

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2016 MAR 31 P 3:07

1. Minutes, City Council Meeting, March 21, 2016.
2. PUBLIC HEARING On the Petition of MA Electric Company and Verizon New England, Inc. to relocate P5, P6-50, P7, P8, P10, P10-80, P11, P11-50 along E. Main St. between Main St. and Francis St. The City of Marlborough requests pole relocations to accommodate road improvement project, Order No. 16-1006485.
3. PUBLIC HEARING On the Application for LED Sign Permit, Marlborough Savings Bank, 71 Boston Post Rd. East to erect an electronic message board below the existing Marlborough Savings Bank sign, Order No. 16-1006483.
4. PUBLIC HEARING On the Application for Amended Special Permit, Q Café d/b/a Firefly's, 350 East Main St., to expand outdoor patio/deck area; add small bar; add serving cooking kitchen; add acoustic music; add televisions; add games; add fire pit; and add outdoor heating. The capacity is to remain the same, Order No. 16-1006482, X02-9505.
5. Communication from the Mayor re: Appointment of Eileen Bristol to the position of Collector upon confirmation by the City Council.
6. Communication from the Mayor re: Fire Department transfer request in the amount of \$33,351.29 which moves funds from Reserve for Salaries to Sick Leave Buy Back to fund the balance of sick leave buy back pertinent to a retiring employee.
7. Communication from the Mayor re: Family Fun Festivals Grant from Ezra M. Cutting Trust, Bank of America, in the amount of \$6,000.00 awarded to the City to support the performances that are part of the Family Fun Festivals.
8. Communication from the Mayor re: Updated Agreement with the Town of Sudbury to continue operating the Marlborough-Sudbury Veterans District.
9. Communication from the Mayor re: Reappointment of Police Chief Leonard as Keeper of the Lockup.
10. Communication from the Planning Board re: Recommendation to City Council that it not exercise its Right of First Refusal – 421 Bolton St., Order No. 16-1006479, X16-1006441, X15-1006223.
11. Application for Special Permit, Quad Rink Limited Partnership, New England Sports Management Corp., to amend existing special permits, to add Rinks 7 & 8 and Restaurants, 121 Donald Lynch Blvd., X11-1002790B, 10-1002448B, 04-100359B and 94-5460B.
12. Application for LED Sign Permit, Discount Gas, 50 Main St.
13. Application for Renewal of Junk Dealer's License, Tony Bitar, Hannoush Jewelers, 601 Donald Lynch Blvd.
14. Application for Renewal of Junk Dealer's License, Best Buy Stores, LP #1966, 601 Donald Lynch Blvd.
15. Application for Renewal of Junk Dealer's License, Best Buy Stores, LP #820, 769 Donald Lynch Blvd.
16. Application for Renewal of Junk Dealer's License, Roman Kimyagarov, Arthur & Sons Shoe Repair, 107 Main St.
17. Communication from Sudbury Companies of Militia and Minute to place a temporary sign on City property at the corner of US Rt. 20 and Hager St. at the Wayside Inn turn from Saturday, September 17, 2016 to Sunday, September 25, 2016.
18. Communication from the Commonwealth of MA, Department of Public Utilities, Corrected Notice of Filing, Public Hearing, and Procedural Conference.
19. Minutes, Planning Board, March 7, 2016.

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.

20. Minutes, School Committee, March 8, 2016.
21. Minutes, Council on Aging, February 9, 2016.
22. Minutes, Conservation Commission, March 3, 2016.
23. Minutes, License Board, February 24 & March 18, 2016.
24. CLAIMS:
 - a. Donna Quelle, 30 Highland St., other property damage.

REPORTS OF COMMITTEES:

UNFINISHED BUSINESS:

From Finance Committee

25. **Order No. 16-1006467 – Salary Ordinance for Poll Workers.** The Finance Committee reviewed the Council President's letter dated February 16, 2016 requesting the stipend for poll workers be adjusted as follows:

- Increase Warden stipends from \$125.00 per election day to \$250.00
- Increase Clerks stipends from \$90.00 per election day to \$200.00.

The Finance Committee voted 5 - 0 to approve the changes to the poll workers salary ordinance and advertise the ordinance.

26. **Order No. 16-1006462 – Mid Year Transfers for \$1,215,524.29.** The Finance Committee reviewed the Mayor's letter dated February 18, 2016 requesting mid-year transfers for the Police, Fire, Department of Public Works, Building Commission and Legal Department. **The Finance Committee took the following actions:**

- **Eliminate the \$100,000.00 transfer from the Undesignated Fund – Approved 5 - 0**
- **Reduced the Electricity transfer from \$250,000.00 to \$150,000.00 – Approved 5 - 0**

The Finance Committee voted 5 - 0 to approve the remainder of the transfers.

27. **Order No. 16-1006466-2 – Salary Ordinance for the Assistant Building Inspector:** This was a joint meeting with Legislative and Legal. The Finance Committee reviewed the Mayors letter dated February 18, 2016 for a salary ordinance for the new Assistant Building Commissioner position. **The Finance Committee voted 5 - 0 to approve the salary ordinance and advertise the ordinance. LEGAL AD WAS ORDERED ADVERTISED UNDER SUSPENSION OF THE RULES AT THE MARCH 21, 2016 CITY COUNCIL MEETING. LEGAL AD WAS PUBLISHED ON SATURDAY, MARCH 26, 2016, THEREFORE CAN NOT BE FURTHER ADDRESSED UNTIL THE APRIL 25, 2016 CITY COUNCIL MEETING TO COMPLY WITH THE TEN DAY PERIOD.**

28. **Order No. 16-1006456 – Adjust Minimum Exemption Value for Personnel Property:** The Finance Committee reviewed the order submitted on the February 8, 2016 City Council agenda to increase the minimum exemption value of \$5000.00 for personnel property subject to taxation set forth in City Council Order No. 05-100784A, dated April 11, 2005, by which Order the City accepted the provisions of M.G.L. chapter 59, § 5, clause 54th, be and is hereby modified under authority of said statute to a minimum exemption value of \$10,000 or less. **The Finance Committee voted 5 - 0 to approve the order. The effective date will be for FY17.**

From Legislative and Legal Affairs Committee**29. Order No. 16-1006440 - Communication from Solicitor Rider regarding Howe's Landing Subdivision, Proposed Acceptance of Deed of Open Space Lot and Parcel A.**

A letter from Solicitor Rider dated February 3, 2016 was read into the record. The details of the Planning Board's decision on the open space special permit were discussed, specifically Conditions 4, 5, & 6. Condition 4 requires conveyance to the City, a 2.84 parcel of land shown as Open Space, which shall be preserved for conservation, passive recreation use and preservation of open space prior to issuance of any building permit. Condition 6 requires the applicant to pay to the City the sum of five thousand dollars (\$5,000) to be allocated for the City's Conservation Maintenance Fund. Condition 5 discusses further land to be conveyed to the City to create a walking path connecting Bolton St. to Hudson St. This conveyance will occur upon completion of the subdivision.

Committee was informed there is now a signed deed, but there has been no payment to the City. Not wanting to hold up the acceptance of the open space land, the committee agreed it should approve this pending receipt of the payment.

Councilor Delano moved to recommend approval of Order No-16-1006440, Proposed Acceptance of Deed of Open Space Lot and Parcel A, providing the \$5,000 was paid to the City prior to the vote of full Council. Motion was seconded and carried 3-0.

30. Order No. 15-1006343A - (X04/05-100439) Communication from Solicitor Rider regarding Waters Edge Subdivision, Proposed Acceptance of Deed known as Open Space Parcel A, Open space Parcel B and Open Space Parcel C.

This order was held over from prior year's session. An order related to this was tabled in 2005 because of back tax issues; Committee was given signed deed and proof of taxes paid. Committee was also given an Environmental Report from 1997 showing no hazardous waste on the property as required in Condition 16 of the Special Permit granted by Planning Board for the Subdivision. Also, the Committee was told the \$5,000 payment to the Conservation Commission Maintenance Fund required in Item 15 of Special Permit has been paid.

Councilor Delano moved to recommend approval of Order No. 15-1006343A (X04/15-100439) Communication from Solicitor Rider regarding Waters Edge Subdivision, Proposed Acceptance of Deed known as Open Space Parcel A, Open Space Parcel B and Open Space Parcel C. The motion was seconded and carried 3-0.

31. Order No. 16-1006458 - That the City Council work with Building Commissioner, Code Enforcement Officer and City Solicitor on the drafting of an ordinance to ensure that prompt remedial action is taken after a devastating event. Such ordinance would provide tools for the Code Officer and other municipal officials to work with insurance companies and/or other professionals to expedite insurance and legal matters associated with such losses.

Code Enforcement Officer Pam Wilderman, Solicitor Rider, and Building Commissioner Camacho were present to give input. Current City Code Chapter 485, Property Maintenance has two articles; Article I is Anti-blight/Nuisances, Article II is Registration and Maintenance of Abandoned and/or Foreclosing Residential Properties. It was suggested that a new Article III be developed that would delineate steps that property owners would need to take after a devastating event and consequences of failing to comply.

Councilor Delano moved that the Committee recommend to full Council that Mayor Vigeant work with the Building Dept., Code Enforcement Officer and Legal to create language for a new Article III of Chapter 485 and submit that language in an order to City Council. Motion was seconded and carried 3-0.

32. **Order No. 16-1006466-1 - Communication from Mayor regarding Assistant Building Commissioner position.**

The Mayor's letter dated February 18, 2016 was read into the record. He is asking for a reorganization of the Building Dept. to be comprised of 3 full time inspectors – Building Commissioner, Assistant Building Commissioner and Local Inspector. Also the Job Description for Assistant Building Commissioner was discussed.

Councilor Delano moved to recommend approval of Order No. 16-1006466, Amending Code of City of Marlborough, Chapter 7, Article XIV Building Department by deleting section 7-76 in its entirety and replacing with new language with one change to add in language from the job description to the code change. Proposed language is “The Assistant Building Commissioner shall be certified as a Building Commissioner or a Local Inspector, and shall meet the requirements and qualifications established by the...” Amended language would read, “At the time of appointment, the Assistant Building Commissioner shall be certified as a Building Commissioner or shall be certified and working as a Local Inspector for at least two years prior to appointment and become a certified Building Commissioner within 18 months of appointment, the requirements and qualifications of said certifications being governed by the...” as well as to refer to Legal to be put in proper legal form and to ask for Suspension of Rules to Advertise the Code Change. In addition he moved approval of the Job Description with one change to add in “excellent” in front of “customer service skills” in paragraph entitled Related Qualifications. The motion was seconded and carried 3-0. LEGAL AD WAS ORDERED ADVERTISED UNDER SUSPENSION OF THE RULES AT THE MARCH 21, 2016 CITY COUNCIL MEETING. LEGAL AD WAS PUBLISHED ON SATURDAY, MARCH 26, 2016, THEREFORE CAN NOT BE FURTHER ADDRESSED UNTIL THE APRIL 25, 2016 CITY COUNCIL MEETING TO COMPLY WITH THE TEN DAY PERIOD.

From Public Services Committee

33. **Order No. 16-1006427A - Petition from National Grid and Verizon New England, Inc. to relocate existing P12 and install new guy P12-84, and relocating P15, P18, P27, P28, P30 & P31 to accommodate road widening project on West Hill Road, X14-1005672A.**

Chairman Landers read a letter received from City Engineer, Evan Pilachowski, dated March 11, 2016 regarding the petition to relocate the utility poles on West Hill Road. His letter explained the petition submitted by National Grid and Verizon New England was at the request of the Marlborough Engineering Division to allow for the reconstruction of West Hill Road. Crystal Tognazzi, National Grid representative, provided an overview and timeline of the project and Chairman Landers read a list of standard conditions submitted by the City Engineer for this project.

List of Standard Petition Conditions

1. A street opening permit must be applied for by the proposed contractor performing the work.
2. A proper staging area is to be located/acquired before work commences – material and equipment is not to be parked/stockpiled within the city right of way.
3. The contractor is to ensure residents are always able to enter and exit their driveways (have necessary steel plating on site and accessible).
4. Ensure construction safety controls are established (signage, drums, police details, etc...) and are in accordance with the latest MUTCD standards.
5. Trench backfilling, compacting, temporary, and final paving are to be done in accordance with the City of Marlborough standard trenching details.
6. Trenches are to be paved or completely backfilled and compacted at the end of each work day. Trenches are never to be left unattended.
7. Post construction loaming and seeding are to be done in accordance with the 1995 MHD Standard Specifications sections 751 & 765.
8. Proposed utility pole(s) shall not put any sidewalks or sidewalk ramps into non-compliance with current ADA standards.

Motion made by Councilor Clancy, seconded by Chair, to approve Order No. 16-1006427. The motion carried 3-0.

From City Council

34. **Order No. 14/15/16-1006005A-2A – Salary Schedule of Non-Union Positions.** At a regular meeting of the Marlborough City Council held on Monday, MARCH 7, 2016 at 8:00 PM in the City Council Chambers, City Hall, the following proposed amendment to the Code of the City of Marlborough, be further amended by amending Chapter 125 entitled “PERSONNEL”, Section 6 entitled “COMPENSATION SCHEDULE” having been read was **ORDERED ADVERTISED** as follows:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH, ACTING UPON A RECOMMENDATION OF THE MAYOR, THAT THE CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

- A. Section 6 is hereby retitled “Salary Schedule”
- B. This salary schedule shall take effect July 1, 2016.
- C. Any new hires to the positions listed below who are appointed to their position will begin at Step 1.
- D. The Mayor shall have the authority and discretion to waive any two steps of the salary schedule for all positions, subject to available appropriation.
- E. The positions of City Solicitor, Executive Aide to the Mayor, Executive Secretary to the Mayor, and Secretary/Research Assistant to the City Council, as at-will employees, shall be compensated reasonably in any amount up to but not to exceed their Step 7 Maximum.
- F. As allowed under Massachusetts General Law Chapter 41, Section 108O, the positions of Police Chief and Fire Chief are eligible to receive employment contracts provided that their total compensation, including but not limited to salary, stipends and educational incentives does not exceed their Step 7 Maximum.

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7 / Max
	<i>Start</i>	<i>6 months of service</i>	<i>1 year of service</i>	<i>2 yrs. of service</i>	<i>3 yrs. of service</i>	<i>4 yrs. of service</i>	<i>5 yrs. of service</i>
Comptroller - Treasurer	\$109,014	\$111,194	\$113,418	\$115,686	\$118,000	\$120,360	\$122,767
Police Chief	-	-	-	-	-	-	\$166,464
Human Resources Director	\$87,765	\$89,521	\$91,311	\$93,137	\$95,000	\$96,900	\$98,838
City Auditor	\$89,613	\$91,405	\$93,234	\$95,098	\$97,000	\$98,940	\$100,919
City Solicitor	-	-	-	-	-	-	\$117,565
City Clerk	\$81,298	\$82,924	\$84,583	\$86,274	\$88,000	\$89,760	\$91,555
Executive Aide to the Mayor and Secretary/Research Assistant to the City Council	-	-	-	-	-	-	\$68,666
Executive Secretary to the Mayor	-	-	-	-	-	-	\$53,009
Assistant City Solicitor	\$82,125	\$83,767	\$85,443	\$87,152	\$88,895	\$90,673	\$92,486
Chief Procurement Officer	\$76,679	\$78,213	\$79,777	\$81,372	\$83,000	\$84,660	\$86,353
Library Director	\$91,461	\$93,290	\$95,156	\$97,059	\$99,000	\$100,980	\$103,000
Paralegal	\$40,335	\$41,142	\$41,965	\$42,804	\$43,660	\$44,533	\$45,424
Assistant Recreation Director	\$57,279	\$58,424	\$59,593	\$60,785	\$62,000	\$63,240	\$64,505
Senior Clerk (nonunion)	\$40,335	\$41,142	\$41,965	\$42,804	\$43,660	\$44,533	\$45,424

G. Any changes to the salary of the Mayor and City Council shall not take effect until January 1, 2018.

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7 / Max
	<i>Start</i>	<i>6 months of service</i>	<i>1 year of service</i>	<i>2 yrs. of service</i>	<i>3 yrs. of service</i>	<i>4 yrs. of service</i>	<i>5 yrs. of service</i>
Mayor							\$100,000
City Council							\$10,000

Be and is herewith TABLED UNTIL THE APRIL 4, 2016 CITY COUNCIL MEETING AS THE LEGAL ADS WERE ADVERTISED ON SATURDAY, MARCH 7, 2016 THEREFORE CAN NOT BE BEEN FURTHER ADDRESSED UNTIL THE APRIL 4, 2016 CITY COUNCIL MEETING TO COMPLY WITH THE TEN DAY PERIOD.



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2016 MAR 31 A 11:21

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

MARCH 21, 2016

Regular meeting of the City Council held on Monday, MARCH 21, 2016 at 8:00 PM in City Council Chambers, City Hall. City Councilors Present: Clancy, Juairé, Oram, Ossing, Robey, Delano, Doucette, Elder, Tunnera, Irish and Landers. Meeting adjourned at 8:32 PM.

ORDERED: That the Minutes of the City Council meeting FEBRUARY 22, 2016, **FILE AS AMENDED**; adopted.

ORDERED: That the Minutes of the City Council meeting MARCH 7, 2016, **FILE**; adopted.

ORDERED: That the Promotion of Eric Christensen to Lieutenant of the Fire Department, **FILE**; adopted.

ORDERED: That the Richer School transfer request in the amount of \$1,000,000.00 which moves funds from the Undesignated to Feasibility Study-Richer account to conduct feasibly study phase of the Massachusetts School Building Authority (MSBA) process for Richer school Project, refer to the **FINANCE COMMITTEE**; adopted.

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** Helping Hand Mini Grant from the MArtap Advisory Committee in the amount of \$829.77 awarded to the Council on Aging to fund the purchase of GPS equipment, first aid kits, severe weather kits, and other transportation equipment for the Council on Aging passenger van; adopted.

ORDERED: That the retirement of David Grasso as Recreation Director with the recommendation of Charles Thebado as Recreation Director upon the effective date of Mr. Grasso's retirement, **FILE**; adopted.

Councilor Oram recused.

ORDERED: That the Communication from Assistant City Solicitor Cynthia Panagore Griffin re: Proposed Order of Amendment to §7-76 of the General Code pertinent to creating a position of Assistant Building Commissioner, **MOVE TO REPORTS OF COMMITTEE**; adopted.

ORDERED: That the Communication from the Central Mass. Mosquito Control Project re: Online reports, **FILE**; adopted.

ORDERED: That there being no objection thereto set **MONDAY, APRIL 25, 2016** as **DATE FOR PUBLIC HEARING** On the Petition from National Grid and Verizon New England, Inc. to relocate P5, P6-50, P7, P8, P10, P10-80, P11, P11-50 along Main St. between Main St. and Francis St. The City of Marlborough requests pole relocations to accommodate road improvement project, refer to **PUBLIC SERVICES COMMITTEE**; adopted.

