

REGULAR MEETING
MAY 4, 2020
TIME: 8:00 PM

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

CONVENED:
ADJOURNED:

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 APR 30 P 3:40

This meeting of the City Council will be held virtually on Monday, May 4, 2020 at 8:00 PM with Councilors attending in person and/or remotely. **NO PUBLIC ATTENDANCE WILL BE PERMITTED.** This meeting will be televised on WMCT-TV (Comcast Channel 8 or Verizon Channel 34) or you can view the meeting using the link under the Meeting Videos tab on the city website (www.marlbrough-ma.gov).

1. Minutes, City Council Meeting, April 27, 2020.
2. Communication from the Mayor, re: Transfer Request in the amount of \$542,524.00 which moves funds from and to various accounts within the DPW budget to fund various projects, services and contractual obligations.
3. Communication from the Mayor, re: Transfer Request in the amount of \$3,000.00 which moves funds from Interest on Ban to Veterans Benefits to fund Chapter 115 Veteran Benefits through the remainder of the fiscal year.
4. Communication from the Mayor, re: Transfer Request in the amount of \$2,100.00 which moves funds from Reserved for Salaries to fund the vacation and sick leave time owed to a part-time employee being laid off.
5. Communication from the Mayor, re: Grant Acceptance in the amount of \$6,573.13 from the Commonwealth of Massachusetts Department of Fire Services which will be used to offset the cost of purchasing washer-extractor equipment for cleaning Fire Department turnout gear.
6. Communication from the Mayor, re: Grant Acceptance in the amount of \$3,840.00 from the Commonwealth of Massachusetts Department of Fire Services which will be used for the purchase of replacement personal protective equipment for the Fire Department.
7. Communication from the Mayor, re: Gift Acceptance in the amount of \$5,000.00 from DuPont Electronics & Imaging for the Fire Department to purchase self-use fire escape devices.
8. Communication from the Mayor, re: Gift Acceptance in the amount of \$100.00 from Noreen Bucchino for the Police Department K-9 unit.
9. Communication from the Planning Board, re: Unfavorable Recommendation and comments on the Proposed Zoning Ordinance Amendment, Chapter 650, §17 & §18 relative to Livestock Farms, Order No. 20-1007915A.

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

10. Application for Special Permit from Attorney Brian Falk, on behalf of WP Marlborough MA Owner, LLC, to build a multifamily residential project in the Business District to be known as Volaris Marlborough, consisting of 188 units in 4 buildings at 339 Boston Post Road East.
11. Application for Renewal of Junk Dealer/Secondhand Dealer License, TVI, Inc., d/b/a Savers, 222A East Main Street.
12. Petition from Eversource Energy to install 200' of 4" IP plastic gas main as a system improvement on Pleasant Street between Elm Street and Allen Court.
(Plans are available in the City Clerk's Office for viewing).
13. Petition from Eversource Energy to install 200' of 8" IP plastic gas main as a system improvement on Brimsmead Street from Short Street to 65 Brimsmead Street.
(Plans are available in the City Clerk's Office for viewing).
14. Communication from the Massachusetts State Lottery Commission, re: Keno To Go, Seasons Corner Market #58, 342 Boston Post Road East.
15. Communications from various residents listed re: Opposition to LED Sign Special Permit for 431 Lincoln LLC (Shell Station), 431 Lincoln Street, Order No. 20-1007948B.

Ann-Marie Peltier, 46 Pleasant Street	Josephine Daly, 406 Lincoln Street, #209
Susan Peltier, 46 Pleasant Street	Sebastien Guillot, 406 Lincoln Street, #306
Melissa Peltier, 46 Pleasant Street	
16. Minutes of Boards, Commissions and Committees:
 - a) School Committee, April 14, 2020.
 - b) Cultural Council, April 15, 2020.
 - c) Planning Board, April 6, 2020.
 - d) Retirement Board, February 25, 2020 & March 31, 2020.
 - e) Zoning Board of Appeals, April 14, 2020.

REPORTS OF COMMITTEES:

UNFINISHED BUSINESS:

From Urban Affairs Committee**17. Order No. 20-1007915A: Proposed Zoning Amendment to Chapter 650 § 17 and §18 relative to Livestock Farms**

The proposed ordinance will permit by right Chickens hens for personal use not to exceed either 6 hens or 12 hens, as stated in the Table of Uses. The raising or keeping of roosters, cocks or cockerels is prohibited. The slaughtering of Chickens hens for non-personal use is prohibited. Chair Robey submitted that a City Council Public Hearing was held on February 24, 2020, and the Planning Board opened its Public Hearing on Monday, March 9. The Planning Board continued their hearing in order to receive additional input from the Board of Health. The Urban Affairs Committee discussed the role of the City Council to enact the ordinance to allow the raising or keeping of chickens and the role of the Board of Health to enact regulations to ensure the raising or keeping of animals in the City of Marlborough is done in such a way as to not create a public nuisance or inconvenience and to prevent the spread of disease including but not limited to rabies.

Councilor Landers moved to approve the amendments to Chapter 650 §17 and §18 relative to Livestock Farms, pending the recommendation of the Planning Board; the motion was seconded, and motion carried 5-0.

Recommendation of the Urban Affairs Committee is to approve the proposed amendment.



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 APR 30 A 11: 55

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

APRIL 27, 2020

Regular meeting of the City Council was held on Monday, April 27, 2020 at 8:00 PM in City Council Chambers, City Hall. City Councilors Present: Ossing. Councilors Participating Remotely: Oram, Perlman, Robey, Wagner, Doucette, Dumais, Tunnera, Irish, Navin & Landers. Meeting adjourned at 9:45 PM.

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

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

Present: 11 – Absent: 0

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

ORDERED: That the Minutes of the City Council meeting, March 23, 2020, **FILE**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Public Hearing on the Proposed Zoning Amendment to Chapter 650, §5, §17, & §18 – Contractor Yards and the Proposed Rezoning of land located on Farm Road, identified as Map 85 Parcel 12, is **CONTINUED UNTIL MAY 18, 2020 AT 8:00 PM**; adopted.

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

The hearing was continued with no testimony being heard.

Yea: 11 – Nay: 0

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

ORDERED: That the Public Hearing on the Application for LED Sign Special Permit, from William Camuso on behalf of Lincoln 431 LLC, (Shell Station) 431 Lincoln Street, is **CONTINUED UNTIL MAY 18, 2020 AT 8:00 PM**; adopted.

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

The hearing was continued with no testimony being heard.

Yea: 11 – Nay: 0

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

ORDERED: That the FY 2021 Budget as recommended by the Mayor in the amount of \$173,983,364.00 which represents a 2.93% increase over the FY 2020 appropriation, **APPROVED**; adopted.

For the FY 2021 budget, the City Council adopted Order 20-1007966 (March 23, 2020) allowing for the abbreviated budget format that approves a salary amount and expenditure amounts for each departments budget.

Yea: 6 – Nay: 5

Yea: Wagner, Dumais, Tunnera, Irish, Navin, & Ossing.

Nay: Doucette, Landers, Oram, Perlman, & Robey.

President Ossing called a recess at 8:32 PM and called the meeting back to order at 8:34 PM.

ORDERED: That the Transfer Request in the amount of \$775,000.00 which moves funds from Undesignated Fund to Overtime-Snow & Ice, Snow Removal and Operating Expenses in the amounts of \$182,000.00, \$173,000.00 & \$420,000.00 respectively to fund FY 2020 deficit, **APPROVED**; adopted.

DEPT: DPW FISCAL YEAR: 2020

Available Balance	FROM ACCOUNT:				TO ACCOUNT:				Available Balance
	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	
<u>\$6,916,216.00</u>	<u>\$775,000.00</u>	<u>10000</u>	<u>35900</u>	<u>Undesignated Fund</u>	<u>\$182,000.00</u>	<u>14001203</u>	<u>51390</u>	<u>Overtime-Snow & Ice</u>	<u>-\$181,193.91</u>
	Reason:	<u>To fund the snow & ice deficit for FY20</u>							
					<u>\$173,000.00</u>	<u>14001206</u>	<u>52960</u>	<u>Snow Removal</u>	<u>-\$172,512.02</u>
	Reason:								
					<u>\$420,000.00</u>	<u>14001206</u>	<u>57040</u>	<u>Operating Expenses</u>	<u>-\$419,082.60</u>
	<u>\$775,000.00</u>	Total			<u>\$775,000.00</u>	Total			

Yea: 11 – Nay: 0

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

ORDERED: That the Transfer Request in the amount of \$188,711.00 which moves funds from Reserved for Salaries to various accounts to fund the recently ratified MMEA collective bargaining agreement for Fiscal Years 2019 to 2021, **APPROVED**; adopted.

CITY OF MARLBOROUGH
BUDGET TRANSFERS -

DEPT: Auditor		FISCAL YEAR: 2020							
FROM ACCOUNT:				TO ACCOUNT:					
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$298,125.75	\$188,711.00	11990006	57820	Reserve for Salaries	\$5,670.00	11330002	50062	Finance Assistant	\$23,142.73
	Reason:	_____			Reason:	Contractual Obligation			
					\$145.00	11330003	51430	Longevity	\$3.27
	Reason:	_____			Reason:	Contractual Obligation			
					\$115.00	11330003	51920	Sick Leave Buyback	\$6.36
	Reason:	_____			Reason:	Contractual Obligation			
					\$2,895.00	11350002	50062	Finance Assistant	\$12,223.62
	Reason:	_____			Reason:	Contractual Obligation			
					\$2,345.00	11350002	50520	Principal Clerk	\$9,907.77
	Reason:	_____			Reason:	Contractual Obligation			
					\$1,005.00	11350002	50770	Senior Clerk	\$4,254.82
	Reason:	_____			Reason:	Contractual Obligation			
					\$2,640.00	11410002	50550	Head Clerk	\$11,151.08
	Reason:	_____			Reason:	Contractual Obligation			
					\$2,010.00	11410002	50770	Senior Clerk	\$8,489.64
	Reason:	_____			Reason:	Contractual Obligation			
					\$101.00	11410003	51920	Sick Leave Buyback	\$1.48
	Reason:	_____			Reason:	Contractual Obligation			
					\$4,020.00	11440002	50770	Senior Clerk	\$16,979.25
	Reason:	_____			Reason:	Contractual Obligation			

				\$3,140.00	11550001	50210	Sr System Analyst	\$13,258.16
Reason:							Contractual Obligation	
				\$5,005.00	11550001	50213	Network Engineer	\$16,382.20
Reason:							Contractual Obligation	
				\$125.00	11550003	51920	Sick Leave Buyback	\$3.96
Reason:							Contractual Obligation	
				\$2,010.00	11610002	50770	Senior Clerk	\$10,937.43
Reason:							Contractual Obligation	
				\$85.00	11610003	51920	Sick Leave Buyback	\$0.00
Reason:							Contractual Obligation	
				\$815.00	11620002	50141	Clerk	\$3,443.83
Reason:							Contractual Obligation	
				\$1,490.00	11620002	50520	Principal Clerk	\$24,992.46
Reason:							Contractual Obligation	
				\$6,490.00	11920001	50292	Bldg Craftsman	\$30,705.77
Reason:							Contractual Obligation	
				\$2,745.00	11920001	50385	Electrician	\$11,589.56
Reason:							Contractual Obligation	
				\$6,250.00	11920001	50690	Foreman	\$26,433.50
Reason:							Contractual Obligation	

				\$575.00	11920002	50520	Principal Clerk	\$0.00
Reason:					Reason:		Contractual Obligation	
				\$8,175.00	11920003	50560	Custodian	\$37,518.75
Reason:					Reason:		Contractual Obligation	
				\$1,495.00	11920003	51300	Overtime	\$3,957.65
Reason:					Reason:		Contractual Obligation	
				\$485.00	11920003	51920	Sick Leave Buyback	\$178.02
Reason:					Reason:		Contractual Obligation	
				\$8,285.00	13032001	50292	Bldg Craftsman	\$71,273.85
Reason:					Reason:		Contractual Obligation	
				\$6,060.00	13032001	50385	Electrician	\$37,891.40
Reason:					Reason:		Contractual Obligation	
				\$2,200.00	13032001	50386	HVAC Tech	\$83,268.98
Reason:					Reason:		Contractual Obligation	
				\$575.00	13032002	50141	Clerk	\$88.17
Reason:					Reason:		Contractual Obligation	
				\$1,000.00	13032003	51300	Overtime	\$11,525.87
Reason:					Reason:		Contractual Obligation	
				\$365.00	13032003	51920	Sick Leave Buy Back	\$2.74
Reason:					Reason:		Contractual Obligation	

				\$4,690.00	12100002	50520	Principal Clerk	\$23,936.17
Reason:					Reason:		Contractual Obligation	
				\$18,675.00	12100003	51213	Dispatchers	\$91,845.75
Reason:					Reason:		Contractual Obligation	
				\$2,795.00	12100003	51214	Public Safety Assistant	\$11,808.99
Reason:					Reason:		Contractual Obligation	
				\$370.00	12100003	51920	Sick Leave Buy Back	\$12,652.57
Reason:					Reason:		Contractual Obligation	
				\$480.00	12100003	51450	Night Shift Differential	\$26,357.66
Reason:					Reason:		Contractual Obligation	
				\$2,895.00	12200002	50062	Finance Assistant	\$12,259.99
Reason:					Reason:		Contractual Obligation	
				\$115.00	12200003	51920	Sick Leave Buy Back	\$53,889.53
Reason:					Reason:		Contractual Obligation	
				\$9,100.00	12410001	50260	Local Inspector	\$45,994.64
Reason:					Reason:		Contractual Obligation	
				\$3,145.00	12410001	50370	Plumbing Inspector	\$18,658.46
Reason:					Reason:		Contractual Obligation	
				\$3,145.00	12410001	50380	Electrical Inspector	\$13,288.09
Reason:					Reason:		Contractual Obligation	

				<u>\$7,115.00</u>	<u>¶12410002 50770</u>	<u>Senior Clerk</u>	<u>\$28,314.98</u>
Reason:					Reason: <u>Contractual Obligation</u>		
				<u>\$255.00</u>	<u>¶12410003 51920</u>	<u>Sick Leave Buy Back</u>	<u>\$0.00</u>
Reason:					Reason: <u>Contractual Obligation</u>		
				<u>\$2,440.00</u>	<u>¶14001002 50062</u>	<u>Finance Analyst</u>	<u>\$53,360.00</u>
Reason:					Reason: <u>Contractual Obligation</u>		
				<u>\$2,345.00</u>	<u>¶14001002 50520</u>	<u>Principal Clerk</u>	<u>\$9,907.81</u>
Reason:					Reason: <u>Contractual Obligation</u>		
				<u>\$2,640.00</u>	<u>¶14001002 50550</u>	<u>Head Clerk</u>	<u>\$11,146.09</u>
Reason:					Reason: <u>Contractual Obligation</u>		
				<u>\$2,625.00</u>	<u>¶14001002 50770</u>	<u>Senior Clerk</u>	<u>\$8,509.18</u>
Reason:					Reason: <u>Contractual Obligation</u>		
				<u>\$105.00</u>	<u>¶14001003 51920</u>	<u>Sick Leave Buy Back</u>	<u>\$2.50</u>
Reason:					Reason: <u>Contractual Obligation</u>		
				<u>\$2,345.00</u>	<u>¶61090002 50520</u>	<u>Principal Clerk</u>	<u>\$22,440.58</u>
Reason:					Reason: <u>Contractual Obligation</u>		
				<u>\$2,695.00</u>	<u>¶14920001 50166</u>	<u>Program Manager</u>	<u>\$11,392.52</u>
Reason:					Reason: <u>Contractual Obligation</u>		
				<u>\$2,010.00</u>	<u>¶14920002 50770</u>	<u>Senior Clerk</u>	<u>\$8,489.62</u>
Reason:					Reason: <u>Contractual Obligation</u>		

				\$135.00	14920003	51920	Sick Leave Buy Back	\$2.15
Reason:					Reason:		Contractual Obligation	
				\$4,925.00	15120001	50611	Assist Sanitarian	\$26,663.44
Reason:					Reason:		Contractual Obligation	
				\$2,010.00	15120001	50770	Senior Clerk	\$8,489.64
Reason:					Reason:		Contractual Obligation	
				\$2,155.00	15410001	50312	Outreach Worker	\$9,104.88
Reason:					Reason:		Contractual Obligation	
				\$1,755.00	15410002	50584	Clerk Typist	\$7,485.52
Reason:					Reason:		Contractual Obligation	
				\$2,010.00	15410002	50770	Senior Clerk	\$8,489.63
Reason:					Reason:		Contractual Obligation	
				\$80.00	15410003	51920	Sick Leave Buy Back	\$2.84
Reason:					Reason:		Contractual Obligation	
				\$2,430.00	16100001	50470	Childrens Librarian	\$10,262.30
Reason:					Reason:		Contractual Obligation	
				\$2,345.00	16100001	50471	Young Adult Librarian	\$9,907.81
Reason:					Reason:		Contractual Obligation	
				\$2,345.00	16100001	50480	Cataloguer	\$9,908.81
Reason:					Reason:		Contractual Obligation	

				\$2,640.00	16100001	50656	Head Circulation	\$11,151.07
	Reason:						Contractual Obligation	
				\$2,345.00	16100002	50520	Principal Clerk	\$9,907.83
	Reason:						Contractual Obligation	
				\$2,010.00	16100003	50490	Library Staff	\$8,489.64
	Reason:						Contractual Obligation	
				\$2,910.00	16100003	50860	Full Time Library Staff	\$12,257.52
	Reason:						Contractual Obligation	
				\$8,035.00	16100003	51261	Part Time Clerks	\$47,989.28
	Reason:						Contractual Obligation	
				\$2,280.00	15430001	50080	Veterans Director	\$7,707.81
	Reason:						To fully fund through June 30th	
	\$188,711.00			\$188,711.00				

Yea: 11 – Nay: 0

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

Suspension of the Rules requested to allow the Mayor to speak – granted.

Yea: 11 – Nay: 0

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

ORDERED: That the Transfer Request in the amount of \$100,000.00 which moves funds from Interest on BAN to Covid-19 Expense to cover unanticipated costs associated with efforts to mitigate the spread of Covid-19, **APPROVED**; adopted.

CITY OF MARLBOROUGH										
BUDGET TRANSFERS --										
	DEPT:	Mayor				FISCAL YEAR:	2020			
		FROM ACCOUNT:				TO ACCOUNT:				
Available									Available	
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Balance	
\$957,400.00	\$100,000.00	13860006	59254	Interest on BAN	\$100,000.00	11990006	53565	COVID 19	\$0.00	
	Reason:	Actual interest rate came in lower than budgeted amount				Covid 19 expenses				
	\$100,000.00	Total			\$100,000.00	Total				

Yea: 11 – Nay: 0

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

ORDERED: That the job description as proposed by the Mayor, relative to the position of Conservation Officer, **APPROVED**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Communication from the Mayor, re: Notification of renewal of 60-Day Appointments of Collector Eileen Bristol as Interim Treasurer, effective April 14, 2020 at 5:00 PM and Stephen Cirillo as Interim Comptroller, effective April 23, 2020 at 5:00 PM, **FILE**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Proposed Zoning Amendment offered by President Ossing to Chapter 650 to add a new Section 38 creating the Large-Scale Ground-Mounted Solar Photovoltaic Overlay District, refer to **URBAN AFFAIRS COMMITTEE, PLANNING BOARD, AND ADVERTISE A PUBLIC HEARING FOR MONDAY, JUNE 8, 2020**; adopted.

Yea: 11 – Nay: 0

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

THAT, PURSUANT TO § 5 OF CHAPTER 40A OF THE GENERAL LAWS, THE CITY COUNCIL OF THE CITY OF MARLBOROUGH, HAVING SUBMITTED FOR ITS OWN CONSIDERATION CHANGES IN THE ZONING ORDINANCE OF THE CITY OF MARLBOROUGH, AS AMENDED, TO FURTHER AMEND CHAPTER 650, NOW ORDAINS THAT THE ZONING ORDINANCE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

1. That a new Section 38 be inserted into Chapter 650, as follows:

ARTICLE VI

§ 650-38 Large-scale Ground-mounted Solar Photovoltaic Overlay District

A. Purpose and Objectives:

- 1) The Large-scale Ground-mounted Solar Photovoltaic Overlay District (herein, also a “LGSPOD”) allows the application of supplemental land use controls within the boundaries of a certain overlay district as an alternative to land use controls that exist in the underlying district(s). The purpose of this section is to provide standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and which provide adequate financial assurance for the eventual decommissioning of such installations.
- 2) The provisions set forth in this section apply to the construction, operation and/or repair of large-scale ground-mounted solar photovoltaic installations.

- 3) This section applies to large-scale ground-mounted solar photovoltaic installations proposed to be constructed after the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.
- B. Designation of overlay location; as-of-right use. For the purposes of this Section, the LGSPOD shall be superimposed on the other district(s) existing at the time that any land in any said underlying district is also included in the LGSPOD, as designated by the Marlborough City Council in accordance with M.G.L. c.40A, §5, where ground-mounted large-scale solar photovoltaic installations may be sited as of right. Except as specifically provided herein, uses and provisions of Article V of Chapter 650 relating to the underlying zoning district not otherwise impacted by this Section shall continue to remain in full force and effect. In the event of any conflict between the provisions of this section and any other provisions of the Zoning Ordinance, the provisions of this Section shall govern and control. The LGSPOD overlay zoning district is located on parcels identified in **Exhibit A** annexed hereto and incorporated by reference herein, and as indicated on the Zoning Map of the City of Marlborough. Said map is hereby made a part of this chapter and is on file in the office of the City Clerk.
- C. Definitions. As used in this section, following terms shall have the meanings indicated:
- As-of-Right Siting: As-of-Right Siting shall mean that development under this section may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval, however said as-of-right development is subject to site plan review as provided under Chapter 270 Code of the City of Marlborough and this section. Projects cannot be prohibited but can be subject to reasonable regulation.
- Large-Scale Ground-mounted Solar Photovoltaic Installation: A solar photovoltaic system that is structurally mounted on the ground, is not roof-mounted, and has a minimum nameplate capacity of 250 kW DC.
- Solar Photovoltaic Installation: A solar photovoltaic array that is constructed at a location where other allowable uses of the underlying property may occur.
- Site Plan Review: Review by Site Plan Review conducted administratively in accordance with the procedures as governed by § 270-2 of the Code of the City of Marlborough and this section.
- Rated Nameplate Capacity: The maximum rated output of electric power production of the photovoltaic system in watts of Direct Current (DC).
- Solar Photovoltaic Array: An arrangement of solar photovoltaic panels.
- D. General Requirements for all large-scale ground-mounted solar photovoltaic installations. The following requirements are common to all large-scale ground-mounted solar photovoltaic installations to be sited in designated overlay locations:

1. Compliance with Laws, Ordinances and Regulations. The construction and operation of all large-scale ground-mounted solar photovoltaic installations shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable security, safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a large-scale ground-mounted solar photovoltaic installation shall be constructed in accordance with the State Building Code.
2. Building Permit and Building Inspection. No large-scale ground-mounted solar photovoltaic installation shall be constructed, installed or modified as provided in this section without first obtaining a building permit.
3. Fees. The application for a building permit for a large-scale ground-mounted solar photovoltaic installation must be accompanied by the fee required for a building permit.
4. Site Plan Review. Large-scale ground-mounted solar photovoltaic installations shall undergo site plan review by Site Plan Review prior to construction, installation or modification as provided in § 270-2 of the Code of the City of Marlborough and in this section, as follows:
 - a. General. All plans and maps shall be prepared, stamped and signed by a Professional Engineer licensed to practice in Massachusetts.
 - b. Required Documents. Pursuant to the site plan review process, the project proponent shall provide the following documents:
 - i. A site plan showing:
 1. Property lines and physical features, including roads, for the project site;
 2. Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation, fences or other screening structures;
 3. Drawings of the large-scale ground-mounted solar photovoltaic installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures;
 4. One or three-line electrical diagram detailing the large-scale ground-mounted solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
 5. Documentation of the major system components to be used, including the photovoltaic panels, mounting system, and inverter;
 6. Name, address, and contact information for proposed system installer;
 7. Name, address, phone number and signature of the project proponent, as well as all co-proponents or property owners, if any;
 8. The name, contact information and signature of any agents representing the project proponent;
 9. Emergency services access points and through points; and

- ii. Documentation of actual or prospective access and control of the project site (see also sub-section E herein); and
 - iii. An operation and maintenance plan (see also sub-section F herein); and
 - iv. Zoning district designation for the parcel(s) of land comprising the project site (submission of a copy of a zoning map with the parcel(s) identified is suitable for this purpose);
 - v. Proof of liability insurance in an amount, and for a duration, sufficient to cover loss or damage to persons and property;
 - vi. Description of financial surety that satisfies sub-section L herein; and
 - vii. A public outreach plan, including a project development timeline, which indicates how the project proponent will meet the required site plan review notification procedures and otherwise informs abutters within 300' of the property line of the project site. Site Plan Review may waive documentary requirements as it deems appropriate.
- E. Site Control. The project proponent shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed large-scale ground-mounted solar photovoltaic installation.
- F. Operation & Maintenance Plan. The project proponent shall submit a plan for the operation and maintenance of the large-scale ground-mounted solar photovoltaic installation, which shall include measures for maintaining safe access to the installation, storm water controls, as well as general procedures for operational maintenance of the installation.
- G. Utility Notification. No large-scale ground-mounted solar photovoltaic installation shall be constructed until evidence has been given to Site Plan Review that the utility company that operates the electrical grid where the installation is to be located has been informed of the large-scale ground-mounted solar photovoltaic installation's owner or operator's intent to install an interconnected customer-owned generator. Off-grid systems shall be exempt from this requirement.
- H. Dimension and Density Requirements.
- a. Setbacks. For large-scale ground-mounted solar photovoltaic installations, front, side and rear setbacks shall be as follows:
 - i. Front yard. The front yard depth shall be at least 10 feet; provided, however, that where the lot abuts a conservation use, residential use, or public way, the front yard depth shall be comprised of a no-clear vegetated buffer of not less than 50 feet and, as measured therefrom, a no-build buffer of not less than 50 feet. Site Plan Review may require plantings in the 50-foot no-clear vegetated buffer if none exist.
 - ii. Side yard. Each side yard shall have a depth at least 15 feet; provided, however, that where the lot abuts a conservation use, residential use, or public way, the side yard depth shall be comprised of a no-clear vegetated buffer of not less than 50 feet and, as measured therefrom, a no-build buffer of not less than 50 feet. Site Plan Review may require plantings in the 50-foot no-clear vegetated buffer if none exist.

