students provide appropriate exemptions for those experiencing or requiring such absences, (3) the petition of the Board of Elementary and Secondary Education to waive all accountability requirements for 2020-2021 school year attendance and (4) such regulations exempting districts from sanction status on the basis of attendance when absences are relating to a public health crisis, including COVID-19.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept Resolution 10.

Motion passed 5-0-1. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, and Ryan. Chairman Vigeant abstained.

C. Marlborough Educator Association, Paraeducators, Administrator Association Agreements

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve all six agreements listed below.

Motion passed 6-0-0. Yes: Bodin-Hettinger, Caruso, Hennessy, Mathews, Ryan and Vigeant.

- 1. MEA Nurse Extension**
- 2. MEA School Year Plan**
- 3. MEA Educator Evaluation Plan**
- 4. Paraeducator Retirement Bonus**
- 5. Paraeducator Hildreth Childcare**
- 6. Administrator Association School Year Plan**

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D. Policy Removal

1. Policy 8.013 Administration of Medicines

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to remove this policy.

Motion passed 6-0-0. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, Ryan, and Vigeant.

E. Acceptance of Donations and Gifts

Anonymous. An anonymous donor gifted 10,000 masks at a value of \$3,000.00.

Ezra Cutting Awards. Ezra Cutting Awards donated \$125.00 to a Whitcomb 8th grade student.

FY21 MA DESE FC102 CvRF Reopening Grant Program. This is valued at \$1,075,950.00.

FY21 MA DESE FC240 IDEA. This is valued at \$1,451,427.00.

FY21 MA DESE FC262 ESCE Early Childhood. This is valued at \$67,463.00.

FY21 MA DESE FC460 Early College Grant. This is valued at \$29,000.00.

MA DESE FY21 Title 1 Grant 305. This is valued at \$911,010.00.

MA DESE FY21 Title 1 Grant 140. This is valued at \$154,053.00.

MA DESE FY21 Title 1 Grant 180. This is valued at \$192,245.00.

MA DESE FY21 Title 1 Grant 309. This is valued at \$66,018.00.

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Follett Book Buy Back Program. Kane School received \$144.94 from this book buyback program.

Hannaford Supermarket. Hannaford Supermarket donated \$402.00 and \$2,206.00 to Kane School.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept all donations and grants.

Motion passed 6-0-0. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, Ryan, and Vigeant.

10. Reports of School Committee Sub-Committees:

Mrs. Hennessy stated that there was a policy sub-committee meeting on October 8th. Chapter 6 policies are being worked on, as well as other policies.

11. Members' Forum:

Mrs. Hennessy urged the committee to remain dedicated to following safety guidelines. Superintendent Bergeron stated that the Board of Health held a drive thru clinic last Saturday for flu shots, and they may be holding another one this upcoming Saturday. Chairman Vigeant and Mrs. Bodin-Hettinger discussed city wide flu shot information. Mrs. Matthews has reviewed the warrant and will be signing it tomorrow.

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12. Adjournment:

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to adjourn at 9:08 p.m.

Motion passed 6-0-0. Yes: Bodin-Hettinger, Caruso, Hennessy, Matthews, Ryan, and Vigeant.

Respectfully submitted,

Heidi Matthews
Secretary, Marlborough School Committee

HM/jm

Approved October 27, 2020

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Call to Order

October 27, 2020

1. Chairman Vigeant called the regular meeting of the Marlborough School Committee to order at 7:30 p.m. at 17 Washington Street, Marlborough, MA. Members present included Michelle Bodin-Hettinger, Daniel Caruso, Earl Geary Katherine Hennessy, Heidi Matthews, and Denise Ryan. Also present were Chairman Vigeant, Superintendent Michael Bergeron, Director of Finance and Operations, Douglas Dias, Director of Student Services, Jody O'Brien, and Assistant Superintendent of Teaching and Learning, Mary Murphy. Student Representative, Allison Lucas, and MEA Representative, Eileen Barry, were both remotely present.

This meeting is being recorded by local cable, WMCT-TV, and is available for review.

2. **Pledge of Allegiance:** Chairman Vigeant led the Pledge of Allegiance.

Superintendent Bergeron read the public participation guidelines, which include a phone number to call for this public hearing.

3. **Presentation:** None.

4. **Committee Discussion/Directives:** None.

5. **Communications:** None.

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6. Superintendent's Report:

Superintendent Bergeron presented his report to the committee, and it is attached to the agenda.

To begin his report, the Superintendent updated the community on current COVID information.

Superintendent Bergeron recognized two students, Patricia Jean Baptiste and Ava Hannon, for the National School Development Council (NSDC) Award for Academic Growth and Student Leadership in Learning. Their accomplishments and careers at MPS are described in detail in Mr. Bergeron's report. He and Principal Riley will work to recognize these students in school at a small ceremony.

Superintendent Bergeron recommended that high school athletic teams resume their practices for the remaining Fall 1 season. This recommendation stems from high school students' needs for social development and healthy routines. Mr. Bergeron addressed potential concerns that in-person learning is not occurring, yet athletic practices may be able to resume. The details of this recommendation are included in the Superintendent's report.

The Superintendent discussed his previous recommendation to switch the entire district to remote learning at the last School Committee meeting. He then briefly explained that the state and the CDC have competing guidance documents regarding the metrics that school committees should use when determining whether schools should resume Hybrid learning. Mr. Bergeron attached three of these reports from the CDC, DESE, and The Harvard Public Health, to his report. Superintendent Bergeron recommended that English learner level 1 and 2, Pre-school, Kindergarten, first, and second grade students should resume in-person learning.

Superintendent Bergeron provided a draft of his goals for the committee to review and provide feedback to him over the next two weeks. A fifth goal is not listed; Mr. Bergeron believes that the district should review the start time of school at MHS due to research about adolescent sleep schedules.

Mrs. Hennessy reported the status of surrounding schools'/districts' athletics. She also discussed mask requirements for various sports. Mrs. Hennessy stated that it is better that the school system regulates athletic activity than students gathering on their own to practice.

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Mrs. Ryan emphasized the need for athletes to follow safety regulations.

The Superintendent explained that at every practice he attended, athletes were always complying with all safety regulations.

Mrs. Matthews brought the issue of inequity to light with this recommendation even though select students participate in sports to begin with.

Chairman Vigeant explained that he does not want to take away this opportunity from those who normally would participate in athletics. He went on to explain his support for bringing younger students back to in-person learning and keeping all other students in remote learning for numerous reasons. Chairman Vigeant briefly mentioned January 11th, 2021 as a proposed date to return everyone else to in-person learning, due to multiple predicted holiday gatherings and potential spikes in COVID cases. This proposal will be discussed more in depth in a future meeting. Chairman Vigeant mentioned childcare options for remote students through the Marlborough Boys and Girls Club.

Due to technical difficulty, Mrs. Matthews spoke on behalf of Alison Lucas, the new Student Advisory Council Representative, regarding athletics. Alison does not think athletics should not be resumed due to the inability to have competitions; she is on the cross-country team. Alison also believes remote learning is the best option right now.

Mrs. Hennessy relayed information regarding MHS clubs and organizations; they have begun meeting via Zoom and through other virtual means.

Superintendent Bergeron discussed the timeline for the Fall 1 athletic season; there is about 1.5 weeks left.

Mr. Caruso, Superintendent Bergeron, Mrs. Hennessy, and Mrs. Matthews briefly spoke about winter sports.

The Superintendent reiterated the need to resume high school athletics since these athletes meet on the field anyways, so it is safer to do so through MHS. He also emphasized his struggle to figure out methods of exercise for other students in remote learning.

Mrs. Matthews encouraged individuals to think outside the box to create organizations or clubs that require some form of exercise or movement.

Mrs. Bodin-Hettinger noted that the short time left in the Fall 1 athletic season may not enable students to receive the full benefits of resuming practice.

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Superintendent Bergeron clarified that all Fall 1 athletes will not be required to resume practices, but they would have the option to if his recommendation is approved.

Mrs. Bodin-Hettinger stated her surprise at the difference in metrics for returning to in-person learning outlined in each of the three reports that the Superintendent attached to his own. She emphasized the need for consistency with the students' method of learning. Mrs. Hennessy explained that the short time limit remaining for Fall 1 sports makes it even more vital to resume practices.

Motion made by Mrs. Ryan, seconded by Chairman Vigeant to approve the Superintendent's recommendation to resume high school athletics for Fall 1 sports.

Motion passed 5-2-0 (Matthews, Geary).

