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CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

CITY OF MARLBOROUGH
City Council Agenda

2022 MAR 10 P 1:25

Monday, March 14, 2022
8:00 PM

This meeting of the City Council will be held in City Council Chambers, City Hall, 140 Main Street. **PUBLIC ATTENDANCE IS PERMITTED.** This meeting will be televised on WMCT-TV (Comcast Channel 8 or Verizon/Fios Channel 34) or you can view the meeting using the link under the Meeting Videos tab on the city website (www.marlborough-ma.gov).

1. Minutes, City Council Meeting, February 28, 2022.
2. From Council President Ossing: Update from Mayor Vigeant regarding COVID-19.
3. Communication from the Mayor, re: Grant Acceptance in the amount of \$19,500.00 from the Massachusetts Cultural Council awarded to the City of Marlborough to be awarded by the Cultural Council in support of worthy arts, humanities, music, and youth-based initiatives in our community.
4. Communication from the Mayor, re: Grant Acceptance in the amount of \$13,350.00 from the Federal Emergency Management Agency (FEMA) awarded to the City of Marlborough for the Building Resilient Infrastructure & Communities (BRIC) program for the Hazard Mitigation Plan Update project.
5. Communication from the Mayor, re: Grant Acceptance in the amount of \$80,436.00 from the Executive Office of Elder Affairs (EOEA) awarded to the Council on Aging to be used to fund administration, transportation, and programing services offered by the Senior Center
6. Communication from the Mayor, re: Capital Project Requests totaling \$19,910,000.00, which include Bond Requests in the amount of \$6,675,000.00 for infrastructure projects and a Transfer Request from Free Cash in the amount of \$1,448,100.00 for various department needs.
7. Communication from the Mayor, re: Proposed Amendment to Code of the City of Marlborough, Chapter 510 "Sewers" §2 "Use of Public Sewers" as submitted by the Mayor and a Transfer Request in the amount of \$100,000.00 from Undesignated Fund to Sewer Service Betterment to allow for loans to eligible homeowners.
8. Communication from the Mayor, re: Appointment of Catherine Usinas to the Commission on Disabilities for 3-year term from date of Council confirmation.
9. Communication from the Mayor, re: Notification of Mayoral reappointments to the OPEB Trust and the Cultural Council.
10. Communication from Solicitor Jason Grossfield, re: Notice of Dismissal of the matter McDonald's Corp. v Raising Cane's Restaurants, LLC, Marlborough City Council, et al.

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.

11. Communication from Solicitor Jason Grossfield, re: Application for Special Permit from Attorney Brian Falk, on behalf of J&D Landscape Contractors, to construct and operate both a contractor's yard and a landscaping contractors' yard at the Airport Industrial Park, 101 Airport Boulevard, Unit 12, in proper legal form, Order No. 21/22-10088441D.
12. Petition from Massachusetts Electric, to replace direct buried cable for Woodland Estates with 5457' of 1-2" cable in conduit install 85' of 2-3" conduit from riser poles to pullboxes, 10 pullboxes, 1 heavy duty handhole, 1 junction box, replace 3 submersible transformers with pad mounted transformers and replace 4 risers to install 1-2" cable in conduit via directional drilling on Vega Road.
13. Application for Modification of Special Permit from 587 Bolton Street, Inc. to allow for outdoor seating, a gazebo and bar area at 587 Bolton Street (Order No. 13-1005456B).
14. Communication from National Grid, re: Notice of upcoming sideline vegetation maintenance within the electric transmission right-of-way easement.
15. Communication from Executive Office of Energy and Environmental Affairs, re: Public comment period on Yearly Operational Plan submitted by the City of Marlborough.
(Documents are available in the City Clerk's Office for viewing).
16. Minutes of Boards, Commissions and Committees:
 - a) School Committee, February 1, 2022 & February 8, 2022.
 - b) Conservation Commission, February 3, 2022.
 - c) Library Trustees, February 1, 2022.
 - d) Planning Board, January 24, 2022.
17. CLAIMS:
 - a) Alyssa Adams, 1 Andrews Way, Southborough, pothole or other road defect.
 - b) Karen Brummel, 56 Simmons Street, pothole or other road defect.
 - c) Danny Chaves, 3 Grove Street, Hudson, MA, pothole or other road defect.
 - d) Gregory Gowaski, 126 Langelier Lane, residential mailbox claim (2b).
 - e) Rebekah Honer, 41 Naugler Avenue, pothole or other road defect.
 - f) Dipali Patel, 1205 Applebriar Lane, pothole or other road defect.
 - g) Vicki Pineda, 105 Hildreth Street, pothole or other road defect.
 - h) Jenna Schlehuber, 419 Stearns Road, pothole or other road defect.
 - i) John Viggiano, 84 Emer Road, pothole or other road defect.

REPORTS OF COMMITTEES:

UNFINISHED BUSINESS:

From Finance Committee

18. **Order No. 22-1008512: Proposed Amendment to the City Code, Chapter 125 “Personnel” §6 “Salary Schedule” to amend the salary for the Parking Enforcement Officer as submitted by the Mayor.**

Recommendation of the Finance Committee is to APPROVE. Proposed Ordinance was properly advertised on February 25, 2022, and the 10-day requirement has been met. The Finance Committee voted 5 - 0 to approve the Parking Enforcement Officer salary ordinance change to not exceed \$25 per hour.

From City Council

19. **Order No. 21/22-1008441C Application for Special Permit from Attorney Falk on behalf of J & D Landscape Contractors to construct and operate both a contractor’s yard and landscaping contractor’s yard at the Airport Industrial Park, 101 Airport Boulevard, Unit 12.**

Recommendation of the Urban Affairs Committee is to APPROVE.

20. **Order No. 21/22-1008475A Communication from the Mayor, re: Request that the City Council consider a Zoning Map change regarding portions of Jefferson Street.**

A date for a Public Hearing needs to be determined before the matter can be advertised.

Councilors-at-Large

Mark A. Oram
Michael H. Ossing
Samantha Perlman
Kathleen D. Robey



Ward Councilors

Ward 1 – Laura J. Wagner
Ward 2 – David Doucette
Ward 3 – J. Christian Dumais
Ward 4 – Teona C. Brown
Ward 5 – John J. Irish
Ward 6 – Sean A. Navin
Ward 7 – Donald R. Landers, Sr.

RECEIVED
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2022 MAR -4 AM 8:11

Council President

Michael H. Ossing

Council Vice-President

Kathleen D. Robey

**CITY OF MARLBOROUGH
CITY COUNCIL
MEETING MINUTES
MONDAY, FEBRUARY 28, 2022**

The regular meeting of the City Council was held on Monday, February 28, 2022 at 8:00 PM in City Council Chambers, City Hall. City Councilors Present: Ossing, Wagner, Doucette, Dumais, Brown, Irish, Navin, Landers, Oram, Perlman & Robey. Meeting adjourned at 8:20 PM.

Motion by Councilor Dumais, seconded by the Chair to adopt the following:

ORDERED: That the Minutes of the City Council meeting, February 14, 2022, **FILE**; adopted.

Mayor Vigeant provided the City Council with an update on COVID-19 and city events.

Motion by Councilor Doucette, seconded by the Chair to adopt the following:

ORDERED: That the Information on the MassDevelopment PACE (Property Assisted Clean Energy) program and impact/opportunities for Marlborough, referred to the **CLIMATE RESILIENCY COMMITTEE**; adopted.

Motion by Councilor Irish, seconded by the Chair to adopt the following:

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Grant Acceptance in the amount of \$24,999.00 from the Executive Office of Public Safety and Security and the Department of Fire Services awarded to the Fire Department to be used to improve multi-jurisdictional communication capabilities; adopted.

Motion by Councilor Irish, seconded by the Chair to adopt the following:

ORDERED: That the Transfer Request in the amount of \$361,080.93 which moves funds from PEG Funds to Marlborough Cable Trust to fund the operation of WMCT-TV for FY2023, referred to the **FINANCE COMMITTEE**; adopted.

Councilor Ossing read a Disclosure of Appearance of Conflict of Interest into the record.

CITY OF MARLBOROUGH										
BUDGET TRANSFERS -										
DEPT:		Mayor				FISCAL YEAR:		2022		
FROM ACCOUNT:					TO ACCOUNT:					
Available	Amount	Org Code	Object	Account Description	Amount	Org Code	Object	Account Description	Available	
Balance									Balance	
	\$439,542.81	\$361,080.93	27000099	47750	Receipts Reserved-PEG Funds	\$361,080.93	89000	25581	Marlboro Cable Trust	\$0.00
Reason:	To fund WMCTS FY23 Budget									
	\$361,080.93	Total			\$361,080.93	Total				

Motion by Councilor Irish, seconded by the Chair to adopt the following:

ORDERED: That a West Side Fire Station Stabilization Fund is hereby established, by a two-thirds vote pursuant to MGL Chapter 40 §5B, for the purposes of funding all costs associated with site acquisition and construction of a new fire station in the west side of Marlborough, referred to the **FINANCE COMMITTEE**; adopted.

Motion by Councilor Robey, seconded by the Chair to adopt the following:

ORDERED: That the Communication from Solicitor Jason Grossfield, re: Request for Executive Session to discuss litigation strategy relative to WP Marlborough MA Owner, LLC v. Marlborough City Council, **MOVED TO AFTER AGENDA ITEM #14**; adopted.

Motion by Councilor Robey, seconded by the Chair to adopt the following:

ORDERED: That the Communication from Solicitor Jason Grossfield, re: Petition from William Camuso on behalf of Camuso Enterprises, LLC, for hours of operation of a gas station (Shell Station) at 431 Lincoln Street pursuant to Chapter 342 of the Code, in proper legal form, Order No. 20/22-1008046C, **MOVED TO AFTER AGENDA ITEM #13**; adopted.

Motion by Councilor Doucette, seconded by the Chair to adopt the following:

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

- a) Board of Registrars, February 14, 2022.
- b) Commission on Disabilities, June 1, 2021.
- c) Council on Aging, January 11, 2022.
- d) Planning Board, January 10, 2022.
- e) Traffic Commission, November 3, 2021 & December 29, 2021.

Motion by Councilor Doucette, seconded by the Chair to adopt the following:

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

- a) Amanda Clark, 121 W. Acton Road, Stow, MA, pothole or other road defect.
- b) William Connor III, 133 Ash Street, #1, pothole or other road defect.
- c) Helen Cronis, 215 Evelina Drive, residential mailbox claim (2a).
- d) Raymond Magee, 793 Stevens Street, residential mailbox claim (2a).
- e) Steven Moran, 79 Donovan Drive, #186, Quinebaug, CT, pothole or other road defect.
- f) Ildus Nurlat, 99 Second Road, residential mailbox claim (2a).
- g) Lorna Rousseau, 140 Donahue Drive, residential mailbox claim (2a).
- h) Kathlyn Scheel, 62 Leoleis Drive, residential mailbox claim (2a).
- i) Dorai Sitaram, 48 Morrissey Road, residential mailbox claim (2a).

Reports of Committees:

Councilor Irish reported the following out of the Finance Committee:

**City Council Finance Committee
Report and Minutes
Wednesday – February 23, 2022**

This meeting convened at 6:30 PM and was held in the City Council Chamber, second floor, City Hall. Public attendance was permitted. The meeting was televised on WMCT-TV (Comcast Channel 8) and Verizon/Fios Channel 34) and available for viewing using the link under the Meeting Videos tab on the city's website, home page (www.marlborough-ma.gov).

Finance Committee Members Present: Chairman Irish; Councilors Dumais, Oram, Perlman and Brown.

Finance Committee Members Absent: None

Other Councilors in Attendance: Councilors Ossing, Robey, Navin and Landers (arrived 6:36 PM).

The meeting convened at 6:30 PM.

1. Order No. 22-1008509 – Mid-Year Transfers \$1,652,616.00:

The Finance Committee reviewed the Mayor's letter dated February 10, 2022 requesting \$1,652,616.00 in mid-year transfers from various departments that fund contractual bargaining units, the vaccine incentive program and mid-year department budget transfers. The Finance Committee voted 5 - 0 to approve the mid-transfer.

Reports of Committee Continued:

- The Finance Committee agreed to support suspending the rules at the February 28, 2022, City Council meeting to approve the mid-year transfers.

2. Order No. 22-1008512 – Parking Enforcement Officer Salary Ordinance:

The Finance Committee reviewed the Mayor's letter dated February 10, 2022 requesting change to the salary ordinance Chapter 125 for the Parking Enforcement Officer. The change would increase the Parking Enforcement Officer to not exceed \$25 per hour. The ordinance is in the process of being advertised. The Finance Committee voted 5 - 0 to approve the Parking Enforcement Officer salary ordinance change to not exceed \$25 per hour.

The Finance Committee adjourned at 7:31 PM.

Motion by Councilor Irish, seconded by the Chair to adopt the following:

Suspension of the Rules requested – granted.

ORDERED: That the Mid-Year Transfer Requests totaling \$1,652,616.00 from various departments for FY 22, which moves funds from and to accounts as outlined in the transfer sheets, **APPROVED**; adopted.

CITY OF MARLBOROUGH BUDGET TRANSFERS --										
DEPT:		Various				FISCAL YEAR:		2022		
FROM ACCOUNT:						TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$670,629.00	\$670,629.00	11990006	57820	Reserve for Salaries	\$2,237.00	11110002	50350	City Council Sect	\$30,110.00	
	Reason:					Reason:	Contractual Obligation			
\$6,909,493.00	\$768,447.00	10000	35900	Undesignated Fund	\$3,515.00	11110003	50070	City Councilors	\$46,536.00	
	Reason:					Reason:	Contractual Obligation			
					\$3,189.00	11210001	50010	Mayor	\$42,995.00	
	Reason:					Reason:	Contractual Obligation			
					\$2,097.00	11210001	50321	Exec Aide to Mayor	\$28,240.00	
	Reason:					Reason:	Contractual Obligation			
					\$1,724.00	11210002	50590	Exec Secretary	\$23,247.00	
	Reason:					Reason:	Contractual Obligation			
					\$976.00	11330001	50015	Finance Director/Treas	\$45,067.00	
	Reason:					Reason:	Contractual Obligation			
					\$4,043.00	11330002	50062	Finance Assistant	\$53,861.00	
	Reason:					Reason:	Contractual Obligation			

\$868.00	11330002	50520	Principal Clerk	\$20,829.00
Reason:	Contractual Obligation			
\$3,450.00	11350001	50020	Auditor	\$46,354.00
Reason:	Contractual Obligation			
\$430.00	11350001	50174	Procurement Officer	\$35,713.00
Reason:	Contractual Obligation			
\$1,642.00	11350002	50520	Principal Clerk	\$21,823.00
Reason:	Contractual Obligation			
\$1,716.00	11410002	50550	Head Clerk	\$23,669.00
Reason:	Contractual Obligation			
\$3,837.00	11510001	50030	City Solicitor	\$51,545.00
Reason:	Contractual Obligation			
\$566.00	11520001	50530	HR Director	\$41,625.00
Reason:	Contractual Obligation			
\$1,871.00	11520001	50532	HR Assistant	\$25,195.00
Reason:	Contractual Obligation			
\$1,477.00	11520002	50775	Admin Assistant	\$19,921.00
Reason:	Contractual Obligation			
\$1,821.00	11550001	50014	Director IT	\$24,527.00
Reason:	Contractual Obligation			
\$2,202.00	11550001	50210	Sr System Analyst	\$29,207.00
Reason:	Contractual Obligation			
\$2,634.00	11550001	50213	Network Engineer	\$36,149.00
Reason:	Contractual Obligation			
\$7,128.00	11550001	50385	Electrician	\$24,965.00
Reason:	Contractual Obligation			
\$2,720.00	11610001	50050	City Clerk	\$39,146.00
Reason:	Contractual Obligation			
\$1,999.00	11610002	50290	Assist City Clerk	\$26,885.00

Reason:	Contractual Obligation			
\$1,426.00	11610002	50770	Senior Clerk	\$18,681.00
Reason:	Contractual Obligation			
\$812.00	11650003	51110	License Comm Members	\$1,231.00
Reason:	Contractual Obligation			
\$4,012.00	11920001	50292	Bldg Maint Craftsman	\$68,030.00
Reason:	Contractual Obligation			
\$1,928.00	11920001	50385	Electrician	\$25,534.00
Reason:	Contractual Obligation			
\$1,785.00	11920001	50690	Foreman	\$27,669.00
Reason:	Contractual Obligation			
\$22,172.00	12100001	50140	Police Chief	\$60,390.00
Reason:	Contractual Obligation			
\$346,543.00	12100001	50420	Police Officers	\$91,573.00
Reason:	Contractual Obligation			
\$4,659.00	12100001	50500	Police Captains	\$91,573.00
Reason:	Contractual Obligation			
\$23,900.00	12100001	50510	Police Lieutenants	\$200,613.00
Reason:	Contractual Obligation			
\$49,932.00	12100001	50820	Sergeants	\$350,843.00
Reason:	Contractual Obligation			
\$3,305.00	12100002	50520	Principal Clerk	\$43,626.00
Reason:	Contractual Obligation			
\$6,821.00	12100003	51213	Dispatchers	\$190,036.00
Reason:	Contractual Obligation			
\$1,961.00	12100003	51214	Public Safety Assistant	\$26,011.00
Reason:	Contractual Obligation			
\$4,940.00	12200001	50130	Fire Chief	\$68,830.00
Reason:	Contractual Obligation			

\$2,032.00	12200002	50062	Finance Assistant	\$26,919.00
Reason:	Contractual Obligation			
\$6,121.00	12410001	50095	Asst Bldg Commissioner	\$11,715.00
Reason:	Contractual Obligation			
\$2,470.00	12410001	50109	Environmental Officer	\$33,213.00
Reason:	Contractual Obligation			
\$37,249.00	12410001	50260	Local Inspector	\$64,392.00
Reason:	Contractual Obligation			
\$3,651.00	12410001	50370	Plumbing Inspector	\$27,823.00
Reason:	Contractual Obligation			
\$3,395.00	12410001	50380	Electrical Inspector	\$28,079.00
Reason:	Contractual Obligation			
\$10,400.00	12410001	50960	Asst Plmbg Inspector	\$4,150.00
Reason:	Contractual Obligation			
\$5,642.00	13032001	50292	Bldg Maint Craftsman	\$60,821.00
Reason:	Contractual Obligation			
\$3,828.00	13032001	50385	Electrician	\$25,803.00
Reason:	Contractual Obligation			
\$10,743.00	13032001	50386	HVAC	\$51,602.00
Reason:	Contractual Obligation			
\$96.00	13032001	50690	Foreman	\$32,231.00
Reason:	Contractual Obligation			
\$3,839.00	14000001	50600	DPW Commissioner	\$53,569.00
Reason:	Contractual Obligation			
\$3,293.00	14000001	50630	Asst DPW Commissioner	\$44,249.00
Reason:	Contractual Obligation			
\$1,950.00	14000002	50052	Financial Analyst	\$26,538.00
Reason:	Contractual Obligation			
\$1,137.00	14000002	50550	Head Clerk	\$23,664.00

Reason:	Contractual Obligation			
\$2,486.00	14001101	50108	GIS Administrator	\$32,924.00
Reason:	Contractual Obligation			
\$3,293.00	14001101	50640	City Engineer	\$44,249.00
Reason:	Contractual Obligation			
\$11,471.00	14001101	50700	Grade 2 Engineer Aide	\$25,451.00
Reason:	Contractual Obligation			
\$2,955.00	14001301	50660	General Foreman	\$39,147.00
Reason:	Contractual Obligation			
\$7,389.00	14001301	50690	Foreman	\$97,860.00
Reason:	Contractual Obligation			
\$18,262.00	14001303	50740	Equipment Operators	\$349,831.00
Reason:	Contractual Obligation			
\$2,463.00	14001401	50690	Foreman	\$32,620.00
Reason:	Contractual Obligation			
\$2,955.00	14001401	50692	Super Auto Maint	\$39,147.00
Reason:	Contractual Obligation			
\$2,955.00	14001501	50680	General Foreman	\$39,147.00
Reason:	Contractual Obligation			
\$7,390.00	14001501	50690	Foreman	\$97,860.00
Reason:	Contractual Obligation			
\$2,463.00	14003001	50690	Foreman	\$32,620.00
Reason:	Contractual Obligation			
\$2,196.00	14920001	50110	Recreation Director	\$34,755.00
Reason:	Contractual Obligation			
\$1,892.00	14920001	50166	Recreation Prog Mgr	\$25,092.00
Reason:	Contractual Obligation			
\$1,426.00	14920002	50770	Senior Clerk	\$18,681.00
Reason:	Contractual Obligation			

