

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 NOV 22 P 12: 08

1. Minutes, City Council Meeting, November 13, 2017.
2. Communication from Mayor re: OPEB transfer request in the amount of \$1,100,000.00 which moves funds from Undesignated to OPEB Trust to ensure continual investment in the City's future fiscal stability.
3. Communication from Mayor re: Undesignated Stabilization transfer request in the amount of \$1,100,000.00 which moves funds from Undesignated to City's Undesignated Stabilization account to ensure the City's fiscal stability.
4. Communication from Mayor re: IT transfer request in the amount of \$282,100.00 which moves funds from PEG account to IT Equipment account to improve the IT Department's information technology infrastructure.
5. Communication from Mayor re: Fire Station Study transfer request in the amount of \$40,000.00 which moves funds from Undesignated to Capital Outlay to conduct a Fire Station study.
6. Communication from Mayor re: Proposed Lodging House Ordinances to comprehensively regulate lodging houses.
7. Communication from City Solicitor, Donald Rider, re: request for Executive Session to discuss pending litigation concerning a land use request involving property off Boston Post Rd.
8. Apex Sign Request, European Wax Center, 115 Apex Dr., Unit H, Order No. 16/17-1006443.
9. Apex Sign Request, Planet Fitness, 21-F Apex Dr., Order No. 16/17-1006443.
10. Communication from Global Companies, LLC the owner of the gas station and convenience store located at 656 Boston Post Rd., seeking relief from notification to abutters via certified mailing for Sign Permit, Order No. 17-1007068.
11. Communication from Amy Lynch, Signarama, on behalf of Halfway Café, 820 Boston Post Rd., seeking relief from notification to abutters via certified mailing for Sign Permit, Order No. 17-1007069.
12. Minutes, Conservation Commission, September 21, October 19 & November 2, 2017.
13. Minutes, Planning Board, October 30, 2017.
14. Minutes, School Committee, September 26, October 10 & 24, 2017.
15. Minutes, Council on Aging Board, October 10, 2017.
16. Minutes, Library Board of Trustees, October 3, 2017.
17. Minutes, Cultural Council, November 13, 2017.
18. Minutes, Traffic Commission, September 26, 2017.
19. CLAIMS:
 - a. Philip Maurice, 218 West Hill Rd., other property damage.

REPORTS OF COMMITTEES:

UNFINISHED BUSINESS:

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.



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 NOV 21 A 10:57

**CITY OF MARLBOROUGH
OFFICE OF CITY CLERK**

Lisa M. Thomas
140 Main St.
Marlborough, MA 01752
(508) 460-3775 FAX (508) 460-3723

NOVEMBER 13, 2017

Regular meeting of the City Council held on Monday, November 13, 2017 at 8:00 PM in City Council Chambers, City Hall. City Councilors Present: Clancy, Juairé, Oram, Ossing, Robey, Doucette, Tunnera, Irish and Landers. Absent: Delano & Elder. Meeting adjourned at 8:50 PM.

ORDERED: That City Council President recognized the following of Boy Scout Troop 2 for their Citizenship and Community Merit Badges, **FILE**; adopted.

Andrew Fisher
Andre Coullard
Carson Byrnes
Brandon Proteau

ORDERED: That the Minutes of the City Council meeting OCTOBER 30, 2017, **FILE**; adopted.

ORDERED: That the Public Hearing on the Petition of AT & T to deploy one small cell site which will be mounted on existing utility pole at 96 East Main Street, Order No. 17-1007033, all were heard who wish to be heard, hearing recessed at 8:22 PM.

Councilors Present: Doucette, Tunnera, Irish, Clancy, Landers, Juairé, Oram, Ossing & Robey.
Absent: Delano & Elder.

ORDERED: That the Public Hearing on the Petition of AT & T to deploy a small cell site which will be mounted on existing utility pole at 28 Concord Rd., Order No. 17-1007055, all were heard who wish to be heard, hearing recessed at 8:25 PM.

Councilors Present: Doucette, Tunnera, Irish, Clancy, Landers, Juairé, Oram, Ossing & Robey.
Absent: Delano & Elder.

ORDERED: That the Public Hearing on the Petition of AT & T to deploy one small cell site which will be mounted on existing utility pole at 96 East Main Street, Order No. 17-1007033, all were heard who wish to be heard, hearing recessed at 8:28 PM.

Councilors Present: Doucette, Tunnera, Irish, Clancy, Landers, Juairé, Oram, Ossing & Robey.
Absent: Delano & Elder.

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Grant Acceptances from MassDEP Sustainable Materials Recovery Program & Small Scale Initiatives Program to Department of Public Works in the amount of \$10,800.00 which incentivizes municipalities to improve recycling programs; adopted.

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Gift Acceptance from Marlborough Country Club to the Police Department in the amount of \$5,600.00 which will be used for supplies and training for K-9 program; adopted.

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Gift Acceptance from the Lions Club to Department of Public Works in the amount of \$3,801.00 to purchase a Murdock Drinking Fountain to install at Ghiloni Park; adopted.

ORDERED: That the Communication Other Post-Employment Benefits (OPEB) Trust Update, **FILE**; adopted.

ORDERED: That Communication from City Solicitor, Donald Rider, re: Application for Special Permit, CJG Enterprises, Inc., in its capacity as manager of Tiger Cat Properties, LLC, 487 Lincoln St., Cozy Café, in proper legal form, **MOVE TO ITEM 16**; adopted.

ORDERED: That the Department of Public Works be authorized to plow and remove snow from the following ways during the 2017-2018 snow season, in accordance with the provisions of Massachusetts General Laws Chapter 40 Section 6C, provided that said way be of such construction and condition that, in the opinion of the Commissioner of Public Works, said plowing can be safely and conveniently accomplished, **APPROVED**; adopted.

Allis Road – Walker Brook Estates, off Framingham Road
Bemis Road – Walker Brook Estates, off Framingham Road

ORDERED: That the Communication from the Planning Board re: Proposed Zoning Amendment, Section 650-5, 48 & 17, Self Storage Facilities, **FILE**; adopted.

ORDERED: That the Communication from Keegan Werlin LLP, on behalf of Department of Public Utilities, Notice of Filing, Public Hearing, Procedural Conference & Request for Comments, **FILE**; adopted.

ORDERED: That the Minutes, Planning Board, October 16, 2017, **FILE**; adopted.

ORDERED: That the Minutes, Other Post-Employment Benefits (OPEB) Trust Board, October 18, 2016, **FILE**; adopted.

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

- a. Lisa McNally, 212 Glen St., other property damage.

Reports of Committees:

THERE WERE NO REPORTS OF COMMITTEE.

ORDERED:

**SPECIAL PERMIT
TIGER CAT PROPERTIES, LLC
c/o CJG ENTERPRISES INC.**

**CITY OF MARLBOROUGH
CITY COUNCIL ORDER NO. 16/17-1006735H**

The City Council of the City of Marlborough hereby GRANTS the Application for Special Permit of Applicant, as provided in the Decision and subject to the following findings of fact and conditions.

EVIDENCE

1. The Applicant, CJG Enterprises, Inc., is a duly organized and existing Massachusetts Corporation with a principal place of business at 24 Union Avenue, Suite 28, Framingham, MA 01702 (the "Applicant").
2. The property owner is Tiger Cat Properties LLC, a duly organized Massachusetts Limited Liability Company (the "Owner"). The Applicant is the Owner's manager.
3. The location of the proposed project is 487 Lincoln Street, Marlborough, MA and more particularly identified on the City of Marlborough Assessor's Maps as Parcel 186 on Plate 68, and furthermore particularly described in deeds recorded with the Middlesex South District Registry of Deeds, Book 64590, Page 519 and 524 (the "Site").
4. The Applicant seeks a multi-family dwelling Special Permit to construct nine (9) residential Garden style apartment units consisting of two (2) pre-existing bedroom units, three (3) studio units in the renovated portion of the existing structure and four (4) one-bedroom units in the proposed addition on the Site (the "Project").
5. The total number of bedrooms in units proposed is nine bedrooms.
6. All units will be market rate rental units with marketing to young professionals in the greater Marlborough area.
7. The Applicant is acting on behalf of the Owner for purposes of this Special Permit Application (the "Application").
8. The front portion of the property is located in zoning district Business B and the back of the lot is located in Residence B, both of which allow multifamily dwellings subject to the grant of special permit.

9. The Building Commissioner, acting on behalf of the City Planner, provided a Certificate of Completeness of Application as required by Paragraph 7 of the Rules and Regulations of Application/Petition for Special Permit by the City of Council under the Marlborough Zoning Ordinance, Chapter 650-59.
10. The Applicant has complied with all the Rules and Regulations promulgated by the Marlborough City Council as they pertain to the Application for a Special Permit to convert the current structure at the Site and construct nine (9) residential Garden style apartment units on the Site.
11. A public hearing was held on December 5, 2016, in compliance with the requirements of the Code of the City of Marlborough and by the provisions of M.G.L. Chapter 40A, as amended, and all necessary abutters were provided notice as required by law, as certified by the Office of the Board of Assessors of Marlborough. The time for the City Council to take final action on the Application was timely extended by the parties' agreement to March 14, 2017 and further to April 25, 2017, June 6, 2017, September 12, 2017 and December 19, 2017.
12. The Applicant presented oral testimony and demonstrative evidence at the public hearing that the Project meets all applicable Special Permit criteria provided by M.G.L. Chapter 40A, as amended, and the Code of the City of Marlborough including, without limitation, Article V, Section 650-18, Paragraph A, Subparagraph 4, including generally Section 650-59, and that the use sought and its impact and characteristics are not in conflict with public health, safety, convenience and welfare and not detrimental nor offensive so long as the conditions, safeguards or limitations imposed herein are complied with.
13. Three site plan review meetings were conducted with the Site Plan Review Committee on September 6, 2016, February 7, 2017 and June 6, 2017.
14. The Site Plan submitted with the Application is entitled, "Proposed Residences at 487 Lincoln Street, Marlborough, MA", Prepared for CJG Enterprises, Inc., 24 Union Avenue, Framingham, MA 01702; Owned by Tiger Cat Properties, LLC, 24 Union Avenue, Framingham, MA 01702; Prepared by Bruce Saluk & Associates, Inc., Civil Engineers & Land Surveyors, 576 Boston Post Road East, Marlborough, MA 01752, scale 1' = 20', dated December 12, 2015, last revised July 5, 2017, (the "Plan"), attached hereto as "Attachment A".
15. The Architectural Plans submitted with the application are entitled "Proposed Multi-Family Residences 487 Lincoln Street, Marlborough, MA, James MacDonald, Maple Avenue Design, dated August 8, 2017" (the "Architectural Plans") are attached hereto as "Attachment B".

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

The City Council, pursuant to its authority under M.G.L. Chapter 40A and the City of Marlborough Zoning Ordinance, Chapter 650, makes the following findings of fact and **GRANTS** the Applicant a Special Permit for a multi-family dwelling in the existing structure and proposed addition thereto, **SUBJECT TO THE FOLLOWING CONDITIONS:**

FINDINGS OF FACT

1. The Applicant has complied with all the Rules and Regulations promulgated by the Marlborough City Council as they pertain to the Application for a Special Permit to renovate and construct a multifamily structure consisting of nine (9) residential Garden style apartment units on the Site.
2. The Marlborough City Council finds that all necessary fees for the proposed Special Permit have been paid.
3. The Marlborough City Council finds that the Application was properly completed and filed by Applicant, and that all necessary abutters were provided notice as required by law, as certified by the Office of the Board of Assessors of Marlborough prior to Application submission.
4. The Plan accompanying said Application was completed in accordance with the all applicable Rules and Regulations.
5. The Summary Impact Statement filed with said Application is sufficient for said Application and that no further studies or requirements are necessary.
6. The City Department reports as required by the Code of the City of Marlborough have been received and incorporated as deemed appropriate by the said Marlborough City Council into this final decision.
7. The Marlborough City Council finds generally that the use sought by Applicant and its impact and characteristics is not in conflict with the public health, safety, convenience and welfare and is not detrimental or offensive to the neighborhood; and further, that the use of the Site for nine (9) residential Garden Style apartment units in a multi-family dwelling complex is appropriate for the Site and is in harmony with, and does not derogate from, the intent and purpose of M.G.L. Chapter 40A and/or the Code for the City of Marlborough.
8. The Marlborough City Council therefore **GRANTS** to the Applicant a Special Permit to construct (9) residential Garden style apartment units on the Site, pursuant to its authority under M.G.L. Chapter 40A and the Code of the City of Marlborough, with the following conditions:

CONDITIONS

- A. The Marlborough City Council conditions its approval on subsequent Site Plan Review and approval as provided under Chapter 270 of the City Code entitled *Building and Site Development*. The Plan may be subject further to modification by the Site Plan Review Committee to the extent allowed by the Code of the City of Marlborough. Other conditions and limitations may be imposed at the time of the final Site Plan Approval by said Committee, which are not inconsistent with any term or condition attached to this Special Permit.
- B. The Applicant will work with the Site Plan Review Committee to coordinate any minor cosmetic and mutually acceptable modifications to the Project and/or Site to make the same more consistent in appearance so as to fit into the neighborhood.
- C. The Site will be improved by adding a sidewalk and sight lines in and out of the Site.
- D. Snow storage will be to the rear of the Site with any excess amount not being able to be stored to be removed expeditiously in accordance with Massachusetts DEP Regulations for removal.
- E. Structures will be refurbished for a higher value rating of insulation and up to date energy efficient appliances will be installed.
- F. The proposed reduction in lot coverage from 89% to 79% will reduce Site runoff and improve the site drainage condition.
- G. The Project will be protected by an automatic sprinkler system under a NFPA Section 13R installation due to the low water pressure in the area.
- H. Construction of the nine (9) multifamily Garden style apartment units is to be in accordance with all applicable building codes currently in effect in the City of Marlborough.
- I. The existing sewer & water service connections to the existing building shall be replaced with new service connections. A fire service connection will also be provided.
- J. The architectural design of the renovated existing structure and addition will be consistent with the plans and renderings, including the Architectural Plans, furnished by Designer, James Macdonald, Maple Ave. Design, Sudbury, MA.
- K. The exterior paint scheme and tones of the building will be gray and white as evidenced by renderings furnished to City Council.
- L. Granite counter tops or an equivalent will be installed in the kitchen together with stainless steel appliances.
- M. The flooring in the kitchen area will be quality ceramic tiles and the apartment unit flooring will be engineered hardwood floor.
- N. The exterior features of the multi-family structure will be maintained in good condition, as will the landscaping which will also be consistent with plans and representations made to the City Council.

- O. All storage for tenants will be located in the individual rental units. No commercial storage nor tenant storage will be allowed elsewhere in the building including the basement for fire safety purposes.
- P. Washers and dryers will be located in an area between the existing building and the addition and will be available to tenants on a daily basis.
- Q. The exterior of the original building facing Lincoln Street will include a plaque indicating the historical nature of the activities at the site of the Cozy Café.
- R. In accordance with the provisions of M.G.L. c. 40A, § 11, the Applicant at its expense shall record this Special Permit in the Middlesex South District Registry of Deeds after the City Clerk has certified that the twenty-day period for appealing this Special Permit has elapsed with no appeal having been filed, and before the Applicant shall apply to the Building Commissioner for a building permit concerning the Project. Applicant shall provide a copy of the recorded Special Permit to the City Council's office, the Building Commissioner's office, and the City Solicitor's office.
- S. All work performed at the Site shall be in compliance with this Special Permit decision. No other building or construction shall occur or happen without a change or modification of this Special Permit.
- T. Applicant shall provide side yard and rear yard fencing and landscaping as depicted on the revised Plan which shall include trees to the front portion of the landscaped area together with other plantings.
- U. No outdoor grilling or cooking will be permitted on the Site, and lease documents will so specify this prohibition for fire safety purposes.
- V. The Site Plan shows one parking space that was eliminated so as to improve internal lot turning and motor vehicle access.
- W. Applicant, in conjunction with the Owner, and in consideration of the historical and iconic nature of the original neighborhood café structure, will feature brass lanterns on the front façade together with a brass plaque in recognition of the historic nature of the site and to ensure that the structure redesign and façade are commensurate with the historic nature of the neighborhood.

Yea: 9 – Absent: 2

Yea: Doucette, Tunnera, Irish, Clancy, Landers, Juairé, Oram, Ossing & Robey.

Absent: Delano & Elder

ORDERED: Be it ordained by the City Council of the City of Marlborough that the Code of the City of Marlborough, as most recently amended, be further amended as follows.

1. In Section 650-35 A.(2.), by deleting “43.6 acres” and replacing with “45.2 acres”.
2. By Amending Exhibit A of Section 650-35 to include the following additional parcels:

Assessors Map 78, Parcel 14A
Assessors Map 78, Parcel 23

3. In Section 650-35 E.(1).(i.), adding the following language to the end of the Section:

“, except that nothing in this Section shall be deemed to prohibit or limit the existing drive-through facility on Assessors Map 78, Parcel 23, nor to prohibit or limit the existing dedicated driveway with a curb cut onto a public way located on Assessors Map 78, Parcel 23, the same being preexisting conditions which shall continue to be allowed notwithstanding anything contained in the HRMUOD to the contrary, however said existing drive-through facility and existing dedicated driveway with a curb cut onto a public way shall remain subject to Section 650-12.”
4. In Section 650-35 E.(1).(j.), adding the following language to the end of the Section:

“, except that nothing in this Section shall be deemed to prohibit or limit the existing drive-through facility on Assessors Map 78, Parcel 14A, nor to prohibit or limit the existing dedicated driveway with a curb cut onto a public way located on Assessor Map 78, Parcel 14A, the same being preexisting conditions which shall continue to be allowed, notwithstanding anything contained in the HRMUOD to the contrary, however said existing drive-through facility and existing dedicated driveway with a curb cut onto a public way shall remain subject to Section 650-12.”
5. In Section 650-35 E.(2).(a.), adding the following language to the end of the Section:

“, expressly excluding drive-through facilities located on Assessors Map 78, Parcel 23, which facilities are existing and shall not require a Special Permit under this Section,

however, said existing drive-through facilities shall remain subject to Section 650-12.