ORDERED: That the Minutes, Traffic Commission, January 26, 2016, **FILE**; adopted.

ORDERED: That the Minutes, Planning Board, February 22, 2016, **FILE**; adopted.

ORDERED: That the Minutes, School Committee, February 23, 2016, **FILE**; adopted.

ORDERED: That the Minutes, Board of Health, February 2 & 16, 2016, **FILE**; adopted.

ORDERED: That the Minutes, License Board, January 8 & 27, 2016, **FILE**; adopted.

ORDERED: That the Minutes, Conservation Commission, February 18, 2016, **FILE**; adopted.

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

- a. Bernard Condry, 30 Rice St., other property damage.

Reports of Committees:

Councilor Ossing reported the following out of the Finance Committee:

Marlboro City Council Finance Committee
Monday March 14, 2016
In Council Chambers

Present: Chairman Ossing; Finance Committee members Councilors Robey, Oram, Irish and Doucette. Councilors Clancy, Landers, Delano and Juairé were also in attendance. The meeting convened at 7:14 PM.

1. **Order No. 16-1006467 – Salary Ordinance for Poll Workers.** The Finance Committee reviewed the Council President's letter dated February 16, 2016 requesting the stipend for poll workers be adjusted as follows:

- Increase Warden stipends from \$125.00 per election day to \$250.00
- Increase Clerks stipends from \$90.00 per election day to \$200.00.

The Finance Committee voted 5 - 0 to approve the changes to the poll workers salary ordinance and advertise the ordinance.

Reports of Committees Cont'd:

2. **Order No. 16-1006462 – Mid Year Transfers for \$1,215,524.29.** The Finance Committee reviewed the Mayor's letter dated February 18, 2016 requesting mid-year transfers for the Police, Fire, Department of Public Works, Building Commission and Legal Department. **The Finance Committee took the following actions:**

- **Eliminate the \$100,000.00 transfer from the Undesignated Fund – Approved 5 - 0**
- **Reduced the Electricity transfer from \$250,000.00 to \$150,000.00 – Approved 5 – 0**

The Finance Committee voted 5 - 0 to approve the remainder of the transfers.

3. **Order No. 16-1006466 – Salary Ordinance for the Assistant Building Inspector:** This was a joint meeting with Legislative and Legal. The Finance Committee reviewed the Mayor's letter dated February 18, 2016 for a salary ordinance for the new Assistant Building Commissioner position. **The Finance Committee voted 5 - 0 to approve the salary ordinance and advertise the ordinance.**
4. **Order No. 16-1006456 – Adjust Minimum Exemption Value for Personnel Property:** The Finance Committee reviewed the order submitted on the February 8, 2016 City Council agenda to increase the minimum exemption value of \$5000.00 for personnel property subject to taxation set forth in City Council Order No. 05-100784A, dated April 11, 2005, by which Order the City accepted the provisions of M.G.L. chapter 59, § 5, clause 54th, be and is hereby modified under authority of said statute to a minimum exemption value of \$10,000 or less. **The Finance Committee voted 5 - 0 to approve the order. The effective date will be for FY17.**

Finance Committee adjourned at 9:06 PM

Councilor Robey reported the following out of the Legislative and Legal Affairs Committee:

**City Council Legislative and Legal Affairs Committee
Monday, March 14, 2016– In Council Chambers
Minutes and Report**

Present: Chairman Katie Robey, Councilor Juairé and Councilor Delano. Also attending were Councilors Clancy and Doucette, Code Enforcement Officer Wilderman, Building Commissioner Camacho, and City Solicitor Rider.

Order No. 16-1006440 - Communication from Solicitor Rider regarding Howe's Landing Subdivision, Proposed Acceptance of Deed of Open Space Lot and Parcel A.

Reports of Committees Cont'd:

A letter from Solicitor Rider dated February 3, 2016 was read into the record. The details of the Planning Board's decision on the open space special permit were discussed, specifically Conditions 4, 5, & 6. Condition 4 requires conveyance to the City, a 2.84 parcel of land shown as Open Space, which shall be preserved for conservation, passive recreation use and preservation of open space prior to issuance of any building permit. Condition 6 requires the applicant to pay to the City the sum of five thousand dollars (\$5,000) to be allocated for the City's Conservation Maintenance Fund. Condition 5 discusses further land to be conveyed to the City to create a walking path connecting Bolton St. to Hudson St. This conveyance will occur upon completion of the subdivision.

Committee was informed there is now a signed deed, but there has been no payment to the City. Not wanting to hold up the acceptance of the open space land, the committee agreed it should approve this pending receipt of the payment.

Councilor Delano moved to recommend approval of Order No-16-1006440, Proposed Acceptance of Deed of Open Space Lot and Parcel A, providing the \$5,000 was paid to the City prior to the vote of full Council. Motion was seconded and carried 3-0.

Order No. 15-1006343A - (X04/15-100439) Communication from Solicitor Rider regarding Waters Edge Subdivision, Proposed Acceptance of Deed known as Open Space Parcel A, Open space Parcel B and Open Space Parcel C.

This order was held over from prior year's session. An order related to this was tabled in 2005 because of back tax issues; Committee was given signed deed and proof of taxes paid. Committee was also given an Environmental Report from 1997 showing no hazardous waste on the property as required in Condition 16 of the Special Permit granted by Planning Board for the Subdivision. Also, the Committee was told the \$5,000 payment to the Conservation Commission Maintenance Fund required in Item 15 of Special Permit has been paid.

Councilor Delano moved to recommend approval of Order No. 15-1006343A (X04/15-100439) Communication from Solicitor Rider regarding Waters Edge Subdivision, Proposed Acceptance of Deed known as Open Space Parcel A, Open Space Parcel B and Open Space Parcel C. The motion was seconded and carried 3-0.

Order No. 16-1006458 - That the City Council work with Building Commissioner, Code Enforcement Officer and City Solicitor on the drafting of an ordinance to ensure that prompt remedial action is taken after a devastating event. Such ordinance would provide tools for the Code Officer and other municipal officials to work with insurance companies and/or other professionals to expedite insurance and legal matters associated with such losses.

Reports of Committees Cont'd:

Code Enforcement Officer Pam Wilderman, Solicitor Rider, and Building Commissioner Camacho were present to give input. Current City Code Chapter 485, Property Maintenance has two articles; Article I is Anti-blight/Nuisances, Article II is Registration and Maintenance of Abandoned and/or Foreclosing Residential Properties. It was suggested that a new Article III be developed that would delineate steps that property owners would need to take after a devastating event and consequences of failing to comply.

Councilor Delano moved that the Committee recommend to full Council that Mayor Vigeant work with the Building Dept., Code Enforcement Officer and Legal to create language for a new Article III of Chapter 485 and submit that language in an order to City Council. Motion was seconded and carried 3-0.

Chairman Robey called a recess at 6:55 PM.

Chairman Robey called the meeting back to order at 7:30 PM for joint meeting with Finance Committee.

Order No. 16-1006466 - Communication from Mayor regarding Assistant Building Commissioner position.

The Mayor's letter dated February 18, 2016 was read into the record. He is asking for a reorganization of the Building Dept. to be comprised of 3 full time inspectors – Building Commissioner, Assistant Building Commissioner and Local Inspector. Also the Job Description for Assistant Building Commissioner was discussed.

Councilor Delano moved to recommend approval of Order No. 16-1006466, Amending Code of City of Marlborough, Chapter 7, Article XIV Building Department by deleting section 7-76 in its entirety and replacing with new language with one change to add in language from the job description to the code change. Proposed language is "The Assistant Building Commissioner shall be certified as a Building Commissioner or a Local Inspector, and shall meet the requirements and qualifications established by the..." Amended language would read, "At the time of appointment, the Assistant Building Commissioner shall be certified as a Building Commissioner or shall be certified and working as a Local Inspector for at least two years prior to appointment and become a certified Building Commissioner within 18 months of appointment, the requirements and qualifications of said certifications being governed by the..." as well as to refer to Legal to be put in proper legal form and to ask for Suspension of Rules to Advertise the Code Change. In addition he moved approval of the Job Description with one change to add in "excellent" in front of "customer service skills" in paragraph entitled Related Qualifications. The motion was seconded and carried 3-0.

It was moved and seconded to adjourn the Legislative & Legal Committee meeting; seconded and carried 3-0. Meeting adjourned at 8:00 PM.

Reports of Committees Cont'd:

Councilor Tunnera reported the following out of the Personnel Committee:

Meeting Name: City Council Personnel Committee

Date: March 15, 2016

Time: 5:30 PM

Location: City Council Chamber, 2nd Floor, City Hall, 140 Main Street

Convened: 5:30 PM

Adjourned: 5:34 PM

Present: Chairman Tunnera; Personnel Committee Member Councilor Irish

Absent: Councilor Elder

Order No. 16-1006439 - The Appointment of Gretta Holland as Parking Clerk effective upon approval. Recommendation of the Personnel Committee is to approve the appointment of Gretta Holland as Parking Clerk. **Motion made by Councilor Irish, seconded by Chair, to approve the appointment. The motion carried 2-0.**

Motion made by Councilor Irish, seconded by Chair, to adjourn. The motion carried 2-0. The meeting adjourned at 5:34 PM.

Councilor Landers reported the following out of the Public Service Committee:

Meeting Name: City Council Public Services Committee

Date: March 14, 2016

Time: 6:30 PM

Location: City Council Chambers, 2nd Floor, City Hall, 140 Main Street

Convened: 7:00 PM

Adjourned: 7:10 PM

Present: Chairman Landers; Public Services Committee Members Councilors Doucette and Clancy (President, ex-officio member); Councilor Irish recused.

Order No. 16-1006427 - Petition from National Grid and Verizon New England, Inc. to relocate existing P12 and install new guy P12-84, and relocating P15, P18, P27, P28, P30 & P31 to accommodate road widening project on West Hill Road, X14-1005672A.

Chairman Landers read a letter received from City Engineer, Evan Pilachowski, dated March 11, 2016 regarding the petition to relocate the utility poles on West Hill Road. His letter explained the petition submitted by National Grid and Verizon New England was at the request of the Marlborough Engineering Division to allow for the reconstruction of West Hill Road. Crystal Tognazzi, National Grid representative, provided an overview and timeline of the project and Chairman Landers read a list of standard conditions submitted by the City Engineer for this project.

Reports of Committees Cont'd:

List of Standard Petition Conditions

1. A street opening permit must be applied for by the proposed contractor performing the work.
2. A proper staging area is to be located/acquired before work commences – material and equipment is not to be parked/stockpiled within the city right of way.
3. The contractor is to ensure residents are always able to enter and exit their driveways (have necessary steel plating on site and accessible).
4. Ensure construction safety controls are established (signage, drums, police details, etc...) and are in accordance with the latest MUTCD standards.
5. Trench backfilling, compacting, temporary, and final paving are to be done in accordance with the City of Marlborough standard trenching details.
6. Trenches are to be paved or completely backfilled and compacted at the end of each work day. Trenches are never to be left unattended.
7. Post construction loaming and seeding are to be done in accordance with the 1995 MHD Standard Specifications sections 751 & 765.
8. Proposed utility pole(s) shall not put any sidewalks or sidewalk ramps into non-compliance with current ADA standards.

Motion made by Councilor Clancy, seconded by Chair, to approve Order No. 16-1006427. The motion carried 3-0. Motion made by Councilor Doucette, seconded by Chair, to adjourn. The motion carried 3-0. The meeting adjourned at 7:10 PM.

Suspension of the Rules requested-granted

ORDERED: At a regular meeting of the Marlborough City Council held on Monday, March 21, 2016 at 8:00 PM in the City Council Chambers, City Hall, the following proposed amendment to the Code of the City of Marlborough, be further amended by amending Chapter 7 entitled "**BUILDING DEPARTMENT**", of Article XIV, having been read was **ORDERED ADVERTISED** as follows:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CITY CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY AMENDING CHAPTER 7, ENTITLED "BUILDING DEPARTMENT," OF ARTICLE XIV, AS FOLLOWS:

A. Chapter 7 is hereby amended by deleting section 7-76 in its entirety and replacing it with the following:

§ 7-76 Assistant Building Commissioner; Appointment of Local Inspectors.

- A. The Mayor may employ an Assistant Building Commissioner who shall assist in the performance of the duties of the Building Commissioner. At the time of appointment, the Assistant Building Commissioner shall be certified as a Building Commissioner or shall be certified and working as a Local Inspector for at least two years prior to appointment and become a certified Building Commissioner within 18 months of appointment, the requirements and qualifications of said certifications being governed by the Massachusetts Board of Building Regulations and Standards as provided by Section 3 of Chapter 143 of the Massachusetts General Laws.
- B. The Mayor shall employ local inspectors, as necessary, to support the mission and duties of the Building Department. Local inspectors shall be under the direction of the Building Commissioner and the Assistant Building Commissioner. Local inspectors shall meet the requirements and qualifications of the Massachusetts Board of Building Regulations and Standards as provided by Section 3 of Chapter 143 of the Massachusetts General Laws.

Suspension of the Rules requested-granted

ORDERED: At a regular meeting of the Marlborough City Council held on Monday, March 21, 2016 at 8:00 PM in the City Council Chambers, City Hall, the following proposed amendment to the Code of the City of Marlborough, be further amended by amending Chapter 125 entitled "PERSONNEL" Section 6, entitled "COMPENSATION SCHEDULE", having been read was **ORDERED ADVERTISED** as follows:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH, ACTING UPON A RECOMMENDATION OF THE MAYOR, THAT THE CODE OF THE CITY OF MARLBOROUGH (HEREINAFTER, THE "CITY CODE"), AS AMENDED, BE FURTHER AMENDED BY AMENDING IN CHAPTER 125, ENTITLED "PERSONNEL," SECTION 6, ENTITLED "COMPENSATION SCHEDULE," AS FOLLOWS:

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7 / Max
	<i>Start</i>	<i>6 months of service</i>	<i>1 year of service</i>	<i>2 yrs. of service</i>	<i>3 yrs. of service</i>	<i>4 yrs. of service</i>	<i>5 yrs. of service</i>
Assistant Building Commissioner	\$70,000.00	\$71,400.00	\$72,828.00	\$74,284.56	\$75,770.25	\$77,285.66	\$78,831.37

Suspension of the Rules requested-granted

ORDERED: That the Appointment of Gretta Holland as Parking Clerk effective upon approval, **APPROVED**; adopted.

ORDERED: That the City Council, working with the Council on Aging and the Mayor's office, explore the steps necessary and the benefits of becoming a member of AARP's Network of Age-Friendly Communities. AARP created a Network of Age-Friendly Communities as an affiliate of the World Health Organization's Age-Friendly Cities and Communities Program, an international effort to help cities prepare for rapid population aging and parallel trend of urbanization. Their participation in the program advances efforts to help people live easily and comfortably in their homes and communities as they age. There is a rigorous membership assessment cycle to become a member of AARP's Network of Age-Friendly Communities which includes acquiring a written pledge by the mayor to commit to a continual cycle of improvement. It is therefore, Ordered, to refer this matter to the Mayor, the Council on Aging and the City Council Human Services Committee, refer to **MAYOR, COUNCIL ON AGING, & HUMAN SERVICES COMMITTEE**; adopted.

ORDERED: That the Application for Junk Dealer's License, Gerciele Costa, Brazcom Wireless Inc., 223b Main St., **APPROVED**; adopted.

ORDERED: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH, ACTING UPON A RECOMMENDATION OF THE MAYOR, THAT THE CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

Section 125-27, entitled "Use of sick leave" is hereby amended by deleting paragraph C in its entirety and inserting in place thereof the following new paragraph C:

- C. Upon the termination of employment of a non-union employee, except where the termination is by the City for cause, or upon the death of a non-union employee, the City shall pay to said employee or said employee's beneficiary or estate, whichever is applicable, the value of the employee's accumulated and unused sick leave, not to exceed the amount of \$5,000.00.

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

ORDERED: At a regular meeting of the Marlborough City Council held on Monday, MARCH 7, 2016 at 8:00 PM in the City Council Chambers, City Hall, the following proposed amendment to the Code of the City of Marlborough, be further amended by amending Chapter 125 entitled "**PERSONNEL**", Section 6 entitled "**COMPENSATION SCHEDULE**" having been read was **ORDERED ADVERTISED** as follows:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH, ACTING UPON A RECOMMENDATION OF THE MAYOR, THAT THE CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

- A. Section 6 is hereby retitled "Salary Schedule"
- B. This salary schedule shall take effect July 1, 2016.
- C. Any new hires to the positions listed below who are appointed to their position will begin at Step 1.
- D. The Mayor shall have the authority and discretion to waive any two steps of the salary schedule for all positions, subject to available appropriation.
- E. The positions of City Solicitor, Executive Aide to the Mayor, Executive Secretary to the Mayor, and Secretary/Research Assistant to the City Council, as at-will employees, shall be compensated reasonably in any amount up to but not to exceed their Step 7 Maximum.
- F. As allowed under Massachusetts General Law Chapter 41, Section 108O, the positions of Police Chief and Fire Chief are eligible to receive employment contracts provided that their total compensation, including but not limited to salary, stipends and educational incentives does not exceed their Step 7 Maximum.

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7 / Max
	<i>Start</i>	<i>6 months of service</i>	<i>1 year of service</i>	<i>2 yrs. of service</i>	<i>3 yrs. of service</i>	<i>4 yrs. of service</i>	<i>5 yrs. of service</i>
Comptroller - Treasurer	\$109,014	\$111,194	\$113,418	\$115,686	\$118,000	\$120,360	\$122,767
Police Chief	-	-	-	-	-	-	\$166,464
Human Resources Director	\$87,765	\$89,521	\$91,311	\$93,137	\$95,000	\$96,900	\$98,838
City Auditor	\$89,613	\$91,405	\$93,234	\$95,098	\$97,000	\$98,940	\$100,919
City Solicitor	-	-	-	-	-	-	\$117,565
City Clerk	\$81,298	\$82,924	\$84,583	\$86,274	\$88,000	\$89,760	\$91,555
Executive Aide to the Mayor and Secretary/Research Assistant to the City Council	-	-	-	-	-	-	\$68,666
Executive Secretary to the Mayor	-	-	-	-	-	-	\$53,009
Assistant City Solicitor	\$82,125	\$83,767	\$85,443	\$87,152	\$88,895	\$90,673	\$92,486
Chief Procurement Officer	\$76,679	\$78,213	\$79,777	\$81,372	\$83,000	\$84,660	\$86,353
Library Director	\$91,461	\$93,290	\$95,156	\$97,059	\$99,000	\$100,980	\$103,000
Paralegal	\$40,335	\$41,142	\$41,965	\$42,804	\$43,660	\$44,533	\$45,424
Assistant Recreation Director	\$57,279	\$58,424	\$59,593	\$60,785	\$62,000	\$63,240	\$64,505
Senior Clerk (nonunion)	\$40,335	\$41,142	\$41,965	\$42,804	\$43,660	\$44,533	\$45,424

G. Any changes to the salary of the Mayor and City Council shall not take effect until January 1, 2018.

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7 / Max
	<i>Start</i>	<i>6 months of service</i>	<i>1 year of service</i>	<i>2 yrs. of service</i>	<i>3 yrs. of service</i>	<i>4 yrs. of service</i>	<i>5 yrs. of service</i>
Mayor							\$100,000
City Council							\$10,000

Be and is herewith TABLED UNTIL THE APRIL 4, 2016 CITY COUNCIL MEETING AS THE LEGAL ADS WERE ADVERTISED ON SATURDAY, MARCH 7, 2016 THEREFORE CAN NOT BE BEEN FURTHER ADDRESSED UNTIL THE APRIL 4, 2016 CITY COUNCIL MEETING TO COMPLY WITH THE TEN DAY PERIOD.