\$2,980.00	15120001	50605	Director of Public Health	\$40,154.00
Reason:	Contractual Obligation			
\$2,054.00	15120002	50520	Principal Clerk	\$20,509.00
Reason:	Contractual Obligation			
\$311.00	15120003	50990	Board of Health Members	\$863.00
Reason:	Contractual Obligation			
\$4,119.00	15410001	50190	Director Elderly Affairs	\$32,624.00
Reason:	Contractual Obligation			
\$1,512.00	15410001	50132	Outreach Worker	\$20,060.00
Reason:	Contractual Obligation			
\$1,293.00	15410002	50584	Clerk Typist	\$17,145.00
Reason:	Contractual Obligation			
\$1,426.00	15410002	50770	Senior Clerk	\$18,681.00
Reason:	Contractual Obligation			
\$1,517.00	15430001	50080	Veterans Director	\$27,295.00
Reason:	Contractual Obligation			
\$3,361.00	16100001	50230	Library Director	\$45,159.00
Reason:	Contractual Obligation			
\$2,001.00	16100001	50300	As st Library Director	\$26,883.00
Reason:	Contractual Obligation			
\$1,704.00	16100001	50470	Childrens Librarian	\$22,599.00
Reason:	Contractual Obligation			
\$1,647.00	16100001	50480	Cataloguer	\$21,818.00
Reason:	Contractual Obligation			
\$1,853.00	16100001	50656	Head of Circulation	\$24,550.00
Reason:	Contractual Obligation			
\$1,647.00	16100002	50520	Principal Clerk	\$21,818.00
Reason:	Contractual Obligation			
\$1,487.00	16100003	50860	Full Time Library Clerk	\$27,016.00

\$1,487.00	16100003	50860	Full Time Library Clerk	\$27,016.00
Reason:	Contractual Obligation			
\$2,418.00	60080001	50570	Chemist	\$32,269.00
Reason:	Contractual Obligation			
\$3,067.00	60080001	50630	Asst DPW Commissioner	\$42,643.00
Reason:	Contractual Obligation			
\$2,689.00	60085001	50910	Head Treatment Operator	\$39,413.00
Reason:	Contractual Obligation			
\$2,747.00	61090001	50680	General Foreman	\$37,737.00
Reason:	Contractual Obligation			
\$19,205.00	61090001	50690	Foreman	\$117,139.00
Reason:	Contractual Obligation			
\$130,105.00	61090001	50740	Equipment Operators	\$155,215.00
Reason:	Contractual Obligation			
\$2,463.00	61090001	50780	Chief Pump Station Oper	\$32,620.00
Reason:	Contractual Obligation			
\$440.00	61090002	50520	Principal Clerk	\$20,826.00
Reason:	Contractual Obligation			
\$555,250.00	11990006	53565	COVID 19	\$46,380.00
Reason:	Vaccination incentive			
\$1,439,076.00				\$1,439,076.00

\$1,439,076.00

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:		Various		FISCAL YEAR:		2022			
FROM ACCOUNT:				TO ACCOUNT:					
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$170,343.20	\$50,540.00	16100003	51261	Part-Time Library Clerks	\$23,540.00	12410004	53180	Bldg Prof & Tech Serv	\$0.00
	Reason:	Vacant positions				For prior year outstanding invoices from 4Leaf			
					\$14,000.00	11520004	53010	Medical Exams	\$2,179.50
						Large number of hires including Fire & Police			
					\$13,000.00	11520006	57380	Conference & Training	\$16,902.08
						Munis and Microsoft training			
\$70,803.71	\$15,000.00	11510001	50172	Assist City Solicitor	\$15,000.00	11510004	53110	Legal Services	\$49,970.79
		Position was vacant				To replace funds transferred to Claims & Judgements back in September			
\$20,000.00	\$6,000.00	14920003	50999	Events Coordinator	\$6,000.00	11210003	51250	Summer Employment	\$6,092.56
	Reason:	Vacant position				Anticipated funds needed through June 30th			
\$19,050.00	\$16,000.00	11620002	50141	Clerk	\$16,000.00	11520004	53140	Contract Services	\$18,339.51
	Reason:	Vacant position				Fire promotional process			
	\$87,540.00	Total			\$87,540.00	Total			

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:		FIRE		FISCAL YEAR:		2022			
FROM ACCOUNT:				TO ACCOUNT:					
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$82,093.00	\$5,000.00	12200001	50805	Fire Inspector	\$5,000.00	12200006	52500	Repair/Maint. Equipmt	\$4,092.09
	Reason:	Vacancy created surplus				Increased costs for SCBA repairs & Fleet PM's			
	\$5,000.00	Total			\$5,000.00	Total			

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:		Department of Public Works/Public Facilities				FISCAL YEAR:		2022	
FROM ACCOUNT:						TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$29,626	\$23,000.00	11920001	50291	Public Facilities Director	\$23,000.00	11920008	52469	Repairs & Maint	\$42,846.00
	Reason:	Excess due to vacancy				Jericho fighting upgrade, police station upgrade and others			
\$135,239	\$25,000.00	14001101	50710	Junior Civil Engineer	\$25,000.00	14001106	57830	Envom. Compliance NPDES	\$9,879.00
	Reason:	Vacancy due to promotion				Additional sampling for Hudson st landfill			
\$107,476	\$25,000.00	14001101	50660	Assistant City Engineer	\$25,000.00	14001104	53180	Prof & Tech Services	\$25,720.00
	Reason:	Excess due to previous vacancy				Consultant design services for upcoming projects			
\$40,789	\$15,000.00	60081001	50750	Equipment Operator	\$48,000.00	60085004	52570	Service Contract-Plant Equip	\$26,536.00
	Reason:	Excess due to vacancy				Update Technically Based Local Industrial Discharge Limits			
\$165,918	\$24,000.00	60081001	50850	Treatment Plant Operator					
	Reason:	Excess due to previous vacancy							
\$131,079	\$9,000.00	60085001	50850	Treatment Plant Operator					
	Reason:	Excess due to vacancy							
\$121,000.00		Total			\$121,000.00	Total			

Motion by Councilor Robey, seconded by the Chair to adopt the following:

Suspension of the Rules requested – granted.

ORDERED: That the Communication from the Mayor, re: Request that the City Council consider a Proposed Zoning Change regarding a portion of Jefferson Street, **ORDERED ADVERTISED.**

Councilor Dumais recused.

Motion by Councilor Dumais, seconded by the Chair to adopt the following:

ORDERED That the Reappointment of David Giorgi as Police Chief for a four-year term to expire on August 20, 2025, **APPROVED**; adopted.

Motion by Councilor Dumais, seconded by the Chair to adopt the following:

ORDERED That the Appointment of Sarah Hough to the Historical Commission for a term of three years effective from date of confirmation, **APPROVED**; adopted.

Motion by Councilor Robey, seconded by the Chair to adopt the following:

ORDERED That the Communication from Solicitor Jason Grossfield, re: Petition from William Camuso on behalf of Camuso Enterprises, LLC, for hours of operation of a gas station (Shell Station) at 431 Lincoln Street pursuant to Chapter 342 of the Code, in proper legal form, Order No. 20/22-1008046C, **FILE**; adopted.

Motion by Councilor Robey, seconded by the Chair to adopt the following:

ORDERED That the application of William Camuso on behalf of Leigh Enterprises, Ltd. (the "Petitioner" or "Holder") to issue a permit to grant an exemption to the hours of operation under City Code Chapter 342, Article 1, Section 342-2, allowing the Shell Gas Station at 431 Lincoln Street to be open for business for certain additional hours is hereby approved in part, in accordance with the following findings and subject to the below conditions:

A. Findings

The City Council hereby finds that the petition may be granted, when limited and conditioned as set forth below, so that the public convenience and welfare may be substantially served without detrimental effect upon the public health, peace or safety.

B. Permit Conditions

1. This permit authorizes a partial exemption to the hours of operation set forth in City Code 342-1 which is limited to the following: The service station located at 431 Lincoln Street, Marlborough may be open for business from 5:00 AM to 11:00 PM daily. The service station is not permitted to be open for business outside of those hours.
2. This permit is effective for a period of one (1) year from the date of approval of this permit. Thereafter, at the discretion of the City Council, it may be renewed for periods of up to five years.
3. In regard to both location and holder, the exemption shall be non-transferrable.
4. Petitioner shall install, maintain and use a video surveillance and video recording system to monitor entry ways and sales attendant positions.
5. Petitioner shall install and maintain a silent robbery/panic alarm system which must be monitored by a central alarm system. Alarm activators must be installed at all sales attendant positions.
6. Petitioner shall permit the Chief of Police or the Chief's designee to inspect, upon demand, the video surveillance, video monitoring and alarm systems. If any of the systems are found to be not in compliance with these conditions, Petitioner must limit the hours of operation of the station to between 6:00 AM and 11:00 PM until full compliance with conditions is achieved.
7. Petitioner shall not permit or suffer any automotive repair work to be performed on the premises by any person.

APPROVED; adopted.

Motion by Councilor Robey, seconded by the Chair to adopt the following:

ORDERED That the Application for Special Permit from Attorney Falk on behalf of J & D Landscape Contractors to construct and operate both a contractor's yard and landscaping contractor's yard at the Airport Industrial Park, 101 Airport Boulevard, Unit 12, referred to the **CITY SOLICITOR TO BE PLACED IN PROPER LEGAL FORM FOR THE MARCH 14, 2022, COUNCIL MEETING**; adopted.

Councilor Brown recused.

ORDERED That the Marlborough City Council meet in Executive Session under Purpose 3 of the Open Meeting Law, MGL Chapter 30A §21(a)(3) to "discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body" regarding the pending matter, WP Marlborough MA Owner, LLC v. Marlborough City Council (Land Court No. 21 MISC 000451), as the chair hereby declares that discussion in an open session may have a detrimental effect on the City and the City Council's litigating position.

The City Council will not re-convene in open session after the Executive Session.

APPROVED; adopted.

Yea: 11 – Nay: 0

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

ORDERED There being no further business, the regular meeting of the City Council is herewith adjourned at 8:20 PM; adopted.



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Arthur G. Vigeant
MAYOR

2022 MAR 10 AM 11:25

Patricia M. Bernard
EXECUTIVE AIDE

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

Ryan P. Egan
EXECUTIVE SECRETARY

March 10, 2022

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

Re: FY22 Mass Cultural Council grant acceptance

Honorable President Ossing and Councilors:

Enclosed for your acceptance is the Fiscal Year 2022 grant appropriation from the Massachusetts Cultural Council to the City of Marlborough in the amount of \$19,500.00. The funds will be dispersed by the Marlborough Cultural Council later this calendar year in support of worthy arts, humanities, music, and youth based initiatives throughout our community.

Enclosed is the relevant back up information. As outlined in MGL, Chapter 44, Section 53A, I am recommending that the City Council accept the funds so they may be expended for their intended purposes.

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

Thank you in advance for your cooperation.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD

DEPARTMENT: Cultural Council DATE: 3/10/2022

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Mayor Arthur Vigeant

NAME OF GRANT: Mass Cultural Council Local Cultural Council Program

GRANTOR: Mass Cultural Council

GRANT AMOUNT: \$19,500.00

GRANT PERIOD: FY22

SCOPE OF GRANT/
ITEMS FUNDED To disperse funding to support arts, humanities, music and youth based initiatives
throughout the Marlborough community

IS A POSITION BEING
CREATED: No

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

ARE MATCHING CITY
FUNDS REQUIRED? No

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

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

ANY OTHER EXPOSURE TO CITY?
No

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: 31-Mar-22

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



January 24, 2022

City of Marlborough
City Hall 140 Main Street
Marlborough MA 01752-3812

Dear Arthur G. Vigeant:

Thank you for your participation in the Mass Cultural Council's Local Cultural Council Program. Communities like Marlborough play a vital role in ensuring people across the Commonwealth have access to culture in their community.

Thanks to vigorous advocacy from our communities, the Legislature once again showed strong, bipartisan support for the Mass Cultural Council in the FY22 state budget. This allows us to continue to support local cultural councils across the Commonwealth.

Enclosed you will find the contract and scope of services for the Marlborough Cultural Council's FY22 allocation of \$19,500.00. Please review these documents carefully and return the required paperwork to Tom Luongo, Fiscal Information and Compliance Officer, by February 11, 2022. For questions about the contract, please contact Tom at 617-858-2708 or thomas.luongo@art.state.ma.us.

Culture is ultimately about you. You play an integral role in creating and supporting a cultural life in Massachusetts that is vital, accessible, and thriving. Thank you for all that you do to elevate our rich cultural life in Massachusetts.

A handwritten signature in black ink that reads 'Nina Fialkow'.

Nina Fialkow
Chair

A handwritten signature in black ink that reads 'Michael J. Bobbitt'.

Michael J. Bobbitt
Executive Director

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



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

CONTRACTOR LEGAL NAME: City of Marlborough Marlborough Cultural Council (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Massachusetts Cultural Council MMARS Department Code: ART	
Legal Address: (W-9, W-4): City Hall 140 Main Street Marlborough MA 01752-3812		Business Mailing Address: 10 Saint James Ave., 3rd Fl.	
Contract Manager: Arthur G. Vigeant	Phone: 508-460-3770	Billing Address (if different):	
E-Mail: mayor@marlborough-ma.gov	Fax:	Contract Manager: Tom Luongo	Phone: 617-858-2708
Contractor Vendor Code: VC8000192111		E-Mail: thomas.luongo@art.state.ma.us	Fax:
Vendor Code Address ID (e.g. "AD001"): AD001 (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s):	
		RFR/Procurement or Other ID Number: FY22-LC-LCC-4177	
<input checked="" type="checkbox"/> NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation: Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		<input type="checkbox"/> CONTRACT AMENDMENT Enter Current Contract End Date <i>Prior</i> to Amendment: _____, 20____. Enter Amendment Amount: \$ _____, (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or <i>new total</i> if Contract is being amended). \$19,500.00			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: ___ agree to standard 45 day cycle ___ statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); ___ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE OR REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Local Cultural Council Allocation for the Marlborough Cultural Council			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: ___ 1. may be incurred as of the Effective Date (latest signature date below) and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. ___ 2. may be incurred as _____, 20____, a date LATER than the Effective Date below and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input checked="" type="checkbox"/> 3. were incurred as of July 01, 2021, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of June 30, 2022, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature)		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature)	
Print Name: <u>Arthur Vigeant</u> Print Title: <u>Mayor</u>		Print Name: <u>David T. Slattery</u> Print Title: <u>Deputy Director</u>	



City of Marlborough
Office of the Mayor

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

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

2022 MAR 10 A 11:25
Patricia M. Bernard
EXECUTIVE AIDE

Ryan P. Egan
EXECUTIVE SECRETARY

March 10, 2022

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

Re: Grant acceptance for Emergency Management for Hazard Mitigation Plan Update

Honorable President Ossing and Councilors:

Enclosed for your acceptance is grant in the amount of up to \$13,350.00 from the Federal Emergency Management Agency for the Building Resilient Infrastructure & Communities (BRIC) program for the Hazard Mitigation Plan Update project.

The last plan was completed in 2016 by the Metropolitan Area Planning Council. This award will reimburse the City 75% costs associated with updating our plan through the BRIC program over a 36 month period as outlined in the attached information.

Please let me or Emergency Management Director Fred Flynn know if you have any questions.

Thank you in advance for your cooperation.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD

DEPARTMENT: Emergency Management DATE: 2/17/2022

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Fred Flynn

NAME OF GRANT: Building Resilient Infrastructure & Communities Grant Program

GRANTOR: MEMA through FEMA funds

GRANT AMOUNT: \$13,350.00

GRANT PERIOD: 2/17/22-2/17/25

SCOPE OF GRANT/
ITEMS FUNDED To fund the Hazard Mitigation Plan Update

IS A POSITION BEING
CREATED: No

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

ARE MATCHING CITY
FUNDS REQUIRED? Yes, 25% match = \$5,650.00 cost share

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

IF MATCHING IS MONETARY PLEASE GIVE ACCOUNT NUMBER AND DESCRIPTION OF CITY FUNDS
TO BE USED:
12200006-55890 Emergency Management

ANY OTHER EXPOSURE TO CITY?
No

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: 31-Mar-22

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



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY



MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY

400 Worcester Road Framingham, MA 01702-5399

Tel: 508-820-2000 Fax: 508-820-2030

Website: www.mass.gov/mema

Charles D. Baker
Governor

Dawn Brantley
Acting Director

Karyn E. Polito
Lieutenant Governor

Terrence M. Reidy
Secretary

February 17, 2022

Arthur Vigeant, Mayor
City of Marlborough
140 Main Street
Marlborough, MA 1752

Re: Building Resilient Infrastructure & Communities Grant Program
BRIC20-0010 Hazard Mitigation Plan Update

Dear Mr. Vigeant,

The Federal Emergency Management Agency (FEMA) has approved Building Resilient Infrastructure & Communities (BRIC) funding for the City of Marlborough **Hazard Mitigation Plan Update** project.

The City of Marlborough has received a FEMA award of \$13,350.00 and will be reimbursed up to 75% of approved, allowable, and eligible costs, up to the Federal Award, as stipulated by the grant agreement and 2 CFR Part 200. This is a reimbursable grant program and expenses must be incurred and paid, prior to being reimbursed. Please note that any project revisions, changes or deviations from the FEMA-approved grant application must be approved in writing by both MEMA and FEMA in order to be eligible for grant reimbursement.

Please Note: work cannot begin on this project until the contract is executed by all parties and a Notice to Proceed is issued.

In order to execute this agreement, the following forms relative to the attached grant agreement must be reviewed, completed and signed.

- 1) **Contractor Authorized Signatory Listing:** A copy of the previously signed CASL is enclosed for your reference. Only those individuals who are named in the Authorized Signatory box may sign Contract documents. If none of the named individuals are able to sign documents at this time, please let me know and a blank CASL form will be sent to you so that the Chief Executive Officer for the Town can re-authorize signatories.

Region I
P.O. Box 116
365 East Street
Tewksbury, MA 01876
Tel: 978-328-1500 Fax: 978-851-8218

Region II
20 Forge Parkway
Franklin, MA 02038
Tel: 774-762-4877

Region III / IV
1002 Suffield Street
Agawam, MA 01001
Tel: 413-750-1400 Fax: 413-821-1599

- 2) **Standard Contract Form and Commonwealth Terms and Conditions:** The Authorized Signatory must complete, sign and hand date the form as the Contractor, on page 1 of this document.
- 3) **Scope of Work:** The approved Scope of Work is included.
- 4) **Budget Information:** The budget has been completed according to the approved budget included in your application, with the funds allocated through the appropriate fiscal years.
- 5) **Work Schedule:** The work schedule has been prepared to coincide with the contract start and end dates.
- 6) **Designation of Project Manager Form:** The Authorized Signatory must appoint a local Project Manager for this Agreement; please complete and sign the form provided.
- 7) **MEMA Terms and Conditions:** These are conditions set forth by MEMA. Please review and sign this document. These conditions/requirements must be satisfied to be eligible for reimbursement.
- 8) **2022 DHS Standard Terms and Conditions:** Please review this document; these conditions/requirements must be satisfied to be eligible for funding.
- 9) **FEMA Award Letter:** A copy of the FEMA Award Letter is enclosed for your reference.

Documents requiring signature must be returned as single-sided, hard copy forms with original signatures.
Scanned and emailed documents are not acceptable for contracts.

Please return this fully executed contract package within 30 days to:

**Massachusetts Emergency Management Agency
Attn: Beth Dubrawski
Mitigation and Recovery Grants Support Coordinator
400 Worcester Road
Framingham, MA 01702**

Once the Authorized Signatory has signed all required forms, MEMA will approve the contract and return an executed copy to you with a Notice to Proceed. Please carefully review all provisions of the attached grant agreement prior to execution.

Please do not hesitate to contact Beth Dubrawski at (508) 820-1425, or by email at beth.dubrawski@mass.gov, with any questions or concerns regarding these documents.

Sincerely,



Mark Talbot
Hazard Mitigation Unit Supervisor
State Hazard Mitigation Officer

Enclosures

Cc: File

Region I
P.O. Box 116
365 East Street
Tewksbury, MA 01876
Tel: 978-328-1500 Fax: 978-851-8218

Region II
20 Forge Parkway
Franklin, MA 02038
Tel: 774-762-4877

Region III / IV
1002 Suffield Street
Agawam, MA 01001
Tel: 413-750-1400 Fax: 413-821-1599



City of Marlborough Emergency Management

215 MAPLE ST.

MARLBOROUGH, MASSACHUSETTS 01752

TEL. (508) 624-6984 FACSIMILE (508) 460-3795 TDD (508) 460-3610

January 19, 2021

Sarah White, State Hazard Mitigation Officer
Massachusetts Emergency Management Agency
400 Worcester Road
Framingham, MA 01702

RE: *CITY of MARLBOROUGH*
Non-Federal Cost Share Commitment for BRIC Hazard Mitigation Plan Application

Dear Mrs. White:

The *CITY of MARLBOROUGH* is committed to providing a non-Federal cost share of at least 25% of the total cost of the Hazard Mitigation Planning project, if awarded.

The total budget requested for this planning project is:	\$ <u>19,000.00</u>
The total amount of Federal funding being requested is:	\$ <u>13,350.00</u>
The community is committed to a non-Federal cost share of:	\$ <u>5,650</u>

The cost share for this project will be comprised of (*CHOOSE ONE: town cash / in-kind staff hours / a combination of town cash and in-kind staff hours*).

We hope that you consider our commitment letter for the Hazard Mitigation Plan Update and include our community in the Commonwealth of Massachusetts application for the Building Resilience in Infrastructure and Communities (BRIC) program. Thank you...

