

REGULAR MEETING
MAY 18, 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 MAY 14 P 4:10

This meeting of the City Council will be held virtually on Monday, May 18, 2020 at 8:00 PM with Councilors attending in person and/or remotely. **NO PUBLIC ATTENDANCE WILL BE PERMITTED.** This meeting will be televised on WMCT-TV (Comcast Channel 8 or Verizon/Fios Channel 34) or you can view the meeting using the link under the Meeting Videos tab on the city website (www.marlborough-ma.gov).

1. Minutes, City Council Meeting, May 4, 2020.
2. CONTINUED PUBLIC HEARING On the Application for LED Sign Special Permit, from William Camuso on behalf of Lincoln 431 LLC, (Shell Station) 431 Lincoln Street, Order No. 20-1007948C.
**** THIS PUBLIC HEARING WILL BE CONTINUED WITH NO TESTIMONY BEING HEARD TO JUNE 22, 2020 AT 8:00 PM. ****
 - a) Communication from Ayoub Engineering on behalf of Lincoln 431 LLC, (Shell Station), 431 Lincoln Street, re: Request for extension on time for Public Hearing.
3. PUBLIC HEARING On the Petition from Eversource Energy to install 30' of 2" IP gas main as a system improvement on Jefferson Street from the current end of gas main at 23 Jefferson Street to 27 Jefferson Street, Order No. 20-1007980.
 - a) Communication from City Engineer Thomas DiPersio, re: Recommended conditions for Eversource Petition, Jefferson Street.
**** TO PARTICIPATE IN THIS PUBLIC HEARING PLEASE CALL 1-617-433-9462 AND ENTER THE CONFERENCE ID 676 953 39 #. ****
4. PUBLIC HEARING On the Petition from Eversource Energy to install a total of 500' of 4" IP gas main as a system improvement on Neil Street and Zompetti Street as outlined in the petition, Order No. 20-1007981.
 - a) Communication from City Engineer Thomas DiPersio, re: Recommended conditions for Eversource Petition, Neil Street and Zompetti Street.
**** TO PARTICIPATE IN THIS PUBLIC HEARING PLEASE CALL 1-617-433-9462 AND ENTER THE CONFERENCE ID 676 953 39 #. ****

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.

5. PUBLIC HEARING On the Petition from Eversource Energy to install 200' of 4" IP gas main as a system improvement on Pleasant Street between Elm Street and Allen Court, Order No. 20-1007997.
 - a) Communication from City Engineer Thomas DiPersio, re: Recommended conditions for Eversource Petition, Pleasant Street.

**** TO PARTICIPATE IN THIS PUBLIC HEARING PLEASE CALL 1-617-433-9462 AND ENTER THE CONFERENCE ID 676 953 39 #. ****
6. PUBLIC HEARING On the Petition from Eversource Energy to install 200' of 8" IP gas main as a system improvement on Brimsmead Street from Short Street to 65 Brimsmead Street, Order No. 20-1007998.
 - a) Communication from City Engineer Thomas DiPersio, re: Recommended conditions for Eversource Petition, Brimsmead Street.

**** TO PARTICIPATE IN THIS PUBLIC HEARING PLEASE CALL 1-617-433-9462 AND ENTER THE CONFERENCE ID 676 953 39 #. ****
7. CONTINUED PUBLIC HEARING On the 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. 20-1007947D.

**** TO PARTICIPATE IN THIS PUBLIC HEARING PLEASE CALL 1-617-433-9462 AND ENTER THE CONFERENCE ID 676 953 39 #. ****
8. Communication from Councilor Ossing and Councilor Tunnera, re: Municipal Aggregation – Spring 2020 Update.
9. Communication from the Mayor, re: Transfer Request in the amount of \$366,493.00 which moves funds from Meals Tax Revenue Account to fund FY20 bond payments associated with Parks & Recreation improvements.
10. Communication from the Mayor, re: Transfer Request in the amount of \$79,500.00 which moves funds from Undesignated to Open Space Stabilization from wireless antenna payments received in FY20.
11. Communication from the Mayor, re: Transfer Request in the amount of \$10,182.60 which moves funds from Reserved for Salaries to various department accounts to fund provisions of the MMEA collective bargaining agreement.
12. Communication from the Mayor, re: Revolving Fund Spending Limits for the Public Safety Revolving Fund, the Parks and Recreation Revolving Fund and the Council on Aging Revolving Fund for FY21.
13. Communication from the Mayor, re: Gift Acceptance in the amount of \$7,500.00 from Digital Federal Credit Union (DCU) for the Fire Department for state-of-the-art incident command training.
14. Communication from the Mayor, re: Gift Acceptance in the amount of \$5,000.00 from Cummings Properties for the Fire Department to purchase self-use fire escape devices.
15. Communication from the Mayor, re: Proposed Amendment to Chapter 398 "Licenses and Permits", to ensure consistency with MGL as amended by the 2016 Municipal Modernization Act.
16. Communication from the Mayor, re: Reappointment of Kevin J. Breen as Fire Chief for a five-year term from July 1, 2020 to June 30, 2025.

17. Application for Renewal of Junk Dealer/Secondhand Dealer License, Best Buy Stores LP #820., d/b/a Best Buy, 769 Donald J. Lynch Boulevard.
18. Application for Renewal of Junk Dealer/Secondhand Dealer License, Jean Rabelo, d/b/a Post Road Used Auto Parts of Marlboro, 785 Boston Post Road East.
19. Communication from Department of Conservation and Recreation (DCR), re: 2020 Forest Management Proposals for public review and comment.
20. Communication from National Grid, re: 2020 Yearly Operational Plan (YOP) and Vegetation Management Plan (VMP).
21. Communications from various residents listed re: Opposition to Application for Special Permit by 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, Order No. 20-1007995.

Michael Davis, 162 Ewald Avenue
Diane McNally, 70 Linda Circle
Steven Peck, 64 Victoria Lane

22. Minutes of Boards, Commissions and Committees:
 - a) School Committee, April 28, 2020.
 - b) Board of Assessor's, April 14, 2020 & April 22, 2020.
 - c) Conservation Commission, March 5, 2020, April 9, 2020 & April 16, 2020.
 - d) Library Trustees, March 3, 2020.
23. CLAIMS:
 - a) Frances Rodgers, 16 Nixon Road, Framingham, pothole or other road defect.

REPORTS OF COMMITTEES:

UNFINISHED BUSINESS:

From City Council

24. **Order No. 20-1007929D – Proposed Salary Ordinance Amendment relative to Chapter 125 §6 of the City Code.**

Recommendation of the Finance Committee is to approve the proposed salary ordinance, and to advertise. LEGAL AD WAS PUBLISHED ON MONDAY, MAY 4, 2020, ADVERTISING REQUIREMENT HAS BEEN MET.

25. **Order No. 20-1007915C: Proposed Zoning Amendment to Chapter 650 § 17 and §18 relative to Livestock Farms.**

Recommendation of the Urban Affairs Committee is to approve the proposed amendment. MATTER WAS POSTPONED TO THE MAY 18, 2020 CITY COUNCIL MEETING.



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 MAY -8 A 8:50

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

MAY 4, 2020

Regular meeting of the City Council was held on Monday, May 4, 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 9:05 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, April 27, 2020, **FILE**; adopted.

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 \$542,524.00 which moves funds from and to various accounts within the DPW budget to fund various projects, services and contractual obligations, **APPROVED**; adopted.

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>			
	<u>\$250,000.00</u>	Total			<u>\$250,000.00</u>	Total			

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>EWWTWP</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.</u>	
								<u>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			

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Department of Public Works/Public Facilities

FISCAL YEAR: 2020

FROM ACCOUNT:

TO ACCOUNT:

Available						Available
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code Object Account Description: 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 52469 Repairs & Maint \$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>					
	<u>\$95,024.00</u>	Total			<u>\$95,024.00</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 \$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, **APPROVED**; adopted.

CITY OF MARLBOROUGH
BUDGET TRANSFERS -

DEPT: Veterans 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	\$3,000.00	13860006	59254	Interest on BAN	\$3,000.00	15430006	57710	Veterans Benefits	\$20,190.73

Reason: Actual interest rate came in lower than budgeted amount Monthly benefits running higher than expected

\$3,000.00 Total \$3,000.00 Total

Yea: 11 – Nay: 0
Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: That 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, **APPROVED**; adopted.

CITY OF MARLBOROUGH
BUDGET TRANSFERS--

DEPT: City Council FISCAL YEAR: 2020

FROM ACCOUNT: TO ACCOUNT:

Available									Available
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Balance
<u>\$298,125.75</u>	<u>\$2,100.00</u>	<u>11990006</u>	<u>57820</u>	<u>Reserve for Salaries</u>	<u>\$2,100.00</u>	<u>11110002</u>	<u>50401</u>	<u>Part Time Admin Assist</u>	<u>\$3,907.89</u>

Reason: To fund vacation and sick leave payout

\$2,100.00 Total \$2,100.00 Total

Yea: 11 – Nay: 0
Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the 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; adopted.

Yea: 11 – Nay: 0

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

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the 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; adopted.

Yea: 11 – Nay: 0

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

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Gift Acceptance in the amount of \$5,000.00 from DuPont Electronics & Imaging for the Fire Department to purchase self-use fire escape devices; adopted.

Yea: 11 – Nay: 0

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

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Gift Acceptance in the amount of \$100.00 from Noreen Bucchino for the Police Department K-9 unit; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Communication from the Planning Board, re: Unfavorable Recommendation and comments on the Proposed Zoning Ordinance Amendment, Chapter 650, §17 & §18 relative to Livestock Farms, **FILE**; 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, JUNE 8, 2020** as **DATE FOR PUBLIC HEARING**, On the 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 to be located at 339 Boston Post Road East, be and is herewith refer to **URBAN AFFAIRS COMMITTEE & ADVERTISE**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That Application for Renewal of Junk Dealer/Secondhand Dealer License, TVI, Inc., d/b/a Savers, 222A East Main Street, **APPROVED WITH THE FOLLOWING CONDITIONS AND WAIVERS**; adopted.

Conditions

1. The license shall not be transferred without prior review and approval of the City Council.
2. The license hereby granted is issued to TVI, Inc. d/b/a Savers only and is applicable only to the 222A East Main Street location.
3. There will be no exterior storage, display or sales of merchandise, other than a recycle trailer, a cloth delivery trailer with items waiting to be processed, and a local trailer from one of Savers' charitable partners delivering merchandise to the store. No more than three such trailers and trucks shall be parked at the loading dock area in the rear of the building at any one time, and no such trailers or trucks shall be parked on any other side of the building at any time.
4. Donations shall take place only during the hours of operation which shall be 9:00 A.M. to 9:30 P.M. Monday through Saturday and 10:00 A.M. to 7:00 P.M. on Sundays, and during the month of October from 9:00 A.M. to 10:00 P.M. Monday through Saturday and 10:00 A.M. to 10:00 P.M. on Sundays.
5. No Savers' donation boxes shall be permitted outside of the building.
6. No scrolling or rotating message signs shall be permitted as part of Savers' signage plans.
7. Glue boards shall be installed at locations within the business premises satisfactory to the Marlborough Board of Health and Savers, and a monthly monitoring program shall be implemented consisting of a logbook for said glue boards satisfactory to the Board of Health.
8. This license shall be subject to revocation or suspension for noncompliance of the above conditions or other applicable local ordinances or state laws.
9. The waivers granted as part of this license shall no longer be applicable should Savers commence paying the general public for merchandise delivered without first obtaining the review and approval of the City Council.

Waivers

1. The waiver of Section 377-4 of the Ordinance as requested by Savers is not granted because Section 377-4 is not applicable to Savers' operations.
2. The waiver of Section 377-5 of the Ordinance is granted with respect to the last sentence thereof requiring the City Clerk to keep a list of persons employed by Savers. All other provisions of Section 377-5, other than the duty of the City Clerk to keep a record of the name and residence of each dealer, are not applicable to Savers.
3. The provisions of Sections 377-6, 377-7 and 377-9 of the Ordinance are waived in their entirety

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 200' of 4" IP gas main as a system improvement on Pleasant Street between Elm Street and Allen Court, 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 200' of 8" IP gas main as a system improvement on Brimsmead Street from Short Street to 65 Brimsmead Street, refer to **ENGINEERING DEPARTMENT**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Council President send a communication to the MA State Lottery Commission, to record the City Council's opposition to the issuance of a Keno Monitor to the existing Keno To Go agent, Season's Corner Market #58, 342 Boston Post Road East, **APPROVED**; adopted.

Yea: 11 – Nay: 0

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

ORDERED: That the Communications from various residents listed re: Opposition to LED Sign Special Permit for 431 Lincoln LLC (Shell Station), 431 Lincoln Street, **FILE**; adopted.

Ann-Marie Peltier, 46 Pleasant Street

Susan Peltier, 46 Pleasant Street

Melissa Peltier, 46 Pleasant Street

Josephine Daly, 406 Lincoln Street, #209

Sebastien Guillot, 406 Lincoln Street, #306

Yea: 11 – Nay: 0

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

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

- a) 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.

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 Proposed Zoning Amendment to Chapter 650 §17 & §18 relative to Livestock Farms, **POSTPONED UNTIL THE MAY 18, 2020 CITY COUNCIL MEETING;** adopted.

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:

- I. Section 18 of Chapter 650, entitled “Conditions for uses,” is hereby amended by:
 - a. Amending paragraph (12), entitled “Livestock farms” as follows (new text shown as underlined):

(12) Livestock farms. The raising of or keeping of a small flock of poultry (other than Chicken hens), less than 10, or of saddle horses, private kennel, livestock, or other farm animals for use only by residents of the premises, provided further, that adequate open space is available for their care.
 - b. Inserting the following paragraph:

(49) Chicken hens, personal use. The raising or keeping of female chickens (*Gallus gallus domesticus*) 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 Chicken hens for non-personal use is prohibited.
- II. Section 17 of Chapter 650, entitled “Table of Uses,” is hereby amended by inserting the following:

	RR	A1	A2	A3	RB	RC	RCR	NB	B	CA	LI	I	MV	WAYSIDE
Chicken hens, personal use (6 or fewer) (49)	Y	Y	Y	Y	Y	Y	N	N	N	N	N	N	N	N
Chicken hens, personal use (between 7 and 12) (49)	Y	Y	Y	Y	N	N	N	N	N	N	N	N	N	N

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 9:05 PM; adopted.

Yea: 11 – Nay: 0

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



IN CITY COUNCIL

Marlborough, Mass., APRIL 27, 2020

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, be and is herewith **CONTINUED UNTIL MAY 18, 2020 AT 8:00 PM.**

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

The hearing was continued with no testimony from the public being heard.

Yea: 11 – Nay: 0

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

ADOPTED

ORDER NO. 20-1007948B

AYOUB ENGINEERING, INC RECEIVED
 ENGINEERING AND ARCHITECTURAL CONSULTANTS CITY CLERK'S OFFICE
 WWW.AYOUBENGINEERING.COM CITY OF MARLBOROUGH

414 BENEFIT STREET
 PAWTUCKET, RHODE ISLAND 02861

2020 MAY 13 P 12:38
 PH. 401-768-7658
 FAX 401-724-1110

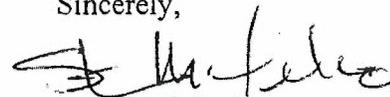
May 13, 2020

City of Marlborough
 City Council
 140 Main Street
 2nd Floor
 Marlborough, MA 01752

RE: Camuso/Colbea Shell Station
 431 Lincoln Street
 Marlborough, MA
 AEI Project #1853.120

On behalf of our client Colbea/Camuso we respectfully request a continuance of the May 18, 2020 City Council hearing for a LED Special Permit to the hearing date of June 22, 2020. This continuance will allow us to submit/obtain the necessary "Application for Sign Appeal to Planning Board for a Variance" submittal. We appreciate the Council's assistance regarding this matter.

Sincerely,



Steven M. Pedro
 Vice President-Architect



IN CITY COUNCIL

Marlborough, Mass., _____ APRIL 27, 2020

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 gas main as a system improvement on Jefferson Street from the current end of gas main at 23 Jefferson Street to 27 Jefferson Street, be and is herewith refer to **ENGINEERING DEPARTMENT**.

Yea: 11 – Nay: 0

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

ADOPTED

ORDER NO. 20-1007980

Steven Kerrigan

From: City Council
Sent: Wednesday, May 13, 2020 3:33 PM
To: Steven Kerrigan
Cc: Wilson Chu; Mike Ossing; Don Landers; Donald Landers (donald_landers@msn.com); Karen Boule
Subject: From City Engineer: Order No. 20-1007980: Jefferson Street Grant Plan

From: Thomas DiPersio <tdipersio@marlborough-ma.gov>
Sent: Wednesday, May 13, 2020 3:12 PM
To: City Council <citycouncil@marlborough-ma.gov>
Cc: Mike Ossing <atlarge_3@marlborough-ma.gov>; John Ghiloni <jghiloni@marlborough-ma.gov>; Nathan Boudreau <nathan.boudreau@marlborough-ma.gov>
Subject: Order No. 20-1007980

Council President Ossing, Public Services Committee Chairman Landers and City Councilors,

Regarding Order No. 20-1007980 which has been referred to the Engineering Department, Petition from Eversource Energy to install a total of 30' of 2" IP gas main in Jefferson Street from #23 to #27, I offer the following for your consideration:

Jefferson Street was paved by the City in 2015/2016. As conditions of the approval of this petition, I would request:

1. That Jefferson Street be milled and paved from curb to curb by Eversource from the southernmost limit of their trench, all the way to the section that is to be milled as part of the multi-unit housing project that is presently under construction. The milling and final paving shall be coordinated with the developer so that all trenches – Eversource's and the developer's – will be within one contiguous curb-to-curb mill and overlay.
2. That Eversource complete their ongoing work on Pleasant Street, Bolton Street, and Poirier Drive prior to mobilizing their forces to this project.

Please contact me with any questions.

Thank you

Thomas DiPersio, Jr., PE, PLS
 City Engineer
 Department of Public Works
 135 Neil Street
 Marlborough, MA 01752
 Phone:(508)624-6910x33200
tdipersio@marlborough-ma.gov





IN CITY COUNCIL

Marlborough, Mass., APRIL 27, 2020

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 gas main as a system improvement on Neil Street and Zompetti Street as outlined in the petition, be and is herewith refer to **ENGINEERING DEPARTMENT**.

Yea: 11 – Nay: 0

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

ADOPTED

ORDER NO. 20-1007981

Steven Kerrigan

From: City Council
Sent: Wednesday, May 13, 2020 3:35 PM
To: Steven Kerrigan
Cc: Wilson Chu; Mike Ossing; Donald Landers (donald_landers@msn.com)
Subject: From City Engineer: Order No. 20-1007981 Grant Plan Neil Street and Zompetti Street

From: Thomas DiPersio <tdipersio@marlborough-ma.gov>
Sent: Wednesday, May 13, 2020 3:13 PM
To: City Council <citycouncil@marlborough-ma.gov>
Cc: Mike Ossing <atlarge_3@marlborough-ma.gov>; John Ghiloni <jghiloni@marlborough-ma.gov>; Nathan Boudreau <nathan.boudreau@marlborough-ma.gov>
Subject: Order No. 20-1007981

Council President Ossing, Public Services Committee Chairman Landers and City Councilors,

Regarding Order No. 20-1007981 which has been referred to the Engineering Department, Petition from Eversource Energy to install a total of 500' of 4" IP gas main in Neil Street and Zompetti Street, I offer the following for your consideration:

I have no objection to the installation of gas at this location. As condition of the approval of this petition I would request that Eversource complete their ongoing work on Pleasant Street, Bolton Street, and Poirier Drive prior to mobilizing their forces to this new project.

Please contact me with any questions.

Thank you

Thomas DiPersio, Jr., PE, PLS
City Engineer
Department of Public Works
135 Neil Street
Marlborough, MA 01752
Phone:(508)624-6910x33200
tdipersio@marlborough-ma.gov





IN CITY COUNCIL

Marlborough, Mass., MAY 4, 2020

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 200' of 4" IP gas main as a system improvement on Pleasant Street between Elm Street and Allen Court, be and is herewith refer to **ENGINEERING DEPARTMENT**.