Superintendent Bergeron clarified that his recommendation for EL 1 and 2 students to resume in-person learning influences students in that category from grades 1 through 12. Mrs. Matthews explained that this recommendation influences about 350 students. She also explained that EL students have expressed that remote learning is more helpful since they can see their teachers' faces. Mrs. Matthews voiced her concern regarding how in-person learning would be a shorter school day for these students.

Mrs. O'Brien noted that Lynne Medailleu, the Director of English Language Education, supports the Superintendent's recommendation. She asked the committee to consider the educational setting versus barriers at home for EL students.

Mrs. Bodin-Hettinger noted that there was not a discussion surrounding the metrics for bringing students back to in-person learning.

Chairman Vigeant responded that he and Superintendent Bergeron had meetings about this. He explained the issue with some metrics as well as what prompted him to support the previous recommendation to switch to fully remote learning at the last School Committee meeting. Chairman Vigeant updated the committee on the demographic that is currently mostly affected by the virus in the community.

Superintendent Bergeron mentioned that EL 1 and 2 students are a high priority group for the district.

Mrs. Matthews pointed out the possibility that older students in the EL group could be caretakers of younger students that may not be coming back, which could be an issue.

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Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve the Superintendent's recommendation that EL 1 and 2 students should resume in-person learning as of Monday, November 2nd.

Motion passed 7-0-0.

Superintendent Bergeron addressed Mr. Caruso's concern that his previous statements regarding potential spikes during the holiday deter from his recommendation. Mr. Bergeron re-emphasized that younger students learn best in person. He explained that the administration enables families to request fully remote learning as well.

Mrs. Hennessy commended MPS staff for their outreach and performance during remote learning periods.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to approve the Superintendent's recommendation that Pre-school, Kindergarten, first, and second grade students should resume in-person learning as of Monday, November 2nd.

Motion passed 7-0-0.

It should be noted that there might be a special meeting held next week regarding a potential end date for remote learning for other grades and groups of students.

Mrs. Hennessy was pleased to hear that one of the Superintendent's goals was to discuss pushing back the start time at MHS.

Mrs. Bodin-Hettinger noted that MHS has one of, if not the, earliest start times in the state. She commented on a couple of Superintendent Bergeron's goals, which will be discussed in the next School Committee meeting.

Superintendent Bergeron briefly clarified what his goal about digital libraries refers to.

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A. Director of Finance & Operations Report

Mr. Dias, the Director of Finance and Operations, reported on the food service program. The vote tonight on bringing back certain students to in-person learning does not impact the district's ability to distribute meals to students at home via buses. All meals are free and there is no sign up to participate.

Mr. Dias stated that the district's Transportation Coordinator, Steve Phalen, has researched and recommended that MPS should pursue internal routing capabilities. Mr. Dias claimed that internal routing would help with changing the high school start time as well.

The district submitted its FY20 End of Year Report to DESE by the October 16th deadline. The FY22 budget is being worked on, and a budget schedule might be proposed to the committee at the next meeting.

Mr. Dias explained that about 60% of the families that were served by the food service program in the spring are currently being served. Transportation services is looking at ways to make this program more feasible with delivery dates, times, and locations.

B. Director of Student Services Report

Jody O'Brien, the Director of Student Services, updated the committee on student enrollment. Unlike other districts, MPS has not experienced a drop in student enrollment due to various factors. The specific data points from October 2019 and October 2020 are included in a chart in Mrs. O'Brien's report. This October 1 data report is in the process of being submitted to DESE.

Mrs. O'Brien explained that students in temporary living situations were given the same access to hotspots to trouble shoot internet connectivity issues for online learning as students in permanent living situations.

Superintendent Bergeron noted that the district is ordering more hotspots as well.

Mrs. Bodin-Hettinger explained that the student enrollment numbers this year influence the funding for next year.

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7. Acceptance of Minutes:

A. Minutes of the October 13, 2020 School Committee Meeting

Mrs. Bodin-Hettinger pointed out the lack of clarity of one statement in the minutes.
Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve these minutes as amended.
Motion passed 7-0-0.

8. Public Participation:

A Marlborough resident, Donna Boxell at 42 Demers Drive, called the public participation phone-line to ask what level of high school athletics, varsity or junior varsity, will be resuming practice in the next week and a half. She pointed out that many JV players do not drive so transportation to practice may be difficult. Additionally, Ms. Boxell questioned how parents should have conversations with their children regarding one child being allowed back to in-person learning while the other must continue with remote learning.

It should be noted that members of the public may provide comment by dialing in to the specified number and conference ID during virtual School Committee meetings or via email before the meeting to superintendent@mps-edu.org. Public participation is a time for your comments to be heard by the committee; it is not a question and answer session.

9. Action Items/Reports

A. FY21 Operating Budget Transfers

Mr. Dias outlined transfers for the FY21 operating budget in an attached document.

Motion made by Mrs. Bodin- Hettinger, seconded by Chairman Vigeant to approve these transfers.

Motion passed 7-0-0.

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B. Approving of the Contract between the Marlborough School Committee and Assistant Superintendent of Student Services and Equity

Superintendent Bergeron offered up the contract between the Marlborough School Committee and Jody O'Brien as the Assistant Superintendent of Student Services and Equity. The committee met in executive session to approve the negotiated contract.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this contract.

Motion passed 7-0-0.

C. Policies for First Read

Mrs. Hennessy presented the following policies for first read.

- 1. Policy 6.110 Personnel Records**
- 2. Policy 6.111 Certification**
- 3. Policy 6.112 Criminal Background**
- 4. Policy 6.120 Planning and Record Keeping**
- 5. Policy 6.180 Staff Absence**
- 6. Policy 6.300 Annual Salary Increase**

D. Acceptance of Donations and Gifts

Lifetouch National School Studies. Lifetouch National School Studies donated \$470.35 to Kane School.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this donation.

Motion passed 7-0-0.

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Hannaford Supermarket. Hannaford Supermarket donated \$852.00 to Richer School and \$516.00 to Whitcomb School.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this donation.

Motion passed 7-0-0.

10. Reports of School Committee Sub-Committees:

Mrs. Hennessy stated that the policy sub-committee is narrowing down a date to meet to continue updating policies.

11. Members' Forum:

Mrs. Matthews reviewed and signed the warrant.

Mrs. Bodin-Hettinger requested that another personnel report be presented at the next School Committee meeting. She also officially welcomed Alison Lucas, the Student Advisory Council Representative, who attended virtually. Alison requested to join in person at the next meeting.

12. Adjournment:

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to adjourn at 9:24 p.m.

Motion passed 7-0-0.

Respectfully submitted,

Heidi Matthews
Secretary, Marlborough School Committee

HM/jm

Approved November 10, 2020

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Call to Order

November 10, 2020

1. Chairman Vigeant called the regular meeting of the Marlborough School Committee to order at 7:34 p.m. at 17 Washington Street, Marlborough, MA. Members present included Michelle Bodin-Hettinger, Daniel Caruso, Earl Geary, Katherine Hennessy, Heidi Matthews, and Denise Ryan. Also present were Chairman Vigeant, Superintendent Michael Bergeron, Director of Finance and Operations, Douglas Dias, Director of Student Services, Jody O'Brien, and Assistant Superintendent of Teaching and Learning, Mary Murphy. Student Representative, Allison Lucas, and MEA Representative, Eileen Barry, were both present in person as well.

This meeting is being recorded by local cable, WMCT-TV, and is available for review.

2. **Pledge of Allegiance:** Chairman Vigeant led the Pledge of Allegiance.

Superintendent Bergeron read the public participation guidelines, which include a phone number to call for this public hearing.

3. **Presentation:**

A. MHS Student Advisory

The Student Advisory Committee members presented an update on Marlborough High School students to the committee.

Sophomore Class representative, Abigail Hennessy, reported on the Fall 1 Athletics during the pandemic. Abigail explained that athletes, overall, felt that the COVID-19 modifications were worth it to be able to play their sports. She shared student testimonies from MHS athletes to support this claim as well.

Sophomore Class representative, Jessica Rosenzweig, updated the committee on the schedule and class choices for sophomores, as well as concerns they shared moving forward at MHS.

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Junior Class representative, Hattie Parker, updated the committee on remote learning for her class and college preparation opportunities. She expressed that her class is adapting well to remote learning, however mental health and college preparation opportunities are concerns among juniors. Hattie asked for certain resources/support to better help students during this difficult time.

Freshman representative, Risha Khanderia, spoke about the incoming freshman experience. She explained that a normal freshman experience is difficult, but COVID-19 adds more challenges, such as not being able to interact with upperclassmen who could help freshman become involved in clubs, activities, and/or sports.