Regards,


Frederick F. Flynn
Emergency Management Director

CASL

COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING



CONTRACTOR LEGAL NAME	City of Marlborough
CONTRACTOR VENDOR/CUSTOMER CODE	VC6001192111

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

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

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

AUTHORIZED SIGNATORY NAME	TITLE
Frederick F. Flynn	Emergency Management Director

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

Signature		Date	10/27/2021
Printed Name	Arthur Vigeant		
Title	Mayor, City of Marlborough	Phone	508-460-3770
Email	mayor@marlborough-ma.gov	Fax	508-460-3698



COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM

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

CONTRACTOR LEGAL NAME: City of Marlborough (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: MA Emergency Management Agency MMARS Department Code: CDA	
Legal Address: (W-9, W-4): 140 Main Street, Marlborough, MA 01752		Business Mailing Address: 400 Worcester Road, Framingham, MA 01702	
Contract Manager: Arthur Vigeant, Mayor	Phone: (508) 460-3770	Billing Address (if different):	
E-Mail: mayor@marlborough-ma.gov	Fax:	Contract Manager: Mark J. Talbot, State Hazard Mitigation Officer	Phone: 508-820-2053
Contractor Vendor Code: VC6000192111		E-Mail: mark.j.talbot@mass.gov	Fax: 508-820-1404
Vendor Code Address ID (e.g. "AD001"): AD001 (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): BRIC200010MARLBOROUG	
		RFR/Procurement or Other ID Number: FY20BRICPJ	
<input checked="" type="checkbox"/> NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes all Grants - <u>815 CMR 2.00</u>) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		<input type="checkbox"/> CONTRACT AMENDMENT Enter Current Contract End Date <i>Prior</i> to Amendment: ____, 20 ____ Enter Amendment Amount: \$ _____. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under <u>815 CMR 9.00</u> . <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or new total if Contract is being amended). <u>\$13,350.00</u>			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days __% PPD; Payment issued within 15 days __% PPD; Payment issued within 20 days __% PPD; Payment issued within 30 days __% PPD. If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> agree to standard 45 day cycle __ statutory/legal or Ready Payments (<u>M.G.L. c. 29, § 23A</u>); <input type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) The purpose of this contract is to award funds granted under the FEMA BRIC20 Building Resilient Infrastructure & Communities, CFDA 97.047 for the Hazard Mitigation Plan Update. See attached, approved Scope of Work.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 2. may be incurred as of ____, 20 ____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 3. were incurred as of ____, 20 ____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>8/15/2023</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in <u>801 CMR 21.07</u> , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: _____, Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: _____ Print Title: _____		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____, Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>David B. Mahr</u> Print Title: <u>Chief Administrative Officer</u>	



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Arthur G. Vigeant
MAYOR

2022 MAR 10 A 11:25

Patricia M. Bernard
EXECUTIVE AIDE

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

Ryan P. Egan
EXECUTIVE SECRETARY

March 10, 2022

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

Re: Grant acceptance for Council on Aging from Exec. Office of Elder Affairs

Honorable President Ossing and Councilors:

Enclosed for your acceptance is grant in the amount of \$80,436.00 from the Executive Office of Elder Affairs. This grant will fund the Council on Aging's administration, transportation, and programming for our seniors.

This formula grant funding is based on statewide per capita funding of \$12.00 per senior using the 2010 census data due to the delayed 2020 updated census numbers being available.

I would like to take this opportunity to thank Governor Baker and our state legislators for their continued support.

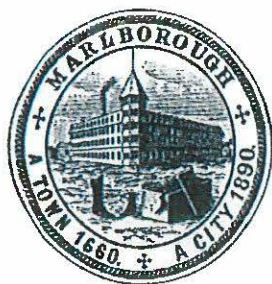
If you have any questions, please let me or Executive Director Trish Pope know.

Thank you in advance for your cooperation.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough
Council on Aging and Senior Center

40 New Street
 Marlborough, Massachusetts 01752
 Telephone (508) 485-6492 Facsimile (508) 460-3726

Patricia A. Pope
 EXECUTIVE DIRECTOR

March 2, 2022

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

Re: EOEI Formula Grant Funding

Dear Mayor Vigeant,

I am pleased to submit to you a grant award in the amount of \$80,436.00 from the Executive Office of Elder Affairs. This grant award reflects the statewide per capita funding of \$12.00 per senior as reflected in the 2010 U.S. Census. In order to get the grant awards out in a timely manner, the Massachusetts Legislators moved forward with their budgeting process for this grant using the 2010 census numbers. (The numbers for the 2020 Census were delayed in being released.) We are extremely grateful to our State Legislators and Governor for moving this process forward. This essential funding allows us to continue to provide a vast variety of enrichment opportunities for our older adults.

We look forward to utilizing this grant to continue to enhance the quality of life for our older adult population here in Marlborough. As always, I am available should you or the City Council have any questions.

Sincerely,

Patricia A. Pope
 Patricia A. Pope

CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD

DEPARTMENT: Council on Aging DATE: 2-Mar-22

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Patricia A. Pope

NAME OF GRANT: EOEA Formula Grant

GRANTOR: EOEA

GRANT AMOUNT: \$80,436.00

GRANT PERIOD: July 1, 2021 - June 30, 2022

SCOPE OF GRANT/
ITEMS FUNDED Programs, transportation, exercise classes, administration,
and enrichment programs

IS A POSITION BEING
CREATED: Yes, part-time Bus Driver (no benefits)

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

ARE MATCHING CITY
FUNDS REQUIRED? No

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

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

ANY OTHER EXPOSURE TO CITY? No

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: as soon as possible

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

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy.

CONTRACTOR LEGAL NAME: CITY OF MARLBOROUGH
COMMONWEALTH DEPARTMENT NAME: Executive Office of Elder Affairs
Legal Address: (W-9, W-4): 140 MAIN ST, MA 01752-3812
Business Mailing Address: 1 Ashburton Pl, Boston MA 02108
Contract Manager: TRISH POPE
Phone: 508-485-6492
Billing Address (if different):
Contract Manager: Stacey Anne O'Connell
Phone: 617-222-7419
E-Mail: ppope@marlborough-ma.gov
Fax:
E-Mail: Stacey.oconnell@mass.gov
Fax: 617-727-9368
Contract Vendor Code: VC6000182112
MARS Doc ID(s): 020822006000000008
Vendor Code Address ID (e.g. "AD001"): AD 001
RFR/Procurement or Other ID Number: MGL c. 40 s. 8B

PROCUREMENT OR EXCEPTION TYPE: (Check one option only)
NEW CONTRACT
Statewide Contract (OSD or an OSD-designated Department)
Collective Purchase (Attach OSD approval, scope, budget)
Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation)
Emergency Contract (Attach justification for emergency, scope, budget)
Contract Employee (Attach Employment Status Form, scope, budget)
Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)
CONTRACT AMENDMENT
Enter Current Contract End Date Prior to Amendment: ____, 20__
Enter Amendment Amount: \$ ____, (or "no change")
AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.)
Amendment to Date, Scope or Budget (Attach updated scope and budget)
Interim Contract (Attach justification for interim Contract and updated scope/budget)
Contract Employee (Attach any updates to scope or budget)
Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)

The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): Commonwealth Terms and Conditions; Commonwealth Terms and Conditions For Human and Social Services; Commonwealth IT Terms and Conditions

COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted to accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.
Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.
Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or new total if Contract is being amended). \$ ____

PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days __% PPD; Payment issued within 15 days __% PPD; Payment issued within 20 days __% PPD; Payment issued within 30 days __% PPD. If PPD percentages are left blank, identify reason: X agree to standard 45 day cycle statutory/legal or Ready Payments (M.G.L. c. 29, s. 23A); only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE OR REASON FOR AMENDMENT: This 10-year contract will cover grant funds to municipal Councils on Aging (COA) of the Commonwealth authorized through the annual GAA and other sources. The activity performance period for year one of this contract is 7/1/2021-6/30/2022. The COAs established by MGL provide social and support services to older adults, their families and caregivers. The annual award is determined by the number of elders per municipality as per the most recent census data, at a current rate of \$12 per person. This contract will cover any rate adjustment or increase during the 10-year period. Each municipal COA will complete an annual fiscal report describing how these grant funds were applied. All approved obligations incurred prior to the latest signature date are intended to be part of this agreement and the amount of the prior obligation for year one is funded in the FY22 award. The deadline to submit the signed contract is 6/30/22. MA #3.

ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:
1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date.
2. may be incurred as of ____, 20__, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date.
X 3. were incurred as of July 1, 2021, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to those obligations.

CONTRACT END DATE: Contract performance shall terminate as of June 30, 2032, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.

CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR:
X: [Signature] Date: 3/21/22
(Print Name: Arthur Vicent, Print Title: Mayor)

AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:
X: _____ Date: _____
(Print Name: _____, Print Title: _____)



City of Marlborough
Office of the Mayor

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

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2022 MAR 10 AM 11:25
Arthur G. Vigeant
MAYOR
Patricia M. Bernard
EXECUTIVE AIDE

Ryan P. Egan
EXECUTIVE SECRETARY

March 10, 2022

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

RE: Capital bonds and transfer request - Free Cash for equipment investments

Honorable President Ossing and Councilors,

Enclosed for your review and approval is this year's Capital Improvement Plan totaling \$19,910,000.00. Included in this amount are three bond requests totaling \$6,675,000.00 to cover the cost of refurbishing the Sligo Hill Water Tank, water main replacement, street, and infrastructure upgrades.

Part of the bond package will include \$5,175,000.00 allocated for street repair and essential upgrades that will continue our long-term infrastructure investment. I've included an itemized street list based on need and planned utility upgrades.

There is \$1,872,000.00 allocated to public safety that is being disseminated through the Police Department's public safety account, ARPA funds and free cash (outline enclosed).

Additionally, I've enclosed a transfer request in the amount of \$1,448,100.00 from free cash to fund the following capital items: fire squad truck, refurbishing pools, Evergreen Cemetery expansion project, school HVAC upgrades, Reservoir Street bump out, and public works equipment.

The enclosed FY22 Capital Improvement Plan outline distinguishes fund allocation for your review. Appropriate department heads will plan to be available to discuss these items in more detail at a future meeting.

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

Sincerely,

Arthur G. Vigeant
Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough
Department of Public Works

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

SEAN M. DIVOLL, P.E.
 COMMISSIONER

March 8, 2022

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

RE: 2022 Capital Improvement Plan

Dear Mayor Vigeant:

This letter serves to provide clarifying information for the Department's 2022 Capital Plan request for projects proposed for funding by either free cash or bonding.

Proposed Free Cash Funding

Pools & Cemetery: \$205,000

- Rehabilitate existing pool surfaces at Ward Park and Farrell Park.
- Begin site work for the expansion of Evergreen Cemetery.

School Building Improvements: \$150,000

Replace and improve HVAC components at Marlborough High School.

Reservoir Street Intersection: \$100,000

Realign the intersection of Reservoir Street at Bolton Street to improve safety.

DPW Equipment: \$750,000

- Purchase a sidewalk vehicle with attachments to replace a non-functioning unit.
- Purchase a 10-wheel dump truck with plow to replace a truck with significant deterioration.
- Purchase a new F550 truck with water gate valve turning equipment to comply with DEP required system maintenance.

Mayor Vigeant
March 8, 2022
Page 2 of 2

Proposed Bond Funding

Sligo Hill Water Tank (Water Tank Asset Management Program) : \$1,500,000 Total, \$500k Bond

The proposed 20-year Water Tank Asset Management Program has two objectives.

- Objective No. 1, in Year-1, is a comprehensive rehabilitation of the Sligo tank for a total capital cost of \$1,500,000.
- Objective No. 2, in Years 2 through 20, is a prescribed yearly operating cost for inspections, repairs, and upgrades to the City's three water storage tanks.

Water Main Replacement: \$1,000,000

Replace, repair, and improve aging water mains throughout the City.

Streets (Roadway Improvements): \$5,175,000

Resurface and reconstruct various streets throughout the City.

Thank you for your consideration and please let me know if you have any questions or require additional information.

Very truly yours,



Sean M. Divoll, P.E.
Commissioner



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

March 4, 2022

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

REF: MFD Light EMS Rescue Squad Information

Dear Mayor Vigeant:

Please accept this letter summarizing the department's goal of procuring a light, EMS Rescue Squad for Marlborough Fire Department (MFD). This capital request seeks to establish a new emergency response unit. The new vehicle, Squad 1, will likely be configured as a Ford F550 Super-Duty, aluminum cab with a utility body. Our request includes funding for the vehicle, emergency lighting, lettering and associated tools and equipment.

A review of our response history for the past decade reveals an increase in demand for services exceeding thirty-five percent (35%). This is significant as no additional line personnel have been hired in this time frame. Squad 1 will primarily be used for Emergency Medical Services (EMS) related calls which constitute nearly seventy percent (70%) of our overall call volume. Having this new resource will reduce the number of times an engine or a heavy rescue are dispatched in support of EMS incidents in the city. In essence, we will still operate using a tiered response to medical calls along with Patriot Ambulance. However, we will do so using a smaller, less expensive vehicle and crew. In addition to being more mobile, this approach reduces wear and tear on other, far costlier assets and is expected to improve response times.

Finally, I must also share news gleaned from attending this week's fire chief conference in Worcester. The anticipated build time for new fire apparatus across all vendors ranges between twelve and twenty-four months depending on whether you are specifying an engine, rescue, or ladder truck. Additionally, we were advised to prepare for cost escalation in the range of at least another ten percent (10%) of current pricing. Please let me know if I can provide any additional information or answers any questions.

Sincerely,


A handwritten signature in blue ink that reads "Kevin J. Breen".

Kevin J. Breen
Fire Chief

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Various		FROM ACCOUNT:				FISCAL YEAR: 2022				TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	Org Code	Object	Account Description:	Available Balance
<u>\$11,233,713.00</u>	<u>\$1,448,100.00</u>	<u>10000</u>	<u>35900</u>	<u>Undesignated Fund</u>	<u>\$243,100.00</u>	<u>19300006</u>	<u>58512</u>	<u>Capital Outlay-Fire</u>	<u>\$0.00</u>				
	Reason:	<u>To fund various capital requests</u>						<u>Fire Squad Truck</u>					
					<u>\$455,000.00</u>	<u>19300006</u>	<u>58467</u>	<u>Capital Outlay-Public Facilities</u>	<u>\$0.00</u>				
								<u>Pools, Cemetery, Schools and Reservoir</u>					
					<u>\$750,000.00</u>	<u>19300006</u>	<u>58731</u>	<u>Capital Outlay-DPW Equipment</u>	<u>\$0.00</u>				
	Reason:							<u>DPW Equipment</u>					
	Reason:												
	Reason:												
	Reason:												
	Reason:												
	<u>\$1,448,100.00</u>	<u>Total</u>			<u>\$1,448,100.00</u>	<u>Total</u>							

Department Head signature: _____
 Auditor signature: _____
 Finance Director signature: _____



ORDERED:

That the City of Marlborough, Massachusetts (“the City”) appropriate the amount of \$500,000 (five hundred thousand dollars) for the purpose of paying the cost of reconstruction or making extraordinary repairs to the Sligo Hill Water Tank.

That to meet this appropriation, the Comptroller/Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 8 (4), as amended and supplemented, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor is authorized to contract for and expend any grants, aid, or gifts available for this project; and that the Mayor is authorized to take any other action necessary or convenient to carry out this project.

Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ADOPTED
In City Council
Order No. 22 -
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:

ORDERED:

That the City of Marlborough, Massachusetts (“the City”) appropriate the amount of \$1,000,000 (one million dollars) for the purpose of paying the cost of water main construction or reconstruction.

That to meet this appropriation, the Comptroller/Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 8 (5), as amended and supplemented, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor is authorized to contract for and expend any grants, aid, or gifts available for this project; and that the Mayor is authorized to take any other action necessary or convenient to carry out this project.

Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ADOPTED
In City Council
Order No. 22 -
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:

ORDERED:

That the City of Marlborough, Massachusetts (“the City”) appropriate the amount of \$5,175,000 (five million one hundred seventy-five thousand dollars) for the purpose of paying the cost of street construction.

That to meet this appropriation, the Comptroller/Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7 (1), as amended and supplemented, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor is authorized to contract for and expend any grants, aid, or gifts available for this project; and that the Mayor is authorized to take any other action necessary or convenient to carry out this project.

Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ADOPTED
In City Council
Order No. 22 -
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:

FY22 Capital Request					
		Free Cash	Public Safety	ARPA	Bond
Fire Ladder	1,543,500.00			1,543,500.00	
Fire Squad Truck	243,100.00	243,100.00			
Police Marked Car	51,000.00		51,000.00		
Police New Hire Radios	34,400.00		34,400.00		
Pools & Cemetery	205,000.00	205,000.00			
Pump Station	1,750,000.00			1,750,000.00	
City Hall/Main Street	3,000,000.00			3,000,000.00	
Schools	150,000.00	150,000.00			
Lake Wms walking trail	2,000,000.00			2,000,000.00	
Dog Park	150,000.00			150,000.00	
Deck Hockey	500,000.00			500,000.00	
Reservoir	100,000.00	100,000.00			
Parking Garage/Design	125,000.00			125,000.00	
Sligo Water Tank	1,500,000.00			1,000,000.00	500,000.00
Water Main Replacement	1,000,000.00				1,000,000.00
Treatment Plant	1,600,000.00			1,600,000.00	
DPW Equipment	750,000.00	750,000.00			
City Vehicle	33,000.00			33,000.00	
Streets	5,175,000.00				5,175,000.00
TOTALS	19,910,000.00	1,448,100.00	85,400.00	11,701,500.00	6,675,000.00
					19,910,000.00

Capital Improvements for FY22 -- Street List

Street	Amount
Turner Ridge	2,200,000
Fremont	300,000
Boundary	550,000
Ryan	50,000
Stow	600,000
Ash	400,000
Beamon	200,000
Sherman	75,000
Clover Hill	350,000
Denoncourt	450,000
	<u>\$ 5,175,000</u>

Department	Item	Grand Total	FY 2022		FY 2023	
			Amount	Source	Amount	Source
Information Technology						
	Open Gov Software	213,852	213,852	D		
	3rd Party App development for city & DPW Apps	60,000	60,000	D		
	Munis Time card Automated PR & Clock system	146,288	146,288	D		
	Fiber Connections for Police & Fire Radios	175,000			175,000	D
	Vision Upghrade to Cloud	51,000	51,000	D		
	Logic Monitor Solar Winds Security Monitoring System	70,000	70,000	D		
	Total - Information Technology	716,140	541,140		175,000	
Fire Department						
	Personnel Protective Equipment	360,548	65,250	A	68,513	A
	Fire Ladder Truck #1	1,543,500	1,543,500	K		
	Land For New Fire Station	13,125,000	5,092,667	C	1,000,000	B
	Support Unit (pick up truck)	55,000			55,000	C
	MWRA Equipment	249,077			249,077	B
	Mobile & Portable Radios	656,019			656,019	B
	Light Duty Squaud Truck	243,100	243,100	C		
	City-Wide Communicstion Infrastructure	3,044,189			1,490,871	B
	Total - Fire Department	19,276,432	6,944,517		3,519,480	
Police Department						
	Duty Issued Firearms, Shotguns & Holsters	178,197	42,594	K	43,872	A
	Cruiser & Portable Radios	745,806	-		745,806	C
	Police Vehicle Replacement	1,321,605	241,605	A/J	270,000	A
	New Hire Radios	34,400	34,400	J		
	Total - Police Department	2,280,008	318,599		1,059,678	
City Hall						
	Vehicle		33,000	K		
	Total - City Clerk	33,000	33,000		-	

Department	Item	Grand Total	FY 2022		FY 2023
			Amount	Source	Amount
Department of Public Works					
Facilities:	Forestry, Parks & Cementery	205,000	205,000	B	
	Pump Station	1,750,000	1,750,000	K	
	Schools	150,000	150,000	C	
	City Hall	3,000,000	3,000,000	K	
	Parking Garage	125,000	125,000	K	
	Reservoir	100,000	100,000	C	
	Total - Facilities	5,330,000	5,330,000		-
Various Streets					
Sub-Total	-	-		-	
Equipment:	DPW Equipment	750,000	750,000	C	
	Sub-Total	750,000	750,000		-
Sewer:	Treatment Plant	1,600,000	1,600,000	K	
	Sub-Total	1,600,000	1,600,000		-

Department	Item	Grand Total	FY 2022		FY 2023		6-13
			Amount	Source	Amount	Source	
Department of Public Works							
Water:	Rehab or Replace Sligo Hill Water Tank		1,500,000	F/K			
	Water Main Replacement		1,000,000	F			
	Sub-Total	2,500,000	2,500,000				
Parks:	Various Streets	5,175,000	5,175,000	B			
	Lake Williams Walking Trail	2,000,000	2,000,000	K			
	Dog Park	150,000	150,000	K			
	Deck Hockey	500,000	500,000	K			
	Sub-Total	7,825,000	7,825,000				
	Total - Public Works	18,005,000	18,005,000				
Grand Total		40,310,581	25,842,256			4,754,158	

Summary By Department	Grand Total	FY 2022	FY 2023	6-14
		Amount	Amount	
Information Technology	716,140	541,140		175,000
Fire Department	19,276,432	6,944,517		3,519,480
Police Department	2,280,008	318,599		1,059,678
City Hall	333,000	333,000		-
Public Works	17,705,000	17,705,000		-

Grand Total	40,310,581	25,842,256		4,754,158
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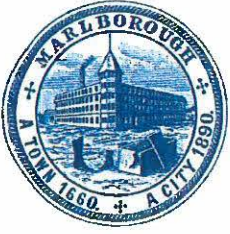
Summary By Source	Grand Total	FY 2022	FY 2023
		Amount	Amount
Gen Fund Budget (A)	1,766,756	255,855	382,385
Gen Fund Bond (B)	17,156,618	5,175,000 (1)	3,395,967
Free Cash (C)	7,341,573	6,540,767	800,806
PEG Funds (D)	716,140	541,140	175,000
W / S Budget (E)	-		
W / S Bond (F)	-		
Chapter 90 (G)	1,500,000	1,500,000 (2)	
Fed & State Grants (H)	-		
CDBG (I)	-		
Other (J)	127,994	127,994	
ARPA & Pub Safety (K)	11,701,500	11,701,500	
Grand Total	40,310,581	25,842,256	4,754,158

CIP Key

- A Gen Fund Budget
- B Gen Fund Bond
- C Free Cash
- D PEG Funds
- E W / S Budget
- F W / S Bond
- G Chapter 90
- H Fed & State Grants
- I CDBG
- J Other
- K ARPA
- L Covid / Fema

Bold Already Funded

Italic Partially Funded



City of Marlborough
Office of the Mayor

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

Arthur J. Vigeant
MAYOR

Patricia M. Bernard
EXECUTIVE AIDE

Ryan P. Egan
EXECUTIVE SECRETARY

March 10, 2022

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

RE: Proposed amended order and appropriation request to finance sewer connections

Honorable President Ossing and Councilors,

After several attempts to put forth a fair sewer connection order, enclosed for your review and approval is a final proposed amended order to Ch. 510, § 2, Use of Public Sewers, subsection D. Property owners located where public sewer now exists, or is constructed and/or located after said effective date with official notice by the Commissioner that the public sewer is available for connection, will be required to connect upon transfer of existing property or upon failure of septic system.