6. In Section 650-35 E.(2.)(b.), adding the following language to the end of the Section:
“, expressly excluding drive-through facilities located on Assessors Map 78, Parcel 14A, which facilities are existing and shall not require a Special Permit under this Section, however said existing drive-through facilities shall remain subject to Section 650-12.”
7. In Section 650-35 E.(2.)(d.), adding the following language to the end of the Section:
“, excluding so-called Dry Cleaning drop stores where no dry cleaning is performed on premise, which shall be permitted in the HRMUOD as of right.”
8. In Section 650-35 H., insert a new paragraph 9 as follows:
“Lawful signage which exists on the date of approval of this amendment to Section 650-35 H. at or on Assessor’s Map 78, Parcel 14A and Assessors Map 78, Parcel 23 shall continue to be allowed, notwithstanding anything contained in the HRMUOD to the contrary, however any changes or alterations to said existing signage, whether on or outside of the buildings located on said parcels, including any freestanding signs, shall be in conformity with Section 650-35 H. and subject to approval of the City Council.”

APPROVED; adopted.

October 30, 2017

First Reading, suspended; Second Reading, adopted; Passage to Enroll, adopted; Passage to Ordain; adopted.

Councilor Oram opposed to passage in one evening. This item was placed on the agenda for the next City Council meeting on November 13, 2017.

November 13, 2017

There was a voice vote approval of 9-2 (Councilor Delano and Elder were absent).

ORDERED: There being no further business, the regular meeting of the City Council is herewith adjourned at 8:50 PM.



City of Marlborough
Office of the Mayor

Arthur G. Vigeant
 MAYOR

RECEIVED
 CITY CLERK'S OFFICE
 OF MARLBOROUGH

Margaret J. Milano
 EXECUTIVE AIDE

140 Main Street

2017 NOV 21 P 2:19

Marlborough, Massachusetts 01752

Patricia Bernard
 EXECUTIVE SECRETARY

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

www.marlborough-ma.gov

November 21, 2017

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

Re: Transfer Request – OPEB Trust

Honorable President Clancy and Councilors:

Please find enclosed for your review a transfer request in the amount of \$1,100,000.00 from our Undesignated Fund ("Free Cash") to the OPEB Trust.

As I indicated in my letters to you regarding the OPEB Trust balance and certification of free cash, I have submitted for your approval a transfer to OPEB in accordance with our financial policies.

Our polices require annual transfers to ensure that we continue investing in our future fiscal stability. I'm proud of our work together. Our stabilization fund is growing, we are paying down our pension liability, and taking steps to lower our OPEB liability.

Thank you for your consideration.

Sincerely,

Arthur G. Vigeant
 Mayor

Enclosure

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Mayor

FISCAL YEAR: 2018

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$11,229,104.00</u>	<u>\$1,100,000.00</u>	<u>10000</u>	<u>35900</u>	<u>Undesignated Fund</u>	<u>\$1,100,000.00</u>	<u>87500</u>	<u>35900</u>	<u>OPEB Trust</u>	<u>\$7,694,947.56</u>
	Reason:	<u>Transfer funds to OPEB trust</u>							
	Reason:								
	Reason:								
	Reason:								
	<u>\$1,100,000.00</u>	<u>Total</u>			<u>\$1,100,000.00</u>	<u>Total</u>			

Department Head signature: _____

Auditor signature: _____

Comptroller signature: _____

[Handwritten Signature]
[Handwritten Signature]



City of Marlborough
Office of the Mayor

Arthur G. Vigeant
 MAYOR

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 CITY OF MARLBOROUGH
Patricia J. Milano
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140 Main Street

Marlborough, Massachusetts 01752

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

www.marlborough-ma.gov

2017 NOV 21

10:21
Patricia Bernard
 EXECUTIVE SECRETARY

November 21, 2017

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

Re: Transfer Request – Undesignated Stabilization

Honorable President Clancy and Councilors:

Please find enclosed for your review a transfer request in the amount of \$1,100,000.00 from our Undesignated Fund ("Free Cash") into the City's Undesignated Stabilization Account to ensure the City's fiscal stability.

This transfer will come from our free cash account as we continue utilizing these funds available in free cash to improve our financial stability. Our Financial Polices state that the City will transfer ten percent of free cash into our Undesignated Stabilization account each year. This transfer will meet this threshold.

Thank you for your consideration.

Sincerely,

Arthur G. Vigeant
 Mayor

Enclosure

11/15/2017

CITY OF MARLBOROUGH
BUDGET TRANSFERS –

DEPT: Mayor

FISCAL YEAR: 2018

FROM ACCOUNT:

TO ACCOUNT:

Available
Balance

Amount

Org Code

Object

Account Description:

Amount

Org Code

Object

Account Description:

Available
Balance

\$11,229,104.00

\$1,100,000.00

10000

35900

Undesignated Fund

\$1,100,000.00

83600

32925

Undesignated Stabilization

\$11,188,578.50

Reason:

To increase undesignated stabilization funds

Reason:

Reason:

Reason:

Reason:

\$1,100,000.00

Total

\$1,100,000.00

Total

Department Head signature:

Auditor signature:

Comptroller signature:

[Signature]
[Signature]
[Signature]



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. Viceant
 MAYOR
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Patricia Bernard
 EXECUTIVE SECRETARY

November 21, 2017

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

Re: Transfer Request – IT Department

Honorable President Clancy and Councilors:

Please find enclosed for your review a transfer request in the amount of \$282,100.00 from our PEG Funds Account to the IT Equipment account in the IT Department for investments in our information technology infrastructure.

The PEG Fund Account is revenue from fees assessed to cable companies for rights to operate in the City of Marlborough. In the past, these revenues have been used by the IT Department to fund ongoing updates to our IT infrastructure, purchase new software, and invest in new hardware. The City Council, beginning in Fiscal Year 2018, must approve all transfers out of the account.

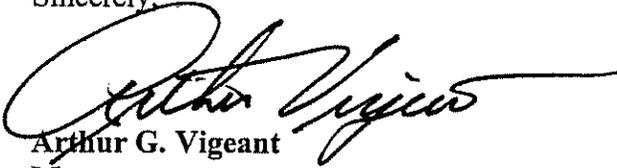
The attached letter from IT Director Mark Gibbs contains additional information, but these investments include:

1. \$160,000.00 for replacing outdated network switches and wireless antennae
 - a. These funds will be supplemented through E-Rate Category 2 funding. Under the federal E-rate program (the Schools and Libraries Program under the direction of the Federal Communications Commission), projects are funded at an 80/20 ratio. 80 percent of the funding is federal, 20 percent is local.
2. \$15,100.00 for Microsoft Surfaces for the City Council
3. \$5,000.00 for a new HD screen for the School Committee room.
4. \$27,000.00 for a Fortinet Authenticator which will provide increased cybersecurity for the Westerly and Easterly treatment plants. It will also enable filtering of school Chromebook devices when they are not on our network.
5. \$10,000.00 for phone replacements in City Hall.
6. \$50,000.00 for new software that logs all changes to any file on our server. This crucial software will enable our staff to troubleshoot problems more efficiently and improve our cybersecurity.
7. \$15,000.00 for ongoing equipment replacements, such as computers, monitors, laptops, and printers.

Please do not hesitate to contact me with any questions and I look forward to discussing this with you further along with IT Director Mark Gibbs.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Arthur Vigeant". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Arthur G. Vigeant
Mayor

Enclosure



City of Marlborough
Marlborough Public Schools
Information Technology

140 MAIN STREET
 MARLBOROUGH, MASSACHUSETTS 01752
 TEL. (508) 480-3763
 mgibbs@marlborough-ma.gov



November 15, 2017

TO: Mayor's Office
FROM: Mark Gibbs, Information Technology Director

Mayor,

I am requesting the use of some PEG funds for some upcoming projects. Below is a list of projects and their projected costs.

1. Replacing all outdated network switches and wireless antennas with new Aruba HP equipment and Aerohive antennas. 80% of this project's funding will use e-rate category 2 funding. The city's cost will be \$160,000.00.
2. 12 Surface laptops for the City Council at a total cost of \$15,100.00.
3. Purchase and installation of an HD screen for the school committee room for a total cost of \$5,000.00.
4. The purchase of a Fortinet Authenticator, SSO (single sign on), Chromebook licenses and 2 firewalls for DPW West and East treatment plants. This a 2-fold project that will: a) implement 2 step authentication for DPW East & West treatment plants to further secure the highly secure SCADA Systems for remote management of the water treatment plants and, b) enable Chromebook filtering for the students that bring their Chromebooks home with them. The cost of this project is \$27,000.00. Ongoing costs of approximately \$3,000 per year would covered by the IT school operations budget.
5. Replacing all phones in city hall with IP phones at a total cost of \$10,000.
6. Purchase Splunk logging software. We currently don't have a central logging application to keep track of logins, file changes and change management events. This is necessary for us to more easily audit how users are using the network and its services for security purposes. This application costs \$50,000 to purchase and \$4,000 per year for maintenance fees or we can rent the software for \$24,000 per year.
7. \$15,000 for miscellaneous hardware purchases such as replacement computers, monitors, laptops and printers.

Project	Total
1	160,000
2	15,100
3	5,000
4	27,000
5	10,000
6	50,000
7	15,000
Total	282,100

Please feel free to contact me with any questions or concerns. I can be reached at 508-460-3763 or mgibbs@marlborough-ma.gov.

Sincerely,

Mark Gibbs,
Information Technology Director

11/20/2017

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: IT

FISCAL YEAR: 2018

FROM ACCOUNT:

TO ACCOUNT:

Available
Balance

Amount

Org Code Object

Account Description:

Amount

Org Code Object

Account Description:

Available
Balance

\$320,856.97

\$282,100.00

27000099 47750

Receipts Reserved-PEG Funds

\$282,100.00

19300006 58618

IT Equipment

\$0.00

Reason:

Use PEG funds for upcoming projects and various equipment purchases

Reason:

Reason:

Reason:

\$282,100.00

Total

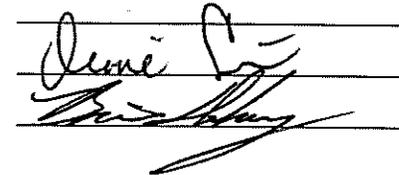
\$282,100.00

Total

Department Head signature:

Auditor signature:

Comptroller signature:





City of Marlborough
Office of the Mayor

Arthur G. Vigeant
 MAYOR

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH
Robert J. Milano
 EXECUTIVE AIDE

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

2017 NOV 21 P 2:20
Patricia Bernard
 EXECUTIVE SECRETARY

November 21, 2017

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

Re: Transfer Request – Fire Station Study

Honorable President Clancy and Councilors:

Please find enclosed for your review a transfer request in the amount of \$40,000.00 from the Undesignated Fund ("Free Cash") to a Capital Outlay account for a Fire Station Study. These are mitigation funds that were included in the development agreement for the Apex Center.

My office and Chief Breen have been reviewing similar studies in other communities and potential consultants. We expect to have a consultant under agreement before the end of the year.

I have been assembling a committee, which will include Councilor Peter Juare, to be responsible for working with our consultant and analyzing needs for a station in Marlborough, focusing on the west side of the City.

I have identified most members, and will send a complete list of the committee to you once it is complete. Thank you for your consideration of this transfer request and look forward to working with you, our residents, and our consultant on investing in our public safety facilities.

Sincerely,

Arthur G. Vigeant
 Mayor

Enclosure



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
Stacy J. Milano
EXECUTIVE AIDE
2017 NOV 21 P 2:19
Patricia Bernard
EXECUTIVE SECRETARY

November 21, 2017

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

Re: Lodging House Ordinance

Honorable President Clancy and Councilors:

Please find enclosed for your review and approval two proposed ordinances to more comprehensively regulate lodging houses in the City of Marlborough. These proposals are based on ordinances in communities such as Salem and Brookline and they will increase the yearly licensing fee as well as the standards and safety of rooming houses that operate in Marlborough.

As you are well aware, a fire, which has been deemed arson, closed the McDonald House. After firefighters and inspectors had the opportunity to inspect the building, code violations were identified for repair.

Our rooming houses must be held to a higher standard in order to provide safe living quarters to their guests. The enclosed ordinance proposes to do this by clearly identifying a set of minimum standards that they must meet to receive their license to operate. These standards will be inspected on a regular basis by City inspectors in Inspectional Services, the Fire Department, the Board of Health, and other departments as necessary.

Thank you for your consideration and I look forward to discussing with you further. In the meantime, please do not hesitate to contact me with any questions.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosure

ORDERED:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY INSERTING INTO CHAPTER 315 THE FOLLOWING:

35) Lodging Houses and Boardinghouses \$100 Building Commissioner and his designee
(Chapter 421)

AND BE IT FURTHER ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY INSERTING A NEW CHAPTER 421, AS FOLLOWS:

CHAPTER 421: Lodging Houses and Boarding Houses

§ 421-1 Authority and Scope

The following ordinance concerning lodging houses and boardinghouses has been adopted by the City Council pursuant to the provisions of Massachusetts General Laws ("M.G.L.") Chapter 140, as amended. Any and all licenses issued by the Licensing Board shall be governed by, and subject to the Licensee's compliance with all applicable federal, state and local laws, regulations and by-laws, including but not limited to the M.G.L., regulations of the Licensing Board, the ordinances of the City of Marlborough, all applicable building, fire prevention, zoning, health and sanitary codes, and any conditions the Licensing Board imposes on specific licenses. Where there is conflict between these ordinances and a condition on the license, the condition shall govern unless it is inconsistent with the law.

§ 421-2 Definitions

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Boarder, lodger, boardinghouse, lodging house, boarding unit, lodging unit shall have the same definitions as provided in § 650-5 of the City Code; consistent therewith, where the words lodging house are used, they shall also mean boardinghouse.

Licensee shall mean that person(s) or entity listed on the lodging house license and the owners of the land and building where the lodging house is operated.

§ 421-3 Application for a New or Renewed License

Prior to a new or renewed license being issued, Licensees and first-time applicants for a lodging house license shall request advisory reports from the Police Department, Fire Department, Collector, Board of Health, and Building Department, which advisory reports Licensees or first-

time applicants shall furnish to the Licensing Board. The Licensing Board may deny an application for renewal of a license where there is cause for doing so. The Licensee's, or first-time applicant's, failure to comply with any federal, state or local law, regulation, or ordinance may be cause for denial of the application. This includes, but is not limited to, the ordinances of the City of Marlborough, state and local health regulations, the state Building Code, and the state Fire Code.

§ 421-4 New or Newly Renovated Facilities and Existing Licensed Facilities:

- A. New and renovated lodging houses must comply with all applicable State and Local Codes, Rules and Regulations in effect at time of construction.
- B. Consistent with and as may be permitted by Building Code, Fire Code, and Health Code, respective City officials may establish more flexible standards than certain provisions of this ordinance, applicable to existing facilities previously licensed as lodging houses, so long as they conform with applicable code requirements in effect at the time of construction or rehabilitation.

§ 421-5 Responsibilities of Licensee:

The Licensee shall be responsible for the proper supervision, operation, and maintenance of the lodging house in accordance with the requirements of this ordinance and all other pertinent laws, regulations and ordinances. The appointment of an agent shall in no way relieve the Licensee from responsibility for full compliance with the law.

§ 421-6 Agent(s)

- A. If the Licensee, because of health, other employment, non-residence on the premises of the lodging house, frequent or extended absences from the lodging house or other reason, is unable to exercise proper supervision of the lodging house, he/she shall designate one or more agent(s) to carry out all or part of his/her responsibilities.
- B. If, for any reason, an agent ceases to exercise his/her responsibilities, the Licensee shall at once notify the Licensing Board, Board of Health, Building Department, Fire Department and Police Department and take immediate steps to provide proper interim supervision and obtain a suitable replacement.
- C. The agent(s) shall be available on a 24-hour basis and must post his/her telephone numbers (including cell phone number) and beeper number, as applicable, in a location accessible to lodgers.

§ 421-7 City Inspections

- A. City inspections of licensed lodging houses shall be made on an annual basis by authorized inspectional departments to determine compliance with applicable state and local laws, regulations and codes, and upon request pursuant to §25 of M.G.L. c. 140, as amended.

- B. Annual inspections shall be made on week-days during normal City business hours. In addition, inspections may be made at other times (including but not limited to evenings and weekends) to investigate complaints or non-compliance issues. Inspections may include all areas occupied, used or controlled by the Licensee and within the structure containing the licensed premises, including rented and unrented units and other occupied and non-occupied space.
- C. Inspections shall be conducted in conformity with applicable federal, state and local law. Facilities requiring re-inspection are subject to applicable re-inspection fees.
- D. City officials shall, pursuant to an inspection under this ordinance or any other regulation or law, refer all violations of this ordinance and any other ordinance, regulation or law, whether federal, state, or local, which said officials are authorized to enforce, to the Licensing Board. All referrals to the Licensing Board shall also be mailed by first class mail to the Licensee and to the Licensee's agent, if any.