- iii. Rear yard. The rear yard depth shall be at least 25 feet; provided, however, that where the lot abuts a conservation use, residential use, or public way, the rear yard depth shall be comprised of a no-clear vegetated buffer of not less than 50 feet and, as measured therefrom, a no-build buffer of not less than 50 feet. Site Plan Review may require plantings in the 50-foot no-clear vegetated buffer if none exist.
 - b. Appurtenant Structures. All appurtenant structures to large-scale ground-mounted solar photovoltaic installations shall be subject to reasonable regulations concerning the bulk and height of structures, lot area, setbacks, open space, parking and building coverage requirements. All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, structures should be shaded from view by vegetation and/or joined or clustered to avoid adverse visual impacts.
- I. Design Standards.
- a. Lighting. Lighting of large-scale ground-mounted solar installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the large-scale ground-mounted solar installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.
 - b. Signage. Signs on large-scale ground-mounted solar photovoltaic installations shall comply with Chapter 526 of the Code of the City of Marlborough. A sign consistent with the City's sign ordinances shall be required to identify the owner and provide a 24-hour emergency contact phone number. Large-scale ground-mounted solar photovoltaic installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the large-scale ground-mounted solar.
 - c. Utility Connections. Reasonable efforts, as determined by Site Plan Review, shall be made to place all utility connections from the large-scale ground-mounted solar photovoltaic installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.
 - d. Screening. Every abutting property, private way, private driveway, and public way shall be visually screened from the project through any one or combination of the following: location, distance, plantings, existing vegetation.
 - e. Topsoil. No topsoil shall be removed from the site. Said topsoil shall be stockpiled on site and used to stabilize the site with a minimum cover of 6 inches cover of loam. Any topsoil remaining after stabilization shall be stockpiled on site for use during decommissioning.

J. Safety and Environmental Standards.

- a. Emergency Services. The large-scale ground-mounted solar photovoltaic installation owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Chief of the Marlborough Fire Department. The owner or operator shall cooperate with local emergency services in developing an emergency response plan. Every means of shutting down the large-scale ground-mounted photovoltaic installation shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.
- b. Land Clearing, Soil Erosion and Habitat Impacts. Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the large-scale ground-mounted solar photovoltaic installation or otherwise prescribed by applicable laws, regulations, and ordinances.

K. Monitoring and Maintenance.

- a. Large-scale Ground-mounted Solar Photovoltaic Installation Conditions. The large-scale ground-mounted solar photovoltaic installation owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Fire Chief and emergency medical services. The owner or operator shall be responsible for the cost of maintaining the solar photovoltaic installation and any access or through road(s). Landscaping and fencing, including vegetation used for screening, shall be maintained in good condition.
- b. Modifications. After the required permits, have been issued, the Building Commissioner may approve minor non-material modifications to a large-sale ground-mounted solar photovoltaic installation. All major material modifications to a large-scale ground-mounted solar photovoltaic installation made after issuance of the required permits shall require approval by Site Plan Review.

L. Abandonment or Decommissioning.

- a. Removal Requirements. Any large-scale ground-mounted solar photovoltaic installation which has been discontinued by reaching the end of its useful life, reaching the end of a lease term without renewal or extension, or having been abandoned (as provided in paragraph L.b. herein) shall be removed as herein provided. The owner or operator shall physically remove the installation no more than 150 days after the date of said discontinued operations. The owner or operator shall notify Site Plan Review by certified mail of the proposed date of discontinued operations and plans for removal by decommissioning. Decommissioning shall consist of:
 - i. Physical removal of all large-scale ground-mounted solar photovoltaic installations, structures, equipment, security barriers and transmission lines from the site.
 - ii. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.

- iii. Stabilization or re-vegetation of the site as necessary to minimize erosion, including use of any remaining topsoil stockpiled on site. Site Plan Review may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.
- b. Abandonment. Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the large-scale ground-mounted solar photovoltaic installation shall be considered abandoned when it fails to operate for more than six months without the written consent of the Building Commissioner. If the owner or operator of the large-scale ground-mounted solar photovoltaic installation fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the City may enter the property and physically remove the installation.
- c. Financial surety. Proponents of large-scale ground-mounted solar photovoltaic projects shall provide a form of surety, either through a cash escrow account with interest retained for escalating decommissioning costs, bond or otherwise, to cover the cost of removal in the event that the City must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by Site Plan Review, but in no event in excess more than 125% of the cost of removal and compliance with additional requirements set forth herein, as determined by Site Plan Review. Such surety will not be required for municipally owned or state-owned facilities. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation. Site Plan Review may request the proponent to provide an update of the fully inclusive estimate of costs associated with removal every five years following the issuance of a building permit. Site Plan Review may require the proponent to provide additional surety based on the updated cost estimate.

M. The effective date of these amendments shall be the date of their passage.

EXHIBIT A

The newly established Large-scale Ground-mounted Solar Photovoltaic Overlay District shall include all or portions of the properties shown on the Zoning Map existing at the passage of this Ordinance, which properties include the following parcels of land (herein identified by the Assessors' Map and Parcel Number):

Assessors Map 30, Parcel 4

Assessors Map 30, Parcel 4C.

ORDERED: That the Communication from City Solicitor Jason Grossfield, re: Proposed Salary Ordinance Amendment relative to Chapter 125 §6, which removes and adds salary rates from the schedule and establishes rates by Order not Ordinance, in proper legal form, Order No. 20-1007929A, **FILE**; adopted.

Yea: 10 – Nay: 1

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

Nay: Oram.

ORDERED: That the Communication from the Zoning Board of Appeals, re: Letter of support Proposed Zoning Amendment to Chapter 650, §5, §17, & §18 relative to Contractor Yards and the Proposed Rezoning of land located on Farm Road, identified as Map 85 Parcel 12, Order No. 20-1007947A, **FILE**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That Communication from Attorney Mark Bourbeau on behalf of Marlborough HUB LLC, re: Proposed Rezoning of land off Valley Street, identified as Map 82, Parcel 125, refer to **URBAN AFFAIRS COMMITTEE, PLANNING BOARD, AND ADVERTISE A PUBLIC HEARING FOR MONDAY, JUNE 22, 2020**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Application for Renewal of Junk Dealer/Secondhand Dealer License, Roman Kimyagarov, d/b/a Arthur & Sons Shoe Repair, 107 Main Street, **APPROVED**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Application for Renewal of Junk Dealer/Secondhand Dealer License, Antoine Bitar, d/b/a Hannoush Jewelers, 601 Donald J. Lynch Boulevard, **APPROVED**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Application for Renewal of Junk Dealer/Secondhand Dealer License, Gerald Dumais, d/b/a Dumais & Sons Second Hand Store, 65 Mechanic Street, **APPROVED**; adopted.

Councilor Dumais recused.

Yea: 10 – Nay: 0 – Abstain: 1

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

Abstain: Dumais.

ORDERED: That there being no objection thereto set **MONDAY MAY 18, 2020** as the **DATE FOR PUBLIC HEARING** on the Petition from Eversource Energy to install 30' of 2" IP plastic gas main as a system improvement on Jefferson Street from the current end of gas main at 23 Jefferson Street to 27 Jefferson Street, refer to **ENGINEERING DEPARTMENT**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That there being no objection thereto set **MONDAY MAY 18, 2020** as the **DATE FOR PUBLIC HEARING** on the Petition from Eversource Energy to install a total of 500' of 4" IP plastic gas main as a system improvement on Neil Street and Zompetti Street as outlined in the petition, refer to **ENGINEERING DEPARTMENT**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Communication from Attorney Brian Falk on behalf of Vedi Naturals, LLC, re: Request to Extend Time Limitations to July 21, 2020 at 10:00 PM, on the Application for Special Permit to operate an Adult Use Marijuana Retail Establishment, 505 Boston Post Road West (Twin Boro Crossing), **APPROVED**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Minor Modification of an LED Sign Special Permit, from Ayoub Engineering, Inc., on behalf of Nouria Energy (Shell Station) 413 Lakeside Avenue to add electronic Diesel Price Panel to an existing Electronic Message Board Gas Pricing Sign, **APPROVED**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Notice of Filing and CANCELLED Public Hearing, and Extension of Deadline for Written Comments, Department of Public Utilities, NSTAR Gas Company d/b/a Eversource Energy, DPU 19-120, **FILE**; adopted.

Yea: 11 – Nay: 0

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

Reports of Committees:

THERE WERE NO REPORTS OF COMMITTEE.

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

- a) School Committee, January 28, 2020, February 11, 2020, February 25, 2020, March 10, 2020 & March 24, 2020.
- b) Board of Assessors, February 21, 2020 & March 12, 2020.
- c) Conservation Commission, February 20, 2020.
- d) Historical Commission, February 20, 2020.
- e) Library Trustees, February 4, 2020.
- f) Planning Board, February 24, 2020, March 9, 2020 & March 23, 2020.
- g) Traffic Commission, January 29, 2020.

Yea: 11 – Nay: 0

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

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

- a) Dianne Bass, 251 Pleasant Street, other property damage and/or personal injury.
- b) JoAnne Hansen, 181 West Hill Road, residential mailbox claim (2b).
- c) Dan Hedin, 102 Liberty Street, other property damage and/or personal injury.
- d) Jonathan Pekor, 46 East Dudley Street, residential mailbox claim (2a).
- e) William Poirier, 35 Windmill Drive, residential mailbox claim (2a).
- f) Thomas Tucker, 11 Hawkins Lane, other property damage and/or personal injury.
- g) Verizon, 3300 Fernbrook Lane, Plymouth, MN, other property damage and/or personal injury.

Yea: 11 – Nay: 0

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

ORDERED: That the City of Marlborough vote to establish stipend or hourly rates for the following positions as set forth below, **FILE**; adopted.

<u>Position</u>	<u>Rate</u>
Planning Board Member	\$150 Per Planning Board Meeting Attended
Zoning Board of Appeals Member (including associate member)	\$150 Per Zoning Board of Appeals Meeting Attended
Detention Assistant	Not to Exceed \$18 Per Hour
Parking Enforcement Officer	Not to Exceed \$18 Per Hour
Mail Clerk	Not to Exceed \$18 Per Hour
Crossing Guard	Not to Exceed \$18 Per Hour

Yea: 11 – Nay: 0

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

Motion made by Councilor Irish to amend the language of the Ordinance as submitted by the City Solicitor and insert the following:

ORDERED At a regular meeting of the Marlborough City Council held on Monday, APRIL 27, 2020, the following proposed amendment to the Code of the City of Marlborough, be further amended by amending Chapter 125 entitled “PERSONNEL”, Section 6 entitled “SALARY SCHEDULE” having been read was **ORDERED ADVERTISED**; adopted.

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 125, ENTITLED “PERSONNEL,” AS FOLLOWS:

I. By adding to the salary schedule referenced in Section 125-6, the following:

Position	Effective Date	Minimum	Step 1	Step 2	Maximum
Social Service Coordinator	Upon Passage	\$15.4903	\$16.1094	\$16.7540	\$17.6143

II. By deleting from the salary schedule referenced in Section 125-6: any reference to salary rate for the following positions: Planning Board Member, Zoning Board of Appeals Member (including associate member), Detention Assistant, Parking Enforcement Officer, Mail Clerk and Crossing Guard and replacing with the following:

<u>Position</u>	<u>Rate</u>
Planning Board Member	\$150 Per Planning Board Meeting Attended
Zoning Board of Appeals Member (including associate member)	\$150 Per Zoning Board of Appeals Meeting Attended
Detention Assistant	Not to Exceed \$18.00 Per Hour
Parking Enforcement Officer	Not to Exceed \$18.00 Per Hour
Mail Clerk	Not to Exceed \$18.00 Per Hour
Crossing Guard	Not to Exceed \$18.00 Per Hour

Yea: 11 – Nay: 0

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

ORDERED There being no further business, the regular meeting of the City Council is herewith adjourned at 9:45 PM; adopted.

Yea: 11 – Nay: 0

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



City of Marlborough
Office of the Mayor

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

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

2020 APR 30 A 11: 53

Nathan R. Boudreau
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 30, 2020

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

RE: DPW / Public Facilities

Honorable President Ossing and Councilors,

I have enclosed for your review and approval a transfer request in the amount of \$542,524.00 from surpluses within the DPW operating budget to fund several projects with shortfalls, contracted services, and contractual obligations. Please feel free to reach out to Commissioner John Ghiloni or myself with any questions.

Thank you for your consideration.

Sincerely,


Arthur G. Vigeant
Mayor



City of Marlborough
Department of Public Works

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

JOHN L. GHILONI
COMMISSIONER

April 29, 2020

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

Re: Transfer Request

Dear Mayor Vigeant:

Enclosed herewith are the Department of Public Works and Public Facilities Department final transfer requests for Fiscal Year 2020. These requests are being funded from surpluses within the operating budget.

Please contact me if you require any additional information.

Sincerely,

John L. Ghiloni,
Commissioner

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Department of Public Works/Public Facilities

FISCAL YEAR: 2020

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$195,408</u>	<u>\$70,000.00</u>	<u>14001303</u>	<u>50740</u>	<u>Equipment Operators</u>	<u>\$150,000.00</u>	<u>11920006</u>	<u>52469</u>	<u>Repairs & Maint-Munici</u>	<u>\$28.00</u>
	Reason:	<u>Excess due to vacancy</u>						<u>Walker renovation/elevator repair/asbestos removal and demo at Bolton St property. DPW masonry repairs</u>	
<u>\$106,210</u>	<u>\$80,000.00</u>	<u>14001101</u>	<u>50710</u>	<u>Junior Civil Engineer</u>					
	Reason:	<u>Excess due to vacancy</u>							
<u>\$143,698</u>	<u>\$100,000.00</u>	<u>14001501</u>	<u>50690</u>	<u>Foreman</u>	<u>\$100,000.00</u>	<u>14001506</u>	<u>54640</u>	<u>Park Maintenance</u>	<u>\$2,543.00</u>
	Reason:	<u>Excess due to vacancies</u>						<u>Bucket truck rental, mulch + machine,landscape at Bolton St property, Senior Center landscaping and fencing</u>	

\$250,000.00 Total

\$250,000.00 Total

Department Head signature:

[Signature]

Auditor signature:

[Signature]

Comptroller signature:

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Department of Public Works/Public Facilities

FISCAL YEAR: 2020

FROM ACCOUNT:

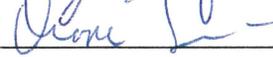
TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$134,228</u>	<u>\$40,000</u>	<u>61090001</u>	<u>50740</u>	<u>Equipment Operators</u>	<u>\$99,000.00</u>	<u>60081006</u>	<u>55950</u>	<u>EWWTTP</u>	<u>\$12,057.00</u>
	Reason:	<u>Excess due to vacancy</u>				<u>Increase in cost & use of chemicals. Replace motors and pumps.</u>			
<u>\$72,426</u>	<u>\$59,000</u>	<u>60080001</u>	<u>50630</u>	<u>Asst. Commissioner-DPW</u>					
	Reason:	<u>Excess due to vacancy</u>							
<u>\$220,266</u>	<u>\$60,000</u>	<u>14001503</u>	<u>50740</u>	<u>Equipment Operators</u>	<u>\$98,500.00</u>	<u>60085006</u>	<u>55980</u>	<u>WWWTP</u>	<u>\$1,617.00</u>
	Reason:	<u>Excess due to vacancy / workers comp</u>				<u>Increase in cost & use of chemicals. Upgrade of SCADA system</u>			
<u>\$13,754</u>	<u>\$5,500.00</u>	<u>14001002</u>	<u>50062</u>	<u>DPW Financial Analyst</u>					
	Reason:	<u>Excess due to step increases</u>							
<u>\$46,664</u>	<u>\$24,000</u>	<u>13032001</u>	<u>50292</u>	<u>Building Maint Craftsman</u>					
	Reason:	<u>Excess due to vacancy</u>							
<u>\$32,963</u>	<u>\$9,000</u>	<u>13032001</u>	<u>50385</u>	<u>Electrician</u>					
	Reason:	<u>Excess due to step increase/ employee with no pay</u>							
	<u>\$197,500</u>	Total			<u>\$197,500.00</u>	Total			

Department Head signature:

Auditor signature:

Comptroller signature:

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Department of Public Works/Public Facilities

FISCAL YEAR: 2020

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$81,412</u>	<u>\$70,000.00</u>	<u>13032001</u>	<u>50386</u>	<u>HVAC</u>	<u>\$95,024.00</u>	<u>13032006</u>	<u>52469</u>	<u>Repairs & Maint</u>	<u>\$14,909</u>
	Reason:	<u>Excess due to vacancy</u>				<u>Contracted HVAC work</u>			
<u>\$19,024</u>	<u>\$19,024.00</u>	<u>14003006</u>	<u>53142</u>	<u>Protection Services</u>					
	Reason:	<u>Due to cancelled services</u>							
<u>\$7,240</u>	<u>\$6,000.00</u>	<u>14001103</u>	<u>51240</u>	<u>Temporary Part-Time Help</u>					
	Reason:	<u>Excess due to COVID19</u>							

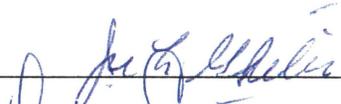
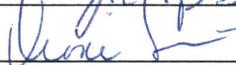
\$95,024.00 Total

\$95,024.00 Total

Department Head signature:

Auditor signature:

Comptroller signature:



City of Marlborough
Office of the Mayor

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

RECEIVED
Arthur G. Vigeant
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 APR 30 4 11 53
Patricia A. Boudreau
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 30, 2020

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

RE: Veteran Benefits Transfer

Honorable President Ossing and Councilors,

I have enclosed for your review and approval a transfer request in the amount of \$3,000.00 to fund Chapter 115 Veterans Benefits through the end of the fiscal year. Please remember that these funds are reimbursed at 75% and provide a tremendous benefit to the Marlborough Veterans community. The transfer would come from the "Bond Anticipation Note" account, which has enough funds to cover the transfer.

Thank you for your consideration.

Sincerely,


Arthur G. Vigeant
Mayor



CITY OF MARLBOROUGH

Office of the City Auditor

140 Main St.

Marlborough, MA 01752

April 30, 2020

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

RE: Veterans Transfer

A transfer is required to cover the June benefits. Monthly benefits are running slightly higher than expected due to new veterans being added. There are sufficient funds in Interest on BAN to cover this transfer.

Sincerely,

Diane Smith
City Auditor



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
2020 APR 30 A 10:53
Edith R. Boudreau
EXECUTIVE AIDE

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

Patricia Bernard
EXECUTIVE SECRETARY

April 30, 2020

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

RE: Vacation and Sick Leave Transfer

Honorable President Ossing and Councilors,

I have enclosed for your review and approval a transfer request in the amount of \$2,100.00 to fund the amount of vacation and sick leave owed to a part time employee that is being laid off. The transfer would come from the "Reserve for Salaries" account, which has enough funds to cover the transfer.

Thank you for your consideration.

Sincerely,

Arthur G. Vigeant
Mayor



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

April 29, 2020

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

RE: City Council Transfer

A transfer is required to fully fund the amount of vacation and sick leave owed to an employee that is being laid off. There are sufficient funds in Reserve for Salaries to cover this transfer.

Sincerely,

Diane Smith
City Auditor

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: City Council

FISCAL YEAR: 2020

FROM ACCOUNT:

TO ACCOUNT:

Available
Balance

Amount

Org Code

Object

Account Description:

Amount

Org Code

Object

Account Description:

Available
Balance

\$298,125.75

\$2,100.00

11990006

57820

Reserve for Salaries

\$2,100.00

11110002

50401

Part Time Admin Assist

\$3,907.89

Reason:

To fund vacation and sick leave payout

Reason:

Reason:

Reason:

Reason:

\$2,100.00

Total

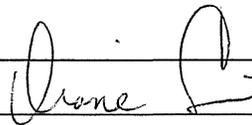
\$2,100.00

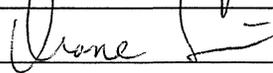
Total

Department Head signature:

Auditor signature:

Comptroller signature:







City of Marlborough
Office of the Mayor

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

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
MAYOR
2020 APR 30 A 11:53
Nathan R. Boudreau
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 30, 2020

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

Re: Grant Acceptance -Washer Extractor Grant Program – Marlborough Fire Department

Honorable President Ossing and Councilors:

Please find enclosed for your review and acceptance a grant in the amount of \$6,573.13 from the Commonwealth of Massachusetts Department of Fire Services. This grant money was earned through the Washer Extractor Grant Program and will be used to offset the cost of necessary washer extractors for cleaning turnout gear. We appreciate the continued support of the Massachusetts Department of Fire Services.

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

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



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

March 9, 2020

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



Dear Mayor Vigeant,

The Marlborough Fire Department has received a grant in the amount of \$6,573.13 from the Commonwealth of Massachusetts Washer-Extractor Grant Program.

Attached is a completed Notification of Grant Award form and related documents. I respectfully request that this be forwarded to the City Council for approval.

Please let me know if you have any questions.

Sincerely,

Kevin J. Breen
Fire Chief

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: Fire DATE: 3/9/2020

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Kevin J. Breen, Fire Chief

NAME OF GRANT: Washer-Extractor Grant Program

GRANTOR: Commonwealth of Massachusetts

GRANT AMOUNT: \$6,573.13

GRANT PERIOD: 6/30/2020

SCOPE OF GRANT/
ITEMS FUNDED Washer-extractor equipment for cleaning of personal protective equipment used for structural firefighting

IS A POSITION BEING
CREATED: No

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

ARE MATCHING CITY
FUNDS REQUIRED? No

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

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

ANY OTHER EXPOSURE TO CITY?
No

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: _____

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

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions, Contractor Certifications and Commonwealth Terms and Conditions which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.mass.gov/lists/osd-forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

CONTRACTOR LEGAL NAME: CITY OF MARLBOROUGH (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Department of Fire Services MMARS Department Code: DFS	
Legal Address: (W-9, W-4): 140 Main St Marlborough, MA 01752		Business Mailing Address: PO Box 1025, Stow, MA 01775	
Contract Manager: Chief Kevin J. Breen	Phone: 508-485-2323	Billing Address (if different):	
E-Mail: kbreen@marlborough-ma.gov	Fax: 508-460-3795	Contract Manager: David Clemons	Phone: 978-567-3179
Contractor Vendor Code: VC6090192111		E-Mail: David.Clemons@mass.gov	Fax: 978-567-3121
Vendor Code Address ID (e.g. "AD001"): AD001 (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): CT-DFS-1000-121119000000001902	
		RFR/Procurement or Other ID Number: FY20 Extractor grant	
<input checked="" type="checkbox"/> NEW CONTRACT		<input type="checkbox"/> CONTRACT AMENDMENT	
PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (Includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		Enter Current Contract End Date <u>Prior</u> to Amendment: _____, 20____. Enter Amendment Amount: \$ _____ (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions, Contractor Certifications and the following Commonwealth Terms and Conditions document is incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or new total if Contract is being amended): \$6,573.13			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___ % PPD; Payment issued within 15 days ___ % PPD; Payment issued within 20 days ___ % PPD; Payment issued within 30 days ___ % PPD; If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> agree to standard 45 day cycle ___ statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); ___ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) This contract is for funds awarded under the Department of Fire Services' FY20 Fire Department Washer-Extractor Equipment Grant. Funds may be used for the purchase of washer-extractor equipment. Funds for this program will be disbursed on a reimbursement basis only. No personnel, installation, maintenance or leased equipment costs are eligible for reimbursement. Satisfactory proof of purchase and a final grant report will be required before funds are released.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 2. may be incurred as of _____, 20____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 3. were incurred as of _____, 20____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of June 30, 2020 with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, this Standard Contract Form, the Standard Contract Form Instructions, Contractor Certifications, the applicable Commonwealth Terms and Conditions, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein; provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR:		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:	
X: <u>Jeffrey Logan</u> Date: <u>1/14/20</u> (Signature and Date Must Be Handwritten At Time of Signature)		X: <u>David Clemons</u> Date: <u>1/22/2020</u> (Signature and Date Must Be Handwritten At Time of Signature)	
Print Name: <u>Jeffrey Logan</u>		Print Name: <u>David Clemons</u>	
Print Title: <u>Asst. Fire Chief</u>		Print Title: <u>Director of Operations</u>	

Issued May
2004



COMMONWEALTH OF MASSACHUSETTS CONTRACTOR AUTHORIZED SIGNATORY LISTING

CONTRACTOR LEGAL NAME: City of Marlborough
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000192111

INSTRUCTIONS: Any Contractor (other than a sole proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
FILED FLYNN	Assistant Chief, MFD
JEFF GORAN	Assistant Chief, MFD
KELIA BREEN	Chief, MFD

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.


Signature

2/12/19
Date

Mayor
Title

508 460-3770
Telephone

508 460-3621
Fax

Meyer@Marlborough-MA.gov
e-mail

[Listing can not be accepted without all of this information completed.]

A copy of this listing must be attached to the "record copy" of a contract filed with the department

COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING

Issued May 2004



CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures.
It is recommended that Departments obtain authentication of signature for the signatory
who submits the Contractor Authorized Listing.