The Department of Public Works currently has hookups on hold for 30 days and will plan to use the current order if these proposed amendments are not approved.

These proposed changes will be helpful to residents, as well as the DPW and Health departments by streamlining the sewer connection requirement.

The point in time by which a property owner has to connect to sewer (prior to sale) will now be the same for properties on streets with existing sewer and streets where sewer is added in the future.

Exemption language is clarified, including a new exemption allowing for a homeowner to make the connection shortly after a sale by using sale proceeds held in escrow.

We are planning on implementing a betterment program and have enclosed an appropriation request in the amount of \$100,000.00 from the undesignated fund to the Sewer Service Betterment line for your review and approval. The sole purpose is for loaning homeowners who are not eligible through the Community Development Authority up to \$20,000.00 per property at a rate of 3% interest to cover the costs associated with connecting to public sewer. Depending on the quantity

of loans, principal and interest collected, we may need to request additional funding for this program.

A homeowner may petition the Board of Health for a loan and the financing would fall under the form of a betterment agreement between the homeowner and the City. The loan would be payable by quarter for a 20-year term and appear on the homeowner's tax bills.

The Department of Public Works, Board of Health, Finance office and our Legal office will be setting up a criterion for the betterment loan program. More information will be forthcoming.

My staff and I will be available to discuss more in depth at a future meeting.

Thank you in advance for your cooperation.

Sincerely,



Arthur G. Vigeant
Mayor

Enclosures

ORDERED:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CITY CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY AMENDING CHAPTER 510, ENTITLED "SEWERS," AS FOLLOWS:

I. Chapter 510, entitled "Sewers", Section 510-2, entitled "Use of Public Sewers.", subsection (D), is hereby amended as follows (new text shown as underlined, deleted text shown as ~~strikethrough~~):

The owners of all houses, buildings or properties used for human occupancy, employment, recreation or other purposes, situated with the City and abutting on any street, alley or right-of-way in which there is now or may in the future be located a public sanitary sewer of the City, are hereby required, at their expense, to install suitable toilet facilities therein and to connect such facilities directly with the proper public sewer in accordance with the provisions of this chapter, within the following time limits:

(1) Where said public sewer now exists at the time of the effective date of this clause, or is constructed and/or located after said effective date with official notice by the Commissioner that the public sewer is available for connection, the connection shall be completed: (a) prior to transfer of the property, (b) prior to change in use of a structure as set forth in Chapter 650, Zoning, (c) prior to an increase in the sewage design flow applicable to a structure for purposes of Title 5, 310 CMR 15.000, of the State Environmental Code, or (d) upon failure of any system under said Title 5, 310 CMR 15.000, whichever shall occur first.

~~(2) Where said public sewer is constructed and/or located after the effective date of this subsection, the connection shall be completed within 180 days after date of official notice by the Commissioner that the public sewer is available for connection.~~

For purposes of this subsection, the term "transfer" shall mean the conveyance of any interest in real property, with or without consideration, including by deed, lease, or assignment, but excluding: (a) taking a security interest in a property, including but not limited to issuance of a mortgage; (b) refinancing a mortgage or similar instrument, whether or not the identity of the lender remains the same; (c) a change in the form of ownership among the same owners, such as placing the property within a family trust of which the owners are the beneficiaries, or changing the proportionate interests among a group of owners or beneficiaries; (d) adding or deleting a spouse as an owner or beneficiary; or a transfer between spouses during life, outright or in trust; or the death of a spouse; and (e) the appointment of or a change in a guardian, conservator, or trustee.

An exemption from the connection requirement in this section may only be granted upon application to the Board of Health, and with the recommendation of the City Engineer for reasons of ~~either~~: (a) extraordinary site conditions that prohibit or severely limit the feasibility of connection to such public sewer, due to which the land cannot be drained into such sewer, or due to weather conditions limiting the ability to connect, provided that the exemption shall apply only

until such incapacity is removed and subject to a private disposal system meeting all applicable requirements and any other conditions imposed by the board; (b) an escrow or other acceptable agreement is in place requiring the connection be completed within six (6) months after a property transfer; or (bc) for a period of five years from the date of installation of a new or replacement private disposal system which fully complies with Title 5, provided that the exemption shall expire upon the failure of any such system under said Title 5.

ADOPTED
In City Council
Order No. 22-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:



City of Marlborough
Office of the Mayor

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

2022 MAR 10 11:25
Patricia M. Bernard
 EXECUTIVE AIDE

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

Ryan P. Egan
 EXECUTIVE SECRETARY

March 10, 2022

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

RE: Appointment of Catherine Usinas to the Disabilities Commission

Honorable President Ossing and Councilors,

Please find enclosed for your review and confirmation the appointment of Catherine Usinas to the Commission on Disabilities effective upon the date of confirmation for a three year term.

Although Mrs. Usinas hasn't been in Marlborough very long, she has expressed a strong interest in serving on our Disabilities Commission.

She spent 20 years employed with the Massachusetts Commission for the Blind. Her background includes education on blindness, protocols, housing rights and disabilities rights on public transportation. She also served several years on the Quincy Disabilities Commission, and I anticipate that her varied experience will be an asset to our community.

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

Sincerely,

Arthur G. Vigeant
 Arthur G. Vigeant
 Mayor

Enclosure

Patricia Bernard

From: Mayor
Sent: Monday, March 7, 2022 2:23 PM
To: Patricia Bernard
Cc: Ryan Egan
Subject: FW: Commission on Disabilities applicant

From: Debra Mcmanus
Sent: Monday, March 7, 2022 1:19 PM
To: Mayor
Subject: Commission on Disabilities applicant

Dear Chair Person Debbie McManus;

My name is Catherine Usinas and my husband John has informed me of openings on the City Commission on Disabilities. Prior, to moving to Marlborough, I was serving on the Quincy Commission on Disabilities. I would be honored to serve on the Marlborough Commission on Disabilities so I can continue working with the disabled community.

My professional career has been with the federal and state government. Recently, retiring from the Massachusetts Commission for the Blind after twenty years of service with the Commonwealth in 2015. Working focus on rehabilitation. Education on blindness and protocols. Housing rights and court evictions. Disabilities rights on Public Transportation.

I am settling into my new home here in Marlborough every one has been so welcoming. I transferred my membership from the Quincy Lions Club to the Marlborough Lions Club. I was very active in both the Quincy and Weymouth Lions Club for many years.

I raised my two children on the South Shore and am now a grandmother of two beautiful grandsons Logan 7 years old and Nolan will be 3 in July. I may be a grandmother but I still have a lot to give to my community. John and I have worked together for many years at MCB and it would be an honor to join him on the Commission on Disabilities and to work with the City of Marlborough.

Chairperson Ms. McManus thank you for passing this on to Mayor Vigeant for me. I look forward to hearing from your office.

Sincerely Yours;
Catherine Usinas



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Arthur G. Vigeant
MAYOR

2022 MAR 10 A 11:25

Patricia M. Bernard
EXECUTIVE AIDE

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Marlborough, Massachusetts 01752
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Ryan P. Egan
EXECUTIVE SECRETARY

March 10, 2022

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

Re: Recent appointments to Boards & Commissions

Honorable President Ossing and Councilors:

This letter is being sent for informational purposes. Recently, Alfred G. Weaver, Jr. has been re-appointed to the OPEB Trust Board for a three-year term. I appreciate his dedication and willingness to continue to serve.

In addition, we have two new appointees to the Cultural Council, Kathryn Weaver and Harmony Larson who each have communicated a desire to become more involved and promote arts and humanities in our community. Ms. Weaver and Ms. Larson will each serve three-year terms, and I look forward to having their added input on expending our Cultural Council funding.

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

Thank you in advance for your cooperation.

Sincerely,

Arthur G. Vigeant
Arthur G. Vigeant
Mayor

City of Marlborough Legal Department

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



JASON D. GROSSFIELD
CITY SOLICITOR
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
JEREMY P. MCMANUS
ASSISTANT CITY SOLICITOR
2022 MAR -8 A 11:08
SUSAN A. CORREIA
PARALEGAL

March 8, 2022

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

Re: McDonald's Corp. v. Raising Cane's Restaurants, LLC, Marlborough City Council, et al.
(Land Court No. 21 MISC 000492)

Dear Honorable President Ossing and Councilors:

I write to update this Honorable City Council that the parties have filed a dismissal of the above-referenced civil action appealing the grant of the special permit (City Council Order No. 21-1008307) to Raising Cane's Restaurants, LLC with the Land Court. Enclosed for the City Council's records is a copy of the stipulation of dismissal docketed with the Land Court, concluding this litigation. This transmittal is informational only and no action is required.

Please contact me if you have any questions or concerns.

Respectfully,

Jason D. Grossfield
City Solicitor

Enclosure

cc: Arthur G. Vigeant, Mayor

Respectfully submitted,

MCDONALD'S CORPORATION

RAISING CANE'S RESTAURANTS, L.L.C.

By its attorneys,

By its attorney,

William J. Squires III (MEB)
 William J. Squires, III (BBO# 642371)
 Leah C. Rubega Linton (BBO# 690276)
 Mintz, Levin, Cohn, Ferris,
 Glovsky and Popeo, P.C.
 One Financial Center
 Boston, MA 02111
 (617) 348-4448
wisquires@mintz.com
llinton@mintz.com

Mark L. Donahue
 Mark L. Donahue (BBO# 128930)
 Michael E. Brangwynne (BBO# 683279)
 Fletcher Tilton PC
 370 Main Street, 12th Floor
 Worcester, MA 01608
 (508) 459-8029
mdonahue@fletchertilton.com
mbrangwynne@fletchertilton.com

**THE MARLBOROUGH CITY COUNCIL and
 MICHAEL H. OSSING, KATHLEEN D. ROBEY,
 MARK A. ORAM, SAMANTHA PERLMAN,
 LAURA J. WAGNER, DAVID DOUCETTE,
 J. CHRISTIAN DUMAIS, ROBERT J.
 TUNNERA, JOHN J. IRISH, SEAN A. NAVIN,
 And DONALD R. LANDERS, SR., as they are the
 Members of THE MARLBOROUGH CITY
 COUNCIL**

By their attorney,

Jason D. Grossfield (MEB)
 Jason D. Grossfield, Esq. (BBO# 666122)
 City of Marlborough, City Solicitors Office
 140 Main Street
 Marlborough, MA 01752
 (508) 460-3771
 (508) 460-3698 (fax)
jgrossfield@marlborough-ma.gov

Dated: March 3, 2022



City of Marlborough

Legal Department

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

JASON D. GROSSFIELD
 CITY SOLICITOR

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH
 JEREMY P. MCMANUS
 ASSISTANT CITY SOLICITOR

2022 MAR -7 A 11:20
 ROSANA A. CORREIA
 PARALEGAL

March 7, 2022

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

Re: City Council Order No. 21-1008441
 Special Permit Decision, 101 Airport Boulevard (Unit 12), Marlborough

Dear Honorable President Ossing and Councilors:

In accordance with Chapter 650-57C(13) of the Marlborough Zoning Ordinance, I provide this letter as to the legal form of the City Council's proposed findings on the above-referenced special permit application. Enclosed is a copy of the proposed decision. I certify that it is in proper legal form.

Please contact me if you have any questions or concerns.

Respectfully,

Jason D. Grossfield
 City Solicitor

Enclosure

cc: Arthur G. Vigeant, Mayor
 Tin Htway, Building Commissioner

_____, 2022

**NOTICE OF DECISION
GRANT OF SPECIAL PERMIT**

In City Council
Order No. #21-1008441

Application of:
J&D Land Holdings LLC

Locus:
101 Airport Boulevard (Unit 12), Marlborough, MA
Parcel 52-1-12 on Assessors Map 73

DECISION

The City Council of the City of Marlborough hereby **GRANTS** the Application of J&D Land Holdings LLC, with a mailing address of 804 Boston Post Road, Sudbury, MA, as provided in the DECISION and subject to the Findings of Fact and Conditions contained therein.

Decision date: _____, 2022

The Decision of the City Council was filed in the Office of the City Clerk of the City of Marlborough on the [] day of [], 2022.

APPEALS

Appeals, if any shall be made pursuant to Massachusetts General Laws, Chapter 40A, Section 17 and shall be filed within twenty (20) days after the date of the filing of this Notice of Decision in the Office of the City Clerk of the City of Marlborough, MA.

A TRUE COPY
ATTEST:

City Clerk

ORDERED:**IN CITY COUNCIL**

DECISION ON A SPECIAL PERMIT

Application of:
J&D Land Holdings LLC

Locus:
101 Airport Boulevard (Unit 12), Marlborough, MA
Parcel 52-1-12 on Assessors Map 73

**DECISION ON A SPECIAL PERMIT
ORDER NO. 21-1008441**

The City Council of the City of Marlborough hereby GRANTS the Application for a Special Permit to J&D Land Holdings LLC (the "Applicant") for a contractor's yard and a landscape contractor's yard at 101 Airport Boulevard (Unit 12), in the Limited Industrial Zoning District, as provided in this Decision and subject to the following Findings of Fact and Conditions.

FINDINGS OF FACT

1. The Applicant, J&D Land Holdings LLC, is a Massachusetts limited liability company with an address of 804 Boston Post Road, Sudbury, MA 01776.
2. The Applicant is the owner of the property located at 101 Airport Boulevard (Unit 12), Marlborough, MA, being shown as Parcel 52-1-12 on Assessors Map 73 (the "Site").
3. In accordance with Article V, Section 650-17 and Section 650-18(A)(48), of the Zoning Ordinance of the City of Marlborough (the "Zoning Ordinance"), the Applicant proposes a contractor's yard and a landscape contractor's yard at the Site (the "Use"). As shown on the Plans referenced in paragraph 5 below, the Use consists of a building, accessory parking, outdoor storage areas, and landscaped areas.
4. The Applicant, by and through its counsel, filed with City Clerk of the City of Marlborough an Application for a Special Permit ("Application") for the Use.
5. In connection with the Application, the Applicant submitted a certified list of abutters, filing fees, a site plan entitled "Proposed Site Plan of Use Area #12 101 Airport Boulevard in Marlborough, MA" by Connorstone Engineering, with the last revision date of October 12, 2021, and a landscaping plan entitled "Proposed Landscape Plan of Use Area #12 in

Marlborough, MA” by Connorstone Engineering, with the last revision date of October 12, 2021 (collectively the “Plans”) attached hereto as **“Attachment A.”**

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

7. The Site is located in the Limited Industrial Zoning District.

8. The Site has an area of 46,543 square feet +/- as shown on the Plans.

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

10. The Marlborough City Council, pursuant to Massachusetts General Laws Chapter 40A, opened a public hearing on the Application on Monday, December 6, 2021. The public hearing was held at the Marlborough City Hall, 140 Main Street. The hearing was closed on December 6, 2021.

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

12. At the public hearing, no members of the public spoke in opposition to the Use.

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

A. The Applicant has complied with all Rules and Regulations promulgated by the Marlborough City Council as they pertain to special permit applications.

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

C. The City Council, pursuant to its authority under Massachusetts General Laws Chapter 40A and the Zoning Ordinance of the City of Marlborough hereby GRANTS the Applicant a Special Permit for a contractor’s yard and a landscape contractor’s yard at 101 Airport Boulevard (Unit 12) as shown on the Plans filed, SUBJECT TO THE FOLLOWING CONDITIONS, which conditions shall be binding on the Applicant, its successors and/or assigns:

1. Construction in Accordance with Applicable Laws. Construction of all structures on the Site is to be in accordance with all applicable Building Codes and Zoning Regulations in effect in the City of Marlborough and the Commonwealth of Massachusetts and shall be built according to the Plans as may be amended during Site Plan Review.

2. Site Plan Review. The issuance of the Special Permit is further subject to detailed Site Plan Review by the Site Plan Review Committee, in accordance with the City of Marlborough Site Plan Review Ordinance prior to the issuance of the building permit. Any additional changes, alterations, modifications or amendments, as required during the process of Site Plan Review, shall be further conditions attached to the building permit, and a final certificate of occupancy shall not be issued until the Applicant has complied with all conditions, provided that the Site Plan Committee may authorize the phasing of site work depending upon weather conditions and other factors. Subsequent Site Plan Review shall be consistent with the conditions of this Special Permit and the Plans submitted, reviewed and approved by the City Council as the Special Permit Granting Authority.

3. Modification of Plans. Notwithstanding conditions #1 and #2 above, the City Council or the Site Plan Review Committee may approve engineering changes to the Plans, so long as said changes do not change the Use as approved herein, or materially increase the impervious area of the Use, reduce the green area, alter traffic flow, or increase the size of the building, all as shown on the Plans.

4. Incorporation of Submissions. All plans, photo renderings, site evaluations, briefs and other documentation provided by the Applicant as part of the Application, and as amended or revised during the application/hearing process before the City Council and/or the City Council's Urban Affairs Committee, are herein incorporated into and become a part of this Special Permit and become conditions and requirements of the same, unless otherwise altered by the City Council.

5. Storm Water and Erosion Control Management. The Applicant, its successors and/or assigns, shall ensure that its site superintendent during construction of the project is competent in stormwater and erosion control management. This individual(s)' credentials shall be acceptable to the Engineering Division of the City's Department of Public Works and the City's Conservation Commission. This individual(s) shall be responsible for checking the Site before, during, and after storm events including weekends and evenings when storms are predicted. This individual(s) shall ensure that no untreated stormwater leaves the Site consistent with the State's and the City's stormwater regulations. This individual(s) shall ensure compliance with the approved sequence of construction plan and the approved erosion control plan. The Applicant, its successors and/or assigns, shall grant this individual(s) complete authority of the Site as it relates to stormwater and erosion controls.

6. Screening. In accordance with Section 650-18(A)(48) of the Zoning Ordinance, the Applicant shall install fencing, vegetated screening, or a combination of screening types, to screen areas of the Site used for the storage of vehicles, equipment, and materials from the street

and adjacent properties, and shall maintain the fencing and plantings in good repair. Said screening shall comply with the requirements of all applicable City Ordinances.

7. Outdoor Storage Areas. In accordance with Section 650-18(A)(48) of the Zoning Ordinance, the outdoor storage of vehicles, equipment, and materials shall be located on impervious and otherwise dust-free surfaces. Materials shall be stored with sufficient protections to avoid damage to landscaped areas and to avoid interference with the proper functioning of stormwater infrastructure. Lawn areas shall be separated from adjacent parking/storage areas with curbing. Any storage of bark mulch at the Site shall be subject to fire safety conditions approved through the Site Plan Review process. The Site shall not be used to store grass clippings or similar landscaping debris that may generate odors.

8. Indoor Storage Areas. Building areas used to store vehicles, equipment, and materials indoors shall be equipped with floor drainage systems designed to prevent fuel, oil, and other hazardous materials from entering the stormwater or sewer systems, approved through the Site Plan Review process.

9. Vehicle Repairs and Maintenance. The Site may not be used for major repairs of vehicles and equipment, but minor maintenance of vehicles and equipment which are exclusively operated as part of the Use may be performed indoors only, subject to Condition 10.

10. Noise and Air Quality. The Applicant, its successors and/or assigns, shall comply with the City's Noise Ordinance and shall comply with all state and federal requirements governing air quality and emissions.

11. Lighting. Exterior lighting at the Site shall be downward facing and shielded to minimize impacts on neighboring properties, with a lighting plan for the Site to be reviewed and further conditioned during the Site Plan Review process. Exterior lighting at the Site shall be shut off outside of operating hours, except for lighting necessary for security and emergency access.

12. Compliance with Applicable Laws. The Applicant, its successors and/or assigns agrees to comply with all municipal, state, and federal rules, regulations, and ordinances as they may apply to the construction, maintenance, and operation of the Use.