B. John & Abigail Adams Scholarship Recipients

Superintendent Bergeron stated the criteria necessary to receive this scholarship. Principal Riley recognized the Class of 2021 recipients of the John & Abigail Adams Scholarship. This scholarship provides free tuition to Massachusetts colleges and universities. The list of students is provided in Principal Riley's report.

4. Committee Discussion/Directives: None.

5. Communications: None.

6. Superintendent's Report:

Superintendent Bergeron updated the committee on the Fall 2020 COVID-19 Data. He stated that contacts have reduced across the board, except in Goodnow Elementary School, where a class had to be quarantined on November 3rd due to a positive case.

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Mr. Bergeron explained that for the 2020-2021 school year, the Commissioner has allowed school districts to determine whether to have a typical snow day or a remote learning day when inclement weather is predicted. A typical snow day would need to be made up at the end of the year per usual, but a remote learning day would allow the last day of school to remain the same on the calendar. The Superintendent asked the committee to vote to allow him to call a “Remote Day” in advance of inclement weather instead of snow days. School would only be cancelled in the case of a widespread power outage or if other emergencies disrupted the ability to deliver remote learning to students.

Superintendent Bergeron recognized Nicole Fallon, who was selected by the CMADA Executive Board as the District E’s winner for the Outstanding Athletic Administrative Assistant Award.

The Superintendent’s FY21 goals are included as an action item on the agenda for the committee to vote on. An unofficial fifth goal of his is to review the start time of MHS to reflect research on adolescent sleep cycles and school performance.

Mr. Bergeron updated the committee on open staffing positions; these positions are detailed in his report

The Superintendent asked the committee to continue discussing the metrics and decisions related to in person instruction.

Superintendent Bergeron and the committee gave Eileen Barry the floor to speak on behalf of Marlborough’s educators.

Mrs. Barry voiced educators’ concerns regarding Governor Baker’s emphasis on the need to send students back to school. She stressed that some educators have had to switch their teaching methods multiple times this school year due to the transitions between remote learning and in-person learning. Mrs. Barry explained that the district must keep in mind the safety of educators and students when deciding when to return to hybrid learning. She requested that the committee give the educators and students more consistency and revisit returning to hybrid learning in January, as proposed in the last School Committee meeting.

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Mrs. Matthews clarified that being able to call “Remote Days” ahead of time due to weather allows Pre-school through 2nd grade students, EL 1 and 2 students, and special education students to bring home the necessary technology for remote learning.

The Superintendent mentioned that “Remote Days” would be called a day or two in advance. If a “Remote Day” is called for expected snow, but the weather turns out to be fine, then the state will still count it as a “Remote Day” if remote learning is continuing. Mrs. Ryan voiced her concern for taking away typical snow days from children. Snow days would enable parents, children, and educators to have a break. She also expressed her concern for the potential of “Remote Days” to further shorten Cohort B’s in-person learning time if the return to hybrid learning occurs in winter months. Mrs. Ryan proposed that the district should have 3 snow days and allow the rest to be “Remote Days.” Mrs. Hennessy voiced her agreement with the Superintendent’s recommendation. She brought up some potential scenarios for the committee and Superintendent to keep in mind during inclement weather days.

Mrs. Matthews introduced the concern regarding delays and educators teaching in the schools during remote learning.

Superintendent Bergeron responded that because “Remote Days” are called in advance, it would enable teachers to teach from home instead since the predicted inclement weather would not permit them to travel to school anyways.

Mrs. Bodin-Hettinger and Superintendent Bergeron discussed the possibility for typical snow days when inclement weather cannot be predicted, or predicted accurately, ahead of time.

Allison Lucas voiced the student perspective on snow days. She stated that snow days would give students a chance to relax or catch up on work, which is beneficial to their mental health. She proposed other alternatives to “Remote Days” as well.

Mrs. Bodin-Hettinger verified with Superintendent Bergeron that the committee could recant their decision on snow days if their voted-on plan does not go well during its execution.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to allow Superintendent Bergeron the ability to call “Remote Days” in advance if necessary.

Motion passed 6-1-0.

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Mrs. Hennessy congratulated Nikki Fallon on her award and effort.

Chairman Vigeant mentioned that community members seem to be evenly split in their support for or opposition against full remote learning. He stated that parents in support of remote learning are grateful for the consistency it gives their children and themselves. Chairman Vigeant restated his belief that January 11th, 2021 should be the earliest date to return to the hybrid model. He and Superintendent Bergeron informed the committee and community that the Marlborough Boys and Girls Club has space in their remote learning full day program for children.

Mrs. Bodin-Hettinger stated her concern regarding the social-emotional aspect of keeping children out of school. She asked about the resources and supports given to students during this period.

Superintendent Bergeron explained that he needs advanced notice of questions like this to be able to gather the necessary information to present to the committee and community.

Mrs. Matthews emphasized her belief that the ping-pong game that the hybrid and in person learning created is more difficult than keeping students fully remote. This ping-pong game refers to students being in school one week and then having to quarantine for 2 weeks because of a COVID-19 case in their class. She stressed the need for consistency. Mrs. Matthews also mentioned the need to reevaluate the situation closer to or in January to decide whether to return to the hybrid model.

Mrs. Barry spoke about how educators and students benefitted from their time in school at the start of the academic year. She explained that remote learning is helping educators plan and prepare for a more successful hybrid model.

Mrs. Ryan amplified other members' beliefs that consistency is key. She asked the committee to hold off on a vote until after public participation.

Mrs. Hennessy explained that the state's change in metrics/standards affected the district and community heavily. She expressed her thoughts on both options: returning to a hybrid model or remaining remote.

Chairman Vigeant supported the district's original decision to begin in a hybrid model at the start of the school year. He briefly updated the committee on COVID-19 cases in Marlborough.

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Allison Lucas stated that she is in favor of remaining fully remote for various reasons. Mr. Geary explained that regardless of what they decide (remote learning continues or switch back to hybrid), one half of the community may not have its needs met. Superintendent Bergeron briefly discussed the changes of the state's metrics. He explained the barriers, such as busing restrictions, that prevent MPS from returning to full in-person learning as the state claims to want for communities. Mr. Caruso expressed his thoughts on the district's consistency. Mrs. Hennessy requested an attendance breakdown from the Superintendent. Superintendent Bergeron will bring attendance numbers to the next meeting, but overall attendance is high in the district. Mrs. Bodin-Hettinger voiced her frustration with the state's change in metrics. She stressed the need for children to physically move around during remote learning days. Mrs. Hennessy stated that the MIAA Sport Medicine Group is supposed to meet next week to discuss winter sports.

A. Assistant Superintendent of Teaching & Learning

Mrs. Murphy, the Assistant Superintendent of Teaching and Learning, updated the committee on MCAS, NWEA MAP Growth Testing, and ACCESS for ELLs. The timelines of these tests and students required to participate in these tests are detailed in Mrs. Murphy's report.

Mrs. Murphy provided the committee with an overview on the November 3rd Professional Development Day. Kara Nowak, Jose Reyes, Lynne Medailleu, and Rupal Patel are co-chairing/leading the Anti-Bias/Anti-Racism committee. Over 35 educators are included in this committee as well. The PD day launched the district-wide commitment to address racism, bias, and privilege. The November 3rd PD agenda is attached to Mrs. Murphy's report.

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B. Director of Finance & Operations Report

Mr. Dias, the Director of Finance and Operations, reported on food services in the school system. Students attending school in person are taking breakfast home at the end of the day to eat at home the following morning. PM Kindergarten students are taking lunch home at the end of the day to consume at home the following afternoon before their PM session begins. Students in remote learning are still being delivered meals multiple times a week at community-wide bus stops.

MPS updated its website, on November 4th, with new HVAC reports for all school buildings except Kane and Whitcomb. Updated reports for those two schools will be posted publicly as soon as they are completed.

Mr. Dias presented the FY22 Draft Budget Schedule to the committee. The dates and topics are outlined in his report.

Mrs. Matthews noted that food service menus are not updated online for in person and remote learning students.

Mr. Dias acknowledged this issue and stated that they are working on updating their menus online.

Mr. Caruso shared his concern that students might not hold off on eating their meals until the designated before school time at home.

Mr. Dias noted that windows on buses will remain open during the winter unless the weather is too bad. Additionally, as much outside air as possible is being circulated through school buildings, so it may be a bit cooler than normal inside this winter.