Yea: 11 – Nay: 0

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

ADOPTED

ORDER NO. 20-1007997

Steven Kerrigan

From: City Council
Sent: Wednesday, May 13, 2020 3:36 PM
To: Steven Kerrigan
Cc: Wilson Chu; Mike Ossing; Don Landers; Donald Landers (donald_landers@msn.com); Karen Boule
Subject: From City Engineer: Order No. 20-1007997 Grant Plan Pleasant Street from Elm Street to Allen Court

From: Thomas DiPersio <tdipersio@marlborough-ma.gov>
Sent: Wednesday, May 13, 2020 3:13 PM
To: City Council <citycouncil@marlborough-ma.gov>
Cc: Mike Ossing <atlarge_3@marlborough-ma.gov>; John Ghiloni <jghiloni@marlborough-ma.gov>; Nathan Boudreau <nathan.boudreau@marlborough-ma.gov>
Subject: Order No. 20-1007997

Council President Ossing, Public Services Committee Chairman Landers and City Councilors,

Regarding Order No. 20-1007997 which has been referred to the Engineering Department, Petition from Eversource Energy to install a total of 200' of 4" IP gas main in Pleasant Street from Elm Street to Allen Court, I offer the following for your consideration:

I have no objection to the installation of gas at this location. Eversource is currently replacing their mains on Pleasant Street and this is a small section that presently does not have a gas main.

I would note that the City presently has a roadway reconstruction project ongoing on Pleasant Street, and it is important that Eversource complete its work as soon as possible so as not to delay our project. So I would request that if the council is inclined to approve this petition, that they do it at the May 18 meeting if possible.

Please contact me with any questions.

Thank you

Thomas DiPersio, Jr., PE, PLS

City Engineer
 Department of Public Works
 135 Neil Street
 Marlborough, MA 01752
 Phone: (508)624-6910x33200
tdipersio@marlborough-ma.gov





IN CITY COUNCIL

Marlborough, Mass., MAY 4, 2020

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 200' of 8" IP gas main as a system improvement on Brimsmead Street from Short Street to 65 Brimsmead Street, be and is herewith refer to **ENGINEERING DEPARTMENT**.

Yea: 11 – Nay: 0

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

ADOPTED

ORDER NO. 20-1007998

Steven Kerrigan

From: City Council
Sent: Wednesday, May 13, 2020 3:38 PM
To: Steven Kerrigan
Cc: Wilson Chu; Mike Ossing; Donald Landers (donald_landers@msn.com); Don Landers; Karen Boule
Subject: From City Engineer: Order No. 20-1007998 Grant Plan Brimsmead Street from Short Street to #65

From: Thomas DiPersio <tdipersio@marlborough-ma.gov>
Sent: Wednesday, May 13, 2020 3:13 PM
To: City Council <citycouncil@marlborough-ma.gov>
Cc: Mike Ossing <atlarge_3@marlborough-ma.gov>; John Ghiloni <jghiloni@marlborough-ma.gov>; Nathan Boudreau <nathan.boudreau@marlborough-ma.gov>
Subject: Order No. 20-1007998

Council President Ossing, Public Services Committee Chairman Landers and City Councilors,

Regarding Order No. 20-1007998 which has been referred to the Engineering Department, Petition from Eversource Energy to install a total of 200' of 8" IP gas main in Brimsmead Street from Short Street to #65, I offer the following for your consideration:

The City paved Brimsmead Street in 2014/2015. Although Eversource was aware of issues with their main prior to the start of the City's project, they did not initiate a replacement project in time. They have excavated in Brimsmead Street at least seven times to repair gas leaks since the road was paved. I am now in receipt of a permit application from them to replace their main in Brimsmead Street in its entirety – including the section for which this grant of location applies.

As conditions of the approval of this petition, I would request:

1. That Brimsmead Street be milled and paved from curb to curb by Eversource throughout the limits of their trenches.
2. That Eversource complete their ongoing work on Pleasant Street, Bolton Street, and Poirier Drive prior to mobilizing their forces to this project.

Please contact me with any questions.

Thank you

Thomas DiPersio, Jr., PE, PLS
 City Engineer
 Department of Public Works
 135 Neil Street
 Marlborough, MA 01752
 Phone:(508)624-6910x33200
tdipersio@marlborough-ma.gov





IN CITY COUNCIL

Marlborough, Mass., APRIL 27, 2020

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, be and is herewith **CONTINUED UNTIL MAY 18, 2020 AT 8:00 PM.**

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

The hearing was continued with no testimony from the public being heard.

Yea: 11 – Nay: 0

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

ADOPTED

ORDER NO. 20-1007947C

ORDERED:

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:

- I. Section 650-5, entitled “Definitions; word usage,” is hereby amended, as follows:
 - a. By amending the definition in subsection B of “OUTDOOR STORAGE,” by inserting at the end thereof the following sentence: “Outdoor storage shall not include either a contractor’s yard or a landscape contractor’s yard.”
 - b. By inserting the following new definitions:

CONTRACTOR’S YARD - Premises used for the storage of equipment and/or materials used for providing contracting services, including but not limited to building construction, heating, plumbing, roofing, and excavation.

LANDSCAPE CONTRACTOR’S YARD – Premises used for the storage of equipment and/or materials used by a business principally engaged in the decorative and functional alteration, planting, and maintenance of grounds, including the installation of hardscape such as stonework, patios, decks, arbors, and other decorative elements of the landscape. Such a business may engage in the installation and construction of underground improvements, but only to the extent that such improvements (e.g., irrigation or drainage facilities) are accessory to the principal business and are necessary to support or sustain the landscaped surface of the grounds being otherwise landscaped.

- II. Section 650-17, entitled “Table of Uses,” is hereby amended by adding the following new uses:

	RR	A1	A2	A3	RB	RC	RCR	B	CA	LI	I	MV	NB	WAYS.
Contractor’s Yard (48)	N	N	N	N	N	N	N	N	N	SP	SP	N	N	N
Landscape Contractor’s Yard (48)	N	N	N	N	N	N	N	N	N	SP	SP	N	N	N

- III. Section 650-18, entitled “Conditions for uses,” is hereby amended as follows:
 - a. By inserting in subsection A thereof a new paragraph (48) as follows:
 - (48) Contractor’s yard and landscape contractor’s yard.

(a) **Exemptions; Design Standards for Certain Existing Yards.** All existing contractor’s yards and landscape contractor’s yards in the CA or

V. 2/14/20

LI zoning district as of the date of this amendment that existed prior to December 31, 2014 shall not be required to obtain a special permit, but shall file for site plan review with an as-built plot plan by the City of Marlborough Site Plan Review Committee within nine (9) months of the effective date of this paragraph, and complete site plan review within twenty-four (24) months of the effective date of this paragraph. Said site plan review shall be limited to the following design standards:

(1) *Screening.* To the maximum extent practicable, the yard shall be adequately screened from the street and adjacent properties to obscure the vehicles parked thereon, and the equipment and/or materials stored therein, to create an effective visual barrier.

(2) *Vehicles, Equipment and/or Materials.* To the maximum extent practicable, all vehicles, equipment and/or materials associated with the yard must be stored on and accessed from impervious or otherwise dust-free surfaces.

(3) *Flammable, Combustible or Dangerous Substances.* A yard shall not store excessive quantities of flammable, combustible or dangerous substances, and may be required to comply with the notification, reporting and permitting requirements set forth in SARA Title III (the Emergency Planning and Community Right-To-Know Act, or EPCRA) and/or MGL c. 148.

(4) *Maximum size of yard.* The maximum size of the yard (including all structures, parking and driveways on the lot) shall not exceed the percentage of maximum lot coverage permitted under Section 650-41 for the zoning district in which the lot is located. If the yard exceeds said lot coverage percentage, the yard shall not increase its lot coverage and shall be made compliant within twenty-four (24) months of the effective date of this paragraph.

For yards that are in compliance with a prior special permit or site plan approval, no special permit or site plan review is required.

- (b) **Design Standards for All Other Permissible Yards.** Yards shall require a special permit, and site plan approval by the City of Marlborough Site Plan Review Committee, whose review shall include, but not be limited to, the following design standards.

(1) *Screening.* Yard shall be adequately screened from the street and adjacent properties to obscure the vehicles parked thereon, and the equipment and/or materials stored therein, to create an effective visual barrier from ground level to a height of at least five (5) feet.

V. 2/14/20

(2) *Vehicles, Equipment and/or Materials.* All vehicles, equipment and/or materials associated with the yard must be stored on and accessed from impervious or otherwise dust-free surfaces.

(3) *Flammable, Combustible or Dangerous Substances.* A yard shall not store excessive quantities of flammable, combustible or dangerous substances, and may be required to comply with the notification, reporting and permitting requirements set forth in SARA Title III (the Emergency Planning and Community Right-To-Know Act, or EPCRA) and/or MGL c. 148.

(4) *Maximum size of yard.* The maximum size of the yard, when combined with all structures, parking and driveways on the lot being proposed for the lot on which the yard is proposed to be located, shall not exceed the percentage of maximum lot coverage permitted under Section 650-41 for the zoning district in which the lot is located.

(5) *Proximity to existing residential zoning districts/uses.* (i) Yard shall not be located on a lot less than two hundred (200) feet from a residential zoning district, and on any lot if a residential use is being made of any abutting lot(s); and (ii) *Minimum lot area.* Minimum area of the lot shall be 22,500 square feet.

IV. Zoning Map Amendment

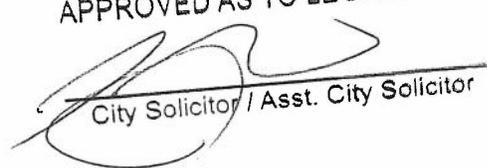
The Zoning Map, Section 650-8, is amended by making the following changes:

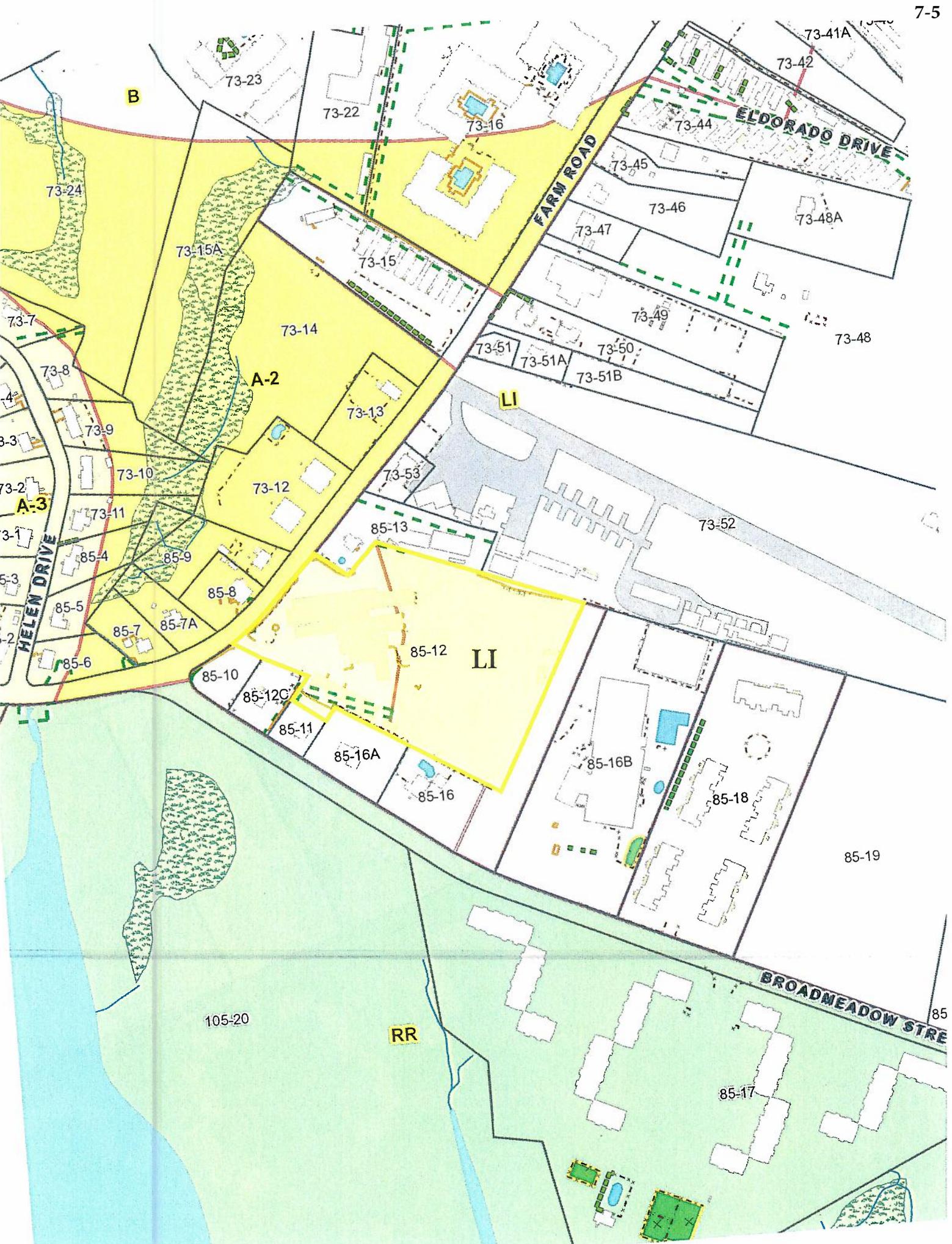
Change a portion of Assessor's Parcel 85-12, consisting of less than 6.53 +/- acres, being the portion of the property currently zoned Business (B), to the adjacent Light Industrial (LI) District. The proposed Zoning Map change is shown on the attached map.

ADOPTED
In City Council
Order No. 20-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:

APPROVED AS TO LEGAL FORM:

City Solicitor / Asst. City Solicitor



B

73-23

73-22

73-16

73-41A

73-42

ELDORADO DRIVE

73-44

73-45

73-46

73-48A

73-24

73-15A

73-15

73-47

73-7

73-14

73-49

73-48

A-2

73-13

73-51

73-51A

73-50

73-51B

LI

A-3

73-12

73-53

73-52

HELEN DRIVE

85-4

85-9

85-13

85-5

85-8

85-7

85-7A

85-12

LI

85-6

85-10

85-12C

85-11

85-16A

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85-16B

85-18

85-19

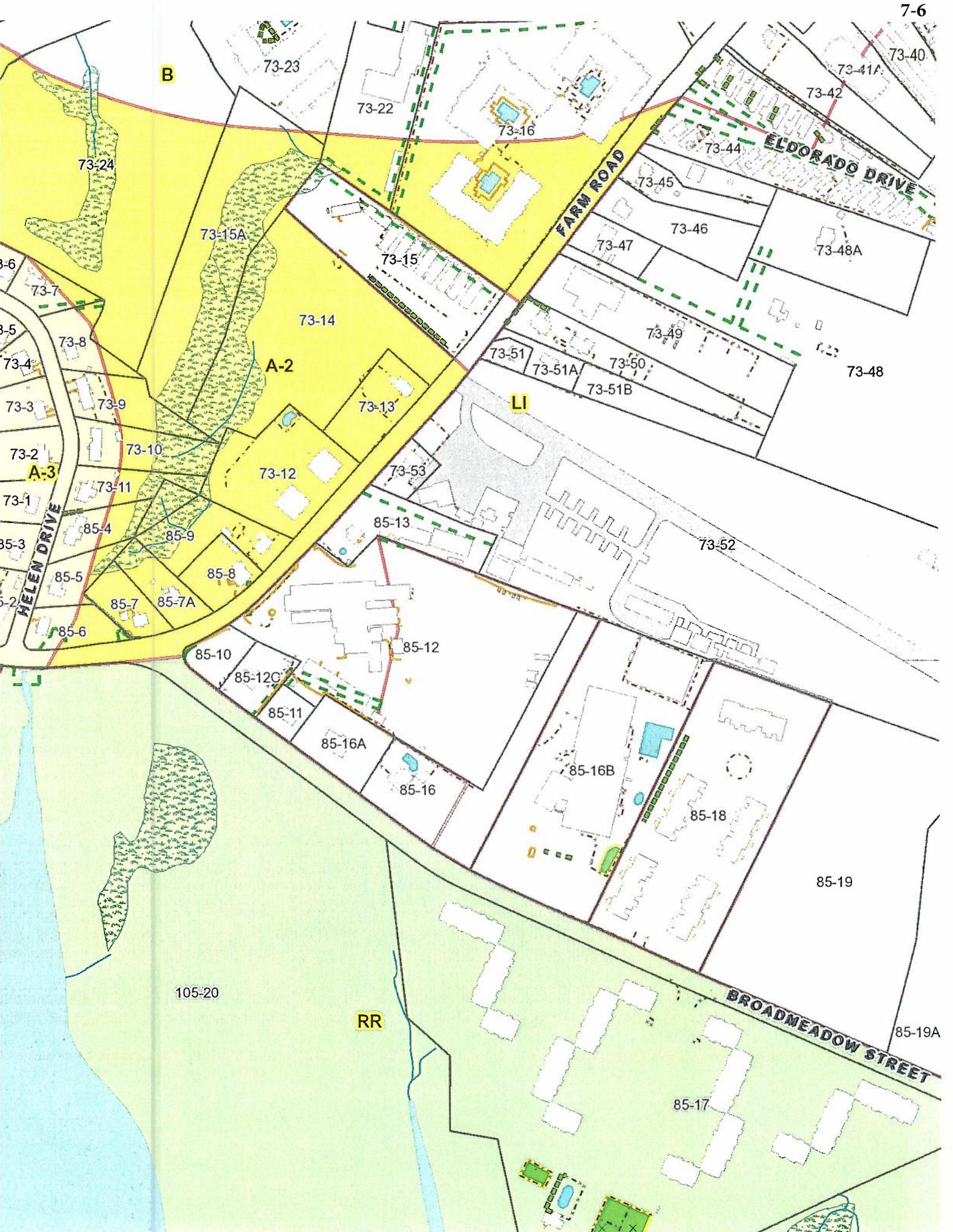
105-20

RR

BROADMEADOW STREET

85-17

85



B

73-23

73-22

73-16

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73-15A

73-15

FARM ROAD

73-45

73-46

ELDORADO DRIVE

73-42

73-44

73-48A

73-6

73-7

73-5

73-4

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City of Marlborough Legal Department

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

12⁷⁻⁷
RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
JASON M. PIQUES
2020 FEB 19 PM 2:53
ASSISTANT CITY SOLICITOR
HEATHER H. GUTIERREZ
PARALEGAL

February 19, 2020

A/F

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

Re: *Trombetta Family Limited Partnership v. City of Marlborough Zoning Bd. of Appeals* (19MISC000509); *DiMatteo v. Giunta et al. as Members of the City of Marlborough Zoning Bd. of Appeals* (1981CV03045)
Proposed Zoning Ordinance Amendment

Dear Honorable President Ossing and Councilors:

Enclosed for submittal please find letters of support for the proposed zoning ordinance amendment relative to contractor's yards and a map amendment for parcel 85-12, as received from counsel for Gina A. DeMatteo, Individually and as Trustee of the 729 Farm Trust and Trombetta Family Limited Partnership. I recommend these letters be referred to committee with the proposed zoning amendments.

This office represents the Zoning Board of Appeals ("ZBA") in the above-referenced appeals filed by each party from the ZBA's decision upholding certain determinations of the Building Commissioner's office, and has worked collaboratively to engage in discussions with the above parties on a proposed approach to address this type of land use as part of the city's zoning ordinance. As the enclosed letters both reference, each party supports adoption of the amendments and has agreed to dismiss their respective pending litigation if the zoning amendments are adopted.

Please contact me if you have any questions or concerns.

Respectfully,

Jason D. Grossfield
City Solicitor

Enclosures

cc: Arthur G. Vigeant, Mayor
Zoning Board of Appeals
Planning Board
Jeffrey Cooke, Building Commissioner
Christopher J. Alphen, Esq.
Donald J. O'Neil, Esq.

DONALD J. O'NEIL

COUNSELOR AT LAW

688 PLEASANT STREET
WORCESTER, MASSACHUSETTS 01602
TELEPHONE: 508-755-5655
FAX 508-755-9655

DONALD J. O'NEIL, ESQ.

DJO@ONEILBARRISTER.COM

February 18, 2020

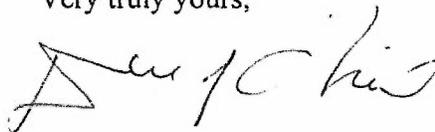
Marlborough City Council
City Hall
140 Main Street
Marlborough, MA 01752

Re: DiMatteo v. Giunta et al as Members of the City of
Marlborough Zoning Board of Appeals
Case No. 1981CV03045

Dear Councilors,

I am writing on behalf of my client, Gina A. DiMatteo, Individually and as Trustee of the 729 Farm Trust, to confirm for the record that she supports the proposed zoning ordinance amendments negotiated with the City, including the proposed map change and will file a Stipulation of Dismissal With Prejudice with the Middlesex Superior Court for the pending Zoning Board of Appeals case regarding her property within 14 days of the passage of the proposed zoning amendments.