This Section **MUST** be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type):

Title:

X

Signature as it will appear on contract or other document (Complete only in presence of notary):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, _____ (NOTARY) as a notary public certify that I witnessed
the signature of the aforementioned signatory above and I verified the individual's identity on this date:

_____, 20____

My commission expires on:

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the
signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's
signature for the Contractor on this date:

_____, 20____

AFFIX CORPORATE SEAL



CHARLES D. BAKER
Governor

Office of the Governor Commonwealth of Massachusetts

State House
Boston, Massachusetts 02133
Tel: (617) 725-4000

KARYN E. POLITO
Lieutenant Governor

December 9, 2019

Chief Kevin J. Breen
Marlborough Fire Department
215 Maple Street
Marlborough, MA 01752

Dear Chief Breen,

Congratulations! I am pleased to inform you that the Executive Office of Public Safety and Security and the Department of Fire Services (DFS) has awarded the Marlborough Fire Department \$6,416.72 in State Fiscal Year 2020 funding for the Washer-Extractor Grant Program.

The contract, terms and conditions, and other award documents will be provided to you by DFS. Please contact Tim Moore, Program Coordinator at DFS, with any questions about this award at Timothy.Moore@mass.gov or 978-567-3721.

We would like to thank you and all of the members of your fire department for all that you do to keep the Commonwealth and its citizens safe.

Sincerely,

Handwritten signature of Charles D. Baker in blue ink.

Governor Charles D. Baker

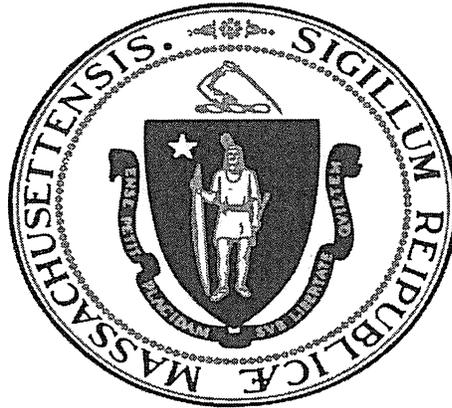
Handwritten signature of Karyn E. Polito in blue ink.

Lt. Governor Karyn E. Polito

EXECUTIVE OFFICE OF PUBLIC
SAFETY AND SECURITY

DEPARTMENT OF FIRE SERVICES

**WASHER-EXTRACTOR EQUIPMENT GRANT
PROGRAM APPLICATION
STATE FISCAL YEAR 2020**



Charles D. Baker
Governor

Thomas A. Turco III
Secretary of Public Safety and Security

Karyn E. Polito
Lieutenant Governor

Peter J. Ostroskey
State Fire Marshal

EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY

DEPARTMENT OF FIRE SERVICES

P.O. BOX 1025 - 1 STATE ROAD

STOW, MASSACHUSETTS 01775

TELEPHONE: (978) 567-3100

FAX: (978) 567-3121

SFY 2020 WASHER-EXTRACTOR EQUIPMENT GRANT PROGRAM

I. PURPOSE

The Executive Office of Public Safety and Security (EOPSS) and the Department of Fire Services (DFS) are pleased to announce the availability of grant funding in State Fiscal Year 2020 for fire departments in every city, town, fire district and authority of the Commonwealth. Applicants may purchase washer-extractor equipment for cleaning of personal protective equipment used for structural firefighting according to the manufacturer's instructions. Funds cannot be utilized for installation, maintenance, lease, or personnel costs.

II. ELIGIBILITY

Fire departments of every city, town, fire district, state authority and state military fire departments, are eligible to apply for funds.

Communities may submit joint applications to fund regional programs; however, awards will be sent to the individual community identified in the grant application.

III. SPECIAL CONDITIONS

Purchases made with Washer-Extractor Grant Program funds become the property of the city, town, authority, fire district, or state military fire department. In addition, DFS requires that all equipment purchased with program funds be tagged and entered into an inventory tracking system.

In submitting the attached Washer-Extractor Grant Program application, the fire department must agree to adhere to the following:

1. Compliance with the Massachusetts Fire Incident Reporting System (MFIRS) is required.
2. Equipment must be purchased and installed in accordance with applicable codes of the Commonwealth of Massachusetts including building, electrical and health code requirements. Grant program funds cannot be used for the installment of the equipment.
3. Grantees must submit a grant completion report to DFS that details the equipment that was purchased and how it was deployed within the fire department. The enclosed grant completion report will be due at the time of submission of reimbursement request to DFS, which shall occur no later than July 31, 2020.

IV. LIMITATIONS ON THE USE OF PROGRAM FUNDS

1. The anticipated award amount for this program is \$5,000.00 per application. This amount may be increased or decreased based on the number of applications received. Individual applications may not request more than one (1) washer-extractor.
2. No personnel, installation, or maintenance costs can be paid with funds from this program.
3. Funding is for reimbursement of expenditures made to purchase washer-extractor equipment. Lease programs are not permitted under this grant.

4. Grant recipient is responsible for all additional costs including but not limited to purchase, installation, operation and maintenance of washer-extractor equipment.

VII. EVALUATION CRITERIA

Grant applications will be evaluated utilizing a point system.

- Departments without the capability of cleaning PPE at all will receive two points.
- Departments without the capability of cleaning PPE with an NFPA-compliant washer-extractor will receive one point (i.e. those with residential washing machines).
- Departments that do not have NFPA-compliant cleaning capabilities submitting a joint application will receive one point per department.
- All other applications will be evaluated based on the documented need as outlined in the narrative section of the application.

A selection committee comprised of Department of Fire Services staff will review all complete applications and award funds according to the evaluation criteria listed above. In the event that the point system results in a tie and insufficient funding is available to fully fund all applications, the total number of firefighters on the department(s) on each application will serve as a tie-breaker, with the greatest number of personnel receiving priority.

All awards are contingent upon the availability of funding. All funding is subject to appropriation.

VI FORMS TO BE COMPLETED UPON GRANT AWARD:

Upon notification of grant award, all grantees will be required to complete and sign the Commonwealth Standard Contract Form, and Contractor Authorized Signature Verification Form. If not already on file, the additional three forms listed below (#3, #4, #5) must also be completed as part of the contract agreement. (Forms are available via the State Internet site <http://www.commbuys.com>).

1. **Commonwealth Standard Contract Form**
2. **Contractor Authorized Signature Verification Form**
3. **Commonwealth Terms and Conditions.**
4. **Verification of Taxation Reporting Information (W-9) Form.**
5. **Electronic Funds Transfer Form (EFT)**

V. GRANT PERIOD

For all projects - Approved expenditures must not be made until after the grantee has received a copy of a fully executed Standard Commonwealth Contract with the Department of Fire Services.

Grant recipient must take delivery of equipment no later than the end of the state fiscal year, June 30, 2020.

VIII. DISBURSEMENT OF GRANT FUNDS

Funds will be dispersed on a reimbursement basis only. Grantees shall submit for reimbursement by providing an invoice which clearly states the total cost and description of goods. Satisfactory evidence of receipt of goods for the approved expenses shall be included with the invoice. Receipt date for all goods must be provided and be within the approved contract dates of service.

The grant report must be submitted with the reimbursement request. This may be done as soon as the goods are received but no later than July 31, 2020. The Department will not disburse grant funds for any expenses incurred outside the contract period. Documentation of all expenses is required and subject to audit.

X. PROJECTED TIMELINE

Milestone	Date
Application Period Open	October 9, 2019
Application Submission Deadline	November 4, 2019
Award Announcements	Rolling announcements beginning in mid-December
End of Grant Performance Period	June 30, 2020
Final Reports/Reimbursement Requests Due	July 31, 2020

VI. WHEN TO APPLY

The completed application must be received by DFS no later than **5:00 PM on Monday, November 4, 2019**. The completed application consists of an Application Cover Sheet, Worksheet A, and Narrative.

THE APPLICATION IS AVAILABLE ON-LINE AT OUR WEBSITE www.mass.gov/dfs

The completed application should be returned to:

Department of Fire Services
P.O. Box 1025
Stow, MA 01775
ATTN: FY2020 Washer-Extractor Equipment Grant Program

Faxed applications are *NOT* acceptable.

IX. CONTACT

If your city, town, authority, fire district or military fire department is in need of technical assistance regarding this grant or has questions regarding this application, please contact Timothy Moore at (978) 567-3721 or by e-mail at Timothy.Moore@mass.gov.

Answers to questions will be posted publicly to the DFS website throughout the open application period.

X. INSTRUCTIONS FOR COMPLETING THIS APPLICATION

All equipment purchased under the provisions of the Washer-Extractor Grant Program must meet the applicable requirements of the National Fire Protection Association's (NFPA) standards, most current edition, where such standards apply. Please read the entire application and follow the instructions for each of the following items.

1. **WORKSHEET A: Approved Equipment Request**

The purpose of Worksheet A is to indicate the cost of the purchase of equipment. The decision to purchase equipment is at the discretion of the Fire Chief or the Chief Executive Officer.

Please adhere to the following instructions when completing Worksheet A:

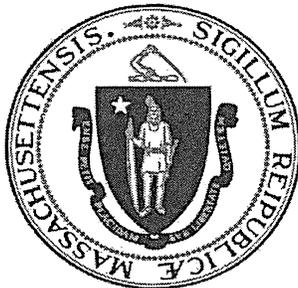
- a) Complete the requested departmental information.
- b) Indicate the cost of the item chosen.

Please note: every city, town, authority or fire district must adhere to the provisions set forth in M.G.L. Chapter 30B (municipalities), the Uniform Procurement Act, 815 CMR 2.00 which incorporates the procurement requirements of 801 CMR 21.00, as well as the procurement policies and procedures of the local unit of government.

- a) Complete departmental information.
- b) Indicate the unit cost for item chosen.
- c) Provide supportive narrative to indicate need.

2. **NARRATIVE PAGE:**

Complete the narrative page. **All cities, towns, authorities, fire districts and state military fire departments** must write a supporting narrative explaining the need for the equipment. Please adhere to the one-page maximum.



**Application Cover Sheet
Washer-Extractor Equipment
Grant Program**

**Must Be Received
No Later Than
5:00 PM November 4, 2019**

DATE 10/28/19

To: Department of Fire Services

I am pleased to submit this application and the required documents to the Department of Fire Services through the Commonwealth's *Washer-Extractor Equipment Grant Program*. I have reviewed and agree to abide by the Washer-Extractor Equipment Grant Program requirements.

Funding Request: \$ 9,463.00

Fire Department: Marlborough Fire Department

CEO/Fire Chief Name: Kevin J. Breen

CEO/Fire Chief Signature: _____

Address: _____ **215 Maple St.** _____

City: **Marlborough** _____ State: **MA** Zip: **01752** _____

Phone: **508-624-6986** _____ Fax: **508-460-3795** _____

E-mail: **kbreen@marlborough-ma.gov** _____

Check here if you are pooling your funds from this program with another Fire Department(s).

Name of Fire Department: _____

CEO/Fire Chief Name: _____

CEO/Fire Chief Signature: _____

Name of Fire Department: _____

CEO/Fire Chief Name: _____

CEO/Fire Chief Signature: _____

Name of Fire Department: _____

CEO/Fire Chief Name: _____

CEO/Fire Chief Signature: _____

Name of Fire Department: _____

CEO/Fire Chief Name: _____

CEO/Fire Chief Signature: _____

Name of Fire Department: _____

CEO/Fire Chief Name: _____

CEO/Fire Chief Signature: _____

Name of Fire Department: _____

CEO/Fire Chief Name: _____

CEO/Fire Chief Signature: _____

WORKSHEET A

BUDGET SUMMARY AND APPLICATION CHECKLIST

PART I: BUDGET SUMMARY

PLEASE COMPLETE THE FOLLOWING BUDGET SUMMARY WITH THE TOTAL COST FIGURE

	TOTAL:
Total Washer-Extractor Equipment Cost	\$9,463.00

Please note that the total funds requested must equal your eligible award amount as stated in the attachment. Please note also that the department must take delivery of equipment no later than June 30, 2020. If the total equipment cost is higher than your requested award amount, indicate in your narrative if local funds are used to pay the difference.

Part II: Application Checklist

Please verify that all applicable worksheets and the required documents are signed by the designated signature authority and place a check mark next to each required document. Completed applications must include all of the following documents:

- Cover Sheet
- Worksheet A: Budget Summary and Application Checklist
- Narrative

NARRATIVE

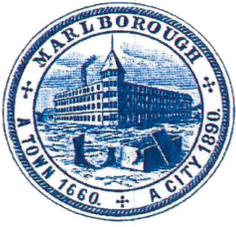
(MAXIMUM 1 PAGE) Please outline existing PPE cleaning capabilities in the applicant community (and in each additional community if a regional application), and the funding source/mechanism that will be used for installation and ongoing maintenance of the machine(s).

Marlborough, Massachusetts is a contemporary suburban community situated in the Metro West area of Boston. Our fire department is an all-paid, career department of seventy-eight professional men and women providing fire prevention, fire suppression, emergency medical service response and disaster management control services to a diverse community of more than 40,000. The department responds to more than 7,800 emergency incidents per year. Geographically, we are located approximately twenty miles west of Boston and approximately ten miles east of Worcester, the state's two largest cities. The City of Marlborough has interchanges of several major highways including Interstate Routes 495, 290, 85 and old US Route 20. Marlborough Fire Department was formed in 1850 and has a rich history of dedicated service to the citizens and visitors of Marlborough.

Protecting our firefighters is a responsibility we take seriously. The prevalence of cancer among firefighters is not to be overlooked. We need to maintain a high level of vigilance to all cancer risks associated with structural firefighting activities. According to data from the International Association of Firefighters, 61% of LODDs for career firefighters, since 2002, have resulted from occupational cancer. According to a 2013 NIOSH study, firefighters have a 9% higher risk of being diagnosed with cancer and a 14% higher risk of dying from cancer than the general public. Increased awareness has led to many changes being made throughout the fire service to reduce exposures to harmful products of combustion. Many departments are taking action by providing members with two sets of gear, gloves, hoods, better access to gear washing extractors, and new gross decon procedures at fires. These changes have created additional financial challenges to existing PPE budgets forcing some departments to make tough decisions regarding replacement of PPE and funding equipment and staffing needs. Marlborough FD is also feeling the pinch, but we have implemented a plan to allow our members to have access to new extractors and have the ability to clean their gear immediately following a structure fire. This grant will assist us in providing NFPA compliant gear extractors to improve safety and reduce risks. Marlborough Fire Department has recently hired 11 new firefighters. This has placed a burden on our normal PPE operating budget. However, even with these added costs, we have been working diligently to address cancer safety initiatives and are proud to have accomplished the following cancer-reducing activities:

- Installed new Plymovent exhaust removal systems in all three fire stations
- Purchased a "TFT Decon Pak" for gross decon of personnel at fire scenes
- Made decon wipes available on each piece of apparatus
- Increased cancer prevention training and awareness for all members
- Implemented a plan to replace sets of gear every five years, thus allowing each member access to a second set of gear in the ten year life expectancy

Our goal, if awarded this grant, would be to purchase a second gear extractor for our department. This would allow our members to have the ability to clean multiple sets of gear at once, thus reducing the amount of time their primary set of gear is out of service. Thank you for your consideration.



City of Marlborough
Office of the Mayor

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

RECEIVED
Arthur G. Vigeant
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
MAYOR
2020 APR 30 A 08:57
Patricia Bernard
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 30, 2020

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

Re: Grant Acceptance -Firefighter Turnout Gear Program – Marlborough Fire Department

Honorable President Ossing and Councilors:

Please find enclosed for your review and acceptance a grant in the amount of \$3,840.00 from the Commonwealth of Massachusetts Department of Fire Services. This grant money was earned through the Firefighter Turnout Gear Grant Program and will be used to offset the cost of necessary turnout gear. We appreciate the continued support of the Massachusetts Department of Fire Services.

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

Sincerely,


Arthur G. Vigeant
Mayor

Enclosures



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

March 9, 2020

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



Dear Mayor Vigeant,

The Marlborough Fire Department has received a grant in the amount of \$3,840.00 from the Commonwealth of Massachusetts Firefighter Turnout Gear Grant Program.

Attached is a completed Notification of Grant Award form and related documents. I respectfully request that this be forwarded to the City Council for approval.

Please let me know if you have any questions.

Sincerely,

Kevin J. Breen
Fire Chief

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: Fire DATE: 3/9/2020

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Kevin J. Breen, Fire Chief

NAME OF GRANT: Firefighter Turnout Gear Grant Program

GRANTOR: Commonwealth of Massachusetts

GRANT AMOUNT: \$3,840.00

GRANT PERIOD: 6/30/2020

SCOPE OF GRANT/
ITEMS FUNDED For the purchase of replacing personal protective equipment; we will be purchasing hoods and gloves.

IS A POSITION BEING
CREATED: No

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

ARE MATCHING CITY
FUNDS REQUIRED? No

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

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

ANY OTHER EXPOSURE TO CITY?
No

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: _____

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

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions, Contractor Certifications and Commonwealth Terms and Conditions which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.masscomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

CONTRACTOR LEGAL NAME: CITY OF MARLBOROUGH (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Department of Fire Services MMARS Department Code: DFS	
Legal Address: (W-9, W-4): 140 Main St Marlborough, MA 01752		Business Mailing Address: PO Box 1025, Stow, MA 01775	
Contract Manager: Chief Kevin J. Breen	Phone: 508-485-2323	Billing Address (if different):	
E-Mail: kbreen@marlborough-ma.gov	Fax: 508-460-3795	Contract Manager: David Clemons	Phone: 978-567-3179
Contractor Vendor Code: VG6000192111		E-Mail: David.Clemons@mass.gov	Fax: 978-567-3121
Vendor Code Address ID (e.g. "AD001"): AD001 (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): CT-DFS-1000-1211190000000001901	
<input checked="" type="checkbox"/> NEW CONTRACT		<input type="checkbox"/> CONTRACT AMENDMENT	
PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes all Grants - <u>815 CMR 2.00</u>) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		Enter Current Contract End Date <i>Prior</i> to Amendment: _____, 20____ Enter Amendment Amount \$ _____ (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions, Contractor Certifications and the following Commonwealth Terms and Conditions document is incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under <u>815 CMR 9.00</u> . <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or new total if Contract is being amended). \$3,840.00 _____			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> agree to standard 45 day cycle ___ statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); ___ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE OR REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) This contract is for funds awarded under the Department of Fire Services' FY20 Firefighter Turnout Gear (PPE) Grant. Funds may only be used for the grant Priority 1 purchase of hoods and gloves. Funds for this program will be disbursed on a reimbursement basis only. Satisfactory proof of purchase and a final grant report will be required before funds are released.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input type="checkbox"/> 2. may be incurred as of _____, 20____, a date LATER than the Effective Date below and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input type="checkbox"/> 3. were incurred as of _____, 20____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>June 30, 2020</u> ____, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, this Standard Contract Form, the Standard Contract Form Instructions, Contractor Certifications, the applicable Commonwealth Terms and Conditions, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in <u>801 CMR 21.07</u> , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: <u>[Signature]</u> Date: <u>1/14/20</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Jeffrey Logan</u> Print Title: <u>Asst. Fire Chief</u>		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: <u>[Signature]</u> Date: <u>1/22/2020</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>David Clemons</u> Print Title: <u>Director of Operations</u>	

Issued May
2004



COMMONWEALTH OF MASSACHUSETTS CONTRACTOR AUTHORIZED SIGNATORY LISTING

CONTRACTOR LEGAL NAME: City of Marlborough
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000192111

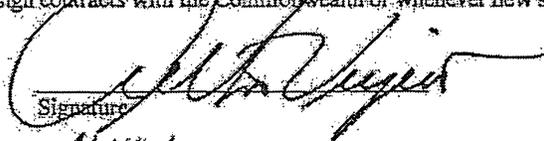
INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
FRED FLYNN	Assistant Chief, MFD
JEFF GOGAN	Assistant Chief, MFD
ICELIN BREEN	Chief, MFD

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.


Signature

MAYOR
Title

508 460-3698
Fax

2/12/19
Date

508 460-3770
Telephone

Mayor@Marlborough-MA.gov
e-mail

[Listing can not be accepted without all of this information completed.]
A copy of this listing must be attached to the "record copy" of a contract filed with the department.

**COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING**

Issued May 2004



CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures.
It is recommended that Departments obtain authentication of signature for the signatory
who submits the Contractor Authorized Listing.

This Section **MUST** be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type):

Title:

X

Signature as it will appear on contract or other document (Complete only in presence of notary):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, _____ (NOTARY) as a notary public certify that I witnessed
the signature of the aforementioned signatory above and I verified the individual's identity on this date:

_____, 20____.

My commission expires on:

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the
signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's
authority as an authorized signatory for the Contractor on this date:

_____, 20____.

AFFIX CORPORATE SEAL



CHARLES D. BAKER
Governor

Office of the Governor Commonwealth of Massachusetts

State House
Boston, Massachusetts 02133
Tel: (617) 725-4000

KARYN E. POLITO
Lieutenant Governor

December 9, 2019

Chief Kevin J. Breen
Marlborough Fire Department
215 Maple Street
Marlborough, MA 01752

Dear Chief Breen,

Congratulations! I am pleased to inform you that the Executive Office of Public Safety and Security and the Department of Fire Services (DFS) has awarded the Marlborough Fire Department \$3,840 in State Fiscal Year 2020 funding from the Firefighter Turnout Gear Grant Program for the purchase of hoods and gloves.

The contract, terms and conditions, and other award documents will be provided to you by DFS. Please contact Tim Moore, Program Coordinator at DFS, with any questions about this award at Timothy.Moore@mass.gov or 978-567-3721.

We would like to thank you and all of the members of your fire department for all that you do to keep the Commonwealth and its citizens safe.

Sincerely,

A handwritten signature in blue ink that reads "Charles Baker".

Governor Charles D. Baker

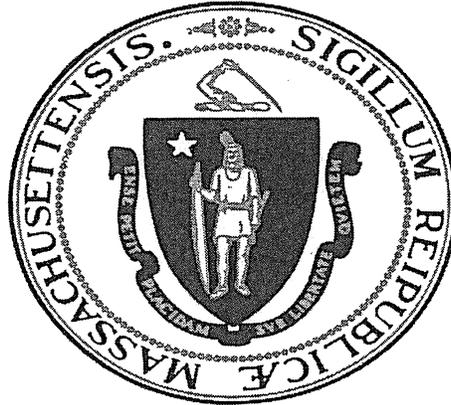
A handwritten signature in blue ink that reads "Karyn E. Polito".

Lt. Governor Karyn E. Polito

EXECUTIVE OFFICE OF PUBLIC
SAFETY AND SECURITY

DEPARTMENT OF FIRE SERVICES

**FIREFIGHTER TURNOUT GEAR GRANT
PROGRAM APPLICATION
STATE FISCAL YEAR 2020**



Charles D. Baker
Governor

Thomas A. Turco III
Secretary of Public Safety and Security

Karyn E. Polito
Lieutenant Governor

Peter J. Ostroskey
State Fire Marshal

EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY

DEPARTMENT OF FIRE SERVICES

P.O. BOX 1025 - 1 STATE ROAD

STOW, MASSACHUSETTS 01775

TELEPHONE: (978) 567-3100

FAX: (978) 567-3121

SFY 2020 FIREFIGHTER TURNOUT GEAR GRANT PROGRAM

I. PURPOSE

The Executive Office of Public Safety and Security (EOPSS) and the Department of Fire Services (DFS) are pleased to announce the availability of grant funding in State Fiscal Year 2020 for fire departments in every city, town, fire district and authority of the Commonwealth. Applicants may purchase personal protective equipment used for structural firefighting according to the manufacturer's instructions.

II. ELIGIBILITY

Fire departments of every city, town, fire district, state authority and state military fire department, are eligible to apply for funds.

Department(s) are not eligible if they have received a grant from a federal or state entity for the primary purpose of replacing turnout gear (PPE) within the last five years.

Eligible fire safety equipment that can be purchased under this program shall include, but is not limited to turnout gear. For a complete listing of allowable equipment purchases, refer to Worksheet A.

Departments may petition to purchase additional equipment using the waiver process outlined in Section VII.

III. SPECIAL CONDITIONS

Purchases made with Firefighter Turnout Gear Grant Program funds become the property of the city, town, authority, fire district or state military fire department. In addition, DFS requires that all equipment purchased with program funds that has a unit value of \$500 or greater be tagged and entered into an inventory tracking system (if feasible).

In submitting the attached Firefighter Turnout Gear Grant Program application, the fire department must agree to adhere to the following:

1. Compliance with the Massachusetts Fire Incident Reporting System (MFIRS) is required.
2. Grantees must submit a grant completion report to DFS that details the equipment that was purchased and how it was deployed within the fire department. The attached grant completion report will be due at the time of submission of reimbursement request to DFS, which shall occur no later than July 31, 2020.

IV. AVAILABILITY AND LIMITATIONS ON THE USE OF PROGRAM FUNDS

The total funding available through this grant program is \$500,000. The anticipated award is \$2,500.00 per application, though this amount may be increased or decreased based on the number of applications received.

Each eligible department is limited to one (1) application for this program.

Use of grant funds is limited to costs identified in the grant application worksheet A, unless a waiver has been obtained. No personnel or administrative costs, including indirect or fringe costs may be paid with funds from this grant program.

V. EVALUATION CRITERIA AND REVIEW PROCESS

Purchases of compliant hoods and gloves will be given the highest priority and funded to the fullest extent possible prior to awards being made for any other gear. If funding remains available for other gear, awards will be made using the following order of priority:

- replacing unusable/unrepairable turnout gear (PPE) to meet current standards (4 points)
- increase supply for new hire or existing firefighters that do not have one set of turnout gear (PPE) or allocated positions (3 points)
- to replace noncompliant gear to current standard turnout (PPE) gear (2 points)
- To purchase a second set of compliant turnout gear for personnel who currently have one complete set of compliant gear (1 point)

A selection committee comprised of Department of Fire Services staff will review all complete applications and award funds according to the evaluation criteria listed above. In the event that the point system results in a tie and insufficient funding is available to fully fund all applications, requested award amounts will be reduced proportionally based on the amount of funding available.