7. Acceptance of Minutes:

A. Minutes of the October 27, 2020 School Committee Meeting

Mrs. Matthews noted that Allison Lucas's name was spelled wrong in the October 27th, 2020 minutes.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve these minutes as amended.

Motion passed 7-0-0.

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8. Public Participation:

Mrs. Marnie Farrell called the public participation phone-line to express her appreciation for the student representatives providing feedback on behalf of the student body. She mentioned that it is important to keep checking in on students and educators throughout this pandemic. She does not want MPS to become complacent in their decision to keep children remote; children should be in the classroom as quickly as possible. Mrs. Farrell called on parents to ensure their children are behaving safely during this pandemic, so it can become safe for students to return to the classroom.

Mrs. Alison Conlon called the line to reemphasize the difficulties with the state changing their metrics, the mental health struggles students face, and the high attendance rates in remote learning. She stated her agreement with other members that returning to the hybrid model in January is better, because remote learning is working well in her opinion.

Another caller, Laura Fullerton at 12 Connelly Hill Lane, questioned why K-2 students were chosen to return to in-person learning.

It should be noted that members of the public may provide comment by dialing in to the specified number and conference ID during virtual School Committee meetings or via email before the meeting to superintendent@mps-edu.org. Public participation is a time for your comments to be heard by the committee; it is not a question and answer session.

9. Action Items/Reports

A. FY21 Operating Budget Transfers

Mr. Dias outlined transfers for the FY21 operating budget in an attached document.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve these transfers.

Motion passed 7-0-0.

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Marlborough Public Schools

School Committee
District Education Center
25 Union Street, Marlborough, MA 01752
(508) 460-3509

B. Marlborough Educator Association Memorandum of Agreement

Superintendent Bergeron stated that the MEA bargained with the Negotiations Subcommittee on issues relating to the COVID-19 state of emergency. He recommended that the School Committee votes to approve the MEA Remote Work Environment Memorandum of Agreement.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve.
Motion passed 7-0-0.

C. FY21 Superintendent's Goals

Superintendent Bergeron asked for the committee to approval his FY21 goals. The Superintendent's goals are outlined in an attachment following this action item. Mrs. Matthews noted that the MPS website should be more up to date since families gather their information from the district's site. She also stated that his second goal may be difficult to meet. Mrs. Matthews claimed that the unofficial goal for potentially changing the start time of MHS will take time.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the Superintendent's goals.
Motion passed 7-0-0.

D. Policies for Approval

1. Policy 6.110 Personnel Records

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve this policy.
Motion passed 7-0-0.

2. Policy 6.111 Certification

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve this policy as amended.
Motion passed 7-0-0.

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3. Policy 6.112 Criminal Background

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve this policy as amended.

Motion passed 7-0-0.

4. Policy 6.120 Planning and Record Keeping

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve this policy.

Motion passed 7-0-0.

5. Policy 6.180 Staff Absence

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve this policy.

Motion passed 7-0-0.

6. Policy 6.300 Annual Salary Increase

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve this policy as amended.

Motion passed 7-0-0.

E. Acceptance of Donations and Gifts

Donor's Choose. At the Goodnow Elementary School, Mrs. Cutone's class received \$288.13 and Mrs. Keene's class received \$572.11.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this donation.

Motion passed 7-0-0.

Donor's Choose. At the Goodnow Elementary School, Mrs. Hall's class received \$224.35 and \$527.19.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this donation.

Motion passed 7-0-0.

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Follett Book Buy Back Program. Kane School received \$10.50.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this donation.

Motion passed 7-0-0.

CACE Conference. Richer School (Dreambox Learning) received \$100.00 and Richer School (National Geographic Learning) received \$700.00.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this donation.

Motion passed 7-0-0.

Commonwealth of Massachusetts Executive Office of Education. MPS received the FY21 Remote Learning Support Services Grant, valued at \$259,600.00.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this donation.

Motion passed 7-0-0.

A vote on an outstanding action item in the Superintendent's report is required.

Chairman Vigeant stated that a special meeting between the scheduled December 8th and January 12th meetings may be necessary to hold if remote learning is to be further extended based on COVID-19 data. The Superintendent would call the special meeting if necessary. Mr. Bergeron noted that Cohort B would begin the first week back into the hybrid model whenever that occurs.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to continue remote learning with a projected return date of January 11th, 2021 for a hybrid model.

Motion passed 7-0-0.

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10. Reports of School Committee Sub-Committees:

Mrs. Hennessy stated there will be a policy meeting on Thursday, November 12th to review new policies.

11. Members' Forum:

Mrs. Matthews reviewed the warrant and signed it. She reported the delegate assembly resolutions that were voted on at the MASC conference. Out of the 10 resolutions, 8 were voted on the same way the School Committee wanted their delegate to vote.

Mrs. Bodin-Hettinger stated that Mrs. Hennessy was the recipient of the award given by MASC as a member of the All State School Committee this year.

12. Adjournment:

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to adjourn at 10:10 p.m.
Motion passed 7-0-0.

Respectfully submitted,

Heidi Matthews
Secretary, Marlborough School Committee

HM/jm

Approved November 24, 2020

www.mps-edu.org

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**MARLBOROUGH COMMISSION ON DISABILITIES
MINUTES FOR VIRTUAL MEETING OCTOBER 6, 2020**

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 NOV 23 A 11: 15

ATTENDEES: DEBRA MCMANUS, CHERYL SOUCY, JOHN
USINAS, PATTY CARLSON, WAYNE STANLEY, DAVE
DOUCETTE

MEETING CALLED TO ORDER AT 4:00 PM

MINUTES: READ AND ACCEPTED 6 TO 0.

TREASURERS REPORT: \$5218.34 ACCEPTED 6 TO 0.

NEW BUSINESS

- OCTOBER 15, 2020 WHITE CANE AWARENESS DAY
- EARLY VOTING IS BEING HELD AT THE SENIOR CENTER
- THE BIG APPLE RESTAURANT PARKING IS NOW IN COMPLIANCE WITH AAB
- OWNER OF 270-276 MAIN STREET HAS ASKED APPROVAL OF THE CITY TO BUILD ACCESS RAMPS ON SIDEWALK.

OLD BUSINESS

- **DOUBLE T RESTAURANT HAS ONLY PICNIC TABLES OUTSIDE, BUT HAS AGREED TO BRING OUT TABLES AS NEEDED TO ACCOMMODATE ANYONE WITH A DISABILITY.**
- **DOMINO'S PIZZA- DAVE DOUCETTE SPOKE TO THE BUILDING INSPECTOR. ARCHITECTS ARE WORKING ON PLANS FOR THE RAMP TO THE PATIO.**
- **NEXT MEETING IS MOVED TO NOVEMBER 10, 2020 DUE TO VOTING.**

**MOTION TO ADJOURN MADE AND ACCEPTED 6 TO 0.
ADJOURNED AT 4:28 PM.**

**NEXT VIRTUAL MEETING, TUESDAY NOVEMBER 10, 2020
AT 4 PM.**

**RESPECTFULLY SUBMITTED,
DEBRA MCMANUS, CHAIRPERSON**

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION**

**October 15, 2020
7:00 PM
Minutes**

**RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 NOV 13 P 2:45**

Chairman Edward Clancy opened the meeting and read the announcement that the meeting was being held virtual due to the COVID-19 pandemic as required by the Governor, and that the meeting was being held on the Microsoft Teams platform and was being recorded as outlined on the agenda.

Present: On a roll call vote with the following yeas: Edward Clancy-chairman, Dennis Demers, William Dunbar, Karin Paquin and Allan White, and - 5 members present. Also present was Priscilla Ryder Conservation Officer.

(David Williams arrived late as noted below)

Absent: John Skarin

Approval of Minutes: The minutes of October 1, 2020 were approved on a motion by Mr. Demers, second by Ms. Paquin to accept the minutes as written 5-0 with the following yeas: Edward Clancy-chairman, Dennis Demers, William Dunbar, Karin Paquin, and Allan White

Public hearings:

Notice of Intent – Continued from Sept. 17 to Oct. 1st

192 Reservoir St. - David Dowd

David Dowd, owner, and Bruce Saluk P.E. were both present. Mr. Dowd explained that the revised plans reflect the items noted and discussed during the site visit. Chairman Clancy noted that the 16' long deck puts the deck 9' from the lake. Mr. Saluk agreed that is what is shown on the plans. Mr. Dowd noted that the decks would be elevated with helical piers as discussed. The walls and decks were discussed. Mr. Saluk noted that the wall at the lower deck will be modified so the deck will be over the wall. The Commission discussed the existing conditions which has a 3' wide walkway now proposing to extend to 8' wide from the foundation. Mr. Clancy noted that the Floodplain and Wetland Protection District requires a 30' set back from the high-water mark. Mr. Saluk indicated that the regulations note that there should be no alteration of the floodplain, as shown the AE flood zone is shown at 262' and none of this work is within this area, so it meets the requirements in his opinion.