Very truly yours,



Donald J. O'Neil

cc. Gina A. DiMatteo

BLATMAN, BOBROWSKI & HAVERTY, LLC
ATTORNEYS AT LAW

9 DAMONMILL SQUARE, SUITE 4A4
CONCORD, MA 01742
PHONE 978.371.2226
FAX 978.371.2296

CHRISTOPHER J. ALPHEN, Esq.
Chris@bbhlaw.net

February 18, 2020

Jason D. Grossfield
City Solicitor
City of Marlborough
City Hall, 4th Floor
140 Main Street
Marlborough, MA 01752

RE: 19 MISC 000509 Trombetta Family Limited Partnership v. City of Marlborough
Zoning Board of Appeals, et al. VHAY

Attorney Grossfield:

As we have discussed, please accept this letter that my client, Trombetta Family Limited Partnership owner of the property known as 655 Farm Road, Marlborough, Massachusetts ("Trombetta") fully supports the proposed zoning ordinance amendment as recommended and attached hereto as Exhibit A.

If the zoning ordinance amendment is passed, Trombetta will file a stipulation of dismissal with prejudice in regard to the above referenced matter within fourteen (14) days.

Please do not hesitate to contact me with any questions.

Very truly yours,



Christopher J. Alphen, Esq.

Enclosures

Cc:



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 MAY 14 A 11:40

City of Marlborough
Municipal Aggregation Committee
140 Main Street
Marlborough, Massachusetts 01752
(508) 460-3711 TDD (508) 460-3610

May 8, 2020

Honorable Members
Marlborough City Council
City Hall
Marlborough, MA 01752

Re: Municipal Aggregation – Spring 2020 Update

Dear Honorable Members:

In accordance with Order No.19-1007578B, this correspondence informs the City Council of the fourth quarter savings from the approved a twenty-four (24) month fixed price contract with Inspire that will provide stability and predictability and on a yearly average be lower than the National Grid Fixed Basic Service Rates during the same period. The contract with Inspire runs through November 2021.

Colonial Power has compiled the fourth quarter 2019 data and the City residents saved over \$605,000 in their electricity bill compared to the National Grid Basic Service Rate. See table below and the graph in Attachment 1.

Date	NGrid Basic Service Rate (\$/kW-hr)	City Rate (\$/kW-hr)	City Residential User Savings	City Residential Commercial Industrial Savings
Fourth Quarter 2019	Oct - .10793 Nov - .13957 Dec - .13957	Oct - .09732 Nov - .09690 Dec - .09690	\$605,653	\$728,873
First Quarter 2020	Jan – Mar .13957	Jan – Mar .09690	TBD	TBD
Second Quarter 2020	Apr - .13957 May - .09898 Jun - .09898	Apr – Jun .09690	TBD	TBD

The fourth quarter 2019 included one month of the City's contract with Dynegy. It is anticipated that the first quarter 2020 savings will be in excess of \$900,000 for residential users and over \$1,000,000 when including the commercial and industrial users.

As a reminder, the City contract with Inspire is 100% wind Renewable Energy Credits (RECs). The savings are even greater when compared to the National Grid Green options.

Looking ahead to the second quarter 2020, the City rate is lower than the recently established National Grid summer basic service rate of 0.09898. This is significant as the City residents will continue to see savings over the Nation Grid Basic Service rate and the requirements in order 19-1007578B will be satisfied by "on a yearly average be lower than the National Grid Basic service rates during the same time period."

This information will be updated periodically and forwarded to the Councilors in accordance with Order 19-1007578B.

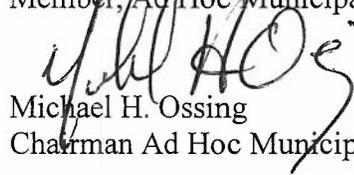
As Councilors, you can take pride in your decision to support Municipal Aggregation as we are saving our residents money on their electricity bills.

Sincerely,



Robert J. Tunnera

Member, Ad Hoc Municipal Aggregation Committee



Michael H. Ossing

Chairman Ad Hoc Municipal Aggregation Committee

Attachment 1: - 4th quarter 2019 status report - Graph illustrating Marlboro aggregation savings

**CITY OF MARLBOROUGH COMMUNITY CHOICE POWER SUPPLY PROGRAM
STATUS REPORT Q4 2019**

Prepared March 2020

This report has been prepared by Colonial Power Group with information/data being provided by the Competitive Supplier and National Grid. The purpose of the report is to provide information about the City of Marlborough's Community Choice Power Supply Program, which currently provides competitive power supply to approximately 11,000 customers in the City. The data provided by the Competitive Supplier is not available until three months after the month it is used. For example, power is *Used* in January, *Invoiced* in February, *Paid* in March and *Reported* in April.

PROGRAM RATES

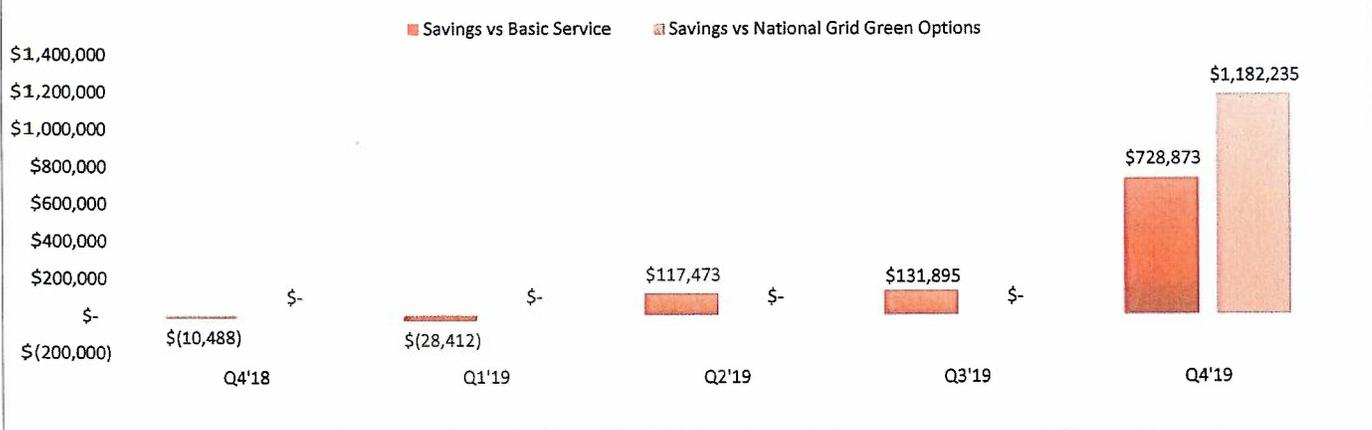
Term	Nov 2018 – May 2019	May 2019 – Nov 2019	Nov 2019 - Nov 2021
Competitive Supplier	Direct Energy	Dynegy	Inspire
Standard Offering	\$0.13650 / kWh Meet MA Requirements	\$0.09732 / kWh Meet MA Requirements	\$0.09690 / kWh 100% National Wind RECs
Optional Offering	\$0.13710 / kWh 100% National Wind RECs	\$0.09804 / kWh 100% National Wind RECs	

COMPARISON TO NATIONAL GRID RATES

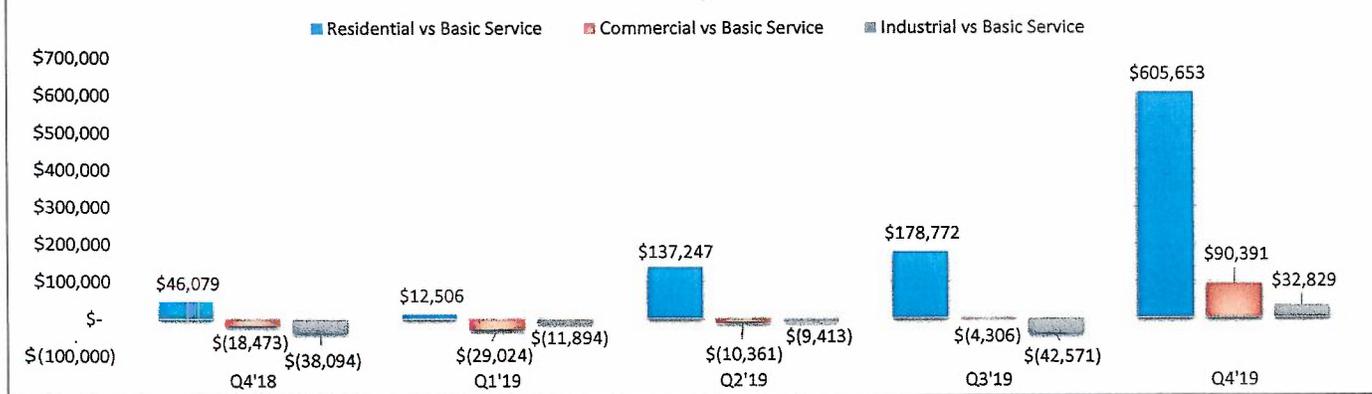
[Click here for NGRID GreenUp Info](#)

As of November 2019, the City of Marlborough chose a 100% green product as its standard offering, which supports renewable energy as 100% of the power supply is offset with Renewable Energy Certificates (REC's). Prior to that the standard offering met MA RPS. The City's aggregation savings are directly tied to the margin of savings between the Program's rates and National Grid's corresponding Basic Service rates as well as the level of consumption by participating consumers. Basic Service rates change twice a year or more, depending on utility and rate class. As a result, the aggregation rate may not always be lower than the Basic Service rate. The goal of the aggregation is to deliver savings over the life of the Program against the Basic Service rate. However, such savings and future savings cannot be guaranteed.

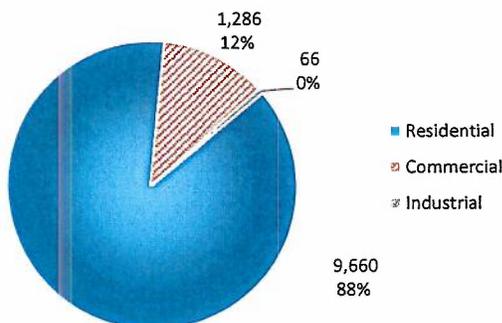
TOTAL AGGREGATION SAVINGS



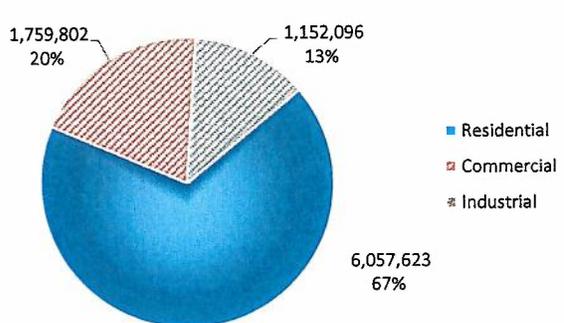
AGGREGATION SAVINGS BY RATE CLASS



AVERAGE METERS/MONTH BY RATE CLASS: 11,012



AVERAGE USAGE/MONTH BY RATE CLASS: 8,969,521





City of Marlborough
Office of the Mayor

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RECEIVED
CITY CLERK'S OFFICE
Nathan R. Boudreau
CITY OF MARLBOROUGH
MAYOR

2020 MAY 14 AM 11:41
Nathan R. Boudreau
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Patricia Bernard
EXECUTIVE SECRETARY

May 14, 2020

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

Re: Transfer Request – Meals Tax Revenue Account

Honorable President Ossing and Councilors:

Enclosed for your review is a transfer request in the amount of \$366,493.00 to be allocated from the Meals Tax Revenue account to fund FY20 bond payments associated with parks and recreation improvements.

The meals tax was adopted to fund the many improvements we have made and continue to make to our parks and recreation areas. Up to this point, yearly meals tax revenue collected has continued to climb each year due to our great assortment of restaurants and dining options. Unfortunately, we are unsure of the impact the outbreak of COVID-19 will have on these businesses and must anticipate revenue shortfalls. For that reason, any new parks and recreation enhancements will be placed on hold for the foreseeable future. I am looking into options regarding revenue accounts and will likely be sending information to your attention in the coming weeks.

Thank you for your consideration. I look forward to discussing this annual proposal with you further. Please do not hesitate to contact me should any questions arise.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

TAX RATE RECAPITULATION
Fiscal Year 2020

LOCAL RECEIPTS NOT ALLOCATED *

Receipt Type Description	(a) Actual Receipts Fiscal 2019	(b) Estimated Receipts Fiscal 2020
==> 1. MOTOR VEHICLE EXCISE	5,639,561.83	5,600,000.00
2. OTHER EXCISE		
==> a.Meals	388,000.00	366,493.00
==> b.Room	1,835,704.15	1,835,000.00
==> c.Other	49,100.00	49,000.00
==> d.Cannabis	0.00	0.00
==> 3. PENALTIES AND INTEREST ON TAXES AND EXCISES	616,489.79	600,000.00
==> 4. PAYMENTS IN LIEU OF TAXES	316,700.68	300,000.00
5. CHARGES FOR SERVICES - WATER	11,326,796.53	11,300,000.00
6. CHARGES FOR SERVICES - SEWER	10,311,746.66	10,300,000.00
7. CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8. CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
9. OTHER CHARGES FOR SERVICES	0.00	0.00
10. FEES	347,162.79	340,000.00
a.Cannabis Impact Fee	0.00	0.00
b.Community Impact Fee Short Term Rentals	0.00	0.00
11. RENTALS	291,500.73	275,000.00
12. DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
13. DEPARTMENTAL REVENUE - LIBRARIES	4,683.50	4,500.00
14. DEPARTMENTAL REVENUE - CEMETERIES	72,790.00	72,000.00
15. DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
16. OTHER DEPARTMENTAL REVENUE	129,825.64	129,000.00
17. LICENSES AND PERMITS	1,298,259.85	1,290,000.00
18. SPECIAL ASSESSMENTS	0.00	0.00
==> 19. FINES AND FORFEITS	135,724.65	135,000.00
==> 20. INVESTMENT INCOME	1,311,953.41	750,000.00
==> 21. MEDICAID REIMBURSEMENT	452,663.67	400,000.00
==> 22. MISCELLANEOUS RECURRING (UPLOAD REQUIRED)	43,329.25	40,000.00
23. MISCELLANEOUS NON-RECURRING (UPLOAD REQUIRED)	927,880.51	525,000.00
24. Totals	35,499,873.64	34,310,993.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2020 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Accounting Officer

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the above-indicated fiscal year tax rate recapitulation form by the City / Town / District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Diane L. Smith, City Auditor, Marlborough, dsmith@marlborough-ma.gov 508-460-3774 | 11/20/2019 4:21 PM

Comment:

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

NOTE : The information was Approved on 12/4/2019

LOCAL OPTION MEALS TAX

6/30/2014 State Aid	\$60,975.10	May
9/30/2014 State Aid	\$198,618.41	Jun, Jul, Aug
12/31/2014 State Aid	\$202,214.11	
3/31/2015 State Aid	\$197,399.16	
6/30/2015 State Aid	\$197,114.57	
9/30/2015 State Aid	\$223,086.95	
12/31/2015 State Aid	\$218,283.51	
3/31/2016 State Aid	\$221,714.03	
6/30/2016 State Aid	\$214,435.84	
9/30/2016 State Aid	\$232,554.39	
12/31/2016 State Aid	\$225,517.35	
3/31/2017 State Aid	\$218,918.28	
6/30/2017 State Aid	\$226,968.72	
9/30/2017 State Aid	\$237,499.87	
12/31/2017 State Aid	\$235,562.25	
3/31/2018 State Aid	\$231,462.05	
6/30/2018 State Aid	\$264,487.50	
9/28/2018 State Aid	\$266,737.22	
12/31/2018 State Aid	\$266,346.66	
3/26/2019 State Aid	\$280,759.99	
6/30/2019 State Aid	\$268,415.21	
9/30/2019 State Aid	\$283,443.19	
12/31/2019 State Aid	\$283,140.81	
3/31/2020 State Aid	\$279,689.96	

Total Funding	<u>\$5,535,345.13</u>
---------------	-----------------------

10/6/2014 CO# 14-1005915	-\$34,000.00
6/20/2016 CO# 16-1006570A	-\$62,400.00
6/4/2018 CO# 18-1007278A	-\$398,500.00
6/17/2019 CO# 19-1007683A	-\$388,000.00

Total Transfers	<u>-\$882,900.00</u>
-----------------	----------------------

Available for future transfers	\$4,652,445.13
--------------------------------	----------------



City of Marlborough
Office of the Mayor

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Arthur G. Vigeant
RECEIVED
MAYOR
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
EXECUTIVE AIDE
2020 MAY 14 A 11:41
Patricia Bernard
EXECUTIVE SECRETARY

May 14, 2020

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

Re: Transfer Request – Antenna Receipts

Honorable President Ossing and Councilors:

Enclosed for your review and approval is a transfer request in the amount of \$79,500.00 from 10000-35900 (Undesignated Fund) to 83600-32918 (Open Space Stabilization). This transfer request will move the funds received in FY2020 for our wireless antenna receipts to the Open Space Stabilization.

Thank you for your consideration. I look forward to discussing this annual proposal with you further. Please do not hesitate to contact me should any questions arise.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



- Detail
- Months
- Seg Find
- Totals
- User Defined Fields

Account

Fund <input type="text" value="100"/> GEN FUND	Acct <input type="text" value="100 -00-93-0000-00-0-0000-0-43600"/>
Org <input type="text" value="10093"/> LOCAL RCPT	Acct name <input type="text" value="WIRELESS RECEIPTS"/>
Object <input type="text" value="43600"/> WIRELESS	Type <input type="text" value="Revenue"/> Status <input type="text" value="Active"/>
Project <input type="text"/>	Rollup <input type="text"/>
	Sub-Rollup <input type="text"/>
<input type="checkbox"/> MultiYr Fund	

4 Year Comparison	History			F
Yr/Per 2020/01	Fiscal Year 2020	Fiscal Year 2019	Fiscal Year 2018	
Original Budget	-50,000.00	-4,500.00	-18,000.00	
Transfers In	.00	.00	.00	
Transfers Out	.00	.00	.00	
Revised Budget	-50,000.00	-4,500.00	-18,000.00	
Actual (Memo)	-35,860.52	-79,508.33	-4,500.00	
Encumbrances	.00	.00	.00	
Requisitions	.00			
Available	-14,139.48	75,008.33	-13,500.00	
Percent used	71.72	1,766.85	25.00	

display detail information for current account.



*City of Marlborough
Office of the Mayor*

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May 14, 2020

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

Re: Transfer Request – Year End Transfer

Honorable President Ossing and Councilors:

I have enclosed for your review and approval end of year transfer requests for two City of Marlborough departments.

These transfers are needed to appropriately fund the MMEA's contract that includes a provision for an education incentive for Library employees who have earned a master's degree, and additional funds for the retirement system to cover the military leave of a former employee.

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

Sincerely,

Arthur G. Vigeant
Mayor

Enclosure



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

May 13, 2020

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

RE: Year-End Transfer Request

Enclosed herewith is a transfer request for various City departments. The MMEA's contract includes a new provision for an Education Incentive for Library employees holding a master's degree in Library Science. This a new line item in the Library budget and was not included with the initial MMEA transfer request.

A memorandum was sent to the City for an additional retirement system appropriation for an individual on military leave. This appropriation represents the amount of money he would have paid into the system during her military leave.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Diane Smith". The signature is fluid and cursive, with a large initial "D" and a long horizontal stroke at the end.

Diane Smith
City Auditor

**MEMORANDUM OF AGREEMENT
BETWEEN THE
CITY OF MARLBOROUGH**

And

**MARLBOROUGH MUNICIPAL
EMPLOYEES ASSOCIATION**

APRIL 2020

The Marlborough Municipal Employees Association (“Union” or “MMEA” or “Association”) and the City of Marlborough (“City”) agree to the following terms and conditions for a collective bargaining agreement covering the three (3) year period from July 1, 2018 to June 30, 2021 (“2018 – 2021 CBA”). This Agreement is subject to ratification vote by the membership of the MMEA in accordance with its bylaws, and City Council vote in favor of funding the 2018 – 2021 CBA. Except as provided for in this Memorandum of Agreement, and/or except for technical matters such as date changes, all other provisions of the July 1, 2015 – June 30, 2018 Contract shall be carried over intact into the successor contract.

1. Article 1 Recognition

Modify Article 1 to add the following positions: Head Electrician, Head HVAC Technician, HVAC Technician and Telecommunications Technician.

Also Amend Addendum B (Wage scales) to include pay schedules (Steps 0-3) for above positions.

2. Review of Public Safety Dispatcher Wages

The City agrees to conduct a review of Public Safety Dispatchers salaries in relation to comparable communities. If the City determines that it is appropriate to make any changes in the wages of public safety dispatchers, it will notify the Association for the purpose of engaging in mid-contract negotiations on these wages.

3. Education Incentive

Effective July 1, 2018, library employees who have or subsequently attain a master’s degree in Library Science will receive a \$500 annual stipend.