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

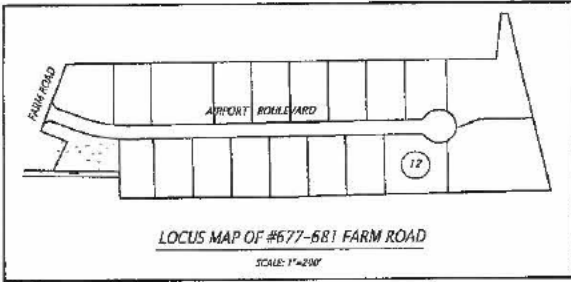
Yea: ___ - Nay: ___ -Absent - ___

Yea: _____, _____, _____, _____, _____, _____, _____, _____,
Nay: _____, _____,
Absent: _____, _____,

Signed by City Council President
Michael H. Ossing

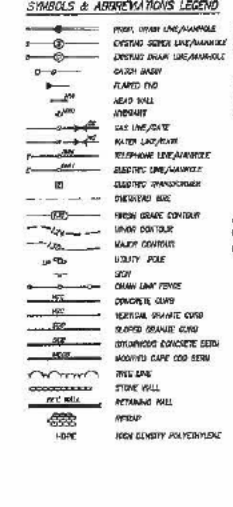
ADOPTED
In City Council
Order No. 21-1008441

Attachment A



- GENERAL NOTES:**
- EXISTING BOUNDARY LINES AND TOPOGRAPHY IS BASED UPON PLANS PREPARED BY GEORGE PERRY ASSOCIATES INC. DATED 7-8-2008. PLANS AND CAD FILE PROVIDED BY OTHER ELEVATIONS AND BASED UPON NOTES 1-288 DATUM.
 - THE PARCELS IS SHOWN ON ASSISTANTS MAP 73, PARCELS 22 AND 60 & 61 PARCELS TABLE.
 - EXISTING UTILITY LINES SHOWN ON THE DRAWING ARE FROM AVAILABLE INFORMATION AND ARE APPROXIMATE LOCATIONS. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES AND SUBSTRUCTURES ARE SHOWN. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES AND SUBSTRUCTURES ARE SHOWN PRIOR TO THE START OF CONSTRUCTION. ANY DISCREPANCIES WITH PLANS SHALL BE REPORTED TO THE DESIGN PROFESSIONAL. THE CONTRACTOR SHALL CONTACT THE STATE 8-800-354-7333 (72 HOURS BEFORE WORKING) AND FROM 8:00 AM TO 5:00 PM MONDAY THROUGH FRIDAY. THESE TEST PITS SHALL BE STRAIGHT FOR UTILITY CONNECTIONS.

- CONSTRUCTION NOTES:**
- ANY LAND ACQUISITION (AS DETERMINED BY THE CITY ENGINEER) TO THE INFORMATION SHOWN ON THE APPROVED SITE PLANS SHALL BE COMPLETED TO THE CITY ENGINEER AS A MAJOR PLAN ACTION PRIOR APPROVAL PRIOR TO THE WORK BEING PERFORMED.
 - WHERE AN EXISTING UTILITY IS FOUND TO CONFLICT WITH THE PROPOSED WORK, THE LOCATION, ELEVATION AND SIZE OF THE UTILITY SHALL BE ACCURATELY LOCATED BY THE CONTRACTOR AND THE INFORMATION AND INFORMATION FURNISHED TO THE ENGINEER FOR RECORDATION OF THE CONFLICT.
 - ALL MATERIALS AND CONSTRUCTION PRACTICES SHALL BE IN COMPLIANCE WITH THE STANDARDS AND SPECIFICATIONS OF THE MASSACHUSETTS DEPARTMENT OF PUBLIC WORKS (DPW) OF THE MASSACHUSETTS DEPARTMENT OF PUBLIC WORKS (DPW). CONSTRUCTION STANDARDS AND THE MASS STANDARDS SPECIFICATIONS FOR HIGHWAYS AND BRIDGES, RESPECTIVELY IS APPLICABLE.
 - THE WATER SYSTEM SHALL BE INSTALLED IN COMPLIANCE WITH THE TOWN OF MARLBOROUGH OFF STREET WATER MAINS AND REGULATIONS. CONSTRUCTION SHALL BE MADE IN ACCORDANCE WITH APPLICABLE PERMITS (TO BE OBTAINED BY THE CONTRACTOR) WITH REQUIRED INSPECTIONS. THE TOWN OF MARLBOROUGH OFF STREET WATER MAINS AND REGULATIONS SHALL BE OBTAINED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
 - THE SEWER SYSTEM SHALL BE INSTALLED IN COMPLIANCE WITH THE TOWN OF MARLBOROUGH OFF STREET SEWER MAINS AND REGULATIONS. CONSTRUCTION SHALL BE MADE IN ACCORDANCE WITH APPLICABLE PERMITS (TO BE OBTAINED BY THE CONTRACTOR) WITH REQUIRED INSPECTIONS. THE TOWN OF MARLBOROUGH OFF STREET SEWER MAINS AND REGULATIONS SHALL BE OBTAINED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
 - IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO KEEP ACCURATE RECORDS OF ALL MEASUREMENTS / RECORDS OF ALL CONSTRUCTION OR CONVEYED WORK.
 - THE LAYOUT AND INSTALLATION OF CLEARING, DIRT, ASPHALT AND GATE UTILITY CONSTRUCTION AND SERVICES SHALL BE ACCORDANCE WITH THE REQUIREMENTS OF THE RESPECTIVE AGENCIES.
 - THE CONTRACTOR SHALL UTILIZE ALL NECESSARY AND MATERIALS NECESSARY TO PROTECT THE SAFETY OF ALL PERSONS AND PROPERTY AT THE SITE DURING CONSTRUCTION. ALL CONSTRUCTION SHALL CONFORM TO CONSENT DDPA STANDARDS.
 - A STREET OPENING PERMIT SHALL BE OBTAINED FROM THE CITY OF MARLBOROUGH DEPARTMENT OF PUBLIC WORKS PRIOR TO THE COMMENCEMENT OF ANY WORK IN THE PUBLIC WAY. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE HIS WORK WITH THE APPROPRIATE HIGHWAY & UTILITY DEPARTMENTS.
 - UTILITY CONSTRUCTION IN CITY HAVE REQUIRED BACKLOG WITH CONTROLLED UTILITY FEEL.
 - ALL CONSTRUCTION MATERIALS, STOCKPILES, WASTE, ETC. OF THIS SHALL BE STORED BY A BARBER TO THE SATISFACTION OF THE CITY ENGINEER OR HIS DEPARTMENT.
 - ALL SIGNS AND PERMITS NECESSARY SHALL CONFORM TO THE TOWN OF MARLBOROUGH DEPARTMENT OF PUBLIC WORKS AND THE TOWN OF MARLBOROUGH DEPARTMENT OF PUBLIC WORKS AND THE TOWN OF MARLBOROUGH DEPARTMENT OF PUBLIC WORKS.
 - ALL DRIVE CURBS, SIDEWALKS, AND ACCESSIBLE SPACES SHALL CONFORM WITH THE AMERICAN WITH DISABILITIES ACT REGULATIONS AND WITH ARCHITECTURAL ACCESS STANDARDS REGULATIONS (2010 ADAAG).
 - JOINTS BETWEEN PROPOSED STRUCTURES CONSIDER PRECAST AND CASTED IN PLACE TO BEAR SHALL BE SMOOTH AND COATED WITH JOINT FORMER POLYURETHANE ASPHALT SEALANT.



ZONING: LIMITED INDUSTRIAL "LI"

LOT REQUIREMENTS

AREA	REQUIREMENT
FRONTAGE	330 FEET
FRONT YARD	30 FEET
SIDE YARD	30 FEET
REAR YARD	30 FEET
HEIGHT	10' 0" - 15' 0" (INCIDENTAL ZONE 20' 0" - 25' 0" OF RESIDENTIAL ZONE 30' 0" - 35' 0" OF RESIDENTIAL ZONE 4' 0" - 10' 0" OF RESIDENTIAL ZONE 5' 0" - 10' 0" OF RESIDENTIAL ZONE 5' 0" - 10' 0")

LOT COVERAGE ALLOWED - 8%

USE AREA #12 OVERALL PROPOSED = 92,745 S.F. = 52.8%

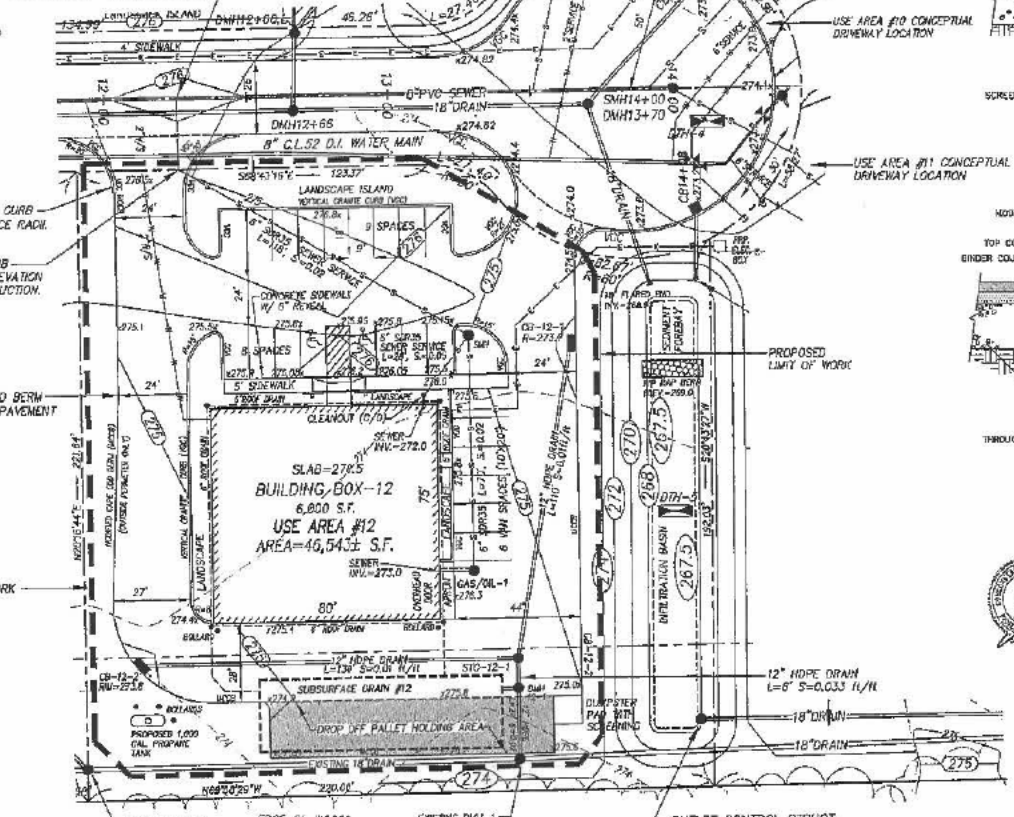
COORDINATION WITH PLANS BY OTHERS:

SEE SEPARATE PLANS PROVIDED BY OTHERS FOR LANDSCAPE AND SIGNAGE.

CONTRACTOR PROPOSED UTILITY LOCATIONS, DEPTH, ELEVATIONS, AND MATERIALS WITH ADDITIONAL PLANS PRIOR TO CONSTRUCTION.

IF ANY CONFLICT BETWEEN PLANS AND PLANS BY OTHERS SHALL BE REPORTED TO THE ENGINEER AND OWNER IMMEDIATELY.

AIRPORT BOULEVARD



DRAINAGE TABULATION

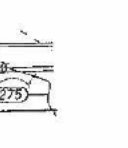
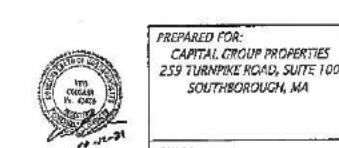
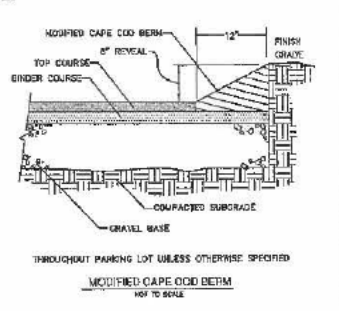
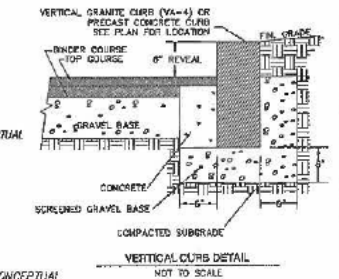
NO.	DESCRIPTION	SIZE	DEPTH
DM-12-1	CONCRETE GRATE	12" DIA	2.0
DM-12-2	CONCRETE GRATE	12" DIA	2.0
DM-12-3	CONCRETE GRATE	12" DIA	2.0
DM-12-4	CONCRETE GRATE	12" DIA	2.0

SEWER TABULATION

NO.	DESCRIPTION	SIZE	DEPTH
SM-12-1	8" DIA	2.0	
SM-12-2	8" DIA	2.0	
SM-12-3	8" DIA	2.0	
SM-12-4	8" DIA	2.0	

OUTLET CONTROL STRUCT.

TOP RIM=270.75
15" CRUISE INLET=269.0
12" OUT=268.5



APPROVED
SITE PLAN REVIEW DATE/TIME

DATE



PREPARED FOR:
CAPITAL GROUP PROPERTIES
259 TURNPIKE ROAD, SUITE 100
SOUTHBOROUGH, MA

OWNER:
MARLBOROUGH INDUSTRIAL, LLC
259 TURNPIKE ROAD, SUITE 100
SOUTHBOROUGH, MA

CONNORSTONE ENGINEERING INC.
CIVIL ENGINEERS AND LAND SURVEYORS
110 SOUTHWEST CLOUYS, SUITE 7
NORTHBOROUGH, MASSACHUSETTS 01552
PHONE: 508-358-9717 FAX: 508-393-5242

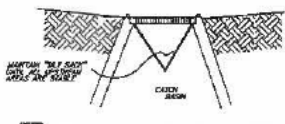
PROPOSED SITE PLAN
OF
USE AREA #12
101 AIRPORT BOULEVARD
IN
MARLBOROUGH, MA

DATE	DESCRIPTION
10-12-2021	PHLEET HOLDING AREA
11-18-2020	2020A REVISION, ADD HANDBOOK
11-28-2020	2020B REVISION, ADD HANDBOOK
12-28-2020	2020C REVISION, ADD HANDBOOK
1-28-2021	UTILITY PLANNING
3-17-2021	CURB REVISION
3-1-2021	CONSTRUCTION CONSULTING

DATE: JANUARY 31, 2020
SCALE: 1"=20' SHEET 1 OF 3

EROSION AND SEDIMENTATION CONTROL NOTES

1. ALL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO CONSTRUCTION.
2. EROSION CONTROL SHALL CONFORM TO THE CITY OF MARLBOROUGH REGULATIONS AS CONTAINED IN THE SITE PLAN APPROVAL DATED 05/11/2020.
3. PRIOR TO INSTALLING CONSTRUCTION, ALL SEDIMENTATION AND EROSION CONTROL MEASURES SHALL BE INSTALLED AS SHOWN ON THE PLAN AND AS SPECIFIED.
4. THIS PLAN APPROVES THE MINIMUM REQUIRED SEDIMENTATION AND EROSION CONTROL. THE CONTRACTOR SHALL INSTALL ADDITIONAL SEDIMENTATION AND EROSION CONTROL MEASURES AS NECESSARY TO MEET CONDITIONS AS SPECIFIED BY THE OWNER. THE OWNER'S REPRESENTATIVE OF THE CONTRACTOR SHALL INSURE PROTECTION OF ALL AREAS RECORDED AND CHANGING SURVEY THROUGHOUT CONSTRUCTION. THE CONTRACTOR SHALL STOP WORK AND REPAIR ANY DAMAGE TO EXISTING UTILITIES, RECORDS, RECORDS, RECORDS, RECORDS TO PREVENT FURTHER SEDIMENTATION.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL TEMPORARY AND PERMANENT SEDIMENTATION AND EROSION CONTROL MEASURES THROUGHOUT CONSTRUCTION AND ALL AREAS WITH PERMANENT SEDIMENTATION. AT NO TIME SHALL THE CONTRACTOR BE RESPONSIBLE FOR ANY DAMAGE TO EXISTING UTILITIES AND EROSION CONTROL MEASURES.
6. THE CONTRACTOR SHALL MAINTAIN SEDIMENTATION AND EROSION CONTROL BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT. THE CONTRACTOR SHALL MAINTAIN ALL AREAS WITH PERMANENT SEDIMENTATION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT. THE CONTRACTOR SHALL MAINTAIN ALL AREAS WITH PERMANENT SEDIMENTATION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT.
7. SOIL PROTECTIVE SHALL BE INSTALLED TO PREVENT EROSION AND A RETENTION SEDIMENT CONTROL BARRIERS SHALL BE INSTALLED. EROSION SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT.
8. DISTURBED AREAS SHALL BE STABILIZED BY COVERING AND SEEDING, OR BY OTHER APPROVED MEASURES AS SHOWN AS SPECIFIED BY THE CONTRACTOR. THE CONTRACTOR SHALL MAINTAIN ALL AREAS WITH PERMANENT SEDIMENTATION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT.
9. ON WEATHER EXPOSURE, IF REQUIRED, SHALL PROTECTIVE COVER BE INSTALLED IMMEDIATELY AND ALL EXPOSURE SHALL BE IN PLACE THROUGHOUT CONSTRUCTION. COVER SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL AREAS WITH PERMANENT SEDIMENTATION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT.
10. ALL EXISTING AND NEW DRIVEWAYS SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL EXPOSURE SHALL BE IN PLACE THROUGHOUT CONSTRUCTION. COVER SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL AREAS WITH PERMANENT SEDIMENTATION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT.
11. ALL EXISTING AND NEW DRIVEWAYS SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL EXPOSURE SHALL BE IN PLACE THROUGHOUT CONSTRUCTION. COVER SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL AREAS WITH PERMANENT SEDIMENTATION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT.
12. ALL EXISTING AND NEW DRIVEWAYS SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL EXPOSURE SHALL BE IN PLACE THROUGHOUT CONSTRUCTION. COVER SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL AREAS WITH PERMANENT SEDIMENTATION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT.
13. ALL EXISTING AND NEW DRIVEWAYS SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL EXPOSURE SHALL BE IN PLACE THROUGHOUT CONSTRUCTION. COVER SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL AREAS WITH PERMANENT SEDIMENTATION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT.
14. ALL EXISTING AND NEW DRIVEWAYS SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL EXPOSURE SHALL BE IN PLACE THROUGHOUT CONSTRUCTION. COVER SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION AND ALL AREAS WITH PERMANENT SEDIMENTATION BY A DAILY BASIS AND MAINTAIN AFTER EACH RAINFALL EVENT.
15. EROSION CONTROL SHALL NOT BE REMOVED UNTIL THE PROJECT IS COMPLETE.



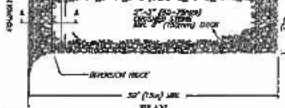
1. ALL SILT SACKS AND SEDIMENT CONTAINMENT SYSTEMS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.
2. ALL SILT SACKS AND SEDIMENT CONTAINMENT SYSTEMS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.
3. ALL SILT SACKS AND SEDIMENT CONTAINMENT SYSTEMS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.

SILT SACK OR EQUAL SEDIMENT CONTAINMENT SYSTEM
NOT TO SCALE



1. ALL SILT SACKS AND SEDIMENT CONTAINMENT SYSTEMS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.
2. ALL SILT SACKS AND SEDIMENT CONTAINMENT SYSTEMS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.
3. ALL SILT SACKS AND SEDIMENT CONTAINMENT SYSTEMS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.

SOIL STOCKPILE DETAIL
NOT TO SCALE



1. ALL SOIL STOCKPILES SHALL BE STABILIZED WITH GRASS AND SEED UNTIL TIME OF USE AREA DEVELOPMENT (TUD).
2. ALL SOIL STOCKPILES SHALL BE STABILIZED WITH GRASS AND SEED UNTIL TIME OF USE AREA DEVELOPMENT (TUD).
3. ALL SOIL STOCKPILES SHALL BE STABILIZED WITH GRASS AND SEED UNTIL TIME OF USE AREA DEVELOPMENT (TUD).