ORDERED: There being no further business, the regular meeting of the City Council is herewith adjourned at 8:32 PM.



IN CITY COUNCIL

MARCH 7, 2016

Marlborough, Mass., _____

ORDERED:

That there being no objection thereto set **MONDAY, APRIL 4, 2016** as date for a **PUBLIC HEARING** On the Petition from National Grid and Verizon New England, Inc. to relocate P5, P6-50, P7, P8, P10, P10-80, P11, P11-50 along Main St. between Main St. and Francis St. The City of Marlborough requests pole relocations to accommodate road improvement project, be and is herewith refer to **PUBLIC SERVICES COMMITTEE**.

ADOPTED

ORDER NO. 16-1006485



IN CITY COUNCIL

Marlborough, Mass., MARCH 7, 2016

ORDERED:

That there being no objection thereto set **MONDAY, APRIL 4, 2016** as **DATE FOR PUBLIC HEARING** On the Application for LED Sign Special Permit, Marlborough Savings Bank, 71 Boston Post Rd. E. to erect an electronic message board below the existing Marlborough Savings Bank sign, be and is herewith refer to **URBAN AFFAIRS COMMITTEE, ADVERTISE.**

Councilor Delano recused.

Councilor Elder submitted a disclosure which is now on file with this order.

Ninety days after public hearing is 07/03/16 which falls on a Sunday, therefore 07/04/16 would be considered the 90th day.

ADOPTED

ORDER NO. 16-1006483



IN CITY COUNCIL

Marlborough, Mass., MARCH 7, 2016

ORDERED:

That there being no objection thereto set **MONDAY, APRIL 4, 2016** as **DATE FOR PUBLIC HEARING** On the Application for Special Permit, Q Café d/b/a Firefly's, 350 East Main St., to expand outdoor patio/deck area; add small bar; add serving cooking kitchen; add acoustic music; add televisions; add games; add fire pit; and add outdoor heating. The capacity is to remain the same.

Be and is herewith refer to **URBAN AFFAIRS COMMITTEE, ADVERTISE.**

Ninety days after public hearing is 07/03/16 which falls on a Sunday, therefore 07/04/16 would be considered the 90th day.

ADOPTED

ORDER NO. 16-1006482



City of Marlborough

Office of the Mayor

140 Main Street

Marlborough, Massachusetts 01752

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

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RECEIVED
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CITY OF MARLBOROUGH

Arthur G. Vigeant
MAYOR

MAR 31 A 11:19

Nicholas J. Milano
EXECUTIVE AIDE

Patrieta Bernard
EXECUTIVE SECRETARY

March 31, 2016

City Council President Edward J. Clancy
Marlborough City Council
140 Main Street
Marlborough, MA 01752

Re: Appointment of Collector

Honorable President Clancy and Councilors:

I am pleased to inform you that I have appointed Eileen Bristol to the position of Collector. Upon confirmation by the City Council, Ms. Bristol will join the City of Marlborough from the Town of Athol where she currently works as the Town's Collector/Treasurer.

Since 2010, Ms. Bristol has served as Athol's Collector/Treasurer and supervises a staff similar in size to the one she will supervise as Marlborough's Collector. After a thorough application search and interview process, I believe Ms. Bristol is our best candidate to manage the Collector's office moving forward.

I have enclosed Ms. Bristol's cover letter and resume for your review.

If you have any questions or comments, please do not hesitate to contact me.

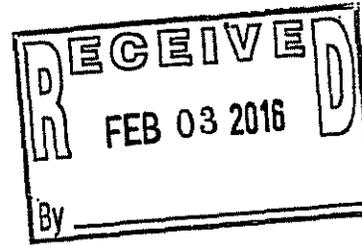
Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

February 1, 2016

City of Marlborough
Human Resources Department
140 Main Street
Marlborough, MA 01752



To Whom it May Concern,

I came to know about your job vacancy through the Massachusetts Municipal Association website. I was excited to hear about the opening and am happy to submit my resume for your consideration for the position of Tax Collector.

I am currently working for the Town of Athol where I have worked for the past 9 years. While at the Town I have worked as the Fiscal Manager of Grants and Contracts with the Community Development and Planning Office. Back in 2010 the Town had the opportunity to combine the Treasurer/Collector office. Both the Treasurer and Collector had retired creating the Treasurer/Collector position, with no hesitation I applied for the position and was to given the opportunity take on the challenge of merging the offices and ultimately creating a great team.

My employment and education have helped me to acquire a deep knowledge in various aspects of financial management, including the administration of all town funds including short and long term investments, borrowings, cash analysis, payroll administration (Harpers), reconciliation of back accounts and reconciliation of cash and receivables (Quicken/VADAR), financial audits, expenditure control, budget management and revenue forecasting.

I also possess excellent communication skills, analytical skills, numerical data analysis, presentation skills, budgeting skills, and supervisory skills, these together along with my knowledge will help me deliver the best service.

Attached please find a copy of my resume, which more fully details my credentials for the position. I look forward to the opportunity to meet with you to discuss my qualifications further. Thank you for your consideration.

Sincerely,

Eileen Bristol

321 Riverview Avenue
Athol, MA 01331
(home) 978-575-0895 (cell) 978-407-3543

Eileen M. Bristol, C.M.M.C.
321 Riverview Avenue
Athol, MA 01331
978-575-0895 (H) 978-407-3543 (C)

EXPERIENCE:

- 2010- Pres. **Town of Athol, Collector/Treasurer** performs all statutory duties including collection of Real Estate, Personal Property, Motor Vehicle Excise, Water & Sewer and other revenue; tax title and foreclosure activities; acting as custodian of tax title properties; administration of all town funds including short and long term investments; borrowings; cash analysis; employee benefits administration; payroll administration; reconciliation of bank accounts; and reconciliation of cash and receivables. Supervises and manages a staff of two to three employees. Knowledge of municipal finance laws, DOR Regulations; and other applicable federal and state laws; supervisory experience; demonstrated knowledge of data processing and applications, excellent verbal, written, and analytical communication skills.
- 2006 – 2010 **Town of Athol Planning and Development Office, Athol, MA. Fiscal Manger of Grants and Contracts.** Responsible for comprehensive accounting functions for the Community Development Block Grant (CDBG) program utilizing the CGMS accounting system as well as excel spreadsheets and Quick Books Pro. Handle all accounts payable and receivable for the Planning Office. Reconcile income and expenditures with the Town Accountant & Treasurer records. Generate month / year end reports and reconciliations. Work with auditors at year-end. Maintain budgets for Office of Planning and Development and CDBG activities. Retain current knowledge in pertinent federal, state and local laws, codes and regulations. Primary contact with public – set up forms for the application process –determine eligibility for HUD funded CDBG program. Create, set up and process agreements between eligible applicants and the Town as well as the respective contractors / providers. Provide administrative assistance as needed.
- 1999 - 2006 **Greater Athol Area Advocates for Families with Special Needs, Athol, MA**
- 2006 **Program Supervisor:** Responsible for supervising, evaluating and recruiting Coordinators and agency hired Respite staff. Work directly with families and individuals to identify family support needs. With direction from families, work as a liaison between program, families, providers, allied professionals and community members on programmatic matters. Provide coordination, assistance or obtain necessary information and resources as requested. Track data, audit internal record keeping related to family vouchers and billing. Address emergency and crisis requests for respite service as needed. Assist Program Manager with numerous program initiatives. Provide state agency with budget reporting and case summaries. Create and maintain internal budgets for DOE/DMR initiative and individual supports.
- 2004 + 2005 **Summer Educational Program Supervisor:** Responsible for the development, implementation and coordination of services for assigned individuals with developmental disabilities. Ensure the attainment of individual and IEP/ISP goals, working in collaboration with others to provide innovative and realistic opportunities for individuals to participate in their communities as valued members; and in compliance with the Association, Department of Education, Department of Mental Retardation and other applicable governing agency policies, procedures and regulations. Responsible for the management and participation in the routine operations of programming.

- 2001 - 2006 **Family Coordinator:** Work with families and individuals to identify family support needs. Provide coordination, assistance or obtain necessary information and resources requested. Provide emergency/crisis assistance as directed by family, respond to call, collaborate with family to identify needs and options. Maintain concise case notes for each individual served by the program. Participate on various boards and committees.
- 1999 - 2002 **Administrative Coordinator:** Duties include general office work (answer phones, type, order supplies and file). Various accounting tasks such as: payroll, petty cash, create & reconcile registers for individuals, voucher submission, prepare and submit service delivery to DMR, and create and maintain internal budgets along with other accounting tasks. Also, Create & maintain mailing data base and create office forms. (MS Word, Excel, Access, Power Point and Publisher). Helped to write Community Development Block Grant, when awarded ran workshops, reported to town and developed internal budgets.
- 1999 Valuing Our Children, Athol, MA. **Family Advocate / Parent Aide:** Provide support and advocacy for families. Also, provide home visiting for parents within the North Quabbin area.
- 1988 - 1996 Tocco Corporation, Billerica, MA. **Administrative Assistant / Accounting Assistant** Handled payroll for Aim Technologies a division of Tocco. Created and maintained Aim spreadsheets (commissions, payables, billing, etc.). Prepared deposit slips. Handled bank reconciliation's for Aim and Tocco. Also, handled billing for Tocco and Aim. Handled office payroll for Tocco and maintained payroll spreadsheets. Prepared bank transfers. Designed and maintained accounting spreadsheets for billing, payables and payroll. Typed, PC (Supercalc, Works and Estimatic); upgraded to Microsoft Office (Word and Excel). Prepared monthly Over/Under billing report. Made collection calls and other miscellaneous accounting tasks. Previously handled all billing for Tocco and performed all typing for Estimators and performed reception duties.

EDUCATION:

- 2010 Mount Wachusett Community College, Gardner, MA. Successful completion of Introductory to Computers.
- 1997 Montachusett Vocational Technical School, Fitchburg, MA. Successfully completed a certificate program on Third Party Billing.
- 1994 Emmanuel College, Leominster, MA. Successfully completed credited courses in MIS, Business Law and Organizational Behavior.
- 1990 Bunker Hill Community College, Charlestown, MA. Successfully completed credited course in Accounting II.
- 1987-1988 Becker Junior College, Leicester, MA. A.S. Degree Travel and Tourism. Graduated with high honors. Dean's list and National Dean's list.
- 1986 Mount Wachusett Community College, Gardner, MA. Executive Secretary, Deans list. Course work included: Gregg shorthand, typing, English and Algebra.

OTHER:

Certified Massachusetts Municipal Collector. Treasurer for Northeast Quabbin Veterans. Received Team Member Award (GAAAFSN). Attend MCTA annual school yearly.



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City of Marlborough
Office of the Mayor

2016 MAR 31 A 11:03

140 Main Street

Marlborough, Massachusetts 01752

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www.marlborough-ma.gov

Arthur G. Vigeant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patrieta Bernard
EXECUTIVE SECRETARY

March 31, 2016

City Council President Edward J. Clancy
Marlborough City Council
140 Main Street
Marlborough, MA 01752

Re: Transfer Request – Marlborough Fire Department

Honorable President Clancy and Councilors:

Please find enclosed for your review and approval a transfer request for the Marlborough Fire Department. This transfer is required to fund the balance of a sick leave buy back for a retirement.

I have enclosed a cover letter from Chief Kevin Breen and a transfer sheet.

If you have any questions, please do not hesitate to contact me or Chief Breen.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough
FIRE DEPARTMENT
215 MAPLE STREET
MARLBOROUGH, MASSACHUSETTS 01752

March 29, 2016

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

Re: Transfer Request

Dear Mayor Vigeant,

I am submitting for your approval a transfer request to fund the balance of a sick leave buy back payment for a retirement. Retirements are not figured into our line items therefore, I respectfully request the following:

1. \$33,351.29 from 11990006-57820 (Reserve for Salaries) to 12200003-51920 (Sick Leave Buy Back.)

Our Sick Leave Buy Back account has a balance of \$4,428.91; the requested amount will fund the balance that is due to the retiring employee.

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

Sincerely,

Kevin J. Breen
Fire Chief



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City of Marlborough
Office of the Mayor

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

Arthur G. Vigeant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

March 31, 2016

City Council President Edward J. Clancy
Marlborough City Council
140 Main Street
Marlborough, MA 01752

Re: Grant Acceptance – Ezra Cutting Trust

Honorable President Clancy and Councilors:

Please find enclosed for your acceptance a grant from the Ezra M. Cutting Trust, Bank of America, N.A., Trustee to support the City of Marlborough's partnership with the Rivers Edge Arts Alliance (formerly known as the Hudson Area Arts Alliance).

As in the past few years, these funds will be used to support performances that are part of the "Family Fun Festivals" that will provide quality entertainment for families in the Marlborough-Hudson region.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: Mayor's Office DATE: 8/18/2015

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Nicholas Milano

NAME OF GRANT: Family Fun Festivals

GRANTOR: Ezra M. Cutting Trust, Bank of America, N.A., Trustee

GRANT AMOUNT: \$6,000.00

GRANT PERIOD: FY 2016-2017

SCOPE OF GRANT/
ITEMS FUNDED Support the performances that are part of the Family Fun Festivals

IS A POSITION BEING
CREATED: No

IF YES: CAN FRINGE BENEFITS BE PAID FROM GRANT? No

ARE MATCHING CITY
FUNDS REQUIRED? No

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?
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

March 17, 2016

Mr. Michael C. Berry
Executive Aide to the Mayor
City of Marlborough
City Hall, 140 Main Street
Marlborough, MA 01752

Dear Mr. Berry:

It is our pleasure to advise you that the Trustee for the Ezra M. Cutting Trust has awarded a grant in the amount of \$6,000 to the City of Marlborough. This one year grant was made to support the Family Fun Festivals.

U.S. Trust, Bank of America, N.A., as Trustee of the Ezra M. Cutting Trust, is responsible for the management of the Fund's assets and administration of its grantmaking program. As Trustee, the Bank ensures that the philanthropic intentions of the donor are honored.

A Grant Agreement is enclosed for your signature. Please review the Grant Agreement, sign it, and return. A return envelope is enclosed. A check in the full payment of this award will be mailed to the address listed above upon receipt of the signed agreement.

We are proud to have the opportunity to partner with your organization and look forward to learning more about your continuing success. If you have any questions about this grant, or its conditions, please do not hesitate to contact me at 617.434.6454 or Rita Richardson Goldberg, Sr. Philanthropic Administrator, at 617.434.4437 or rita.richardson_goldberg@ustrust.com. Best wishes for much success.

Sincerely,



Dian Parker Quinn
SVP, Senior Philanthropic Relationship Manager
For the Trustee of the Ezra M. Cutting Trust
dian.quinn@ustrust.com

**Ezra M. Cutting Trust, Bank of America, N.A., Trustee
GRANT AGREEMENT**

On **March 10, 2016**, the Trustee for the **Ezra M. Cutting Trust (Grantor)** granted to the **City of Marlborough (Grantee)** the amount of **\$6,000**, for the **Family Fun Festivals**. The Grantee agrees and consents to the following conditions of the grant:

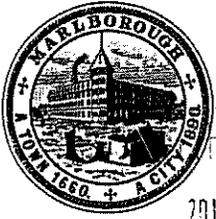
1. Grantee has provided Grantor with verification of the Grantee's public charity status under Sections 501(c)(3) and 509(a)(1) or 509(a)(2) of the Internal Revenue Code of 1986, as amended (the "Code"), and agrees to notify the Grantor of any change in the Grantee's status.
2. Grantee will use the grant exclusively for the purposes and objectives specified in the accompanying cover letter and in the proposal submitted to the Ezra M. Cutting Trust, and Grantee acknowledges no goods or services or benefits have been or will be provided by Grantee to Grantor.
3. Grantee shall not use any portion of the funds granted herein to carry on lobbying or otherwise to attempt to influence specific legislation, either by direct or grassroots lobbying, nor to carry on directly or indirectly a voter registration drive, nor to make grants to individuals on a non-objective basis, nor to use the funds for any non-charitable purpose.
4. Grantee shall not, under any circumstance, transfer, assign or encumber any portion of the grant. The Grantee agrees that the grant funds will not be expended, transferred, or used for any purpose or in any fashion that is prohibited by an applicable law of the United States or of any domestic or foreign jurisdiction, including without limitation, applicable laws proscribing the support of terrorism or terrorist organizations.
5. Grantee agrees that in all media, such as printed materials, social media, annual reports and any press releases or articles publicizing this grant, the Grantor shall be recognized in the following manner: "Ezra M. Cutting Trust, Bank of America, N.A., Trustee." In instances where a press release is developed for distribution to media outlets, the Grantee agrees to timely forward a draft to U.S Trust Philanthropic Solutions for prior approval.
6. Grantee shall submit a report to Grantor summarizing the program for which the grant was received, specifically addressing whether the goals as set forth in the proposal were met, and if not, why not, and will detail all expenditures made from the granted funds as compared to the request budget. If the grant awarded is for a period longer than one year, Grantee shall submit annual reports until the end of the grant period specified in the award letter.
7. In the event that Grantee does not expend all grant funds and the interest earned thereon, Grantee shall notify Grantor. It shall be within Grantor's sole discretion whether to direct Grantee to retain or return such funds. Should Grantor require the return of the unexpended funds and interest earned thereon, Grantee shall timely return such funds to Grantor.

IN WITNESS WHEREOF, this Grant Agreement is signed this 30 day of March, 2016.

City of Marlborough
(Grantee)

By Nicholas J Milano Executive Aide to the Mayor
(Officer, Director, or Trustee of Grantee) (Title)

Nicholas J Milano Print Name



City of Marlborough
Office of the Mayor

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2016 MAR 31 A 11:03

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

Arthur G. Vigeant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

March 31, 2016

City Council President Edward J. Clancy
Marlborough City Council
140 Main Street
Marlborough, MA 01752

Re: Marlborough – Sudbury Veterans District

Honorable President Clancy and Councilors:

Enclosed for your review and approval is an updated agreement with the Town of Sudbury to continue operating our regional Veterans District.