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Arthur G. Vigeant
MAYOR

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2020 MAY 14 11:53
Patricia Bernard
EXECUTIVE SECRETARY

May 14, 2020

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

Re: Fiscal Year 2021 Revolving Funds Spending Limit

Honorable President Ossing and Councilors:

Please find enclosed for your review and approval three orders to set spending limits on the City's three revolving funds Public Safety, Parks and Recreation, and the Council on Aging.

I am requesting approval for expenditures from each of the revolving funds, not to exceed the following amounts:

1. Parks and Recreation Revolving Fund: \$350,000.00
2. Public Safety Revolving Fund: \$75,000.00
3. Council on Aging Revolving Fund: \$70,000.00

Thank you for your consideration. I look forward to discussing this annual proposal with you further. Please do not hesitate to contact me should any questions arise.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough
Department of Public Works

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

JOHN L. GHILONI
 COMMISSIONER

To: Arthur G. Vigeant
 Mayor

From: John L. Ghiloni *JLGH*
 Commissioner

Date: May 15, 2020

Re: Parks and Recreation Revolving Account: 26244401-52415

The Revenue and Expenditures for the Parks and Recreation Revolving Account are as follows:

Balance as of July 1, 2019	\$ 693,890.30	
Revenue received between July 1, 2019 and May 15, 2020	<u>\$ 356,504.07</u>	\$1,050,394.37
Expenses between July 1, 2019 and May 15, 2020		<u>\$1,016,753.04</u>
Balance		\$ 33,641.33

Expenditures	
Vendor	Amount
Bacson, Inc.	\$ 233.28
Bentley Services	\$ 28,333.76
Central Steel	\$ 1,852.00
Concord Electric	\$ 11,275.40
Concrete Solutions	\$ 9,663.41
Dauphinais Concrete	\$ 2,310.00
Electrical Wholesalers	\$ 2,465.75
F.W. Webb Co.	\$ 27,878.78
Ferguson Enterprises	\$ 13.92
Garvin Construction	\$ 571.40
Granite City Electric	\$ 2,431.56
Home Depot	\$ 66.00
Kamco Supply	\$ 11,686.57
Koopman Lumber	\$ 206.79
Maki Building Centers	\$ 19,921.77
Marlboro House Pizza	\$ 206.10
Monnick Supply	\$ 1,308.07
National Lumber	\$ 2,124.76
NE Electrical	\$ 1,042.80
Nasuti Plumbing	\$ 14,630.00
Ronald Marini Corp	\$ 781,070.59
R. Marini- Retainage	\$ 30,804.77
Scituate Concrete	\$ 2,011.52
Scoreboard Ent.	\$ 30,285.00
Sterling Masonry	\$ 30,387.86
Bell/Simons	\$ 581.38
Northern Corp.	\$ 1,688.00
Universal Window	\$ 1,701.80
Total	\$1,016,753.04



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

May 13, 2020

MEMORANDUM

TO: Mayor Arthur G. Vigeant
FROM: Diane Smith, City Auditor
RE: Public Safety Training Revolving Account

The income and expenditures of the Public Safety Training Revolving account are as follows:

Beginning balance as of July 1, 2019	\$ 867.48
Funds received to date	54,630.96
Expenditures to date-	
Police Academy for 4 officers	(12,000.00)
Fire Chiefs Conference	(2,980.69)
Fire Instructor/Officer Training	(1,950.00)
Structural Collapse Training	(4,405.60)
Taser Training	(12,772.80)
Subtotal	(34,109.09)
Encumbrances	(1,570.00)
Balance as of May 13, 2020	<u>\$19,819.35</u>



CITY OF MARLBOROUGH
Council on Aging/ Senior Center
 40 New Street
 Marlborough, MA 01752
 508.485.6492

MEMORANDUM

TO: Arthur G. Vigeant
 FROM: Trish Pope
 DATE: May 13, 2020
 RE: Council on Aging Revolving Account

Pursuant to the provisions of the City Council Order #15-1006306, the revolving account established by this order had income and expenses as shown below:

Balance as of 7/1/19	\$	86,892.14
Total revenue generated (7/1/19 – 5/13/20)	\$	44,407.00
Funds expended (7/1/19 – 5/13/20)	\$	33,108.87
Funds encumbered	\$	63.00
Current Balance:	\$	94,789.87

EXPENDITURE SUMMARY

The revenue generated represents the fees associated with programs, classes and trips run through the Council on Aging. The expenditures represent payment for Instructors, Entertainment, Bus Trips, programs, supplies and associated food costs.

The account has a much higher ending balance this year due to the effects of COVID 19 resulting in the closing of the Senior Center on March 17th and State Formula Grants Funds still available to be spent.

Detailed information is attached.

ORDERED:

That no more than three hundred fifty dollars (\$350,000.00) shall be expended from the Parks and Recreation Revolving Fund during fiscal year 2021, unless otherwise authorized by City Council and Mayor.

ADOPTED

In City Council
Order No 20-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:

ORDERED:

That no more than seventy-five thousand dollars (\$75,000.00) shall be expended from the Public Safety Revolving Fund during fiscal year 2021, unless otherwise authorized by City Council and Mayor.

ADOPTED
In City Council
Order No 20-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:

ORDERED:

That no more than seventy thousand dollars (\$70,000.00) shall be expended from the Council on Aging Revolving Fund during fiscal year 2021, unless otherwise authorized by City Council and Mayor.

ADOPTED
In City Council
Order No 20-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:



City of Marlborough Office of the Mayor

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Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610
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13-1

Arthur G. Vigeant
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MAYOR
CITY CLERK'S OFFICE
Nathan M. Boudreau
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2020 MAY 14 A 11:41
Patricia Bernard
EXECUTIVE SECRETARY

May 14, 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 of \$7,500.00 for the Marlborough Fire Department from the Digital Federal Credit Union. This money will be used for state of the art incident command training that covers critical concepts such as incident management, strategy and tactics, and key firefighter safety requirements. We appreciate Digital Federal Credit Unions support for our Firefighters and community.

Thank you for your consideration, and please do not hesitate to contact Chief Breen or myself with any questions.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



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

May 13, 2020

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



REF: Grant Award - Digital Federal Credit Union

Dear Mayor Vigeant:

Marlborough Fire Department recently received a donation in the amount of \$7,500 from Digital Federal Credit Union. Attached you will find a completed "Notification of Grant Award" form, a copy of the cover letter and check from Digital Federal Credit Union. You will also find supplemental materials outlining what we intend to accomplish by accepting this generous grant award.

Specifically, we seek to utilize this award to provide comprehensive, state of the art, incident command training for all fire officers. Each officer will receive financial support to complete a 40-50-hour training course covering the critical concepts of incident management, strategy and tactics and key firefighter safety requirements. This online training program is comprehensive and nationally recognized.

I respectfully request this packet of information be forwarded to the City Council for their review and approval. Please let us know if you have any questions pertaining to this subject.

Sincerely,

Kevin J. Breen
Fire Chief

W/Attachments

CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD

DEPARTMENT: Fire DATE: 5/13/2020

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

NAME OF GRANT: Donation

GRANTOR: Digital Federal Credit Union (DCU)

GRANT AMOUNT: \$7,500.00

GRANT PERIOD: _____

SCOPE OF GRANT/
ITEMS FUNDED Training for Marlborough Fire Department Fire Officers (20 @ \$385.00)
"Blue Card Training and Certification Program" (see attachments)

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**

March 18th, 2020

Marlboro Fire Department
215 Maple Street
Marlborough, MA 01752

To Whom It May Concern,

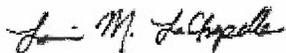
On behalf of Digital Federal Credit Union, I am pleased to provide the Marlboro Fire Department with the enclosed check for \$7,500. This donation represents DCU's support of your organization's efforts in providing programs that will make a difference.

As a socially responsible organization, DCU is committed to partnering with other organizations, such as yours that make a difference in the communities we serve. The purpose of this donation is to give back to our communities by supporting programs offered by your organization. The donation is not a sponsorship or an opportunity for DCU to market our credit union. We hope that our contribution makes a difference to the people you serve in our communities.

Thank you for all that you do. Please feel free to contact Amy Regan at amyregandcu@gmail.com or mail any questions and/or inquiries to Digital Federal Credit Union, Attn: Maureen Spaulding, 220 Donald Lynch Blvd., Marlborough, MA 01752.

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

Sincerely,



Laurie LaChapelle



Digital Federal Credit Union

PO Box 9130 • Marlborough, MA 01752-9130 • 508.263.6700

DATE
3/17/2020

CHECK NUMBER
065706

13-5
Detach This Portion Before Depositing

INVOICE NUMBER	INVOICE DATE	DESCRIPTION	GROSS AMOUNT	DISCOUNT	NET AMOUNT
2019 DONATION	7/29/2019	Vchr: VO112968	\$7,500.00	\$0.00	
DB001577	7/29/19	DISB0070021	-7,500.00		
03172020b	3/17/2020	Vchr: VO119661	\$7,500.00	\$0.00	\$7,500.00

PRINT BATCH 3,172	VENDOR CODE MARLBOROUGHF	PAY TO NAME MARLBOROUGH FIRE DEPARTMENT	NET TOTAL \$7,500.00
----------------------	-----------------------------	--	-------------------------

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



Digital Federal Credit Union

PO Box 9130 • Marlborough, MA 01752-9130 • 508.263.6700

ACCOUNTS PAYABLE

DATE 3/17/2020	CHECK NO: 065706
-------------------	---------------------

53-9182
2113

PAY Seven thousand five hundred and 00/100 Dollars Only *****

VOID AFTER 90 DAYS

PAY TO ORDER OF
MARLBOROUGH FIRE DEPARTMENT
215 MAPLE STREET
MARLBOROUGH MA 01752

AMOUNT \$7,500.00

Jamie M. LaChapelle

Program Overview

[Home \(about_01.aspx\)](#) / [Program Info](#)



2020 Blue Card Product Pricing

BLUE CARD ON-LINE TRAINING PROGRAM

\$385.00



— Blue Card online subscription - \$385.00

You get 1 full year of the following:

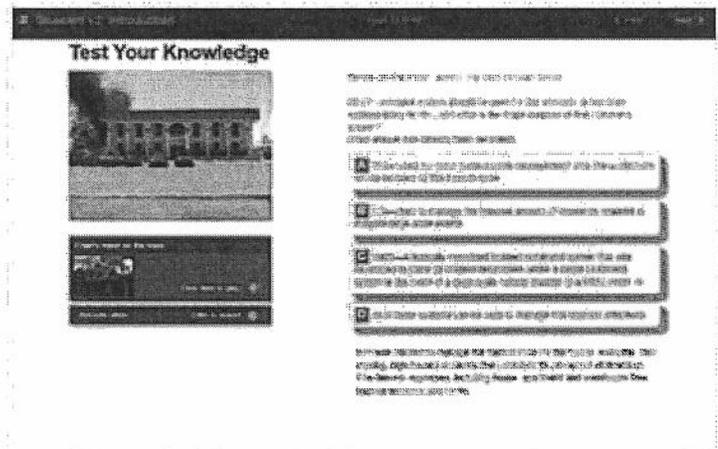
- Over 50 hours of comprehensive, state of the art, highly interactive, simulation based, online training on the standard 8 Functions of Command delivered by the Author's of the program; Alan, Nick and John Brunacini (along with several other renowned presenters)
- The Blue Card on-line training program fulfils the cognitive requirements of the IFSAC - **Hazard Zone Incident Command Standard For NIMS Type 4 & 5 Incidents (accredited in Minnesota)**
- Full access to all training modules
- Fire Command 2nd Edition, E-Textbook (IFSAC Standard reference Textbook)
- Command Safety, E-Textbook (IFSAC Standard reference Textbook) 
- Fire Command 2nd Edition, PDF-Workbook

Online Training

Home (about_01.aspx) / Program Info

Online Training Program Overview

The Blue Card online training program is a 40 to 50 hour course that teaches the cognitive portion of the Blue Card IC certification program. The online program is based on the Fire Command curriculum package. The training material is organized around the IC's checklists and the professional qualifications of the Blue Card Incident Commander standard. All of the online content has been developed in a manner to support, compliment and integrate with NIMS.



The online program marries the critical concepts of incident management, strategy & tactics and key firefighter safety requirements with high-fidelity structure fire simulations and subject matter expert inputs. This moves the material beyond the theory into the actual application of the work. Using the Internet to package and deliver the training provides a much more interactive experience for the student. Hot coaching via short video clips from subject matter experts reinforces and standardizes the material.

Online training offers many advantages. It is more affordable, the student can access it anywhere there is an Internet connection, it keeps units in service, it standardizes the cognitive delivery of the

material, the student's progress at their own pace and completion is recorded and tracked within our record keeping system. Recent studies indicate that students learn and retain more with an online approach versus traditional educational methods.

Program "Enforcement Rules": because the Blue Card on-line training program ties directly into a certification program, the student is required to view and listen to, all of the programs content in order to satisfy all of the standards cognitive, knowledge based training requirements.



Blue Card Core 8 Functions of Command Menu

Enforcement applies to all the individual training modules. The Command Function modules must be done in order, sequentially, starting with the Intro module. Students aren't able to open up another Command Function module until the current training module is 100% completed

Top menu bar on all of the training pages



Page/Slide number you're viewing and the total number of slides contained in that particular training module.

< Prev & Next > buttons

Once all **Enforced** material on a slide has been completely viewed, the Next arrow will turn green and the student can advance to the next slide. Once a slide has been viewed, the student can navigate back to it using the Prev arrow button or the module lesson menu located in the upper left hand corner.

Bluecard v2: Introduction Page 2 of 1 < Prev Next >

Lesson Menu Icon

Clicking on the menu icon at the top of the page will take you out of the current slide you're working on, to a menu page that contains all of the slides/pages for the particular module you're working in.

A student can open any previous slide viewed in the program. Complete slides will appear as solid blue.

Slides that are greyed out, cannot be opened and viewed until the student has progressed to and has completed all of the enforcement for that particular slide.

After logging out, the next time you log back in, the system will take you back to the last slide you completed after launching the Command Function module.

- 1 Segment 1—The Different Types of Command Systems
- 2 Chief Briefing on the Different Types of Command Systems
- 3 Different Types of Command Systems Used in the Fire Service
- 4 ICS—Incident Command System
- 5 NIMS—National Incident Management System
- 6 ICS & NIMS Incident Typing
- 7 Incident Management System-IMS
- 8 IMS Video
- 9 Major Goals of the Command System (IMS)
- 10 Video - Major Goals of the IMS Command System
- 11 Test Your Knowledge
- 12 Segment 2—Profile of an Effective IC

Online training system web page formats and enforcement

The Blue Card online training program is comprised of several different types of internet templates that will be used throughout the training program. These templates include:

- ***Video pages***

Contain a single video that must be viewed in its entirety before being able to advance to the next slide in the program. Video pages can contain a subject matter expert or a video segment out of the Fire Command video package that is associated with the Blue Card training program. **Enforcement** - Each video must be viewed in its entirety before the Next button will turn green to advance. Videos cannot be scrubbed through. Once a video has started playing, the only option a student has is to start and stop the video until it has finished playing.

+ ***Text pages with graphics***

+ ***Test your knowledge pages that incorporate simulation videos, subject matter experts, multiple choice questions, and sample radio traffic files***

+ ***Student assessment test pages (the program's cognitive testing)***

Program Info

Program Authors ([bcmd_AuthorsOfTheProgram.aspx](#))

General Program Overview ([bcmd_ProgramOverview.aspx](#))

The Hazard Zone Incident Command Standard ([bcmd_HazardZoneICS.aspx](#))

Course Qualifications/Prerequisites ([bcmd_Prerequisites.aspx](#))

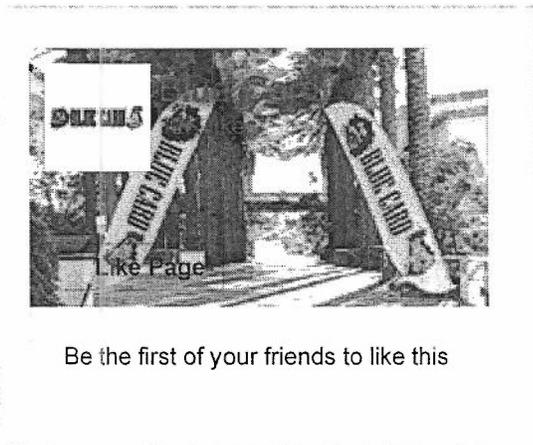
3 day Simulation Certification Lab ([bcmd_3DayCertLab.aspx](#))

Train the Trainer Program ([bcmd_TrainTheTrainer.aspx](#))

Building your own Command Training Center (CTC) ([bcmd_BuildYourCTC.aspx](#))

Pricing and other info ([bcmd_PricingOverview.aspx](#))

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Blue Card Proudly Endorses



(<https://firestudio.digitalcombustion.com/home-page-dcweb>)

CONTACT INFO



77 East Thomas Road, Suite 250 Phoenix, Arizona 85012



+1-855-872-5822 +1 602-218-4271



(602) 666-1178

Phone: Mon-Fri, 9AM-6PM EST Email: 24/7



trainingadmin@bshifter.com ([bcmd_inquiry.aspx](#))

BROWSE

[Program Info \(bcmd_ProgramOverview.aspx\)](#)

[Support \(support.aspx\)](#)

[B Shifter Quarterly \(SelectMagazines.aspx\)](#)

[CTC Locations/Events \(SelectCTC.aspx\)](#)

[Blue Card Events \(SelectBlueCardCommand.aspx\)](#)

[Shops \(SelectStore.aspx\)](#)

FOLLOW US ON

Facebook (<https://www.facebook.com/bluecardcommandtraining>)

LinkedIn (<https://www.linkedin.com/company/blue-card-command-certification>)

Twitter (<https://twitter.com/chiefbruno>)

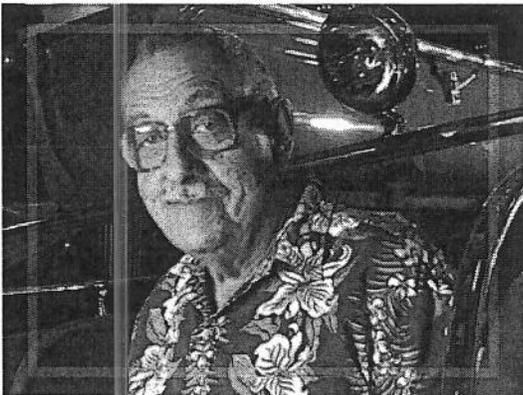
© Bshifter, 2018. All rights reserved

Authors

[Home \(about_01.aspx\)](#) / [Program Info](#)

Program Authors

Alan, Nick and John Brunacini have over 130 years of combined experience in the American fire service. Most of their recent years have been spent focused on developing training programs and certification systems for local Incident Commanders managing an IDLH hazard zone.

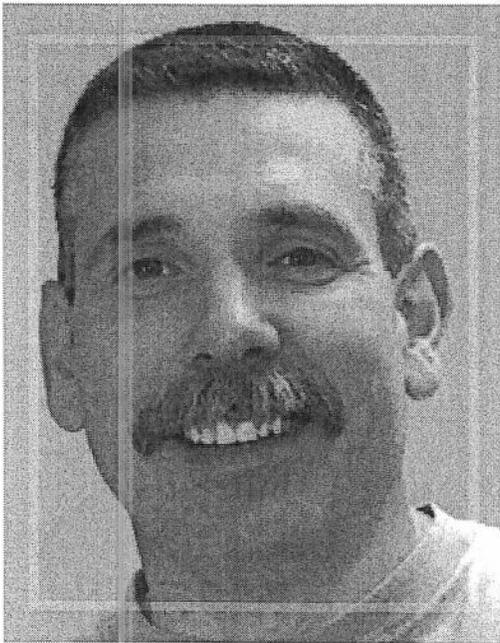
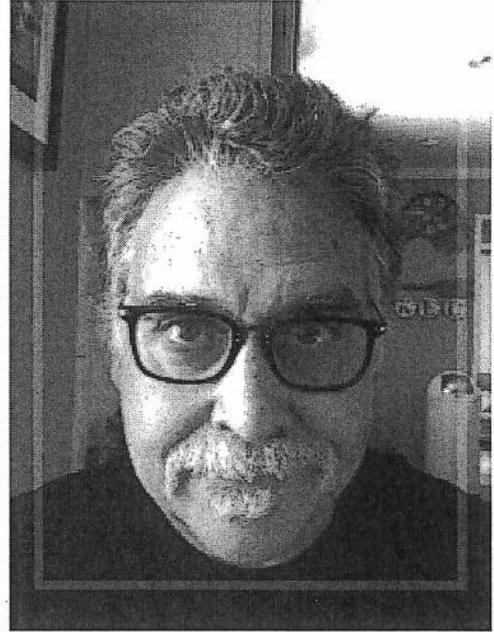


Alan Brunacini - joined the Phoenix Fire Department in 1958. He served in every department position. He was promoted to Fire Chief in 1978 and retired in 2006. He is a graduate of the Fire Protection Technology program at Oklahoma State University. He has a BS and an MPA from Arizona State University. He is the past Chairman of the Board of the National Fire Protection Association and the first Chairman and developer of the N.F.P.A. Fire Service Occupational Safety Committee (standard 1500). He was also the

first Chairman of the N.F.P.A. Career Fire Service Career Organization and Deployment Committee (standard 1710). Alan Brunacini is the author of *Fire Command*, *Command Safety*, *Timeless Tactical Truths*, *Essentials of Fire Department Customer Service* and *The Anatomy and Physiology of Leadership*. He is currently working on several other fire service books. Alan also presents workshops, seminars and conferences to many fire departments throughout the country on various topics.