TEMPORARY TRAVEL CONSTRUCTION ENTRANCE/EXIT
NOT TO SCALE

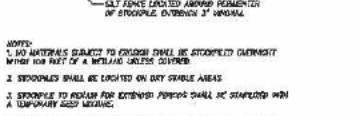


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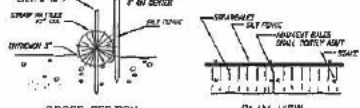
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SOIL STOCKPILE DETAIL
NOT TO SCALE



1. ALL SOIL STOCKPILES SHALL BE STABILIZED WITH GRASS AND SEED UNTIL TIME OF USE AREA DEVELOPMENT (TUD).
2. ALL SOIL STOCKPILES SHALL BE STABILIZED WITH GRASS AND SEED UNTIL TIME OF USE AREA DEVELOPMENT (TUD).
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TEMPORARY TRAVEL CONSTRUCTION ENTRANCE/EXIT
NOT TO SCALE

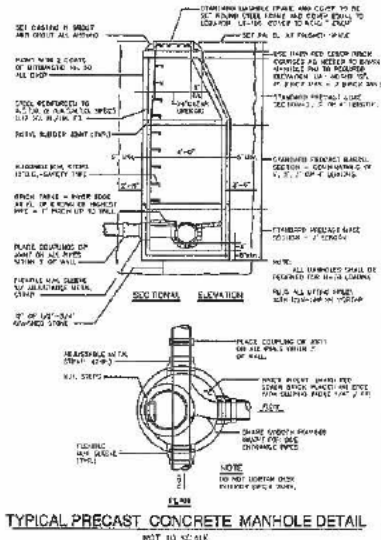
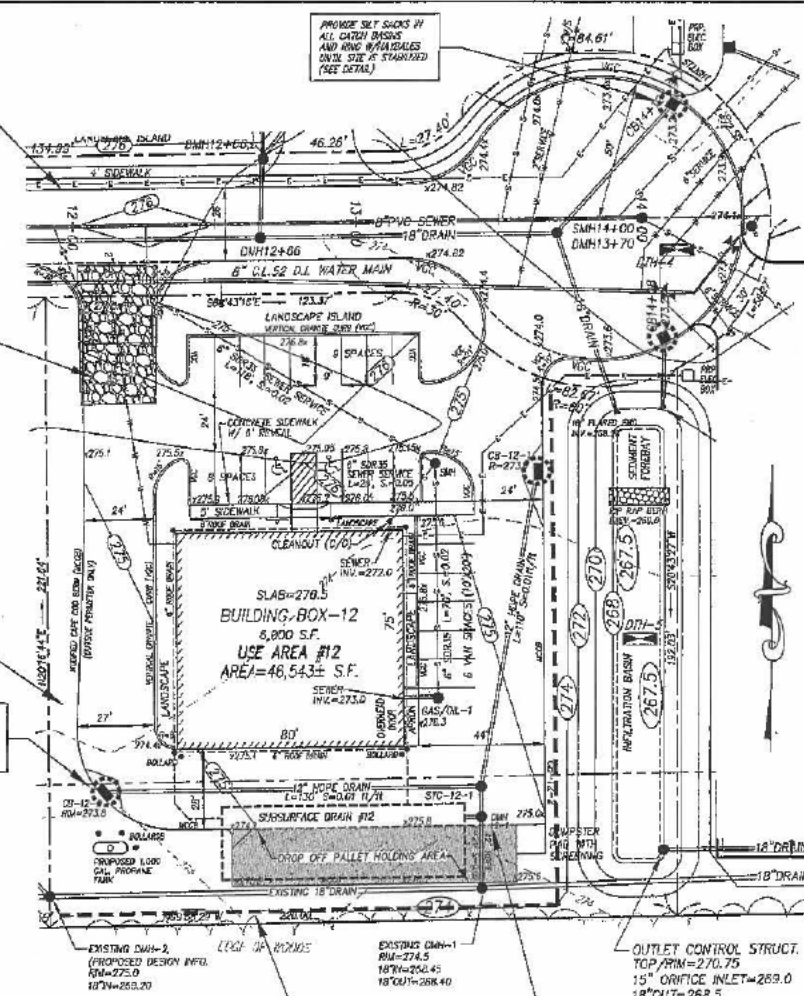


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3. ALL TEMPORARY TRAVEL CONSTRUCTION ENTRANCE/EXIT SHALL BE INSTALLED PRIOR TO CONSTRUCTION.

EROSION BARRIER
NOT TO SCALE



1. ALL EROSION BARRIERS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.
2. ALL EROSION BARRIERS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.
3. ALL EROSION BARRIERS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.



TYPICAL PRECAST CONCRETE MANHOLE DETAIL
NOT TO SCALE

PREPARED FOR:
CAPITAL GROUP PROPERTIES
259 TURNPIKE ROAD, SUITE 100
SOUTHBOROUGH, MA

OWNER:
MARLBOROUGH INDUSTRIAL, LLC
259 TURNPIKE ROAD, SUITE 100
SOUTHBOROUGH, MA

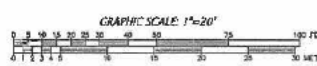
CONCORSTONE
ENGINEERING INC.
CIVIL ENGINEERS AND LAND SURVEYORS
10 SOUTH WEST COUNTRY, SUITE 7
NORTHBOROUGH, MASSACHUSETTS 01532
PHONE: 508-393-5272 FAX: 508-393-5242

EROSION CONTROL PLAN
OF
USE AREA #12
IN
MARLBOROUGH, MA

APPROVED
SITE PLAN REVIEW COMMITTEE

DATE	DESCRIPTION
10-19-2021	PERMITTING AREA
11-18-2020	SEWER REVISION AND MANHOLE
10-28-2020	DRAINAGE & UTILITY REVISIONS
3-28-2020	UTILITY REVISIONS
3-11-2020	CLERK REVISION
3-4-2020	ENGINEERING COMMENTS

DATE: _____



PETITION FOR MANHOLE AND DUCT LOCATIONS

RECEIVED
November 23, 2020
CLERK'S OFFICE
CITY OF MARLBOROUGH

2022 MAR -8 A 7 40

To the City Council
of the City of Marlborough, Massachusetts

MASSACHUSETTS ELECTRIC COMPANY requests permission to locate manholes, wires, and ducts, including the necessary sustaining and protecting fixtures, along and across the following public way:

Vega Rd


Ngrid to replace direct buried cable for Woodland Estates w/ +/- 5457' of 1-2" cable in conduit. Ngrid to install 85' of 2-3' conduit from riser poles to pullboxes. Ngrid to install 10 pullboxes, 1 heavy duty handhole, 1 junction box. Ngrid to replace 3 submersible transformers w/ pad mounted transformers. Ngrid to replace 4 risers Ngrid to install 1-2" cable in conduit via directional drilling.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to install and maintain manholes, ducts and wires, together with such sustaining and protecting fixtures as it may find necessary, said manholes and ducts to be installed substantially in accordance with the plan filed herewith marked--

MASSACHUSETTS ELECTRIC COMPANY

Plan No. 30039021 Dated: 7/6/2020

MASSACHUSETTS ELECTRIC COMPANY

By:  DBA Robert Leonida
Manager of Distribution Design

ORDER FOR MANHOLE AND DUCT LOCATIONS

November 23, 2021

By the City Council
of the City of Marlborough, Massachusetts

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that **MASSACHUSETTS ELECTRIC COMPANY** be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the **23rd day of November, 2021**

All construction under this order shall be in accordance with the following conditions:--

Manholes and ducts shall be set substantially at the points indicated upon the plan marked--

MASSACHUSETTS ELECTRIC COMPANY

Plan No. **30039021** Dated: **7/6/2020**

The following are the public ways or parts of ways along which the manholes/ducts above referred to may be installed, and the number of manholes/ducts which may be installed thereon under this order:--

Vega Rd

Ngrid to replace direct buried cable for Woodland Estates w/ +/- 5457' of 1-2" cable in conduit. Ngrid to install 85' of 2-3' conduit f riser poles to pullboxes. Ngrid to install 10 pullboxes, 1 havy duty handhole, 1 junction box. Ngird to replace 3 submersible transformers w/ pad mounted transofrmers. Ngird to replace 4 risers Ngrid to install 1-2" cable in conduit via directional drilling.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City of Marlborough, Massachusetts

held on the _____ day of _____ 2021

Clerk of Council

Received and entered in the records of location orders of the City of Marlborough, Massachusetts

Book: _____ Page: _____

City Clerk

We hereby certify that on _____, 20____, at _____ o'clock, _____ M
at _____ a public hearing was held on the petition of

MASSACHUSETTS ELECTRIC COMPANY for permission to construct the underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to construct the underground electric conduits under said order. And that thereupon said order was duly adopted.

Council of the City of

Marlborough, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the City Council of the City of Marlborough, Massachusetts, on the _____ day of _____ 2021 and recorded with the records of location orders of said City, Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest: _____
City Clerk

Pole & UG Petition/Permit Request Form

City Marlborough WR # 30039021
Town of _____
(circle one)

Install _____ SO
(quantity) (circle one) JO Poles on _____
(street name)

Remove _____ SO
(quantity) (circle one) JO Poles on _____
(street name)

Relocate _____ SO
(quantity) (circle one) JO Poles on _____
(street name)

Beginning at a point approximately _____ feet _____ of the centerline
(distance) (compass heading)

of the intersection of _____
(street name)

and continuing approximately _____ feet in a _____ direction.
(distance) (compass heading)

Install underground facilities:

Street(s) Vega Rd, Butler Cir, Juniper Rd, McNeil Cir.

Description of Work:

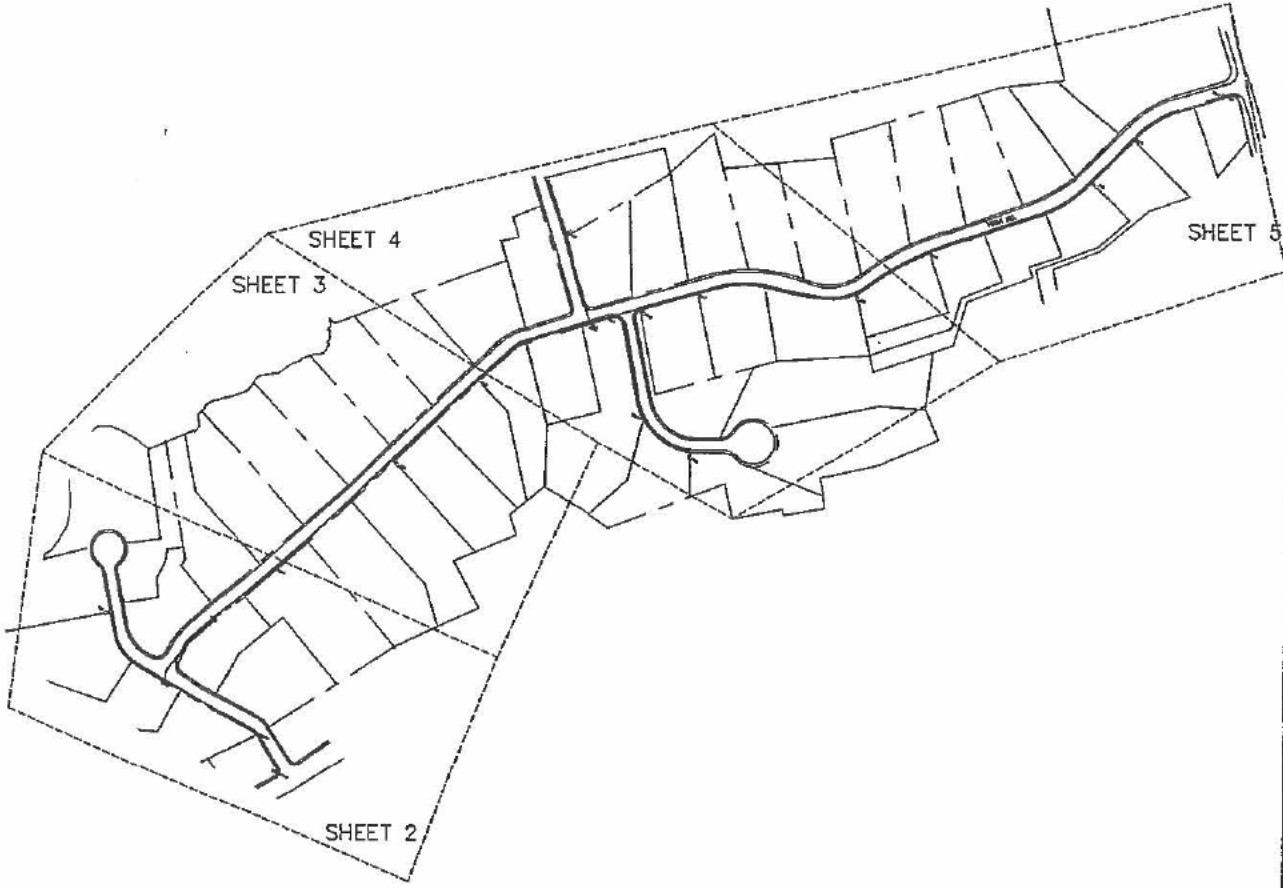
Ngrid to replace direct buried cable for Woodland Estates w/ +/- 5457' of 1-2" cable in conduit. Ngrid to install 85' of 2-3' conduit from riser poles to pullboxes. Ngrid to install 10 pullboxes, 1 heavy duty handhole, 1 junction box. Ngrid to replace 3 submersible transformers w/ pad mounted transformers. Ngrid to replace 4 risers. Ngrid to install 1-2" cable in conduit via directional drilling.

ENGINEER EANGVE

DATE 7/06/2020



EXHIBIT 'A' NOT TO SCALE
THE EXACT LOCATION OF
SAID FACILITIES TO BE
ESTABLISHED BY AND UPON
THE INSTALLATION AND
ERECTION OF THE FACILITIES
THEREOF.



LEGEND	
	POLE
	JUNCTION
	SPLICE
	PULLBOX
	1 PHASE PAD
	HEAVYDUTY HANDHOLE
	3IN. PVC CONDUIT
	2" CABLE IN CONDUIT

JUNIPER RD., BUTLER CIR & VEGA RD.
PETITION
MARLBOROUGH
SHEET 1 & 5

Date: 7.5.2020
Designer: V.EANG
MA. W/R: 30039021



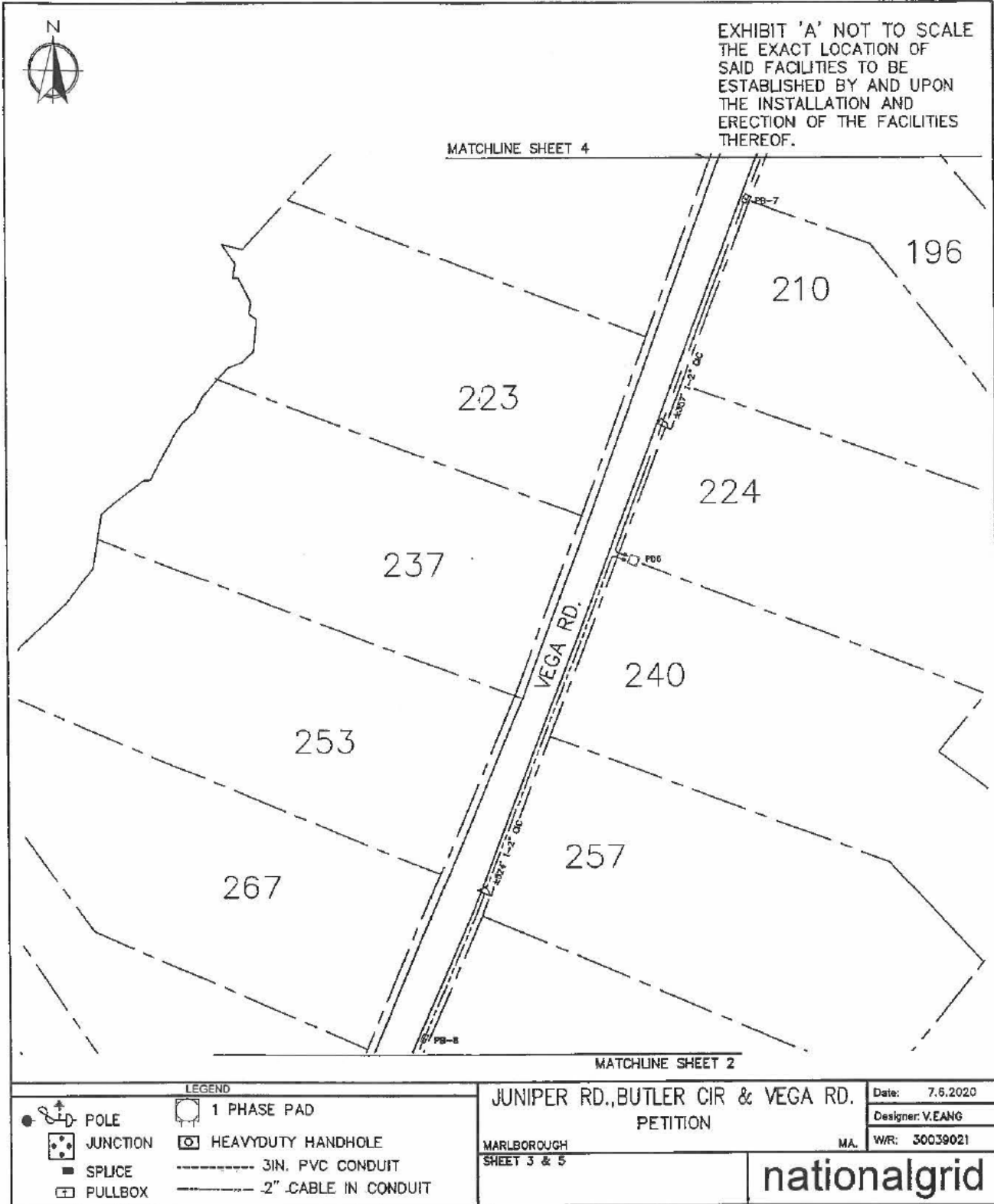
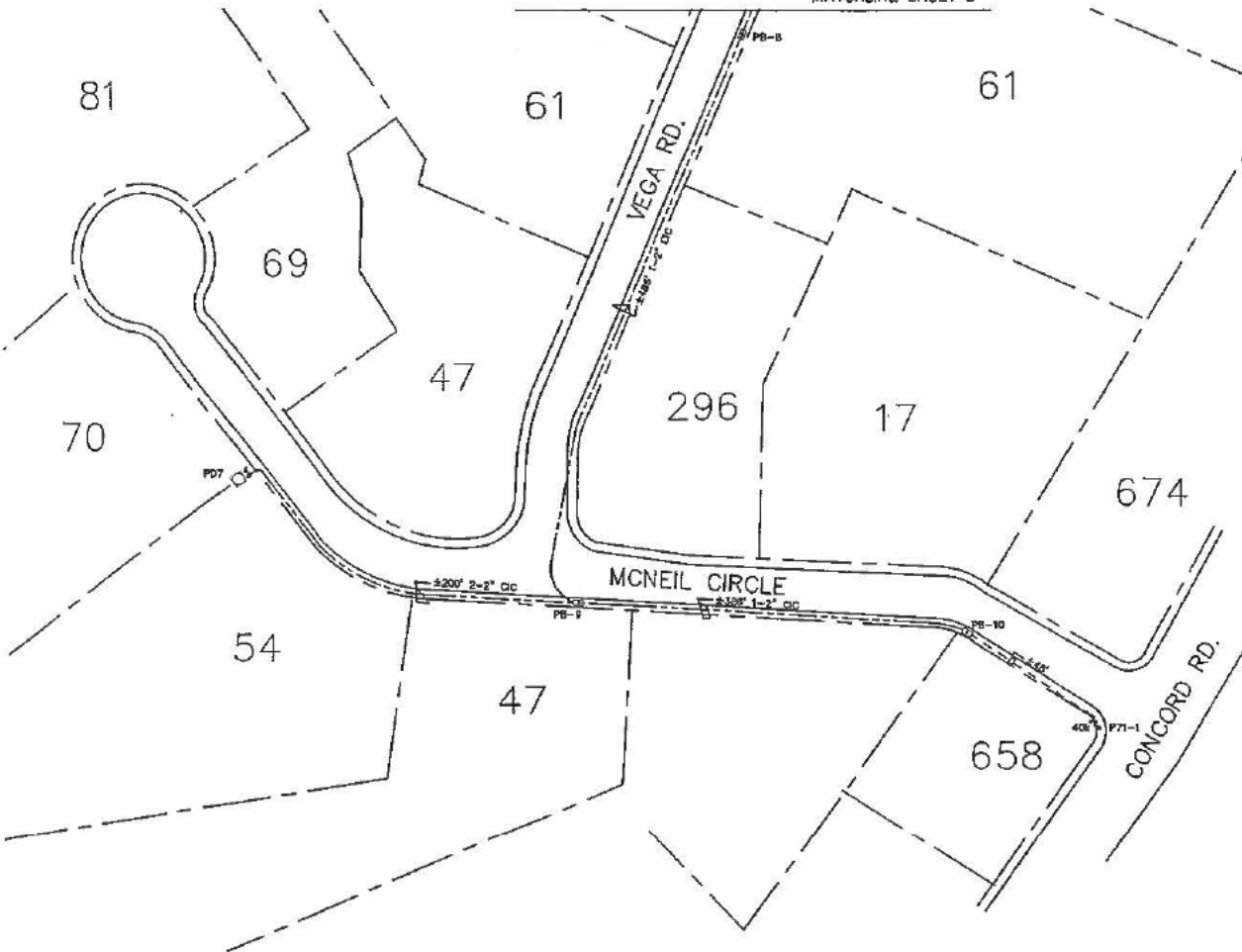




EXHIBIT 'A' NOT TO SCALE
THE EXACT LOCATION OF
SAID FACILITIES TO BE
ESTABLISHED BY AND UPON
THE INSTALLATION AND
ERECTION OF THE FACILITIES
THEREOF.