All awards are contingent upon the availability of funding. All funding is subject to appropriation.

VI FORMS TO BE COMPLETED UPON GRANT AWARD:

All grantees will be required to complete and sign the Commonwealth Standard Contract Form, and Contractor Authorized Signature Verification Form. If not already on file, the additional three forms listed below (#3, #4, #5) must also be completed as part of the contract agreement. (Forms are available via the State Internet site <http://www.commbuys.com>).

- 1. Commonwealth Standard Contract Form**
- 2. Contractor Authorized Signature Verification Form**
- 3. Commonwealth Terms and Conditions.**
- 4. Verification of Taxation Reporting Information (W-9) Form.**
- 5. Electronic Funds Transfer Form (EFT)**

VII. GRANT PERIOD

For all projects - Approved expenditures must not be made until after the grantee has received a copy of a fully executed Standard Commonwealth Contract with the Department of Fire Services.

Grant recipient must order and take delivery of equipment no later than the end of the state fiscal year, June 30, 2020.

VIII. DISBURSEMENT OF GRANT FUNDS

Funds will be dispersed on a reimbursement basis only. Grantees shall submit for reimbursement by providing an invoice which clearly states the total cost and description of goods. Satisfactory evidence of receipt of goods for the approved expenses shall be included with the invoice. Receipt date for all goods must be provided and be within the approved contract dates of service.

The grant report must be submitted with the reimbursement request. This may be done as soon as the goods are received but no later than July 31, 2020. The Department will not disburse grant funds for any

expenses incurred outside the contract period. Documentation of all expenses is required and subject to audit.

VI. WHEN TO APPLY

The completed application must be received by DFS no later than **5:00 PM on Monday, November 4, 2019**. The completed application consists of an Application Cover Sheet, Worksheets A and C, and the Narrative.

THE APPLICATION IS AVAILABLE ON-LINE AT OUR WEBSITE www.mass.gov/dfs

The completed application should be returned to:

Department of Fire Services
P.O. Box 1025
Stow, MA 01775
ATTN: FY2020 Firefighter Turnout Gear Grant Program

Faxed applications are NOT acceptable.

VII. WAIVER REQUEST

If requesting an equipment waiver, please complete Worksheet B and fax to the Department of Fire Services at 978.567.3121 to the attention of State Fire Marshal Peter J. Ostroskey or email to Peter.Ostroskey@mass.gov by **5:00 PM on Friday, October 18, 2019**. Waiver requests will be responded to within five business days..

VIII. NOTIFICATION AND DISTRIBUTION OF AWARDS

All award letters and contracts will be mailed to grantees in December 2019. Grant funds will be electronically distributed following submittal of reimbursement requests and reports to DFS. Fire departments may begin to incur costs upon receipt of notification from DFS that the contract has been fully executed.

IX. CONTACT

If your city, town, authority, fire district or military fire department is in need of technical assistance regarding this grant or has questions regarding this application, please contact Timothy Moore at (978) 567-3721 or by e-mail at Timothy.Moore@mass.gov

Answers to questions will be posted on the DFS website throughout the open application period.

X. PROJECTED TIMELINE

Milestone	Date
Application Period Open	October 9, 2019
Equipment Waiver Submission Deadline	October 18, 2019
Application Submission Deadline	November 4, 2019
Award Announcements	Rolling announcements beginning in mid-December
End of Grant Performance Period	June 30, 2020

XI. INSTRUCTIONS FOR COMPLETING THIS APPLICATION

All equipment purchased under the provisions of the Firefighter Turnout Gear Grant Program must meet the applicable requirements of the National Fire Protection Association's (NFPA) standards, most current edition, where such standards apply. Please read the entire application and follow the instructions for each of the following items.

1. WORKSHEET A: Approved Equipment Request

The purpose of Worksheet A is to indicate the requested type, quantity, and cost of the purchase of equipment from the approved equipment list. The decision to purchase equipment is at the discretion of the Fire Chief or the Chief Executive Officer.

Please adhere to the following instructions when completing Worksheet A:

- a) Complete the requested departmental information.
- b) Indicate the unit cost and quantity for each item chosen.

Please note: every city, town, authority or fire district must adhere to the provisions set forth in M.G.L. Chapter 30B, the Uniform Procurement Act, 815 CMR 2.00 which incorporates the procurement requirements of 801 CMR 21.00, as well as the procurement policies and procedures of the local unit of government.

2. WORKSHEET B: Request for Waiver for the Purchase of Firefighter Turnout Gear

Departments wishing to purchase equipment not listed on Worksheet A must complete Worksheet B. All requests for waivers, including supporting narrative detailing the equipment your department is requesting that is not on the approved list, must be submitted to DFS for review and approval no later than Friday, October 18, 2019. The waiver can be faxed to 978.567.3121 to the attention of State Fire Marshal Peter J. Ostroskey or emailed to Peter.Ostroskey@mass.gov. The waivers will be considered in consultation with the Fire Marshal, and a response will be made by DFS within five business days.

Please adhere to the following instructions when completing Worksheet B:

- a) Complete departmental information.
- b) Indicate the unit cost and quantity for each item chosen.
- c) Provide supportive narrative to indicate need.

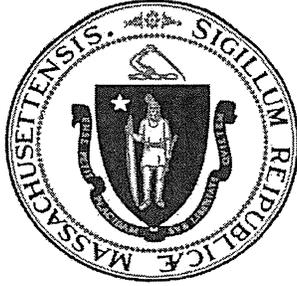
3. WORKSHEET C: Budget Summary and Application Checklist

Complete the budget summary worksheet with the total cost figures as they appear on Worksheet A, and if applicable, Worksheet B.

4. NARRATIVE PAGE:

Complete the program narrative page. All cities, towns, authorities, fire districts and state military fire departments must write a supporting narrative explaining the need for the equipment selected in Worksheet A. Please adhere to the one-page maximum.

Please read all instructions and verify that all applicable worksheets and forms are complete and signed by the designated signature authority and are mailed to arrive at DFS no later than November 4, 2019.



**Application Cover Sheet
Firefighter Turnout Gear Grant Program**

**Must Be Received
No Later Than
5:00 PM November 4, 2019**

DATE 10/25/19

To: Department of Fire Services

I am pleased to submit this application and the required documents to the Department of Fire Services through the Commonwealth's *Firefighting Equipment Grant Program*. I have reviewed and agree to abide by the Firefighting Equipment Grant Program requirements.

My department has not received state or federal grants funds for which the primary purpose was the purchase of turnout gear during the last five (5) years. (check box)

Funding Request: \$ 12,779.76

Fire Department: Marlborough

CEO/Fire Chief Name: Kevin J. Breen

CEO/Fire Chief Signature: _____

Address: 215 Maple Street

City: Marlborough **State:** MA **Zip:** 01752

Phone: 508-624-6986 **Fax:** 508-460-3795

E-mail: kbreen@marlborough-ma.gov

WORKSHEET A
Approved Equipment Request

Department Name Marlborough Fire Dept.
 Department Address 215 Maple St.
Marlborough, MA 01752

Contact Person Asst. Chief Gogan
 Telephone 508-624-6984

Fax 508-460-3795
 Email igogan@marlborough-
 ma.gov

I. Personal Protective Clothing

Hoods and Gloves (Priority 1)			
Item Description	Unit Cost	Quantity	Total Cost
Nomex or PBI Hood	\$55.00	30	\$1,650.00
Gloves	\$73.00	30	\$2,190.00
Hoods and Gloves Total:			\$3,840.00
Other Gear (Priority 2, 3, 4, and 5)			
Item Description	Unit Cost	Quantity	Total Cost
Bunker Coats	\$1,715.25	3	\$5,145.75
Bunker Pants & Suspenders	\$1,264.67	3	\$3,794.01
Boots, Rubber			\$0.00
Boots, Leather			\$0.00
Helmets			\$0.00
Eye Shields			\$0.00
Other Gear Total:			\$8,939.76

DOUBLE-CLICK ON SPREADSHEET FOR EDITING ACCESS

WORKSHEET B

REQUEST FOR WAIVER FOR THE PURCHASE OF FIREFIGHTER TURNOUT GEAR

Department Name _____
 Department Address _____

Contact Person _____
 Telephone _____
 Fax _____
 Email _____

If requesting a **WAIVER** to purchase equipment that *does not appear* on the approved list, you must complete this worksheet and briefly describe the equipment and explain why it should be approved. When completed, fax to DFS at 978.567.3121 to the attention of State Fire Marshal Peter J. Ostroskey or email to Peter.Ostroskey@mass.gov . All waiver requests must be received by DFS no later than 5:00 PM on Friday, October 18, 2019.

Name of Item	Unit Cost	Quantity	Total Cost
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
		Subtotal	\$0.00

DOUBLE-CLICK ON
SPREADSHEET
FOR EDITING
ACCESS

JUSTIFICATION FOR WAIVER: Explain the need for the above requested equipment.

Please sign and date below to confirm that, to the best of your knowledge, all information provided is accurate and verifiable.

Original Signature of Fire Chief or Chief Executive Officer

Date

FOR DFS USE ONLY:

Waiver Approved

 Peter J. Ostroskey, State Fire Marshal

Waiver Denied

 Date

Comments:

WORKSHEET C

BUDGET SUMMARY AND APPLICATION CHECKLIST

PART I: BUDGET SUMMARY

PLEASE COMPLETE THE FOLLOWING BUDGET SUMMARY WITH THE TOTAL COST FIGURES AS THEY APPEAR ON WORKSHEETS A AND B.

TOTALS	
Worksheet A - Hoods and Gloves: (Priority 1)	\$3,840.00
Worksheet A - Other Gear: (Priority 2, 3, 4, and 5)	\$8,939.76
Worksheet B: (If applicable) Total Cost from the Request for Waiver for the Purchase of Firefighter Turnout Gear	
Total Equipment Cost:	\$12,779.76

DOUBLE-CLICK ON SPREADSHEET FOR EDITING ACCESS

Please note that equipment must be delivered by June 30, 2020. If the equipment cost is higher than your requested award amount, indicate in your narrative if local funds will be used to pay the difference.

Part II: Application Checklist

Please verify that all applicable worksheets and the required documents are signed by the designated signature authority and place a check mark next to each required document. Completed applications must include all of the following documents:

- Cover Sheet
- Worksheet A: Approved Equipment Request
- Worksheet B: Waiver for the Purchase of Firefighter Turnout Gear (**only if previously approved**)
- Worksheet C: Budget Summary and Application Checklist
- Program Narrative

NARRATIVE

(MAXIMUM 1 PAGE)

Please document the need for the proposed equipment purchases by explaining the type, age, and condition of existing equipment that will be replaced (noting non-compliant characteristics or the reason it is unusable/unrepairable), and/or the reason additional equipment is needed (# of new hires/positions without compliant gear, 2nd set for existing firefighters, etc.).

Marlborough, Massachusetts is a contemporary suburban community situated in the Metro West area of Boston. Our fire department is an all-paid, career department of seventy-eight professional men and women providing fire prevention, fire suppression, emergency medical service response and disaster management control services to a diverse community of more than 40,000. The department responds to more than 7,800 emergency incidents per year. Geographically, we are located approximately twenty miles west of Boston and approximately ten miles east of Worcester, the state's two largest cities. The City of Marlborough has interchanges of several major highways including Interstate Routes 495, 290, 85 and old US Route 20. Marlborough Fire Department was formed in 1850 and has a rich history of dedicated service to the citizens and visitors of Marlborough.

Protecting our firefighters is a responsibility we take seriously. The prevalence of cancer among firefighters is not to be overlooked. We need to maintain a high level of vigilance to all cancer risks associated with structural firefighting activities. According to data from the International Association of Firefighters, 61% of LODDs for career firefighters, since 2002, have resulted from occupational cancer. According to a 2013 NIOSH study, firefighters have a 9% higher risk of being diagnosed with cancer and a 14% higher risk of dying from cancer than the general public. Increased awareness has led to many changes being made throughout the fire service to reduce exposures to harmful products of combustion. Many departments are taking action by providing members with two sets of gear, gloves, hoods, better access to gear washing extractors, and new gross decon procedures at fires. These changes have created additional financial challenges to existing PPE budgets forcing some departments to make tough decisions regarding replacement of PPE and funding equipment and staffing needs. Marlborough FD is also feeling the pinch, but we have implemented a plan to replace members' initial set of gear after five years. This initiative seeks to insure members will eventually have two sets of gear. This grant will assist us in providing NFPA compliant PPE and improve safety and reduce risks. Marlborough Fire Department has recently hired 11 new firefighters. This has placed a burden on our normal PPE operating budget. However, even with these added costs, we have been working diligently to address cancer safety initiatives and are proud to have accomplished the following cancer-reducing activities:

- Installed new Plymovent exhaust removal systems in all three fire stations
- Purchased new gear extractor and dryer with the ability to wash multiple sets of gear at once
- Purchased a "TFT Decon Pak" for gross decon of personnel at fire scenes
- Made decon wipes available on each piece of apparatus
- Increased cancer prevention training and awareness for all members
- Implemented a plan to replace sets of gear every five years, thus allowing each member access to a second set of gear in the ten year life expectancy

Our goal, if awarded this grant, would be to purchase 30 sets of gloves and 30 hoods for members. New gloves and hoods would be distributed to replace worn, aged, non-compliant PPE. We are also requesting funds to purchase 3 new sets of turnout gear for our most recent hires. These funds would help reduce the financial burden we have faced and allow us to reallocate a portion of existing funds to continue progressing with our long-term PPE replacement plan. Thank you for your consideration.



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
RECEIVED
CITY CLERK'S OFFICE
Nathan R. Beauchamp
CITY OF MARLBOROUGH
EXECUTIVE AIDE
2020 APR 30 8 11: 53
Patricia Bernard
EXECUTIVE SECRETARY

April 30, 2020

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

Re: Gift Acceptance – Marlborough Fire Department

Honorable President Ossing and Councilors:

I am pleased to submit for your acceptance a gift for the Marlborough Fire Department in the amount of \$5,000.00 from Dupont Electronics and Imaging. This donation will be used by Marlborough Fire to purchase self-use fire escape devises.

Please find enclosed a letter from Chief Breen, a copy of the Notification of Grant Award forms, and a copy of the documents from Dupont Electronics and Imaging. Thank you to Dupont Electronics and Imaging for supporting our community and fire fighters.

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

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



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

March 24, 2020

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



Dear Mayor Vigeant,

The Marlborough Fire Department has received a donation in the amount of \$5,000.00 from DuPont Electronics & Imaging.

Attached is a completed Notification of Grant Award form, a copy of their cover letter and check. I respectfully request that this be forwarded to the City Council for approval.

Please let me know if you have any questions.

Sincerely,

Kevin J. Breen
Fire Chief

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: Fire DATE: 3/24/2020

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Kevin J. Breen, Fire Chief

NAME OF GRANT: Donation

GRANTOR: DuPont Electronics & Imaging

GRANT AMOUNT: \$5,000.00

GRANT PERIOD: _____

SCOPE OF GRANT/
ITEMS FUNDED Firefighter Escape Devices to be used for self rescue

IS A POSITION BEING
CREATED: No

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

ARE MATCHING CITY
FUNDS REQUIRED? No

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

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

ANY OTHER EXPOSURE TO CITY?
No

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: _____

**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**

Electronics & Imaging
455 Forest Street
Marlborough, MA 01752
508.481.7950



January 28, 2020

Fred Flynn, Assistant Fire Chief
City of Marlborough Fire Department
215 Maple Street
Marlborough, MA 01752

Assistant Chief Flynn:

DuPont is pleased to announce a \$5,000 grant to support the purchase of "Bail Out" bags to support the Marlborough Fire Department's initiative to provide quick escape equipment to each firefighter to facilitate escape from being trapped in a structure fire.

In addition to providing financial support to the Department, the DuPont site emergency response team (ERT) looks forward to working closely with the Department on joint tours/drills at the DuPont site. These drills will be intended to provide familiarity to the DuPont site for responding firefighters so that they know the site layout and potential hazards.

DuPont is pleased to support the Marlborough Fire Department and its goal to provide lifesaving safety equipment to the City's firefighters.

Sincerely,

A handwritten signature in blue ink that reads "Kevin Horgan". The signature is written in a cursive, flowing style.

Kevin Horgan
Marlborough Site Environmental, Health, and Safety Leader
DuPont Electronics & Imaging
kevin.horgan@dupont.com
508.229.7198

DuPont Services Company B.V., Hoek,
succursale du Grand-Saconnex (4518)
Att: Accounts Payable department
P.O. BOX 80040
WILMINGTON, DELAWARE 19880-0040

62-20
311

No. 2200008183

11/22/19

PAYMENT ON BEHALF OF: SEE ATTACHED REMITTANCE ADVICE

PAY TO THE CITY OF MARLBOROUGH
ORDER OF 140 MAIN ST
MARLBOROUGH MA 01752-381

\$\$\$\$\$\$\$\$\$5,000.00

NOT VALID AFTER 1 YEAR

*DuPont Services Company B.V., Hoek,
succursale du Grand-Saconnex*
AUTHORIZED SIGNATURE

Five Thousand and 00/100 Dollars

CITIBANK, N.A.
ONE PENN'S WAY, NEW CASTLE, DE 19720



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
RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
William P. Boudreau
EXECUTIVE AIDE
2020 APR 30 A 11:53
Patricia Bernard
EXECUTIVE SECRETARY

April 30, 2020

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

Re: Donation Acceptance – Marlborough Police Department

Honorable President Ossing and Councilors:

I am pleased to submit for your acceptance a grant for the Marlborough Police Department for \$100.00 Ms. Noreen Bucchino, designated for the department's K-9 account. Please find enclosed a letter from Chief Giorgi, a copy of the Notification of Grant Award forms, and a copy of the donation check.

Thank you to Ms. Bucchino for her support of our police officers and their K-9 colleagues. If you have any questions, please do not hesitate to contact Chief Giorgi or my office.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough

Police Department

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

David A. Giorgi
Chief of Police

April 1, 2020

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

Dear Mayor Vigeant:

The Marlborough Police Department has received a \$100 gift from Noreen Bucchino of 88 Glen Street in Marlborough. Ms. Bucchino made a donation to the department for the benefit of the "MPD Canine Fund" as part of a fundraiser for new K9 Meiko.

I have attached a copy of the check mailed by Ms. Bucchino. I am requesting that the gift award be forwarded to the City Council for approval. Should you have any questions, please do not hesitate to call.

Sincerely,

David A. Giorgi
Chief of Police

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: POLICE DATE: April 1, 2020

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: CHIEF DAVID A. GIORGI

NAME OF GRANT: _____

GRANTOR: Noreen Bucchino- 88 Glen Street marlborough, MA

GRANT AMOUNT: \$100.00

GRANT PERIOD: _____

SCOPE OF GRANT/
ITEMS FUNDED Donation to MPD Canine Fund

IS A POSITION BEING
CREATED: N/A

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

ARE MATCHING CITY
FUNDS REQUIRED? N/A

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

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

ANY OTHER EXPOSURE TO CITY?
N/A

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: NO

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

NOREEN BUCCHINO

53-8421/2113

693

DATE 3/26/2026

PAY TO THE ORDER OF M.P.D Canine Fund \$ 100.00

One Hundred & no/100 DOLLARS

ST. MARY'S CREDIT UNION

MEMO for meiko Noreen Buccino NP

REUSE OR RECYCLE SAFETY PAPER

Security Features Included. Details on Back.



City of Marlborough Planning Board

Administrative Office
135 Neil St.
Marlborough, MA 01752

PLANNING BOARD
RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 APR 29 3:02
Barbara L. Fenby, Chair
Philip Hodge
Sean N. Fay
George LaVenture
Christopher Russ
Matthew Elder
Krista Holmi, Administrator
(508) 624-6910 x33200
kholmi@marlborough-ma.gov

April 28, 2020

Mr. Michael Ossing
City Council President
140 Main St.
Marlborough, MA 01752

RE: Planning Board Recommendations Proposed Zoning Amendment Livestock Farms
Council Order 20-1007915

Honorable President Ossing and Members:

At its regularly scheduled (remote) meeting on April 27, 2020, the Planning Board took the following action regarding the above referenced zoning amendment. On a motion by Mr. Fay, seconded by Mr. Russ, the Board voted to provide a negative recommendation on the proposed amendment pending updated Board of Health regulations. Yea: Elder, Fay, Hodge, LaVenture, Russ, Fenby. Nay: 0 Carried 6-0. In its decision, the Board expressed the following concerns:

The current Board of Health (BoH) regulations written in 2005 do not adequately address the potential public health risks associated with keeping chickens in residential settings (including risks of salmonella, campylobacter, etc.) Additionally, BoH regulations do not provide for inspections and do not adequately address the disposal of manure and storage of feed.

Other concerns expressed by the Board include the risk of increased predator prevalence with an increased food source, the lack of specific regulations concerning the location of structures that would house chickens and the potential impact to residents should multiple abutters choose to keep chickens.

The Planning Board recommends that the City Council delay further action on the proposed amendment until the Board of Health, Conservation Commissioner and Animal Control have an opportunity to work collaboratively to establish appropriate and thorough regulations. The Board concurs with the expressed statements of the Building Commissioner. It is preferred that zoning deal with the authority of allowing the uses, and the BoH will deal with how to keep and raise livestock. In short, the Board believes that enacting the current zoning amendment without first having comprehensive Board of Health regulations in place would be putting the cart before the horse and may ultimately put public health at risk.

The Planning Board makes the following recommendations on the proposed amendment:

1. That no keeping of chickens be permitted in RB or RC zones;
2. That the number of chickens allowed in A3 Zones be limited to 6;
3. That the minimum lot size for the keeping of chickens be 8,000 square feet;

4. That the Board of Health be the permitting authority;
5. That the sale of eggs be prohibited;
6. That the regulations for chicken coops fall under the accessory structures rules and be prohibited within 25 feet of a dwelling;
7. That no chickens be kept in the front yard of a property; and,
8. That the keeping of chickens be allowed only for single-family, owner-occupied properties.

Should you need further information, don't hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Barbara L. Fenby" with a stylized flourish at the end.

Barbara L. Fenby
Chairperson

cc: City Clerk

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 APR 28 P 4:50

Brian R. Falk
Mirick O'Connell
100 Front Street
Worcester, MA 01608-1477
bfalk@mirickoconnell.com
t 508.929.1678
f 508.983.6256

April 23, 2020

VIA EMAIL

Councilor Michael Ossing, President
Marlborough City Council
City Hall
Marlborough, MA 01752

Re: Volaris Marlborough (Waypoint Residential);
Special Permit Application for a Multifamily Community

Dear Councilor Ossing:

On behalf of my client WP Marlborough MA Owner, LLC (Waypoint Residential), I respectfully submit the enclosed application for a Special Permit for the Volaris Marlborough multifamily residential project at 339 Boston Post Road East (the McGee property).

Per the enclosed plans, we propose a high-end residential project, consisting of 188 multifamily units, accessory parking, open space, landscaping, and walking trails. We believe this project will help fill a need for housing on the east side of the City, and bring significant tax revenues and additional affordable housing units to Marlborough.

This project is also subject to approval by the Conservation Commission, Zoning Board of Appeals (floodplain special permit), and Site Plan Review Committee.

Thank you for your time and attention to this matter.

Very truly yours,



Brian R. Falk

BRF/ljk
Encl.
cc: Client

CITY OF MARLBOROUGH
OFFICE OF THE CITY CLERK

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CITY OF MARLBOROUGH
2020 APR 28 P 4: 50

APPLICATION TO CITY COUNCIL FOR ISSUANCE OF SPECIAL PERMIT

1. Name and address of Petitioner or Applicant:

WP Marlborough MA Owner, LLC

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

339 Boston Post Road East and surrounding land; Assessors Parcels 72-35, 73-24, 73-26, 73-26A, and 73-28

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

Heritage Farm, LLC

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

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

Article V Section 650 Paragraph 17+18(4) Sub-paragraph (Multifamily Dwelling)

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

Business District (B) and Residence A-2

7. Specific reason(s) for seeking Special Permit

The Applicant proposes a multifamily residential project in the Business District to be known as Volaris Marlborough. The project will consist of 188 units in 4 buildings.

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
Brian R. Falk, Esq.