Ms. Ryder noted that she has had a discussion with the building inspector who confirmed that a special permit would be required from ZBA to allow structures and walls within the 30' FWPD setback area. So, it is ultimately the ZBA decision, the Commission needs to evaluate the impact to the wetland.

The fill and wall design were discussed at length. The walkways will be gravel and the patio will be pavers. The decks will be made of composite materials and supported with helical pier type supports. The final design of the deck hasn't been done yet. Mr. Clancy discussed the note on the plan which indicates the removal of invasive plants and retaining the trees. It was agreed that the tree locations would be shown on the plan, so it is clear what is to remain and what can be removed, and any additional planting required. Ms. Paquin noted

that at the site visit a second access to the lake was discouraged, so she wanted to confirm there would NOT be another access. This was confirmed. **(David Williams joined the meeting at this point)**

Mr. Dunbar discussed the larger lower deck and wondered how it would be supported and why it needs to be so big. Mr. Demers noted that the wall should not extend into the 20' buffer zone since the Commission has this policy which has been upheld all the time. Mr. Dowd noted that the wall is a necessity to keep the land from slumping and for safety. The deck allows for the yard to be functional. After a long discussion about the size of the deck and the wall location it was agreed that the wall could be located so that the face of the wall (towards the lake) would be 20' from the highwater mark at elevation 262'. The upper deck can remain as designed the lower deck can NOT extend the 16' as shown, a new design that is 16' wide and only 12' deep would be acceptable. The walkway would then be 5' wide, the engineer will confirm that this meets accessibility codes for the building dept. This walkway area between the wall and the house foundation would be raised a little bit to flatten it out. Mr. Saluk indicated there would be some excess soil then they installed the wall and grading along the sides of the house. Mr. Dunbar asked about the steep grades next to driveway. Mr. Saluk said with the addition of the retaining walls these will be graded so they can be accessed.

The Commission with the consent of the applicant agreed to continue the hearing to the November 5th meeting to allow for a revised plan noting the changes discussed which include: Show tree line and trees to be saved along shoreline, revise size and location of lower deck, revise location of retaining wall so it is outside the 20' no disturb zone, show areas that will be loamed and seeded, if possible include location of supports for the decks. Ms. Ryder noted that she could also draft conditions for the next meeting for review as well. The hearing was continued to Nov. 5th.

Violations/Project updates:

- 541 Pleasant St. - Ms. Ryder noted that she noticed trees had been removed at 541 Pleasant St. which were close to wetlands, she met with the homeowner Alexandre Sampaio, who was unaware of the wetland restrictions on the lot. Mr. Sampaio was present at the meeting and apologized that he cut down the trees in the buffer zone and has stopped all this work. He explained that he acquired the house several months ago and was just trying to clear around the house to open it up. The lot is 7 acres and he had originally intended to build a second house for his daughter, until he learned last week about the wetland restrictions on this lot. He noted he has a mouse and snake problem in his home and was trying to clear more area around the house to provide less access. Mr. Sampaio also requested permission to remove several large trees that are closer to the house as shown on the photos Ms. Ryder provided on the screen. After some discussion of this violation, the Commission agreed that Mr. Sampaio could finish cleaning up the trees that have been cut already, and that the Commission would inspect the area next spring to see what plants return and whether additional planting will be needed to revegetate the area. It is likely that many of the stumps will re-sprout. In the meantime, Mr. Sampaio would like to hire a wetland consultant and come up with a plan to do some additional clearing around the house within the 100' Buffer Zone and outside the 20' Buffer Zone. Ms. Ryder noted that the as-built plan was done in 2005 so a new wetland delineation would be

needed. The Commission will revisit this in the spring of 2021 and await a filing from Mr. Sampaio as well if he wishes to do more.

- 178 Simpson Rd. Ms. Ryder noted that she checked the site earlier in the week and they had not seeded the area yet. The Commission asked her to follow up to ensure it gets stabilized soon as the growing season is almost over. They also noted that the stumps must be removed. Ms. Ryder will follow up.

Certificate of Compliance:

- 212-1156 85 Dufresne Dr. – Full Certificate of Compliance - Ms. Ryder reported that she did a site inspection and has confirmed that the fence that was needed on the house-side of the wall has been installed. She showed the Commission pictures of this fence and the plantings. This was the last item to be met to be in full compliance with the Order of Conditions, therefore she recommended a full certificate of Compliance be issued. On a motion by Ms. Paquin second by chair, the Commission voted 6-0 to issue a full certificate of compliance for this project. The roll call vote was as follows with all yea's: Edward Clancy-chairman, Dennis Demers; William Dunbar, Karin Paquin, Allan White and David Williams
- 212-1174 90 Slocomb Ln. - Ms. Ryder noted that she forgot to check this site, so this was continued to the next meeting.

Discussion/Correspondence:

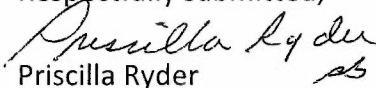
- Trails Committee Update - Ms. Paquin explained that she has been working with a wonderful crew of volunteers over the past year and they have accomplished much work. She showed pictures from some of the workdays to install kiosks constructed by volunteers, repair trails and trail stairs, as well as hauling out excess lumber. The volunteers are also monitoring all the trails and reporting when work is needed. They are meeting once a month at a distance and with masks during this COVID pandemic. The volunteer crew is very talented, and Joe Crowder has routed out on the kiosk the BLT logo which is very impressive. Alex Kate has GDPs' several trails and others have helped with chainsaw work. The Commission thanked Ms. Paquin for leading the charge, and Mr. Dunbar for helping as well. It was noted that at one of the hearing on the BLT someone had asked who would maintain the trails. Now that the Trails Committee has been established, this is now covered. 17 miles of the BLT are open in addition to the other trails on the conservation land so there is plenty of work to keep everyone busy.
- Mass DCR- Forest Management Proposal on the Goodale-Chipman Lots - Ms. Ryder noted that the DCR forester has been in touch to explain that the red-pine plantations on the property in the Desert Natural Area and the parcel in Hudson have succumb to the "red pine scale" which has killed all these trees, they will be doing a tree salvage harvest this winter, and will be providing more detail in the next few months.
- Goodale Estates Subdivision off Goodale St. – wetland violation - Ms. Ryder noted that she has sent an e-mail to the project contractor for the Goodale Estates subdivision as muddy water left the site and entered the stream across from Vega Rd. off Goodale St. She has required them to put in more erosion control measures and will meet them tomorrow at noon. The Commission

noted that if the contractor is cooperative and fixes the problem the issue will be resolved. If not, then a cease and desist order should be issued and the Commission will assert jurisdiction and require the filing of a Notice of Intent.

Next Conservation Commission meetings –November 5th, 2020 and November 19, 2020

Adjournment - there being no further business, the meeting was adjourned. On a motion to adjourn by Allan White second by Chairman Clancy, on a roll call vote of 6-0 in favor of the motion, the roll call of all yeas was as follow: Chairman Clancy, Dennis Demers, William Dunbar, Karin Paquin, Allan White, and David Williams.

Respectfully submitted,


Priscilla Ryder

Conservation Officer

CITY OF MARLBOROUGH MEETING

Conservation Commission

Minutes

November 5, 2020 (Thursday)

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 NOV 23 P 1:20

Chairman Edward Clancy opened the meeting and read the announcement that the meeting was being held virtual due to the COVID-19 pandemic as required by the Governor, and that the meeting was being held on the Microsoft Teams platform and was being recorded as outlined on the agenda.

Present: On a roll call vote with the following yeas: Edward Clancy, David Williams, William Dunbar, John Skarin, and Karin Paquin were remote.

Allan White, Dennis Demers and Priscilla Ryder-Conservation Officer were in Memorial Hall

All 7 members were present.

Absent: none

Approval of Minutes: The minutes of October 1 and October 15, 2020 were approved on a motion by Mr. Demers, seconded by the Chair to accept the minutes as written 7-0 with the following roll call yeas: Edward Clancy, David Williams, Dennis Demers, William Dunbar, John Skarin, Karin Paquin, and Allan White.