Nick Brunacini - retired from the Phoenix Fire Department as a South Shift Commander in 2009. He joined the dept. in 1980. Nick worked his way through the ranks of the dept., working 7 years as a Firefighter on Engine

Companies, then promoting to Captain and working 9 years on a Ladder Company. Nick served as a Battalion Chief for 5 years and was then promoted to the rank of Shift Commander in 2001 where he spent 5 years developing and instructing the Fire Command curriculum package taught at the PFD's Command Training Center from 2002 to 2006. Nick is the author of B-Shifter - A Firefighters Memoirs, and is also the co-author of Command Safety, Fire Command and the Anatomy and Physiology of Leadership. Nick currently manages B-Shifter Magazine and certifies Blue Card instructors across the country.



**John
Brunacini -**

retired as a Fire Captain from the Phoenix Fire Dept Oct. 2006. He served 26 years in the positions of Firefighter, Engineer and his last 14 years on the job as a Captain. As a Captain he developed and managed the Phoenix Fire Network, he worked in the field as the Company Officer on Ladder 11 B-shift for almost 10 years, and his last 3 years on the job he managed the department's Command Training Center. After retiring, in 2007-2008, John worked with Henry Ryng (inXsol) in designing and implementing the Blue Card online training and certification program. He is continuing to instruct and develop curriculum packages for the Blue Card Command Training and Incident Commander Certification program (for Type 4 & 5 Incident types)

and is currently the Training Chief of Clay Fire Territory, IN (as a Volunteer).

Program Info

General Program Overview ([bcmd_ProgramOverview.aspx](#))

The Hazard Zone Incident Command Standard ([bcmd_HazardZoneICS.aspx](#))

Course Qualifications/Prerequisites ([bcmd_Prerequisites.aspx](#))

Online Training Program Overview ([bcmd_OnlineOverview.aspx](#))

3 day Simulation Certification Lab ([bcmd_3DayCertLab.aspx](#))

Train the Trainer Program ([bcmd_TrainTheTrainer.aspx](#))

Building your own Command Training Center (CTC) ([bcmd_BuildYourCTC.aspx](#))

Pricing and other info ([bcmd_PricingOverview.aspx](#))

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Command Training Centers

Home (about_01.aspx) / Command Training Centers



← Return to all CTC's

i Site Information

◆ Site Events

Event: **Picatinny Arsenal Fire and Emergency Services->IC Certification**

Dates: *Start: 11/16/2020 End: 11/18/2020*

Location: 169 Farley Avenue
Picatinny Arsenal, NJ 07806

Description: **Incident Command Certification**

Students will be given an Incident Command board for attending the course.

3 - 8 hour days.

\$170.00 per student.

Calendar: [Add to my Calendar \(ical.aspx?eventId=7cd7b582-0063-4608-b572-099a9c6afefd\)](ical.aspx?eventId=7cd7b582-0063-4608-b572-099a9c6afefd)

Total Seats: 12

Seat Cost: \$170.00

Register ➡



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 N. Bernardini
EXECUTIVE AIDE
2020 MAY 14 A 11:41
Patricia Bernard
EXECUTIVE SECRETARY

May 14, 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 several gifts for the Marlborough Fire Department totaling \$5,000.00 from Cummings Properties. 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 Cummings Properties. This grant is a result of Cummings Properties' Employee Directed Giving; Andrew Eick, Michael Burnell, Filomena Delarosa, Fabio Lobo, and John Keene have chosen the Marlborough Fire Department as the local organization they wanted to support.

Thank you to Mr. Eick, Mr. Burnell, Ms. Delarosa, Ms. Lobo, Mr. Keene, and Cummings Properties for supporting our community and firefighters.

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 donations totaling \$5,000.00 from Cummings Properties.

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: Cummings Properties

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**



November 25, 2019

Kevin Breen
 Marlborough Fire Department
 215 Maple Street
 Marlborough, MA 01752

Congratulations! Cummins Properties is delighted to present **Marlborough Fire Department** with a \$1,000 donation to be used for the area of greatest need.

This gift is in honor of, and is being made at the recommendation of:
 Andrew Eick, 370 Hemenway Street, Apt 307, Marlborough, MA 01752-6601

Through Cummins Community Giving, our firm seeks to recognize and support the communities where colleagues in its real estate division and its affiliated New Horizons retirement communities (Marlborough and Woburn) live. Along with this gift, please accept our heartfelt appreciation for your valuable work, as well as our very best wishes for your organization's continued success.

Please contact Communications Admin Cindy Carey at 781-569-2335 or cxm@cummings.com with questions. More information about Cummins Community Giving is available at www.cummings.com/charity.

Sincerely,

CUMMINGS PROPERTIES, LLC

A handwritten signature in black ink that reads 'Dennis Clarke'.

Dennis A. Clarke
 Chairman and CEO



Share the good news! Draw attention to your cause by snapping a photo with the mini-poster on the back of this letter and posting it on social media, using #CumminsCG.

PS To save your time and funding, please do not add our organization to any mailing lists. Although we are interested in the good work so many local nonprofits are doing, we are unable to read the vast amount of correspondence we receive. *Thank you.*

Cummins Buildings *Power* Charities

≡ Cummins Properties 200 West Cummings Park, Woburn, MA 01801 | 781-935-8000



November 25, 2019

Marlborough Fire Department
215 Maple Street
Marlborough, MA 01752

Congratulations! Cummings Properties is delighted to present **Marlborough Fire Department** with a \$1,000 donation to be used for the area of greatest need.

This gift is in honor of, and is being made at the recommendation of:
Michael Burnell, P.O. Box 786, Marlborough, MA 01752-0786

Through Cummings Community Giving, our firm seeks to recognize and support the communities where colleagues in its real estate division and its affiliated New Horizons retirement communities (Marlborough and Woburn) live. Along with this gift, please accept our heartfelt appreciation for your valuable work, as well as our very best wishes for your organization's continued success.

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Sincerely,

CUMMINGS PROPERTIES, LLC

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Dennis A. Clarke
Chairman and CEO



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Cummings Buildings *Power* Charities

≡ Cummings Properties 200 West Cummings Park, Woburn, MA 01801 | 781-935-8000



November 25, 2019

Marlborough Fire Department
215 Maple Street
Marlborough, MA 01752

Congratulations! Cummings Properties is delighted to present **Marlborough Fire Department** with a \$1,000 donation to be used for the area of greatest need.

This gift is in honor of, and is being made at the recommendation of:
Filomena DeLaRosa, 39 Hastings Street, Apt. #1L, Marlboro, MA 01752-2125

Through Cummings Community Giving, our firm seeks to recognize and support the communities where colleagues in its real estate division and its affiliated New Horizons retirement communities (Marlborough and Woburn) live. Along with this gift, please accept our heartfelt appreciation for your valuable work, as well as our very best wishes for your organization's continued success.

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Dennis A. Clarke
Chairman and CEO



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≡ Cummings Properties 200 West Cummings Park, Woburn, MA 01801 | 781-935-8000



November 25, 2019

Marlborough Fire Department
215 Maple Street
Marlborough, MA 01752

Congratulations! Cummings Properties is delighted to present **Marlborough Fire Department** with a \$1,000 donation to be used for the area of greatest need.

This gift is in honor of, and is being made at the recommendation of:
Fabiola Lobo, 915 Edgell Road, #80, Framingham, MA 01701-3109

Through Cummings Community Giving, our firm seeks to recognize and support the communities where colleagues in its real estate division and its affiliated New Horizons retirement communities (Marlborough and Woburn) live. Along with this gift, please accept our heartfelt appreciation for your valuable work, as well as our very best wishes for your organization's continued success.

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Cummings Buildings *Power* Charities

≡ Cummings Properties 200 West Cummings Park, Woburn, MA 01801 | 781-935-8000



November 25, 2019

Marlborough Fire Department
215 Maple Street
Marlborough, MA 01752

Congratulations! Cummins Properties is delighted to present **Marlborough Fire Department** with a \$1,000 donation to be used for the area of greatest need.

This gift is in honor of, and is being made at the recommendation of:
John Keene, 31 Deerfield Run, Marlborough, MA 01752-6075

Through Cummins Community Giving, our firm seeks to recognize and support the communities where colleagues in its real estate division and its affiliated New Horizons retirement communities (Marlborough and Woburn) live. Along with this gift, please accept our heartfelt appreciation for your valuable work, as well as our very best wishes for your organization's continued success.

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Cummins Buildings *Power* Charities

≡ Cummins Properties 200 West Cummings Park, Woburn, MA 01801 | 781-935-8000

Ent	Name	Acct No	Invoice	Date	P.O. Num	Reference	Amount	Discount	Net
CPM	Cummings Properties	9800-300	110619-1	11/6/2019		Staff Giving	1,000.00	0.00	1,000.00

Payor: Cummings Properties, LLC	Date	Check No.	Check Amount
Payee: CITY OF MARLBOROUGH	11/6/2019	1186006	1,000.00

Retain this statement for your records

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRINTING IN THE BORDER

Cummings Properties, LLC
 Woburn Cash Mgmt LLC., Escrow Agent
 200 West Cummings Park
 Woburn, MA 01801

People's United Bank
 One Conant Street
 Danvers, MA 01923

53-7116
 2113

Date: 11/6/2019 Check No.: 1186006 Check Amount: 1,000.00

One Thousand AND 00/100 Dollars

Pay to the order of:

CITY OF MARLBOROUGH
 FIRE DEPARTMENT
 215 MAPLE STREET
 MARLBOROUGH, MA 01752

VOID IF NOT CASHED WITHIN 120 DAYS WITHIN DATE OF ISSUE

Dennis Clarke

SECURITY LOCKS WILL DISAPPEAR WHEN COPIED OR WITH NORMAL BODY HEAT

www.compuchecks.com 888-356-5581

Ent	Name	Acct No	Invoice	Date	P.O. Num	Reference	Amount	Discount	Net
CPM	Cummings Properties	9800-300	110619-5	11/6/2019		Staff Giving	1,000.00	0.00	1,000.00

Payor: Cummings Properties, LLC	Date	Check No.	Check Amount
Payee: CITY OF MARLBOROUGH	11/6/2019	1186010	1,000.00

Retain this statement for your records

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Cummings Properties, LLC
Woburn Cash Mgmt LLC., Escrow Agent
200 West Cummings Park
Woburn, MA 01801

People's United Bank
One Conant Street
Danvers, MA 01923

53-7116
2113

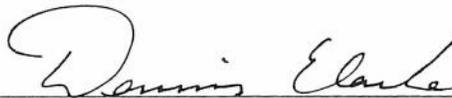
Date 11/6/2019 Check No. 1186010 Check Amount 1,000.00

One Thousand AND 00/100 Dollars

Pay to the order of:

CITY OF MARLBOROUGH
FIRE DEPARTMENT
215 MAPLE STREET
MARLBOROUGH, MA 01752

VOID IF NOT CASHED WITHIN 120 DAYS WITHIN DATE OF ISSUE



SECURITY LOCKS WILL DISAPPEAR WHEN COPIED OR WITH NORMAL BODY HEAT

www.compuchecks.com 888-356-5581

Ent	Name	Acct No	Invoice	Date	P.O. Num	Reference	Amount	Discount	Net
CPM	Cummings Properties	9800-300	110619-2	11/6/2019		Staff Giving	1,000.00	0.00	1,000.00

Payor:	Cummings Properties, LLC	Date	11/6/2019	Check No.	1186007	Check Amount	1,000.00
Payee:	CITY OF MARLBOROUGH						

Retain this statement for your records

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRINTING IN THE BORDER

www.compuchecks.com 888-356-5581

Cummings Properties, LLC
 Woburn Cash Mgmt LLC., Escrow Agent
 200 West Cummings Park
 Woburn, MA 01801

People's United Bank
 One Conant Street
 Danvers, MA 01923

53-7116
 2113

Date
 11/6/2019

Check No.
 1186007

Check Amount
 1,000.00

One Thousand AND 00/100 Dollars

Pay to the order of:

CITY OF MARLBOROUGH
 FIRE DEPARTMENT
 215 MAPLE STREET
 MARLBOROUGH, MA 01752

VOID IF NOT CASHED WITHIN 120 DAYS WITHIN DATE OF ISSUE

Dennis Clarke

SECURITY LOCKS WILL DISAPPEAR WHEN COPIED OR WITH NORMAL BODY HEAT

Ent	Name	Acct No	Invoice	Date	P.O. Num	Reference	Amount	Discount	Net
CPM	Cummings Properties	9800-300	110619-4	11/6/2019		Staff Giving	1,000.00	0.00	1,000.00

Payor: Cummings Properties, LLC	Date	Check No.	Check Amount
Payee: CITY OF MARLBOROUGH	11/6/2019	1186009	1,000.00

Retain this statement for your records

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRINTING IN THE BORDER

www.compuchecks.com 888-356-5581

Cummings Properties, LLC
Woburn Cash Mgmt LLC., Escrow Agent
 200 West Cummings Park
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 Danvers, MA 01923

53-7116
 2113

Date	Check No.	Check Amount
11/6/2019	1186009	1,000.00

One Thousand AND 00/100 Dollars

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CITY OF MARLBOROUGH
FIRE DEPARTMENT
 215 MAPLE STREET
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Dennis Clarke

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Ent	Name	Acct No	Invoice	Date	P.O. Num	Reference	Amount	Discount	Net
CPM	Cummings Properties	9800-300	110619-3	11/6/2019		Staff Giving	1,000.00	0.00	1,000.00

Payor:	Cummings Properties, LLC	Date	11/6/2019	Check No.	1186008	Check Amount	1,000.00
Payee:	CITY OF MARLBOROUGH						

Retain this statement for your records

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www.compuchecks.com 888-356-5581

Cummings Properties, LLC
Woburn Cash Mgmt LLC., Escrow Agent
200 West Cummings Park
Woburn, MA 01801

People's United Bank
One Conant Street
Danvers, MA 01923

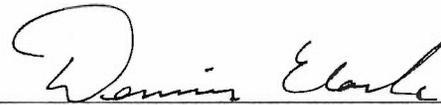
53-7116
2113

Date 11/6/2019 Check No. 1186008 Check Amount 1,000.00

One Thousand AND 00/100 Dollars

Pay to the order of:
CITY OF MARLBOROUGH
FIRE DEPARTMENT
215 MAPLE STREET
MARLBOROUGH, MA 01752

VOID IF NOT CASHED WITHIN 120 DAYS WITHIN DATE OF ISSUE



SECURITY LOCKS WILL DISAPPEAR WHEN COPIED OR WITH NORMAL BODY HEAT

FCX™ Escape Systems

With the introduction of the FCX Descent Device and the FireTech2 100% Technora® escape rope, we are now able to offer a wide range of the most advanced personal escape systems available. Our FCX systems are customizable with your choice of escape rope, anchor hook and storage bag. Each of these options comes pre-assembled with SafeD™ carabiners.

Certified Systems Available:

FireTech2 Systems: Certified to NFPA 1983: Escape System

- Crosby Hook with F4-50 Bag
- Lightning GT Hook with F4-50 Bag
- Lightning GT Hook with Escape Kit Pocket Bag (optional Extension Lanyard)

SafeTech Systems: Certified to NFPA 1983: Escape System

- Lightning GT Hook with F4-50 Bag
- Lightning GT Hook with Escape Kit Pocket Bag (optional Extension Lanyard)

(1) Lightning GT

- Ensures proper loading at the sill
- Precision-machined point provides secure penetration to the anchor material
- Can be used for partner/civilian rescue
- Gated slot can be used to create a remote anchor
- Can be used for partner/civilian rescue

(2) FCX™ Device

- Click-To-Neutral Feature allows easy horizontal movement and improved payout at the sill
- 7.8 oz
- Elevated side rails eliminate glove interference and rope entrapment
- Automatically locks off when weighted
- Spring loaded handle
- Controlled braking

(3) SafeD™ Carabiner

- Auto-locking aluminum carabiner with 3-stage gate
- Removable captive eye pin keeps carabiner oriented to prevent cross loading

(4) FireTech2

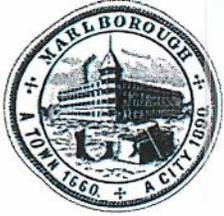
- 100% Technora
- Diameter: 7.5 mm
- MBS: 5,732 lbs

(5) Abrasion Resistant Reinforced Pocket Bag

- Life of expensive turnout gear is extended by eliminating damage caused by hook wear through



Certified to NFPA
1983: Escape System



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
RECEIVED
MAYOR
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Nathan P. Bouchard
EXECUTIVE AIDE
2020 MAY 14 A 11:40
Patricia Bernard
EXECUTIVE SECRETARY

May 14, 2020

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

Re: Amendment to City Ordinance 398-2 (Licenses and Permits)

Honorable President Ossing and Councilors:

Enclosed for your approval is an amendment to the city's General Code amending the terms of City Ordinance 398-2 to ensure consistency with Massachusetts General Law as amended by the 2016 Municipal Modernization Act.

With your approval, this amendment will allow the city to seek and report delinquent funds in a timely fashion. More practically, I believe this change will bring our ordinance up to date with today's professional approach to municipal finance and governance.

Thank you in advance for your consideration and do not hesitate to let me know if you have any questions.

Sincerely,

Arthur G. Vigeant
Mayor



City of Marlborough

Legal Department

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

JASON D. GROSSFIELD
 CITY SOLICITOR

JASON M. PIQUES
 ASSISTANT CITY SOLICITOR

HEATHER H. GUTIERREZ
 PARALEGAL

May 12, 2020

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

Re: Amendment to City Ordinance 398-2 (Licenses and Permits)

Dear Honorable Mayor Vigeant:

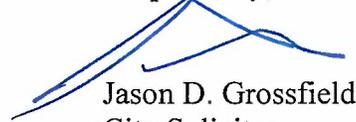
I write to recommend amendments to the above-referenced city ordinance to ensure consistency with MGL c. 40, s. 57, as amended by the 2016 "Municipal Modernization Act".

MGL c. 40, s. 57, adopted by the City of Marlborough in 1987, authorizes the denial or revocation of certain permits and licenses due to unpaid local taxes or charges. Section 57 requires adoption of an implementing city ordinance, which is set forth in City Ord. Chapter 398. The 2016 "Municipal Modernization Act", Chapter 218 of the Acts of 2016, amended section 57 to provide that the Collector may periodically (rather than annually only) certify a list of persons or entities with outstanding unpaid taxes, and removed the requirement that the list only contain delinquencies that exist for a period of not less than twelve months. As section 57 sets forth the requirements for the city ordinance, I recommend the ordinance be made consistent with section 57 in light of these changes to state law.

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

Please contact me if you have any questions or concerns.

Respectfully,



Jason D. Grossfield
 City Solicitor

Enclosure

cc: Eileen Bristol, Collector
 Steven Cirillo, Acting Comptroller/Treasurer

ORDERED:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CITY CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY AMENDING CHAPTER 398, ENTITLED "LICENSES AND PERMITS," AS FOLLOWS:

I. Chapter 398, entitled "LICENSES AND PERMITS", is hereby amended as follows (new text shown as underlined, deleted text shown as ~~strikethrough~~):

A. Section 398-2, entitled "List of delinquent taxpayers," is **amended** as follows:

The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as "the Tax Collector," shall annually, and may periodically~~upon request~~, furnish to each department, board, commission or division, hereinafter referred to as "the licensing authority," that issues licenses or permits, including renewals and transfers, a list of any person, corporation or business enterprise, hereinafter referred to as "the party," that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges ~~for not less than a twelve-month period~~, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

ADOPTED
In City Council
Order No. 20-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:



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

RECEIVED
Arthur G. Vigeant
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
MAYOR
2020 MAY 14 AM 11:40
Nathan R. Boudreau
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

May 14, 2020

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

Re: Reappointment of Kevin J. Breen

Honorable President Ossing and Councilors:

I am pleased to submit for your review and confirmation the reappointment of Kevin J. Breen to the position of Fire Chief for a term of 5 years from July 1, 2020 through June 30, 2025. Since 2015, Chief Breen has proven to be a professional and robust leader who has led our Fire Department into the 21st century with new policies, equipment, and enhanced morale. I hope that you will join me in recognizing Chief Breen's abilities and accomplishments and will approve his reappointment as Chief.