Address: Mirick O'Connell
100 Front Street
Worcester, MA 01608

Telephone No. (508) 929-1678

Date: _____

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

WP Marlborough MA Owner, LLC (Volaris Marlborough)

(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 for 339 Boston Post Rd East (72-35,73-24,26,28) 400 ft
MARLBOROUGH, MA**

Map	Block	Lot	Unit	Owner's Name	Co Owner's Name	Address	City	ST Zip	Parcel Location
59	9			DONNELLY MASS REALTY TRUST		20880 STONE OAK PKWY	SAN ANTONIO	TX 78258	BOSTON POST RD EAST
59	10			DLT FAMILY LIMITED PARTNERSHIP		5 FOX HOLLOW LN	SHARON	MA 02067	330 BOSTON POST RD EAST
59	11			COLBEA ENTERPRISES LLC		2050 PLAINFIELD PIKE	CRANSTON	RI 02921	342 BOSTON POST RD EAST
59	12			329 BOSTON POST ROAD OWNER LLC		275 GROVE ST STE 2400	NEWTON	MA 02466	329 BOSTON POST RD EAST
59	14	302A	1	CROSSINGS AT 302 INC	DON FISHER C/O LIRON CO	19 BROOK RD STE 100	NEEDHAM	MA 02494	302-A BOSTON POST RD EAST #1
59	14	302A	2	PAGE THOMAS MICHAEL		50 PAGE RD	WESTON	MA 02493	302-A BOSTON POST RD EAST #2
59	14	302A	6	DETOMA DANIEL		302-A BOSTON POST RD EAST	MARLBOROUGH	MA 01752	302-A BOSTON POST RD EAST #6
59	14	302A	7	LONG RU REN TR	XING YAN SU TR	PO BOX 370	ASHLAND	MA 01721	302-A BOSTON POST RD EAST #7
59	14	302A	12	ORSINI LESLIE		38 CURRIER AVE	PETERBOROUGH	NH 03458	302-A BOSTON POST RD EAST #12
59	14	302A	16	PEDONE LAURA A		65 FARRINGTON LN	MARLBOROUGH	MA 01752	302-A BOSTON POST RD EAST #16
59	14	302A	17	GOMEZ JONATHAN	JAHIR LOPEZ	35 1/2 WILSON ST	FRAMINGHAM	MA 01702	302-A BOSTON POST RD EAST #17
59	14	302A	18	SHERMAN CHARLES T		302-A BOSTON POST RD EAST	MARLBOROUGH	MA 01752	302-A BOSTON POST RD EAST #18
59	14	302B	1	DELVECCHIO EDWARD E III	MONICA J DELVECCHIO	302-B BOSTON POST RD EAST	MARLBOROUGH	MA 01752	302-B BOSTON POST RD EAST #1
59	14	302B	2	NASSAB ALI ALAVI TR	PARVIN D BAZZAZ TR	10 MEADE ST APT A	MILFORD	MA 01757	302-B BOSTON POST RD EAST #2
59	14	302B	3	LINDQUIST JOHN M		302-B BOSTON POST RD EAST	MARLBOROUGH	MA 01752	302-B BOSTON POST RD EAST #3
59	14	302B	4	DENUCCI ANTHONY M		302-B BOSTON POST RD EAST	MARLBOROUGH	MA 01752	302-B BOSTON POST RD EAST #4
59	14	302B	5	GLEASON CYNTHIA J		32 KNIGHT RD	FRAMINGHAM	MA 01701	302-B BOSTON POST RD EAST #5
59	14	302B	6	SCIMONE DAVID F		44 GLEN RD	HOPKINTON	MA 01748	302-B BOSTON POST RD EAST #6
59	14	302B	10	VAZ KAREN		3 LILLIAN RD	FRAMINGHAM	MA 01701	302-B BOSTON POST RD EAST #10
59	14	302B	15	STAYNER MICHELLE E		302-B BOSTON POST RD EAST	MARLBOROUGH	MA 01752	302-B BOSTON POST RD EAST #15
59	14	302B	16	JAMES TIMOTEO S JR		302-B BOSTON POST RD EAST	MARLBOROUGH	MA 01752	302-B BOSTON POST RD EAST #16
59	14	302C	1	DUESEL EARL	ELAINE DUESEL	104 EDINBORO ST	MARLBOROUGH	MA 01752	302-C BOSTON POST RD EAST #1
59	14	302C	3	DASILVA RAFAEL GONCALVES	JANAINA GONCALVES	302-C BOSTON POST RD EAST	MARLBOROUGH	MA 01752	302-C BOSTON POST RD EAST #3
59	14	302C	12A	LONG RU REN TR	XING YAN SU TR	PO BOX 370	ASHLAND	MA 01721	302-C BOSTON POST RD EAST #12A
59	15			VALCHUIS ANTHONY J JR TR	HENRY G VALCHUIS TR	287 BOSTON POST RD EAST	MARLBOROUGH	MA 01752	295 BOSTON POST RD EAST
59	11A			FOLAN ROBERT A TR	344 BOSTON POST RD EAST REALTY TRUS	344 BOSTON POST RD EAST	MARLBOROUGH	MA 01752	344 BOSTON POST RD EAST
60	1			ISHKANIAN WILLIAM TR	ISHKANIAN NOMINEE TRUST	344 BOSTON POST RD EAST	MARLBOROUGH	MA 01752	362 BOSTON POST RD EAST
72	24			NELSON LAURENCE		71 ROYCE RD	MARLBOROUGH	MA 01752	71 ROYCE RD
72	36			BARRETT JULIE ANN TR	JB CHILDREN'S TRUST	85 ROYCE RD	MARLBOROUGH	MA 01752	85 ROYCE RD
72	38			FIGUEROA FELIX TR	PAULINE T FIGUEROA TR	79 ROYCE RD	MARLBOROUGH	MA 01752	79 ROYCE RD
72	40			LYNCH TRACY A		6 HELEN DR	MARLBOROUGH	MA 01752	6 HELEN DR
72	41			YURKUS RICHARD G	JANET L YURKUS	12 HELEN DR	MARLBOROUGH	MA 01752	12 HELEN DR
72	43			GESWELL RICHARD	SUSAN M GESWELL	15 HELEN DR	MARLBOROUGH	MA 01752	15 HELEN DR
72	44			CRUZ ANGELO O	RAFAELA L CRUZ	21 HELEN DR	MARLBOROUGH	MA 01752	21 HELEN DR
72	45			SALAZAR ROSA M	NERY SALAZAR	20 HELEN DR	MARLBOROUGH	MA 01752	20 HELEN DR
72	46			VIGEANT KENNETH A JR	IWONA M ALEKSANDROWICZ	26 HELEN DR	MARLBOROUGH	MA 01752	26 HELEN DR
72	47			BROWN MICHAEL P	LINDSAY M SCOPETSKI	34 HELEN DR	MARLBOROUGH	MA 01752	34 HELEN DR
72	48			SCOPETSKI KEVIN D	MARGUERITE VOSKANIAN	29 HELEN DR	MARLBOROUGH	MA 01752	29 HELEN DR
72	49			BURGESS KATHLEEN TR	KATHLEEN BURGESS LIVING TRUST	7 RUTH DR	MARLBOROUGH	MA 01752	7 RUTH DR
72	50			LAMAR RYAN		42 HELEN DR	MARLBOROUGH	MA 01752	42 HELEN DR
72	51			BELAIR REALTY LLC		159 SHAWMUT AVE	MARLBOROUGH	MA 01752	50 HELEN DR
72	52			BRADBURY JEANETTA TR	BRADBURY FAMILY REVOCABLE TRUST	60 HELEN DR	MARLBOROUGH	MA 01752	60 HELEN DR
72	53			BERNABEI LILLIAN		6 RUTH DR	MARLBOROUGH	MA 01752	6 RUTH DR
72	54			BERTRAND THOMAS M	MARIA P BERTRAND	16 RUTH DR	MARLBOROUGH	MA 01752	16 RUTH DR
72	55			DESY DRUANNE B		13 RUTH DR	MARLBOROUGH	MA 01752	13 RUTH DR
72	62			WILLIAMS CHRISTINE		28 RUTH DR	MARLBOROUGH	MA 01752	28 RUTH DR

Abutters for 339 Boston Post Rd East (72-35,73-24,26,28) 400 ft
MARLBOROUGH, MA

Map	Block	Lot	Unit	Owner's Name	Co Owner's Name	Address	City	ST Zip	Parcel Location
72	64			ANDERSON JAMES K	APRIL R ANDERSON	55 HELEN DR	MARLBOROUGH	MA 01752	55 HELEN DR
72	65			MAZUROSKI MARK E	CATHERINE B MAZUROSKI	61 HELEN DR	MARLBOROUGH	MA 01752	61 HELEN DR
72	66			BACON RICHARD A	LINDA A BACON	19 CLARKE DR	MARLBOROUGH	MA 01752	19 CLARKE DR
72	67			ZAKARIAN CHARLOTTE A		PO BOX 188	MARLBOROUGH	MA 01752	9 CLARKE DR
72	68			HART JAMES A	MELISSA S HART	70 HELEN DR	MARLBOROUGH	MA 01752	70 HELEN DR
72	69			BURGOS JENNIFER B		78 HELEN DR	MARLBOROUGH	MA 01752	78 HELEN DR
72	70			FEENEY PAUL	BRENDA J FEENEY	86 HELEN DR	MARLBOROUGH	MA 01752	86 HELEN DR
72	71			SIBILIO KAREN M	JO D HUNT	96 HELEN DR	MARLBOROUGH	MA 01752	96 HELEN DR
72	72			MATTEO THOMAS		100 HELEN DR	MARLBOROUGH	MA 01752	100 HELEN DR
72	73			FIGUEIRA CELIA		107 HELEN DR	MARLBOROUGH	MA 01752	107 HELEN DR
72	74			MORALES JERONIMO F	MARIA O MORALES	89 HELEN DR	MARLBOROUGH	MA 01752	89 HELEN DR
72	75			ADAMSON GARY J		4 CLARKE DR	MARLBOROUGH	MA 01752	4 CLARKE DR
72	76			GAROFALO CURTIS		10 CLARKE DR	MARLBOROUGH	MA 01752	10 CLARKE DR
73	1			SAINIO GARTH C	CAITLIN H SAINIO	157 HELEN DR	MARLBOROUGH	MA 01752	157 HELEN DR
73	2			PENZONE MATTHEW RYAN		147 HELEN DR	MARLBOROUGH	MA 01752	147 HELEN DR
73	3			BENTLEY LAWRENCE E	JANE H N BENTLEY	137 HELEN DR	MARLBOROUGH	MA 01752	137 HELEN DR
73	4			MARQUES JOSE M		127 HELEN DR	MARLBOROUGH	MA 01752	127 HELEN DR
73	5			LEE KRISTEN DEMILLE TR	DEMILLE FAMILY TRUST	179 CONCORD RD	SUDBURY	MA 01776	115 HELEN DR
73	6			CAPPELLO KRISTEN	LISA YOUNG MARK YOUNG	110 HELEN DR	MARLBOROUGH	MA 01752	110 HELEN DR
73	7			CARNEY MARY E		118 HELEN DR	MARLBOROUGH	MA 01752	118 HELEN DR
73	8			MATTHEW G WELLS		126 HELEN DR	MARLBOROUGH	MA 01752	126 HELEN DR
73	9			ECHANIZ JOSE M JR	STEPHANIE A ECHANIZ	134 HELEN DR	MARLBOROUGH	MA 01752	134 HELEN DR
73	10			JANIAK STEPHEN J	EDITH JANIAK	146 HELEN DR	MARLBOROUGH	MA 01752	146 HELEN DR
73	11			SHOWN ANDREA M		154 HELEN DR	MARLBOROUGH	MA 01752	154 HELEN DR
73	12	66	1	CAPOBIANCO GERARD J		83 CLOVER HILL ST	MARLBOROUGH	MA 01752	666 FARM RD #1
73	12	66	2	OLIVIERA LALDISON A		666 FARM RD #2	MARLBOROUGH	MA 01752	666 FARM RD #2
73	12	66	3	BARTHELMES NICOLE R		666 FARM RD #3	MARLBOROUGH	MA 01752	666 FARM RD #3
73	12	66	4	SANTOS MIRANA L		44 EMER RD	MARLBOROUGH	MA 01752	666 FARM RD #4
73	12	66	5	KENN DANIEL A		666 FARM RD #5	MARLBOROUGH	MA 01752	666 FARM RD #5
73	12	66	6	DEALMEIDA IZABEL		30 TASSI DR	MARLBOROUGH	MA 01752	666 FARM RD #6
73	12	66	7	MURPHY THOMAS J	PAULA A MURPHY	36 OMALLEY RD	MARLBOROUGH	MA 01752	666 FARM RD #7
73	12	66	8	OLEARY ROBERT S		666 FARM RD #8	MARLBOROUGH	MA 01752	666 FARM RD #8
73	12	66	9	CHASE ANITA L		666 FARM RD #9	MARLBOROUGH	MA 01752	666 FARM RD #9
73	12	66	10	RIBEIRO BRUNO M		666 FARM RD #10	MARLBOROUGH	MA 01752	666 FARM RD #10
73	12	66	11	AGUIAR JOSE LUIZ	CRISTINA FARRER AGUIAR	666 FARM RD #11	MARLBOROUGH	MA 01752	666 FARM RD #11
73	12	66	12	AUGELLO GLENN		666 FARM RD #12	MARLBOROUGH	MA 01752	666 FARM RD #12
73	14			MARLBOROUGH INDUSTRIAL LLC		259 TURNPIKE RD STE 100	SOUTHBOROUGH	MA 01772	FARM RD
73	15	712	1	CHUTE NELSON H JR	BERNICE J CHUTE	712 FARM RD #1	MARLBOROUGH	MA 01752	712 FARM RD #1
73	15	714	2	DINITTO NICKOLAS J	FAY M DINITTO	714 FARM RD #2	MARLBOROUGH	MA 01752	714 FARM RD #2
73	15	716	3	MAUCH DOUGLAS D	SANDRA F MAUCH	716 FARM RD #3	MARLBOROUGH	MA 01752	716 FARM RD #3
73	15	718	4	HATHAWAY JOHN W		718 FARM RD #4	MARLBOROUGH	MA 01752	718 FARM RD #4
73	15	720	5	DEMEO DAVID S	CAROL A DEMEO	720 FARM RD #5	MARLBOROUGH	MA 01752	720 FARM RD #5
73	15	722	6	CAPPADONA ELEANOR I TR	JOHN S CAPPADONA TR	722 FARM RD #6	MARLBOROUGH	MA 01752	722 FARM RD #6
73	15	724	7	COTTON EDWARD	JANE COTTON EDWARD COTTON JR	724 FARM RD #7	MARLBOROUGH	MA 01752	724 FARM RD #7
73	15	726	8	MAZZOCCHI RICHARD D SR	SHIRLEY J MAZZOCCHI	726 FARM RD #8	MARLBOROUGH	MA 01752	726 FARM RD #8
73	15	728	9	ALVINO CIRO	MARIA L ALVINO	728 FARM RD #9	MARLBOROUGH	MA 01752	728 FARM RD #9

**Abutters for 339 Boston Post Rd East (72-35,73-24,26,28) 400 ft
MARLBOROUGH, MA**

Map	Block	Lot	Unit	Owner's Name	Co Owner's Name	Address	City	St Zip	Parcel Location
73	15	730	10	TOLAN JAMES E SR	MARIE ANN TOLAN	730 FARM RD #10	MARLBOROUGH	MA 01752	730 FARM RD #10
73	21			LONGFELLOW PLAZA LLC		449 BOSTON POST RD EAST S	MARLBOROUGH	MA 01752	451 BOSTON POST RD EAST
73	23			WAYSIDE APARTMENTS LLC		369 LINDSAY POND RD	CONCORD	MA 01742	447 BOSTON POST RD EAST
73	25			DONNELLY MASS REALTY TRUST		20880 STONE OAK PKWY	SAN ANTONIO	TX 78258	BOSTON POST RD EAST
73	27			FOUNTAIN LAWRENCE A		C/O KURT STEINKRAUSS MINT	BOSTON	MA 02111	BOSTON POST RD EAST
73	29	1	1	HUGHES COLLEEN M	KAREN M HUGHES	70 VILLAGE DR #1	MARLBOROUGH	MA 01752	70 VILLAGE DR #1
73	29	1	2	CHEATHAM CATHERINE F		68 VILLAGE DR #2	MARLBOROUGH	MA 01752	68 VILLAGE DR #2
73	29	1	3	LEDUC MARIE E	ROBERT H LEDUC	101 EDINBORO ST	MARLBOROUGH	MA 01752	66 VILLAGE DR #3
73	29	1	4	EVANGELOUS MARK E		128 SOUTH BOLTON ST	MARLBOROUGH	MA 01752	64 VILLAGE DR #4
73	29	1	5	NAVISKY DAVID	ELSIE NAVISKY	62 VILLAGE DR #5	MARLBOROUGH	MA 01752	62 VILLAGE DR #5
73	29	1	6	FEEHERRY FLORENCE E	PETER D FEEHERRY	60 VILLAGE DR #6	MARLBOROUGH	MA 01752	60 VILLAGE DR #6
73	29	2	7	SPINELLI JAMES		56 VILLAGE DR #7	MARLBOROUGH	MA 01752	56 VILLAGE DR #7
73	29	2	8	SKURA CHERYL W	ARTHUR S SKURA	54 VILLAGE DR #8	MARLBOROUGH	MA 01752	54 VILLAGE DR #8
73	29	2	9	DONOGHUE JOHN P	ROSEMARY DONOGHUE	52 VILLAGE DR #9	MARLBOROUGH	MA 01752	52 VILLAGE DR #9
73	29	2	10	VODOKLYS JANE C TR	JANE C VODOKLYS REVOCABLE LIBING TR	50 VILLAGE DR #10	MARLBOROUGH	MA 01752	50 VILLAGE DR #10
73	29	2	11	HERMAN ROSANNE		48 VILLAGE DR #11	MARLBOROUGH	MA 01752	48 VILLAGE DR #11
73	29	2	12	JENNE SUZANNE M	JAMES B JOHNSON	46 VILLAGE DR #12	MARLBOROUGH	MA 01752	46 VILLAGE DR #12
73	29	3	25	DOHERTY ELEANOR B		22 VILLAGE DR #25	MARLBOROUGH	MA 01752	22 VILLAGE DR #25
73	29	3	26	RUSSELL MARY ELLEN TR	MARY ELLEN RUSSELL TRUST	20 VILLAGE DR #26	MARLBOROUGH	MA 01752	20 VILLAGE DR #26
73	29	3	27	ISABELLE WARREN J	DEBORAH H ISABELLE	18 VILLAGE DR #27	MARLBOROUGH	MA 01752	18 VILLAGE DR #27
73	29	3	28	ANGHINETTI MARY A TR	ANGHINETTI FAMILY TRUST	16 VILLAGE DR #28	MARLBOROUGH	MA 01752	16 VILLAGE DR #28
73	29	4	29	GATELY WILLIAM	MARIE-ALICE GATELY	12 VILLAGE DR #29	MARLBOROUGH	MA 01752	12 VILLAGE DR #29
73	29	4	30	LYDON JEAN D TR	JEAN D LYDON REVOCABLE TRUST	10 VILLAGE DR #30	MARLBOROUGH	MA 01752	10 VILLAGE DR #30
73	29	4	31	SARGENT MURRAY H TR	MARILYN W SARGENT TR	8 VILLAGE DR #31	MARLBOROUGH	MA 01752	8 VILLAGE DR #31
73	29	4	32	FRENIERE JOHN J	JUDITH A MILLER	6 VILLAGE DR #32	MARLBOROUGH	MA 01752	6 VILLAGE DR #32
73	29	4	33	SAVAGE PATRICIA A		4 VILLAGE DR #33	MARLBOROUGH	MA 01752	4 VILLAGE DR #33
73	29	5	19	DIDUCCA ANTHONY	DIANE M DIDUCCA	37 VILLAGE DR #19	MARLBOROUGH	MA 01752	37 VILLAGE DR #19
73	29	5	20	ADELSON PAULA E		39 VILLAGE DR #20	MARLBOROUGH	MA 01752	39 VILLAGE DR #20
73	29	5	21	ALLEN AUDREY G TR	AUDREY G ALLEN TRUST	41 VILLAGE DR #21	MARLBOROUGH	MA 01752	41 VILLAGE DR #21
73	29	5	22	MORGELLO JOHN J TR	MARILYN SHERRANE TR	43 VILLAGE DR #22	MARLBOROUGH	MA 01752	43 VILLAGE DR #22
73	29	5	23	RICHARDSON WALTER W TR	JANICE B RICHARDSON TR	45 VILLAGE DR #23	MARLBOROUGH	MA 01752	45 VILLAGE DR #23
73	29	5	24	LEVINSON TODD E TR	LEVINSON FAMILY IRREVOCABLE TR	44 COLLIER AVE	CHERRY VALLEY	MA 01611	47 VILLAGE DR #24
73	29	6	13	HOFFER NANCY J TR	NANCY J HOFFER REVOCABLE LIVING TRU	23 VILLAGE DR #13	MARLBOROUGH	MA 01752	23 VILLAGE DR #13
73	29	6	14	KRYSA JOHN W		25 VILLAGE DR #14	MARLBOROUGH	MA 01752	25 VILLAGE DR #14
73	29	6	15	HAGOPIAN RONALD R' TR	CHARLES R HAGOPIAN TR	30 SHAY RD	HUDSON	MA 01749	27 VILLAGE DR #15
73	29	6	16	MORAN PATRICIA A		29 VILLAGE DR #16	MARLBOROUGH	MA 01752	29 VILLAGE DR #16
73	29	6	17	SEYMOUR GERALD	MARLENE SEYMOUR	31 VILLAGE DR #17	MARLBOROUGH	MA 01752	31 VILLAGE DR #17
73	29	6	18	ROWE MARY E		33 VILLAGE DR #18	MARLBOROUGH	MA 01752	33 VILLAGE DR #18
73	29	7	40	SALAFIA LEONARD J	THERESA S SALAFIA	94 WESTMINSTER DR #40	MARLBOROUGH	MA 01752	94 WESTMINSTER DR #40
73	29	7	41	HILLIARD LINDA		92 WESTMINSTER DR #41	MARLBOROUGH	MA 01752	92 WESTMINSTER DR #41
73	29	7	42	GARLISI ELEANOR M		90 WESTMINSTER DR #42	MARLBOROUGH	MA 01752	90 WESTMINSTER DR #42
73	29	8	34	MACAFEE LESLIE TR	LESLIE A MACAFEE FAMILY TRUST	83 WESTMINSTER DR #34	MARLBOROUGH	MA 01752	83 WESTMINSTER DR #34
73	29	8	35	WILSON PETER A TR	C/O GOULSTON AND STORRS	400 ATLANTIC AVE	BOSTON	MA 02110	85 WESTMINSTER DR #35
73	29	8	36	BARNETT RITA L LI EST	STEVEN M BARNETT LI EST	87 WESTMINSTER DR #36	MARLBOROUGH	MA 01752	87 WESTMINSTER DR #36
73	29	8	37	TAYLOR LORNA M		89 WESTMINSTER DR #37	MARLBOROUGH	MA 01752	89 WESTMINSTER DR #37
73	29	8	38	BELLIN RONALD H	BRENDA BELLIN	91 WESTMINSTER DR #38	MARLBOROUGH	MA 01752	91 WESTMINSTER DR #38