§ 421-8 Minimum Standards

- A. These regulations are minimum standards intended for the maintenance and enforcement required for the protection of health, safety and welfare of all persons concerned. If there is any conflict with state or local law, the stricter provision shall apply.
- B. All lodging houses shall comply with the requirements of Article II of the State Sanitary Code, Minimum Standards of Fitness for Human Habitation, which is incorporated herein by reference, and with the requirements of these regulations, whenever they are in addition to or more stringent than the requirements of Article II of said code.
- C. Licensees must have inspections performed by a licensed pest control operator (PCO) every 6 months (unless ordered to do so more frequently by the Health Department). PCO inspection reports must be kept on file for review. Inspections must include, but not be limited to, bed bugs, insects, and rodents. The licensee must take appropriate action to address any findings by the PCO. Licensees that can demonstrate long-term occupancy by a majority of the residents (greater than one year continued occupancy) may request a waiver of this inspection requirement. Waivers will be applied for and approved by the Director of Public Health.
- D. The Licensee and his/her agent(s) shall comply with Chapter 406, Littering, of the City Code, and all other state or local regulations and laws pertaining to the proper storage, collection and disposal of waste. Responsibilities of the Licensee and agent(s) include, but are not limited to, the following:
 - (1) Storing garbage and trash in watertight, rodent-proof receptacles with tight-fitting covers;
 - (2) Providing to lodgers as many receptacles as are sufficient to contain accumulation of all garbage and trash before collection for disposal;

- (3) Locating garbage and trash containers in an area where objectionable odors will not enter any boarding or lodging unit;
- (4) Removal of dumpster waste as frequently as necessary to prevent overflow, windblown trash and garbage, rodent infestation, and odors.

§ 421-9 Supervision

Licensees and their agent(s) shall:

- (1) Exercise due care in the selection of lodgers;
- (2) Inspect all common areas at least daily and all occupied rooms at least monthly and at every change of lodger to ensure that all such areas are in a clean and orderly condition and in compliance with Licensee's electrical use policy and regulations pertaining to obstruction of egress, cooking in rooms, and other health and safety hazards;
- (3) Post a schedule of inspections, for the purposes of notifying lodgers, at least forty-eight hours prior to said inspections. Posting of the schedule for inspections shall not apply in the case of an emergency;
- (4) Ensure that lodgers dispose of trash and garbage properly, and that lodgers store food items in a sanitary manner;
- (5) Ensure cleanliness of rooming units and common areas, if any;
- (6) Ensure an unobstructed path of egress from entry door to fire escape, particularly in exit rooms, stairs and hallways;
- (7) Ensure compliance by lodgers with Licensee's electrical use policy, and prohibit the use of candles and other items that requires burning to be used (incense, odor oils, etc.);
- (8) Prohibit the use of portable heaters;
- (9) Take whatever steps are necessary to prevent lodger(s) from repeatedly violating Licensee's rules or the requirements of this ordinance, or any other law or regulation, up to and including eviction; and
- (10) Comply with any other provisions or requirements as may be required by any department or board of the City of Marlborough.

§ 421-10 Automatic Fire Alarm System, Sprinkler Systems, Carbon Monoxide Protection

- A. All lodging houses shall be equipped with automatic smoke or heat detectors, an automatic sprinkler system, carbon monoxide alarms, carbon monoxide detectors and combination smoke/carbon detectors. The design, installation, and performance of said systems, alarms and detectors shall be in accordance with the state Building Code, the state Fire Code, NFPA and all applicable laws and regulations.
- B. The Licensee shall be responsible for the care and maintenance of all fire protection systems, including equipment and devices, to insure the safety and welfare of the lodgers. Installation of, or modification to, any automatic fire protection system shall require a permit from the Fire Department.

- C. Fire protection systems shall not be disconnected or otherwise rendered unserviceable, for purposes including but not limited to repair and maintenance, without first notifying the Fire Department.
- D. As part of the annual Fire Department inspection, all lodging houses must submit to Fire Department annual Fire Alarm and Sprinkler System tests.

§ 421-11 Penalty

- A. Refusal, neglect or failure to comply with any section of this ordinance shall be cause for a fine imposed pursuant to and in conformity with Chapter 315 of the City Code, and/or to the penalties imposed by M.G.L. c. 140 § 22, *et seq.*, as amended, where applicable, and/or such other provisions of law including but not limited to the state Sanitary Code, Fire Code, and Building Code, ordinances of the City of Marlborough and other regulations and fines applicable to the particular violation.
- B. The Licensee's refusal, neglect or failure to comply with any federal, state or local law, regulation, or ordinance including, but not limited to, this ordinance and nay other ordinance of the City of Marlborough, the state Sanitary Code, Fire Code, and Building Code, and any other local codes and regulations may be cause for denial, suspension or revocation of a license by the Licensing Board, and/or a fine as above.

ADOPTED
 In City Council
 Order No 17-
 Adopted

Approved by Mayor
 Arthur G. Vigeant
 Date:

ORDERED:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT ARTICLE IV, SECTION 328-4 OF THE CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

Delete from Article IV, §328-4 of the Code of the City of Marlborough, entitled Fee Schedule for Other City Departments, the fee amount of "\$50.00" respecting Lodging Houses (M.G.L. c. 140, § 34) and insert in place thereof the fee amount of "\$500 for first 20 lodging units" and "\$50 per additional lodging unit over 20".

ADOPTED
In City Council
Order No 17-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:



City of Marlborough
Legal Department

140 MAIN STREET

MARLBOROUGH, MASSACHUSETTS 01752

TEL. (508) 460-3771 FACSIMILE (508) 460-3698 TDD (508) 460-3610

LEGAL@MARLBOROUGH-MA.GOV

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH
 DONALD V. RIDER, JR.
 CITY SOLICITOR
 CYNTHIA M. PANAGORE GRIFFIN
 ASSISTANT CITY SOLICITOR
 ELLEN M. STAVROPOULOS
 PARALEGAL

2017 NOV 21 P 3:39

November 21, 2017

Edward Clancy
 President
 Marlborough City Council

RE: Executive Session Request –
 Land Use Request Involving a Property Off Boston Post Road

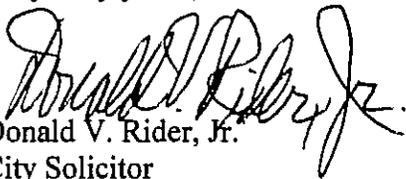
Dear President Clancy and Members:

I respectfully ask for an executive session with the Council on Monday evening to discuss pending litigation concerning a land use request involving a property off Boston Post Road.

I have enclosed a proposed motion, which includes re-convening in open session.

Thank you for your attention to this matter.

Very truly yours,


 Donald V. Rider, Jr.
 City Solicitor

Enclosure (Motion)

MOTION:

It is moved, in conformance with MGL c. 30A, § 21(a)(3), that the Marlborough City Council conduct an executive session for the purpose of discussing strategy in pending litigation concerning a land use request involving a property off Boston Post Road, as an open meeting may have a detrimental effect on the litigating position of the City of Marlborough and the City Council, and the chair hereby declares that an open meeting may have that effect.

It is further moved and stated that the City Council will re-convene in open session after the executive session.



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

RECEIVED
SEP 25 2017
BY RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2017 NOV 13 A 10:52

Date: 9/20/17

Permit No. BP-2017-001216

Address/Location of Sign 115 Apex Drive Unit H Marlborough, MA 01752

Name of Business European Wax Center

Name of Owner of Business Terri Radley Telephone 508-523-4234

Type of Sign: (check off which applies)

Flat Wall Free Standing Awning Banner Projecting

Does this site have a Special Permit YES NO

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

Dimensions Sign:

Length 12' 10.25" Width 5.5' Height (Free Standing) 41.75" Area 44.7 sq ft

Location of Sign on Bld. North South East West

Dimensions Façade:

Length 20' Width 9.5' Area 190 sq ft

Terri Radley Signature of Responsible Party Telephone 508-523-4234

Installer Company SignArt Inc. Telephone 781-322-3785

Ed@signartboston.com
Email

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

[Signature] Signature Date 8/21/17

Cost of Sign(s) to 500.00 Permit Fee \$ 50.00

PROPOSED INSTALLATION LOCATION



FRONT ELEVATION

- FACE-LIT / BACK-LIT LED CHANNEL LETTERS

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X



60 SHARON ST. • MALDEN, MA 02148 • 781-322-3785

www.signartboston.com

SALESMAN
Ed Spinney

DRAWN BY
HRG 9-20-17

CUSTOMER
European Wax Center- Marlborough

SCALE
AS SHOWN

APPROVED BY

PROPOSED CURRENT CONDITION OF BUILDING



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X



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www.signartboston.com

SALESMAN
Ed Spinney

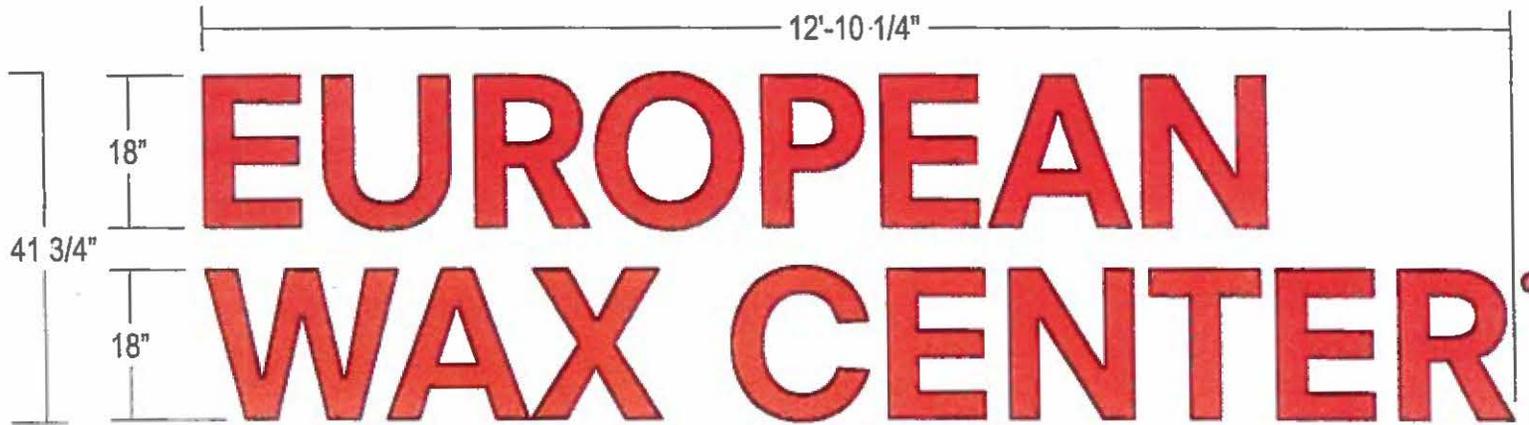
CUSTOMER
European Wax Center- Marlborough

SCALE
AS SHOWN

APPROVED BY

DRAWN BY
HRG 9-20-17

PROPOSED SET OF CHANNEL LETTERS



Face-lit LED Channel Letters - Cap 18" LC 18" Stroke 3" / 3-7/8"
 Overall Length: 12'-10 1/4" Overall Height: 41-3/4" Total Sq. Feet: 44.72

M&I (1) SET OF FACE-LIT/BACK LIT LED CHANNEL LETTERS. LETTERS WILL HAVE PERFORATED VINYL ON THE FACES TO SHOW BLACK DURING THE DAY AND ILLUMINATED WHITE AT NIGHT. BACKS TO HAVE RED VINYL APPLIED TO CLEAR ACRYLIC WITH WHITE LEDS. LETTERS ARE MOUNTED TO BUILDING FACADE WITH SPACERS. SEE BELOW FOR COLOR SPECIFICATIONS.

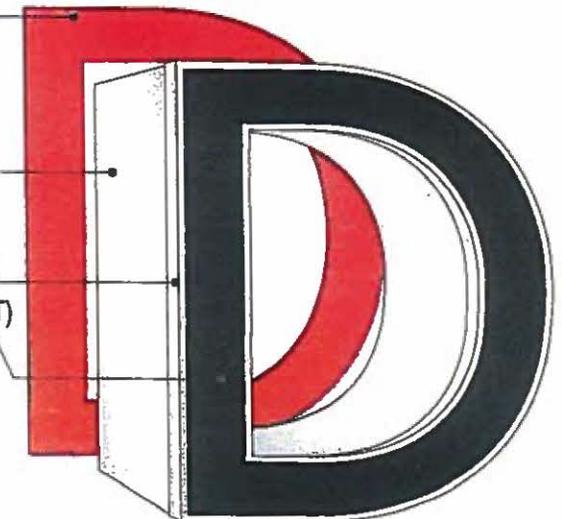
Colors - Fabrication	Colors
Face: WHITE	Face: DAY/NIGHT PERF
Returns: BRUSH ALUM	Outline: N/A
Trim/Mylar: BRUSH ALUM	Vinyl
Backs: CLEAR W/ CALON #53 CARDINAL RED TRANS. VINYL	
Raceway: N/A	
Lighting: WHITE LED's	
Storefront: TBD	Trim: TBD

RED TRANSLUCENT VINYL APPLIED TO CLEAR ACRYLIC BACKS

BRUSHED ALUM. RETURNS

BRUSHED ALUM. TRIM CAPS

PERFORATED (DAY/NIGHT) VINYL ON FACE



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X



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www.signartboston.com

SALESMAN
Ed Spinney

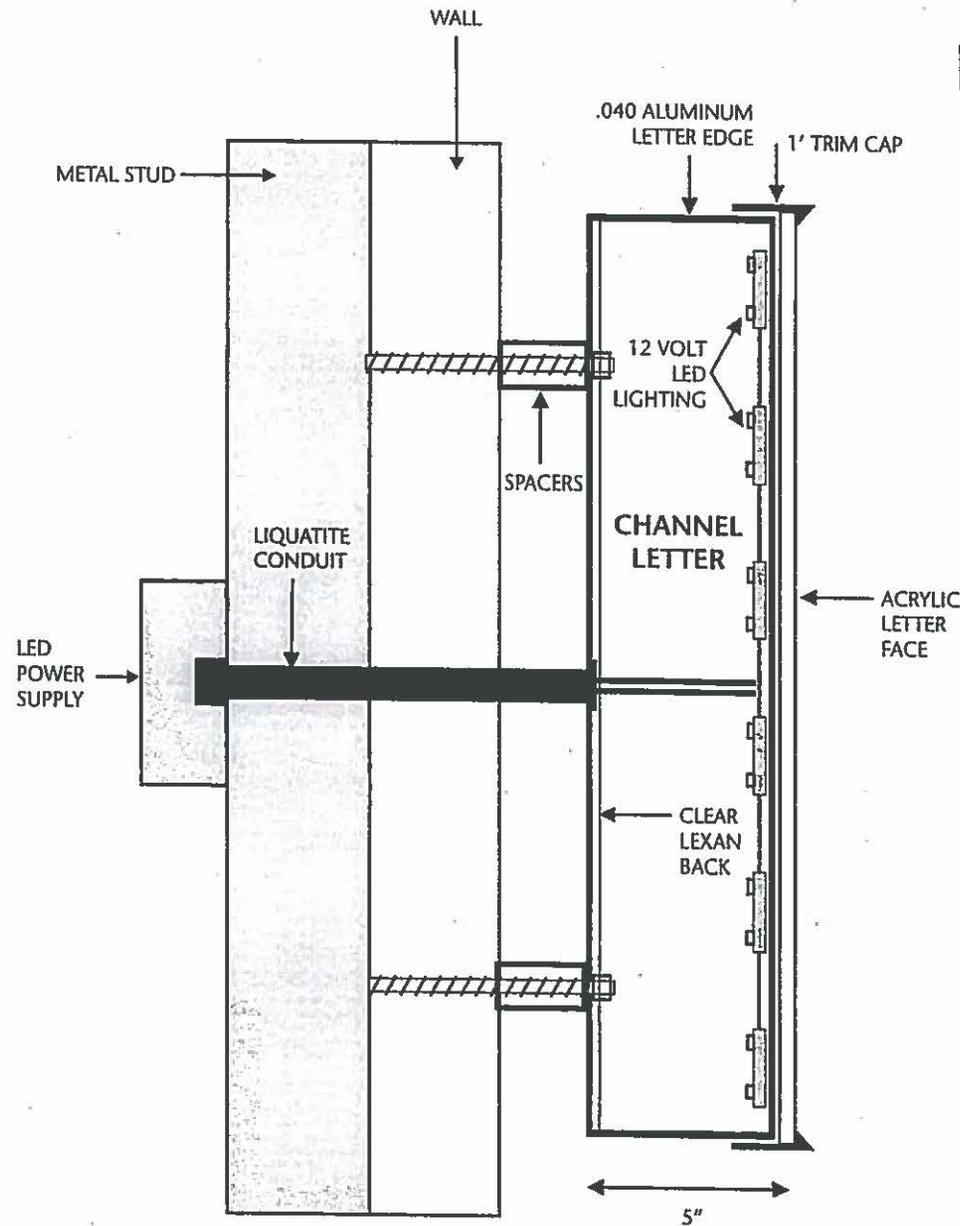
CUSTOMER
European Wax Center- Marlborough

SCALE
AS SHOWN

APPROVED BY

DRAWN BY
HRG 9-20-17

MOUNTING DIAGRAM



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X



60 SHARON ST. A MALDEN, MA 02148 A 781-322-3785

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SALESMAN
Ed Spinney

CUSTOMER
European Wax Center- Marlborough

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HRG 9-20-17



ViewPoint
SIGN AND AWNING

35 Lyman Street
Northboro, MA 01532

508 393-8200
508 393-4244 Fax
signs@ViewPointSign.com
www.ViewPointSign.com

**INTERIOR/EXTERIOR
SIGNAGE**

- Electric
- Architectural
- Dimensional
- Wayfinding
- Channel Letters
- LED/Neon
- Electronic Message Centers
- Digital Graphics

AWNINGS

- Commercial
- Backlit
- Canvas
- Retractable

SIGN SERVICE

**ARCHITECTURAL
METAL FABRICATION**

VEHICLE GRAPHICS

MEMBERS

- Massachusetts Sign Association
- Rhode Island Sign Association
- International Sign Association
- Northeast States Sign Association
- North East Canvas Products Association
- Industrial Fabrics Association International

October 6, 2017

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 NOV 16 P 12: 21

*City of Marlborough
Building Department
140 Main St.
Marlborough, MA 01752*

Re: Planet Fitness (Apex) - 21-F Apex Dr.