Chief Breen has served nearly 35 years as a firefighter and has been chief for the last 14 years, first in Salem NH, followed by his tenure in Marlborough. Chief Breen brings strong managerial and emergency management credentials paired with compassion and an innate understanding of the Fire Services industry that has benefitted the Marlborough Fire Department greatly during his time here.

As Mayor and Chief Executive of the City of Marlborough, it is my responsibility to acquire and retain the finest people possible to run our departments. Kevin Breen has the firefighting and managerial experience to continue leading the Marlborough Fire Department into the new decade effectively.

Thank you for your consideration of this reappointment, and please do not hesitate to contact me with any questions.

Sincerely,


Arthur G. Vigeant
Mayor



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

**Steven W. Kerrigan
City Clerk**

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 MAR 30 PM 3:33

MARLBOROUGH, MA

DATE: 03/31/2020

To the City Council:

Owner Name: Best Buy Stores LP #820

Residential Address: PO Box 9450 Minneapolis MN 55440

Telephone Number: 612-291-4863

Business Name: Best Buy Stores LP #820

Business Address: 769 Donald Lynch Blvd, Marlborough MA 01752

Business Telephone Number: 508-460-3775

Email Address: businesslicense@bestbuy.com

Cell Number: _____

Officer
Owner Signature: *Kristi K. Carlson*



The above-signed Kristi K Carlson respectfully requests that he/she be

granted a Junk Dealer/Second Hand Dealer License.

In City Council

Steven Kerrigan

From: City Council
Sent: Friday, May 1, 2020 2:09 PM
To: Christian Dumais; David Doucette; Don Landers; John Osh; Karen Boule; Kathleen Robey; Laura Wagner; Mark Oram; Michael Ossing; Mike Ossing; Robert Tunnera; Samantha Perlman; Sean Navin
Cc: Priscilla Ryder; Ed Clancy (irishclanc@verizon.net); Steven Kerrigan; Wilson Chu
Subject: TO CITY COUNCILORS: From State Department of Conservation and Recreation (DCR) 2020 Forest Management Proposals

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH

2020 MAY 14 AM 7:30

From: Church, Peter (DCR) <peter.church@state.ma.us>
Sent: Friday, May 1, 2020 1:51 PM
To: City Council <citycouncil@marlborough-ma.gov>
Cc: Hill, William (DCR) <william.hill@state.ma.us>
Subject: MA DCR 2020 Forest Management Proposals

May 1, 2020

Town of Marlborough City Council
 140 Main St.
 Marlborough, MA 01752

Re: DCR 2020 Forest Management Proposals

Dear Council Members:

The Department of Conservation and Recreation (DCR) has posted its 2020 Forest Management proposals on DCR properties for public review and comment. One or more of the proposed projects is located on DCR land within your community. As part of our public process, we would like to present a brief project overview to the communities in which our projects are located. We would be happy to remotely attend an upcoming Council meeting and spend approximately 10 minutes explaining the project proposal, outlining the public comment process and answering any questions that you may have. Please let us know if this is something that interests you. Here is the weblink for the specific proposal in your community.

Marlborough/Sudbury State Forest

<https://www.mass.gov/guides/northeast-forest-management-projects#-goodale-chipman-lots,-marlborough-sudbury-state-forest->

Thank you.

Sincerely,

Peter Church
 Director of Forest Stewardship

Peter Church
Massachusetts Department of Conservation and Recreation
Director of Forest Stewardship
251 Causeway St.
Boston, MA 02114

April 27, 2020

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Marlborough City Council
140 Main Street
Marlborough, MA 1752

2020 MAY -5 P 4: 21

Dear City Council:

In a letter sent on December 9, 2019, you received notification that National Grid would carry out late winter-spring mechanical control, cut surface (CST) or basal treatment; a summer selective foliage treatment; and, as necessary, summer and fall CST and basal treatments on rights-of-way, which pass through your municipality. Information on National Grid's approved Yearly Operational Plan (YOP) and maps showing the rights-of-way to be treated were included with that letter.

The current Vegetation Management Plan (VMP) and approved 2020 YOP are posted at the following websites:

https://www9.nationalgridus.com/non_html/National%20Grid%20VMP%202019-2023.pdf
https://www9.nationalgridus.com/non_html/National%20Grid_2020%20YOP.pdf

Although you already received and reviewed copies of the YOP map(s) with the original notification please let us know if there are any additional *sensitive areas* located on or near the rights-of-way. Please advise us as soon as possible so we can establish permanent records and implement appropriate field protective actions. We particularly rely on this process to collect corrections to the public wells and to record the location of private wells.

National Grid's YOP details specific information pertaining to the intended 2020 program. Please note that the YOP also lists the rights-of-way from the 2019 treatment program in case National Grid needs to request a "touch-up" retreatment of scattered locations from our contractor(s). If upon review of the previous year's treatments, National Grid finds a site(s) within your municipality that need follow-up treatments, this letter serves as notification of that follow-up treatment. The individual landowner(s) will be also be notified about this work. *Please note that scheduled rights-of-way are subject to change based on workplan constraints*

Commonwealth of Massachusetts recommended herbicides for use in *sensitive areas* listed in Section 7 (pages 13-15) of the YOP will be selectively applied to target vegetation by experienced, Massachusetts' licensed/certified applicators that walk along the rights-of-way using backpack equipment. Copies of the manufacturers' herbicide labels and fact sheets are also included in the YOP, Appendices 8 and 9.

Potential Treatment Periods*

January 27, 2020 – May 29, 2020	May 29, 2020 - Oct 16, 2020	Oct 16, 2020 – Dec 31, 2020
CST	Foliar	CST
Basal	CST	Basal
Dormant stem	Basal	Dormant Stem
	Cut stubble	

* The exact treatment dates are dependent upon weather conditions and field crew progress.

In compliance with 333 CMR 11.06-11.07, no herbicide applications will occur before the conclusion of the 45 day YOP review period, the 21 day treatment notice and the 48 hour newspaper notice. At the end of these review periods, which can run concurrently, no application shall commence more than ten days before nor conclude more than ten days after the treatment periods listed above.

The work will be performed by one of the following companies:

Lewis Tree Service, Inc.	Stanley Tree	Vegetation Control Service, Inc.	Lucas Tree Experts	Davey Tree Expert Co.
300 Lucius Gordon Drive	662 Great Road	2342 Main Street	12 Northbrook Drive	1500 N Mantua St
West Henrietta, NY 14586	North Smithfield, RI 02896	Athol, MA 01331	Falmouth, ME 04105	Kent, OH 44240
(585) 436-3208	(401) 765-4677	(978) 249-5348	(800) 339-8873	800-445-8733

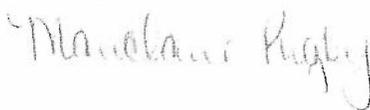
This informational 21-day notification follows Chapter 132B, section 6B of the Massachusetts General Laws, 333 CMR 11.05-11.07 Rights of Way Management and Chapter 85, Section 10 of the Acts of 2000. National Grid's vegetation management program is subject to federal and state regulations only. By statute, local permits or rulings are not applicable.

For inquiries concerning safety of the herbicides, please contact:

Director of Rights-of-Way Programs
 Massachusetts State Pesticide Bureau
 Department of Agricultural Resources
 251 Causeway Street, Suite 500
 Boston, MA 02114-2151
 Telephone: (617) 626-1781

Please contact me if you have any questions about the application and monitoring of the vegetation control program. The best way to contact me is through email at mariclaire.rigby@nationalgrid.com or please leave a message at 508-860-6282

Sincerely,



Mariclaire Rigby
 Lead Vegetation Strategy Specialist

cc: Board of Health
 Conservation Commission
 Lewis Tree Service or Vegetation Control Service or Stanley Tree or Lucas Tree Experts
 Massachusetts Pesticide Bureau
 Municipal Water Supplier(s)

Municipality: Marlborough
 ROW#(S): 4125

Steven Kerrigan

From: City Council
Sent: Monday, May 4, 2020 1:10 PM
To: Christian Dumais; David Doucette; Don Landers; John Irish; Karen Boule; Kathleen Robey; Laura Wagner; Mark Oram; Michael Ossing; Mike Ossing; Robert Luntera; Samantha Perlman; Sean Navin
Cc: Steven Kerrigan; Wilson Chu
Subject: Forward from Mayor's Office: Marlborough MA] McGee Farm (Sent by Michael Davis, mdavis@mbdinnovation.com)

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH
 2020 MAY - 4 P 2:30

-----Original Message-----

From: Mayor
Sent: Monday, May 4, 2020 11:08 AM
To: City Council <citycouncil@marlborough-ma.gov>
Subject: FW: [Marlborough MA] McGee Farm (Sent by Michael Davis,

-----Original Message-----

From: cmsmailer@civicplus.com <cmsmailer@civicplus.com>
Sent: Sunday, May 3, 2020 1:14 PM
To: Mayor <mayor@marlborough-ma.gov>
Subject: [Marlborough MA] McGee Farm (Sent by Michael Davis,

Hello avigeant,

Message:

I am writing in reference to the potential sale of the McGee Farm property to a developer seeking to add 188 units of multi-family housing. While I understand the inclination of the Council to entertain this type of development (from a revenue and housing perspective) I ask that a deep level of contemplation be given to this decision even if it means delaying the vote to have the most amount of causal and consequential information available. Here are my points: Marlborough (as a City of 40,000) is flush with both rental units and various housing options for all income levels. This is especially the case along Route 20 where when you drive from east to west (from one end of the city to the other) are bombarded with one apartment complex after the other. Moreover, the decision a few years ago to allow the creation of a massive storage facility to be built (a short distance from McGee Farm) already inhabits valuable Route 20 real estate on the East Side of town. What already exists in Marlborough is A-symmetry between the East Side of town (apartment buildings, gas stations, chain retail, etc.) and the West Side of town which contains the "features" of Marlborough. To illustrate my point, if you were to glance over the "visit marlborough" (<https://gcc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fvisit-marlborough.com%2F&data=02%7C01%7Cskerrigan%40marlborough-ma.gov%7C9b92ba0db60f40da43b608d7f04e0465%7C504de19be2864f55ac8858ce0193f4c3%7C0%7C0%7C637242090177109629&sd=0&data=vbYX3GF55xga5csBa74YkqtTGhgmTWSjV2U%2Fa6U%2BD3A%3D&reserved=0>) webpage

you will not find one featurable item from the East side of town. This is because besides Ghaloni Park there is nothing distinguishable currently in existence on the East Side of town.

Adding yet another albatross apartment complex will only add to this dynamic of the East Side. There are a myriad of possibilities to use the McGee farm space to create a feature that is both meaningful to our residents and also seeks to exemplify what makes our City one of the best communities in the Commonwealth. My ask is that all options be weighed here and that the Council not rush the decision based on the prospect of only substantial revenue generation or the facile notion that we need more housing. We need to think strategically and long-term on all development decisions of this size especially on the East Side of town.

Regards,

Michael Davis 162 Ewald Ave

Steven Kerrigan

From: City Council
Sent: Tuesday, May 5, 2020 11:45 AM
To: Steven Kerrigan; Wilson Chu
Cc: Karen Boule
Subject: From Diane McNally: Rte 20 McGee property

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2020 MAY -6 P 1:35

From: dmckjm4 <dmckjm4@aol.com>

Date: May 5, 2020 at 11:15:08 AM EDT
To: citycouncil@marlborough-ma.gov
Cc:
Subject: Rte 20 McGee property

Hello everyone,

As a resident living on the East side of Marlborough, I am voicing my concern of a proposed use for the McGee property.

Traffic is already a nightmare on Rte 20 and Farm Rd. The former airport is being developed for commercial use which is going to add more traffic to rte 20 and Farm Rd. The proposal to put 4 buildings totalling 188-198 units plus 300 parking spaces will only add to the existing traffic nightmare. We do not need any more buildings (commercial or residential). There must be some other way to develop this one remaining icon along that route. There are commercial sites already built not being used. I point out the beautiful but still empty building at William's and Forest Sts. I am sure down on Locke Drive as well. I did not move to Marlborough over 60 years ago to watch it turn into Worcester or Boston with all these hotels and businesses. We were known as being located between them.

I will be voting NO on this proposal.

Sincerely,

Diane McNally
Ward 1

Sent from my Sprint Samsung Galaxy S9.

Steven Kerrigan

From: Steven Peck
Sent: Sunday, May 3, 2020 10:14 PM
To: Samantha Perlman; David Doucette; Kathleen Robey; Melinda
Cc: City Council; City Clerk; Jim Brown; Priscilla Ryder
Subject: May 4, 2020 Marlborough City Council Meeting, Agenda Items #9 & #10

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH

2020 MAY -4 A 7:45

Honorable Councilors:

My name is Steven Peck, my wife and I reside at 64 Victoria Ln. in Marlborough. This address is located in Jo-Len Mobile Village, which is owned by The Jo-Len Residents Association, Inc, of which I am a member of. Our Assessor's Plate and Parcel Number is 59-15. We are abutters to the property at 339 Boston Post Road East.

The Jo-Len Residents Association, Inc is not on the list of abutters included in the published agenda for May 4th.

It appears that the clerk's office did not forward the Special Permit application to the Conservation Officer, which I think should have been done, as wetlands are part of this property and a reason for the permit request.

Our Association has some concerns regarding the development of this property. We are sure that once these concerns are addressed the development will be a valuable addition to Marlborough.

Proposed construction of 188 residential dwelling units consisting of 4 residential building and 11 garages at 339 Boston Post Road East, Marlborough, MA. Currently owned by Heritage Farm LLC. (McGee Veterinary Clinic or Jordan Stables.

Parcel IDs: 72-35 (3.26999541 Acres)
 73-26 (0.41000918 Acres)
 73-26a (0.13999082 Acres)
73-27 (Not listed in documents) (1.98000459 Acres)

Sub Total 8.65 Acres

73-28 (13.61999541 Acres) / directly abbutts our property 59-15

73-24 (9.0 Acres)

73-24 Is located on the other side of the Marlboro Sewer Taking Land with a 36" sewer pipe buried.

Total 31.27 Acres

4 Residential buildings 5.2 Acres (230,517 sq.ft.)

11 Garages 0.45 Acres (19,778 sq.ft.)

Lot area 16.6 Acres (729,880 sq.ft.) **Over 50% of the property**

Broad Meadow Brook crosses the property, roughly cutting it in half.

1. Drainage Issues:

16+ acres of either paved or building roofs will have an impact on the flood plains included in the parcels and the neighbors which include the City Of Marlborough Sewer Taking land.

Water allowed to just run off on the undeveloped parcels could flood onto our property.

Much of our property already has flooding issues from the wet lands and brooks that run near by.

Water run off might also leak into the sewer main and flood the east side water treatment plant.

Where would snow be plowed?

Would a melting product be used to help clear walks and parking areas, where will this contaminated waste be disposed of and could that end up in the Sudbury Reservoir that also abuts the property and impact the drinking water.

2. School Bus Issue.

The proposal is for 188 units many of which will have school age children. This section of Boston Post Road East is a two lane road with nominal safety shoulders. One lane traveling east and one traveling west. Currently, school buses cause the traffic to stop in both directions and there are at least 7 existing bus stop areas between the cross streets of Phelps and Farm.

The school buses service at least 5 groups:

Elementary School

Middle School

High School

Special Education

Charter Schools

Students would have to be both picked up and dropped off, at least 10 stops, with an estimated stop time of 12 minutes each for an additional 2 hours of traffic, an hour in the morning and an hour in the evening.

When the traffic is stopped on Boston Post Rd. East, this blocks all the traffic attempting to exit from both the residential and the many commercial areas.

3. Entry and Exit Issue:

This straight section of Boston Post Road East, between Phelps St. and Farm Rd., is bounded on both the East and West by blind curves in the road that include changes in elevation of 20' drop from the West (speeding up) and 10' rise from the East (blind hill).

Just to the East are over 200 Mobile homes in two areas, 100 condos in two areas, an apartment complex of 58 apartments and Fire Station 3.

Across Boston Post Road East, 100 condo units.

Just to the West are two apartment complexes with 182 apartments as well as numerous commercial buildings with many businesses.

The ability to safely enter and exit each of the complexes is very limited.

There have been many crashes along the corridor including a recent fatality.

The Marlboro Fire Department is located in this area also, and while they can control the entry and exit, if school buses are on the road, there is no way around traffic for the fire trucks or the ambulances.

4. Parking issues:

188 apartment units will certainly have more than 188 cars, plus other vehicles, motorcycles, boats, trailers, RVs and etc. Where will the overflow end up, in the commercial lots near by or the residential areas near by.

While I am not certified to make recommendations to resolve any of these issues; I would suggest the following, or something similar to mitigate the volume of traffic.

Install a traffic control device on Boston Post Rd at the entry/exit point.

Have a separate entry and exit points.

Have a bus loading/unloading space on the property.

Have a child care facility on premise.

Have drainage to the storm sewer system included or an appropriate sized holding tank.

Have drainage sump space included.

Include an emergency exit to Farm Rd.

Include a multilevel parking garage.

Include a underground parking garage.

Engineer fireproof facilities.

Include Emergency Medical facilities.

Include USPS facilities

Include car wash area with appropriate waste collection.

Include car service area with appropriate waste collection.

Include appropriate recycling collection facilities.

Is there a plan for including physical health facilities? Or swimming pool facilities?

Plans for recreational areas, ie. a track for jogging or dog walking.

Any other commercial development planned?

An area for busing to the rail transit to Boston?

Security issues; Cameras and a tie in to Marlborough Police.

Sidewalks, cleanup of BPRE shoulder and border area.

Walking to Target, to Price Chopper.

What has been done in the past should not stop us from doing what is right now. Previous mistakes should not be repeated. We must look to the future and plan to do the best to protect the residents of Marlborough.

We are fortunate to be able to learn from the mistakes of the past, a modest additional expenditure now will save money and health and lives in the future. I dare suggest, modest expenditures will be paid back quickly and handsomely when presented to new residents. Overcoming potential objections to the facility will become profit to the developers. Showing new residents that they have all their needs and wants met, and the safety of their children included in the development of the community will allow for above market rents and profits.

Development of the wet lands to provide the residents with a natural area of respite, for children and pets, as well as natural drainage and wild life sanctuary, is a goal worth striving for. Many other wet lands have been developed to provide these significant benefits. While some wet lands have been destroyed and the consequences paid. This is an opportunity to plan to the best of our ability to do what will be the right thing for this property. To maximize the value and minimize any consequences of its use.

Respectfully,
Steven Peck

Steven Kerrigan

From: Steven Peck
Sent: Tuesday, May 5, 2020 9:09 PM
To: Laura Wagner; David Doucette; Christian Dumais; Robert Tunnera; John Irish; Sean Navin; Don Landers; Samantha Perlman; Mark Oram; Mike Ossing; Kathleen Boley; Ossing; Karen Boule
Cc: City Council; City Clerk; Jim Brown; Priscilla Ryder
Subject: Re: Application for Special Permit

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH

2020 MAY 6 PM 4:55

Dear Councilors:

My name is Steven Peck, my wife and I reside at 64 Victoria Ln. in Marlborough. This address is located in Jo-Len Mobile Village, which is owned by The Jo-Len Residents Association, Inc, of which I am a member of. Our Assessor's Plate and Parcel Number is 59-15. We are abutters to the property at 339 Boston Post Road East.

I spent some time today reviewing many online agendas and the attached documents. I was somewhat surprised to see that this section of Route 20 (Boston Post Rd. East) is going to be repaved and widened at the same time the proposed construction will be going on at 339!

Many of the issues we are concerned about are being discussed and reviewed for the road repairs. One comment had to do with the Broad Meadow Brook that passes through the 339 property. Apparently, one of the feeders from another housing site is undersized and cannot handle all the storm water in severe situations now. They are planning to upgrade a 12-inch PVC pipe to a 24-in pipe to dump storm water into the brook. This will cause more flooding in my yard and on the 339 property.

The proposed MA DOT Route 20 project increases the impervious area by 72,266 square feet, almost 2 acres! This must be taken into consideration.

If these projects are evaluated independently, without consideration of the other, what will be our answer when it ends in disaster with road cave-ins and buildings collapsing or run off contaminating the water supply while the flooded water treatment plant is closed.

Mistakes of this kind are very costly to all the people. (Please don't build a library without considering the weight of the all the books you have and the ones you will get in the future; LOL)

Regards,
 Steve



Marlborough Public Schools

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 MAY 13 A 10:02

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

Call to Order

April 28, 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, Earl Geary, 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:** None
4. **Committee Discussion/Directives:** None
5. **Communications:** None
6. **Superintendent's Report**

Superintendent Bergeron began his report by updating the committee on the delivery of meals throughout the city. As of April 22nd, 72,450 meals have been prepared and delivered to the residents of Marlborough. Channel 5 did a story on the efforts of the cafeteria staff and bus company at the link provided in the Superintendent's report. Mr. Bergeron thanked those involved for helping out their community!