In Fiscal Year 2014, the City of Marlborough and Sudbury created the Marlborough – Sudbury Regional Veterans District and, over the course of the past few years, this partnership has proven successful and beneficial to both communities. It has allowed us to maximize our resources while providing enhanced coverage for both communities. Much of this success can be attributed to Veteran's Service Director Gary Brown, whose dedication to aiding our service members is unparalleled.

The change from previous agreements is that the agreement may be extended annually upon approval of the District Board, comprised of me, or my designee, and a representative from the Town of Sudbury. Either municipality may choose to dissolve the Veterans District by a vote of their legislative body and appropriate notice, but this change means the process to renew the agreement is more streamlined. Any future changes to the agreement, however, will be sent to you for approval.

I respectfully seek your authorization to sign this agreement with the Town of Sudbury.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosure

VETERANS' SERVICES INTERMUNICIPAL AGREEMENT
Between the City of Marlborough and the Town of Sudbury

Pursuant to M.G.L. c. 115, § 10, this Intermunicipal Agreement, approved by the Marlborough City Council and the Selectmen of the Town of Sudbury (the "Parties"), establishes the Marlborough – Sudbury Regional Veterans' District (the "District") and is hereby entered into and is effective from the 1st day of July, 2016 by and between the City of Marlborough ("Marlborough" or the "City of Marlborough") and the Town of Sudbury ("Sudbury" or the "Town of Sudbury") in accordance with the following terms:

1. Purpose and Duties:

(A) This Agreement contractually enables the Director of Marlborough's Veterans' Services Department (the "Director") to perform the duties of the Veterans' Agent for Sudbury. The Director will maintain separate, accurate, and comprehensive records for all services performed for Sudbury.

(B) Sudbury will provide a part-time employee ("Agent/Administrative Assistant") to serve as administrative support for the District. Said employee will be an employee of Sudbury.

(C) The Director and the Agent/Administrative Assistant will develop, in consultation with the Town Manager of Sudbury and the Mayor of Marlborough, a schedule of available hours in each municipality. The Director and the Agent/ Administrative Assistant shall serve all qualifying Veterans and their dependents in both municipalities, regardless of which office they are working in on any particular day.

(D) The Agent/Administrative Assistant will work under the direction of the Director and assist the office in carrying out relevant duties, including but not limited to the coordination of benefits to eligible applicants, the completion of local and state compliance reports, and other duties as needed.

(E) Sudbury agrees that the Director may utilize his accrued sick and vacation time which may, from time to time, coincide with his scheduled office availability in Sudbury. The Director shall inform Sudbury in advance of such occurrences, and ensure adequate office coverage during his absences.

2. Term: The term of this Agreement shall be for one year, effective July 1, 2016 and continuing until the end of the fiscal year on June 30, 2017, said term to be renewed annually upon the approval of the District Board. Pursuant to M.G.L. c. 115, § 10, the Town of Sudbury and the City of Marlborough may withdraw from this agreement if such withdrawal is voted not less than sixty (60) days prior to the end of the fiscal year and notice of such vote is filed with the other municipality comprising the District.

3. Location and Time of Services: The Director and the Agent/Administrative Assistant shall perform their duties in offices to be provided by both Marlborough and Sudbury.

4. Salary and Benefits: The Director shall be an employee of Marlborough, and his salary and benefits will be paid by the City of Marlborough. Sudbury agrees to pay to Marlborough the amount of \$833.50 per month, by check made payable to the City of Marlborough, c/o Comptroller, 140 Main Street, Marlborough, MA 01752, for the duration of this Agreement.

5. Distribution of Benefits to Veterans: It is understood and agreed that the distribution of benefits payments to eligible Veterans in Marlborough and Sudbury under M.G.L. c. 115 shall be paid by the respective municipality in which the eligible Veteran resides.

6. Indemnification and Insurance: Pursuant to M.G.L. c. 40, § 4A, Marlborough and Sudbury shall not be exempt from liability for their obligations under this Agreement. The Parties acknowledge that each has a minimum of \$1,000,000 of liability insurance through the Massachusetts Interlocal Insurance Association (MIIA), and that each part is covered by insurance for this joint venture as stated in the General Liability Coverage Form MGP 001.
7. Amendments: The Agreement may be amended or modified only by a written instrument signed by both Parties.
8. Notice: Until changed by notice in the manner specified above, for purposes of this paragraph the addresses and telephone numbers of the Parties to this Agreement shall be:

FOR THE CITY OF MARLBOROUGH

Arthur G. Vigeant, Mayor
City of Marlborough
140 Main Street
Marlborough, MA 01752
Telephone: (508) 460-3770

FOR THE TOWN OF SUDBURY:

Melissa Murphy-Rodrigues, Town Manager
Town of Sudbury
278 Old Sudbury Road
Sudbury, MA 01776
Telephone: (978) 639-3381

9. The Parties understand and agree that reimbursement by the Commonwealth of Massachusetts of an eligible Veteran's benefits, as provided under M.G.L. c. 115, § 6, which reimbursement as of the date of this Agreement is seventy-five percent (75%), shall be credited to either Marlborough or Sudbury depending upon the respective municipality in which the eligible Veteran resides.
10. Upon execution of this Agreement, Marlborough and Sudbury shall create a District Board pursuant to M.G.L. c. 115 § 11, with all of the duties and authorities thereunder. Said District Board shall be comprised of one representative from Marlborough and one representative from Sudbury, and shall meet no less than once every calendar year.
11. The Director shall assist local Veterans' Councils from Marlborough and Sudbury with the coordination of all ceremonies and parades in which the local Veterans' Councils participate.
12. In accordance with 108 CMR 12.02, the District is subject to approval by the Massachusetts Department of Veterans Services, which approval shall be expeditiously sought by the Parties upon execution of this Agreement.

IN WITNESS WHEREOF, the parties hereunto set their hands and seals this ____ day of _____, 2016.

City of Marlborough:

Town of Sudbury:

Arthur G. Vigeant, Mayor

Melissa Murphy-Rodrigues, Town Manager



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2016 MAR 31 A H 02

City of Marlborough
Office of the Mayor

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

Arthur G. Vigeant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

March 31, 2016

City Council President Edward J. Clancy
Marlborough City Council
140 Main Street
Marlborough, MA 01752

Re: Reappointment of the Keeper of the Lockup

Honorable President Clancy and Councilors:

Massachusetts General Laws, Chapter 40, Section 35 requires that "The mayor of each city ... required to maintain a lockup shall annually, by a writing recorded with the town clerk, appoint a keeper of the lockup, who shall have the care and custody thereof and of persons committed thereto."

Therefore, I am submitting for your approval and confirmation the reappointment of Chief of Police, Mark Leonard, as Keeper of the Lockup for a period of one year from his date of confirmation.

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

Sincerely,

Arthur G. Vigeant
Mayor

City of Marlborough
Commonwealth of Massachusetts

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CITY CLERK'S OFFICE
CITY OF MARLBOROUGH



PLANNING BOARD

Barbara L. Fenby, Chair

Colleen M. Hughes

Philip J. Hodge

Edward F. Coveney

Sean N. Fay

Shawn McCarthy

Brian DuPont

7/16 MAR 17 P 1:38

March 16, 2016

City Council President Clancy
140 Main Street
Marlborough, MA 01752

Melissa Peltier - Secretary

Phone: (508) 460-3769

Fax: (508) 460-3736

Email: MlIrish@marlborough-ma.gov

President Clancy and Council Members,

At the regular meeting of the Marlborough Planning Board on March 7, 2016 the Board took the following action:

**A. From the City Engineer Notice of Intent to Sell Recommendation
421 Bolton Street, Marlborough, MA 01752**

Ms. Hughes read the correspondence from the City Engineer into the record.

On a motion made by Mr. Coveney seconded by Mr. Hodge it was voted to accept the correspondence from the City Engineer and place it on file.

After revisiting this item at the end of the meeting the following action was taken:

On a motion made by Mr. Fay seconded by Ms. Hughes it was voted to recommend to the City Council that it NOT exercise its right of first refusal on the purchase of this particular piece of property. This recommendation is due to natural features on the property that greatly diminish the buildability of the lot as well as the value of the lot in question. Motion carried.

Should you need additional information regarding this correspondence please contact Board Secretary Melissa Peltier Directly.

Regards,

Barbara L. Fenby
Chairperson

CITY OF MARLBOROUGH
OFFICE OF THE CITY CLERK

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
7/16/01 31 A 11:45

APPLICATION TO CITY COUNCIL FOR ISSUANCE OF SPECIAL PERMIT

1. Name and address of Petitioner or Applicant:

Quad Rink Limited Partnership / New England Sports Management Corp.; 84 South St. Carlisle MA 01741

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

121 Donald Lynch Boulevard / Map 13-Lot 13, 14, 15

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

Same as item #1

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

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

Article V Section 650 Paragraph _____ Sub-paragraph _____

6. Zoning District in which property in question is located:

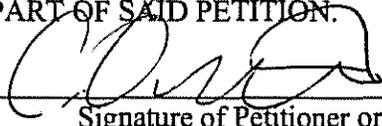
Limited Industrial LI

7. Specific reason(s) for seeking Special Permit

Amend existing Special Permit, #94-560B to add Rink 7, 8 and Restaurants

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

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


Signature of Petitioner or Applicant

Address: 84 South Street

Carlisle, MA 01741

Telephone No. 978-360-4321 Ext 1

Project Manager: Chip Orcutt

Date: _____
City Clerk's Office

Application For Modification to Existing Special Permit

Special Permit #94-560B, and as amended.

INTRODUCTION

New England Sports Management (NESM) Corporation presently operates the New England Sports Center, located At 121 Donald Lynch Boulevard, under Special Permit #94-560B approved by the Marlborough City Council 23 May 1994, and as amended May 10, 2004 for a fifth ice surface, and further amended April 5, 2010 for a sixth ice surface. NESM has operated in conformance with the requirements of the Special Permit and amendment, which incorporates six (6) Ice Surfaces with associated support and viewing facilities. The current footprint of this building is 174,864 square feet as shown on the Layout and Materials Plan in the attached drawings and is situated on over 23 acres.

NESM requests a modification to the Special Permit to construct two additional rinks under the existing special permit #94-506B dated 23 May 1994, and the amended permit May 10, 2004 as well as amended permit April 5 2010. The City granted the special permit *"to construct and make use of a multi –sport facility consisting of four major activity areas... [Subject to conditions (a) – (m)]"*. NESM constructed and operated the facility in compliance with the special permits and is now requesting an amendment for the addition and use of the 7th and 8th rinks and their ice surfaces. NESM further requests that the Special Permit in 1994 further be amended in section 4. (p) Page 8 to include that alcohol beverages may be served in areas where food is prepared and served to the public in accordance with the City of Marlborough Licensing Board for such matters within the facility.

The seventh and eighth rinks would be added to the West side side of the building, alongside of Rink 5. The expansion would maintain the aesthetic appearance of the present building and require minimum modifications to the building and the site. In June of 2013 NESM acquired the abutting 23 acres of land known as Lot 13 to the west of the site and will utilize a portion of that land for the rink expansion and parking. NESM has completed a revised parking and traffic study impact report as part of the application for review, and will provide the final copies to the Council and City boards the week of _____, 2016.

As always, NESM looks forward to continuing our relationship with the City of Marlborough and presenting our expansion for Rink 7 and 8 to the City Council and community over the next few months.

New England Sports Center

Marlborough, Massachusetts

Owner:

Quad Rink Limited Partnership

84 South Street

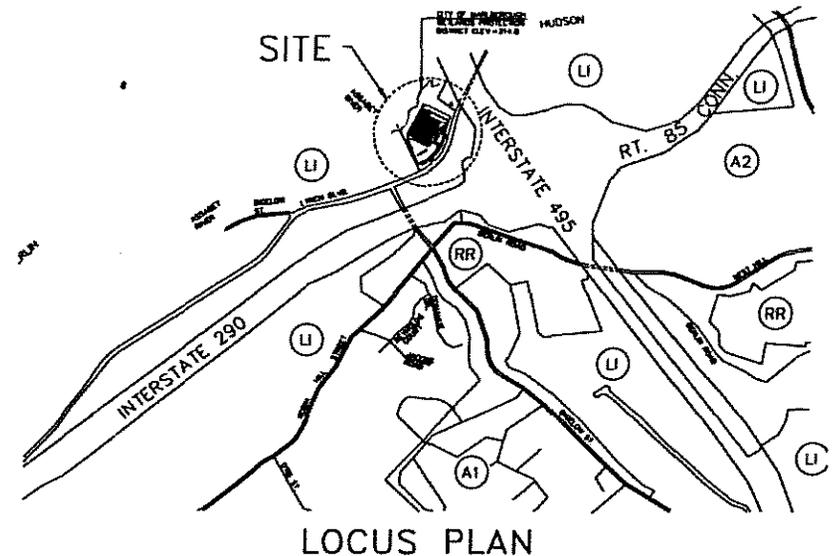
Carlisle, Massachusetts 01741

Project Manager: Chip Orcutt

978-369-4321 Ext. #1

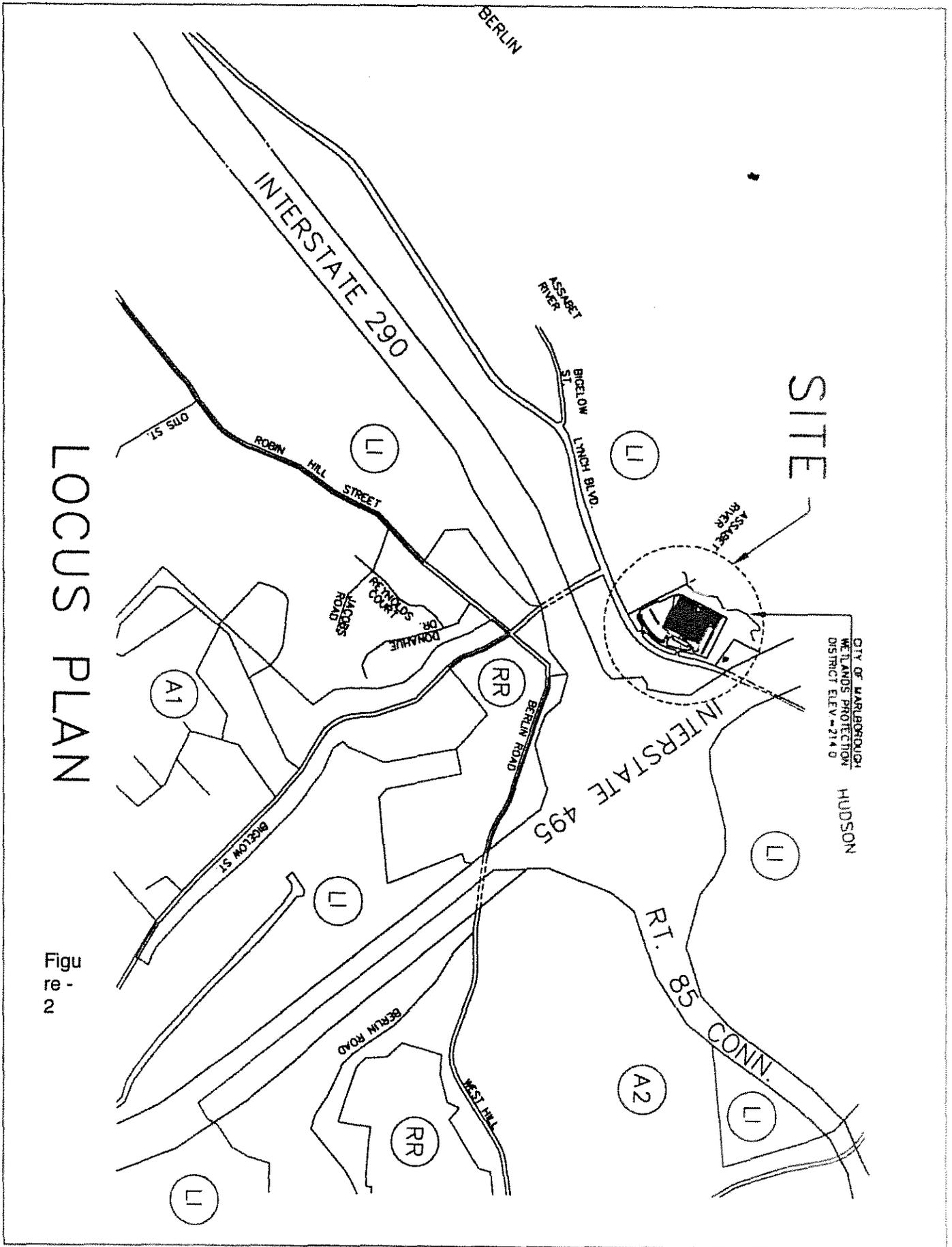
Notice of Application For An
Amendment to Special Permit #94-560B

Date: March 31, 2016



GLM Engineering Consultants, Inc
1750 Washington Street
Holliston, MA 01746

- Civil Engineers
- Land Surveyors
- Wet Lands Consultant



LOCUS PLAN

Figure - 2

LIST OF NAMES AND ADDRESS OF ABUTTERS
AS REQUESTED ON THE APPLICATION FOR SPECIAL PERMIT OF:

(Name of Petitioner)

FOR THE ISSUANCE OF SPECIAL PERMIT BY THE CITY COUNCIL OF THE CITY OF
MARLBOROUGH UNDER CHAPTER 650, ZONING, OF THE CODE OF THE CITY OF
MARLBOROUGH.