After a brief difficulty with the sharing documents technology the meeting proceeded as follows:

Public hearings:

Abbreviated Notice of Intent

99 Lakeshore Dr. –James Buszkiewicz

Mr. Tom Hodsdon from Dave's Landscaping represented the owner. He explained that the owner wishes to remove and replace the top timbers of the timber wall along the lake shore and remove and replace the existing steps that have rotted away. They would like to remove and replace the sand on the lake shore and the last item is to remove a section of the lawn and create a beach area surrounded by timber to keep the sand in. They would like to use a mini excavator and would haul off any excess material from the site. Ms. Paquin asked what the protocols were for sand replacement. Ms. Ryder noted that they must remove as much material as they add, so there will be no "fill" of the lake. So, it's a 1:1 replacement for the sand which can be a condition. Mr. Dunbar noted that the 20' zone even on the lake is a no touch zone, so he would not be in favor of the small beach cut out. He also noted that due to the oil leak which occurred last year, he wasn't sure how "clean" the soil would be. Chairman Clancy noted that the repair and replacement of the wall and steps and sand was acceptable, but the new beach area on the existing grass was not, the rest of the Commission members concurred. Mr. Hodsdon noted that the machine to be used would have rubber tracks to minimize disturbance. Ms. Ryder noted that the existing work being done at the front of the house should include erosion controls along the side slope to prevent any loose soil from washing down to the lake. He will install tomorrow. As there were no further questions from the audience or commission the hearing was closed. On a motion by Mr. White, second by Chair to issue a standard Order of Conditions for this project. The roll call vote was 7-0 yeas as follows: Edward Clancy, David Williams, Dennis Demers, William Dunbar, John Skarin, Karin Paquin, and Allan White.

Notice of Intent – (Continued from Oct. 15, 2020)

192 Reservoir St. - David Dowd

Mr. David Dowd, the applicant was present. He explained that he has provided a revised plan to address the issues raised at the October 15, 2020 meeting. He showed the changes to the wall which

November 5, 2020

was moved to the 20' wetland buffer zone line, the deck has been rotated, so the long edge is along the house wall and the trees along the shoreline have been surveyed on the plan.

Mr. Clancy noted that the wall now ends at the lower deck and doesn't go under it, the stones that were placed by Mr. Simarano years ago along the shoreline and in the water can remain. All trees as shown are to be saved except the birches numbered 6, 7 & 8 on the plan. The birch clump, except for one, can be removed as they are broken off or dying. Ms. Ryder noted these are now marked in the field. Mr. Dunbar asked how the deck would be supported and where the supports would be located. Mr. Dowd noted that it would be with the helical piers for minimal impact and the exact location would be provided with the building design. Mr. Clancy and Mr. Demers agreed that the helical piers have minimal disturbance. There being no further questions from the audience or the Commission, the hearing was closed. Mr. Clancy reviewed the set of draft conditions. The Commission made one amendment to condition #32 to allow grass to be planted below the decks. On a motion to approve the draft conditions as amended was made by Mr. Demers second by Chair, on a roll call vote of 7-0 with all yeas as follows: Edward Clancy, David Williams, Dennis Demers, William Dunbar, John Skarin, Karin Paquin, and Allan White.

Request for Determination of Applicability

61 Brigham St. – Colonial Automotive Group

Jim Albertelli was present representing Colonial Automotive Group. He explained that the parking lot is in poor condition and needs to be replaced, however, the growth along the edges of the parking lot has encroached on the old curbing. They will need to clear some trees and debris to get back to the existing pavement and curbing. Once that is cleared, they will mill and replace the pavement and curbing. They will clean all the drainage and detention basin and also clear any obstructions in the adjacent drainage ditch. Mr. Clancy asked what the parcel was to be used for. Mr. Albertelli explained that their company adds electronics to cars for police and other emergency vehicles. All work is on new cars and is done inside the building. 40 cars will be parked inside and 40 cars outside the building. There being no further questions the hearing was closed. On a motion by Ms. Paquin, second by the Chair, to approve the plans as presented and issue a Negative Determination with standard conditions. The roll call vote of 7-0 with all yeas as follows: Edward Clancy David Williams, Dennis Demers, William Dunbar, John Skarin, Karin Paquin, and Allan White.

Notice of Intent

Farm Rd. culvert – Dept. of Public Works

Tom DiPersio, City Engineer was present. He explained that the City of Marlborough Dept. of Public Works proposes to install a new drainage pipe and drainage outfall on Farm Rd. on DCR property across from Helen Dr. Currently the pipes are undersized and surcharges during significant storm events causing flooding at the intersection of Farm Rd., County Lane, and Helen Dr. The first solution they are taking to help control this problem is to separate the pipes and add a bigger discharge pipe to the new separated pipe to help accommodate the storm flows. Once the pipes are separated the new discharge pipe will be placed next to the headwall in the existing rip rap material as shown on the plans. The city will likely do the work for this installation which should take a few days. They will need to core the existing manholes to add the new pipe. Mr. Dunbar asked if the trail above the headwall could be flattened out as this is part of the City's Panther trail to be opened next year. Mr. DiPersio agreed to have this added to the work order. Ms. Ryder will add to the conditions. Mr. Clancy noted that this should help with the brunt of the flooding. Mr. DiPersio confirmed the work is above the water table in this location. If possible, they would like to get this work done this season to help the flooding situation. The Commission agreed. After some discussion the hearing was closed. On a motion by

Mr. White and second by the Chair to issue a standard Order of Conditions including the trail item noted above. The roll call vote of 7-0 with all yeas was as follows: Edward Clancy, David Williams, Dennis Demers, William Dunbar, John Skarin, Karin Paquin, and Allan White.

Violation/project updates:

- Avalon Marlborough II - Ms. Ryder noted that she has walked the site with the consultant and the project is nearing completion. She inspected the two outfall points which discharge to wetlands. One was free of silt, however the other at the corner of Simarano and Forest had silt and debris below the pipe. The silt wasn't very thick however, the pipe was submerged, and the drainage channel was not opened to positively flow water downhill. The Commission agreed to send a notice requiring this be cleaned out before they close out the project.
- 159 Langelier Ln. – 212-1210 Ms. Ryder noted she has done an inspection and they have done some planting behind the wall as required, but still show a grass strip. She will send photos for the next meeting to discuss if this is satisfactory or if the grass must be removed.

Certificate of Compliance:

- 212-1174 90 Slocumb Ln. – Full Certificate of Compliance - Ms. Ryder noted that she has inspected the site, it is stable, and all erosion controls have been removed. She recommended approval. On a motion by Mr. Skarin, second by the Chair, the Commission voted unanimously to issue a full Certificate of Compliance for this project. The roll call vote was as follows with all yeas: Edward Clancy, David Williams, Dennis Demers, William Dunbar, John Skarin, Karin Paquin, and Allan White.
- 212-313, 212-336, and 212-365 - 56 Jackson Circle – Partial Certificates of Compliance. Ms. Ryder noted that these are all old Orders of Conditions for an old subdivision and this lot did not have wetlands but was part of the original documents. She recommended Partial Certificates for each of these Orders of Conditions which contain this lot. On a motion by Mr. Demers, second by Mr. White, the Commission voted unanimously to issue Partial Certificates of Compliance for each of these listed Orders. The roll call vote was unanimous 7-0 as follows with all yeas: Edward Clancy, David Williams, Dennis Demers, William Dunbar, John Skarin, Karin Paquin, and Allan White.
- 212-463 61 Varley Rd. – Full Certificate of Compliance. Ms. Ryder noted that this lot was explicitly excluded from the Order of Conditions, however it is still recorded against the property. To clear the title the lawyers are asking for a full Certificate of Compliance. On a motion by Ms. Paquin, second by the Chair, the Commission voted unanimously 7-0 to issue as follows with all yeas: On a motion by Mr. Skarin, second by the Chair, the Commission voted unanimously to issue a full Certificate of Compliance for this project. The roll call vote was as follows with all yeas: Edward Clancy, David Williams, Dennis Demers, William Dunbar, John Skarin, Karin Paquin, and Allan White.

Discussion/Correspondence:

The Commission reviewed and voted unanimously to accept and place on file the following letters:

- Letter from MassDot dated Oct. 27, 2020 RE: Application for 404 Pre-Construction Notification Resurfacing and related work on Boston Post Rd. (Route 20) MassDOT Project No. 608467
- Letter from MassDOT dated Oct. 27, 2020 RE: Application for 401 Water Quality Certification Resurfacing and related work on Boston Post Rd. (Route 20) DEP Transmittal No. X286941

Mr. Williams congratulated Ms. Paquin for becoming the President of the Board of Directors for the Sudbury Valley Trustees. The rest of the Commission congratulated her too.