The new elementary school is still being worked on in respect to landscaping, paving the parking lot, paving and roadwork on Poirier Drive and punch list work.

Mr. Bergeron plans to brainstorm safe ways to recognize high school seniors with Principal Riley. The Superintendent has been made aware of virtual ceremonies being utilized by some communities, but he hopes for each senior to come across a stage to

www.mps-edu.org

Marlborough Public Schools

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

receive their diploma. The city has provided the district with facilities that could be utilized to make this happen if it can be done so in a safe manner. These are the early stages of planning, but Mr. Bergeron hopes to have a set plan with a date to provide families with soon.

Superintendent Bergeron explained how the Fiscal Year 2021 budget needs adjustment due to the unforeseen economic conditions the district now faces. It is probable that additional reductions will be needed after the legislature acts on the state budget. The Superintendent's plan has been to prioritize spending in critical areas, and he now has new recommendations on how to reduce the budget, which are specified in his report.

Superintendent Bergeron further explained that Mr. Riley has been conversing with seniors he works with to gather ideas from them about commencement, but he and Mr. Bergeron will be figuring out how to make everything work and bringing ideas to the School Committee once more information is collected.

7. Acceptance of Minutes

A. Minutes of the April 14th, 2020 School Committee Meeting

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

Motion passed 5-0-1. Yes: Bodin-Hettinger, Geary, Hennessy, Matthews and Ryan. Chairman Vigeant abstained from voting. Mr. Caruso was unable to virtually connect to the meeting for this voting.

8. Public Participation: None

It should be noted that members of the public may provide comment by dialing 508-460-3503 extension 10121 during virtual School Committee meetings or via email before the meeting to superintendent@mps-edu.org.

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Marlborough Public Schools

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

9. Action Items/Reports:

A. Elementary Redistricting

Superintendent Bergeron asked the committee to accept the redistricting plan as proposed. This plan has been presented at multiple locations/meetings including the last School Committee meeting on April 14th.

Motion made by Michelle Bodin-Hettinger, seconded by Chairman Vigeant to approve the elementary redistricting plan.

Motion passed 6-0-1. Yes: Bodin-Hettinger, Caruso, Geary, Hennessy, Matthews and Ryan. Chairman Vigeant abstained from voting.

B. Policy for First Read

1. Policy 7.100 Heat Modification

Mrs. Hennessy briefly explained the policy presented for first read to the committee, which is based on information provided by the MIAA on expectations. She noted that Jeff Rudzinsky, the Athletic Director, ordered the appropriate thermometers needed as soon as he received this information from MIAA, so steps have already been taken to meet these expectations. If other schools at away games are not meeting these standards, Mr. Rudzinsky has the ability to request modifications to meet such.

10. Reports of School Committee Sub-Committees

Mrs. Hennessy stated that the Policy Sub-Committee will be holding a meeting on Thursday morning for the agenda posted online.

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Marlborough Public Schools

School Committee

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

11. Members' Forum

Mrs. Hennessy thanked the administration, the Mayor and City Council for working collaboratively on what is best for the community. She asked the public for their patience during these trying times.

Chairman Vigeant acknowledged how smoothly things have been running in the community. Police and Fire first responders, DPW and City Hall have been limiting their exposure to the virus.

12. Adjournment:

Motion made by Michelle Bodin-Hettinger, seconded by Chairman Vigeant to adjourn at 7:54 p.m.

Motion passed 6-0-1. Yes: Bodin-Hettinger, Caruso, Geary, Hennessy, Matthews and Ryan. Chairman Vigeant abstained from voting.

Respectfully submitted,

Heidi Matthews
Secretary, Marlborough School Committee

HM/jm

Approved May 12, 2020

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CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

CITY OF MARLBOROUGH BOARD OF ASSESSORS

MEETING MINUTES: April 14, 2020

2020 MAY - 4 P 4:27

1. CALL TO ORDER: 10:08 am

2. MEMBERS PRESENT: Anthony Arruda, (Participating remotely) are David Manzello, and Ellen Silverstein
Also in attendance: Jonathan Frank, Regional Principal Assessor, Cindy Healy, Senior Clerk, and Mark Gibbs, IT Monitoring Virtual meeting

3. MOTION TO ACCEPT: Minutes of the March 12, 2020 meeting: Vote 2-0 (Mr. Arruda, second Ms. Silverstein)

4. DISCUSS AND VOTE: **Real Estate Abatement Applications** for 313 Boston Post Rd West (88-30), 32-44 Boston Post Rd West (78-37), and 123 Boston Post Rd West (78-11C)
Motion to Deny: Vote 3-0 (Mr. Arruda, Mr. Manzello and Ms. Silverstein)

5. DISCUSS AND VOTE: **Real Estate Abatement Applications** for 130 Lizotte Dr (90-2A), 199-201 Forest St (78-37), 128-148 Bartlett St (110-6), 0 Boston Post Rd East (61-14) vacant land, 261 Boston Post Rd West (78-1)
Motion to Grant: Vote 3-0 (Mr. Arruda, Mr. Manzello and Ms. Silverstein)

6. DISCUSS AND VOTE: **Personal Property Abatement Application** for SGS North America, 50 Dangelo Dr (1392-20) Mr. Manzello made mention that this business has been closed and for us to notify RRC to remove from their records for 2020.
Motion to Grant: Vote 3-0 (Mr. Arruda, Mr. Manzello and Ms. Silverstein)

7. DISCUSSION: Mr. Manzello mentioned that we will need to upgrade to Vision 8 soon, within the year, and that he emailed Mark Gibbs regarding this upgrade. Mark Gibbs being present while monitoring the meeting, confirmed receiving David's email, and that he would look into it, as he needs to confirm that there is sufficient money in the budget, and it may be possible to have Vision go online, once Oracle stops supporting it.

8. MOTION TO CONCLUDE – Mr. Arruda, Mr. Manzello and Ms. Silverstein
Meeting Adjourned: 10:50 AM

Anthony Arruda
Mark Gibbs - 5/14/20

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH
 CITY OF MARLBOROUGH BOARD OF ASSESSORS
 MEETING MINUTES: April 22, 2020
 2020 MAY -4 P 4:27

1. CALL TO ORDER: 10:08 am
2. MEMBERS PRESENT (Participating remotely) are David Manzello, and Ellen Silverstein
 Also in attendance: (Participating remotely) Wilmar Coelho, Assessor, (In person), Cindy Healy, Senior Clerk, and Mark Gibbs, IT Monitoring Virtual meeting
3. MOTION TO ACCEPT: Minutes of the April 14, 2020 meeting: Vote 2-0 (Mr. Manzello, Ms. Silverstein)
4. DISCUSS AND VOTE: **Real Estate Abatement Applications** for: 144 Chestnut St (68-194), 84 Desimone Dr (104-69), 40 Cook Ln (58-114), 92 Chase Rd (66-125)
Motion to Grant: Vote 2-0 (Mr. Manzello and Ms. Silverstein)
5. DISCUSS AND VOTE: **Real Estate Abatement Applications** for 103 Westminster Dr #45 (73-29-10-45), 433-459 Boston Post Rd West (88-12), 107 Westminster Dr #47 (73-29-10-47), 126 Ice House Landing (67-45-13D-126), 19 Bowood Ln #49 (29-1-19-49), 120 Westminster Dr #59 (73-29-11-59), 41 Whispering Brook Rd #42 (113-4A-7-42), 20 Robin Dr #C2 (91-10-C-2), 123 Westminster Dr #58 (73-29-12-58), 60 Village Dr #6 (73-29-1-6), 18 Gleason St Ext (92-13), 47 Westin Dr #71 (73-29-14-71), 23 Village Dr #13 (73-29-6-13)
Motion to Deny: Vote 2-0 (Mr. Manzello and Ms. Silverstein)
6. MOTION TO CONCLUDE – Ms. Silverstein and Mr. Manzello

Meeting Adjourned: 10:49 AM

David Manzello
Ellen Silverstein 5/4/20

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION**

Minutes

March 5, 2020 (Thursday)

Marlborough City Hall – 3rd Floor, Memorial Hall

7:00 PM

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2020 MAY 11 P 3:04

Present: Edward Clancy-chairman, David Williams, Dennis Demers, Allan White, and John Skarin.

Also present was Priscilla Ryder Conservation Officer

Absent: William Dunbar and Karin Paquin

Approval of Minutes – The minutes of February 20, 2020 were unanimously approved as written.

Public Hearings:

Notice of Intent

339 Boston Post Rd. – James Driscoll, WP Marlborough MA Owner, LLC

Proposes to construct a 2 multi-family residential building, 3 garages, pool, associated parking lot, dog park and a community garden within buffer zone, Bordering Land Subject to Flooding, and/or Riverfront Area. Located at 339 Boston Post Rd. East and adjoining parcels. (Heritage Farm, LLC)

This hearing was opened and continued without deliberation to March 19, 2020 due to an error in abutter notification that will be corrected for the next meeting.

Abbreviated Notice of Intent - Continuation

43 Red Spring Rd. - James Morin

Proposes to replace the existing single-family home and upgrade the septic system next to Ft. Meadow Reservoir.

At the applicants request prior to the meeting, this item was continued to the March 19, 2020 meeting until a revised plan is submitted.

Notice of Intent

Poirier Dr. - The City of Marlborough DPW

Tom DiPersio, City Engineer, and Ryan Malcom Senior Engineering Aid from DPW were both present. Mr. DiPersio explained that with the new school and the new field the roadway entrance to the schools needs to be reclaimed, in addition they proposed to add 27 parking spaces, with associated drainage, across from the fields and some speed tables with cross walks along Poirier Dr. for safer pedestrian access. The width of pavement will stay the same and they will add a sidewalk on the new school and field side of the roadway.

The Commission asked about the drainage that ties in from 421 Bolton St. Mr. DiPersio confirmed this was being tied into the new system they are adding as well. This discharge comes from an infiltration system, so should see much discharge. Chairman Clancy asked if the existing meandering sidewalk could be replaced along the 421 Bolton St. side as that is an important walkway for kids. Mr. Malcom noted that the

change was made today to the plans and was shown at the meeting. There was discussion of parallel vs. pull in parking, and about re-landscaping the entrance to the school that had been nicely treelined before the trees were removed. They would like to be able to do this work during April vacation and do final pavement in the summer. The contractor will be Amorello who did the school site work. They discussed the detention basin drainage design as well. After some discussion, the Commission asked to continue the hearing in order to get the landscape plan and review the sidewalk issue. The hearing was continued to March 19, 2020.

Notice of Intent - Continuation

The Grove next to Ft. Meadow Reservoir (Map 16, Parcel 4). - The Marlborough Conservation Commission

Tom DiPersio presented a sketch plan showing a revised walkway to a proposed dock foundation, the plan also shows the removal of two dead trees which would provide a location for a small detention basin to capture water from the parking lot which is now washing out this walkway area. They are thinking of adding jersey barriers at the end of the walkway and bury it to the correct depth to attach a dock. He will finalize the plans for the next meeting. This hearing was continued to March 19, 2020.

Discussion:

- Open space plan – Continue discussion on parcels to protect- Ms. Ryder will provide for the next meeting

Correspondence/Other Business:

- Mr. Demers asked that a discussion item on the capped landfill be added to the next agenda and to request from DPW a location for overflow winter snow storage. If the landfill is to be used for recreation, where will excess snow go. He wanted to be sure the city wasn't boxing itself into a situation where there are no overflow snow storage options.

Next Meeting – March 19th and April 2nd, 2020

Adjournment: There being no further business, the meeting was adjourned at 7:46 PM

Respectfully submitted,


Priscilla Ryder
Conservation Officer

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION**

Agenda

April 9, 2020 (Thursday)

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CITY OF MARLBOROUGH

Virtual meeting:

Due to the Covid-19 virus pandemic, participation for this meeting was virtual via the "Microsoft Teams" platform. IT director Mark Gibbs and IT staff Scott Parmenter assisted with the technical aspect of the meeting.

The meeting experienced some initial delays as members were trying to log in to participate... once that was ironed out the meeting began around 7:30

To start the meeting: Chairman Clancy read into the record the following: *"This meeting is being held virtually Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the **Marlborough Conservation Commission will be conducted via remote participation.** The public may participate in this meeting via Remote Participation: A link to the website for the meeting will be provided on the Conservation Agenda posted on the City's website on the City Calendar and on the Conservation Commission website at least 48 hours prior to the meeting. To access the City web site go to: <https://www.marlborough-ma.gov/> and choose calendar and click on the April 9th meeting date.*

Roll Call by voice vote was as follows: Present: Edward Clancy – yea; William Dunbar- yea; Karin Paquin- yea; John Skarin – yea; David Williams- yea; Dennis Demers- yea; Allan White (not present)
Also present was Priscilla Ryder- Conservation Officer.

Meeting logistics: Ms. Ryder went over the virtual meeting logistics as this was the first virtual meeting that the Commission was holding. She muted all participants and asked that they unmute themselves either using the microphone icon on their screens or the *6 if on a phone, when it was time to present. Or for abutters, when they were prompted to provide input.

Public Hearings:

Request for Determination of Applicability

19 Forest St. - Elan Walshe – Higher Ground Education

Elan Walshe of Higher Ground Education and Brian Keane of Consulting Specialties/Land Development were present remotely. Mr. Walshe explained that they are attempting to convert this building into a school and need to provide playgrounds in order to meet school requirements. He turned it over to his engineer Mr. Keane. Mr. Keane explained that sections of the parking lot that they want to convert are outside the 50' buffer zone related to the water supply protection district, but within the 100' wetland buffer jurisdiction. The proposal is to construct playground A & B as shown on the plans. They will keep the curbing in place and fill the designated parking areas with 3" stone to accommodate drain and then 3" layers of sand and loam to support grass and mulch/woodchips under the play equipment. They will add fabric under between the stone and soil layer. Drainage will be directed to the existing storm drain in the parking area. Additional curbing will be added between the parking lot and the new playgrounds. Ms. Paquin asked about the location of playground A in relation to the wetland; Mr. Skarin asked if these areas would be irrigated and if so where these would tie in. Mr. Walshe indicated this would be installed to sustain the grass. Mr. Dunbar asked if they could sod it rather than seed it, so it is stabilized more quickly. He also asked about the heat from the asphalt underneath the playground. Mr. Keane noted that it shouldn't get hot since the sun will be hitting the grass. Mr. Demers asked about the location of the fence and edge of the curbing and wanted confirmation that pressure treated wood would not be used, as this is not good for kids and playgrounds. Mr. Walshe confirmed.

There being no further questions, the hearing was closed and the Commission on a motion by Ms. Paquin to issue a negative Determination of Applicability with standard conditions, and second by Mr.

Skarin the Commission took the following roll call vote: Edward Clancy – yea; William Dunbar- yea; Karin Paquin-yea; John Skarin – yea; David Williams- yea; and Dennis Demers- yea. The vote was unanimous 6-0.

Notice of Intent – Continuation (This item was reviewed last- see below)

Poirier Dr. - The City of Marlborough DPW

Notice of Intent

Rte. 20 reconstruction from Peters Ave. to Marlborough/Sudbury town line

Steve Tyler from Howard Stein Hudson and Sue McArthur from MDOT were both present at the virtual meeting. Mr. Tyler explained that MDOT is proposing to reconstruct Rte. 20 from Peters Ave. to Marlborough/Sudbury town line. They will replace deteriorated pavement structures, widen the travel way to safe and acceptable lane and shoulder widths, adding new sidewalks, landscaping improvements; reducing vehicular speed through the corridor by adding left turn pockets and improve drainage and water quality. Several sections of this work are within the buffer zone to wetlands. He then went through each wetland section on the plans to give the Commission an overview of the work and the impacts. All catchbasins will be upgraded to be deep sump catch basins.

The most work in the wetland is along Broadmeadow Brook where it crosses under Rte. 20, this culvert needs to be extended to allow for a sidewalk. There will be wetland impact on the upstream side with some permanent Bordering Vegetated Wetland (BVW) impact and some temporary impacts. There is also some temporary Land Under Water (LUW). There are also impacts to Bordering Land Subject to Flooding too, there is fill and equal replacement as shown on the plans to meet the regulations. The construction of this section will be tricky and will require coffer dams and sandbags and pumps to allow work to be done in the dry. The contractor will need to make the final decision on the means and methods to be used. The drainage system will be improved along this section of the roadway as well from the Broadmeadow Brook towards Farm Rd. Mr. Clancy said he would like to know more about the volumes of water being discharged around the McGee property (339 Boston Post Rd.) in order to understand the changes to the downstream systems, as we are currently reviewing a project here and need to know what changes to expect. Mr. Tyler said he could provide that.

Mr. Tyler then reviewed the second area where the majority of wetland work is to occur at Hager Pond. The roadway is to be reconfigured and the bank along Hager Pond is to be reconstructed. The design and configuration are shown in detail on the plan. A new headwall on the upstream side will need to be extended so there will be impacts to bank and riverfront area, the stream banks are steep in this location so there is no BVW in this location. The culvert section is the only area that is not being restored. They will be installing deep sump catch basins in this section as well to improve water quality which will discharge into the existing pipe system. The rip rap slope will also have some live stakes vegetation which is included in the design to help vegetate this slope and keep it cooler. They are proposing a coffer dam system to remove and restore the rip rap slope, they suggest this be done in low water time in June – September. They also are proposing a floating silt curtain or boat barge. Ms. Ryder noted that the water depth in this location depending on rain could be 2-3 inches, so it is VERY shallow. There was discussion about the rip rap type and placement and the use of a barge boat, which may or may not work given the depth in this location. Construction is proposed in 2022, ROW and utility work is expected in 2021. So, 2022 would see the bulk of construction.

It was noted that whoever the contractor is would need to come to a scheduled Con.Com. meeting to discuss construction specifics, since these details are being left to the contractor to determine. Mr. Demers asked about the replacement of the watermain from Peter's Ave to Hager Pond noting that it has failed multiple times over the years. Mr. DiPersio, city engineer, who was also present, said they are anticipating replacing the watermain and that this will be bid with the rest of the project. Mr. Demers also asked if they found concrete under the asphalt. Mr. Tyler and Mr. DiPersio both indicated that yes, at Peters Ave, near Jo-Len there is some, the engineers do have a good handle on that. But most of it will be staying in place and they'll only remove what they need too. To remove all the concrete would be cost prohibitive. Mr. DiPersio also noted they may install a dry sewer at the end of the gravity sewer so it's there for future use. Mr. Dunbar noted that there is an area near Burger Kind that puddles regularly and wondered if this was going to be addressed. Mr. Williams noted that the farmer at the Sudbury town line has been making a mess of Rte. 20 and wondered if they had a road opening permit. Ms. Ryder noted that she will follow up on this too.

Ms. Ryder noted that with the pond being so shallow near the inlet, it might be worth doing some silt removal along the edge of the riprap slope and create a better channel for flow. Over the years lots and lots of road sand has made this part of the pond very very shallow. Parts of the year, the ducks don't even get their bellies wet.

Mr. Tyler and Ms. McArthur agreed to look into the questions raised and provide responses and asked to be on the meeting of May 7th. The Commission did a roll call vote to continue the hearing to the May 7th meeting: Edward Clancy – yea; William Dunbar- yea; Karin Paquin-yea; John Skarin – yea; David Williams- yea; and Dennis Demers- yea. The vote was unanimous 6-0.

Notice of Intent – Continuation

Poirier Dr. - The City of Marlborough DPW

Tom DiPersio, City Engineer, was present and explained that they have revised the plans based on the last meeting which shows the meandering sidewalk, so now there will be a sidewalk on both sides of the street. All crosswalks will also be speed tables to help with safety on this roadway. Drainage has been designed to accommodate the additional parking spaces and drains to the new detention basin. A landscape plan is also provided to work on replacing some of the trees that were removed. Mr. Dunbar asked about the large boulders that have been stockpiled across the street and if some of them can be placed back along the meandering sidewalk. Mr. DiPersio indicated they will look into that. Mr. Clancy noted that he had inspected the erosion controls and that work has begun on the site outside the 100' buffer zone and things look in order. There being no further questions, Mr. Clancy declared the hearing closed. He requested that Ms. Ryder draft conditions for review at the next meeting.

Certificates of Compliance:

- DEP 212-1035 41 Boivin Dr. (Lot 12)- Ms. Ryder indicated that a fence still needs to be installed, once this is done the Commission can consider the request.