**Abutters for 339 Boston Post Rd East (72-35,73-24,26,28) 400 ft
MARLBOROUGH, MA**

Map	Block	Lot	Unit	Owner's Name	Co Owner's Name	Address	City	ST Zip	Parcel Location
73	29	8	39	PRIEDE INDRA E		93 WESTMINSTER DR #39	MARLBOROUGH	MA 01752	93 WESTMINSTER DR #39
73	29	9	49	GAUDET LEO R	IRENE M GAUDET	104 WESTMINSTER DR #49	MARLBOROUGH	MA 01752	104 WESTMINSTER DR #49
73	29	9	50	DUFFY DEBRA		102 WESTMINSTER DR #50	MARLBOROUGH	MA 01752	102 WESTMINSTER DR #50
73	29	9	51	WALDMAN ROBERTA P		100 WESTMINSTER DR #51	MARLBOROUGH	MA 01752	100 WESTMINSTER DR #51
73	29	9	52	YALENEZIAN JOHN	ZARA YALENEZIAN	98 WESTMINSTER DR #52	MARLBOROUGH	MA 01752	98 WESTMINSTER DR #52
73	29	10	43	HARRIES LESLEY		99 WESTMINSTER DR #43	MARLBOROUGH	MA 01752	99 WESTMINSTER DR #43
73	29	10	44	LOWELL ALFRED E LI EST	VERLIE L LOWELL LI EST	101 WESTMINSTER DR #44	MARLBOROUGH	MA 01752	101 WESTMINSTER DR #44
73	29	10	45	JONES JAMES C LI EST	DEBORAH A JONES LI EST	103 WESTMINSTER DR #45	MARLBOROUGH	MA 01752	103 WESTMINSTER DR #45
73	29	10	46	WILSON PETER A TR	WESTMINSTER 105 REALTY TRUST	400 ATLANTIC AVE	BOSTON	MA 02110	105 WESTMINSTER DR #46
73	29	10	47	CUCCHI ROBERT J	KATHERINE M CUCCHI	107 WESTMINSTER DR #47	MARLBOROUGH	MA 01752	107 WESTMINSTER DR #47
73	29	10	48	MCCRANN BRENDA		109 WESTMINSTER DR #48	MARLBOROUGH	MA 01752	109 WESTMINSTER DR #48
73	29	11	59	DOLESH DALE W	SUSAN P DOLESH	120 WESTMINSTER DR #59	MARLBOROUGH	MA 01752	120 WESTMINSTER DR #59
73	29	11	60	PAOLELLA AYN TR	PAOLELLA FAMILY TRUST	118 WESTMINSTER DR #60	MARLBOROUGH	MA 01752	118 WESTMINSTER DR #60
73	29	11	61	MCGILFRAY SUZANNE M TR	116 WESTMINSTER DRIVE NOMINEE TRUST	116 WESTMINSTER DR #61	MARLBOROUGH	MA 01752	116 WESTMINSTER DR #61
73	29	11	62	CHERISH ALAN W		114 WESTMINSTER DR #62	MARLBOROUGH	MA 01752	114 WESTMINSTER DR #62
73	29	11	63	QUINN MARILYN L		112 WESTMINSTER DR #63	MARLBOROUGH	MA 01752	112 WESTMINSTER DR #63
73	29	11	64	VAFIDES HENRY	IRENE G VAFIDES	110 WESTMINSTER DR #64	MARLBOROUGH	MA 01752	110 WESTMINSTER DR #64
73	29	12	53	ASFAR FERIAI LEWIS TR	RAIED MATTI ALKASS TR	113 WESTMINSTER DR #53	MARLBOROUGH	MA 01752	113 WESTMINSTER DR #53
73	29	12	54	HARRIS ELEANOR S		115 WESTMINSTER DR #54	MARLBOROUGH	MA 01752	115 WESTMINSTER DR #54
73	29	12	55	KANE JOANNE B		117 WESTMINSTER DR #55	MARLBOROUGH	MA 01752	117 WESTMINSTER DR #55
73	29	12	56	WYNNE DONNA SOLARI TR	CHARLES AND JUDITH SOLARI IRREVOCAB	119 WESTMINSTER DR #56	MARLBOROUGH	MA 01752	119 WESTMINSTER DR #56
73	29	12	57	SUTHERLAND DEAN M	TERRY A SUTHERLAND	121 WESTMINSTER DR #57	MARLBOROUGH	MA 01752	121 WESTMINSTER DR #57
73	29	12	58	PULICE RICHARD T	MAUREEN J PULICE	123 WESTMINSTER DR #58	MARLBOROUGH	MA 01752	123 WESTMINSTER DR #58
73	29	13	65	VENTO RALPH P	JUNE A VENTO	21 WESTMINSTER DR #65	MARLBOROUGH	MA 01752	21 WESTMINSTER DR #65
73	29	13	66	GIUNTA PAUL W TR	PAMEL R GIUNTA TR	25 WESTMINSTER DR #66	MARLBOROUGH	MA 01752	25 WESTMINSTER DR #66
73	29	13	67	CHANG MELISSA R TR	CHANG FAMILY FAMILY 2014 IRREVOCABL	29 WESTMINSTER DR #67	MARLBOROUGH	MA 01752	29 WESTMINSTER DR #67
73	29	13	68	SAINT-AMANT SHERRIE R TR	SSA REVOCABLE TRUST	33 WESTMINSTER DR #68	MARLBOROUGH	MA 01752	33 WESTMINSTER DR #68
73	29	13	69	OBERBECK ELEANOR M		37 WESTMINSTER DR #69	MARLBOROUGH	MA 01752	37 WESTMINSTER DR #69
73	29	14	70	BOUVIER PATRICIA C		43 WESTMINSTER DR #70	MARLBOROUGH	MA 01752	43 WESTMINSTER DR #70
73	29	14	71	TOSTI CHRISTINE M		4 GASLIGHT LN	FRAMINGHAM	MA 01702	47 WESTMINSTER DR #71
73	29	14	72	DALTON MAUREEN L		51 WESTMINSTER DR #72	MARLBOROUGH	MA 01752	51 WESTMINSTER DR #72
73	29	14	73	DENEEN JOSEPH J TR	DEBORAH A DENEEN TR	55 WESTMINSTER DR #73	MARLBOROUGH	MA 01752	55 WESTMINSTER DR #73
73	29	15	74	DUNCKLEE JOEL G		22 WESTMINSTER DR #74	MARLBOROUGH	MA 01752	22 WESTMINSTER DR #74
73	29	15	75	PEMBERTON WILLIAM C	BARBARA A PEMBERTON	20 WESTMINSTER DR #75	MARLBOROUGH	MA 01752	20 WESTMINSTER DR #75
73	29	15	76	ROBINSON ELINA Z TR	ZAK IRREVOCABLE TRUST	18 WESTMINSTER DR #76	MARLBOROUGH	MA 01752	18 WESTMINSTER DR #76
73	29	16	77	SIGNA SANTO S	ELEANOR J WELCH SIGNA	54 WESTMINSTER DR #77	MARLBOROUGH	MA 01752	54 WESTMINSTER DR #77
73	29	16	78	GANLEY PATRICIA A		52 WESTMINSTER DR #78	MARLBOROUGH	MA 01752	52 WESTMINSTER DR #78
73	29	16	79	LINNEHAN THOMAS F	MARTHA L LINNEHAN	50 WESTMINSTER DR #79	MARLBOROUGH	MA 01752	50 WESTMINSTER DR #79
73	29	17	86	FAHERTY THOMAS E	KAREN A BALUKONIS	32 WESTMINSTER DR #86	MARLBOROUGH	MA 01752	32 WESTMINSTER DR #86
73	29	17	87	SUTTON RIVELLE E		30 WESTMINSTER DR #87	MARLBOROUGH	MA 01752	30 WESTMINSTER DR #87
73	29	17	88	LETENDRE MAUREEN		28 WESTMINSTER DR #88	MARLBOROUGH	MA 01752	28 WESTMINSTER DR #88
73	29	17	89	LONGO MARTIN J	NANCIE J LONGO	26 WESTMINSTER DR #89	MARLBOROUGH	MA 01752	26 WESTMINSTER DR #89
73	29	18	80	BATTAGLINO ELIZABETH B		46 WESTMINSTER DR #80	MARLBOROUGH	MA 01752	46 WESTMINSTER DR #80
73	29	18	81	GAZZA GEORGE E TR	VERA R GAZZA TR	44 WESTMINSTER DR #81	MARLBOROUGH	MA 01752	44 WESTMINSTER DR #81
73	29	18	82	YOUNG JOHN W	CAROLYN J YOUNG	42 WESTMINSTER DR #82	MARLBOROUGH	MA 01752	42 WESTMINSTER DR #82
73	29	18	83	MORRIS LAURA B		40 WESTMINSTER DR #83	MARLBOROUGH	MA 01752	40 WESTMINSTER DR #83

**Abutters for 339 Boston Post Rd East (72-35,73-24,26,28) 400 ft
MARLBOROUGH, MA**

Map	Block	Lot	Unit	Owner~s Name	Co Owner~s Name	Address	City	ST Zip	Parcel Location
73	29	18	84	BECKER KELLY A TR	TRACY L DURKIN TR	38 WESTMINSTER DR #84	MARLBOROUGH	MA 01752	38 WESTMINSTER DR #84
73	29	18	85	EL-BISI PENELOPE A TR	PENELOPE A EL-BISI 2009 IRREVOCABLE	36 WESTMINSTER DR #85	MARLBOROUGH	MA 01752	36 WESTMINSTER DR #85
73	29	19	90	RICEMAN RUTH S		14 WESTMINSTER DR #90	MARLBOROUGH	MA 01752	14 WESTMINSTER DR #90
73	29	19	91	KUTTICHERY JAMES S	ALICE J KUTTICHERY	12 WESTMINSTER DR #91	MARLBOROUGH	MA 01752	12 WESTMINSTER DR #91
73	29	19	92	SUTHERLAND ROBERT F	BARBARA L SUTHERLAND	10 WESTMINSTER DR #92	MARLBOROUGH	MA 01752	10 WESTMINSTER DR #92
73	29	19	93	VIVALDI JOSEPH P TR	ANNE SHEEHAN TR	8 WESTMINSTER DR #93	MARLBOROUGH	MA 01752	8 WESTMINSTER DR #93
73	29	20	94	SULLIVAN JOAN		1 WESTMINSTER DR #94	MARLBOROUGH	MA 01752	1 WESTMINSTER DR #94
73	29	20	95	DION CLAUDETTE J		3 WESTMINSTER DR #95	MARLBOROUGH	MA 01752	3 WESTMINSTER DR #95
73	29	21	96	LEE ANNA H		147 NOBSCOT RD	SUDBURY	MA 01776	5 WESTMINSTER DR #96
73	29	21	97	DEMARINIS ANNA LI EST		7 WESTMINSTER DR #97	MARLBOROUGH	MA 01752	7 WESTMINSTER DR #97
73	29	21	98	DRAGSTEDT CAROL P		9 WESTMINSTER DR #98	MARLBOROUGH	MA 01752	9 WESTMINSTER DR #98
73	29	21	99	CARTER ANTHONY	JEAN CARTER	11 WESTMINSTER DR #99	MARLBOROUGH	MA 01752	11 WESTMINSTER DR #99
73	29	21	100	CHANG MARY H TR	YUAN AND MARY H CHANG FAMILY TRUST	316 8TH ST	MANHATTAN BEACH	CA 90266	13 WESTMINSTER DR #100
73	30			MARLBORO SQUARE LLC		449 BOSTON POST RD EAST #	MARLBOROUGH	MA 01752	416 BOSTON POST RD EAST
73	31			TRINITY COUNTRYSIDE LIMITED PARTNER		75 FEDERAL ST 4TH FL	BOSTON	MA 02110	450 BOSTON POST RD EAST
73	54			ABL PROPERTIES LLC		17 MEADOW PKWY	FRANKLIN	MA 02038	370 BOSTON POST RD EAST
73	15A			MARLBOROUGH INDUSTRIAL LLC		259 TURNPIKE RD STE 100	SOUTHBOROUGH	MA 01772	FARM RD
73	26A			HERITAGE FARM LLC	C/O KURT STEINKRAUSS MINTZ LEVIN	ONE FINANCIAL CENTER	BOSTON	MA 02111	BOSTON POST RD EAST
73	54A			ABL PROPERTIES LLC		17 MEADOW PKWY	FRANKLIN	MA 02038	374 BOSTON POST RD EAST
85	4			MCPHERSON KEVIN		164 HELEN DR	MARLBOROUGH	MA 01752	164 HELEN DR
85	9			RABELO TELMA	REGINALDO G RABELO	90 COOK LN	MARLBOROUGH	MA 01752	656 FARM RD

MARLBOROUGH ASSESSORS

*Anthony C. Amore Jr.
William J. Silverstein
Dana May De*

SPECIAL PERMIT-SUMMARY IMPACT STATEMENT

Applicant's Name: WP Marlborough MA Owner, LLC Address: 9 West Broad Street, Suite 800, Stamford, CT 06902

Project Name: 339 Boston Post Road East Address: 339 Boston Post Road East, Marlborough, MA

1. PROPOSED USE: (describe) Multifamily dwelling consisting of 188 units.

2. EXPANSION OR NEW: New

3. SIZE: floor area sq. ft. Resi: 230,517 Garages: 19,778 1st floor 57,381 (all buildings) all floors Resi: 230,517
Garages: 19,778
buildings eleven garages # stories Four lot area (s.f.) 729,880

4. LOT COVERAGE: 26.9 % Landscaped area: 73.1 %

5. POPULATION ON SITE: Number of people expected on site at anytime:

Normal: 160 Peak period: 320

6. TRAFFIC:

(A) Number of vehicles parked on site:

During regular hours: 173-229 Peak period: 282

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

1 to 2 daily trips off the peak period.

7. LIGHT: How will the development be lit at the exterior? How much light will leave the property and enter the abutting property? The exterior of the site is proposed to be lit by pole-mounted lighting structures with shields to mitigate glare onto abutting properties and Boston Post Road.

8. NOISE:

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

Noise levels are not expected to be substantially different and are anticipated to be confined to the site.

(B) Described any major sources of noise generation in the proposed development and include their usual times of operation. No major noise sources are proposed.

9. AIR: What sources of potential air pollution will exist at the development? _____

No major sources of potential air pollution are proposed.

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

No major sources of unusual generation of waste are proposed.

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? No hazardous waste is anticipated to be used or stored at the site.

***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: Volaris Marlborough

Project Use Summary: Construction of 188 unit multifamily development

Project Street Address: 339 Boston Post Road East, Marlborough, MA

Plate: _____ Parcel: 72-35, 73-24, 73-26, 73-26A, and 73-28

Applicant/Developer Name: WP Marlborough MA Owner, LLC

Plan Date: December 20, 2019 Revision Date: April 14, 2020

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,

Jeffrey K. Cooke
Acting Director of Planning

Application Fee to submit to
City Clerk's office

\$4,925

BASE 300-
185 units @ 25 4625
4925



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

**Steven W. Kerrigan
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.

1 SET	POLICE CHIEF	<input checked="" type="checkbox"/>	<i>Via email, per Chapter 53 of the Acts of 2020</i>
1 SET	FIRE CHIEF	<input checked="" type="checkbox"/>	
1 SET	CITY ENGINEER	<input checked="" type="checkbox"/>	
1 SET	DIRECTOR OF PLANNING	<input checked="" type="checkbox"/>	
1 SET	CONSERVATION OFFICER (IF WETLANDS AFFECTED)	<input type="checkbox"/>	
1 SET	BUILDING COMMISSIONER	<input checked="" type="checkbox"/>	
12 SETS	OFFICE OF THE CITY COUNCIL	<input checked="" type="checkbox"/>	
3 SETS	OFFICE OF THE CITY CLERK	<input checked="" type="checkbox"/>	(MUST be Original & 2 Complete Sets)



Signature

4/23/2020

Date

Thank you for your cooperation in this matter.

Sincerely,

*Steven W. Kerrigan
City Clerk*

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

**Steven W. Kerrigan
City Clerk**



I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all Municipal tax returns and paid all Municipal taxes required under law.

Company Name

WP Marlborough MA Owner, I.L.C

Owner Name/Officer Name of LLC or Corporation

James Driscoll

Owner/Officer Complete Address and Telephone Number

9 West Broad Street, Suite 800

Stamford, CT 06902

Signature of Applicant

Attorney on behalf of Applicant, if applicable

A handwritten signature in blue ink, appearing to read "Brian R. Falk", is written over a dashed horizontal line.

Attorney Brian R. Falk

The Special Permit Package will not be accepted unless this certification clause is signed by the applicant and the Tax Collector.

Eileen Brustel

4/22/2020

Tax Collector



City of Marlborough

BUILDING DEPARTMENT

140 Main Street
Marlborough, Massachusetts 01752
Tel. (508) 460-3776 Facsimile (508) 460-3736
building_dept@marlborough-ma.gov

JEFFREY COOKE, C.B.O.
BUILDING COMMISSIONER

PATRICK DAHLGREN
ASSISTANT BUILDING
COMMISSIONER

WILLIAM PAYNTON
LOCAL BUILDING INSPECTOR

RICHARD DESIMONE
PLUMBING & GAS INSPECTOR

JOHN CAIN
WIRING INSPECTOR

ZONING DENIAL

April 22, 2020

APPLICANT

WP Marlborough MA Owner, LLC
Tom Moran
9 West Broad Street, Suite 800
Stamford, CT 06902
TMoran@waypointrei.com

OWNER

Heritage Farm, LLC
Valthea M. Fry, Manager
15149 Winesap Drive
North Potomac, MD 20878
david.james.fry@gmail.com

RESIDENT AGENT

Geoffrey H. Smith, Esq.
One Financial Center Mintz,
Boston, MA 02111
GHSmith@mintz.com

Mr. Tom Moran:

Your application to construct a 188 residential dwelling units consisting of 4 building at 339 Boston Post Road East, Marlborough, MA Parcel ID #73-28, 72-35, 73-26, & 73-26A located in the Business & Residence A-2 zoning district (B & A-2) is denied as it does not comply with Chapter 650- 17, The "Table of Uses" states that your use requested, requires a "Special Permit" (SP) issued by the Marlborough City Council.

Based on the submitted plans, I have determined that your proposed project all buildings will be entirely located within the "B" zoning district.

Your use requested requires a Zoning relief issued by the Marlborough City Council.

You have the right to continue to the Marlborough City Council (SPGA) for a Special Permit as stated in the City Code section 650-59 or you have the right to appeal this decision to the Zoning Board of Appeals as per section 650-58.

An appeal from this denial for a SP may be taken to the Marlborough City Council by filling a Notice of Appeal with the City Clerk within 30 days of the date of this denial letter. Further information should be obtained from the Marlborough City Council.

The code in its entirety may be found at www.ecode360.com/MA1056
In your appeal, you may request a Special Permit (SP).

Sincerely,

Jeffrey Cooke, C.B.O.
Building Commissioner
Zoning Enforcement Officer

CC: WP Mar., Heritage Farm, LLC & Geoffrey Smith (Via E-mail & first-class mail)
City Council

MIRICK O'CONNELL

ATTORNEYS AT LAW

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 APR 22 P 5:13

Brian R. Falk
Mirick O'Connell
100 Front Street
Worcester, MA 01608-1477
bfalk@mirickoconnell.com
t 508.929.1678
f 508.983.6256

April 20, 2020

Steven Kerrigan
City Clerk's Office
Marlborough City Hall
140 Main Street
Marlborough, MA 01752

Re: Waypoint Residential; Special Permit Application for a Multifamily Development
(Volaris Marlborough); 339 Boston Post Road East

Dear Mr. Kerrigan:

Enclosed is a check for the filing fee for a forthcoming special permit application by
Waypoint Residential for the Volaris Marlborough multifamily project.

Thank you for your time and attention to this matter.

Sincerely,

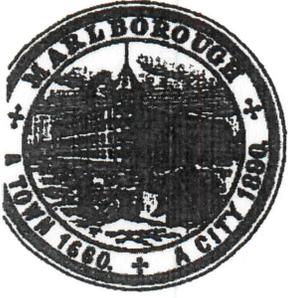


Brian R. Falk

BRF/ljk

BRIAN FALK		5-13/110	2408
JESSICA FALK			
Pay To The Order Of		City of Marlborough	\$ 4,925.00
Four thousand nine hundred twenty five and ⁰⁰ / ₁₀₀ Dollars			
BANK OF AMERICA			
ACH R/T 011000138			
For 339 BPRE Special Permit App			

Client Matter 30507/00001/A6508337.DOCX



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 APR 24 A 7 47

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

**Steven W. Kerrigan
City Clerk**

MARLBOROUGH, MA

DATE: April 23, 2020

To the City Council:

Owner Name: TVI, Inc. dba Savers

Residential Address: 11400 SE 6th Street, Suite 220, Bellevue, WA 98004

Telephone Number: 425-462-1515

Business Name: Savers

Business Address: 222A East Main Street

Business Telephone Number: 508-485-5191

Email Address: jkennedy@savers.com

Cell Number: _____

Owner Signature: 

The above-signed Richard Medway for TVI, Inc. respectfully requests that he/she be

granted a **Junk Dealer/Second Hand Dealer License.**

In City Council

Marlborough City Clerk's Office ■ 140 Main St. ■ Marlborough, Massachusetts 01752
Telephone (508) 460-3775 ■ Fax (508) 460-3723

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 APR 23 P 3:45

April 23, 2020

City Clerk
Marlborough City Hall
140 Main Street
Marlborough, MA 01752

Marlborough City Council,

Please approve for Grant purposes the following plan:

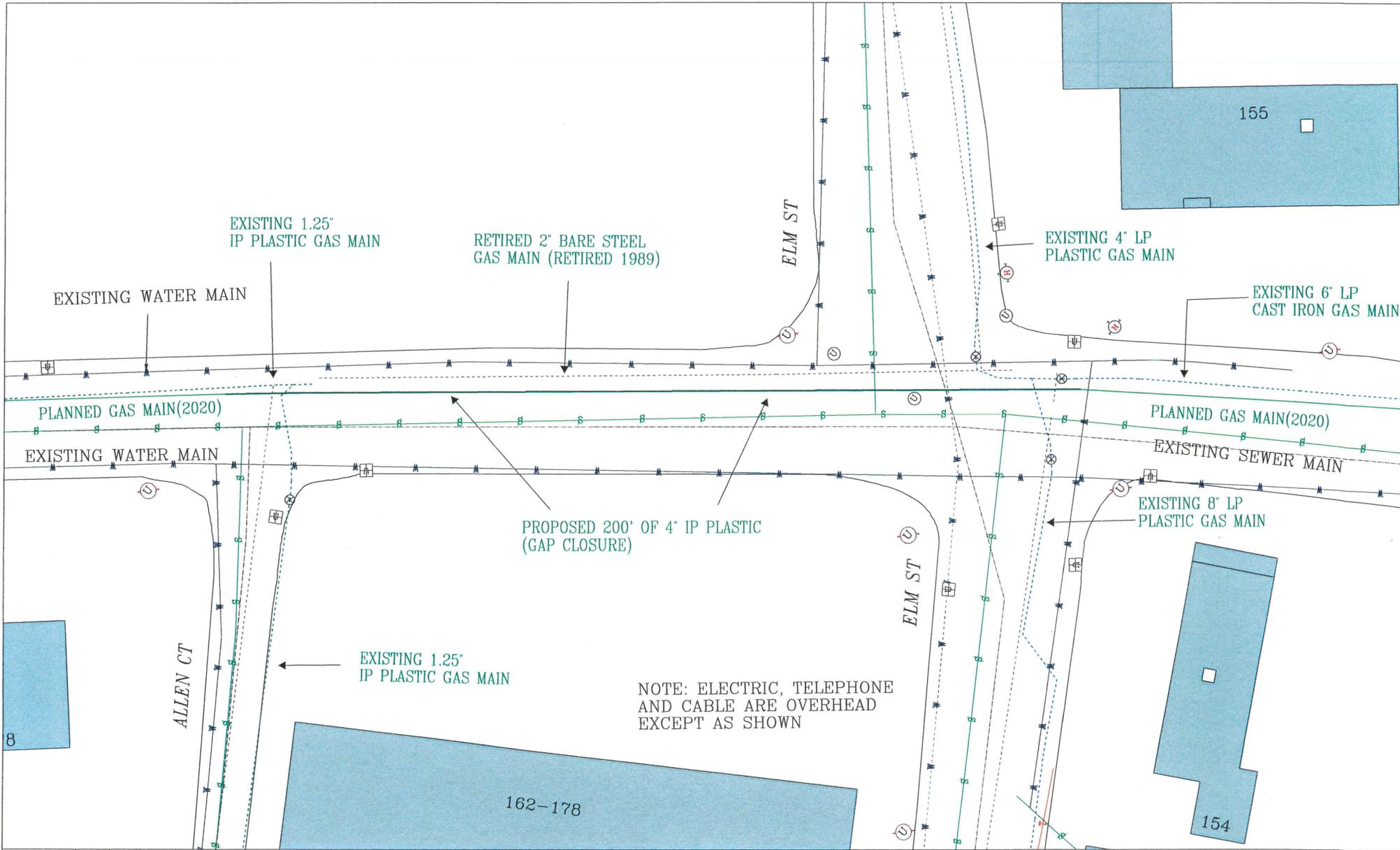
To install approximately 200ft of 4" Intermediate Pressure gas main for a gap closure as part of a system improvement project. The work is going to take place at the following location:

Pleasant St between Elm ST and Allen CT

Respectfully,

Pamela Gopaul
Eversource Energy
Supervisor of Planning & Scheduling
157 Cordaville Rd
Southboro, Massachusetts 01772
(508) 305-7139
Pamela.gopaul.1@eversource.com

EVERSOURCE
ENERGY



RETIRED 2" BARE STEEL
GAS MAIN (RETIRED 1989)

EXISTING 4" LP
PLASTIC GAS MAIN

EXISTING 6" LP
CAST IRON GAS MAIN

PLANNED GAS MAIN(2020)

PLANNED GAS MAIN(2020)

EXISTING WATER MAIN

EXISTING SEWER MAIN

PROPOSED 200' OF 4" IP PLASTIC
(GAP CLOSURE)

EXISTING 8" LP
PLASTIC GAS MAIN

EXISTING 1.25"
IP PLASTIC GAS MAIN

NOTE: ELECTRIC, TELEPHONE
AND CABLE ARE OVERHEAD
EXCEPT AS SHOWN

EVERSOURCE
MASS LAW
Call Dig-Safe: 811

Address: Pleasant ST- gap closure
City / Town: Marlboro

IMPORTANT - DO NOT SCALE
This drawing is intended for informational purposes only and is not to be used for construction. It is not a contract. The contractor shall verify all dimensions and conditions on the ground. The contractor shall be responsible for any and all utility relocation and protection. The contractor shall be responsible for any and all utility relocation and protection. The contractor shall be responsible for any and all utility relocation and protection. Date Plotted: 04/16/20

**Abutters for Pleasant St between Elm St and Allen Ct direct & across
MARLBOROUGH, MA**

Map	Block	Lot	Unit	Owner~s Name	Co Owner~s Name	Address	City	ST Zip	Parcel Location
55	127			TEBBETTS CAROL L		165 CHESTNUT ST	MARLBOROUGH	MA 01752	178 PLEASANT ST
55	130			MARLBOROUGH BOYS CLUB INC		C/O BOYS & GIRLS CLUBS OF	MARLBOROUGH	MA 01752	169 PLEASANT ST
68	433			JOHN BILJANA D TR	BILJANA DIMOVSKA JOHN REALTY TRUST	87 PINE ST	NATICK	MA 01760	162 PLEASANT ST
68	475			TELLES JUANA		74 RESERVOIR ST	NORTHBOROUGH	MA 01532	154 PLEASANT ST
68	476	B	1B	PAGE THOMAS MICHAEL		50 PAGE RD	WESTON	MA 02493	155 PLEASANT ST #1B
68	476	B	2B	DIANA MICHAEL A		7 VOYAGERS LN	ASHLAND	MA 01721	155 PLEASANT ST #2B
68	476	B	3B	GINILHEU NEUZA	TONY MOURA ARRUDA	35 GIASSON ST	HUDSON	MA 01749	155 PLEASANT ST #3B
68	476	B	4B	GARCIA ERICA		51 APPLE D'OR RD	FRAMINGHAM	MA 01701	155 PLEASANT ST #4B
68	476	B	5B	ROJAS EDITH		18 KENNEY LN	MARLBOROUGH	MA 01752	155 PLEASANT ST #5B
68	476	B	6B	CHALIMADUGU SUDHAKAR	VIJAYESREE EMANDI	20 WINDSOR RD	SHIRLEY	MA 01464	155 PLEASANT ST #6B
68	476	B	7B	WATSON LORRAINE M		80 ELM ST #7B	MARLBOROUGH	MA 01752	155 PLEASANT ST #7B
68	476	B	8B	PAGE THOMAS M	RALPH MURPHY	50 PAGE RD	WESTON	MA 02193	155 PLEASANT ST #8B
68	476	B	9B	LINGALA LAKSHMI P		14 NILE ST	BILLERICA	MA 01821	155 PLEASANT ST #9B
68	476	B	10B	ANDRADE ALMERINDA		155 PLEASANT ST #10B	MARLBOROUGH	MA 01752	155 PLEASANT ST #10B
68	476	B	11B	CHEN YINGXUE		103 CANTERBURY HILL RD	ACTON	MA 01720	155 PLEASANT ST #11B
68	476	B	12B	MEIRELES ERICK A		218 STEARNS RD	MARLBOROUGH	MA 01752	155 PLEASANT ST #12B
68	476	B	13B	MENEZES MAURICIO	WANUSA LOBO MENEZES	578 BIGELOW ST	MARLBOROUGH	MA 01752	155 PLEASANT ST #13B
68	476	B	14B	CHEN YINGXUE		103 CANTERBURY HILL RD	ACTON	MA 01720	155 PLEASANT ST #14B

MARLBOROUGH ASSESSORS

Anthony C. Amato Jr.
Allen Silverstein
Paul May Jr.