(Abutters as defined in §650-59, Section 4H, **Powers and Procedure of Special-Permit Granting
Authorities**)

**ABUTTERS LISTING for 121 Donald J Lynch Blvd (26-31,32) 400 ft
MARLBOROUGH, MA**

Map	Block	Lot	Unit	Owner's Name	Co Owner's Name	Address	City	ST Zip	Parcel Location
13	2			BOMBARD ALBERT D		75 DONALD J LYNCH BLVD	MARLBOROUGH	MA 01752	75 DONALD J LYNCH BLVD
13	4			CURLEY RICHARD T TR	CHARLEEN M CURLEY TR	480 RIVER RD	HUDSON	MA 01749	ROBIN HILL ST
13	5			KOROLATH OF NEW ENGLAND INC		ATTN ROBERT KEARIN	MOBURN	MA 01801	BIGELOW ST
13	6			NEW ENGLAND POWER COMPANY	PROPERTY TAX DEPT	40 SYLVAN RD	WALTHAM	MA 02451-2286	RIVER RD
13	7			INHABITANTS OF THE TOWN OF HUDSON	LIGHT AND POWER DEPARTMENT	78 MAIN ST	HUDSON	MA 01749	DONALD J LYNCH BLVD
13	4A			CITY OF MARLBOROUGH		140 MAIN ST	MARLBOROUGH	MA 01752	RIVER RD
13	5A			CITY OF MARLBOROUGH		140 MAIN ST	MARLBOROUGH	MA 01752	RIVER RD
26	1			CASACELI RIVER ROAD LLC		5 COOLIDGE ST	HUDSON	MA 01749	BIGELOW ST
26	7			APPLE EIGHT HOSPITALITY MASSACHUSET		814 MAIN ST	RICHMOND	VA 23219	112 DONALD J LYNCH BLVD
26	8			CITY OF MARLBOROUGH	ROBIN HILL CEMETERY	140 MAIN ST	MARLBOROUGH	MA 01752	DONALD J LYNCH BLVD
26	9			PONDVIEW JV OWNER LLC		C/O NORDSLON COMPANY	BURLINGTON	MA 01803	200 DONALD J LYNCH BLVD
26	20			DIGITAL FEDERAL CREDIT UNION	ATTN ACCOUNTING DEPT	220 DONALD J LYNCH BLVD	MARLBOROUGH	MA 01752	220 DONALD J LYNCH BLVD
26	22			PONDVIEW JV OWNER LLC		C/O NORDBLGM COMPANY	BURLINGTON	MA 01803	290 DONALD J LYNCH BLVD
26	23			FERRIS DEVELOPMENT 325 DNJ BLVD LLC		C/O FERRIS DEVEL GROUP LL	MARLBOROUGH	MA 01752	325 DONALD J LYNCH BLVD
26	26			PONDVIEW JV OWNER LLC		C/O NORDBLGM COMPANY	BURLINGTON	MA 01803	295 DONALD J LYNCH BLVD
26	31			QUAD RINK LIMITED PARTNERSHIP		84 SOUTH ST	CARLISLE	MA 01741	DONALD J LYNCH BLVD
26	32			RENFROE H LARUE TR	DONALD LYNCH BLVD REALTY TRUST	84 SOUTH ST	CARLISLE	MA 01741	121 DONALD J LYNCH BLVD
26	21A			NEW ENGLAND POWER COMPANY	PROPERTY TAX DEPT	40 SYLVAN RD	WALTHAM	MA 02451-2286	257 DONALD J LYNCH BLVD
26	21B			NEW ENGLAND POWER COMPANY	PROPERTY TAX DEPT	40 SYLVAN RD	WALTHAM	MA 02451-2286	DONALD J LYNCH BLVD

MARLBOROUGH ASSESSORS

*Anthony C. Amadio
William J. Silverstein
Dana M. May*

HUDSON, MA

Map	Lot	Location	Owner CHR(39) s Name
71	19	454 RIVER RD	MARITIMUS REALTY TRUST
71	10	480 RIVER RD	480 RIVER ROAD REALTY TRUST
71	8	446 RIVER RD	JW RIVER REALTY LLC
72	11	RIVER RD	480 RIVER ROAD REALTY TRUST
72	10	RIVER RD	DONALD LYNCH BLVD RLTY TR

Date: March 25, 2016
To: Marlborough City Council Special Permit
From: Hudson Board of Assessors

Attached is a certified list of abutters for the below referenced parcel.

72-10
MAP & LOT

DONALD LYNCH BLVD RLTY TR
OWNER

RIVER RD
LOCATION



Christine W. DiMare
Christine W. DiMare
Principal Clerk

SPECIAL PERMIT-SUMMARY IMPACT STATEMENT

Applicant's Name: Quad Rink Limited Partnership
New England Sports Management Address: 84 South Street Carlisle MA 01742

Project Name: New England Sports Center, Rink 7 & 8 Address: 121 Donald Lynch Blvd.

1. PROPOSED USE: (describe) Ice skating, athletic activities and restaurant

2. EXPANSION OR NEW: Expansion

3. SIZE: floor area sq. ft. 88,830 sq ft Addition 1st floor 75,298 sq ft Addition 2nd Floor all floors 88,830 sq ft Addition

buildings 1 # stories 2 lot area (s.f.) 1,146,499 (26.32 Acres)

4. LOT COVERAGE: 43 % Landscaped area: 57 %

5. POPULATION ON SITE: Number of people expected on site at anytime:
Normal: Rinks 7&8: 36 Total: 242 Peak period: Rinks 7&8: 124, Total: 630

6. TRAFFIC:

(A) Number of vehicles parked on site:

During regular hours: Rinks 7&8: 16 Total: 116 Peak period: Rinks 7&8: 54 Total: 390

(B) How many service vehicles will service the development and on what schedule?

Approximately 15 per day non-peak hours

7. LIGHT: How will the development be lit at the exterior? How much light will leave the property and enter the abutting property? Lighting will match existing conditions and not leave the property.

8. NOISE:

(A) Compare the noise levels of the proposed development to those that exist in the area now.

No change - same as previously permitted

(B) Described any major sources of noise generation in the proposed development and include their usual times of operation. None

9. AIR: What sources of potential air pollution will exist at the development? No change - Automobile
- Ammonia refrigerant (tightly controlled and alarmed)

10. WATER AND SEWER: Describe any unusual generation of waste.

No change - Nothing unusual, the facility currently recycles 70% of the water used through their cooling towers

11. HAZARDOUS MATERIAL: List any types of Hazardous Waste that will be on-site. How will this waste be stored? Where? How much will be in storage on a daily basis? How will it be disposed? None will be stored

***Attach additional sheets if necessary**



**CITY OF MARLBOROUGH
MARLBOROUGH, MASSACHUSETTS 01752**

City Hall
140 Main St.

Marlborough, Massachusetts 01752

Voice (508) 460-3775 Facsimile (508) 460-3723 TTD (508) 460-3610

President and Members City Council

Date: _____

**SPECIAL PERMIT APPLICATION
CERTIFICATION BY PLANNING DEPARTMENT**

Project Name: New England Sports Center - Expansion Rink 7 and 8

Project Use Summary: Ice Skating, Indoor Athletic Activities and Restaurants

Project Street Address: 12 Donald Lynch Blvd.

Plate: Map 13 Parcel: Lot 13, 14 and 15

Applicant/Developer Name: Quad Rink Limited Partnership / New England Sports Management

Plan Date: March 23-2016 Revision Date: _____

Dear President and Members:

In accordance with the City Council's Rules for Special Permit Applications, I hereby certify that the Site Plan filed with the City Clerk has been reviewed by the Building Department within the limits of work shown on the plan, and that said plan meets all prior referenced informational requirements of Section 7; that the plan conforms in all aspects to City Code and to these Rules and Regulations, and that any necessary zoning variances have been already granted by the Marlborough Zoning Board of Appeals, and any applicable appeal period concerning said variances have run.

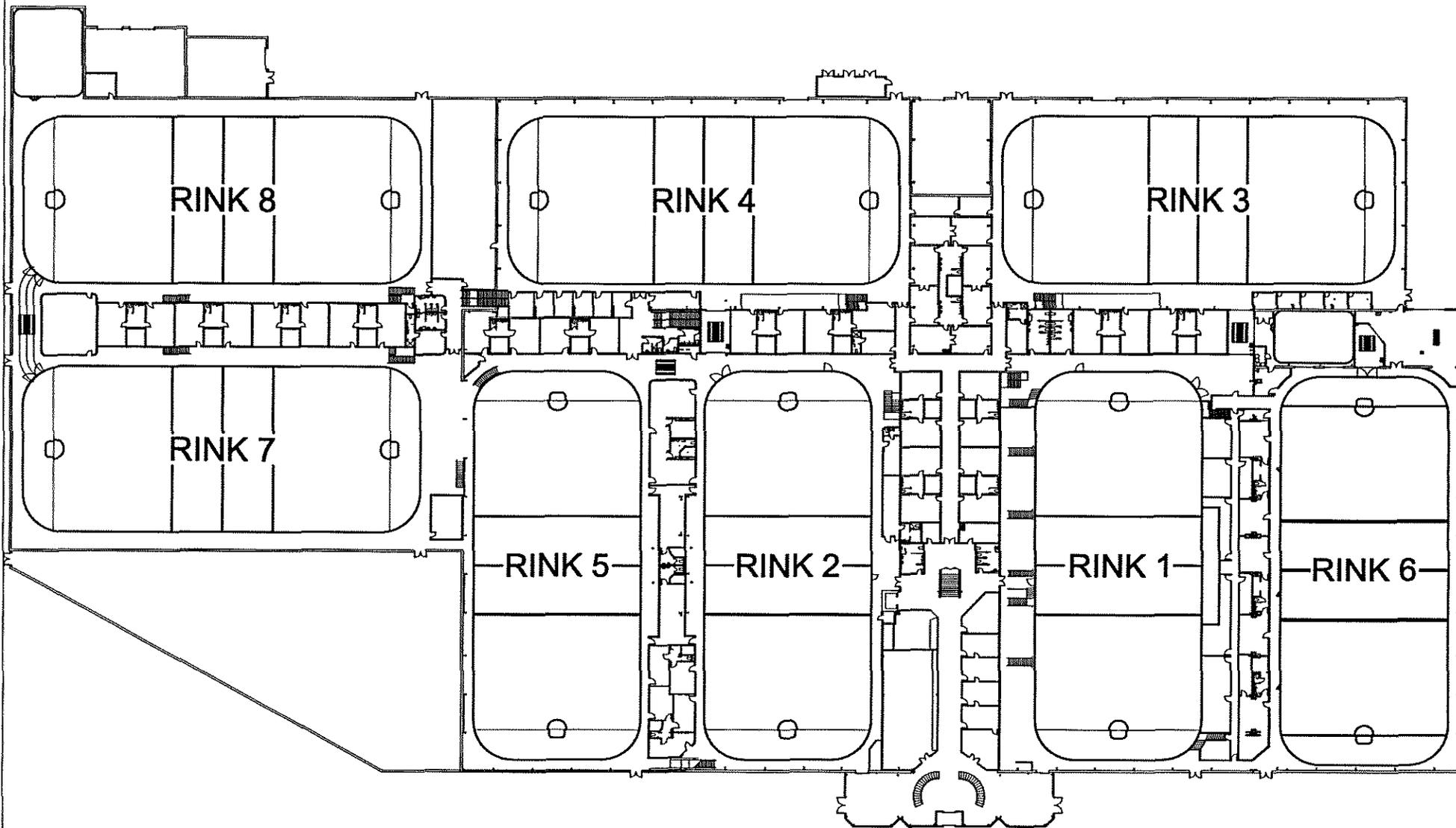
Very truly yours,

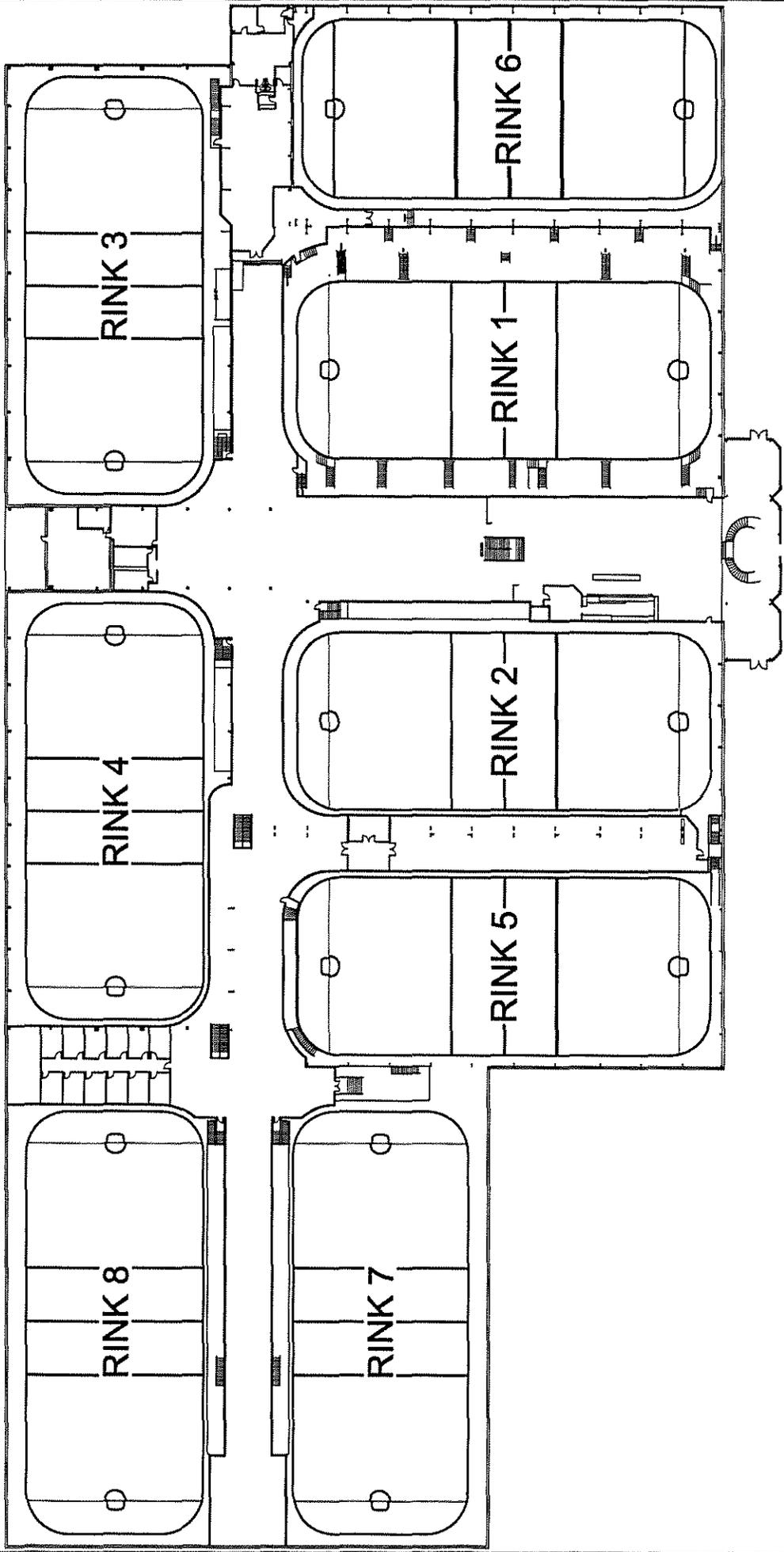
Robert Camacho

~~Interim~~ Building Commissioner

Application Fee to submit to
City Clerk's office

\$ 1,500.00





**City of Marlborough, Massachusetts
CITY CLERK DEPARTMENT**



**Lisa M. Thomas
City Clerk**

Dear Applicant,

To ensure that each department listed below receives a copy of your completed Special Permit application, please hand-deliver to each department as instructions indicate below.

PLACE A CHECK-MARK AFTER HAND-DELIVERING THE APPLICATION TO THE FOLLOWING DEPARTMENTS AND SIGN YOUR NAME & DATE IT ACCORDINGLY. MAKE SURE THIS PAGE IS SIGNED AND RETURNED TO THE CITY CLERK'S OFFICE WITH THE COMPLETED APPLICATION. THE CITY CLERK'S OFFICE WILL NOT ACCEPT THE APPLICATION WITHOUT THE SIGNATURE OF THE APPLICANT OR PETITIONER AS INDICATED BELOW:

3 SETS	OFFICE OF THE CITY CLERK <u>LM</u>
1 SET	POLICE CHIEF <u>PL</u>
1 SET	FIRE CHIEF <u>MS</u>
1 SET	CITY ENGINEER <u>LM</u>
1 SET	CITY PLANNER <u>N/A</u>
1 SET	CONSERVATION OFFICER (IF WETLANDS AFFECTED) <u>PL</u>
1 SET	BUILDING INSPECTOR <u>PL</u>
12 SETS	OFFICE OF THE CITY COUNCIL <u>SA</u>

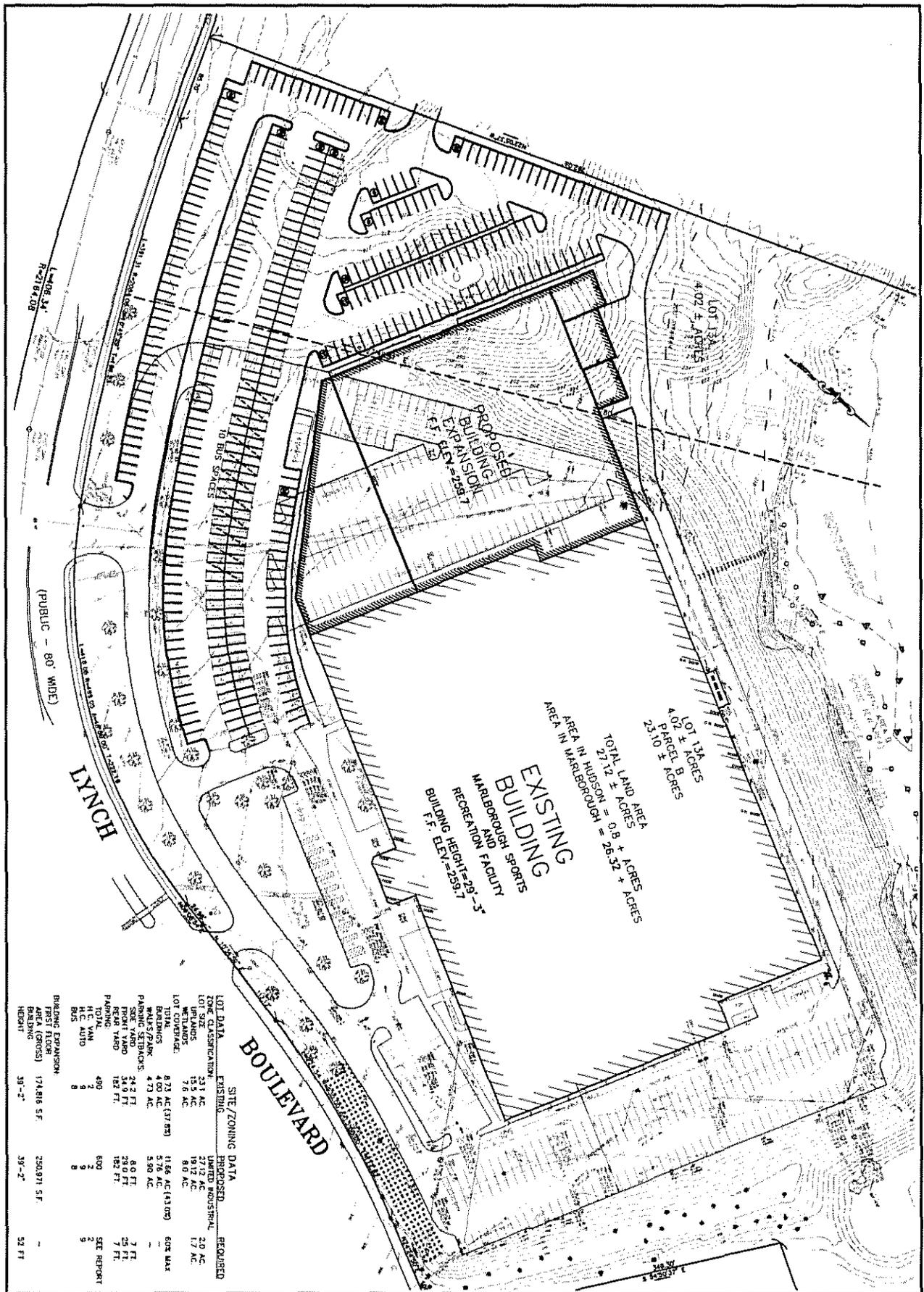
Lisa M. Thomas
Signature

3/31/2016
Date

Thank you for your cooperation in this matter.