Discussion:

- Marlborough Public School – Area of Holt's Grove for an educational rope course. Mr. Clancy noted that he has been approached by the school to see if the ropes course that was removed for the new elementary school, could be located on the city's Holts Grove Conservation Land. Ms. Ryder and Mr. Clancy will look to get clarification from the superintendent to see what they are looking for and where.

- Special Permit request under the Floodplain and Wetland Protection District – 339 Boston Post Rd. East (former Magee Farm) – Before the Zoning Board of Appeals on April 14, 2020. Ms. Ryder noted that 339 Boston Post Rd. will be on the next agenda scheduled for April 14th. The Commission will then be able to make recommendation to the ZBA after that review.

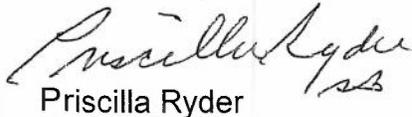
Other Business,

- Mr. Williams asked if anyone knew what was happening to the property at 1017 Hemenway St. Extension. Ms. Ryder indicated she would check. Mr. Demers confirmed that it was illegal to bury stumps in Marlborough.

Next Meeting – April 16th and May 7th, 2020; both will likely be virtual meetings.

Adjournment: There being no further business, on a motion to adjourn from Mr. Skarin and seconded by Ms. Paquin the following was the unanimous 6-0 roll call vote: Edward Clancy – yea; William Dunbar- yea; Karin Paquin-yea; John Skarin – yea; David Williams- yea; and Dennis Demers- yea;

Respectfully submitted,



Priscilla Ryder

Conservation Officer

CITY OF MARLBOROUGH
CONSERVATION COMMISSION

Minutes

April 16, 2020 (Thursday)

RECEIVED
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CITY OF MARLBOROUGH

Virtual meeting:

Due to the Covid-19 virus pandemic, participation for this meeting was virtual via the "Microsoft Teams" platform. IT director Mark Gibbs and IT staff Scott Parmenter assisted with the technical aspect of the meeting.

To start the meeting: Chairman Clancy read into the record the following: *"This meeting is being held virtually Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the **Marlborough Conservation Commission will be conducted via remote participation.** The public may participate in this meeting via Remote Participation: A link to the website for the meeting is provided on the Conservation Agenda posted on the City's website on the City Calendar and on the Conservation Commission website at least 48 hours prior to the meeting. **To access the City web site go to: <https://www.marlborough-ma.gov/>** and choose calendar and click on the April 16th meeting date.*

Roll Call by voice vote was as follows: Present: Edward Clancy – yea; John Skarin – yea; Karin Paquin-yea; Dennis Demers- yea; William Dunbar- yea; David Williams- yea; and Allan White- yea; Also present was Priscilla Ryder - Conservation Officer.

Meeting logistics: Ms. Ryder went over the virtual meeting logistics as this was the second Virtual meeting that the Commission was holding. She muted all participants and asked that they unmute themselves either using the microphone icon on their screens or the *6 if on a phone, when it was time to present. Or for abutters, when they were prompted to provide input or ask questions

Public Hearings:

Notice of Intent - Continuation

339 Boston Post Rd. - James Driscoll, WP Marlborough MA Owner, LLC

On audio for the applicant the following people were present: David Robinson and Carlton Quinn from Allen and Major Associates; Tim Moran and Michael Beliner from Waypoint Real Estate Investments and Scott Goddard and Tim McGuire from Goddard Consulting, and Brian Falk from Mirick O'Connell.

Mr. Moran explained that they are proposing to construct a 4 multi-family residential building, garages, pool, associated parking lot, dog park and a community garden within the wetland buffer zone, Bordering Land Subject to Flooding, and Riverfront Area on the land at 339 Boston Post Rd. (a.k.a. MaGee Farm and more recently Heritage Farm, LLC). He has had two meetings with the site plan review committee and will need permits from Zoning Board of Appeals and City Council as well. He asked Mr. Robinson, his engineer to provide the details to the project.

Mr. Robinson noted that the wetlands have been delineated and approved by the Commission through an Order of Resource Area Delineation (ORAD). The buildings proposed would be 4 stories in 4 free standing buildings for a total of 188 units. They are providing parking for 2 spaces per unit. 6 garages will be provided as well. The project does impact the floodplain which will require requesting a variance from the Zoning Board of Appeals. In addition to City Council Special Permit, they will need to file with MEPA, MDOT and Site Plan review for permits.

The site is designed to control all stormwater through subsurface infiltration drainage systems to meet the stormwater standards. The design also includes a pool, outdoor grill, bocce and

corn hole yard, community garden and a dog park. He introduced Scott Goddard to discuss the wetland impacts.

Mr. Goddard indicated that there will be no impact to the Bordering Vegetated wetland and that most of the 20' wetland buffer zone is protected as well. There is impact to both the Riverfront Area (RFA) and Bordering Land Subject to Flooding (Floodplain) which will be mitigated. The existing cart path which was the old trotting track will remain in place which will have a 5' wide pavement to make it accessible. The new development is in the Riverfront Area which is 13 acres and previously degraded area is 1 acre. Given that they calculate that 1.3 acres of the Riverfront Area can be altered which is 10% of the Riverfront Area as allowed in the regulations. A small portion of the floodplain is to be filled, however as allowed this filling will be compensated with a net increase in the flood storage on the site, so the floodplain impacts should be mitigated in excess of what is needed. He also noted there is a small isolated wetland, Isolated Land Subject to Flooding (ILSF) in the field, which is not jurisdictional to conservation, but may require a 401-water quality certificate. He noted that they do not yet have a DEP file number and still need to provide the Bordering Land Subject to Flooding (BLSF) proposed planting plan and wildlife study.

Mr. Clancy asked whether this was a fill site and if a construction sequencing plan could be provided. Mr. Robinson said yes, they will be bringing in fill to raise the site, and that a construction sequence plan will be provided. Mr. White and Mr. Demers both asked if the soil had been tested and if there were any test pits done. They are concerned with past use as a vet clinic where sometime large animals who died were buried out back. He was also asking about the location of the water table and lowest elevation of any building or structures. Mr. Clancy asked about floodplain elevations and replacement, also the timeline for construction – (which was noted by the applicants to be 14 months from start to finish.) He also noted that the applicant should coordinate with MDOT regarding reconstruction of Rte. 20.

Mr. Williams asked where snow storage was planned. Mr. Robinson indicated he would provide this next time. But noted that all excess snow would need to be removed from site. Mr. Dunbar asked about the pool location and grading. Ms. Paquin, Mr. Dunbar and Mr. White both asked about the dog park location and nutrient loads - a more detailed design will be needed. Mr. Demers asked about the remote satellite parking area and how people would access this without a sidewalk. He also noted that there is too much building on such a small marginal parcel and suggested they look at reducing the scope. Ms. Ryder read into the record three comment letters the Commission received. The first from the Mass. Department of Conservation Recreation, letter dated received March 9, 2020, RE: 339 Boston Post Rd. East (Dog Park). water quality and this stream being a tributary to the Sudbury Reservoir (copy in file, e-mail from Victoria Rule, manager of the site - dated April 8, 2020, and Joel of 22 Westminster Dr.

Mr. Clancy opened the meeting up to questions:

- Mr. Jose Echaniz from Helen Dr. noted that the stream behind his house already sees a lot of water during rain events. He expressed concern that such a project would increase or change the water in his back yard. They cannot take any additional water.
- A chat message from Todd indicated that he was concerned about increases in traffic due to this project, and if the proposed dog park is for the general public.

- Mr. Clancy noted that more information regarding impact to wetland and flood storage needs to be discussed further at next meeting.
- Ms. Ryder noted that with climate change, the predictions are that more intense storms with higher volumes are predicted and that this project should incorporate those newer volume predictions, so that this project is protected for future storms predicted.
- Mr. Clancy also requested that they work with MDOT to ensure that the additional drainage from the roadway upgrades are incorporated into this design as well.

There being additional information for the applicant to provide, Mr. Clancy entertained a motion which was seconded by Ms. Paquin to continue the hearing to the next meeting on May 7, 2020. On a roll call vote: Edward Clancy – yea; John Skarin – yea; Karin Paquin-yea; Dennis Demers- yea; William Dunbar- yea; Dave Williams- yea; and Allan White- yea. It was unanimously passed.

Notice of Intent – Continuation

43 Red Spring Rd. - James Morin

Mr. Morin of New England Classic Engineering, presented a plan on behalf of the homeowner to replace the existing single-family home and upgrade the septic system next to Ft. Meadow Reservoir. The plan provided is the septic system plan showing the location of the house and the proposed septic system in relation to the adjacent stream and the Ft. Meadow Reservoir lakeside. The new home will be 45' away from the lake and 27' away from the stream at their closest points. They will be removing approximately 12 trees; they meet the 20' wetland set back. The new house will be 2 stories, 3 bedrooms. The old building will be removed and the area regraded. There is an existing well which will need to be tested and approved by the BOH, the current cess pool will be decommissioned per BOH requirements. Once permits are issued, they hope to start construction from start to finish should take about 12 months. Ms. Paquin asked about re-landscaping as a lot of trees are being removed. Mr. Demers noted that this is a septic system plan and the Commission needs a full site plan which shows the grading around the house, the exact location and conditions (paved or gravel) of the driveway, etc. He also wanted more information about what was happening to overhead utility lines. Mr. Dunbar would like to see the final grades where the old house is to be removed. Mr. White would like the well tested sooner than later. Ms. Ryder noted that the landscape plan should include plantings between the driveway and stream to create a better wetland buffer. Mr. Moran said he would provide a plan showing all these changes noted by the Commission including any decks or steps needed to the house which he could have available for the next meeting on May 7th. Chairman Clancy entertained a motion to continue this hearing to May 7th, which was seconded by Mr. Demers and unanimously approved through the roll call vote as follows: Edward Clancy – yea; John Skarin – yea; Karin Paquin-yea; Dennis Demers- yea; William Dunbar- yea; David Williams- yea; and Allan White- yea.

Notice of Intent

Farm Rd. (Map 73, Parcels 14 & 15A) - Michael Downey - The New England Center for Children, Inc.

Present were Attorney William Pizzoni from Day Pitney LLP; and Vito Colonna from *CONNORSTONE ENGINEERING, INC.* Michael Downey from NECC was also present. Mr. Pizzoni provided a brief overview of the project which is designed to be a residential building to house a 27-bed facility for severely autistic students aged 5-20. These students will go to school in Southborough during the day and sleep

at this location at night or when not able to travel. He then turned it over to Mr. Colonna to provide the details. The project is 7.6 acres and lies across the road from the old airport. It has wetlands and floodplain on the property; however, the proposed project will not impact any of that. The building is setback from the roadway and is more than 25' from the wetlands. The building has one main stem which will have a basement and have two wings with only crawl spaces under the wings. They did test pits and the soil is sandy and very permeable. The area is quite flat right now so the site should be a balanced site. They are proposing infiltration systems to address the drainage and anticipate it will all be infiltrated, and the discharge pipe will only see action during severe storm events. Mr. Clancy asked what the groundwater elevations were in this area. Mr. Colonna stated that test pits at 12' deep were not showing any groundwater which is well below the slab and cellar locations. If they were to encounter ground water, they would provide a dewatering detail.

Mr. Clancy also asked about the walkway around the building and if that needs to be accessible to fire department. If it does, then the plans will need to be adjusted as this is within Conservation jurisdiction. He also noted he'd like to see what the fence will look like between the Valchius land and this property. Also, will there be a kitchen or cafeteria? Mr. Colonna said he'd provide a planting plan at the next meeting and no there is no kitchen, prepared food will be brought in.

- Mr. Demers asked about the fencing between the properties and what ages the students would be.
- Mr. Dunbar asked the history of the site and how much was fill and asked about the discharge pipe and the riprap there.
- Ms. Paquin asked how the walkways would be treated in the winter and the use of salt.
- Mr. Williams asked to see the snow storage locations on the plans
- Mr. Clancy asked for review of the rain garden plantings
- Mr. White asked about how close the basement floor elevation was to the groundwater table. Ms. Ryder noted that inspection ports are needed on the underground systems to aid in inspections. (at this point Mr. Demers was disconnected from the meeting due to technical difficulties)

Mr. Colonna answered these questions, the snow dump locations and planting plan will be shown on the landscape plan to be provided. The riprap at the end of the drainage pipe is intended to protect the slope, although he doubts much will be discharged given the porous soils, the Operation and Maintenance plan will be provided and will have information about the salting and sanding operation on parking lot and sidewalks- since the site is relatively flat plowing and shoveling will be the primary snow removal, salt will be used minimally during ice conditions etc.

Chairman Clancy then asked if there were any residents who wanted to speak.

- Mr. Nelson Chute an abutter said he was just interested in the project but had no specific questions.
- Abutters from 712-730 Farm Rd. self-standing condos noted several comments: 1) that they have some restrictions from conservation attached to their property which prohibits them from paving the end of their cul-de-sac, will this new development have similar constraints? 2) they have concerns with traffic from this project and across the

street; 3) there are lots and lots of animals that use this area, they have seen coyote, deer and other wildlife which will be forced out of this area if it's built.

There being no further discussion, the applicant asked to continue the hearing to the May 7th agenda to provide the information discussed. On a motion made by Mr. White, seconded by Mr. Clancy, the motion to continue the hearing to May 7th was unanimous 6-0 with the following voice roll call: Edward Clancy – yea; John Skarin – yea; Karin Paquin-yea; Dennis Demers- was disconnected so no vote; William Dunbar- yea; David Williams- yea and Allan White- yea.

Notice of Intent

Roosevelt St. (Map 55, Parcel 50) - Carlos Marcolino

David Cowell, Dan Bremser and Jacob Lemuex all from Hancock Associates were present representing the owner. Mr. Cowell explained that they are presenting only one house on this street tonight, there are two house lots at the end of this street. The wetlands were flagged and follow an intermittent stream just off the property line. The stonewall is the property line. They have designed the house to be 50' away from this wetland area to meet the requirements of the Water Supply Protection District. The plans show erosion and sediment control and a stormwater management plan, which is unusual for a single-family house, but because it is a water supply area the DEP 401 water quality permit does not allow for discharge, so it is all being recharged. Chairman Clancy asked how much of the lot will be cleared and if any trees will remain, he also had questions about tying into the sewer. Mr. Cowell explained that trees do absorb water but most of them will be removed and the runoff will be infiltrated. Mr. Bremser indicated that they have worked with the engineering department on a sewer force main system which will pump into a system in the street which has been approved. Mr. Lemuex explained the system will pump up Roosevelt St. into Fry St. and each house will have its own pump system. Mr. Clancy asked for some additional information for this system and how they will be maintained. Mr. Bremser and Lemuex will provide.

Mr. White asked the following: 1. the drainage system in Roosevelt St. and if the existing catch basins could be shown. 2. He noted that the wetland flags were not clearly marked so these need to be shown on the plan as well as in the field. 3. He noted that this area is an important wildlife corridor and he'd like to see the plans show this lot in reference to the larger area and Millham Brook too, so the big picture can be seen as this all flows to the city's drinking water supply so extra care must be taken; and 4) a construction sequencing plan should be provided to be sure the site is controlled during construction.

Mr. Dunbar noted that he saw lots of non-native invasive plants in this lot during his site visit, how are these to be addressed?

Mr. Bremser and Mr. Cowell will address all these issues on the plans for the next meeting: additional details, construction sequencing, treatment of invasive plants and planting plan, and sewer information from city engineer.

Our IT crew read a chat question (from the virtual chat feature for the meeting):

- John Snyder: 1) will Roosevelt St. remain a dead end? 2) How many units? 3) What happens if the sewer fails? Mr. Bremser explained that it will remain a dead end and will have a

turnaround; it is a single-family house; and sewer failures will back up into the houses, so they will know to address it.

- Ann an abutter: 1) with high elevation of Elm St. and the back of Antico's building what will be the effect of runoff on this area with this new building? The answer was that there should be no change as the stream will still convey that water and isn't being altered.

There being no further questions for the evening, on a motion from Mr. White, seconded by the Chairman, the hearing was continued to May 7th, by a unanimous vote of the voice roll call: Edward Clancy – yea; John Skarin – yea; Karin Paquin-yea; Dennis Demers- was disconnected so no vote; William Dunbar- yea; David Williams- yea; and Allan White- yea.

Draft Order of Conditions:

- Poirier Dr. – The City of Marlborough DPW – Ms. Ryder noted she was not able to draft these in time; this was continued to the May 7th meeting.

Correspondence/Other Business:

- Letter from DCR – received date March 9, 2020 RE: 339 Boston Post Rd. East (Dog Park)- read into record on above hearing.
- Letter from Wood Environment & Infrastructure Solutions, Inc. dated March 12, 2020 RE: Vegetation Management Plan – CSX Transportation Inc. Railroad rights of way in Massachusetts- Commission accepted and placed on file.

Authorization to sign:

Ms. Ryder noted that the City Solicitor, Jason Grossfield has reviewed language that DEP and other commissions are using to allow for conservation agents with due authorization of the Conservation Commission to add electronic signatures reflecting votes of Commissions at each meeting during this Covid-19 emergency and providing an ink signature on the documents that must be recorded at the registry of deeds to meet both DEP and the Registry filing requirements. This would only apply during this emergency and would be nullified once the emergency is lifted. After some brief clarification, the Commission on a motion from Mr. White and seconded by the Chairman, the Commission voted by roll call vote unanimously to approve the authorization to sign. Roll call vote was as follows: Edward Clancy – yea; John Skarin – yea; Karin Paquin-yea; William Dunbar- yea; David Williams- yea; and Allan White- yea. (Dennis Demers- was disconnected so no vote)

Next Meeting – May 7th and May 21st, 2020- meetings will be virtual until the COVID-19 Emergency is lifted, and we are permitted to meet in person again.

Adjournment – There being no further business, on a motion from Allan White and seconded by Edward Clancy, the unanimous roll call vote was as follows: Edward Clancy – yea; John Skarin – yea; Karin Paquin-yea; William Dunbar- yea; David Williams- yea; and Allan White- yea. (Dennis Demers- was disconnected so no vote) the meeting was closed at 9:19 PM.

Respectfully submitted:


Priscilla Ryder
Conservation Officer

Marlborough Public Library Board of Trustees

Meeting Minutes

March 3, 2020

Bigelow Auditorium, Marlborough Public Library

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2020 APR 30 P 3:10

Meeting called to order by Tom Abel at 7:04pm

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

Also Present: Margaret Cardello, Library Director

Documents Reviewed/Referenced:

1. Agenda
2. Minutes from the February 4, 2020 meeting
3. Trust Fund/State Aid reports for February 2020
4. Director's Report
5. FY21 Budget Request

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the February 4, 2020 meeting was passed (Brewin/Bloomquist).*
2. **Trust Fund Reports:** *A motion to approve the Trust Fund Reports for February 2020 was passed (Brewin/Bloomquist).*
3. **Director's Report:** (see attached for more details)
 - Staffing continues to be a pressing issue. There are currently four open positions, including one that has been vacant since August, which have been very difficult to fill due to the low pay scale. The rate for part-time clerks is below minimum wage for Massachusetts.
 - The project to update job descriptions, many of which have not been updated for at least a decade, is nearing completion. These descriptions will more accurately reflect the new skills and experience required in today's modern libraries.
 - Fourteen staff members voluntarily took part in NARCAN training sessions which were held on 2/26 and 2/27.
 - Margaret provided several updates regarding the library renovation project:
 - Four public design review sessions were held in February. The architects and project managers told Margaret that the number of people who attended these sessions was much higher than they have seen in other

communities, which is a reflection of the high level of interest and excitement in Marlborough about the library renovation. All attendee feedback was collected, and the project team will be reviewing various aspects of the design based on the input.

- Margaret has continued to meet with a variety of experts to map out requirements for security, voice, data, wireless, AV, and other needs for the new facility.
 - Bids for demolition work were opened on 2/20. DPW/Facilities is evaluating the proposals.
 - The City's Site Plan Review Committee will be updated on the project at their March 3 meeting.
- Margaret submitted the FY21 Library budget on February 28. MPL's minimum appropriation requirement for state certification is \$1,000,000, and we are required to spend 13% (\$130,000) on library materials. Margaret increased the library materials line from \$106,000 to \$115,300 in order to meet this requirement.

4. **Committee Reports:**

- Marlborough Public Library Foundation:
 - The Rotary Club of Marlborough has generously increased their pledge from \$5,000 to \$25,000.
 - MPLF Chair Nena Bloomquist updated the Trustees on fundraising efforts, noting that the Foundation hit a major milestone by securing over \$500,000 in gifts and pledges to date.

5. **Old Business:**

- The board discussed the process and schedules for reviewing essays submitted by applicants for the MPL Trustees scholarship for graduating high school students.

6. **New Business:**

- There was no new business at this meeting.

7. **Adjournment:** *A motion to adjourn passed at 8:59pm (Rustin/Brewin)*

Minutes submitted by Janice Merk.