Hello!

Attached please find an application and associated documents for a permit for a new wall sign located at the address specified above. The drawings are based on the development's standards.

Please let me know what the fee is and I can send you a check as quickly as possible. I have included a self addressed, pre-stamped envelope for the permit once it is issued.

Please feel free to call me with any questions or issues. I appreciate your help with this project - I look forward to hearing from you!

Best Regards,

*Lauren Cronin
Permit Manager
Viewpoint Sign and Awning
35 Lyman St
Northboro, Ma. 01532
508-393-8200 x21
LCronin@viewpointsign.com*



City of Marlborough

BUILDING DEPARTMENT

140 Main Street
Marlborough, Massachusetts 01752

Date: 10/6/17 Permit No. _____

Address/Location of Sign 21 APEX DR

Name of Business PLANET FITNESS

Name of Owner of Business PLANET FITNESS - BRIAN KARLIK Telephone 508 579 8267

Type of Sign: (check off which applies)

Flat Wall Free Standing Awning Banner Projecting

Does this site have a Special Permit YES NO

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

Dimensions Sign:

Length 25' Width 7' Height (Free Standing) _____ Area 175 SQ FT.

Location of Sign on Bld. North South _____ East _____ West *(BASED ON CONCEPT DRAWING)*

Dimensions Façade:

Length _____ Width _____ Area _____

JEFF WHITE Signature of Responsible Party Telephone 978-799-4289

Installer Company VIEWPOINT SIGN & AWNING Telephone 508 393 8200 x21

LCRONING@VIEWPOINTSIGN.COM Email

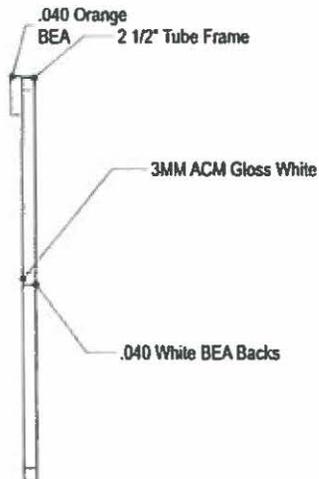
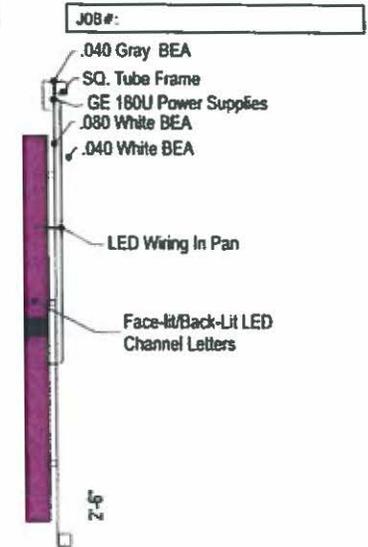
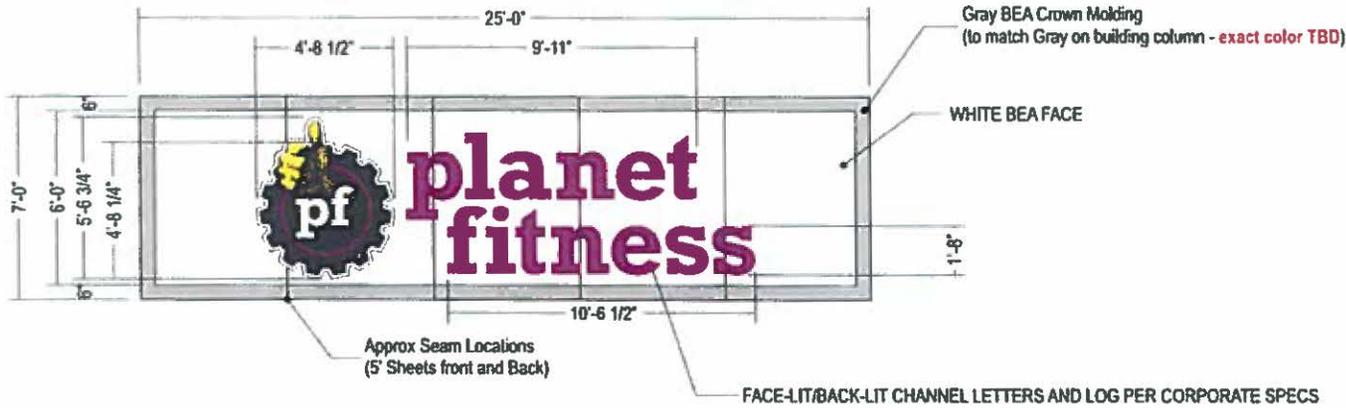
I hereby declare that I have the authority to request this permit and that the statements and information provided are true and accurate to the best of my knowledge and belief as well as to conform to the City's current Sign Ordinance and MA State Building Code, signed under the pains and penalties of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

Lauren Cronin Signature Date 10/6/17

Cost of Sign(s) \$16,000 Permit Fee \$ _____

Apex: 978-799-4289
 Jeff White
 jwhite@aventures.net

ITEM B - FACE-LIT/BACK-LIT LED CHANNEL LETTERS ON BACKER PAN
 SCALE: 1/4"=1'-0"



COLORS FABRICATION - LETTERS
 FACES: White Acrylic w/ Vinyl Overlay
 RETURNS: .040" PTM PMS2415C Magenta 5" Deep
 TRIMCAP: 1" Magenta to Match PMS 2415C or 2" with metal J-clips as required
 BACKS: Clear Polycarbonate scratched
 RACEWAY: As Required PTM Sign Band - Backfit not available without backer plates

COLORS FABRICATION - LOGO
 FACES: White Acrylic or Sign grade Polycarbonate Where required w/ digital print App.
 RETURNS: .040" Gloss Black BEA 5" Deep
 TRIMCAP: 1" Black or 2" Black with metal J-clips as required
 BACKS: Clear Polycarbonate scratched
 RACEWAY: As Required PTM Sign Band - Backfit not available without backer plates

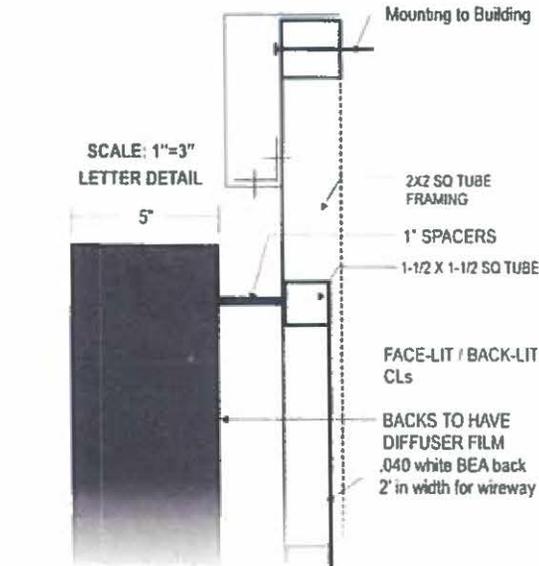
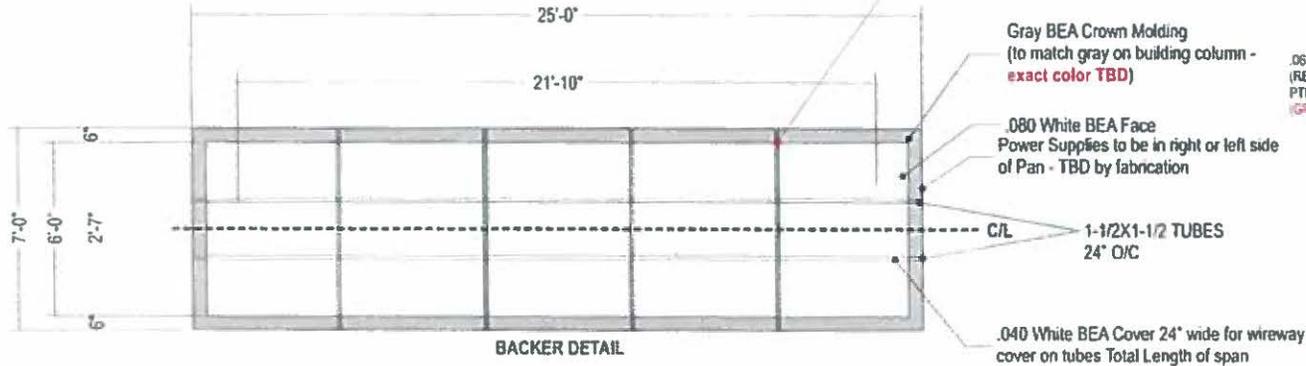
COLORS COPY
 COPY:
 ■ PMS 2415C - Oracal 8800 Series 422 Mulberry
 □ PMS 108C - Avery Uc900 A9113-T
 ■ PMS Back C - Avery Uc900 A9081-T

SCOPE OF WORK		Sign Area: 875 SQ. FT.		Job Name: Apex	
MANUFACTURE AND INSTALL (1) 7'-0" X 25'-0" WALL SIGN WITH ALUMINUM FACE AND FACE-LIT/BACK-LIT LED CHANNEL LETTERS INSTALLED ON THE SURFACE. POWER SUPPLIES TO BE SELF CONTAINED IN CABINET WITH ACCESS DOORS FOR SERVICING.				Location: Apex Drive Marlborough, MA 01752 Design: MGB / LP Drawn By: MGB / LP Client: PM HL Date: 2/1/2017	
				Landlord:	
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File Name: Apex Building Lighting 170201627 Rev B-2 B-17-02-01627				SHEET 2.0	

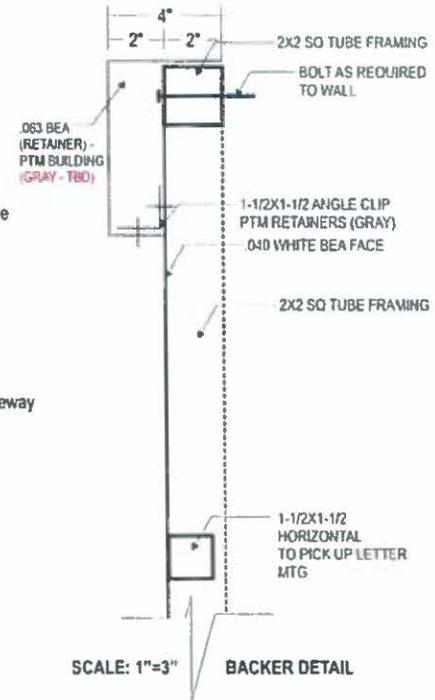
JOB #:

ITEM F - FACE-LIT/BACK-LIT LED CHANNEL LETTERS ON BACKER PAN

SCALE: 1/4"=1'-0"



SEAMS AT EVERY 5'-0",
2X2 SQ TUBE VERTICALS
AT EACH SEAM



***** ALL LEDs TO BE GE TETRA MAX *****
***** WHITE MODEL GEMX2471-W1 *****

Job Name: Apex		<p>150 Country Bl., North Attleboro, MA 01937 PH: 508-853-7700 Fax: 508-853-7400 For Quotes: 508-227-6674</p>
Location: Apex Drive, Marlborough, MA 01752		
Design Specifications Assigned By:	Drawn By: MGB / J.P.	
Client:	Sales Rep: PK	
Landlord:	PK HL	Date: 2/1/2017
<p>PROJECT APPROVAL</p> <p>© COPYRIGHT 2016 THE BARLO GROUP THIS DESIGN CONCEPT IS THE PROPERTY OF THE BARLO GROUP. ALL PRODUCTIONS AND PUBLICATION RIGHTS ARE RESERVED BY THE BARLO GROUP. THIS DRAWING IS SUBJECT TO YOUR PARTICULAR USE AND IS NOT TO BE REPRODUCED WITHOUT YOUR PERMISSION OR LIABILITY TO ANY PERSON.</p>		
Overnight:	Date:	
Engineering:	Date:	
Estimating:	Date:	
Sales:	Date:	
Production:	Date:	
Installation:	Date:	<p>File Name: Apex Building Lighting 170201627 TYPICAL PAN CONST.</p> <p>B-17-02-01627 SHEET 6.1</p>

Face & Halo-lit LED Channel Logo



E1 Elevation: (Qty-1) #8818 Face & Halo-lit LED Channel Logo All Measurements (VIF)
 Scale: 3/8"=1' Square Footage 62' x 209.25' = 90 sf



Nighttime Simulation View

Job Planet Fitness	Account Manager Jull Ryan	Date 07.27.17 .5	Revised 08.02.17 .25 08.04.17 .25	Drawn By Sueva Mamonato	THIS PROPOSAL DRAWING CONTAINS ORIGINAL ELEMENTS CREATED BY VIEWPOINT SIGN AND AWNING. ALL RIGHTS RESERVED. UNAUTHORIZED DUPLICATION OR REPRODUCTION IS PROHIBITED.	ViewPoint SIGN AND AWNING	1.508.393.8200 FAX 1.508.393.4244	Customer Approval _____	Act Manager Approval _____	Production Approval Concept
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CAROLYN A. PARKER
CONSULTINGCITY CLERK'S OFFICE
CITY OF MARLBOROUGH

November 8, 2017

2017 NOV -9 A 10:56

City of Marlborough
140 Main Street
Marlborough, MA 01752

Attn: City Council

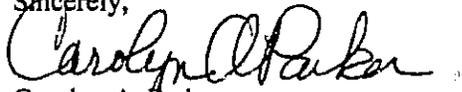
Mobil
656 Boston Post Road East
Marlborough, MA 01752
Delivery: Regular Mail

Dear Council Members,

Global Companies, LLC the owner of the gas station and convenience store located at 656 Boston Post Road, Marlborough, MA has filed for a Special Permit Application with the City Council to allow for LED prices at their gas station. We have to notify the abutters by Certified Mailing of which there are approximately 221 abutters and this would cost over \$1,500.00 We ask that you allow us to use a Certificate of Mailing from the Post Office, which I have attached a copy, instead.

Please let us know if this is acceptable as we need to get the abutter notifications out asap to get on the December 18, 2017 City Council meeting. If you have any questions or require additional information please call me at (774) 239-2781 to discuss. Thank you in advance for your time in helping to expedite this matter.

Sincerely,


Carolyn A. Parker

Cc: JSP Land Development

SPECIALIZING IN THE PETROLEUM INDUSTRY*Project Management, Permit Expediting, Drafting & Fire Suppression Plans*

3 Lorion Avenue, Worcester, MA 01606 • Tel: 508-853-1167 • Fax: 508-853-1176 • Cell: 774-239-2781 • capconsulting@verizon.net

Certificate of Mailing — Firm (Domestic)

Name and Address of Sender	TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office	Affix Stamp Here <i>Postmark with Date of Receipt</i>		
	Postmaster, per (name of receiving employee)				

USPS Tracking Number Firm-specific Identifier	Address (Name, Street, City, State, and ZIP Code™)	Postage	Fee	Special Handling	Parcel Airlift
1					
2					
3					
4					
5					
6					

Lisa Thomas

From: City Council
Sent: Thursday, November 16, 2017 2:52 PM
To: Lisa Thomas
Subject: For the November 27, 2017 Regular Meeting Agenda From Signarama: : Request For Relief Mailing Costs - Sign Special Permit for Halfway Cafe

Importance: High

From: Amy Lynch [mailto:amz10160@outlook.com]
Sent: Wednesday, November 15, 2017 10:05 AM
To: City Council <citycouncil@marlborough-ma.gov>
Cc: 'Michael Sepinuck' <ms@signarama-braintree.com>
Subject: Request For Relief - Sign Special Permit
Importance: High

Edward Clancy,

I am working on the Special Permit for the EMC board for the Halfway Café at 820 Boston Post Rd. I received the abutters labels and there seems to be around 175 abutters to send notices out to.

I am writing to you to see if there is any way that we could send the notices out via "Certificate of Mailing" in replace of "Certified Return Receipt", due to the costs that is associated with the latter.

Please let me know at your earliest convenience.

Thank you!