Next Conservation Commission meetings – November 19th and December 3rd, 2020

Adjournment, there being no further business, on a motion made Mr. Demers and second by Mr. White to adjourn. On a unanimous vote 7-0, the roll call vote with all yeas was as follows: Edward Clancy, David Williams, Dennis Demers, William Dunbar, John Skarin, Karin Paquin, and Allan White. The meeting was adjourned at 8:28 PM.

Respectfully submitted,


Priscilla Ryder
Conservation Officer 

City of Marlborough Meeting Minutes

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 NOV 12 P 3:48

Meeting: Council on Aging Board of Directors Meeting

Date: October 13, 2020

Time: 8:30 A.M.

Location: Sr. Center Multi-Purpose Rm. 40 New St. Marlborough, Ma.

Attendance: Joe Bisol, Jim Confrey, Pat Gallier, Judy Kane, Mike Ossing, Trish Pope

Excused: Leslie Bigger, Brenda Costa, Marie Elwood, Jeanne McGeough

- I. Call to order at 8:30 a.m.
- II. September 8, 2020 Minutes- Approved
- III. Director's Update- Trish Pope

Early voting will be Oct. 17-30 at the Senior Center. Election Day voting will also take place at the Senior Center. Ample parking available for both events.

Tai-Chi class is very popular and another class was added on the patio. Ageless Grace and the Book Club Are active.

One hour Zoom Day Break Session with Northboro and Hudson have had 6 attending via Cable TV.

There will be a Chowder Fest October 15 in the parking lot. 30 cars signed up. Music also provided.

Flu Clinic by the BOH at the Senior Center was a success with 115 injections given by appointment only.

Trish is working on the State Formula Grant. Last year was \$12.00 per senior. This year \$8.00 per senior.

MWF drive by lunches are successful with 80-100 participants. Beginning December payment will be Made by check via mailbox to be installed outside at the Senior Center.

The City Shuttle bus has been used for grocery shopping- averaging 6 per week. Dial a Ride is for Medical appointments-averaging 12 per week. Transportation Grant from Bay Path continues.

IV. Report from Joe Bisol, Bay Path Representative

Joe distributed notes from September 30 meeting with MCOA ,MHC and EDEA discussing Supportive Day Programs. Discussion for Health Visitation to be discussed in 2 weeks at the next board meeting.

City of Marlborough Meeting Minutes

V. Mike Ossing

Reappointment of Jim Confrey and Judy Kane as board members. Both accepted. Formal appointment to be scheduled. There are currently 2 vacancies on the board.

There are currently 23,000 registered voters in Marlborough. Ten thousand have asked for early ballots.

VI. Jim gave an update on Marie Elwood.

Vii. Meeting adjourned at 8:55 a.m.

The next meeting is Tuesday November 10, 2020 at the Senior Center at 8:30 a.m.

Respectively Submitted,

Pat Gallier

Substitute for Leslie Biggar

Marlborough Historical Commission Meeting Minutes

August 20, 2020

Location: Virtual meeting via Microsoft Teams due to COVID-19 emergency orders

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Board Attendees: (Participating Remotely) Robert Fagone, Brendan Downey, Cpt. Nicholas Evans, Andrea Bell Bergeron, Melanie Whapham, Pamela Wilderman, Alan Slattery.

Additional Attendees (All remote): Steve Kerrigan (City Clerk), Wilson Chu (IT support), Mark Gibbs (IT support).

Meeting called to order 7:05 PM

On the Motion to approve July 2020 minutes, the Commission voted as follows:

Bell Bergeron AYE Downey AYE Evans AYE Fagone AYE Slattery AYE Whapham AYE Wilderman AYE

The motion passed.

Correspondence & Communications.

Maplewood Cemetery: Commission Member Wilderman was contacted by a local veterans organization about locating photographs of a monument to those who served in the Spanish-American War that is located in Maplewood Cemetery. The monument was vandalized recently and the metal plaque was stolen. Photographs are necessary so that the missing plaque can be re-created in a timely manner. Individual MHC members will attempt to use their own resources to locate any relevant photos.

59A Bolton St & the Rowe Funeral Home (57 Main St): Gary Brown, a former chair of the MHC contacted the current chair with an idea using of using the parcel located at 59A Bolton St to relocated the historic front portion of the Rowe Funeral Home. The Bolton St parcel has been recently purchased by the City of Marlborough as part of a project for the school department. It is the opinion of the current MHC Chair that it is too late in the process to formally propose such a complex and costly project. There are ongoing efforts to salvage significant pieces of the Rowe Funeral Home and that this is another example of how having a proactive preservation policy in place is better than attempting to cobble together solutions after the fact.

The "Proprietors Great Book of Records" was discovered in the Clerk's Safe in City Hall. This book dates to 1666-1698 and is currently at the Northeast Document Conservation Center for evaluation for restoring & preservation. NEDCC with be working with MPL director Margaret Cardello on laying out preservation options and costs.

Preservation by Education.

Historic preservation review period: The draft inclusion rubric was reviewed by the Commission and there were some minor edits suggested that will be made before the next MHC meeting. The MACRIS list will now be utilized by the MHC to "test" the rubric.

The draft of the ordinance was reviewed by the Commission. Edits were suggested to include more concrete language about the end goal of the proposed ordinance as well as including language that will contain costs for property owners. Revisions to be reviewed at the next MHC meeting.

No New Business.

On the Motion to adjourn meeting at 8:08 PM, the Commission voted as follows:

Bell Bergeron AYE Downey AYE Evans AYE Fagone AYE Slattery AYE Whapham AYE Wilderman AYE

The motion passed.

Respectfully submitted,
Brendan Downey

Marlborough Historical Commission Meeting Minutes

October 15, 2020

Location: Virtual meeting via Microsoft Teams due to COVID-19 emergency orders

Board Attendees: Robert Fagone, Brendan Downey, Cpt. Nicholas Evans, Andrea Bell Bergeron, Melanie Whapham, Pamela Wilderman.

Absent: Alan Slattery

Additional Attendees (All remote): Steve Kerrigan (City Clerk), Wilson Chu (IT support)

Meeting called to order 7:05 PM

1. The following board members are participating remotely: Robert Fagone, Brendan Downey, Cpt. Nicholas Evans, Andrea Bell Bergeron, & Pamela Wilderman.
2. Melanie Whapham joined the meeting at 7:10
3. Correspondence & Communications.
 - a. 481 Elm St. The property was purchased by the city for the proposed construction of the new westside fire station. The property contains both a historic house (MRB.1229 "Solomon Rice House) and a field stone wall located on Elm St which is listed as a Marlborough "Scenic Road". The Mayor's office has indicated that it does not intend to "clear the property." For construction purposes they only require a segment of the original plot. The historic home and a portion of its original stone wall are intended for future sale.
 - b. Councilor-at-Large Samantha Perlman contacted the MHC Chair about endorsing a proposed public mural ordinance. The MHC board would like more details about the proposal. The Chair will invite Councilor Perlman to the next MHC board meeting to present the proposal and answer any concerns board members may have.
 - c. 982 Boston Post Road East (MRB.93). Ref letter from code enforcement. MHC member Pamela Wilderman met with previous owners' son (Curley) to discuss the future of the property. The new owner intends to turn the property into a working farm. The future of the house itself is still in jeopardy due to the general condition but the new owners have expressed interest in working with the City, including the MHC to make sure any new structure is appropriate.
 - d. 197 Stow Rd (MRB.1095). The home recently changed hands and is one of the historic properties in Marlborough that is protected at the State level. The MHC Chair was contacted for expedited approval for the transfer of ownership. While the MHC Board as a whole has no issue with the Chair providing expedited endorsement in this case, it was stated that it would be best to follow a process that brings similar future cases to the full board during the next monthly meeting. The MHC Vice-Chair Bergeron also stated a willingness to hold "special sessions" of the MHC if there is a project that truly needs a shorter timeline.
 - e. 57 Main St, Rowe Funeral Home (MRB.1152). The Chair spoke to Attorney Doug Rowe, who represents the original owners of the property. The new demolition project appears to be stalled at this time. Additionally, there may not be a buyer for the columns on the front of the structure which Attorney Rowe originally indicated he might have a buyer to re-purpose the columns for a Sudbury property. Chair also spoke with architect Larry Reeves who designed the proposed new development for this property; he, too, indicates a delay. More details will be provided to the MHC as they become available.
4. Preservation by Education.
 - a. Historic Preservation Review Period.