MATCHLINE SHEET 3



LEGEND

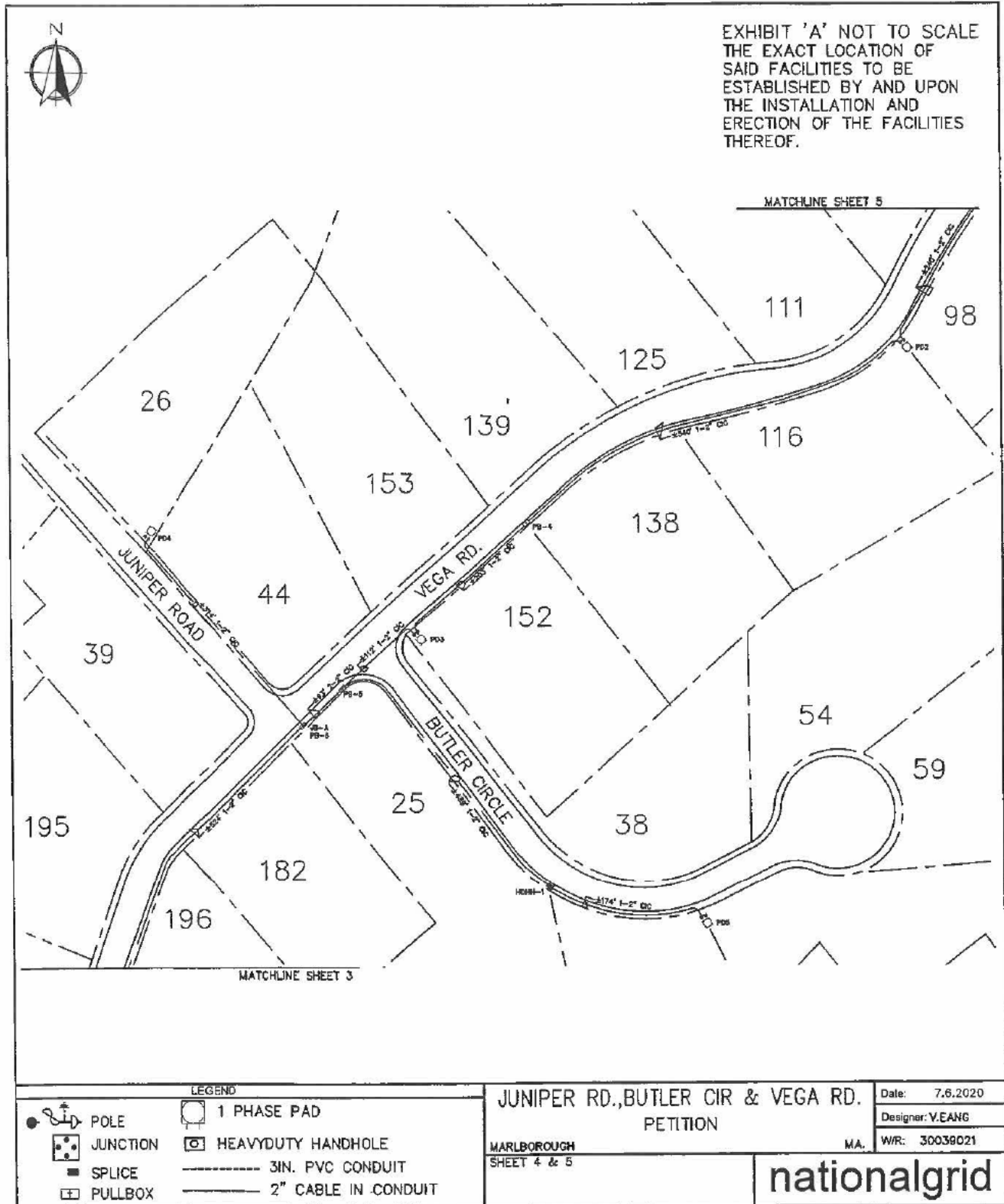
- POLE
- JUNCTION
- SPLICE
- PULLBOX
- 1 PHASE PAD
- HEAVYDUTY HANDHOLE
- 3IN: PVC CONDUIT
- 2" CABLE IN CONDUIT

JUNIPER RD., BUTLER CIR & VEGA RD.
PETITION

MARLBOROUGH
SHEET 2 & 5

Date:	7.6.2020
Designer:	V.EANG
WR:	30039021

nationalgrid

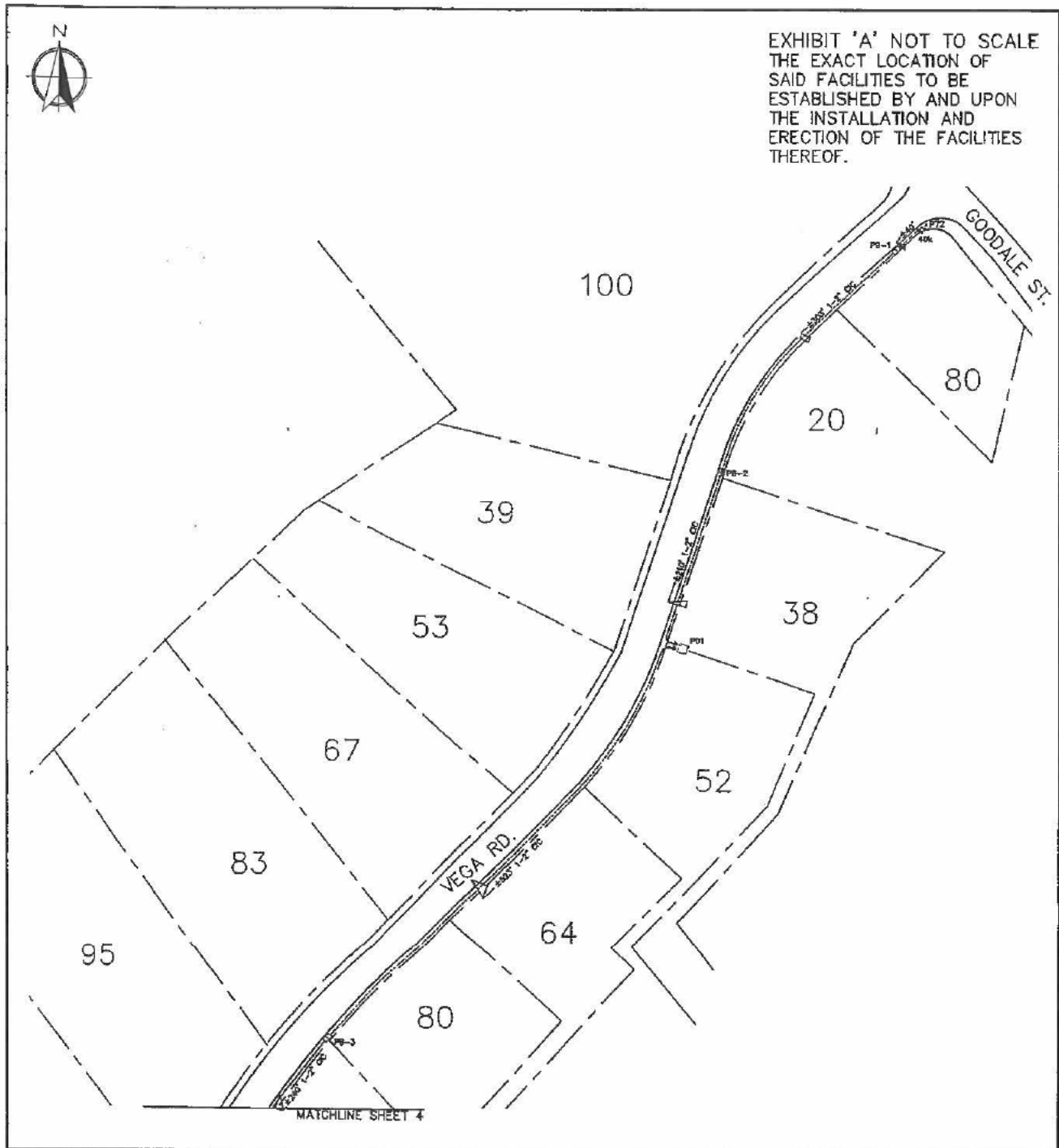


LEGEND	
	POLE
	JUNCTION
	SPLICE
	PULLBOX
	1 PHASE PAD
	HEAVYDUTY HANDHOLE
	3IN. PVC CONDUIT
	2" CABLE IN CONDUIT

JUNIPER RD., BUTLER CIR & VEGA RD.
 PETITION

MARLBOROUGH
 SHEET 4 & 5

Date: 7.6.2020
 Designer: V.EANG
 W/R: 30038021



<p>LEGEND</p> <ul style="list-style-type: none"> POLE 1 PHASE PAD JUNCTION HEAVYDUTY HANDHOLE SPLICE PULLBOX 3IN. PVC CONDUIT 2" CABLE IN CONDUIT 		<p>JUNIPER RD., BUTLER CIR & VEGA RD. PETITION</p> <p>MA. 01923</p> <p>DATE: 7.6.2020 DESIGNER: V.EANG W/R: 30039021</p>
<p>MARLBOROUGH SHEET 6 & 5</p>		<p>nationalgrid</p>

CITY OF MARLBOROUGH
OFFICE OF THE CITY CLERK

APPLICATION TO CITY COUNCIL FOR ISSUANCE OF SPECIAL PERMIT

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2022 MAR -9 P 1:24

1. Name and address of Petitioner or Applicant:

587 Bolton St Inc.

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

587 Bolton Street Marlborough MA MAP 30 Parcel 5

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

John Stoufnavas (same)

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

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

Article _____ Section _____ Paragraph _____ Sub-paragraph _____

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

Limited Industrial

7. Specific reason(s) for seeking Special Permit

Outdoor seating, gazebo and bar area

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

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

Signature of Petitioner or Applicant

Address: 19 Westgate Rd
Framingham MA 01701

Telephone No. 508-314-6588

Date: 3/1/22

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

587 Bolton Street Inc

(Name of Petitioner)

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

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

30 Reservoir Street, Marlborough MA 01752

BARRY WILLIAM H
35 BLAISWOOD AVE
MARLBOROUGH, MA 01752

DEAMICIS ALAN P
9 BLAISWOOD AVE
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
19 RED SPRING RD
MARLBOROUGH, MA 01752

BRAGA ROBERTO C
27 BLAISWOOD AVE
MARLBOROUGH, MA 01752

LAKEVIEW-BOLTON STREET RE
3H AUTUMN DR
HUDSON, MA 01749

MORSE JOYCE J TR
209 CULLINANE DR
MARLBOROUGH, MA 01752

CARVALHO HELVECIO
21 BLAISWOOD AVE
MARLBOROUGH, MA 01752

LAKEVIEW-BOLTON STREET RE
3H AUTUMN DR
HUDSON, MA 01749-2855

MORSE JOYCE J TR
21 RED SPRING RD
MARLBOROUGH, MA 01752

~~CITY OF MARLBOROUGH
140 MAIN ST
MARLBOROUGH, MA 01752~~

MARDEN MATTHEW
22 BLAISWOOD AVE
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
215 CULLINANE DR
MARLBOROUGH, MA 01752

~~CITY OF MARLBOROUGH
140 MAIN ST
MARLBOROUGH, MA 01752~~

MAURO CHRISTINE A
6 BLAISWOOD AVE
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
23 RED SPRING RD
MARLBOROUGH, MA 01752

~~CITY OF MARLBOROUGH
140 MAIN ST
MARLBOROUGH, MA 01752~~

MORSE JOYCE J TR
209 CULLINANE DR
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
1657 MAIN ST
WEST CONCORD, MA 01742

~~CITY OF MARLBOROUGH
140 MAIN ST
MARLBOROUGH, MA 01752~~

MORSE JOYCE J TR
12 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
27 RED SPRING RD
MARLBOROUGH, MA 01752

~~CITY OF MARLBOROUGH
140 MAIN ST
MARLBOROUGH, MA 01752~~

MORSE JOYCE J TR
13 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
95 WEST MAIN ST
MARLBOROUGH, MA 01752

~~CITY OF MARLBOROUGH
140 MAIN ST
MARLBOROUGH, MA 01752~~

MORSE JOYCE J TR
15 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
169 MORRISSEY RD
MARLBOROUGH, MA 01752

COLON FRANCISCO
656 BOLTON ST
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
17 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
31 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
33 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
PO BOX 57
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
35 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
PO BOX 57
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
37 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
55 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
39 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
7 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
P O BOX 541
JACKMAN, ME 04945-0541

MORSE JOYCE J TR
9 RED SPRING RD
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
43 RED SPRING RD
MARLBOROUGH, MA 01752

PARKER RACHEL
30 RESERVOIR ST
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
45 RED SPRING RD
MARLBOROUGH, MA 01752

ST STEPHENS LUTHERAN CHUR
537 BOLTON ST
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
47 RED SPRING RD
MARLBOROUGH, MA 01752

SWAROVSKI SANDRA K
14 BLAISWOOD AVE
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
133 SHAWMUT AVE
MARLBOROUGH, MA 01752

MORSE JOYCE J TR
C/O HAROLD S MORSE
5 RED SPRING RD
MARLBOROUGH, MA 01752

BOLTON STREET TAVERN

SPECIAL PERMIT-SUMMARY IMPACT STATEMENT

Applicant's Name: 587 Bolton St Inc Address: 587 Bolton St Marlborough MA 0175

Project Name: Outdoor seating gazebo project Address: 587 Bolton St Marlborough MA

1. PROPOSED USE: (describe) Outdoor seating, gazebo and bar area behind existing building

2. EXPANSION OR NEW: New

3. SIZE: floor area sq. ft. 1956 1st floor 1956 all floors 1 # buildings 1 # stories 1 lot area (s.f.) 3.1 Acres

4. LOT COVERAGE: 48.8% Landscaped area: 51.2%

5. POPULATION ON SITE: Number of people expected on site at anytime: Normal: 100 people Peak period: 225 pp

6. TRAFFIC: (A) Number of vehicles parked on site: During regular hours: 30 Peak period: 70

(B) How many service vehicles will service the development and on what schedule? N/A Everything out of restaurant

7. LIGHT: How will the development be lit at the exterior? How much light will leave the property and enter the abutting property? Existing lights, No extra. What is there will be used

8. NOISE: (A) Compare the noise levels of the proposed development to those that exist in the area now. Very little additional affect

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

9. AIR: What sources of potential air pollution will exist at the development? NONE

10. WATER AND SEWER: Describe any unusual generation of waste. NONE

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

*Attach additional sheets if necessary



**CITY OF MARLBOROUGH
MARLBOROUGH, MASSACHUSETTS 01752**

City Hall
140 Main St.

Marlborough, Massachusetts 01752

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

President and Members City Council

Date: 3/5/2022

**SPECIAL PERMIT APPLICATION
CERTIFICATION BY PLANNING DEPARTMENT**

Project Name: Bolton Street Tavern outdoor expansion
Project Use Summary: outdoor seating, gazebo and bar area
Project Street Address: 587 Bolton Street Marlborough MA
Plate: 30 Parcel: 7 01752
Applicant/Developer Name: John Stornavas
Plan Date: 4/15/2021 Revision Date: 7/14/2021

Dear President and Members:

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

Very truly yours,


Tin Htway
Acting Director of Planning

**Application Fee to submit to
City Clerk's office**

\$500⁰⁰


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

**Steven W. Kerrigan
City Clerk**



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

Company Name

587 Bolton St LLC

Owner Name/Officer Name of LLC or Corporation

John Stournaras

Owner/Officer Complete Address and Telephone Number

19 WESTGATE ROAD
FRAMINGHAM MA 01701

Signature of Applicant

[Handwritten Signature]

Attorney on behalf of Applicant, if applicable

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

[Handwritten Signature]

Tax Collector

SC 2021-7 587 Bolton St. – Bolton Street Tavern

Map	30
Parcel	7
Site Plan #	SC 2021-7
Special Permit	
Zoning District	Limited Industrial



CITY OF MARLBOROUGH SITE PLAN PERMIT

Applicant: John Stournaras, 19 Westgate Rd. , Framingham, MA - 01751
 Owner: Same
 Location: 587 Bolton St. – Bolton Street Tavern
 Mailed to: _____ Date: _____
 Picked up by: _____ Date: _____

ISSUED ON: October 18, 2021 Expires on: Oct. 18, 2023 Amended on: _____

TO PERFORM THE FOLLOWING WORK:

Outdoor seating, gazebo and bar area.

THIS PERMIT MAY BE REVOKED BY THE CITY OF MARLBOROUGH UPON VIOLATION OF ANY OF ITS RULES AND REGULATIONS.

An approved or conditionally approved site plan shall be carried into effect and completed by the Applicant within two (2) years of the date of this issuance, unless the Committee Chair has granted an extension in writing. Any deviation from the approved site plan permit shall not be implemented by the applicant unless approved by the Site Plan Review Committee.

No Certificate of Occupancy shall be issued until such time as all of the appropriate departments listed below certify that all conditions have been met. Applicant shall also understand that no Certificate of Occupancy shall be issued until such time as all conditions of Chapter 270, including but not limited to, a completed set of approved "As-Built Plans" have been submitted to the Engineering and Inspectional Services Department.

Prior to an Occupancy request, contact the following for site plan inspections:

- Police Chief- David Giorgi 508-624-6974
- Fire Chief -Kevin Breen 508-624-6984
- Conservation Officer-Priscilla Ryder 508-460-3768
- City Engineer – Thomas DiPersio 508-624-6910 ext. 33200
- Building Commissioner – Tin Htway 508-460-3776
- Board of Health - John Garside 508-460-3751

ADDITIONAL CONDITIONS # 1 THRU # 11 CAN BE FOUND ON THE FOLLOWING PAGES AND MUST BE FOLLOWED.

Signature
Tin Htway

Date 10/18/2021

Fee Type	Receipt No	Date Paid	Check No.	Amount
Formal review			8225	\$750.00

Site Plan Review Permit
587 Bolton St.
#SC- 2021-7

Site Plan Review Permit # SC-2021-7

Address: 587 Bolton St.

Name of project: Bolton Street Tavern

Type of project: Gazebo, fire pit; sports area

Other Permits: Conservation Commission - DEP 212-1241 Order of Conditions

Project Description: Construction of a covered outdoor seating area with a bar gazebo and a sports area and fire pit location to allow for outdoor seating.

Preconstruction meeting:

1. Prior to construction a preconstruction meeting shall be held on site with the Building Commissioner, City Engineer and Conservation Officer and site contractor responsible for doing the work. At this meeting the departments will review the plans, conditions, exchange contact information including emergency contact numbers, and inspect erosion controls.
2. The issuance of this site plan permit and the signature on the site plans by the City Engineer also serves as the Stormwater Management Plan permit required under Marlborough General Code section 271.
3. During construction all erosion control details as outlined on the approved plans shall be followed. Any changes to these erosion control plans must be approved by the City Engineer and Conservation Officer.
4. The site contractor and or site engineer shall be responsible for regular inspections of the erosion controls on at least a weekly basis and prior to and immediately after (within 12 hours) each storm event of 0.5 inches or more. Necessary repairs and maintenance of the erosion control devices shall be made expeditiously. These inspections shall be described in the reports required in the condition below.
5. The site contractor and/or site engineer will report (by e-mail) to the Conservation Officer and City Engineer weekly, during construction, summarizing the work that has been completed and compliance of the project with the approved plans.
6. The applicant, property owner, and site contractor shall be responsible for notifying the Conservation Officer and City Engineer in an expeditious manner if any visible siltation leaving the site occurs. Immediate measures shall be taken to control the siltation source and to restore any impacted areas.
7. The area on the ground under the dripline of the roof shall be stone or other material to protect the soil from erosion from roof runoff.

Site Plan Review Permit
587 Bolton St.
#SC- 2021-7

8. Confirm fire pit location and gas connections meets the Fire Department code requirements prior to installation.
9. As outlined in the Order of Conditions, all plantings around the new structure shall be approved by the Conservation Officer to ensure they are not invasive varieties.
10. Time for Completion: Work as provided for on the approved Site Plans shall be carried into effect and completed within two (2) years following the date of issuance of this permit, unless an extension has been granted by the Site Plan Review Committee. Such extension shall be requested prior to the expiration of this permit.
11. Hours of operation - All construction work shall be restricted to 7:00 AM to 7:00 PM Monday through Saturday, except holidays and Sunday, when all use is prohibited except with a variance by the Board of health.

Plans titled: Proposed Plan of 587 Bolton St. in Marlborough, MA

Dated: April 15, 2021 last revised: July 14, 2021

Sheets: Sheet 1 Boundary & Sheet 2 Topography

Prepared By: Scott T. Ludwig PLS, Ludwig Survey Solutions, LLC

Prepared for: 587 Bolton St LLC

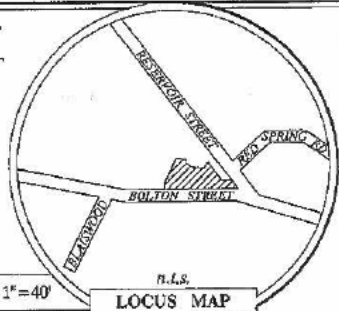
End Conditions

**PROPOSED PLAN of
587 BOLTON STREET**

in MARLBOROUGH, MASS.
TOPOGRAPHY (sheet 2 of 2)

PREPARED FOR:
587 Bolton Street, LLC
19 Westgate Road
Framingham, Mass. 01701

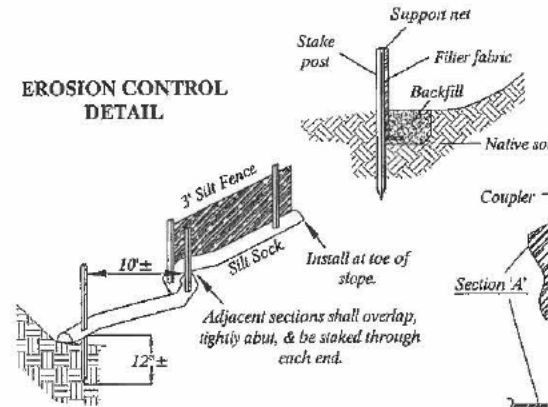
April 15, 2021 Scale: 1"=40'



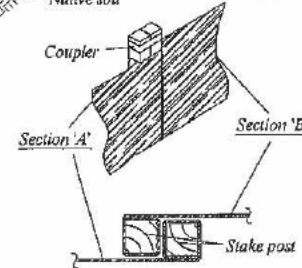
Soikkia IX-1205
5" = 1+2PP44
160' Nylon Tape

SYMBOLS:
 □ S.B. Stone Bound
 ⊙ d.h. drill hole
 ⊗ deciduous
LINETYPE:
 --- Zoning Line
 --- Topography
 ▨ Flood Zone 'AE'
 EL. 262
 +++++ Silt Fence

**EROSION CONTROL
DETAIL**



**JOINING OF SILTATION
FENCE SECTIONS**



Construction Notes:

1. Woven wire fence to be fastened securely to fence post with wire ties or staples.
2. Filter fabric to be fastened securely to woven wire fence with ties spaced every 24" at top and mid section.
3. When two sections of filter fabric adjoin each other, they shall be overlapped by 6" and folded.
4. Maintenance shall be performed as needed and material removed when "bulges" develop in the silt fence.
5. Inspection shall be frequent and repair/replacement shall be made promptly as needed.
6. Fences shall be removed after serving their usefulness so as not to block or impede storm flow or drainage.