Amy M Lynch
Permit Administrator
781-901-0180 (cell)



Signarama
130 Wood Road
Braintree, MA 02184

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CITY OF MARLBOROUGH
2017 NOV 16 P 3:51

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION**

Minutes

September 21, 2017 (Thursday)

Marlborough City Hall – 3rd Floor, Memorial Hall

7:00 PM

RECEIVED
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CITY OF MARLBOROUGH

2017 NOV -9 P 3:40

Present: Edward Clancy-Chairman, Allan White, Lawrence Roy, Karin Paquin, John Skarin, and Priscilla Ryder – Conservation Officer

Absent: Dennis Demers;

Approval of Minutes–The minutes of September 7, 2017 were reviewed and unanimously approved 6-0.

Public Hearing:

Notice of Intent

Fort Meadow Commission – Shoreline weed removal treatment

Ms. Ryder explained that Lee Thomson was at a meeting in Hudson and couldn't attend until later. She explained the Notice of Intent (NOI) request - The Fort Meadow Commission is seeking approval to perform an invasive non-native plant species removal program along the shoreline of Ft. Meadow Reservoir located in Hudson and Marlborough MA. The objective of this shoreline program is to provide specific herbicide control of the non-native invasive plants that have been found along the shoreline which are becoming nuisance plants including, but not limited to Phragmites or common reed (*Phragmites australis*). The recent survey of the lake by Solitude Inc. indicated that there were 12 patches of Phragmites all along the shoreline, a map showing these locations was provided in the NOI. The herbicide to be used has glyphosate as the active ingredient which is a systemic herbicide meaning it will be absorbed by the plant and transported to the roots to kill the plant. Common product names are Rodeo/Roundup/Aquapro. There are no water restrictions when these items are sprayed, however it is recommended that no swimming or water use around the sprayed area happen within 24 hours after spraying to allow the herbicide to work. The herbicide will be sprayed from a boat, but in some areas the Phragmites has marched up the shoreline into yards. In these areas, a backpack and hand-held sprayer will be used. The Ft. Meadow Commission will notify the abutters where spraying is to occur and get them to provide approval for shoreline spraying, so those homeowners are aware of what is happening. They will also be educated about the next steps once the treatment has had a chance to take effect. As described the leaf and stock materials that are left should be cut down and either bagged and tossed in the trash or burned. The Commission asked the question as to whether the cut material could be burned in the sand area once the water is drawn down in the winter. The Commission discussed this and thought it might be a good idea if it's OK with the fire department and can be controlled. Ms. Ryder will inquire. Over time other non-native invasive plants as identified by SuAsCo CISMA and other state lists, may invade the shoreline. The Ft. Meadow Commission and Associations around the lake will need to keep an eye out for these invasives and try to get them early. But in the event, they spread, this permit request is to be able to treat them with herbicides as needed. The suggested protocol is for the Ft. Meadow Commission to identify areas needing treatment or retreatment each year. Make a formal written request to the Hudson and Marlborough Commissions with the target plant and herbicide to be used. If other than glyphosate,

the MSDS sheet for the herbicide to be used and any use restrictions shall be included in the request. Both Commission's will review the request at a regularly scheduled meeting and determine if it is approved or not. After some discussion about using the swipe method - herbicide on a gloved hand to wipe the stems, and additional discussion about burning and water quality testing before and after treatments and what the baseline water quality might be, the meeting was opened to the public. Anna McGinty of Cullinane Dr. was wondering about any effect of the herbicide on dogs and restrictions that should be included. She also noted that there is a Lakeshore Association who might be able to help with some of the coordination and education around the lake. She would be willing to volunteer to help too. The Commission discussed that she could work with Ft. Meadow Commission and Ms. Ryder to come up with workshops to raise awareness of issues and items around the lake. Alda Braga from Blaiswood Ave. asked questions about the weed control and indicated that her shoreline water quality used to be so much better, but lately she won't swim in it. After some discussion, the Commission closed the hearing. Later in the meeting they reviewed a set of draft Order of Conditions. Ms. Ryder noted she has worked on these with the Hudson Commission agent as well and that the two Commissions should issue the same order. The Commission reviewed the Order of Conditions; amended a few conditions and voted unanimously 6-0 to issue the Order of Conditions as drafted and amended. If Hudson adds a condition that is reasonable, the Commission agrees to mirror their conditions and this can be included as well.

Certificate of Compliance:

- DEP 212-1166 19 Forest St. – full Certificate - Ms. Ryder noted that she has been out to the site at 19 Forest St. and all the conditions of the Order of Conditions have been met including the removal of erosion controls. The Commission voted unanimously to issue a full Certificate of Compliance.

Dates of Interest:

- Ft. Meadow drawdown – scheduled to start October 2, 2017
- Hazardous Waste Collection Day – September 30, 2017

Discussion:

- Talia -Ames St. (aka Brook View) DEP 212-1117 - The erosion control consultant requested by e-mail that since the site has been stabilized and grass is growing and erosion controls have been removed, that they stop their weekly and during storm event monitoring. The Commission reviewed this request and agreed that the project is complete. They should request a Certificate of Compliance soon to clear the title to the property.
- Talia Ames St. (aka Brook View) – walking trail - Ms. Ryder noted that there has been discussion about trying to add a walking trail down near the detention basin (towards Rte. 20) to connect into the bridge behind the apartments, with the second option being to use the existing sidewalks through their property. Mr. Clancy and Ms. Paquin agreed to walk the trail to review and provide some feedback. They will walk on Friday.

Adjournment - There being no further business, the meeting was adjourned at 8:02 PM.

Respectfully submitted,

Priscilla Ryder as
Priscilla Ryder, Conservation Officer

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION**

Minutes

October 19, 2017 (Thursday)

Marlborough City Hall – 3rd Floor, Memorial Hall

7:00 PM

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 NOV 17 P 3:58

Present: Edward Clancy – Chairman, David Williams, Dennis Demers, Karin Paquin and Priscilla Ryder - Conservation Officer.

Absent: Lawrence Roy, John Skarin and Allan White.

Approval of Minutes – The minutes of September 21, 2017 were reviewed and approved 4-0 as amended.

Public Hearing:

Request for Determination of Applicability

2 Minehan Ln. - Stephen Burbeck

Isaac Low, the builder representing the owners, was present. He explained the proposal to add a second story to the house with a new small entry to be added at the front door. This entryway and new walkway will extend out within 50 feet of the adjacent wetland. There will be minor digging for this work. The Commission just asked that the dumpster be placed, so that the debris doesn't get tossed or blown into the wetland area. After further discussion, the Commission voted unanimously 4-0 to issue a negative determination with standard conditions although no erosion controls will be necessary.

Notice of Intent

149 Hayes Memorial Dr. - Marlborough/Northborough Land Realty Trust

Israel Lopez of Gutierrez Co, and Will Park of SMMA were both present. They explained that they are proposing a 200,000 sq.ft. building on this 22-acre parcel. There is quite a bit of drainage from this site from the Dow Chemical Company up the hill that drains through this site, so they have created a design to get that clean drainage around the site and to the wetland. The building is being designed for an R & D & Office facility, however, they don't have a buyer yet. The parking areas will be stepped into the hill with connecting stairs. Chairman Clancy asked about use of parking decks instead of all the parking areas shown. Mr. Park indicated that is much costlier. Retaining walls will be used to retain the parking lot as well, the Commission asked what types of blocks and whether geogrid would be used. They did not know yet. Recharge systems are placed in a few places on the site where "A" soils were encountered, to meet the storm water requirements. Two subsurface detention areas are proposed. Some French drains also known as "curtain drains" were proposed on the project as well as behind the walls.

The Commission discussed construction sequencing, the erosion control consultants, a clear phasing for the plan- given the difficult soils in the area and water quality pre-treatment. After further discussion, it was determined that a construction sequence phasing plan was needed, and more details on the retaining walls and confirmation from Engineering that the drainage was satisfactory. In addition, Ms. Ryder noted that Atlantic Properties had called, they own the abutting business at 111 Hayes Memorial Dr. They are looking at the project and will be in touch with SMMA to be certain this proposal doesn't affect their parking lot, which has a lot of drainage along its back-property line. Mr. Park indicated he'd have a discussion with them prior to the next meeting to be sure all items have been addressed. The Commission continued the hearing to the Nov. 2, 2017 meeting.

Certificate of Compliance:

- DEP 212-706 727 Stow Rd. - full Certificate - Ms. Ryder has done an inspection and all is in order. The Commission voted unanimously 4-0 to issue a full Certificate of Compliance.
- DEP 212-1129 19 Cullinane – full Certificate - Ms. Ryder has done an inspection and all items of the Order of Conditions have been met. The Commission voted unanimously 4-0 to issue a full Certificate of Compliance.
- DEP 212-576 and 212-828 Lacombe St. – full Certificates - not ready yet, this item was continued until all items have been met.
- DEP 212-1175 420 Maple St. – full Certificate - Ms. Ryder noted that all items have been met except to check the roof drain system. The Commission also noted that there is still trash around the dumpster. The Commission voted unanimously 4-0 to issue a full Certificate of Compliance, but asked that Ms. Ryder hold it until the items above have been inspected.
- DEP 212-1122 5 Reagin Rd. – Ms. Ryder has done an inspection and all conditions have been met. The Commission voted 4-0 unanimously to issue a full Certificate of Compliance for this project.

Correspondence:

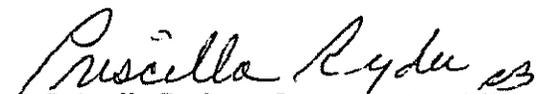
- OARS – Letter dated Aug. 8, 2017 RE: Request for Support for Water Quality Monitoring - The letter was reviewed and the Commission determined that no funding should be allocated.
- Oct. 28th, 1-3 PM – Nature Walk @ Desert Natural Area for Thoreau Bicentennial - Ms. Ryder and Ms. Paquin will lead the walk.
- Letter from MACC – dated Sept. 26, 2017 RE: MACC's Fall Conference, Oct. 28, 2017 Sturbridge, MA. No members were interested in signing up.
- Letter to Mayor Vigeant – dated Oct. 12, 2017 RE: Acceptance of Gift of \$294 to Conservation Maintenance Fund – Eagle Scout Project Extra Funds. – these funds were raised for a boardwalk on the Indian Hill Trail to Callahan State Park, but stone steps were used instead. The Commission will get the money in the Conservation Maintenance fund.

Other Business:

- Treatment of the Phragmites in 12 spots around Ft. Meadow will begin on Monday Oct. 23rd. A copy of the letter was provided to the Commission.
- Bees at Cider Knoll - A bee keeper Ed C.--- has requested permission to keep bees at Cider Knoll near the Community Garden. The Commission has no objection and said to proceed with approval. Ms. Ryder will provide a volunteer release form to him and provide a letter granting permission.
- Borough's trail and Panther Trail – the city received a grant for \$39,000 + for the work. Ms. Ryder and Ms. Paquin are working on the Notice of Intent to be submitted to the Commission and have made a request to have an AmeriCorps volunteer work with the Commission. We will hear whether this request was granted next week.
- Ms. Ryder noted that the 24-acre parcel known locally as "duck harbor" is up for sale. From Ms. Ryder's estimates, it looks as if only 6.30+ acres are dry, the rest of the land is wetlands. She has received several inquiries, so the Commission may see something filed soon on this one.
- Apex Update - Ms. Ryder noted that during their opening of certain sections of the development, she had inspected the drainage structures and a few items needed to be corrected. Occupancies are now being issued for the hotel side of the project.
- 55 Royce Rd. violation notice will be issued tomorrow. The new owner cleared the land without knowing there were wetlands in the adjacent property. Owner is cooperating and will remove the yard waste that he dumped over the slope and some of the materials that were previously dumped as well. He will call Ms. Ryder when work has been complete.
- Hunting at Lower Pleasant St. - Ms. Ryder noted that the state-owned land "50+ acres" is Mass Div. Fish and Wildlife land which allows hunting. One of the neighbors had raised a concern about it and wanted the hunting stopped, or at least prohibited on the city's land. Ms. Ryder noted it wasn't permitted on the city property, so she will be sure it is properly posted.

Adjournment

Respectfully submitted,


Priscilla Ryder – Conservation Officer

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION**

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CITY OF MARLBOROUGH

Minutes

November 2, 2017 (Thursday)

2017 NOV 17 P 3:58

Marlborough City Hall - 3rd Floor, Memorial Hall

7:00 PM

Present: Edward Clancy – Chairman, Allan White, Dennis Demers, David Williams, John Skarin, Lawrence Roy and Karin Paquin. Also present was Priscilla Ryder -Conservation Officer.

Absent: None

Public Hearing:

Notice of Intent (continuation)

149 Hayes Memorial Dr. - Marlborough/Northborough Land Realty Trust

This item was continued to the November 16, 2017 agenda.

Abbreviated Notice of Resource Area Delineation

431 Bolton St. Marlborough High School - City of Marlborough

Charlotte Cogswell, of CR Environmental Inc. was present representing the City. She indicated that one of her colleagues had flagged the wetland as shown on the plans. The request before the Commission is to review and confirm the wetland resource areas on this property on Poirier Dr. as shown on the plans in the application. The area is predominately a red maple swamp with an isolated wet/drainage area behind the skating rink (along the edge of the playing field). Although it contains wet vegetation and clearly drains water, they had the area measured to determine the volume it will hold. It was determined to hold .11acre ft. which is less than the .25 acre requirements for ILSF. The Commission agreed that this area was a drainage from the ice melt from the rink. Ms. Ryder noted that she had walked the site several months ago with one of their representative, who did the flagging and moved a few flags which are reflected on the plans submitted. The Chairman made note of the Commission's 20' no disturb wetland buffer zone and made it clear that it is a no disturb area. He also noted problems with erosion along Red Spring Rd. from the two streams leaving this site which should be considered in any design. After some discussion about the other two wetland areas and drainage issues that are currently a problem, the Commission decided that a site walk was required and set a date of Saturday Nov. 11, at 1:00 PM for the site walk

Discussion:

- Apex – DEP 212-1187 Road improvement work - Tom DiPersio, City Engineer, and Grog Russell consultant from VHB presented a revised plan showing the sidewalk construction between Millham Brook and Ames St. along Rte. 20. The existing drainage pipe from Ames St. is quite low and they are proposing to extend this pipe to Millham Brook and fill over it to create a gentler slope that can be vegetated. The overland swale will be re-established as well to accommodate overland flow from Ames St. Mr. Clancy asked about flood storage and whether this work will fill in any of the flood storage area, since the stream has been observed to overtop Boston Post Rd. during times of heavy rain. Mr. Russell explained that the FEMA elevation is 291.4 in this location of the headwall; therefore, the filling for the

pipe and swale would not impact this elevation. Mr. Demers asked about the bedding for the pipe and if it could be larger stone to help "store flood waters" given what we know about the stream characteristics. After some discussion, it was agreed that 3-5" cut stone should be used. Ms. Demers noted that in previous discussions, he had requested that the portion of the sewer line not replaced from the new line to Rte. 20, should be inspected with a camera to ensure it is in good condition. Mr. DiPersio agreed this would be done. After further discussion, the Commission voted unanimously 7-0 to accept the revised plan and cross section provided as a minor change to the plans.

Certificate of Compliance:

- DEP 212-576 and 212-828 Lacombe St. – this item was continued to next meeting
- DEP 212-1161 25 Gikas Lane - Ms. Ryder noted that all the conditions of the Order of Conditions have been met and she'd inspected the site. The Commission voted 7-0 unanimously to issue a full certificate of compliance for this lot with ongoing conditions as required.

Emergency Certificate

- Marlborough Country Club - 298 Concord Rd. – emergency repair of irrigation line-Ratify - Ms. Ryder noted that the country club has detected a leak in the line under the brook closest to Rte. 20 which needs to be fixed, so they aren't losing any more water. The Commission voted unanimously 7-0 to ratify the Emergency Certificate that was issued for this work.

Correspondence and other business:

- SuAsCo Cisma – request for support, letter from Alison Field-Juma 9/25/17- Chairman Clancy asked that Ms. Ryder check the budget to see if a membership fee would be acceptable. This was continued to the next meeting.
- SVT RFP Memorial Forest/Desert Natural Area – additional mowing SVT request - Ms. Ryder explained that there are several funding opportunities that will allow for mowing of the burn area in the Desert to maintain and manage the pitch pine scrub oak habitat. The Commission indicated that as long as the grants are free from city obligation of funds, we should pursue them.
- K9 Training request to use conservation land – from Massachusetts Rescue and Recovery K9 unit. - Ms. Ryder indicated that she had an e-mail requesting to use conservation land as part of this dog training mission and wanted to know if we would allow it. The Commission asked about any liability issues; and what the length of time the property would be used (weekly or occasionally) after some discussion, Ms. Ryder was asked to get these questions answered before deciding.

Adjournment

There being no further business, the meeting was adjourned at 8:12 PM.

Respectfully submitted,


 Priscilla Ryder

Conservation Officer

**MINUTES
MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752**

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CITY OF MARLBOROUGH

1A

2017 NOV 15 AM 11:43
October 30, 2017

Call to Order

The Meeting of the Marlborough Planning Board was called to order at 7:00 pm in Memorial Hall, 3rd Floor City Hall, 140 Main Street, Marlborough, MA. Members present: Barbara Fenby, Phillip Hodge, Colleen Hughes, Sean Fay and Brian DuPont. Also in attendance were City Engineer, Thomas DiPersio, and Planning Board Administrator, Krista Holmi.

1. Meeting Minutes:

A. October 16, 2017

On a motion by Ms. Hughes, seconded by Mr. DuPont, the Board voted to approve the Planning Board meeting minutes of October 16, 2017. Mr. Hodge abstained. Motion carried.

2. Chair's Business: (None)

3. Approval Not Required: (None)

As time allowed, Chairperson Fenby requested that Item 5, Engineer's Report, be moved up in the agenda.