Sincerely,

Lisa M. Thomas
City Clerk



LOT DATA	EXISTING	PROPOSED	REQUIRED
ZONE CLASSIFICATION	R-21B(4) DR	R-21B(4) DR	R-21B(4) DR
LOT AREA	13.5 AC	19.12 AC	17 AC
WETLANDS	7.6 AC	8.0 AC	7.6 AC
LOT COVERAGE	8.73 AC (37.8%)	11.56 AC (43.0%)	60% MAX
BUILDINGS	400 AC	5.76 AC	-
PARKING SPACES	242 FT	80 FT	7 FT
FRONT YARD	340 FT	280 FT	25 FT
REAR YARD	182 FT	182 FT	7 FT
PARKING	480	600	SIT. REPORT
H.C. VAN	2	2	9
H.C. AUTO	8	8	8
BUS	8	8	8
BUILDING EXPANSION			
FIRST FLOOR	174,816 SF	290,971 SF	-
BUILDING HEIGHT	39'-2"	39'-2"	52 FT

GEM
 10 RICHMOND STREET
 HOLISTON, MA 01746
 P: 508-439-1100
 F: 508-439-7180
 www.GEMengineering.com

DATE: MARCH 21, 2018
 SCALE: 1"=40'
 SHEET: P-2
 DRAWN BY: [Name]
 JOB NO.: 8029

**NEW ENGLAND SPORTS CENTER
 "RECREATION FACILITY EXPANSION"
 DONALD LYNCH BOULEVARD
 MARLBOROUGH, MASSACHUSETTS**

PREPARED FOR:
NEW ENGLAND SPORTS MANAGEMENT CORPORATION
 80 SOUTH STREET
 CARLISLE, MASSACHUSETTS 01741

REVISIONS		
No.	DATE	DESCRIPTION

PARKING STUDY

NESM has performed a study of the usage of the existing parking capacity at the New England Sports Center as it relates to the addition of Rinks 7 and 8. The full study is currently in publishing and will be submitted as part of the Special Permit and Site Plan Applications as soon as it is available.

The study has found that the 490 parking spaces currently available at the facility should be increased 600 to allow sufficient on-site parking for all major tournament and events throughout the year. The parking and traffic study also re-confirmed that the Residence Inn Hotel located directly across Donald Lynch Boulevard has provided up to 75 additional parking spaces for non-local families that come to the NESM tournaments and other events and stay at the Residence Inn for a total of 675 available spaces. Our reciprocal parking agreements with other neighboring properties allows for NESM to utilize additional parking when super events are initiated at the site and are coordinated with the Marlborough Fire and Police Departments.

NESM currently provides space for up to 8 buses and, with the addition of Rinks 7 and 8, will provide space for 10 buses as well as 10 handicap parking spaces.



City of Marlborough

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CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

MARLBOROUGH CITY COUNCIL

2016 MAR 29 P 1:46

LED SIGN PERMIT APPLICATION TO MARLBOROUGH CITY COUNCIL

LED SIGN SPECIAL PERMIT

INSTRUCTIONS: This application must be filled out and submitted to the City Council. Applicant must attach to this application a copy of the Building Commissioner's decision detailing the requirements and reason for City Council action. This application form must be signed by the applicant or his authorized agent (and the owner of the property if the owner is not the applicant) prior to submittal to the City Council.

1. Location of the property where sign is located: Street and Number:

50 MAIN ST

2. What other signs exist on the property (type, size, location):

NONE

3. Are there other signs on the property of similar type to what is requested in the LED Sign Permit Application? If so, please state size and location.

NO

4. Names of business or activity applying for sign:

DISCOUNT GAS

5. Applicant:

NIBET ASKANIAN

Street/City/Zip Code:

50 MAIN ST MARLBORO MA 01752

6. Building Owner:

VREG ASKANIAN
Street/City/Zip Code: SAME

7. Contact Information. Please provide an E-mail address as well as Business and Mobile telephone numbers.

Building Owner.

E-mail: ASKANIANVREG@hotmail.com Business: 5084607771 Mobile: 5089047771
Agent/Owner of Business where sign will be located.

E-mail: _____ Business: _____ Mobile: _____

Applicant.

E-mail: _____ Business: _____ Mobile: _____

8. Applicant is (please check).

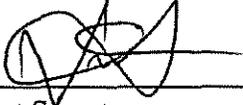
Business Owner: _____ Tenant: _____ Other (describe): _____

Required Attachments

Description of Sign and Plan: Please include letter from Building Commissioner noted above together with plans and renderings to assist the City Council in its deliberations on the application for a Special Permit for an LED Sign. Other pertinent information may be submitted with this application and may be required by the City Council.

The City Council will hold a Public Hearing on the Application for an LED Sign. Applicant will be responsible for advertising and mailing costs.

After the close of the Public Hearing, Applicant shall submit a draft LED Sign Special Permit Decision to the City Council, through the appropriate City Council Committee. A sample decision will be provided upon request.


Applicant Signature

3-29-16
Date

Property Owner Signature

Date

NOTE: New LED Sign(s) may not be erected until the City Council LED Sign Special Permit has been granted and building permit has been issued by the Building Department.

50 MAIN ST MARLBORO



The proposed modification was referred back to the Engineering Department for additional information especially regarding the ability to produce the required documentation (engineering) in house as opposed to having to use an outside firm. The Board will await further information from the Engineering Department.

6. Preliminary/Open Space Submissions/Limited Development Subdivisions: None

7. Definitive Subdivision Submission: None

8. Signs:

A. Discount Gas, 50 Main Street, Internal Illumination.

Ms. Hughes read the denial letter from Code Enforcement Officer Wilderman into the record. In attendance to discuss the variance request were Ms. Grace Kanoon and Mr. Vrej Askanian.

Mr. Fay questioned several aspects about the site and signage, including but not limited to: Hours of operation, additional site signage and who the installing company is/was. After receiving answers to the questions the Board took the following action.

On a motion made by Mr. Fay seconded by Ms. Hughes it was voted to approve the requested variance for the sign as presented with the exception of any L.E.D. usage and with the conditions that the sign be turned off when the service station is not open for business and that all other extraneous signage is removed from the site. Motion carried.

The Board then directed the applicant to the City Council to appeal for the use of the L.E.D. portion of the sign.

9. Unfinished Business:

A. Blackhorse Farms Update (April 29, 2016)

City Engineer Pilachowski reported out to the Board that the developer has 2 lots built, 3 lots requested for permitting and 4 lots currently in front of the Conservation Commission for review. The developer is moving forward aggressively in an attempt to finish the subdivision in the time allotted.

B. Mauro Farms (April 12, 2016) Update/Request for Extension

Mr. Fay noted his conflict for the record.

Ms. Hughes read the correspondence from City Engineer Pilachowski into the record.

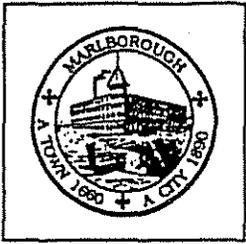
On a motion made by Mr. Fay, seconded by Ms. Hughes the correspondence was accepted and placed on file. Motion carried.

Mr. Daniel Ruiz was in attendance to discuss any issues with the Board.

On a motion made by Mr. Fay, seconded by Mr. McCarthy it was voted to allow for the extension of time to finish the subdivision until May 10, 2016. Motion carried.

CITY OF MARLBOROUGH
APPLICATION FOR SIGN APPEAL/VARIANCE TO PLANNING BOARD

8A



INSTRUCTIONS: (Ask Planning Board for assistance if necessary) This application must be filed with the Planning Board (which hears the appeal) within 30 days of the date of the decision of the Building Inspector from which appeal was taken. (See item #7 below) Applicant must attach to this application a copy of the Building Inspector's decision (usually a denial of a sign permit). This application form must be signed by the applicant or his authorized agent (and the owner of the property if the owner is not the applicant). The Planning Board agent will sign the form after the receipt of the \$25.00 filing fee (if check, make out to "City of Marlborough"). Please print clearly.

1. Location of property where sign is located: Street & No: 50 MAIN ST.

What other signs exist on the property (type, size, location): (NONE) only movable, Board Sign

Are there other signs on the property of similar type to what is requested in appeal (size & location): N/A

2. Name of business or activity applying for sign: DISCOUNT GAS

3. Applicant: VREJ ASKANIAN Street: 231 N. OXFORD ST. City: AUBURN, MA Zip: 01501

4. Building owner: VREJ ASKANIAN Street: Same City: Same Zip: _____

5. Tel. #'s Building owner: (508) 904-7771 Business with sign: 508 460-7771 Applicant: 508 904-7771

6. Applicant is Building Owner Tenant Other (describe): _____

7. Date of Building Inspector's decision from which appeal is taken: _____
 (Attach copy of denial of sign permit.)

8. The Section of the Sign Ordinance in question is: Chapter 163 Section: _____

Section Heading: _____

9. Description of Sign: pre existing logo sign for Gas Station

10. Give a brief outline why permit was refused and what you want to do with the sign in question:

requesting variance for permit to light up the LED lights within the sign for current-gas prices

11. Other pertinent information may be submitted with this application and may be required by the Planning Board. You/representative must present your case in person before the Planning Board.

I hereby request a hearing before the Planning Board with reference to the above noted application.

Signed: [Signature] Applicant Date: 3-7-16 Building Owner: [Signature]

Received from the above applicant, the sum of \$25.00 made payable to "City of Marlborough" to apply against administrative costs. check 1129

Planning Board Agent: [Signature] Date: 3-8-16

Hearing Scheduled for: March 21, 2016 This is your official notification of hearing and receipt of filing fee.

NEW SIGNS MAY NOT BE ERECTED UNTIL APPEAL HAS BEEN GRANTED AND PERMIT HAS BEEN ISSUED. form-sign-appeal

3A

City of Marlborough
Commonwealth of Massachusetts



Pamela A. Wilderman
Code Enforcement
140 Main Street
Marlborough, MA 01752
Phone: (508) 460-3765
Fax: (508) 460-3736
Email: pwilderman@marlborough-ma.gov

March 1, 2016

Vrej Askanian, Trustee
Grace Kanoon, Trustee
V & G Realty Trust
231 Oxford Street North
Auburn, MA 01501-1526

RE: LED Sign
50 Main Street
Marlborough, MA

Dear Mr. Askanian and Ms. Kanoon:

A review of the sign ordinance shows that in the Downtown Sign District (of which 50 Main Street is a part) internally illuminated signs are not allowed at all. This means that in order to continue to use your LED pricing sign you would first need to apply for and receive a variance from the Marlborough Planning Board and then apply to the City Council for the LED sign.

Attached please find an application for a sign variance which should be filled out and returned to Melissa Peltier at 508 460-3769 or mpeltier@marlborough-ma.gov to be placed on the next available Planning Board agenda.

I apologize for the confusion on this matter but unfortunately there are several different regulations governing signs in this district.

Sincerely,

Pamela A. Wilderman
Code Enforcement Officer

cc: City Council
Planning Board
File

BP.2016-000198



Downtown Sign Ord.

IN CITY COUNCIL

JANUARY 13, 2003

Marlborough, Mass., PAGE 2 20

ORDERED:

- (b) Number of Signs.
 - [1] Flat wall signs: The number of flat wall signs shall be one per facade.
 - [2] Freestanding signs: The number of freestanding signs shall be one per structure.
- (c) Lighting.
 - [1] Interior illuminated signs: Interior illuminated signs are not allowed either on the exterior of the facade, on freestanding signs, or in the interior of windows.
 - [2] Back-lit awnings: Back-lit awnings are not allowed.
- (d) Window Signs.
 - [1] Permanent signs on windows cannot exceed 30% of the window area on the main floor and 40% of the window area on windows above the main floor.
 - [2] Permanent signs on doors cannot exceed four square feet per establishment.
 - [3] Temporary signs on windows cannot exceed 30% (thirty) of the window area, inclusive of permanent signs.
- (e) Design Review Board.
 - [1] Applications for all signs within the Downtown Business District shall be subject to the review and approval of the Marlborough Design Review Board.
 - [2] The Marlborough Historic Districts Commission shall serve as the Marlborough Design Review Board.
 - [3] The Marlborough Design Review Board shall adopt reasonable regulations for the review of sign applications for the Downtown Business District.
 - [4] The term of the Design Review Board shall be one year from the date of adoption of this amendment.

First reading, suspended; second reading, adopted; passage to be enrolled, adopted; passage to be ordained, adopted. No objection to passage in one evening. (Councilor Evangelous abstained)

ADOPTED as amended
In City Council
Order No. 03-9898A
Adopted January 27, 2003

Approved by Mayor
William J. Mauro, Jr.
Date: January 30, 2003

A TRUE COPY
ATTEST:

Jo Ann E. Reynolds
City Clerk

pd.
\$25 - cont



**City of Marlborough, Massachusetts
CITY CLERK DEPARTMENT**

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2016 MAR 29 P 2:08

**Lisa M. Thomas
City Clerk**

MARLBOROUGH, MA

DATE: 3-25-16

To the City Council:

Owner Name: Tony Bitar

Residential Address: 5 Rolling Ridge Lane, Paxton, MA 01612

Telephone Number: 508-981-5080

Business Name: Hannoush Jewelers

Business Address: 601 Doward Lynch Blvd

Business Telephone Number: (508) 303-6595

Email Address: TBITAR@HANNOUSH.COM

Owner Signature: Tony Bitar

The above-signed Tony Bitar respectfully requests that he/she be

granted a Junk Dealer/Second Hand Dealer License.

In City Council



City of Marlborough, Massachusetts
CITY CLERK'S OFFICE **CITY CLERK DEPARTMENT**
CITY OF MARLBOROUGH

2016 MAR 21 A 10:09

Lisa M. Thomas
City Clerk

MARLBOROUGH, MA

DATE: 2/22/2016

To the City Council:

Owner Name: Best Buy Stores, LP #1966

Residential Address: c/o KPMG 2200 Cabot Dr, #400 Lisle, IL 60532

Telephone Number: 630-857-2100

Business Name: Best Buy Stores, LP #1966

Business Address: 601 Donald Lynch Blvd, Marlborough, MA 01752

Business Telephone Number: 508-460-0232

Officer's - Owner Signature: 

The above-signed _____ respectfully requests that he/she be
granted a Junk Dealer's License license.

In City Council



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

City of Marlborough, Massachusetts
CITY CLERK DEPARTMENT

2016 MAR 21 A 10:09

Lisa M. Thomas
City Clerk

MARLBOROUGH, MA

DATE: 2/22/2016

To the City Council:

Owner Name: Best Buy Stores, LP #820

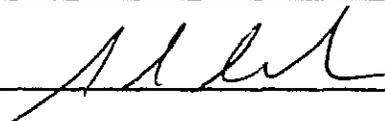
Residential Address: c/o KPMG 2200 Cabot Dr, #400 Lisle, IL 60532

Telephone Number: 630-857-2100

Business Name: Best Buy Stores, LP #820

Business Address: 769 Donald Lynch Blvd, Marlborough, MA 01752

Business Telephone Number: 508-460-3775

Officer's - Owner Signature: 

The above-signed _____ respectfully requests that he/she be
granted a Junk Dealer's License license.

In City Council



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

**City of Marlborough, Massachusetts
CITY CLERK DEPARTMENT**

2016 MAR 22 P 3:47

**Lisa M. Thomas
City Clerk**

MARLBOROUGH, MA

DATE: 03/22/2016

To the City Council:

Owner Name: Roman Kimyagarov

Residential Address: 15 EDMANDS RD FRAMINGHAM, MA.

Telephone Number: 617 872-4299

Business Name: ARTHUR & SONS SHOE REPAIR

Business Address: 107 MAIN ST MARLBORO MA

Business Telephone Number: 508-624-7066

Email Address: irovka@verizon.net

Owner Signature: Roman Kimyagarov

The above-signed _____ respectfully requests that he/she be

granted a Junk Dealer/Second Hand Dealer License.

In City Council



Sudbury Companies of Minute and Militia

Sudbury Massachusetts 01776

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2016 MAR 17 P 12:02

March 17, 2016

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

Re: Temporary Sign for the 2016 Colonial Faire

Dear Ms. Thomas,

By this letter, The Sudbury Companies of Militia and Minute respectfully request permission to place a temporary sign on city property at the corner of U.S. Rt. 20 and Hagar Road at the Wayside Inn turn from Saturday, September 17, 2016 to Sunday, September 25, 2016.

The Sudbury Companies' petition for placement of the sign is to advertise and give directions to the 2016 Colonial Faire and Muster to be held on Saturday, September 24, 2016. As in years past, the sign will ease traffic flow through this area by providing directions to the event to be held at the Wayside Inn.

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

Your assistance, by granting this request, is very much appreciated. Should you have any questions or require additional information, please do not hesitate to contact me by phone (925-915-9400) or email (joe.p.t@live.com).