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 APR 27 P 3 08

April 27, 2020

City Clerk
Marlborough City Hall
140 Main Street
Marlborough, MA 01752

Marlborough City Council,

Please approve for Grant purposes the following plan:

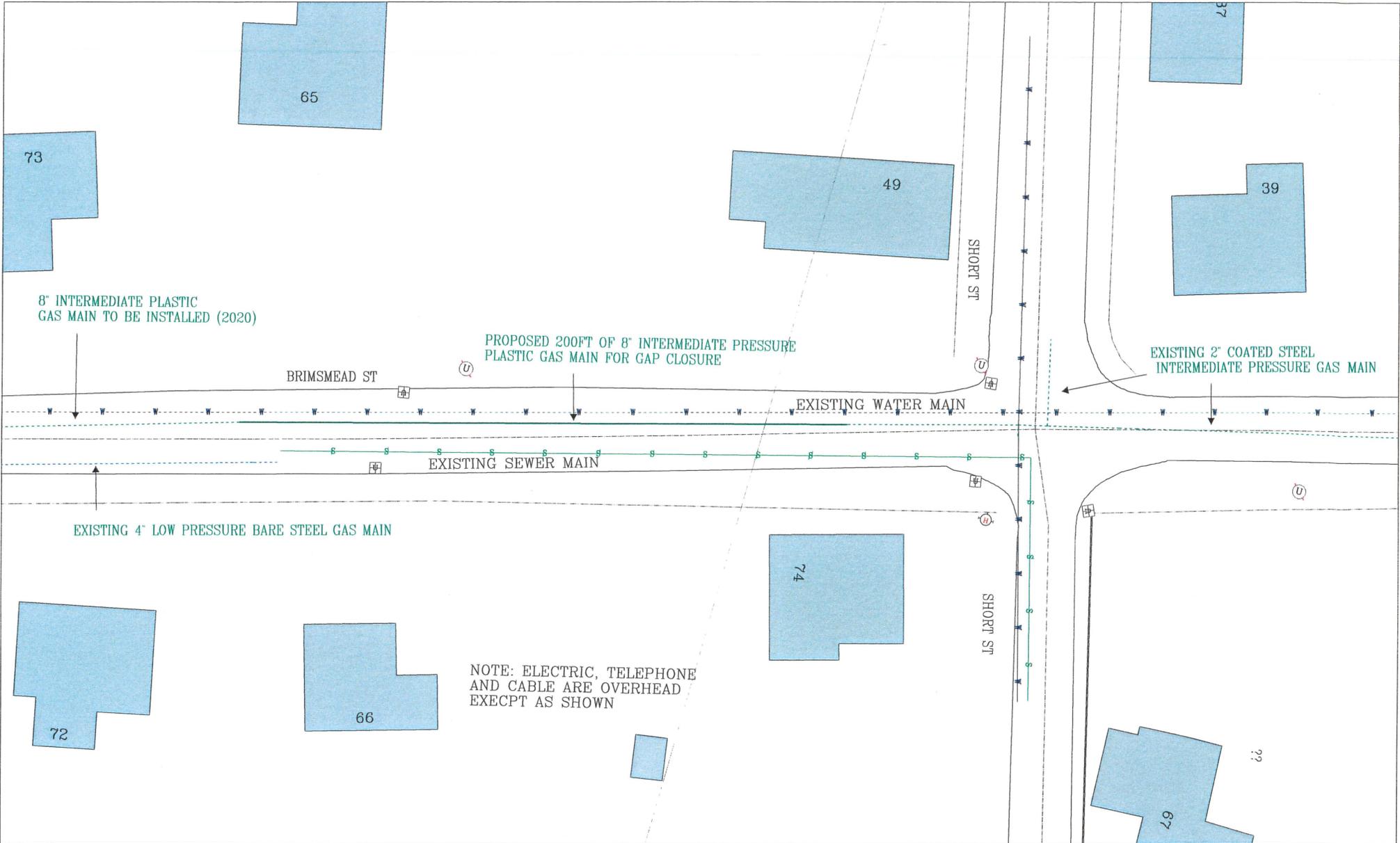
To install approximately 200ft of 8" Intermediate Pressure gas main for a gap closure as part of a system improvement project.

The work is going to take place at the following location:
Brimsmead ST- From Short ST to #65 Brimsmead ST

Respectfully,

Pamela Gopaul
Eversource Energy
Supervisor of Planning & Scheduling
157 Cordaville Rd
Southboro, Massachusetts 01772
(508) 305-7139
Pamela.gopaul.1@eversource.com

EVERSOURCE
ENERGY



EVERSOURCE

MASS LAW
 Call Dig-Safe: 811

Address: Brimsmead ST, Marlboro
 City / Town: Grant Plan Sheet 1 of 1

IMPORTANT - DO NOT SCALE

The drawing provides approximate location only and all utility information may not be shown. Contact the utility owner for exact location and depth information. All utility information may be provided, but any ground disturbing operations are to be done in accordance with the utility owner's requirements. Do not assume any underground may be located.

Date Plotted: 04/24/2020

**Abutters for Brimsmead St between #65 and Short St direct & across
MARLBOROUGH, MA**

Map	Block	Lot	Unit	Owner-s Name	Co Owner-s Name	Address	City	ST Zip	Parcel Location
36	12			WARREN-HOMES DONNA L TR	DONNA L WARREN-HOMES REVOCABLE TRUS	25 ERIE DR	HUDSON	MA 01749	206 MECHANIC ST
36	31			COTTING WILLIAM W TR	JEWETT REALTY TRUST	65 MAIN CIR	SHREWSBURY	MA 01545	26 KIRBY ST
36	32			ZULAWNIK LEILA LI EST		25 MAPLEWOOD AVE	MARLBOROUGH	MA 01752	25 MAPLEWOOD AVE
36	302			FANNING DARLENE		49 BRIMSMEAD ST	MARLBOROUGH	MA 01752	49 BRIMSMEAD ST
36	303			GOULET ROBERT M		65 BRIMSMEAD ST	MARLBOROUGH	MA 01752	65 BRIMSMEAD ST
36	304			MORTICELLI DAVID J	ROSE M MORTICELLI	73 BRIMSMEAD ST	MARLBOROUGH	MA 01752	73 BRIMSMEAD ST
36	306			FERLAND PETER		66 BRIMSMEAD ST	MARLBOROUGH	MA 01752	66 BRIMSMEAD ST
36	307			METCALF DENVER R	HELGA E METCALF	72 BRIMSMEAD ST	MARLBOROUGH	MA 01752	72 BRIMSMEAD ST

MARLBOROUGH ASSESSORS

Anthony C. Amador Jr
Allen K. Silverstein
David May 16



Massachusetts State Lottery Commission

DEBORAH B. GOLDBERG
Treasurer and Receiver General

RECEIVED
MICHAEL R. SWEENEY
CITY CLERK'S OFFICE
Executive Director
CITY OF MARLBOROUGH

2020 APR 27 P 4: 12

April 22, 2020

Marlborough City Council
140 Main Street
Marlborough, MA 01752

Dear Sir/Madam:

The Massachusetts State Lottery is offering existing, non-pouring agents our KENO TO GO game, a transaction which is identical to the already existing on-line games, such as Megabucks and Mass Cash. At this time, the Lottery is not providing agents with a KENO monitor as part of this program.

In accordance with M.G.L. c 10, section 27A, as amended, you are hereby notified that the following existing agent(s) in your community will be eligible to sell the KENO TO GO product:

SEASONS CORNER MARKET #58
342 POST ROAD
MARLBORO, MA 01752

If you object to these agent(s) selling KENO TO GO, you must do so, in writing, within twenty-one (21) days of receipt of this letter. Please address your written objection to Gregory Polin, General Counsel, Legal Department, Massachusetts State Lottery Commission (MSLC), 150 Mt. Vernon Street, Dorchester, MA 02125-3575. Should you have any questions regarding this program or any other issue relative to the Lottery, please call me at 781-849-5555. I look forward to working with you as the Lottery continues its' efforts to support the 351 cities and towns of the Commonwealth.

Sincerely,

Michael R. Sweeney
Executive Director
7019 0700 0000 7913 6273
100813 - SEASONS CORNER MARKET #58



Supporting the 351 Cities and Towns of Massachusetts

150 Mount Vernon Street, Suite 300 • Dorchester • Massachusetts • 02125-3573 • Tel: 781-849-5555 • www.masslottery.com

Wilson Chu

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 APR 29 P 4:45

From: City Council
Sent: Wednesday, April 29, 2020 4:04 PM
To: Steven Kerrigan; Wilson Chu
Cc: Sara Corbin
Subject: TO CITY CLERK FOR MAY 18, 2020 Agenda Continued Public Hearing : Public Hearing Input for Lincoln 431, LLC LED Sign Request
Attachments: Shell #1.jpg; Shell #2.jpg; Shell #3.jpg

From: City Council
Sent: Wednesday, April 29, 2020 4:02 PM
To: Christian Dumais <ward_3@marlborough-ma.gov>; David Doucette <ward_2@marlborough-ma.gov>; Don Landers <ward_7@marlborough-ma.gov>; John Irish <ward_5@marlborough-ma.gov>; Karen Boule <kboule@marlborough-ma.gov>; Kathleen Robey <atlarge_4@marlborough-ma.gov>; Laura Wagner <ward_1@marlborough-ma.gov>; Mark Oram <atlarge_2@marlborough-ma.gov>; Michael Ossing <Michael.Ossing@comcast.net>; Mike Ossing <atlarge_3@marlborough-ma.gov>; Robert Tunnera <ward_4@marlborough-ma.gov>; Samantha Perlman <atlarge_1@marlborough-ma.gov>; Sean Navin <ward_6@marlborough-ma.gov>; Sara Corbin <scorbin@marlborough-ma.gov>
Subject: TO COUNCILORS : Public Hearing Input for Lincoln 431, LLC LED Sign Request

From: Melissa Irish
Sent: Wednesday, April 29, 2020 12:21 PM
To: Karen Boule <kboule@marlborough-ma.gov>; Mike Ossing <atlarge_3@marlborough-ma.gov>; jirish3@msn.com; City Council <citycouncil@marlborough-ma.gov>
Subject: Public Hearing Input for Lincoln 431, LLC LED Sign Request

April 29, 2020

City Council President Ossing
City Councilor Ward 5, John Irish
Members of the City Council

We the residents of 46 Pleasant Street would like to be acknowledged as in Opposition to the request of Lincoln 431 LLC for the installation of an LED sign on property.

The site in question has an incredible amount of light spilling from it in the nighttime hours. This site prior to its reconstruction was not as brightly illuminated as it is now.

I have attached 3 photos of this site taken in the evening hours, 2 of which are taken from the second floor of our home.

The addition of an LED sign is just going to increase the brightness of the site at all hours.

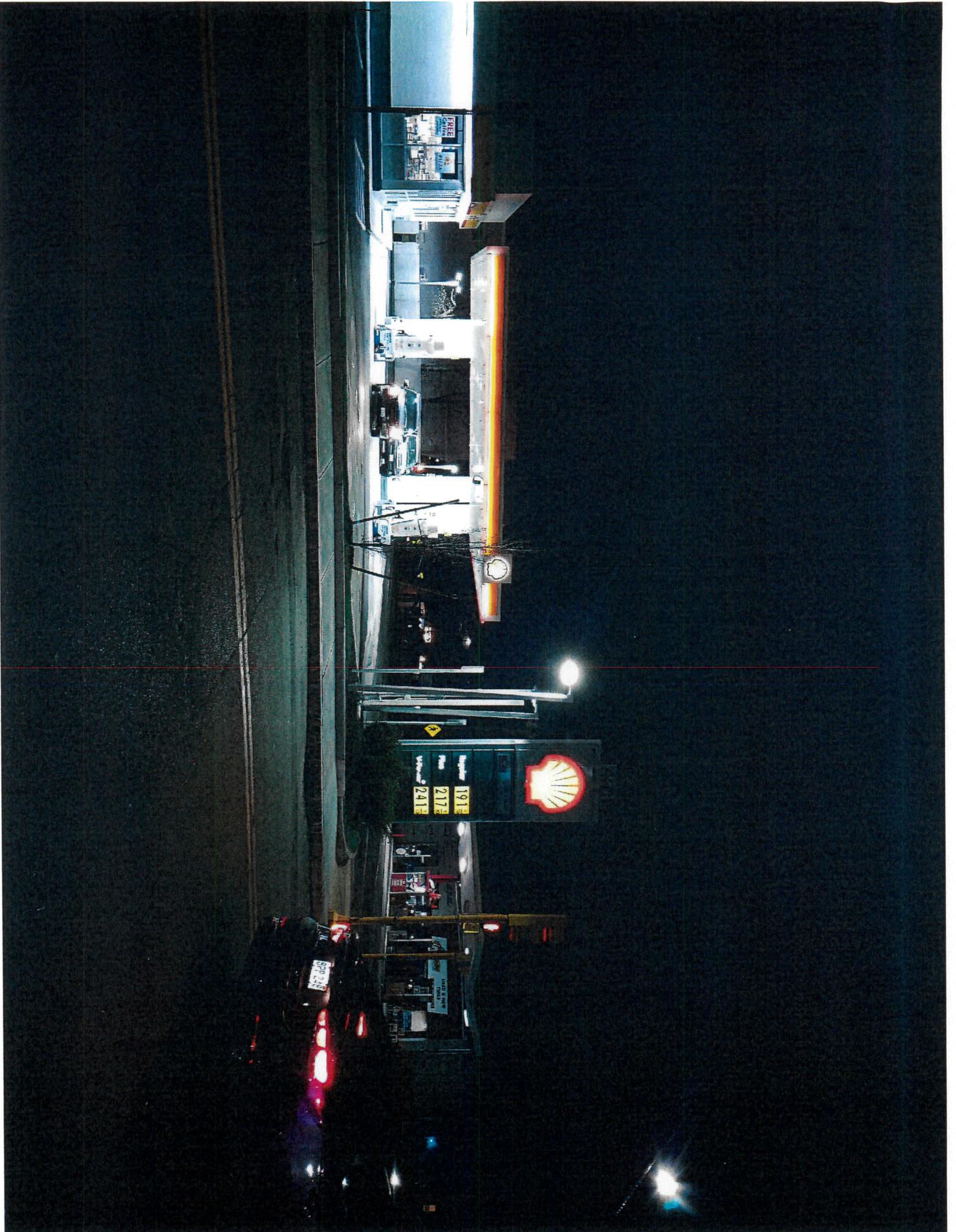
The site in question should lower the level of illumination in general, not add to it.

For comparison the gas station immediately across the street (Circle M in photo 3) is open at the time the photo was taken.

Regards,
Ann-Marie Peltier
Susan Peltier
Melissa Peltier







Shell
Regular 191¢
Plus 217¢
Supreme 241¢

998-234

Wilson Chu

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 APR 30 A 8:39

From: City Council
Sent: Wednesday, April 29, 2020 6:19 PM
To: Steven Kerrigan
Cc: Wilson Chu; Sara Corbin; Karen Boule
Subject: TO CITY CLERK FOR MAY 18, 2020 Agenda Continued Public Hearing: Input for Public Hearing, Leigh Enterprises - Shell Gas Station

From: Jo Daly
Sent: Thursday, March 5, 2020 9:17 AM
To: John Irish <ward_5@marlborough-ma.gov>
Subject: Leigh Enterprises - Shell Gas Station

Hello John and City Council Members,

The owners at Renaissance Lofts on Lincoln Street received formal notification from Leigh Enterprises regarding an upcoming meeting on March 23rd to discuss a lighted sign. I am not able to attend this meeting, however I would like to express my concerns of having a huge illuminated sign within the neighborhood. I formally oppose the installation of a lighted Shell sign on the corner of Lincoln street. I would like to note that the neighborhood we live in is just that a residential neighborhood. The Shell gas station is not located along side a highway or expressway. Installation of a bright light is not only intrusive to many of the homes surrounding the corner of Lincoln and Pleasant streets, it is a waste of energy (even with LED bulbs) and contributes to light pollution. Another point of contention with this gas station is that their gas pumps play music and ads that are very loud, which can be heard from the front part of the Renaissance Lofts building. I would also inquire with Leigh Enterprises, owners of the Shell gas station to remove the music and the ads as they contribute to public noise pollution. The requested lighted sign will also increase light pollution into this section of the neighborhood as LED lights are brighter and can be seen over greater distances. This will have a negative affect on the quality of life of residents that live in close proximity to the gas station. The gas station resides at a very popular intersection, therefore it is unnecessary to "require" illuminated signage. This gas station is also open 24/7 which means that the signage would be illuminated 24/7 vs. considering an option to install illuminated signage only during business hours. To summarize, this gas station is already a nuisance to the neighborhood with the noise pollution emanating from their gas pumps. Bright LED signage will also add to this nuisance issue having a negative effect on our quality of life.

Please **oppose** this lighted sign installation on behalf of your Ward 5 residents located at Renaissance Lofts. Thank you for your attention and support regarding this matter.

Kind regards,

~Jo

Wilson Chu

From: City Council
Sent: Wednesday, April 29, 2020 5:24 PM
To: Steven Kerrigan
Cc: Wilson Chu; Sara Corbin; Karen Boule
Subject: TO CITY CLERK FOR MAY 18, 2020 Agenda Continued Public Hearing: Input for Public Hearing, Leigh Enterprises - Shell Gas Station

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 APR 30 A 8:40

From: Sébastien Guillot
Sent: Monday, March 9, 2020 9:26 PM
To: John Irish <ward_5@marlborough-ma.gov>
Subject: Leigh Enterprises - Shell Gas Station

Dear Mr. John Irish, and Marlborough city council members,
Please consider this email as my formal opposition to the installation of the illuminated sign proposed by Leigh Enterprises for the Shell gas station on the corner of Lincoln Street and Pleasant Street.
I am a resident of the Renaissance Loft in very close proximity to this gas station.

Although I acknowledge and appreciate the efforts put into the renovation of the gas station, I believe an increase of the visual footprint of the facility with the installation and operation of a huge sign 24 hours a day and 7 days a week, is both very intrusive to the close-by neighbors, is increasing its nuisance and light pollution, and is not consistent with the residential character of the neighborhood. The gas station stands at a very busy intersection, has been present for many years, and the addition of such a sign isn't necessary to draw the attention of potential customers and support its operation.

I will not be able to attend the March 23rd meeting scheduled to discuss this topic, but hope you will be able to represent me as a Ward 5 resident, voicing my concern with regards to protecting the neighborhood's quality of life, and thank you in advance for your attention and support.

Respectfully,

Sébastien GUILLOT
406 Lincoln Street
Unit 306
Marlborough MA 01752
USA



School Committee
17 Washington Street, Marlborough, MA 01752
(508) 460-3509

Call to Order

April 14, 2020

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

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

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

A. Redistricting for the FY21 School Year

Superintendent Bergeron gave the redistricting presentation for the FY21 school year. For over a year, the administrative team has been working on drawing boundary lines so that the needs of all students will be met.

Since January 2015, the district has been working with the Massachusetts School Building Authority on constructing the fourth elementary school in the city. The fourth elementary school is important because some existing classrooms in Jaworek, Kane and Richer Elementary School are overcrowded. The new elementary school will probably be opened to around 680 students. This will enable the existing elementary schools' classrooms to become less crowded while also bringing the fifth grade down to the elementary school level as opposed to being enrolled at Whitcomb.

Superintendent Bergeron invited Assistant Superintendent of Teaching and Learning, Mary Murphy, to speak about curriculum.

Mrs. Murphy explained that the district's focus is on educational equity; the K-4 principals created a common instructional schedule to ensure the same curriculum across all grades and schools. Grade 5 will continue in a team-teaching model, and they will have access to band, chorus and orchestra. Fifth grade will also include health education in their wellness curriculum. Engineering will be introduced to those in Grades 3, 4 and 5.

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School Committee

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Tom Plati, the Director of Instructional Technology, was invited by the Superintendent to discuss the technology in all four elementary schools. Mr. Plati explained that students in Grades 3 and 4 will have a chrome book to use in their classrooms. Students in K-2 will have iPads in their classrooms. Every classroom in Grades K-5 will have smart LCD projection units installed by June 2021. Mr. Plati explained that regardless of which elementary school students are enrolled in, they will have the same technology exposure.

Jodi O'Brien, the Director of Student Services, was invited by the Superintendent to speak about equity in Special Education. Mrs. O'Brien explained that the fourth elementary school will be equipped with specialists, counselors and other resources to meet the needs of students. The district-wide Therapeutic Learning Center will remain at Kane for students to access and be transported to from whichever school they attend. The district-wide Connections Program will remain at Richer for students with significant cognitive disabilities or medical issues. The district-wide Pathways Program for Autism and ABA will be split between Jaworek and the new elementary school; there will be two classrooms in each of those two elementary schools.

Superintendent Bergeron mentioned that in the past five years there has been an 85% increase in our EL population, so the district has increased the staffing and investment in EL. There may be an uneven distribution of EL staff, but the services go where the support is needed; there are more EL staff members in the schools that have a larger EL population.

Douglas Dias, the Director of Finance and Operations, was invited by the Superintendent to discuss student demographics. Mr. Dias emphasized the diversity of the student population and how that was an important factor in redistricting decisions. The Marlborough Public Schools partnered with AppGeo, a Boston-based GIS consulting firm, to guide the redistricting process. AppGeo was able to use Geocoding to look at student data and information regarding the geography of Marlborough to develop components, or neighborhoods, to establish the new districts. This process allows for enrollment numbers for each component to be distinguished and analyzed. The culmination of this work is the draft scenario being presented to the community tonight.

Superintendent Bergeron directed the School Committee members and viewers at home to the draft redistricting map on the presentation. This map shows that all four elementary schools are within capacity by 3%.

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Superintendent Bergeron reminded the committee of where this presentation has been given in the past few months. The previously scheduled meeting with the Preschool (ECC) was canceled due to COVID-19 restrictions. Mr. Bergeron hopes that parents who had planned to attend that meeting can access this presentation on the website. The Superintendent then explained that the redistricting presentation was given to the School Committee tonight, so they are able to review it and ask any necessary questions. At an upcoming meeting, either April 28th or May 12th, the configuration of the boundary lines will be voted on by the School Committee. This enables parents and guardians to be notified by late May/early June 2020.

Superintendent Bergeron asked each School Committee member if they had any questions via roll call.

Superintendent Bergeron mentioned that parents brought up the issue of availability and timing of childcare in response to a question Mr. Caruso asked. Mr. Dias and the Superintendent have been in contact with the Marlborough Boys and Girls Club discussing the potential need for an earlier start at the new elementary school due to a longer commute for some families.

Mrs. Matthews thanked those who attended and who held the redistricting meetings. Superintendent Bergeron explained how the music program will play be implemented at the request of Michelle Bodin-Hettinger. Students in fifth grade will continue to have the option of joining band, orchestra or chorus in all of the elementary schools.

Mrs. Hennessy thanked the administration for creating a consistent and equitable curriculum for students in all four of the elementary schools.

Mrs. Ryan commended the administration on pulling a balance of students from all three elementary schools into the new elementary school.

Chairman Vigeant was pleased with feedback from parents at all of the redistricting meetings.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to move forward with this item on the April 28th, 2020 agenda.

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

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4. Committee Discussion/Directives: None.

5. Communications: None.

6. Superintendent's Report

Superintendent Bergeron updated the committee on the delivery of meals throughout the city. As of April 8th, 43,714 meals have been made and delivered to residents of Marlborough. Tables showing the increase in demand of meals from day 1 are provided in the Superintendent's report.

A Temporary Occupancy Certificate for the new elementary school was presented to the Superintendent by the Owners Project Manager, Tom Gatzunis, on April 7th, 2020. Major construction has been completed, systems are being tested and approved, and the landscape construction outside the building is still being worked on.

Superintendent Bergeron stated that each school has contacted parents about the availability of chrome books and iPads for students. He stressed that parents should contact their child's/children's school Principal or Assistant Principal if they need a device to access google classroom or seesaw for the remote learning plans.

The Superintendent explained that Marlborough Public Schools is still waiting on decisions from the Commonwealth about closures extending beyond May 4th, graduation requirements for students and other topics. Superintendent Bergeron noted that the Commissioner decided to wave MCAS for this year. It should be noted that things will be postponed and delayed as new information is received as opposed to cancelling everything wholesale, according to Mr. Bergeron.

Superintendent Bergeron finished his report by giving a shoutout to Caitlin Geary, School Committee member Earl Geary's daughter, for making him an Avengers tie for the School Committee meeting. She is a star student in the fashion program at MHS.

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7. Acceptance of Minutes

A. Minutes of the January 28, 2020 School Committee Meeting

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

Motion passed 5-0-1. Yes: Vigeant, Caruso, Hennessy, Matthews and Ryan. Mrs. Bodin-Hettinger abstained from voting because she did not attend this meeting.

B. Minutes of the February 11, 2020 School Committee Meeting

Motion made by Heidi Matthews, seconded by Chairman Vigeant to accept these minutes.

Motion passed 5-0-1. Yes: Vigeant, Caruso, Hennessy, Matthews and Ryan. Mrs. Bodin-Hettinger abstained from voting because she did not attend this meeting.

C. Minutes of the February 25, 2020 School Committee Meeting

Motion made by Heidi Matthews, seconded by Chairman Vigeant to accept these minutes.

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

D. Minutes of the March 10, 2020 School Committee Meeting

Motion made by Heidi Matthews, seconded by Chairman Vigeant to accept these minutes.

Motion passed 5-0-1. Yes: Vigeant, Caruso, Hennessy, Matthews and Ryan. Mrs. Bodin-Hettinger abstained from voting because she did not attend this meeting.

E. Minutes of the March 24, 2020 School Committee Meeting

Motion made by Heidi Matthews, seconded by Chairman Vigeant to accept these minutes.

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

8. Public Participation: None.

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Marlborough Public Schools

School Committee
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9. Action Items/Reports

A. Acceptance of Donations and Gifts

Mr. & Mrs. Gupta. Mr. and Mrs. Gupta donated two copies of the India Unveiled book, valued at \$113.82, to MHS and the Whitcomb School.

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

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

Donor's Choice. Three Doodler start kits from Kaplan Early Learning, valued at \$368.04, were donated for use by the maker space classroom at the Whitcomb School. Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept this donation.