5. Pending Subdivision Plans: Updates and Discussion

A. Engineer's Report

Mauro Farm - Engineering Division is closer to making its recommendation for acceptance. Work is complete, and the Open Space description issue is progressing. Plans have been created depicting open space parcels 31 and 32 and deeds for the open space parcels, roadways and their appurtenant municipal easements will be finalized.

Slocumb Lane - City Engineer DiPersio indicated that "we are in good shape". There are acceptance plans and as-built plans ready. Deeds are in process, so we are on a good path to acceptance.

Water's Edge - Ms. Hughes requested an update. City Engineer DiPersio indicated that the lots were conveyed using the original subdivision plans. Easements were added later that were not depicted on the original plans. The City must obtain easement rights from the homeowners.

Berlin Farms - Ms. Hughes requested an update. Solicitor Rider is waiting until the next legislative session to revisit the Home Rule Petition. We are hopeful that acceptance of some of these (older subdivisions) will progress after January.

Hager St. - On a Motion by Mr. DuPont, seconded by Ms. Hughes, the Board voted to send correspondence to the applicant representative, Peter Bemis, indicating that the Planning Board will take a formal vote on the definitive plan before them at the next meeting scheduled for November 13, 2017. Motion carried.

Goodale Estates - While sidewalks are strongly preferred by the Planning Board, the street area between Hutchinson and Woodland contains narrow sections that are not wide enough for a full sidewalk. Utility poles in the ROW also contribute to the design challenges.

City Engineer DiPersio reminded the board that their approval condition stated that if a full sidewalk could not be constructed, then a pathway was to be built. Councilor Delano felt that the developer's use of "stone dust" was not acceptable, and that other materials must be considered. Options including a mulched or woodchip dressing or the possibility of narrower, paved sections providing continuity to other sidewalk sections were discussed. City Engineer DiPersio felt that the stone dust base would firm up in time. Rework on the stones along the right-of-way and a new top treatment may be an acceptable solution. Mr. Keenan (10 Hutchinson) was present for the discussion and expressed his preference for a fully-constructed sidewalk. Chairperson Fenby indicated that the City would determine a resolution for the area. She charged the City Engineer with setting up a meeting with the developer and invited the homeowner to participate.

4. Public Hearings:

A. Public Hearing: Proposed Zoning Amendment – 650-8

Retirement Community Overlay District 685-685R Farm Rd (Marlborough Airport Property)

Public Hearing Monday, October 30, 2017- Proponent- Attorney Arthur Bergeron

Chairperson Fenby opened the meeting at 7:15 p.m. Ms. Hughes read the notice of public hearing into the record. Chairperson Fenby provided introductions and instructions to those in attendance. The hearing was conducted in the following stages: 1) Presentation 2) Those speaking in favor 3) Those speaking in opposition 4) Comments and questions from members.

Presentation:

Attorney Bergeron identified that on behalf of his client, Capital Group Properties, he is requesting consideration to amend the City's zoning map established by Section 650-8. The amendment would be further amended by superimposing the Retirement Community Overlay District (RCOD) over Assessors Map 73, Parcels 52 and 53, and Assessors Map 85, Parcels 14 and 15. (This is the area of the Marlborough Airport.)

Attorney Bergeron explained that many small airports are closing as there are fewer pilots with private certificates. Flying is expensive - planes, specialty fuels, liability insurance, maintenance and hanger space are costly, and there is a reduced interest in flying. These factors have contributed in the owner's decision to sell. Attorney Bergeron said that the Overlay District would still have the underlying zoning criteria of the current zone, Limited Industrial. A payment of \$80,000/unit in lieu of a provision of affordable units is proposed. The property would be a "for sale" retirement community with approximately 114 units (shown in the presentation slide Retirement Community Concept Plan). The units would have an occupancy restriction of 55+. The proponent explained that Capital Group Properties has extensive experience in these types of developments and provided numerous slides showing existing retirement communities done by Capital Group.

The proponent feels that the airport property is ideally suited for the 55+ community. The property is situated next to the Wayside Athletic Club, a nature trail system, Trombetta's Farm, and is near retail shopping (Target). Attorney Bergeron acknowledged the expressed concern of City Council in a previous presentation, "What happens when the baby boomers die?" (and the market collapses). The proponent approximated that the market should be strong until 2050, when the peak of the boomers is no longer alive. He went on to explain that this type of resident community is designed for the aged 55-80 market. The majority enter assisted living in their late 80's, and in the meantime, the City could benefit from the favorable tax revenue associated with residential housing. As an illustration, he showed a slide with projected new tax revenue associated with a retirement community vs. limited industrial use. The presentation mentioned additional information would be available at www.capitalgroupproperties.com.

Speaking in Favor of the Amendment: Speaking in Opposition to the Amendment:

No person spoke in favor or in opposition to the amendment.

Chairperson Fenby declared that portion of the Public Hearing closed. (7:45 p.m.)

Questions and Comments:

Ms. Hughes is familiar with this marketed approach she described as "upselling" homes to an older population. Ms. Hughes cautioned against consideration of these units as elderly housing options. She feels these homes are not typical "downsized homes", and are not usually designed with the elderly in mind. (She speculated that the units wouldn't contain special features for an elderly population, i.e. handicapped accessibility baths or floor plans).

Mr. Fay, following the usual line of criticism of Overlay Districts, explained that he does not agree with the City's current approach to zoning. He said that waiting for a developer's specific project and putting an overlay district to make it fit doesn't make sense.

Mr. DuPont echoed the sentiment he has previously expressed – the City lacks a detailed Master Plan that would inform decisions on these types of projects. Mr. DuPont quoted from Mayor Vigeant's own letter sent to Council President Clancy on 7-20-17. The letter accompanied the Housing Study Report of RKG Associates following a six-month cessation of all special permit housing projects in the City.

"One of the key points of the report is that the City should control and determine where housing developments should grow. Developers are driven by market demand, not necessarily what is best for Marlborough and its future. A developer, even one who has a good track record and proposes a nice overall project should not receive the stamp of approval unless it fits into our broader vision."

Mr. DuPont summarized that, "Ideally, development should be consistent with sound planning." There was a discussion of a general discussion of other retirement communities and specifically, the Villages at Crane Meadow retirement community and the proposed addition of an ancillary apartment building. The proponent explained that the provision for that type of structure was built into the original zoning amendment for the Retirement Community Overlay District.

The public hearing was closed at 8:00 p.m.

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

7. Definitive Subdivision Submission: (None)

8. Signs: (None)

9. Unfinished Business: (None)

10. Informal Discussion: (None)

11. Correspondence: None

12. Public Notices of other Cities and Towns:

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

Adjournment: On a motion made by Mr. DuPont, seconded by Mr. Fay, it was voted to adjourn at 8:30 pm. Motion carried.

/kih

Respectfully submitted,


Colleen Hughes
Clerk



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Marlborough Public Schools

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

Call to Order

September 26, 2017

1. Chairman Vigeant called the Regular Meeting of the Marlborough School Committee to order at 7:30pm at the District Education Center, 17 Washington St., Marlborough, MA. Members present included Mr. Geary, Mrs. Hennessy, Mrs. Ryan, Mrs. Bodin-Hettinger, Mrs. Matthews & Mr. Walter.

Assistant Superintendent of Teaching and Learning Mary Murphy, Assistant Superintendent of Finance and Operations Mr. Michael Bergeron and Superintendent Maureen Greulich were also present.

In attendance were MEA Representative Brendan St. George, Student Representative Heidi DiPersio & Acting Clerk Melissa Peltier.

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

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

3. **Presentation:**

- A. **MHS Student Advisory Committee Presentation**

Ms. Madison Hediger, Student Representative from the Senior Class, reported on the MHS New Schedule.

Mr. Timothy Goliger, Student Representative from the Junior Class, reported on Band Camp.

Ms. Heidi DiPersio, Student Representative to the School Committee, added her thoughts on the MHS New Schedule.

- B. **MHS App Design**

Superintendent Greulich introduced Ms. Megan Fenneuff STEM Teacher and mentor to the presenting students.

Students Ms. Michelle Nie, Cyra Katoch, Alyssa O'Leary and Florence Ng presented to the Committee the App they created for the recent Metro West Conference for Women. The app was well received and exclaimed upon by many of the attending women.

Lt. Governor Karen Polito was also in attendance and invited the group to the State House.

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4. Committee Discussion/Directives: None

5. Communications: None

6. Superintendents Report:

Superintendent Greulich gave this report covering a range of topics including, Spring 2018 MCAS Testing, MPS Mobile App Data, Middlesex Partnerships for Youth, Middlesex Superintendents' and Chiefs' Breakfast, Superintendent Annual Performance Goals & MASC 2018 Resolutions (informational)

The MASC 2018 Resolutions will appear on the October 10, 2017 regularly scheduled meeting agenda.

A. Assistant Superintendent of Finance and Operations

Mr. Bergeron gave this report covering a range of topics including, Transportation bids due September 28, 2017 at 10:00am, Cafeteria budget, Food Service Balances historical and current.

B. Director of Student Services

Ms. Jody O'Brien gave this report covering a range of topics including, Staffing (Educational Team Leaders (8), Assessment of Current Practices (Special Education), School visits, Wilson Reading certification program participants (17), Pathways and Post-Graduate programs to be revamped.

7. Acceptance of Minutes:

A. Minutes of August 29, 2017 School Committee Meeting

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the minutes of the August 29, 2017 School Committee meeting. Motion passed 7-0-0.

B. Minutes of September 12, 2017 School Committee Meeting

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the minutes of the September 12, 2017 School Committee meeting. Motion passed 7-0-0.

8. Public Participation: None

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9. Action Items/Reports

A. Assabet Valley Collaborative Representative

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to appoint Mrs. Greulich to this position. Motion passed 7-0-0. Mrs. Greulich graciously accepted.

B. Transfers in the FY18 Operating Budget

Mr. Bergeron presented the requested transfers to the Committee.

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

C. Acceptance and Removal of Policies

a. Policy #1.010 Mission Statement

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant, to approve Policy #1.010 as presented. Motion passed 6-1(Matthews)-0.

b. Policy #1.200 Prayer in Public Schools

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant, to approve Policy #1.200 as amended. Motion passed 6-1(Walter)-0.

c. Policy #7.950 High School Promotion Graduation Requirements

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant, to approve Policy #7.950 as amended. Motion passed 7-0-0.

d. REMOVAL of Policy #1.020 Staff Recognition

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant, to REMOVE policy #1.020. Motion passed 7-0-0.

D. Signing of Memorandum of Understanding between Marlborough School Committee and the Behavior Technicians, SEIU, Local 888 with an expiration of June 30, 2018.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant, to approve the MOU between the School Committee and the Behavior Technicians SEIU Local 888. Motion passed 7-0-0.

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10. Reports of School Committee Sub-Committees:

Mrs. Matthews reported out the Negotiations sub-committee and the Para Educators will be opening negotiations on October 17, 2017.

11. Members Forum:

Mrs. Hennessy is looking for understanding and clarity regarding the scheduling of classes at the High School specifically around AP courses.

Mr. Caliri will be contacted regarding his availability to be present at the next School Committee meeting (October 10, 2017).

Mrs. Matthews thanked the High School administration for the Curriculum night, this was her final curriculum night as a parent. She noticed that the size of the classes for the Seniors appeared to be much larger than in years past with 23-27 students per class. Mrs. Matthews as well, would like Mr. Caliri to appear at the October 10, 2017 meeting to discuss this issue with the members present.

Mrs. Matthews also noted that she reviewed and signed the warrant.

12. Adjournment

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to adjourn at 8:44pm. Motion passed unanimously.

Respectfully submitted,

Heidi Matthews
 Secretary, Marlborough School Committee

HM/mp

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Marlborough Public Schools

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Call to Order

October 10, 2017

1. Chairman Vigeant called the Regular Meeting of the Marlborough School Committee to order at 7:30pm at the District Education Center, 17 Washington St., Marlborough, MA. Members present included Mr. Geary, Mrs. Hennessy, Mrs. Ryan & Mrs. Bodin-Hettinger.

Assistant Superintendent of Teaching & Learning Mary Murphy, Assistant Superintendent of Finance & Operations Mr. Michael Bergeron and Superintendent Maureen Greulich were also present.

Mrs. Matthews & Mr. Walter were absent

In attendance were MEA Representative Brendan St. George, Student Representative Heidi DiPersio & Acting Clerk Melissa Peltier.

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

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

3. Presentation:

A. MHS Schedule Update

Mrs. Greulich introduced Mr. Caliri, Ms. Buckley and Mr. Bishop to answer the questions that the Committee had brought up at the last regularly scheduled meeting regarding the new schedule in place at the High School.

Mr. Caliri gave an overview and was available to answer questions from the Committee.

Ms. Buckley spoke regarding scheduling and the choices students & families make.

Mr. Bishop spoke regarding how the schedules are created.

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

5. **Communications:** None

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6. Superintendents Report:

Superintendent Greulich gave this report covering a range of topics including, National Alliance of Concurrent Enrollment Partnerships Conference, Hate Crime Conference, Simulation Training for Leadership Team & Follow Up with Dr. Daggett. Also of note, Governor Baker is scheduled to visit the High School On October 17.

A. Assistant Superintendent of Teaching & Learning

Ms. Murphy gave this report covering a range of topics including, Early Literacy Grant, New Teacher Seminars, Evaluation Trainings & Administrator Dinner Meeting.

7. Acceptance of Minutes: None

8. Public Participation: None

9. Action Items/Reports

A. Additional AMSA Bus

Mr. Bergeron Presented this topic to the committee.

Transfers within the budget will allow for the expense of the additional two routes. The duration of a few of the bus route rides are excessive in length of time as well as some of the busses are severely overcrowded. The only relief to both situations will be adding another bus to the AMSA routes.

On a positive note there will be no additional requests for busses due to the fact that the District is maxed out at the cap of 9% of enrollment attending a Charter School. (Not necessarily AMSA but any Charter.)

This item is informational only no action is required at this time by the Committee.

B. Transfers in the FY18 Operating Budget

Mr. Bergeron presented the requested transfers to the Committee.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to approve the transfers as presented. Motion passed 5-0-0.

C. Community Eligibility Provision

Mr. Bergeron presented the potential program to the Committee.

After a very comprehensive presentation, it is Mr. Bergeron's considered opinion that this program would not benefit the District as the gap in funding would be too large to overcome at this time. This program could be reconsidered in the future.

This presentation is informational only no action is required at this time by the Committee.

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D. MASC Delegate

Motion made enthusiastically by Mrs. Hennessy, seconded by Chairman Vigeant to nominate Mrs. Matthews as the MASC delegate and Mrs. Bodin-Hettinger as the Alternate Delegate. Nominations were closed and the Committee unanimously approved Mrs. Matthews and Mrs. Bodin-Hettinger. Motion passed 5-0-0.

E. MASC Resolutions

RESOLUTION 1: MOVEMENT OF THE CHAPTER 70 FUNDING ENROLLMENT DATE TO MARCH 15
{Submitted by the Framingham School Committee}

WHEREAS: District schools in Massachusetts Department of Education report peak enrollment in the months of January, February and March.

WHEREAS: House Bill 2846 would provide that a district may only receive reimbursement from the proposed Unfunded Student Reserve Fund if the district has a net enrollment of more than 100 new students between October 1 of the previous year and March 1 of the current year.

WHEREAS: Many districts must have their budgets completed prior to knowing what their Chapter 70 funds amount will be.

THEREFORE BE IT RESOLVED that: The Massachusetts Association of School Committees file for and support legislation that will implement the movement of the Chapter 70 funding enrollment date to March 15th.

RATIONALE: Giving the districts the ability to base their budget on the enrollment rate after the peak enrollment time will allow districts to base their budget with increased accuracy to meet the needs of their student population. Underfunding leaves students at risk to fall behind due to not having the appropriate staffing, technology or needed educational materials. Smaller districts will be more at risk as their admission rate may not reach the required 100 students proposed in House Bill 2846 (2017) and will be least able to absorb the additional cost of unfunded students. For larger districts the proposed Unfunded Student Reserve Fund will still leave them underfunded as the amount proposed to be set aside will not meet the needs of the students across the state.

Motion made by Mrs. Hennessy, Seconded by Chairman Vigeant to Support Resolution 1. Motion passed 5-0-0.

RESOLUTION 2: REFORM OF CIRCUIT BREAKER FUNDING

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{Submitted by the Framingham School Committee}

WHEREAS: The Special Education Circuit Breaker program includes a provision that only allows districts to claim for extraordinary relief when claimable special education costs exceed 125% of the year's claimed costs.

WHEREAS: There are many districts that have a large special education population especially with regard to out-of-district placements that will never reach the special provision of 125%. Framingham alone has budgeted over \$42 million for district SPED costs.

WHEREAS: Out-of-district placement costs are rising yet the out-of-district schools have not been liable for their expenditures to the taxpayers, and there is no accountability for the increases. Public schools are held accountable to the taxpayers for where every dime goes. In turn districts are unable to justify their rising expenditures and are unable to receive the additional funding needed from those to whom they are accountable.

WHEREAS: Medicare and Medicaid cuts that are being discussed threaten many districts who have their Physical Therapy, Occupational Therapy and Speech Therapy services paid for by those programs to bear the burden of these costs.

THEREFORE BE IT RESOLVED that: The Massachusetts Association of School Committees file for and support legislation that will support the provision of reform for Circuit Breaker Funding and support the recommendations of the Foundation Budget Review Commission.