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

Your Obedient Servant,

Joseph P. Tyrrell
Co-Chair, 2016 Colonial Faire
75 Harness Lane
Sudbury, MA 01776

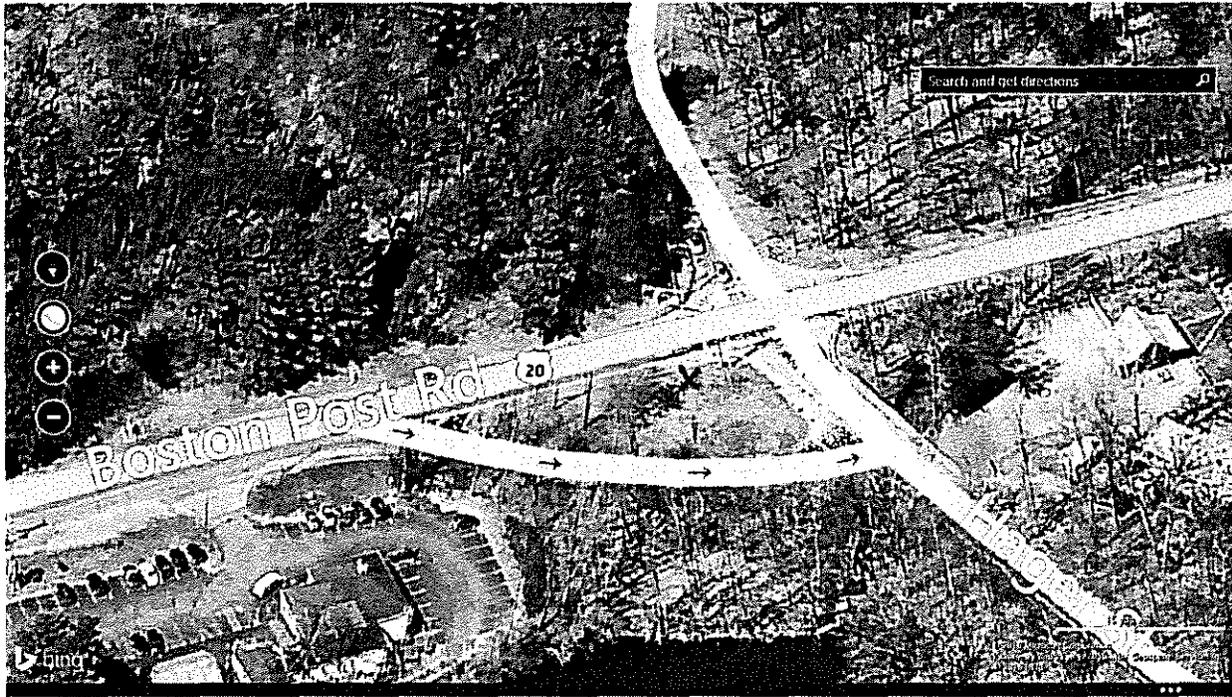
Enclosures: Picture of sign
Arial view of the proposed sign location



Sign Size: Length: 3' 4"

Width: 4'

Area: 13.33 square feet



X Proposed Location of Sign

KEEGAN WERLIN LLP

ATTORNEYS AT LAW
265 FRANKLIN STREET
BOSTON, MASSACHUSETTS 02110-3113
—
(617) 951-1400

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2016 MAR 24 A 9:48

TELECOPIERS:
(617) 951-1354
(617) 951-0586

March 15, 2016

City Clerk
City Hall
140 Main Street
Marlborough, MA 01752

Re: Massachusetts Electric Company and Nantucket Electric Company d/b/a National Grid,
D.P.U. 15-120

Dear Town Clerk:

Please find enclosed copy of the Corrected Notice of Filing, Public Hearing, and Procedural Conference issued by the Massachusetts Department of Public Utilities in the above-referenced proceeding. Please make the notice available for viewing at the Town Hall during regular business hours upon receipt.

Thank you for your attention to this matter. Please feel free to contact me with any questions or concerns.

Sincerely,



Janea Dunne
Paralegal

Enclosures



The Commonwealth of Massachusetts

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2016 MAR 24 A 9 48

DEPARTMENT OF PUBLIC UTILITIES

CORRECTED NOTICE OF FILING, PUBLIC HEARING, AND PROCEDURAL CONFERENCE

D.P.U. 15-120

March 9, 2016

Petition of Massachusetts Electric Company and Nantucket Electric Company d/b/a National Grid for approval by the Department of Public Utilities of its Grid Modernization Plan.

On August 19, 2015, Massachusetts Electric Company and Nantucket Electric Company d/b/a National Grid ("Company"), filed with the Department of Public Utilities ("Department") a petition for approval of its Grid Modernization Plan. The Company filed its Grid Modernization Plan pursuant to Grid Modernization, D.P.U. 12-76-B (2014); D.P.U. 12-76-C (2014). The Department has docketed this matter as D.P.U. 15-120.

In D.P.U. 12-76-B, the Department required each electric distribution company to submit a ten-year Grid Modernization Plan outlining how the company proposes to make measureable progress towards the following four objectives: (1) reducing the effects of outages; (2) optimizing demand, which includes reducing system and customer costs; (3) integrating distributed resources; and (4) improving workforce and asset management. The Department established three additional requirements to be included in the Grid Modernization Plan: (1) a marketing, education, and outreach plan with a component that is common to all companies, as well as a company-specific, component; (2) a research, development, and deployment plan; and (3) proposed infrastructure and performance metrics to measure progress in achieving grid modernization objectives, including common statewide and also company-specific metrics. The Grid Modernization Plan must also include a five-year short-term capital investment plan which includes a proposed approach to achieving advanced metering functionality within five years of the Department's approval of the Grid Modernization Plan.

The Company's Grid Modernization Plan presents four scenarios with varying degrees of advanced technology distribution investment and deployment of advanced metering functionality. The Company proposes estimated short-term investments of \$225.3 million to \$830.5 million depending on the scenario. Consistent with D.P.U. 12-76-C, the Company included in its Grid Modernization Plan a comprehensive business case analysis to illustrate how the Company's proposed short-term investments will achieve measurable progress towards the Department's four grid modernization objectives and an evaluation of the costs and benefits, both quantified and unquantified, of its Grid Modernization Plan.

The Department will conduct a public hearing to receive comments on the Company's proposed Grid Modernization Plan. The hearing will take place on **April 14, 2016, at 2:00 p.m.**

at the Department's offices, One South Station – 5th Floor, Boston, Massachusetts 02110. The public hearing will be immediately followed by a procedural conference. Any person who desires to comment may do so at the time and place noted above or submit written comments to the Department not later than the close of business (5:00 p.m.) on **April 14, 2016**.

Copies of the Grid Modernization Plan are on file at the Department's offices, One South Station - 5th Floor, Boston, Massachusetts 02110 for public viewing during business hours and on the Department's website at <http://www.mass.gov/dpu>. Documents on the Department's website may be accessed by looking up the docket by its number (D.P.U. 15-120) in the docket database at <http://web1.env.state.ma.us/DPU/FileRoom/dockets/bynumber>. Any person desiring further information regarding the Grid Modernization Plan should contact counsel for the Company, Melissa G. Liazos, Esq., at 781-907-2108. Any person desiring further information regarding this notice should contact Sarah Herbert, Hearing Officer, Department of Public Utilities, at (617) 305-3500.

Any person who desires to participate in the evidentiary phase of this proceeding must file a written petition for leave to intervene with the Department not later than the close of business on **March 30, 2016**. A petition for leave to intervene must satisfy the timing and substantive requirements of 220 C.M.R. § 1.03. Receipt by the Department, not mailing, constitutes filing and determines whether a petition has been timely filed. A petition filed late may be disallowed as untimely, unless good cause is shown for waiver under 220 C.M.R. § 1.01(4). To be allowed, a petition under 220 C.M.R. § 1.03(1) must satisfy the standing requirements of G.L. c. 30A, § 10. Under 220 C.M.R. § 1.03(1)(d), an answer to a petition to intervene must be filed no later than five days after the petition to intervene is filed.

An original and one (1) copy of all written comments or petitions to intervene must be filed with Mark D. Marini, Secretary, Department of Public Utilities, One South Station - 5th Floor, Boston, Massachusetts 02110, not later than the close of business on the dates noted above. One copy of all written comments or petitions to intervene should also be sent to the Company's attorney, Melissa G. Liazos, 40 Sylvan Road, Waltham, Massachusetts 02451 and by email, melissa.liazos@nationalgrid.com.

All documents should also be submitted to the Department in electronic format using one of the following methods: (1) by e-mail attachment to dpu.efiling@state.ma.us, and the hearing officer sarah.herbert@state.ma.us or (2) on a CD-ROM. The text of the e-mail or CD-ROM must specify: (1) the docket number of the proceeding, D.P.U. 15-120; (2) the name of the person or company submitting the filing; and (3) a brief descriptive title of the document. The electronic filing should also include the name, title, and telephone number of a person to contact in the event of questions about the filing. All documents submitted in electronic format will be posted on the Department's website: <http://www.mass.gov/dpu>.

**MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752**

2016 MAR 22 A 9: 55

Call to Order

March 7, 2016

The Meeting of the Marlborough Planning Board was called to order at 7:00pm in Memorial Hall, 3rd Floor City Hall 140 Main Street, Marlborough, MA. Members present included: Barbara Fenby, Colleen Hughes, Sean Fay, Brian DuPont, Philip Hodge, Shawn McCarthy & Edward Coveney.

Also in attendance were Board Secretary Melissa Peltier & City Engineer Evan Pilachowski.

1. Meeting Minutes:

A. Regular Meeting February 22, 2016

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to accept and place on file the minutes of the February 22, 2016 Regular Meeting as presented. Motion carried with Mr. Fay and Mr. McCarthy abstaining.

2. Chair's Business:

A. From the City Council Proposed Relocation of Court St. Extension

Ms. Hughes read the communication from the City Council into the record.

On a motion made by Ms. Hughes seconded by Mr. DuPont it was voted to accept the correspondence and place it on file as well as refer the matter to the Engineering Department for review. Motion carried.

B. From Legal Department Notice of Intent to Sell Forested Land

Ms. Hughes read the correspondence from the Legal Department into the record.

On a motion made by Mr. McCarthy seconded by Mr. DuPont it was voted to accept the correspondence from the Legal Department and place it on file. Motion carried.

C. From the City Engineer Notice of Intent to Sell Recommendation

Ms. Hughes read the correspondence from the City Engineer into the record.

On a motion made by Mr. Coveney seconded by Mr. Hodge it was voted to accept the correspondence from the City Engineer and place it on file.

After revisiting this item at the end of the meeting the following action was taken:

On a motion made by Mr. Fay seconded by Ms. Hughes it was voted to recommend to the City Council that it NOT exercise its right of first refusal on the purchase of this particular piece of property. This recommendation is due to natural features on the property that greatly diminish the buildability of the lot as well as the value of the lot in question. Motion carried.

3. Approval Not Required: None

4. Public Hearings: 7:15pm

A. Proposed Zoning Amendment Section 650-35 Creation of Hospitality and Recreation Mixed Use Overlay District

The Public Hearing was opened at 7:15pm Ms. Hughes read the notice into the record. The hearing was taken in the traditional 4 stages:

Presentation

Those speaking in favor

Those speaking in opposition

Questions from Board Members

Presentation:

Attorney Arthur Bergeron along with Mr. Robert Walker of RA Development, Mr. Joseph Trola Project Manager & Mr. Joseph Pezzola Project Engineer were in attendance to present the intended project to the Board.

The project is to be located on a parcel of land approximately 43 acres in size located in the Southwest part of the City. There are wetlands on the property as well as a stream this project will go before the Conservation Commission as well.

The intention is to run the entire project in a single phase. The project will consist of 2 hotels, at least 2 restaurants, a multi indoor entertainment facility and several smaller commercial/retail buildings scattered throughout.

The project will start with the placement/construction of the first Hotel which is slated to be a Hyatt, the second hotel will be a Marriott. The 2 proposed restaurants will be a 110 Gill and an AVIA Restaurant. The project is currently 70% pre committed.

Speaking in Favor: None

Speaking in Opposition: None

Questions from the Board:

Mr. McCarthy questioned the potential start date of this project

Mr. Walker responded that they would like to start as soon as possible. Hopefully by June 2016 with a completion date of September 2017.

Mr. DuPont inquired if there was a residential component to this project?

Mr. Walker responded there is no consideration for a residential piece currently.

Chairperson Fenby noted that the Board would like to see a Public Information Board incorporated into the project.

The Public Hearing was closed to testimony verbal or written at 7:34pm.

The Board will render its findings to the City Council in a timely manner.

This will be discussed at the next regularly scheduled meeting scheduled for March 21, 2016.

5. Pending Sub Division Plans: Updates and Discussion:

A. Engineers Report

City Engineer Pilachowski reported that there are currently 4 site plans in the Engineering

Department for review from the Howe's Landing Subdivision. However, the developer cannot be granted a building permit until the Open Space parcel(s) is accepted by the City Council. Currently the Deed for the parcel is in the Legal and Legislative Sub Committee, with a scheduled meeting date of March 14, 2016.

City Engineer Pilachowski continued his report with notification that a letter will be coming to the Board for the next regularly scheduled meeting regarding the possible reconstruction of Macomber Ln, with potential changes to the layout due to the fact there's only one house on the street and the possibility of additional construction is moot.

6. Preliminary/Open Space Submissions/Limited Development Subdivisions: None

7. Definitive Subdivision Submission: None

8. Signs: None

9. Unfinished Business:

A. Blackhorse Farms Update

City Engineer Pilachowski reported out to the Board the he has been in communication with FRE Development. The developer has intention to complete all 7 houses remaining in 2016 even though 4 of the lots have to go through the Conservation Commission. There is one house under construction 2 more to come.

B. Mauro Farms Update/Request for Extension

Ms. Hughes read the request for the extension into the record.

Ms. Hughes also read the communication from the developer into the record noting that no one was available to attend this meeting and requested they be put on the next regularly scheduled agenda for discussion.

On a motion made by Ms. Hughes seconded by Mr. DuPont it was voted to refer the construction schedule to the Engineering Department for review as well as accept the request for extension and grant a three-week extension to the project as well as place the item on the next regularly scheduled meeting agenda for discussion. (March 21, 2016). Motion carried.

C. Decision from Public Hearing Scenic Road West Hill Rd

After continued discussion amongst the Board the following action was taken.

On a motion made by Mr. DuPont seconded by Mr. Coveney it was voted to grant the request of the tree warden to remove the trees as noted as well as relocate existing stone walls as required for the reconstruction of West Hill Road. It is requested that all due consideration be given to attempt to save as many trees as possible in the process. There is a time limit of 1 year imposed upon this approval. Motion carried with Mr. Hodge abstaining.

10. Informal Discussions:

A. 207 East Main Street Potential Subdivision Continuation from 1987 Proposal

Mr. Michael McCarthy presented his perceived dilemma to the Board. Back in 1987 he and his brother petitioned to have 207 East Main Street severed from the larger parcel creating its own free standing building lot. The process was not completed at that time and now Mr. McCarthy is

considering reinstating that application. The properties located at 209 and 211 East Main Street have been sold independently. Leaving 207 in their ownership.

Having discussed this with City Engineer Pilachowski briefly it appears that this lot does not meet the requirements for an Approval Not Required (ANR) plan. There may be the ability to subdivide the existing parcel creating its own lot for the residential property.

There was discussion among the Board members, City Engineer and City Solicitor the outcome of which was the following.

On a motion made by Mr. Fay, seconded by Mr. McCarthy it was voted to refer to both the Legal Department and the Engineering Department the issue for analysis. Understanding the City cannot solve the dilemma for Mr. McCarthy only discover if a subdivision would be a viable option for the property. Motion carried.

11. Correspondence:

A. CPTC Fifteenth Annual Conference March 19, 2016

On a motion made by Ms. Hughes, seconded by Mr. Hodge it was voted to accept the Correspondence A and place it on file. Motion carried

12. Public Notices of other Cities and Towns:

A. Town of Framingham Planning Board, Notices (2)

B. Town of Hudson Zoning Board of Appeals, Notice of Decision (2)

C. Town of Hudson Zoning Board of Appeals, Notice of Public Hearing

D. Town of Southborough Planning Board, Notice of Public Hearing

On a motion made by Ms. Hughes, seconded by Mr. Hodge it was voted to accept notices A-D and place them on file. Motion carried.

Adjournment: On a motion made by Mr. DuPont, seconded by Ms. Hughes it was voted to adjourn at 8:39pm. Motion carried.

Respectfully submitted,

Colleen Hughes
Clerk

/mai



Marlborough Public Schools

School Committee

2016 MAR 23 A 10: 17 Washington Street, Marlborough, MA 01752

Phone (508) 460-3509

• Fax (508) 460-3586

Call to Order

March 8, 2016

1. Chairman Vigeant called the Regular Meeting of the Marlborough School Committee to order at 7:40 pm at the District Education Center, 17 Washington St., Marlborough, MA. Members present included Mr. Geary, Mrs. Hennessy, Mrs. Ryan, Mrs. Bodin-Hettinger, Mrs. Matthews & Mr. Walter.

Also present were Superintendent Langlois, MEA Representative Rupal Patel, Student Representative Kimberly Baker & Clerk Melissa Peltier.

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

2. **Pledge of Allegiance:** Was led by Chairman Vigeant

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to move up items 9B, 9C, 9D.
Motion Passed 6-0-1.

9. Action Items/Reports

B. MHS Schedule Adjustment

Mr. Caliri presented the request for the MHS Schedule Adjustment due to upcoming MCAS testing.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the request as amended. Motion passed 6-0-1.

C. MHS Puerto Rico Trip Cancellation

Mr. Caliri updated the Committee on the Scheduled trip to Puerto Rico in April 2016. Due to the status of the Zika outbreak, it is being requested that the approval for the trip be rescinded.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to rescind the prior approval for the Puerto Rico trip. Motion passed 6-0-1.

D. FY '17 MHS Updated Program of Studies (tabled at February 9, 2016 meeting)

Mr. Caliri updated the Committee on the Program of Studies status. The document is ready to go.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the Program of Studies. Motion passed 6-0-1.

3. Presentation:

A. MHS Student Advisory Committee Members

Mr. Jeffrey Slocomb, Representative of the Senior Class, updated the Committee about the "Stembassador" program as well as an update from the Science Fair.

Ms. Kimberly Baker, Student Representative to the School Committee, updated the Committee about the Sports Wrap Up, The Spring Musical, Upcoming MICCA Festival and ALICE Training.

B. Japanese Student Cultural Exchange Presentation

Mrs. Nancy Klein introduced 4 students who had recently traveled to the Sister City of Akiruno Japan as part of the cultural exchange program with the City of Marlborough. The students outlined their experiences for the Committee.

Marlborough Public Schools • 17 Washington Street • Marlborough, MA 01752 • Richard P. Langlois, Superintendent
www.mps-edu.org

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Marlborough Public Schools

School Committee

17 Washington Street, Marlborough, MA 01752

Phone (508) 460-3509

• Fax (508) 460-3586

****An Electronic version of the presentation is available****

9. Action Items/Reports

E. FY '17 Japanese Student Cultural Exchange

Mr. Daniels, Principal of the Whitcomb School, presented the request for permission to continue the exchange program with Akiruno City for October 2016 as outlined in the information received by the Committee.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to approve the request as presented. Motion passed 6-0-1.

4. Committee Discussion/Directives: None

5. Communications: None

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to add an agenda item to discuss the Superintendent search process. Motion passed 6-0-1.

Chairman Vigeant introduced Mr. John Connelly, Senior Search Executive from the firm Hazard, Young and Attea. Mr. Connelly was instrumental in conducting the Nationwide search that brought Mr. Langlois to the District three years ago. The firm has a solid knowledge of the District.

Mr. Connelly firmly believes that the full search should start in the Fall, with the target of having a new Superintendent in place on or before February 1, 2017.

After much discussion among the Committee the following action was taken:

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant, to retain the services of Hazard, Young and Attea to assist the District in the search for a new Superintendent. Motion passed 6-0-1.