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

Saint Chretienne Convent. Saint Chretienne Convent donated \$75.00 to the MHS Tri-M Music Honor Society.

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

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

10. Reports of School Committee Sub-Committees:

Mrs. Hennessy shared that there was a virtual policy meeting held last week. There will be a policy item brought to the next School Committee meeting.

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11. Members' Forum:

Mrs. Hennessy shared that the MIAA Board of Directors held a meeting yesterday and sent out a memo that is posted on their website. Mrs. Hennessy highlighted that there is a rule for out of season Spring 2020 coaches regarding voluntary virtual workouts for teams. Mrs. Hennessy stressed that athletes are not encouraged to get together for these workouts or captains' practices. Mrs. Hennessy redirected individuals to the MIAA website to learn more about this matter. MIAA also reached out to the Department of Health to ask for a waiver to extend the mandated yearly physical requirement.

Mrs. Matthews reviewed the warrant and will sign it tomorrow.

Mrs. Bodin-Hettinger thanked the community for the patience they have shown during these unprecedented times.

12. Adjournment:

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to adjourn at 8:15 p.m.

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

Respectfully submitted,

Heidi Matthews
Secretary, Marlborough School Committee

HM/jm

Approved April 28, 2020

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Massachusetts Cultural Council

Marlborough LCC Meeting

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2020 APR 29 A 8:47

Marlborough LCC Meeting *via remote access*

Date: Wednesday, April 15th at 6 PM

Attendees: Samantha Perlman, Gabriele Luzzi, Monica Lucey

Nonmembers in attendance: City Clerk Steve Kerrigan, Assistant City Clerk Wilson Chu, Council President Michael Ossing and Senior Tech Scott Parmenter.

Absent: Kathy Oliver Jones

** All participants are participating remotely given precautions around COVID-19. The public were able to access the meeting by Microsoft Teams available in the agenda or by dialing 617-433-9462 and using conference ID 879 501 830#.

- I. Meeting was called to order at 6:08 PM.
 - A. Attendance Roll Call
 - Samantha Perlman: present
 - Gabriele Luzzi: present
 - Monica Lucey: present
 - Kathy Oliver Jones: not present

- II. Review minutes from November meeting
 - A. Member Luzzi motions to approve the minutes from November meeting that was seconded by Chair Perlman.
 - B. Vote:
 - Samantha Perlman: yes
 - Gabriele Luzzi: yes
 - Monica Lucey: yes
 - Minutes were approved 3-0.

- III. Update regarding COVID-19 and Mass Cultural Council guidance
 - A. Chair Perlman gave an overview of the Mass Cultural Council guidance to approve funding even if grant programming cannot occur due to financial strain on artists during COVID-19. It is up to the city/town to determine payment if a program is cancelled and can also issue partial reimbursement regarding COVID-19. Our Council can approve funding if the programming cannot occur due to the financial strain that COVID-19 has had on artists.
 - B. Chair Perlman also read through a series of FAQs provided by the Mass Cultural Council during the meeting such as what happens if an event gets cancelled entirely. The Mass Cultural Council encourages each Council to work with their city or town to pay a full or partial payment to grantees as a result of lost income because of COVID-19, and to request a written explanation of monies spent. Each request must be taken up individually as some are requesting full and some are requesting partial payment.

- IV. Review grantee requests for event postponement and reimbursement
 - A. Chair Perlman described the two reimbursement requests the Council had received thus far. Request 1 came from grantee Howie Newman who had received a grant to hold a Musical Baseball event on April 9th that was postponed. He is requesting to receive this

funding in advance, which would be \$100. Funding in advance is contingent on performing in the fall and keeping the Cultural Council looped into communication.

1. Motion made by Member Lucey to approve the payment for Howie Newman and to keep Cultural Council in the loop. Motion was seconded by Member Luzzi.

Vote:

Samantha Perlman: yes

Gabriele Luzzi: yes

Monica Lucey: yes

Motion was approved 3-0

- B. Request 2 came from Greg Maichack for his \$200 grant to host a Georgia O'Keefe painting event at the Marlborough Public Library. He requested either full or partial payment in advance. The partial payment would acknowledge the time he spent into researching O'Keefe's paintings. He has been in communication with the Library as well about postponing the program. Member Luzzi asked if Greg could do the event live on Facebook. Chair Perlman shared that due to the project, many people were unlikely to have the needed supplies on hand to participate in his event if transitioned online.

1. Motion made by Member Luzzi to approve the full payment for \$200 and to keep the Cultural Council in the loop. Motion was seconded by Member Lucey.

Vote:

Samantha Perlman: yes

Gabriele Luzzi: yes

Monica Lucey: yes

Motion was approved 3-0.

V. New member recruitment

- A. Chair Perlman shared some background about the Mass Cultural Council state requirements to have a minimum of 5 members. A few people have been sent to the Mayor's Office previously to go through the appointment process, but some have not followed up or were not moved forward. Recruitment is increasingly challenging during COVID-19. The Marlborough Cultural Council was not listed on the original press release sent out by the Mayor's Office and there has not yet been the second press release sent out with calls for applications for this Council.
- B. Members raised some ideas that were helpful for the Council moving forward such as contacting grantee applicants who are Marlborough residents and people who had to take a cycle off after serving two 3-year terms. Chair Perlman reminded all members that the Cultural Council will not be able to have a grantee meeting in November without 5 members. Other ideas raised were to share out information about applying on Facebook, request a blurb from the Mayor's Office and contacting some of the school music groups as well as sending out information to the Marlborough Chamber of Commerce.

VI. Adjourn

- A. Motion to adjourn made by Member Lucey and was seconded by Member Luzzi.

Vote:

Samantha Perlman: yes

Gabriele Luzzi: yes

Monica Lucey: yes

Motion was approved 3-0.

Marlborough Cultural Council Meeting was adjourned at 6:34 PM.

Notes taken by Member Lucey and respectfully submitted by Chair Perlman.

MINUTES
MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752

1A
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CITY OF MARLBOROUGH
April 06, 2020
2020 APR 28 P 3 33

Call to Order

The **Remote Meeting** of the Marlborough Planning Board was called to order at 7:00 pm. Members present- Barbara Fenby, Sean Fay, Phil Hodge, George LaVenture, Chris Russ and Matthew Elder. City Engineer, Thomas DiPersio, and Planning Board Administrator, Krista Holmi, also participated in the remote meeting. IT Director, Mark Gibbs, participated to provide technical backup.

1. Meeting Minutes

A. March 09, 2020

On a motion by Mr. LaVenture, seconded by Mr. Russ, the Board voted to accept and file the minutes of March 09, 2020. Yea: 6 – Nay: 0; Yea: Fenby, Fay, Hodge, LaVenture, Russ and Elder.

B. March 23, 2020

On a motion by Mr. LaVenture, seconded by Mr. Russ, the board voted to accept and file the minutes of March 23, 2020 with the correction of a typo in paragraph 4. Yea: 6 – Nay: 0; Yea: Fenby, Fay, Hodge, LaVenture, Russ and Elder.

2. Chair's Business

A. Communication from Solicitor Grossfield regarding signed Open Meeting Law Order- Discussion of how to proceed with Planning Board business.

Mr. LaVenture read from the March 13, 2020 email communication from City Solicitor Grossfield which summarized the 3-12-20 Executive Order issued by Governor Baker modifying certain requirements of the Open Meeting Law (effective immediately). If remote meetings require public participation, approaches may include:

- Providing a call-in conference number on the city website so members can deliberate in an "open session", and members of the public can have the opportunity to access and present/participate to the extent required by law.
- Use of video streaming/conferencing service
- Encouraging receipt of comments or public input via email in advance and/or real-time, which can be read by the public body.

On a motion by Mr. LaVenture, seconded by Mr. Elder, the Board voted to accept and file the correspondence. Yea: 6 – Nay: 0; Yea: Fenby, Fay, Hodge, LaVenture, Russ and Elder.

Ms. Fenby acknowledged the Board's ability to join the meeting but wasn't sure if the general public could participate without an invitation. Ms. Holmi explained that the meeting link and call-in phone number was available online at the Planning Board website. There were several people who either called in or used the website link to observe the meeting. The Board will use the Microsoft Teams application moving forward for remote meetings until the Governor's emergency order is lifted.

B. General Policy Discussion – Zoning and Variance Requests

Ms. Fenby requested that Mr. Fay introduce the policy discussion topic. Mr. Fay was not immediately available. He joined the meeting and indicated that he had dropped out for about 20 seconds. Mr. Fay said the Board has a tradition of not acting on sign variance requests and other matters if the property is out of compliance. He recounted two past examples. The first example was a tenant request for a sign variance. The property owner had utilized all available sign space for his own purposes and made no accommodation for tenants. The second variance request noted was for a gas station who had non-compliant signs on the property. The Board did not act on the variance request until the property owner removed the non-compliant signs. Mr. Fay suggested adopting a formal policy of not acting on a variance request when the property was not otherwise in compliance with City Code.

For other matters such as providing recommendations to the City Council regarding zoning changes, Mr. Fay suggested a policy of requesting that the City Council not act on a variance request until the property is brought into compliance. The example provided was a property that is the subject of a rezoning request that is not in compliance with the sign ordinance or that has businesses that are not allowed in the zone other than changes that are the subject of the variance request. Ms. Fenby asked if the Board should set a formal policy and inform applicants of the policy. Ms. Fenby polled the members. Mr. LaVenture likes the idea to require compliance with local ordinances. Mr. Hodge is in favor of establishing a policy. Mr. Russ and Mr. Elder also agree that properties should comply prior to making variance requests or requests for zoning amendments.

Mr. Fay discussed the mechanism for ensuring compliance. Should Code Enforcement be involved in the determination, or should the Planning Board make a judgement? Chair Fenby believes that Code Enforcement has a role. Mr. Russ expressed his preference for making the determination before the matter is presented to the Board. He preferred that the determination be part of the application process. Mr. LaVenture agreed with Mr. Russ and thinks Code Enforcement is the expert for determining compliance. Mr. Hodge and Mr. Elder agree. If an applicant knows that compliance is part of the application, there won't be any surprises.

Ms. Fenby said sign variances are straight forward since the requests are made directly to the Board. What about zoning amendments where matters are referred to the Board from the City Council? The Council will not provide a review prior to referring the matter to the Board. Mr. Fay believes that the Planning Board can encourage the Council to withhold action on the requested zoning amendment until the property is compliant. Ms. Fenby polled the Board. Mr. Elder was called but was muted. Mr. Hodge felt it was reasonable to advise the City Council. Mr. LaVenture concurred. Mr. Elder and Mr. Russ agreed. Chair Fenby asked how to proceed. Should the Board write a policy? Ms. Fenby suggested Mr. Fay draft a policy and forward it to Ms. Holmi for the Board's consideration at a future meeting.

- C. Set New Public Hearing Date: Council Order 20-1007947 – Proposed Zoning Amendment to Chapter 650, §5, §17, & §18 – Contractor Storage Yards and the Proposed Rezoning of land located on Farm Road, identified as Map 85 Parcel 12. The Board selected April 27, 2020 for the public hearing date. (Note: Due to the continuing executive order limiting public gatherings, this hearing will be advertised, opened without public testimony on April 27, and continued until May 18, 2020.)

Before moving on, Chair Fenby asked how the Board should proceed with ANRs? Ms. Holmi referenced a communication from Solicitor Grossfield that was distributed that afternoon. While not explicitly mentioning ANRs, the communication summarized points in a new order, Chapter 53 of Acts of 2020 "An Act to address challenges faced by municipalities and state authorities resulting from COVID-19". Section 17 of this law addresses land use permit applications and deadlines during the Governor's state of emergency. On a motion by Mr. LaVenture, seconded by Mr. Russ, the Board voted to accept and file the correspondence and request a Legal opinion on whether Chapter 53 of Acts of 2020 applies to matters before the Board. Yea: 6 – Nay: 0; Yea: Fenby, Fay, Hodge, LaVenture, Russ and Elder.

Chair Fenby also reminded the Board that the continued public hearing on the proposed zoning amendment on livestock farms is scheduled for April 27th. How should the Board proceed? Ms. Holmi indicated that the public comment portion is closed and that additional comments from the Board of Health and the Building Commissioner will be included on the April 27 agenda. Mr. Russ asked if the Leister ordinance was shared with the Board of Health and Building Commissioner. Ms. Holmi indicated yes. The Building Commissioner said that it's preferred to have Zoning deal with the authority of allowing the uses and let the Board of Health deal with how to keep and raise livestock.

3. Approval Not Required (None)

4. Public Hearings (None)

5. Subdivision Progress Reports (City Engineer, Updates and Discussion)

- A. Goodale Estates- City Engineer DiPersio updated the site work which included grading of detention basins and the installation of drainage structures and granite curbing. Most (if not all) lots have been sold. The subdivision is in good shape for completion on the existing timeline (June 30, 2020), but an extension on the completion of the subdivision will be required since there will be extensive construction site work on the lots. It is not advisable to finish the roadway until the heavy construction traffic is complete.
- B. Commonwealth Heights – The continuation of the public hearing is scheduled for April 27th. It is anticipated that the hearing will be again continued until a future date, since the state of emergency remains in effect, and no in-person testimony is allowed at this time. The applicant is still working on the required environmental report.
- C. 215 Simarano Drive - Ms. Fenby asked about the Simarano Drive project. Mr. DiPersio confirmed that the applicant had developed an approved site plan, and they will not move forward with the subdivision.

6. Preliminary/Open Space /Limited Development Subdivision Submissions (None)

7. Definitive Subdivision Submissions (None)

8. Signs (None)

9. Correspondence (None)

10. Unfinished Business

- A. Communication from Assistant City Solicitor Piques – Forest Grove Subdivision - Approval of Lot Release Document
Mr. LaVenture read the email correspondence from Assistant City Solicitor Piques into the record. The correspondence indicates that the release is in proper legal form. Since the state of emergency, the Board is not meeting as a group. Requiring each member to sign the release is cumbersome. Ms. Holmi asked the solicitor's office if Chair Fenby could sign a revised release on behalf of the Board. The solicitor's office indicated yes, if the Board voted to allow the Chair to sign on their behalf. On a motion by Mr. LaVenture, seconded by Mr. Russ, the Board voted to accept and file the correspondence and to allow Chair Fenby to sign the Forest Grove lot release on behalf of the Board. Yea: 6 – Nay: 0; Yea: Fenby, Fay, Hodge, LaVenture, Russ and Elder.

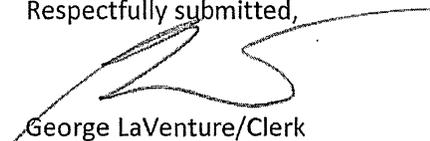
11. Calendar Updates

- A. Public Hearing- Council Order 20-1007947 – Proposed Zoning Amendment to Chapter 650, §5, §17, & §18 – Contractor Storage Yards and the Proposed Rezoning of land located on Farm Road, identified as Map 85 Parcel 12. Hearing Date: Monday, April 27, 2020 (to be continued without testimony to May 18, 2020).

12. Public Notices of other Cities & Towns (None)

On a motion by Mr. Elder, seconded by Mr. Russ, the Board voted to adjourn the meeting of the Planning Board. Yea: 6 – Nay: 0; Yea: Fenby, Fay, Hodge, LaVenture, Russ and Elder.

Respectfully submitted,



George LaVenture/Clerk

/kih

Minutes
Retirement Board Meeting of
February 25, 2020

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2020 APR 29 A 8:44

The monthly meeting of the Marlborough Retirement Board was held on February 25, 2020. Gregory Brewster, William Taylor, Daniel Stanhope, David Keene, and Margaret Shea were present. The meeting was held at City Hall.

1. The meeting was called to order at 8:15 a.m.
2. A motion was made and seconded to approve the minutes of the meeting of January 28, 2020. Vote unanimous.
3. The Board reviewed Chief Giorgi's involuntary accidental disability application for Brian Langelier. After discussion, a motion was made and seconded to deny Chief Giorgi's application. Vote unanimous.
4. Henry Jaung and Stephen MacLellan of the Meketa Group had arrived to review the recent performance of the fund and to discuss changes to the Board's investment policy. The fund gained 4.4% for the 4th quarter. The 2019 return was 17.5%; beating PRIT's core fund which returned 16.5%. Fiduciary and Frontier did not meet their benchmark returns for the year. MacLellan and Jaung explained the likely reasons.

The next item they addressed was the Board's asset allocation policy. Based on study of projected returns, the current policy results in an expected return of 6.2% over 20 years with a 32.5% chance of attaining 7.5% over 20 years. Jaung and MacLellan proposed a two-step glidepath for the Board to transition to a new policy. The proposed policy will provide a higher return than the current policy exceeding the Board's 7.5% assumed rate of return. The new policy has a higher standard deviation of 14.2% verses the current policy's 10.6% standard deviation. The new allocation would include new allocations to infrastructure and private debt. Jaung and MacLellan discussed new asset classes and how the transition between the current policy and the two-step policy would occur. After discussion, a motion was made and second to approve. Vote unanimous.

5. Approval of retirements was the next item on the agenda. John Donovan and A. Richard Desimone had applied for superannuation effective January 31, 2020. After a review of pertinent information, a motion was made and seconded to The Board reviewed PERAC's Appropriation and Funding Schedule Approval letters. A motion was made and seconded to accept and place on file. Vote unanimous.
6. The Worcester Retirement System requested a transfer of Melissa McGill's annuity savings account. The Essex Regional Retirement Board requested a transfer of Kaitlyn Brown's account. The Weymouth Retirement Board requested a transfer of Colby Larocque's account. The Newton Retirement Board requested a transfer of John Baldessarini's account. A motion was made and seconded to approve all transfers. Vote unanimous.

7. Russell Breault, a School Department employee, has applied for military service credit. After discussion, a motion was made and seconded to approve four (4) years of military service credit upon payment. Vote unanimous.
8. The Board reviewed a memo from the director and PERAC regarding the FY21 cost-of-living adjustment (COLA). The Social Security Administration approved a COLA of 1.6%. The memo from the director outlined the Board's options and the approximate cost of the options. The director will schedule a vote for April. A motion was made and seconded to accept and place on file.
9. The next item was a discussion regarding staffing. Since not all members were present, a motion was made and seconded to table this item to the next meeting. Vote unanimous.
10. The Board reviewed a cash flow analysis and operating budget as of February 29, 2020. The Board also reviewed the preliminary cashbooks, journals, and trial balance for January 31, 2020. The Board reviewed the cash reconciliation for December 31, 2019. A motion was made and seconded to accept and place on file. Vote unanimous.
11. New Business / Old Business was the next item on the agenda. There was no old or new business.
12. The Board reviewed PERAC Memo #11 regarding call/intermittent employment. A motion was made and seconded to place on file. Vote unanimous.
13. The Board approved the following warrants: retiree payroll warrant for February 2020, #052020, and #062020. Vote unanimous.
14. A motion was made and seconded to adjourn the meeting. Vote unanimous.



Gregory P. Brewster, Chairman

**Minutes
Retirement Board Meeting of
March 31, 2020**

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2020 APR 29 A 8:44

The monthly meeting of the Marlborough Retirement Board was held on March 31, 2020. The meeting was held remotely due to the Corvid-19 crisis. Gregory Brewster, William Taylor, Daniel Stanhope, David Keene, and Margaret Shea were participating via conference call.

1. The meeting was called to order at 8:15 a.m.

2. A motion was made and seconded to authorize remote participation pursuant to executive order of Governor Baker.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Vote carries.

3. A motion was made and seconded to approve the minutes of the meeting of February 25, 2020.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Vote carries.

4. The Board had reviewed Shawn Brecken's application for accidental disability retirement. After discussion, a motion was made and seconded to approve.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Vote carries.

5. Henry Jaung and Stephen MacLellan of the Meketa Group had arrived via conference call at 8:20 a.m. to discuss the RFP for a defensive index manager. Jaung and MacLellan discussed the process of reallocating the portfolio based on the Board's recent vote. Jaung will provide a memo to the director at appropriate times with instructions for sales and purchases in order to effectuate the allocation. They also discussed the performance of the portfolio from January 1, 2020 to March 27, 2020. Year to date return is -12.58%. They departed the meeting at approximately 8:40 a.m.

6. Approval of retirements was the next item on the agenda. Scott Rossi of the D.P.W. applied for superannuation effective February 14, 2020. After a review of pertinent information, a motion was made and seconded to approve.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Motion carries.
7. Approval of refunds and transfers was the next item on the agenda. Casey Crosby-Chantre, Jessica Acosta, and Donald LaCouture applied for refunds of their annuity savings accounts. The Worcester Regional Retirement System requested a transfer of Brian Doheny's account. The Marblehead Retirement Board requested a transfer of Lauren Hext's account. The Boston Retirement System requested a transfer of Maryann Tiago's account. The Newton Retirement Board requested a transfer of Diane Rearick's account. A motion was made and seconded to approve all refunds and transfers.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Motion carries.
8. The Board reviewed an application for military service credit from Nicholas Castriotta. A motion was made and seconded to approve 1.333 years of military service credit upon payment.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Motion carried
9. The director provided the members with a list of twelve managers and service providers that filed a disclosure form with PERAC and asked them to review each disclosure form on PERAC's PROSPER system. Because the vendors could complete the form on-line at PERAC and a PDF wasn't available, it was impossible to print the disclosure out for a review. A motion was made and seconded to accept and place on file.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Motion carried.

10. The next item on the agenda was a discussion regarding the purchase of the PTG modules; the Employee Self-Service and Scanning Modules. The cost of the two modules was \$6,000 per year, a savings of \$2,000 annually. The Board reviewed a memorandum from the director and an analysis of the use of the Employee Self Service Module by eight retirement systems. After discussion, a motion was made and second to purchase both modules.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Motion carried.
11. The director discussed with the members the office's plans for dealing with the Covid-19 crisis. The Board reviewed a letter to be addressed to the forty approximate retirees who still receive a monthly check. The letter cautioned that any closure caused by the crisis could delay monthly retirement checks and encouraged those retirees to take advantage of direct deposit. A motion was made and seconded to approve.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Motion carried.
12. The Board reviewed a cash flow analysis and operating budget as of March 31, 2020. The Board also reviewed the preliminary cashbooks, journals, and trial balance for February 2020. The Board reviewed the cash reconciliation for January and February 2020. A motion was made and seconded to accept and place on file.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Motion carried.
13. New Business / Old Business was the next item on the agenda. A motion was made and seconded to convene a medical panel for James Fortin.
William Taylor – Yes
Diane Smith – Yes
Daniel Stanhope – Yes
David Keene – Yes
Gregory Brewster – Yes
Motion carried.
The Board reviewed the case of Karen Rae, an employee of the School Department. According to records supplied by the School Department, she was never eligible for

membership in the retirement system. After discussion, a motion was made and seconded to issue a return of contributions taken in error calculated with a 3% interest rate.

William Taylor – Yes

Diane Smith – Yes

Daniel Stanhope – Yes

David Keene – Yes

Gregory Brewster – Yes

Motion carried.

14. There was no miscellaneous correspondence to review.

15. The Board reviewed the following warrants: retiree payroll warrant for March 2020, #072020, #082020, #092020, and #102020. The director told the members that Diane Smith had signed the warrants in order to issue the checks, but she would have each of them sign the warrants when they can meet in person. A motion was made and seconded to approve.

William Taylor – Yes

Diane Smith – Yes

Daniel Stanhope – Yes

David Keene – Yes

Gregory Brewster – Yes

Motion carried.

16. A motion was made and seconded to adjourn the meeting at 9:20 a.m.

William Taylor – Yes

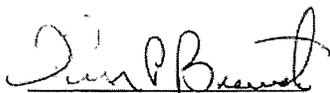
Diane Smith – Yes

Daniel Stanhope – Yes

David Keene – Yes

Gregory Brewster – Yes

Motion carried.



Gregory P. Brewster, Chairman



City of Marlborough Zoning Board of Appeals

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Marlborough, Massachusetts 01752

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2020 Giunta, Chairman
Ralph Loftin
Thomas Golden
Thomas Pope
Robert Levine

MINUTES

April 14, 2020

Due to the Covid-19 pandemic, and in accordance with the March 12, 2020 Executive Order issued by Governor Baker modifying certain requirements of the Open Meeting Law, the below public hearing was opened by conference call (this conference call was not recorded).

7:00 PM 339 Boston Post Rd. – WP Marlborough MA Owner, LLC

Petition: Applicant seeks a Special Permit under Section 650, Article VI, Section 23(D) Floodplain and Wetland Protection District of the City of Marlborough Zoning Ordinance to conduct certain filling and excavation work in a floodplain area, all in connection with its proposed 188-unit multifamily apartment project. Property is located at 339 Boston Post Rd. East, Map 72-35 and Map 73, Parcels 28, 24 and 26.

Members present on conference call were the following: Paul Giunta-Chairman, Ralph Loftin and Robert Levine. Also, on the call was Susan Brown-Executive Assistant to the Zoning Board of Appeals. Applicant was not present on the conference call. Conference call was not recorded.

The Chairman opened the public hearing with a roll call of members present. Paul Giunta-present, Ralph Loftin-present and Robert Levine-present. Susan Brown did the reading of the legal ad and stated there will be "no" on site Zoning Board of Appeals meeting at City Hall on this date, April 14, 2020 at 7:00 PM. No testimony was heard this evening.

The Chairman made a motion to continue the public hearing to May 26, 2020 at 7:00 PM. The motion was seconded by Robert Levine. The Chairman did a roll call vote, Paul Giunta-yes, Ralph Loftin-yes and Robert Levine-yes. Vote 3-0 to continue public hearing to May 26, 2020 at 7:00 PM.

The Board entertained a motion to close the meeting. Motion was seconded by Ralph Loftin. A roll call vote, Paul Giunta-yes, Ralph Loftin-yes and Robert Levine-yes. A vote of 3-0 to close the meeting at 7:10 PM.

Respectfully submitted,


Paul Giunta - Chairman
Zoning Board of Appeals