RATIONAL: According to MAAPS 2012 Bottom Line Report between 2006 and 2012, special education costs in Massachusetts increased by 56% compared to 36% for all public education.

Motion made by Mrs. Bodin-Hettinger, Seconded by Chairman Vigeant to support Resolution 2. Motion passed 5-0-0.

RESOLUTION 3: LITIGATION FOR FAIR SCHOOL FINANCE

{Submitted by the Framingham School Committee}

WHEREAS: As the result of a lawsuit (*McDuffy vs. Driscoll*), the MA Supreme Judicial Court ruled that the Commonwealth was obliged to provide such financial assistance so as to assure that there would be an adequate level of support for the public schools, and

WHEREAS: Public schools rely heavily on state financial assistance to underwrite the legislatively

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mandated level of "required net school funding" that meets the current standard of "adequacy" envisioned by the Supreme Judicial Court, and

WHEREAS: Based on the findings of the Foundation Budget Review Commission and the consensus of public educators across Massachusetts, state financial assistance to support a standard of adequacy sufficient to meet the Massachusetts Constitutional standard as determined in the McDuffy case, is lacking and

WHEREAS: The second attempt at litigation to secure greater state financial support was rejected by the SJC, but did not rule out a willingness to hear a future case should the situation merit consideration,

THEREFORE BE IT RESOLVED that: The members of the Massachusetts Association of School Committees, through its delegate assembly, authorizes the Board of Directors to:

1. Reassess the need for a new round of litigation to secure funding to guarantee an adequate appropriation of funds, and
2. Assess the viability of a lawsuit to secure such funding, and
3. Join with other parties at interest to plan and file such a lawsuit if it is determined that there is likelihood of success, and
4. That the Board of Directors shall be authorized to use the reserves of the Association to help underwrite the cost of such litigation.

Motion made by Mrs. Hennessy, Seconded by Chairman Vigeant to NOT Support Resolution 3. Motion passed 5-0-0.

RESOLUTION 4: PRIVATIZATION OF PUBLIC EDUCATION AND THE OVERSIGHT OF PUBLIC SCHOOLS, INCLUDING SMALL AND REGIONAL DISTRICTS
(Submitted by the MASC Board of Directors)

WHEREAS: The voters of Massachusetts overwhelmingly rejected a ballot initiative to lift the cap on charter school expansion, and

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WHEREAS: In light of the decision of the voters, advocates for further reforms have proposed several new strategies that include such concepts as introducing federal tax credits for families who enroll their children in private schools, authorizing vouchers for use in private schools, and creating additional regulatory options to expand the power of the state to alter the status of schools and districts so as to limit the authority of the residents of their communities to oversee their public schools,

THEREFORE BE IT RESOLVED that: The Massachusetts Association of School Committees, recognizing the provisions of the state constitution, oppose any state or federal legislative initiative to authorize the use of state funds for education to subsidize the tuition or costs of private schools, except where specifically authorized for students in special education programs, or students with disabilities.

Further, MASC opposes any state legislative initiative that expands the authority of the Commissioner of Education, the Board of Elementary Education, or the Secretary of Education over schools and school districts beyond those already imposed, and that MASC further opposes the alteration or conversion of any school or district status beyond that permitted by current law without the consent of the city, town or region in which the school or district is located.

MASC supports the protection of small and rural school districts from modifications in their governance format and regional structure without the consent of the member communities, and, further, supports recognizing the special financial requirements of these, often geographically large and difficult to access parts of the state.

Motion made by Mrs. Hennessy, Seconded by Chairman Vigeant to support Resolution 4. Motion passed 5-0-0.

RESOLUTION 5: USE OF FEDERAL FUNDS *(Submitted by the MASC Board of Directors)*

WHEREAS: School districts are operating in difficult economic conditions as the cost of education exceeds normal inflationary growth in our economy, and

WHEREAS: The Commonwealth has provided some measure of relief, but the growth in Chapter 70 funding has failed to keep up with expanding costs, and

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WHEREAS: Several federal grant programs allow the Commonwealth in general, and the Department of Elementary and Secondary Education, in particular, to take an administrative overhead allowance from government aid programs including the Elementary and Secondary Education Act, the Perkins Vocational Technical Education Act, and certain programs under the Department of Agriculture, and

WHEREAS: This money allocated for maintaining the state bureaucracy would be better deployed at the school and district level,

THEREFORE BE IT RESOLVED that: MASC urges the legislature to restrict the ability of the Commissioner, Secretary of Education or Board of Elementary Education to take for its own purposes or use by the Department of Elementary and Secondary Education, such as but not limited to administrative overhead of the state agency, any share of funds disbursed by the federal government under ESSA, the Perkins Vocational Technical Education Act, or programs under the oversight of the U.S. Department of Agriculture, and, further, that those funds be directed specifically to schools and school districts.

Motion made by Mrs. Hennessy, Seconded by Chairman Vigeant to NOT Support Resolution 5. Motion passed 5-0-0.

RESOLUTION 6: FOUNDATION BUDGET

{Initiated by the Worcester School Committee; Sponsored by the MASC Board of Directors}

WHEREAS: A special Foundation Budget Review Commission (FBRC) reported its recommendations in 2015 to the General Court and to the public, and

WHEREAS: Among the recommendations were those to calculate more accurately the costs of students in special education and health insurance costs for employees and retirees, and

WHEREAS: Several recommendations of the members of the Commission to establish adequate and equitable funding for school districts remain unresolved, and

WHEREAS: There remains a broad consensus that the overall calculations used to establish the "Foundation Budget" For city, town and regional school districts remain significantly understated and, in the opinion of MASC and its members, violates the letter and spirit of the ruling of the Massachusetts Supreme Judicial Court in the 1993 McDuffy case,

THEREFORE, BE IT RESOLVED that: MASC calls upon the legislature to enact the recommendations of

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the Foundation Budget into law, and further,

- That the legislature order the Commission to reconvene in order to conduct further deliberations and make such recommendations as the FBRC may propose, and further
- That the FBRC shall address and make recommendations toward the overall accuracy of the adequacy of the overall Foundation Budget.

Motion made by Mrs. Bodin-Hettinger, Seconded by Chairman Vigeant to Support Resolution 6 with the caveat that an explanation be given. Motion passed 5-0-0.

RESOLUTION 7: AFFORDABLE CARE ACT & MEDICAID

(Submitted by the MASC Board of Directors)

WHEREAS: The Affordable Care Act expanded access for health care to millions of Americans, including thousands of Massachusetts Families who have been without health insurance, and

WHEREAS: Through the expansion of the Medicaid program, more families in economic distress gained access to health insurance and, subsequently, affordable health care, and

WHEREAS: The Medicaid program reimburses public school districts for certain clinical services provided to students who may be clients of special education or who experience disabilities, and this revenue provides critical support to the districts and municipalities where they are based, and

WHEREAS: The restriction of Medicaid eligibility and reduction of funding would require the Commonwealth to choose between extraordinary state budget increases to Fill the gap or absorb the cost of caring For Families that could lose health insurance,

THEREFORE BE IT RESOLVED that: MASC urges the Congress to preserve the Affordable Care Act and its expansion of Medicaid programs for the states, and further

- MASC urges the General Court to require that 100% of Medicaid reimbursements to cities and towns be provided in Full amount to the public schools of each municipality to underwrite the cost of providing an adequate education.

Motion made by Mrs. Hennessy, Second by Mrs. Bodin-Hettinger to Support Resolution 7. Motion did pass with a split vote 3-2(Vigeant, Ryan)-0.

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F. Acceptance of Donations and Gifts

MA DESE has awarded to the District the FY 18 240 Grant in the amount of \$1,308,619.00. Motion made by Mrs. Ryan, Seconded by Chairman Vigeant to accept the MA DESE FY 18 240 Grant in the amount of \$1,308,619.00. Motion passed 5-0-0.

MA DESE has awarded to the District the FY 18 Title 1 305 Grant in the amount of \$764,983.00. Motion made by Mrs. Ryan, Seconded by Chairman Vigeant to accept the MA DESE FY 18 Title I 305 Grant in the amount of \$764,983.00. Motion passed 5-0-0.

10. Reports of School Committee Sub-Committees:

Mrs. Ryan reported out the MSBA meeting. The facilities subcommittee met and model school reports were given. A model school was chosen for a site visit that happened on October 9.

11. Members Forum:

Mrs. Hennessy noted that it was a hard week of losses for the District with losses at Kane Elementary School and at Jaworek Elementary School. She is very proud of our staff and community in the way they have handled themselves during this time. She is very sorry for the loss suffered by each family.

12. Adjournment

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to adjourn at 9:11pm. Motion Passed unanimously.

Respectfully submitted,

Heidi Matthews
 Secretary, Marlborough School Committee

HM/mp

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Marlborough Public Schools

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Call to Order

October 24, 2017

1. Chairman Vigeant called the Regular Meeting of the Marlborough School Committee to order at 7:30 pm at the District Education Center, 17 Washington Street, Marlborough, MA. Members present included Mrs. Bodin-Hettinger, Mrs. Ryan, Mrs. Matthews, Mrs. Hennessy, Mr. Walter and Mr. Geary. Also present were Superintendent Maureen Greulich, Assistant Superintendent of Finance & Operations Michael Bergeron, Assistant Superintendent of Teaching & Learning Mary Murphy, MEA Representative Brendan St. George, Student Representative Heidi DiPersio and Administrative Support Christine Martinelli.
2. **Pledge of Allegiance:** Chairman Vigeant led the Pledge of Allegiance.
3. **Presentation:** None
4. **Committee Discussion/Directives:** None
5. **Communications:** None
6. **Superintendents Report:**

Superintendent Greulich presented her report covering a range of topics. one of which included her participation in an episode of *Beyond the Badge*, a show hosted by Middlesex Sheriff Peter Koutoujian. The episode discussed the intersection of education and public safety. Other topics in her report included advocating for four Lead Counselor positions, the Workforce Skills Capital Grant awarded to the High School's Advanced Pathways Program in the amount of \$343,376, Governor Baker's visit to Marlborough High School on October 17th, the registration of 48 new MHS student voters by the City Clerk as part of an ongoing partnership with MHS and the City Clerk to help raise civic awareness. Superintendent Greulich presented the final working draft of the 2017 - 2020 District Improvement Plan and NESDEC Enrollment Data was reported to the state on October 1st.

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- A. Assistant Superintendent Michael Bergeron presented his report which outlined the transportation bid from North Reading Transportation (NRT) received October 11th. Mr. Bergeron also included a report on the food service balance as of October 16, 2017, with a look back to October 19, 2016 to compare the two. Lastly, he reported his office is calculating the level services budget for FY19 and working with the Superintendent to prepare a draft budget schedule for the School Committee's review and approval.

7. Acceptance of Minutes: None

8. Public Participation: None

9. Action Items/Reports:

A. North Reading Transportation Contract Extension

Assistant Superintendent Bergeron is recommending that MPS extend the current contract with NRT for the next two years, FY 2019 and FY 2020. A motion was made by Mrs. Matthews, seconded by Chairman Vigeant to extend NRT's contract. Motion passed 7-0-0.

B. Acceptance of Donations and Gifts:

BJ's Wholesale has donated a \$500.00 gift card to Richer Elementary School to purchase library materials. A motion was made by Mrs. Matthews, seconded by Chairman Vigeant, to accept with gratitude the gift of \$500.00 from BJ's Wholesale. Motion passed 7-0-0.

Intel Volunteer Grant Program has donated \$395.00 to Whitcomb School for student activities during the 2017 - 2018 school year. A motion was made by Mrs. Matthews, and seconded by Chairman Vigeant, to accept with gratitude the gift of \$395.00 from the Intel Volunteer Grant Program. Motion passed 7-0-0.

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10. Reports of School Committee Sub-Committees:

Mrs. Matthews reported receiving the letter from the MEA and that negotiations with them will start in a few weeks.

11. Members' Forum:

Mrs. Hennessy announced that the students and chaperones arrived back home from Akiruno and thanked all the chaperones for their years of leadership in the program.

Mrs. Matthews suggested that the School Committee hold a workshop meeting to allow them to discuss what they learned at MASC, to streamline goals relative to MCAS, schedules and implementation of positions.

Mrs. Bodin-Hettinger suggested having strategic goals set for the School Committee to refer to which would allow them to be more proactive in the direction the district goes in the future. She would like to see an update on the new EL positions.

12. Adjournment

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to adjourn at 8:00 p.m.
Motion passed 7-0-0.

Respectfully submitted,

Heidi Matthews
Secretary, Marlborough School Committee

HM/cm

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2017 NOV 17 P 12:34

CITY OF MARLBOROUGH MEETING MINUTES

MEETING: Council on Aging Board of Directors Meeting

DATE: October 10, 2017

TIME: 8:30 A.M.

LOCATION: Sr. Center Conference Rm, 40 New Street, Marlborough, MA

ATTENDANCE: Leslie Biggar, Richard Collins, Jim Confrey, Brenda Costa, Richard Cygan, Marie Elwood, Trish Pope

EXCUSED: Pat Gallier, Judy Kane, Jeanne McGeough

- I. CALL TO ORDER 8:35 am
- II. APPROVAL OF SEPTEMBER 12, 2017 MINUTES
- III. DIRECTOR'S UPDATE – Trish Pope
 - a. The Marlborough Council on Aging is hosting the Executive Office of Elder Affairs training for the state's COA board members on February 7th, with a snow date of February 16th.
 - b. Trish is speaking on Octboer 19th at the Massachusetts Council on Aging Annual Conference on the COME 2 B Dementia Friendly efforts.
 - c. Trish will be on a panel at State House discussing Alzheimer's disease.
 - d. A request is in with the commissioner, John Ghiloni, for two panic buttons at the senior center.
 - e. Election day is next month on November 7th.
 - f. A nutrition program is starting late January with Framingham State University.
 - g. 800 Latino individuals received programming last year from the Marlborough Council on Aging.
- IV. BOARD UPDATES
 - a. BAYPATH ELDER SERVICES UPDATE – Richard Cygan
 - i. The BayPath Board Highlights are attached as Att. #1.
 - b. TRANSPORTATION REPORT – Jeanne McGough
 - i. The transportation report for September is attached as Att. #2.
 - ii. There were 2,595 rides from October 1, 2016 to September 30, 2017.

V. NEW/OLD BUSINESS

a. DISCUSS SENIOR CENTER ISSUES

- i. The walls & flooring for upstairs is slated for January 2018.

VI. Meeting adjourned at 9:05 am.

The next board meeting is Tuesday, November 14, 2017 at 8:30 a.m. in the conference room at the Senior Center, 40 New Street, Marlborough, MA.

Respectfully Submitted,

Brenda Costa, Secretary

**BayPath Board Highlights
September 2017**

Att. #1

Budget

Ms. Sheehan provided a budget update. The House has begun some overrides of the Governor's vetoes from the FY18 budget made last July. There wasn't any action taken on the two (2) overrides that would affect EOEA accounts. The Senate will also need to take up the overrides. EOEA has not provided us with the homecare and ECOP units we will receive for this fiscal year. They will be taking retained fund balance which is the purchase of service funds we do not spend and are restricted for EOEA only. These funds will be transferred to another ASAP in January.

Mass Health Community Partners

Ms. Sheehan said the partnership application was approved. Our partners are Advocates, Seven Hills, Horace Mann Education Associates, Boston Center for Independent Living, and other ASAPs and agencies. We would cover 3 out of 5 regions in the state. Mass Health has approved our partnership, which has been named the Massachusetts Care Coordination Network (MCCN). The first governing meeting was held, and BayPath represents the ASAPs involved. The network will be hiring a director. It is anticipated that referrals will begin in June 2018.

Preservation of Affordable Housing (POAH)

Ms. Sheehan said the contract has been signed with POAH for the tenant service coordinator position. The contract is effective October 1st and we have begun advertising for the position which will be 25 hours per week. Ms. Tretiak said she and Ms. Alessandro toured Tribune Apartments located at 46 Irving

Street in Framingham. Preservation of Affordable Housing renovated the apartments in the building, and they did an outstanding job. This apartment complex will operate similar to Mission Springs. There will be a property manager and a social service component.

Caterer's Kitchen

Ms. Sheehan provided an update on the caterer's site. The consortium received an extension until 9/30 to vacate the Lancaster premises. The caterer vacated the site on 9/24 in order to clean before 9/30. In the interim, meals will be provided by Chartwell in Worcester (sister corporation to Bateman). They will be able to provide meals as long as necessary. It is anticipated the kitchen will not be completed before 11/30.