Motion made by Mrs. Matthews, seconded by Mrs. Hennessy to form a search subcommittee consisting of Chairman Vigeant, Mrs. Bodin-Hettinger and Mr. Walter. Motion passed 6-0-1.

6. Superintendents Report:

Mr. Langlois gave his report covering a range of topics including: District of Distinction, Pathways to College Regular Institute, Whitcomb Robotics Team, FY '17 Budget Session 2 Details & Building Space Committee.

• Primary & Elementary Education

Mr. Langlois introduced Ms. Mary Murphy to give an update on the status of Primary and Elementary Education. Topics included: Mini Courses, March 10 Professional Development, PARCC & MTSS Elementary Core Program.

• Secondary Education

Mr. Langlois introduced Ms. Maureen Greulich to give an update on the status of Secondary Education. Topics included: Student Data Dashboards, YCC Upgrades, Boston Edcamp, MA Oratorical Competition, March 10 Professional Development Release Day, Spotlight on Excellence.

7. Acceptance of Minutes:

A. Minutes of February 23, 2016 School Committee Meeting

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the minutes of the February 23, 2016 regular School Committee Meeting as presented. Motion passed 6-0-1.

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8. Public Participation: None

9. Action Items/Reports

A. MHS Italy Trip

Mrs. Greulich presented the requested trip scheduled for June 2016 to the Committee.

Mrs. Matthews has recused herself from the conversation and vote due to a conflict.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to approve the trip as presented. Motion passed 5-0-2 (Vigeant, Matthews)

B. MHS Schedule Adjustment

This item was moved up in the agenda.

C. MHS Puerto Rico Trip Cancellation

This item was moved up in the agenda.

D. FY '17 MHS Updated Program of Studies (tabled at February 9, 2016 meeting)

This item was moved up in the agenda.

E. FY '17 Japanese Student Cultural Exchange

This item was moved up in the agenda.

F. Acceptance of Donations and Gifts

Target Take Charge of Education Program has donated to the Richer School \$588.17.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept the donation of \$588.17 from the Target Take Charge of Education Program to the Richer School. Motion passed 6-0-1.

Exxon Mobil Educational Alliance has donated to the High School \$500.00

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept the donation of \$500.00 from the Exxon Mobil Educational Alliance to the High School. Motion passed 6-0-1.

Target Take Charge of Education Program has donated to the High School \$531.28.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept the donation of \$531.28 from the Target Take Charge of Education Program to the High School. Motion passed 6-0-1.

An anonymous donation has been made to the High School in the amount of \$125.00

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept the anonymous donation to the High School in the amount of \$125.00 with gratitude. Motion passed 6-0-1.

10. Reports of School Committee Sub-Committees:

Mrs. Hennessy reported that the Policy Sub Committee will be meeting March 22 & 29, 2016.

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11. Members Forum:

Mrs. Hennessy wanted to congratulate all involved with the STEM program on the award today presented by Lieutenant Governor Polito.

It has come to her attention however that changes are being proposed to the program at the Whitcomb School. Why is this being proposed on the heels of receiving this distinction?

Mrs. Bodin-Hettinger and Mrs. Matthews also expressed their concerns regarding these proposed changes that have not been brought forward to the Committee.

Mr. Walter however urged restraint in allowing the presentation of the changes to take place at the upcoming budget presentation.

Mrs. Hennessy was seriously concerned due to a communication that has already been posted to the Whitcomb School website.

Mrs. Hennessy continued with questions regarding the increased volume of physical altercations (fights) at both the Whitcomb and High Schools. What is being done to address this issue? This is unacceptable behavior.

Mr. Langlois countered that there is a small number of students being disruptive causing this increase in the volume of incidents. The policy needs to be amended, in his opinion, to strengthen the available punishment.

Mrs. Bodin-Hettinger believes there is more to this situation than is being discussed now. She continued by asking what measures are being taken, Proactive vs. Reactive? Also questioning the Policy vs. State Statute which takes precedence?

Mr. Langlois claimed "He is on top of this".

Mrs. Hennessy has requested a formal update at the next regularly scheduled meeting.

Mrs. Bodin-Hettinger also asked the Committee members to read the resolution regarding foundation budgets information that was passed out prior to the meeting.

Mrs. Bodin-Hettinger continued by announcing the 1st Annual MEF 5K Road Race and Fun Walk that will take place on Sunday, April 10th at the rear entrance of the Whitcomb School. All are invited to participate. The logo was designed by Brandon Claire, an art student at MHS.

Chairman Vigeant questioned Superintendent Langlois as to why the Middlesex Sherriff's Office was told that the program he has been working towards bringing to the Middle School was determined to not be appropriate? Superintendent Langlois claimed that the agenda he was sent was regarding drunk driving and he did not feel that that subject was appropriate for Middle School Students.

Chairman Vigeant noted that the program he has been working to bring into the Middle School is regarding the Opioid Crisis currently gripping the Nation. Mr. Langlois countered that he did not receive information regarding that program and there is no time as the school is starting preparations for the PARCC exams as well as already had plans to address that issue in a different way.

Chairman Vigeant did not ultimately agree with the Superintendent and informed him to find the time before April to have the Sherriff in to do his presentation on the Opioid Crisis.

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12. Adjournment: Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to adjourn at 9:58 pm. Motion Passed unanimously.

Respectfully submitted,

Heidi Matthews
Marlborough School Committee

HM/mai

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2016 MAR 29 P 1:01

CITY OF MARLBOROUGH MEETING MINUTES

Meeting: Council on Aging Board of Directors Meeting

Date: Tuesday, February 9, 2016

Time: 8:30 AM

Location: Senior Center, 40 New Street, Conference Room

ATTENDANCE: *Leslie Biggar, Sheila Brecken, Richard Collins, Jim Confrey, Brenda Costa (via teleconference), Richard Cygan, Marie Elwood, Pat Gallier, Judith Kane, Jeanne McGeough, Trish Pope*

EXCUSED ABSENCE: *Marie Elwood*

- I. CALL TO ORDER at 8:35 a.m.
- II. APPROVAL OF January 12, 2016 MINUTES
- III. DIRECTOR'S UPDATE – Trish Pope, Director

Trish reported that the meal program is doing very well. The new sign up for exercise classes is on Wed., March 2nd. The classes are three week sessions and three more classes have been added.

Fitness center training has gone well and Trish suggested that the door should be unlocked. Users of the fitness center must sign in at the front desk. On the sign in will be a statement that training is suggested for equipment use, along with the current statement that use of equipment is at user's own risk. Signs will be posted in the fitness center requesting that users be courteous of others waiting to use the equipment.

A presentation on Article Two of the Constitution will be held in March. On March 22nd there will be another presentation on the 1st contested Presidential race.

St. Patrick's Party will be on March 11th.

On Fri., March 18th, a Happy Hours will be held at the Senior Center.

The Mayor's Senior of the Year dinner will be held on Wed., May 4th.

The Senior Center is open when it snows, but there is no programming held.

Trish met with Newsletter representatives to address some issues in publishing.

- IV. BOARD UPDATES

A. BAYPATH ELDER SERVICES UPDATE – Brenda Costa

Items from the BayPath board meeting were discussed and the Board Highlights are attached.

B. MY SENIOR CENTER SYSTEM UPDATE – Trish Pope

No updates at this time.

C. TRANSPORTATION REPORT – Jeanne McGeough

There were 74 trips in January with lots of new riders.

V. NEW/OLD BUSINESS

A. DISCUSS SENIOR CENTER ISSUES AND HAPPENINGS

The Senior of the Year nomination letter for newsletter publication did not make it into the newsletter.

B. DISCUSS MAYOR'S SENIOR OF THE YEAR EVENT

No updates at this time.

VI. MEETING ADJOURNED AT 9:05 a.m.

The next board meeting is Tuesday, March 8, 2016 at 8:30a.m. in the conference room at the Senior Center, 40 New Street, Marlborough, MA.

Respectfully Submitted,

Brenda Costa, Secretary

**BayPath Elder Services
Board Meeting Highlights
January 27, 2016**

State Budget MHC Budget Request

The Governor's budget will be released on January 27, 2016. It is expected to provide level funding for home care line items.

Representative Carmine Gentile

Representative Gentile recently attended a BayPath Executive Committee meeting. This provided an opportunity to discuss the many challenges faced by the agency including staff turnover due to low salaries and the need to raise the income eligibility for home care to 300% of the federal poverty level.

**Alice Bonner, Secretary,
Executive Office of Elder Affairs**

On January 26th, BayPath welcomed Secretary Bonner to BayPath for a tour and a meeting with board and staff members. Secretary Bonner spoke about her priorities and stated that Dementia Friendly Communities are at the top of the list. Staff and board had the opportunity to voice their concerns and ask questions.

Mass Home Care Lobby Day, 2/29

Ms. Alessandro and several BayPath staff members will be going to the state house for lobby day. This is an opportunity to educate the legislatures about the need to provide more funding. BayPath could reach more consumers and help keep them in their homes longer and thus save Mass Health money.

Ms. Alessandro will ask the Senior Center / COA directors if they might know of an older adult who would also like to attend. We can get a bus/van to take us to the State House.

Consumer Programs

The home care program has 1,276 consumers; SCO, 904 consumers; ICO, 62 consumers; PCA 360 consumers; AFC 19 consumers.

Community Statistics

Town Analysis – December 2015

Town	ECOP	Choices	Town	ECOP	Choices
Ashland	14	4	Natick	32	22
Dover	2	1	Northborough	9	3
Framingham	71	46	Sherborn	0	1
Holliston	7	6	Southborough	9	0
Hopkinton	10	0	Sudbury	6	4
Hudson	30	18	Wayland	11	5
Marlborough	31	17	Westborough	5	2

**ECOP Total = 237
Choices Total = 129**

The **Enhanced Community Options Program (ECOP)** provides a higher level of service in the community to elders who are ineligible for Mass Health Standard and meet the requirements for nursing facility services. Individuals must be assessed by a BayPath RN and meet the eligibility criteria in order to qualify for this program.

The **Choices Program** is designed to provide intensive services to enrollees in the Frail Elder Waiver (FEW) who are at imminent risk of nursing home placement. Consumers must be eligible for Mass Health Standard. Individuals must be assessed by a BayPath RN and meet the eligibility criteria in order to qualify for this program.

**Home Delivered Meals
by Town**

Town	Dec-15
Ashland	529
Dover	47
Framingham	3992
Holliston	334
Hopkinton	233
Hudson	1209
Marlborough	1867
Natick	1235
Northborough	386
Sherborn	40
Southborough	334
Sudbury	398
Wayland	499
Westborough	416
Total	11519

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION**

Minutes

March 3, 2016 (Thursday)

**Marlborough City Hall – 3rd Floor, Memorial Hall
7:00 PM**

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2016 MAR 30 P 3:36

Present: Edward Clancy – Chairman, Lawrence Roy, Dennis Demers, and David Williams.
Also present was Priscilla Ryder - Conservation Officer.

Absent: Allan White, John Skarin and Karin Paquin

Minutes: The minutes of February 18, 2016 were unanimously approved as written.

Wetland Violation:

215 Maple St. Fire Station – Chris White, DPW Forestry and Parks

Chairman Clancy asked Mr. White to explain why they were doing so much work near the brook behind the fire station without a permit from the Commission. Mr. White explained that as part of a long outstanding requirement with DCR he and Ms. Ryder had come up with a maintenance plan for the control of the Japanese knotweed and other invasive plants that are growing behind the fire station on Maple St. After receiving and commenting on a draft plan that was sent to the DCR for approval, Mr. White assumed the project was simply a maintenance project and proceeded with the work given the mild weather, not knowing further review was necessary. He apologized for the oversight. He then explained what the plan entails and what they have already done and plan to do. The plan included removal of the invasive Japanese knotweed on both sides of the brook, installation of erosion controls and removal of roots. In doing this work, they unearthed several drainage pipes that were either blocked or causing erosion and ripped the ends of these entire pipes- four total. Near the parking lot to the fire station there were bittersweet vines which were choking some of the trees. The dead and dying trees were removed. Mr. Clancy reminded Mr. White that all work within 100 feet of the wetlands needs to get permission from the Commission, especially when large equipment like backhoes and digging is required. Now that the Commission understands the extent of the work and that the work is almost completed, the Commission approved the project as a maintenance project and asked that the soil be stabilized as soon as possible to prevent any siltation to the brook. Mr. Clancy required that Mr. White notify the Conservation Officer in the future before doing any work, maintenance or otherwise beside any brook or wetland to confirm if permits are required. Mr. White agreed that going forward he would do that.

Public Hearings:

Notice of Intent – (Continuation)

West Hill Rd. reconstruction – Marlborough Dept. of Public Works

At the applicants' request, this item was continued to the March 24, 2016 meeting to allow more time to provide information.

Notice of Intent (Continuation)

Corner of Lizotte Dr. and Williams St. – Lake Williams Marsh LLC (212-1166)

Ms. Ryder noted that Mr. Lavoie from Guerriere and Halnon had provided modified plans to the Commission and City Engineer. The city engineer is satisfied with the plans and drainage changes that were made. The Commission was satisfied as well. The hearing was closed and the Commission reviewed a set of draft Order of Conditions. The Commission voted unanimously 4-0 to approve the Order of Conditions as written.

Certificates of Compliance

- DEP 212-680 73 Dean Rd. (Lot 2) – letter from lawyer attached. Ms. Ryder noted that the new owner will be filing for a Request for Determination of Applicability to do some landscaping improvements near the wetland and the wetland 20' buffer boundary markers are still to be installed. The Commission stated that they would not issue the Certificate of Compliance until the markers were in place.

Discussion/Correspondence/Other Business:

- Project Clean Sweep – April 30th (Saturday)
- Transmission line proposed through Hudson and Sudbury next to The Desert Natural Area Conservation land - Ms. Ryder noted that she had received several e-mails regarding the open house scheduled for March 15th at 5 -7 PM in Hudson Town hall, and March 16th at 5-7 at Sudbury Town Hall for the public to review the electric transmission line that is proposed along the railroad bed. The Commission looked at the plans provided and agreed with some of the e-mails that the line should be underground rather than above ground, as this would limit the amount of tree clearing required. The protection of trees along this corridor will be important as it runs right by the Desert and Assabet River National Wildlife Refuge (ARNWR) and Sudbury Valley Trustees (SVT's Memorial Forest). The Commission will submit a letter stating same after several members attend the open house to gather any additional information needed.
- Desert Natural Area/Memorial Forest - Ms. Ryder shared the notice she received regarding Sudbury Valley Trustees (SVT) filing an Notice of Intent (NOI) to the Sudbury Conservation Commission (SCC) to do trail repairs as required by an enforcement order from the SCC. The Commission discussed this and determined that a letter should be sent to the SCC as an abutter to offer support and the Commission's acknowledgement

that the proposed repairs to wetland areas that have been degraded by public access use by humans, dogs and horses seems appropriate, and to offer the Commission's continued help in working together to solve these common problems. Ms. Ryder will draft a letter for the Chairman's signature.

Project Updates: Wetland violations

Ms. Ryder noted she has been out to the Ames St. apartment project (Brookview Village); 93 Framingham Rd. subdivision; Overlook at Lake Williams; and 92 Crowley Dr. and Maple St. fire station during the last rain events. Some minor problems were identified, but corrected immediately, so no violation notices were issued.

Meetings – Next Conservation meetings – March 24th (note: this is the 4th Thursday of the month) and April 7th, 2016 (Thursdays)

Adjournment - There being no further business, the meeting was adjourned at 7:45 PM.

Respectfully submitted,


Priscilla Ryder

Conservation Officer

**City of Marlborough
License Board**
140 Main Street, Lower Level
Marlborough, MA 01752
(508) 460-3751 FAX (508) 460-3625

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2016 MAR 31 A 10:40

Minutes of the License Board Regular Meeting Held Wednesday, February 24, 2016
at 7:30 pm, City Hall, 1st floor, Council Committee Room.

Attending: Walter Bonin, Chairman; Gregory Mitrakas, Dave Bouvier, Member; Tina Nolin, Clerk

Meeting called to order by Walter Bonin, Chairman at 7:30 PM

New Business

1. ONE DAY PERMITS

St Matthias

Member Mitrakas motioned for approval, Member Bouvier seconded
Board vote: 3-0 approved

2. All Star Motors

Present: Chris Bombara, General Manager and Attorney Arthur Bergeron
Attorney Bergeron and Mr. Bombara presented fleshed out site plan addressing Board concerns expressed at the January Meeting (Employee and customer parking, back area of site laid out, including storage, maneuverability space for emergency vehicles and moving cars).

At the request of All Star Motors to consolidate their current 3 licenses into 1 license Member Bouvier motioned to convert the 3 distinct licenses for their dealerships into one license covering the two auto dealerships and the motor cycle dealership, with the license allowing for not more than 100 automobiles on the lot and an area sized for roughly 150 motorcycles at the front left of the property. Member Mitrakas seconded the motion.
Board vote: 3 – 0 approved the new consolidated license.

3. Notes from the Chairman

Hilton Garden Terrace

After some discussion the Board was in unanimous agreement that in their opinion, and with ABCC's current approval of the license that the premises described in the hotel's liquor license includes the Terrace space; and as such allows for the service of alcohol and thus included and covered by the current liquor license.

4. Letter to Attorney Shannon

Chairman Bonin updates the Board regarding discussion with and subsequent letter sent to Attorney Shannon regarding the Former Four Hundred and One License. Specifics discussed included a review of the process for acting on and enforcing pledges, as well as where things currently stand regarding the Former Four Hundred and One License.

5. Review minutes –

Regular meeting, January 27, 2016

Member Bouvier motioned to approve the minutes and place on file, Member Mitrakas seconded. Vote to approve minutes and place on file 3-0.

Motion made to adjourn: 8:16 pm vote: 3-0 for adjournment. Next meeting is Wednesday, March 30, 2016

Respectfully submitted,



Walter Bonin, Chairman

**City of Marlborough
License Board**
140 Main Street, Lower Level
Marlborough, MA 01752
(508) 460-3751 FAX (508) 460-3625

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2016 MAR 31 A 10:40

Minutes of the Emergency License Board Regular Meeting Held Friday, March 18, 2016
at 12:25 pm, City Hall, 1st floor, Council Committee Room.

Attending: Walter Bonin, Chairman; Gregory Mitrakas, Tina Nolin, Clerk
Absent: David Bouvier, Member

Meeting called to order by Walter Bonin, Chairman at 12:25 PM

New Business

1. ONE DAY PERMITS

Tasty Home Cookin'

Member Mitrakas motioned for approval, seconded Chairman Bonin

Board vote: 2-0 approved

Motion made to adjourn: 12:35 pm vote: 2-0 for adjournment.

Respectfully submitted,



Walter Bonin, Chairman

ALL RELATED DOCUMENTS CAN BE SEEN IN THE LICENSE BOARD OFFICE