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- i. More edits have been requested by the Board to be included into a final proposed draft. Revision of the draft will be discussed and hopefully finalized at the next board meeting.
- ii. Data has been collected by each member of the Commission. Brendan Downey will collate the data for this List of properties. Once consolidated, the MHC will review the List for a finalized format during the next meeting.

5. New Business

- a. Marlborough Historical Commission membership types. Under current regulations there are two additional membership types that the MHC can leverage. "Assistant Members" are voting members of the commission and require mayoral appointment and approval of the city council. At this time there is no foreseen need for additional Assistant members. "Associate Members" are non-voting and can be appointed by the MHC Chair and serve at the discretion of the board. The chair would like to leverage additional "Associate Members" as subject matter experts. Appropriate candidates will be proposed to the MHC in the future as they are deemed necessary. The legal nature of Assistant/Associate membership had originally been reviewed by past City Solicitor, Don Rider at the request of Chair, Robert Fagone.

6. On the Motion to adjourn meeting at 8:07 PM, the Commission voted as follows:

Bell Bergeron AYE; Downey AYE; Evans AYE; Fagone AYE; Whapham AYE; Wilderman AYE

The motion passed.

Respectfully submitted,
Brendan Downey

Marlborough Public Library Board of Trustees

Meeting Minutes

October 6, 2020

Bigelow Auditorium, Marlborough Public Library

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Meeting called to order by Tom Abel at 7:05pm

Board Members Present: Tom Abel, Fred Haas, Nena Bloomquist, Janice Merk, Karen Bento, Rustin Kyle, Bill Brewin, Samantha Khosla

Board Members Absent: Robyn Ripley

Also Present: Margaret Cardello, Library Director

Documents Reviewed/Referenced:

1. Agenda
2. Minutes from the September 1, 2020 meeting
3. Trust Fund/State Aid report for September 2020
4. Director's Report
5. 2021 Proposed Calendar
6. Letter from Marlborough Historical Commission

Proceedings:

1. **Minutes:** *A motion (Haas/Bloomquist) to approve the minutes from the September 1, 2020 meeting was passed.*
2. **Trust Fund Reports:** *A motion (Merk/Khosla) to approve the trust fund reports for September 2020 was passed.*
3. **Director's Report:**
 - The construction documents for the library renovation and expansion project are about 75% complete and are on track to be submitted to the Mass Board of Library Commissioners (MBLC) by the January 2021 deadline. Once these documents are approved by the MBLC, the City will receive the third installment (of five) of the \$10.2 million construction grant. At that point, the project team will work with city leaders to determine the right timing for sending the project out to bid. The grant requires the City to sign a contract with the winning bidder by June 30, 2022.
 - It is a tradition within the library community for libraries with recently completed building projects to share surplus shelving at no cost with libraries about to undergo similar projects. The Weymouth Public Library has notified Margaret that they have shelving ready for pickup and she is coordinating pickup and storage with the Marlborough DPW. When the time comes, having these temporary shelves set up in advance will make the move to Walker Building faster and more efficient.

- Margaret has continued to work on the library reopening plan. As part of that effort, a detailed assessment of staffing requirements has been prepared. This document calculates the actual number of hours required to complete normal library operations (programming, ordering materials, stocking shelves, supporting patrons, etc). It also includes staff requirements for the new set of tasks related to safe operations during the pandemic, including scheduling and tracking appointments, monitoring people entering and leaving the library to ensure capacity limits are maintained, sanitizing public areas after patron use, and continuing with the very popular curbside pickup service.
- Margaret shared with the board a number of messages of appreciation that the staff has received. The small staff continues to go above and beyond to serve the community, and the many notes of thanks (as well as treats!) they receive from patrons daily reaffirm the important role the library plays for the citizens of Marlborough, most especially during difficult times.
- Margaret has submitted the MPL's annual statistical report and financial reports to the Mass. Board of Library Commissioners, as required by the State. The reporting period is for FY20 from July 1, 2019 through March 2020, since most libraries shut down in March.

4. Committee Reports:

- Marlborough Public Library Foundation:
 - MPLF Chair Nena Bloomquist reported that a letter updating donors on the status of the renovation and expansion project was sent. The Foundation is looking forward to the completion of the renderings of the new facility, which will be used to educate the community as well as for the capital campaign.

5. Old Business:

- Margaret shared a letter she received from Bob Fagone, Chair of the Marlborough Historical Commission, recommending that the library house and display the historic Marlborough Proprietor's Book, which was most recently stored in the City Hall vault. The Board asked Margaret to discuss this request with the Mayor. *A motion (Brewin/Bloomquist) to table further discussion on this topic until next month was passed.*

6. New Business

- Margaret has prepared calendar outlining the holiday hours and amnesty/no fines periods for 2021. *A motion (Kholsa/Bento) to accept the calendar was passed.*

7. Adjournment: *A motion (Hass/Bloomquist) to adjourn was approved at 8:07pm.*

Minutes submitted by Janice Merk.



CITY OF MARLBOROUGH RECREATION DEPARTMENT

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COMMISSIONERS
Mike Cabral
William Doherty
Robert Kays, Chairman
Melynda Gallagher
Mark Vital
John Welch
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DIRECTOR
Charles Thebado

PROGRAM MANAGER

October 7, 2020

Pursuant to notice duly filed with the City Clerk, a meeting of the Parks and Recreation Commission was held at 5:30pm at the Recreation Commission Office.

Present were Commission Members: Chairman Kays, Commissioner Doherty, Commissioner Vital, Commissioner Welch, Commissioner Gallagher and Commissioner Cabral.

Also attending Recreation Director Charles Thebado.

Approval of minutes 02-12-20

On a motion duly made by Commissioner Vital and seconded by Commissioner Doherty, it was unanimously:

VOTED: To accept the 02-12-20 minutes.

Eagle Project: Codey Daly

Mr. Cody Daly, a Senior at Assabet Valley Regional Technical High School presented the Commission with his Eagle Scout Project Proposal.

His passion for baseball inspired him to choose Stevens Park as his Eagle project. His project includes the following: Power washing the Snack Shack Building, side bathrooms, and utilize storage box. Paint the outside Snack Shack Building and Utilize Storage Box.

On a motion duly made by Commissioner Vital and seconded by Commissioner Doherty, it was unanimously:

VOTED: To approve Mr. Daly's Eagle Scout Project Proposal.

Parks Report:

Mr. White was not able to attend the meeting due to impending storm.

Mr. Thebado gave the parks report on his behalf:

- All field are in great shape. No issues.
- Williams Street playground has been shut down to faulty equipment and some features will need to be replaced before reopening.

Recreation Report..... Charles Thebado, Director:

There was a brief discussion regarding a gazebo need at Ghiloni Park. It will benefit camps during inclement weather.

Mr. Thebado gave the following Recreation Department updates:

- Boat Ramp opened last week of May.
- Ghiloni Park Splash Pad opened the 2nd week of June. The public was responsible to do their own social distance and face coverings when visiting all aquatic facilities.
- Stevens Park Splash Pad wasn't completed for the summer due to work stoppage during the early stages of COVID- 19. We anticipate the splash pad to be open next summer.
- Memorial Beach was opened a week later than normal due to COVID 19, with restrictions. Beach was for Marlborough residents only. We eliminated twenty-five parking spaces to keep the numbers down and have proper social distancing on the beach.

Commission Vital stated that it made a difference that the Mayor and the Police got involved.

- Wading pools opened within 18 days after being notified, normally takes approximately 30 days to do so.
- Pools were drained, power washed, tiles replaced along side walls and chemical feeder systems hooked up.
- Unfortunately, Project Summer Adventure did not operate due to state guidelines set forth regarding COVID. We were able to run five sports programs, while following the state's protocol of number less than 10 participants per program.
- All Movies in the Park were cancelled.
- Late July some youth activities were brought back with certain guidelines to follow that was Outlined by the state regarding what level of risk each sport was categorized in and what they could do. Some pushback but overall, all youth groups complied with the new rules while obtaining a field permit.
- Labor Day Parade was cancelled.
- Program Manager interviews will be held this fall.
- All Aquatic Staff did an unbelievable amazing Job!

All in all, we had a great successful summer considering the COVID restrictions and last-minute staff hires.

- Fall sports programs are being done virtually with Skyhawks.

The Commission thanked Mr. Thebado for his report.

All in favor. Motion carried.

Meeting adjourned at 6:20pm

Attest to:

Simela Perdikomatis
Senior Clerk / Commission Secretary