**BayPath Board Highlights
September 2017**

Town	17-Jul
meal days	20
Ashland	223
Dover	27
Framingham	3820
Holliston	496
Hopkinton	218
Hudson	993
Marlborough	2217
Natick	1219
Northborough	373
Sherborn	57
Southborough	453
Sudbury	433
Wayland	402
Westborough	333
Total	11,264

Town Analysis July 2017

Town	ECOP	Choices	Town	ECOP	Choices
Ashland	14	2	Natick	32	28
Dover	0	0	Northborough	11	2
Framingham	70	44	Sherborn	0	0
Holliston	12	5	Southborough	4	4
Hopkinton	11	2	Sudbury	4	3
Hudson	32	15	Wayland	10	4
Marlborough	29	21	Westborough	9	4

ECOP Total = 238

Choices Total = 135

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

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

**BayPath Board Highlights
September 2017**

Town	17-Aug
meal days	23
Ashland	227
Dover	21
Framingham	4540
Holliston	583
Hopkinton	222
Hudson	1115
Marlborough	2606
Natick	1409
Northborough	380
Sherborn	69
Southborough	458
Sudbury	491
Wayland	507
Westborough	421
Total	13,049

Town Analysis August 2017

Town	ECOP	Choices	Town	ECOP	Choices
Ashland	13	2	Natick	33	27
Dover	0	0	Northborough	11	3
Framingham	67	47	Sherborn	0	0
Holliston	12	5	Southborough	4	4
Hopkinton	11	2	Sudbury	4	4
Hudson	31	15	Wayland	10	4
Marlborough	29	20	Westborough	10	3

ECOP Total = 235

Choices Total = 136

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

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MARLBOROUGH SENIOR CENTER TRANSPORTATION REPORT
MONTH OF SEPTEMBER, 2017

TOTAL NUMBER OF TRIPS = 128

BROKEN DOWN

SUPERMARKET/SHOPPING/RESTAURANTS = 38

SENIOR CENTER = 71

CITY VAN- OTHER = 19

MWRTA = 0

EMPLOYMENT OPTIONS = 0

NEW APPLICANTS = 8 = 5 Female, 3 Male

NEW RIDERS = 5

RETURNING = 27

Marlborough Public Library Board of Trustees

Meeting Minutes

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October 3, 2017

Bigelow Auditorium, Marlborough Public Library

2017 NOV 17 P 3:07

Meeting called to order by Rustin Kyle at 7:07pm

Board Members Present: Tom Abel, Karen Bento, Nena Bloomquist, William Brewin, Ray Hale, Rustin Kyle, Janice Merk, and Robyn Ripley

Also Present: Margaret Cardello, Library Director

Absent: Ray Johnson

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the September meeting was passed (Abel/Bloomquist).*
2. **Trust Fund Reports:** *A motion was passed to approve the Trust Fund Reports for September of 2017 (Hale/Ripley).*
3. **Director's Report:** (see attached for more details)
 - Thursday, October 5th, Margaret will be speaking at the Marlborough Historic Commission's meeting specifically on the topic of the library grant and renovations.
 - DCU once again sent a donation to the library, this year in the amount of \$7,500. Since it was a donation made directly to the library, the funds cannot be distributed to the Foundation for the new building. Margaret is considering using some of it towards a new microfilm printer, the half that would not be covered by the Brigham Trust Grant.
 - Staff are interested in putting up a job board listing local jobs to which patrons could submit resumes. *A motion was passed to table this discussion to next month's meeting, allowing for more research into how this board would function and any potential liability (Brewin/Bloomquist).*
 - The Senior Center is donating knitted scarves to be made available to patrons during the cold winter months.
 - The Marlborough Police Department has been booking the auditorium for community training programs, once again showing the need for community meeting space in Marlborough.

4. **Committee Reports:**

- Foundation:
 - FDA is not being utilized at all at this point in order to save money as the initial phase of fund raising gets off the ground.
 - Naming Rights: Who has authority to name the library building?...the rooms within the library? *A motion passed to request that a trustee, Tom Abel, and a foundation representative, Dan Verrico, consult with the city solicitor's office and report back next month (Brewin/Hale).*
- Friends: (see attached report for detailed information)

5. **Old Business:**

- None

6. **New Business:**

- Long Range Plan: The library is required to keep a current Long Range Plan on file to be eligible for grant monies from the MBLC. Margaret has updated the previous Long Range Plan with the information from our grant proposal. *A motion to accept the Long Range Plan with only a few minor corrections was passed (Bloomquist/Brewin).*
- Online Tutoring Programs: A subscription service exists that matches students with tutors in an online forum for tutoring purposes. It can be quite expensive, although it has been a few years since it has been considered. Margaret will re-acquaint herself with it again and present options or feasibility next month.

7. **Adjournment:** *A motion to adjourn passed at 7:44 (Abel/Ripley).*

Minutes submitted by Secretary Robyn Ripley.

CITY OF MARLBOROUGH MEETING MINUTES

Meeting: Marlborough Cultural Council
Date: November 13, 2017
Time 7:00pm
Location: Mayors Conference Room, 4th Floor
City Hall, 140 Main Street
Marlborough, MA 01752

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2017 NOV 21 P 12: 23

Attendance: J. David Elmore, Stephen D 'Alessandro, Mark Bartlett, Kim Beauchman, Jessica Bowen and Sandra Pirie-St.Amour

The Meeting was called to order by Chair,J. David Elmore at 7:11 pm

- 1. Reviewed and approved minutes of May 22, 2017 meeting
2. Reviewed Finances/Spreadsheet. (\$10,700 to be awarded for FY 2018)
3. Reviewed Grant Applications for compliance with MCC guidelines. 11 applications to be denied and 16 approved. Amount of awards was determined based on maximum benefit to community and the funds available.

4. Voted as follows for FY 2018 grant applications

Table with 2 columns: DENIED (criteria for denial) and APPROVED. \$ allocated. Lists various organizations and their allocated amounts, such as Steve Henderson (\$400), Marlboro High Tri-M Music Honor Society (\$650), etc.

- 4. Discussed the need for recruiting new members due to the fact that David, Elmore, Kim Beauchman and Sandra Pirie St.Amour will all reach their term limits.
5. Set tentative date for next meeting to elect new officers and welcome new members for Monday, May 7 2018 at 7:00pm
10. Meeting was adjourned at 8:16pm

Respectfully submitted by Sandra Pirie-St.Amour, Secretary, Marlborough Cultural Council on November 21, 2017

September 26, 2017

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2017 NOV 21 P 3:47



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

Traffic Commission Minutes

The Regular Meeting of the Traffic Commission was held on Tuesday, September 26, 2017 at 10:00 am in the City Council Committee Room, City Hall. Members present: Chairman - Police Chief David Giorgi, DPW Commissioner John Ghiloni, Fire Chief Kevin Breen and City Clerk Lisa Thomas. Also present: Assistant City Engineer Tim Collins, Code Enforcement Officer Pam Wilderman and Building Commissioner Doug Scott. Minutes taken by Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Tuesday, August 29, 2017.

MOTION was made, seconded, duly VOTED:
TO APPROVE – Accept and Place on File

2 – New Business

2a) Issues on Hayden and Water Street

Chief Giorgi received an email from a local resident on this issue. She has lived on Water Street for almost two years and has noticed several issues since Ward Park was redone.

- 1) They have a very small “dead end” sign above their street sign which “no one bothers to read” resulting in too many instances of people speeding down their tiny road and then having to turn around.
- 2) People leave the park way too fast and she has almost been hit trying to leave her street.
- 3) People also do not read the Do Not Enter signs on the 1 way section of Hayden.

She also mentioned that someone had made their own dead end sign and hung it up. She said that it actually seemed to work but someone took it down. Tim Collins advised that

the City took the homemade sign down. It was replaced by a bigger diamond shaped sign which is now more visible. It was initially a small dead end sign at the top of the street sign due to the size of the road. The new sign should help the situation.

Mr. Collins also said that he thinks people know that this section of Hayden Street is one way, however, they look and see that no one is coming and "sneak down".

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

2b) Speeding Concerns and Crosswalk Request on Framingham Road

Chief Giorgi received an email from a local resident on this issue. She said that they have noticed the new flashing speed signs in the area, however, she said "there are still a large amount of people who blow through Framingham Road like a speedway". They are concerned about the lack of compliance with the speed limit.

Chief Giorgi advised that Sgt. Campbell has also talked to this resident and that the electronic speed signs have been brought back out to the area to gather more feedback. The initial feedback was that the speed was not as excessive as she thought.

With regard to the crosswalk request, Tim Collins advised that the area in question, at Allis Road and Beverly Drive, actually has a driveway across the street. A crosswalk cannot go to a driveway opening. Also, a crosswalk must meet ADA requirements and this would require rebuilding of sidewalks. Mr. Collins mentioned that the Allis Road side already has a crosswalk installed. He said that there are no bus stops that require kids to cross the street. The bus stops and traffic stops and kids then cross the street to get on the bus.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT for speed enforcement. Chief Giorgi advised that he would also speak to the resident about the parameters for a crosswalk.

2c) Crosswalk Request for Intersection of Wellington Street and Church Street

Chief Giorgi received this request from a local resident of Midland Street who expressed concern that there was no sidewalk on the eastern side of Church Street and that several middle school children have to cross from the Wellington side to the Harvard side to get to their bus stop at the corner of Church and Edinboro.

Tim Collins advised that there is an alternate walk to the bus stop location that already has a crosswalk installed. It is about 50 feet longer but there is a crosswalk at Greenwood and Church. A new crosswalk would require reconstruction of the sidewalk in order to be ADA compliant.

MOTION was made, seconded, duly VOTED to REFER to Chief Giorgi to advise the resident that the issue was discussed, however, the children do have another alternative for safe crossing to the bus stop location.

Chief Giorgi made a motion to suspend the rules and take the agenda items out of order as Pam Wilderman and Doug Scott were in attendance for Old Business Items 3d. All in Favor.

3-Old Business

3d) Unattended trailers parking in public way.

Code Enforcement Officer Pam Wilderman also has problems with this issue and how to enforce it. The group discussed different issues they have had with boats, trailers, car carriers and commercial vehicles and how to get them to stop parking on public roads. Ms. Wilderman has issued tickets based on City Ordinance 551.18 i.e. an obstruction of any kind that obstructs a public way for more than one hour.

Tim Collins drafted some new language which could be incorporated into the traffic code. Currently under Article II, Section 586.9 – Obstruction of Traffic, it states, “No person shall drive any vehicle in such a manner or stand alone or with others as to unnecessarily obstruct the normal traffic upon any street or highway.”

He is proposing adding new paragraphs that state:

No person shall park, or allow to be parked, an unregistered vehicle on any street or highway. Any unregistered vehicle parked on any street or highway shall be towed and stored, at the expense of the owner.

No person shall park, or allow to be parked, an unattended trailer or recreational vehicle on any street or highway.

No person shall park or allow to be parked, a trailer or recreational vehicle hitched to a registered vehicle or a registered vehicle on any street or highway, for a period of time not to exceed 24 hours. When a trailer is allowed to be parked on a street or highway, it shall be in such a manner that it is deemed safe. If the vehicle is parked in such a manner that it is not deemed safe, the vehicle will be towed and stored at the expense of the owner.

Ms. Wilderman said she has been using the “blight” ordinance, however, she liked the sound of this proposed wording better. She mentioned a vehicle she saw this morning that was unregistered that now has temporary “paper” plates on it. She wanted to have Officer Wicks or Officer Moro take a look at it for her. Anything that would help her to deal with unregistered vehicles on the roadway would be great for her.

Doug Scott suggested sending this language to City Council as it would involve a new area of ticketing even though it is under the jurisdiction of the Police Department and Code Enforcement. Lisa Thomas also suggested sending the proposed language to the Legal Dept. for review as we are “charting new waters”. We are creating new language rather than just adding a change to the existing Rules and Regulations.

All agreed that this language (or something to this effect) should be added under Section 856.9 but that it would be a good idea to have Legal review the wording. Ms. Wilderman said that she will continue to ticket under the "blight" ordinance in the meantime.

MOTION was made, seconded, duly VOTED to REFER to Chief Giorgi to discuss the new language with the Legal Department before moving forward.

Return to: 2 – New Business

2d) Traffic Regulations at the 1st LT Charles W. Whitman School.

Tim Collins requested that this item be added to the Agenda. He found that there are many signs at this location that are not in the Rules and Regulations Manual. The Traffic Commission previously reviewed what was in place at the High School and made revisions, however, this was not done at the Middle School. He passed out a large diagram entitled "Traffic Regulation Map – Whitcomb School". He found that most of the signs are in place, however, nothing was ever regulated. He passed out wording relative to:

Section 586.46A – Schedule IIA: prohibited Right Turns
 Section 586-49 – Schedule V: One-Way Streets
 Section 586-50 – Schedule IV: Stop Intersections
 Section 586-50.1 – Schedule VIA: Do -Not-Enter Streets
 Section 586-53 – Schedule IX: No Stopping, Standing r Parking Anytime
 Section 586-54 – Schedule X: Parking Prohibited Certain Hours
 Section 586-60.1: Crosswalk Location

Mr. Collins pointed out all areas noted above on the diagram. He also noted where there used to be a sign that read "Stop for Pedestrians". It now correctly states, "Yield to Pedestrians". He advised that the Group could vote on the required regulations, as per the map, and then he can write up the proper legal descriptions for the next meeting so they can be advertised and approved. He will look back and see how it was done for the High School and do it the same way.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING for further review and clarification.

2e) Request for Stop Sign at Stow Road and Beaman Lane (Additional Information/Clarification.

This issue initially came in as a phone call and was discussed under new business at the last meeting. It was referred to Chief Giorgi to follow up with the residents for clarification. Chief Giorgi is now in receipt of a specific letter and photos. The specific concern is the speed of vehicles on Stow going both North and South and the limited visibility they have of the Beaman Lane intersection coming from either direction.

Tim Collins also went out to review the area. He does feel that it may be appropriate to install a yellow warning sign indicating "curve ahead". He also reviewed the photos and feels they could be older as he did not see any vegetation that was obstructing the view of

the intersection. Chief Giorgi asked if it was possible to use a sign showing an arrow in each direction indicating that you can turn either way. Mr. Collins advised that this type of sign is usually used based on a problem history. It doesn't look like an issue of not seeing the traffic. The normal rule of the road is to get to the end of the street and look both ways before making the turn.

Mr. Collins also advised that we actually could put a stop sign here because a stop sign is warranted for a T-Intersection.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT for speed enforcement on Stow Road also to Chief Giorgi to advise the resident as to the discussion.

and

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING for an advance warning sign to indicate "intersection ahead".

3-Old Business

Lisa Thomas asked for a suspension of rules to formally approve three regulations that were recently advertised but were removed from the Agenda.

MOTION was made by Lisa Thomas, seconded, duly VOTED to APPROVE:

- 1) Revised Regulation: Chapter 866, Section 53, Schedule IX: No Stopping Standing or Parking on a specific area of Maple Street (Refer to regulation for specific wording).
- 2) Revised Regulation: Chapter 586, Section 60.1: Crosswalk Regulations – to add crosswalks on Cook Lane, Blake Circle, Sunshine Dr. Sherwood Drive South, Sherwood Drive North, Nolan Way, Kane Drive and Reagin Lane (Refer to regulation for specific wording).
- 3) Revised Regulation: Chapter 586, Section 50, Schedule VI: Stop Intersections. Add Stop Signs on Nolan Way and Reagin Lane. (Refer to regulation for specific wording).

APPROVED – ALL IN FAVOR.

3a) Traffic Commission rules and regulations update.

MOTION was made, seconded, duly VOTED to TABLE.

3b) Request for stop signs on Weed St. at Florence St.

Commissioner Ghiloni advised that this issue is still pending and needs to stay on the agenda.

MOTION was made, seconded, duly VOTED to TABLE.

3c) Intersection of Ash Street & Hudson Street – Failure to stop at Stop Sign

Tim Collins advised that he went out to this area and reviewed the signage. He said that there is a stop ahead sign traveling northbound on Hudson Street, however, it is currently 600 feet from the intersection. It should be 200 to 250 feet from the intersection. There is also a stop ahead sign traveling southbound, however, it is 740 feet from the intersection. It should also be 200 to 250 feet from the intersection. Mr. Collins advised that he would have them moved.

Mr. Collins also noted that the stop sign coming out of the hospital entrance was hit and is leaning over. It is turned and not facing in the proper direction. It was discussed as to whether the hospital or the city should fix the sign. It is a private driveway but a four-way stop is indicated on the sign. Commissioner Ghiloni also is not sure who owns the sign but it needs to be fixed. He advised that the City should just take care of the sign and have it be done.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING and the DPW to fix the stop sign at the hospital driveway.

3e) Brook Street – Review of No Parking Regulations

It was determined at the last meeting that the existing regulation would be repealed and replaced with a new regulation that would restrict parking on the left side of Brook Street. Tim Collins will forward the proper language to Chief Giorgi so that he can prepare the amended regulation for advertisement.

Commissioner Ghiloni questioned if we should be notifying residents of specific streets of changes before they are advertised. It was discussed further and decided that this could be done on a case by case basis but only if there was a really big issue involved.

MOTION was made, seconded, duly VOTED to REFER to Chief Giorgi to prepare the revised regulation for the next meeting.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 11:07 am.

Respectfully submitted,

Karen L. Lambert
Records Clerk
Marlborough Police Department

List of documents and other exhibits used at the meeting:

-Meeting Agenda for Tuesday, September 26, 2017. (Including City of Marlborough Meeting Posting).

-Draft of Traffic Commission Minutes from Tuesday, August 29, 2017.

-Email from Samantha Clark to Chief Giorgi, dated 9/7/17, re: Water Street.

-Email from Natalie Dellecese to Carrie Lizotte, dated 9/8/17 (forwarded to Chief Giorgi same date), re: Speeding Zone Framingham Road.

-Email from Sara Douglas to Chief Giorgi, dated 9/20/17, re: Request for crosswalk to be added in Church Street neighborhood.

-Letter from John, Katie and Hope Branch to Chief Giorgi, dated 8/31/17, re: Request for stop signs on Stow Road and Beaman Lane.

-Email from Tim Collins to Chief Giorgi, dated 9/21/17, re: Brook Street – No Stopping, Standing or Parking language.

Additional Handouts:

-Regulation wording for 1st Lt. Charles Whitcomb Schools – multiple schedules.

-Potential wording for new regulation - Unattended Trailers.

-