**MIDDLESEX, SOUTH
Registry References**

DEEDS PLANS
 Bk. 63759, Pg. 100 Plan 279 of 1998
 Plan 609 of 1990

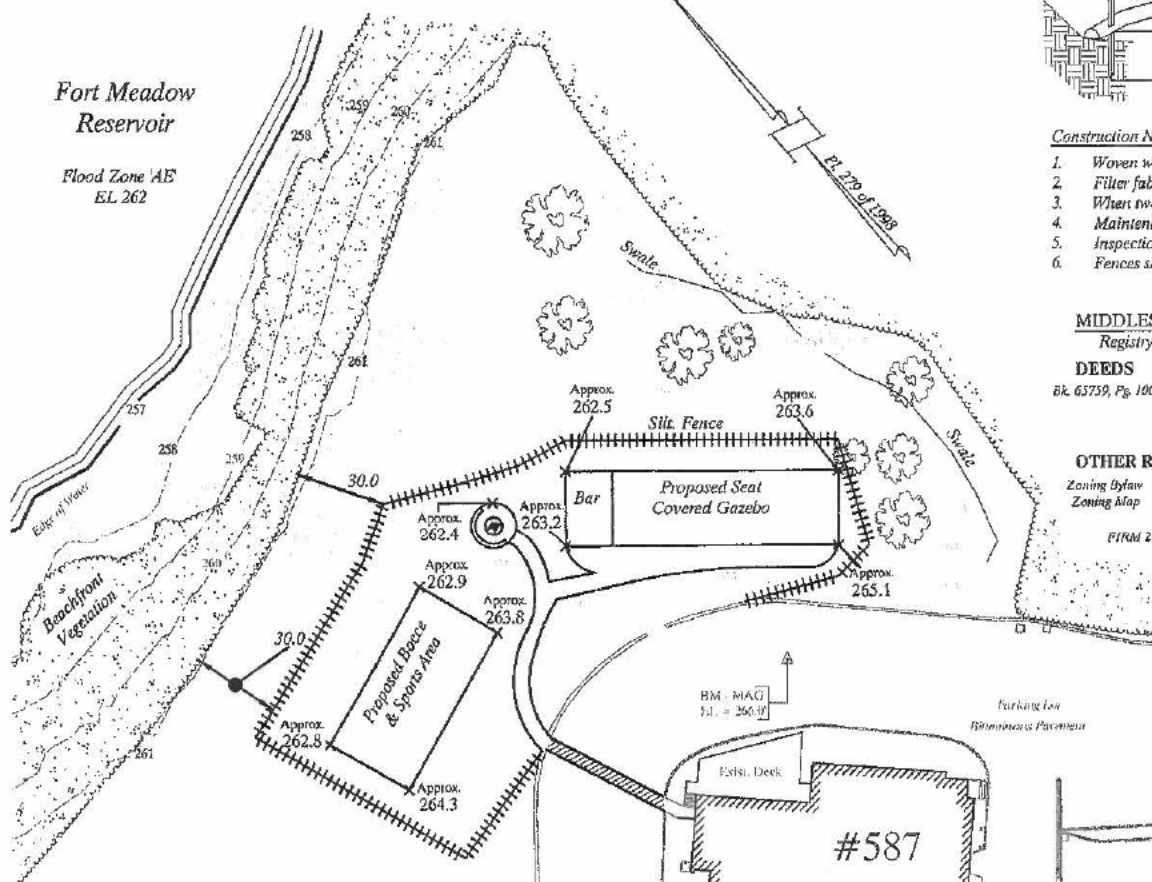
OTHER REFERENCES

Zoning Bylaw Assessor's DB
 Zoning Map GIS Map
 FIRM 25017C0481F

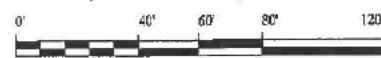
NOTES:

1. All information hereon shown is based upon an on the ground field survey conducted in April of 2021, with the primary instrument of survey being a Soikkia IX-1205 #XR000703.
2. Building locations and offsets shown are for zoning determinations only and are not to be used to establish property lines.
3. Portion of the premises are in Flood Zone 'AE'; Panel 25017C0481F effective on 7/7/2014. FIRM sets flood elevation at EL. 262.
4. All proposed structures hereon shown are situated above AE flood zone.

Fort Meadow
Reservoir
Flood Zone 'AE'
EL. 262



SCOTT T. LUDWIG
Professional Land Surveyor #48095



PREPARED BY:
LUDWIG
 SURVEY SOLUTIONS, LLC.
 1498 WHITE POND ROAD
 ATHOL, MA 01331
 LUDWIGSURVEY.COM
 OFFICE@LUDWIGSURVEY.COM
 (978) 496-9497

FIELD Z.T.L.	CALC Z.T.L.	DRAFT Z.T.L.	CHECK S.T.L.
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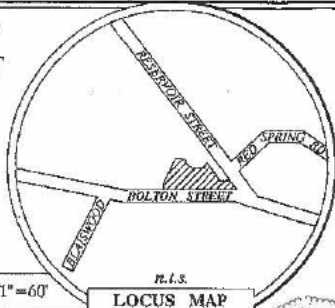
**PROPOSED PLAN of
587 BOLTON STREET**

in MARLBOROUGH, MASS.

BOUNDARY (sheet 1 of 2)

PREPARED FOR:
587 Bolton Street, LLC
19 Westgate Road
Framingham, Mass. 01701

April 15, 2021
Rev: July 14, 2021
Scale: 1"=60'



Sokkia IX-1205
5" = 1+2PPM
100' Nylon Tape

SYMBOLS:

□ S.B. Stone Rowd
d.h. decisions

LINETYPE:

--- Zoning Line
--- Topography

ZONING REGULATIONS

[L1] Limited Industrial

LOT REQUIREMENTS	REQUIRED	EXISTING	PROPOSED
1. Lot Size	2 Acres	3.1± Acres	as exist.
2. Frontage	200'	615.8'	as exist.
3. Front Yard	50'	10.9'	as exist.
4. Side Yard	50'	206±	67±
5. Rear Yard	50'	168±	82±
6. Lot Coverage	60%	47.2%	48.8%

**SITE PLAN
APPROVAL**

R.P. J. Heath 7-15-2021
Police 7-16-21
MFA 7/16/21
Conservation 7-19-21
Engineering
BUILDING 7/20/21

BUSINESS USE

PERMITTED

- Restaurant, cafe..... SP
- Accessory uses..... Y
- Restaurants serving outdoors..... SP
- Outdoor recreation uses..... SP

*Current use described as Restaurant/ Club/ Bar;
Code 3260 (see Assessor's Card).

NOTES:

- All information hereon shown is based upon an on the ground field survey conducted in April of 2021, with the primary instrument of survey being a Sokkia IX-1205 #XR000703.
- Building locations and offsets shown are for zoning determinations only and are not to be used to establish property lines.
- Portion of the premises are in Flood Zone 'AE'; Panel 25017C0481F effective on 7/7/2014. FIRM sets flood elevation at EL 262.
- All proposed structures hereon shown are situated above AE flood zone (EL 262).

MIDDLESEX, SOUTH
Registry References

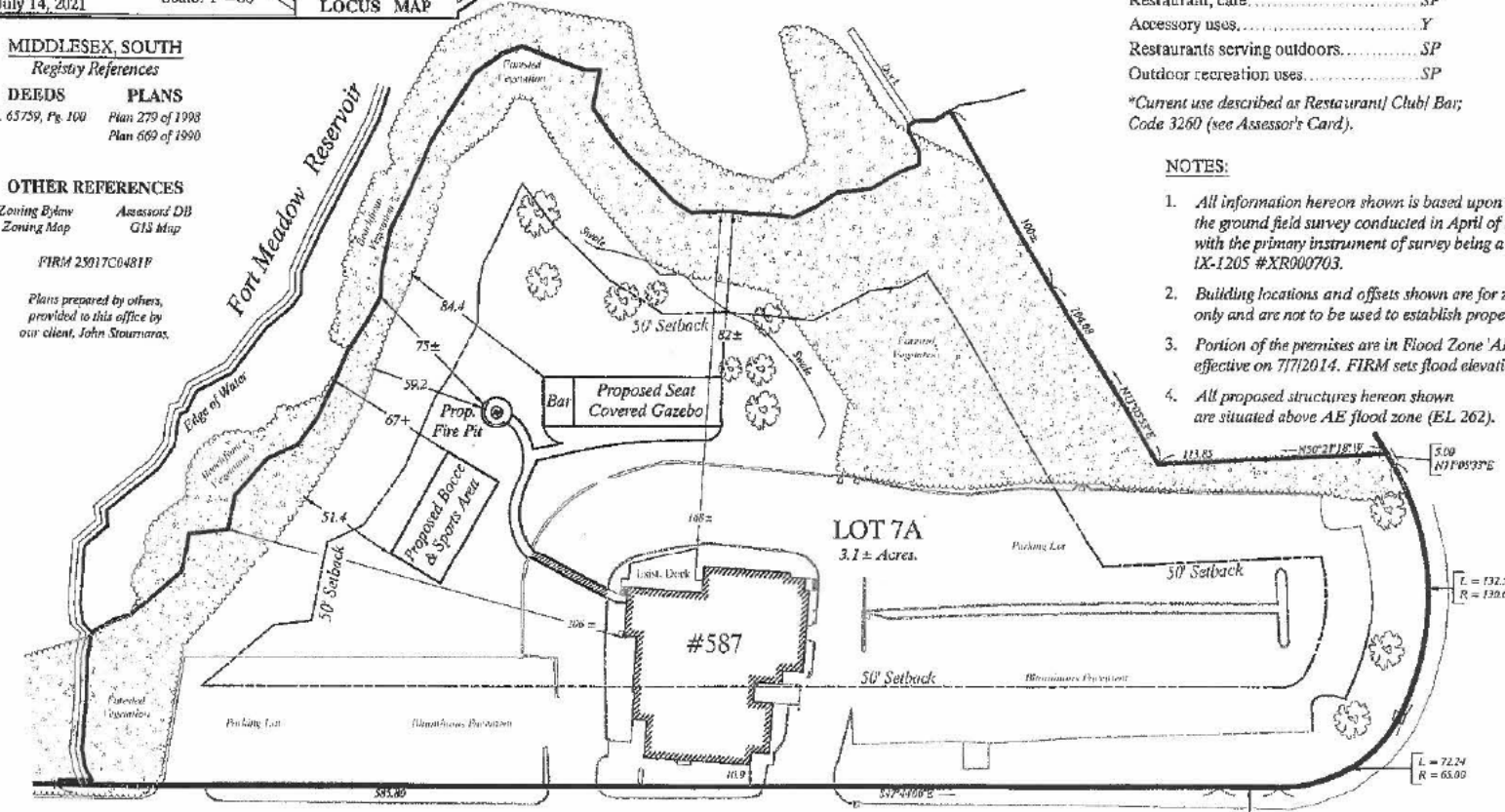
DEEDS Bk. 65759, Pg. 100
PLANS Plan 279 of 1998
Plan 669 of 1990

OTHER REFERENCES

Zoning Bylaw Assessor's DB
Zoning Map GIS Map

FIRM 25017C0481F

Plans prepared by others, provided to this office by our client, John Stouman.



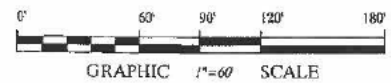
SCOTT T. LUDWIG
Professional Land Surveyor #48095

PREPARED BY:



1498 WHITE POND ROAD
ATHOL, MA 01331
LUDWIGSURVEY.COM
OFFICE@LUDWIGSURVEY.COM
(978) 486-9497

FIELD Z.T.L.	CALC Z.F.L.	DRAFT Z.T.L.	CHECK S.F.L.
-----------------	----------------	-----------------	-----------------



Bolton (Rt. 85) Street



March 3, 2021

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

MARLBOROUGH Mayor
140 Main St
Marlborough, MA 01752

2022 MAR -3 P 2:00

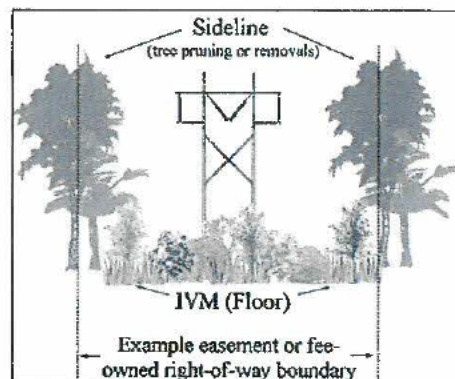
Re: National Grid's Transmission Vegetation Maintenance Notification Pursuant to 220 C.M.R. § 22.03(1);

Dear Arthur G Vigeant:

In accordance with the transmission vegetation maintenance notification requirements set forth in 220 C.M.R. §§ 22.03(1), New England Power Company and/or Massachusetts Electric Company, each d/b/a National Grid (together, "National Grid") is providing **MARLBOROUGH** with the annual notification of upcoming sideline vegetation management activities within your municipality. These activities will be conducted between April 1, 2022 and March 31, 2023. You will receive an additional notice 30 days prior to the commencement of the sideline vegetation maintenance activities.

National Grid manages its rights of ways by using two programs: a floor program (IVM) and a sideline program.

National Grid's Integrated Vegetation Management Program ("IVM") focuses on the removal of tall-growing trees and shrubs to encourage the establishment of a low growing shrub population on the right-of-way. The primary method of control will include manual cutting, selective mechanical mowing, and the application of federally approved and state registered herbicides to control targeted vegetation where site conditions allow. This program follows the regulations outlined in 333 CMR §§ 11.00. *Note: If you have any ROWs within your municipality that are being treated under the IVM program, then you have already been notified of this work under the procedures followed in 333 CMR §§ 11.00. Your municipality has these maps on file.*

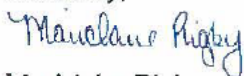


National Grid's sideline (SL) program focuses on tree pruning and tree removals within the electric transmission right-of-way easement. Enclosed is a map showing where the sideline maintenance activities will take place. Workplans are subject to change based on weather and budget requirements.

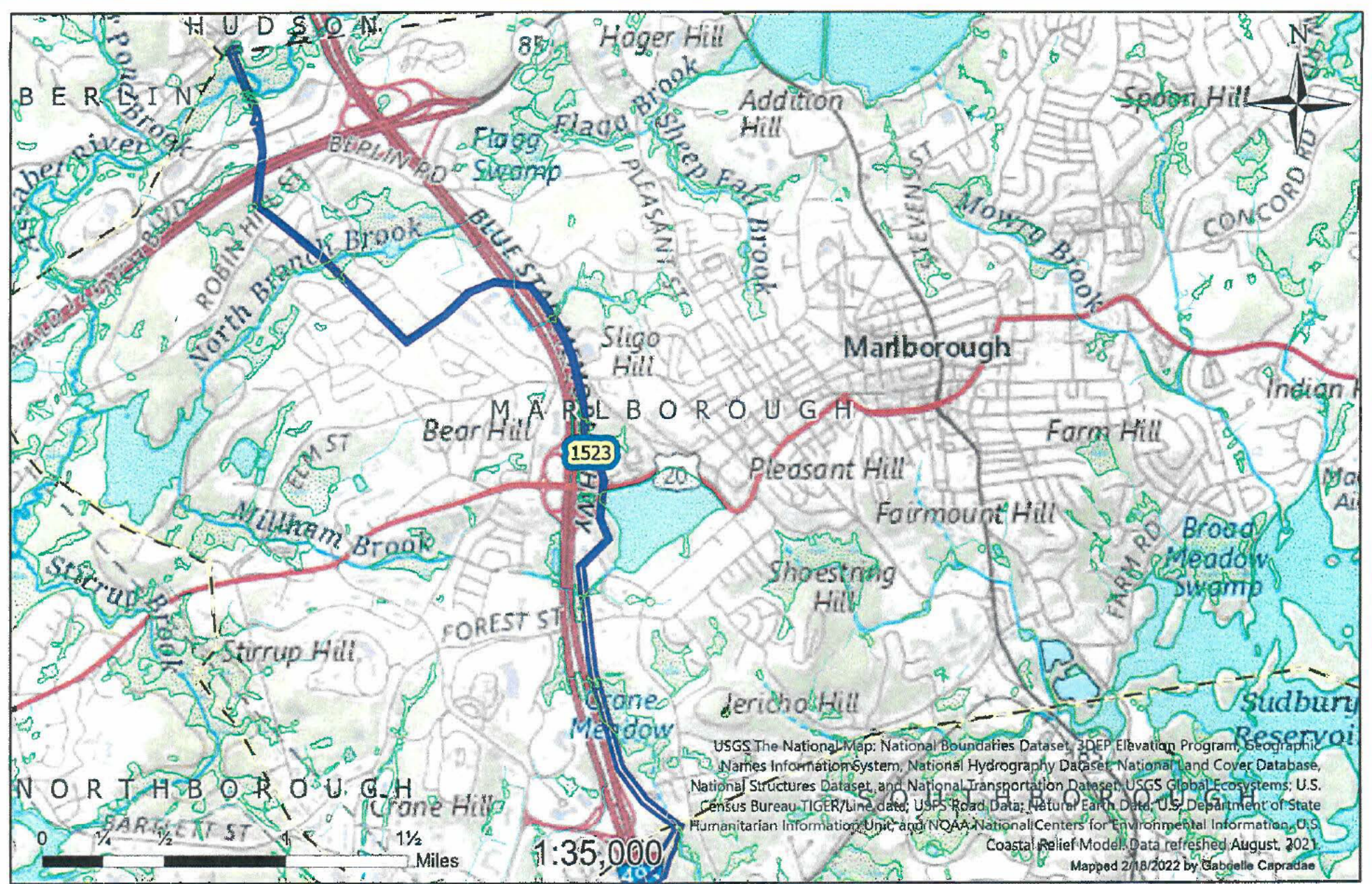
Please contact me at (508) 860-6282 or by email mariclaire.rigby@nationalgrid.com if you have any questions about National Grid's vegetation management programs.

Thank you for your time and attention to this matter. Please forward this notice on to other departments within your municipality that may want to review the notification.

Sincerely,



Mariclaire Rigby
Lead Specialist



USGS The National Map: National Boundaries Dataset, 3DEP Elevation Program, Geographic Names Information System, National Hydrography Dataset, National Land Cover Database, National Structures Dataset, and National Transportation Dataset; USGS Global Ecosystems; U.S. Census Bureau TIGER/Line data; USPS Road Data; Natural Earth Data; U.S. Department of State Humanitarian Information Unit; and NOAA National Centers for Environmental Information, U.S. Coastal Relief Model. Data refreshed August, 2021.
 Mapped 2/18/2022 by Gabrielle Caprae

Planned Work 2022

Marlborough, MA

Right-of-Way 1523

- Right of Way
- Wetland
- Town Border

National Grid intends to perform selective side pruning and/or danger tree removal along the right-of-way shown above.



THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114

617-626-1700 fax: 617-626-1850 www.mass.gov/agr

RECEIVED
CITY CLERK'S OFFICE
MAR 10 2022



CHARLES D. BAKER
Governor

KARYN E. POLITO
Lt. Governor

KATHLEEN A. THEOHARIDES
Secretary

JOHN LEBEAUX
Commissioner

NOTICE

Pursuant to the provisions of the **Rights of Way Management Regulations, 333 CMR 11:00**, In order to apply herbicides to control vegetation along rights of way, a 5-year Vegetation Management Plan (VMP) and a Yearly Operational Plan (YOP) must be approved by the Massachusetts Department of Agricultural Resources (MDAR). Therefore, notice of receipt of a YOP and procedures for public review is hereby given as required by Section 11.06 (3).

A Yearly Operational Plan (YOP) has been submitted for: The City of Marlborough.

This plan has been prepared by and submitted to the Department by: Mr. Christopher White, General Foreman Forestry, Parks, & Cemetery

Areas identified in the YOP as locations where treatment of Rights of Way with herbicides will be carried out in calendar year 2022 are: Streets and Roads in the City of Marlborough.

The applicant has described in the YOP the Rights of Way scheduled for treatment.

Public Review

MDAR in particular seeks the verification of sensitive area locations reported in the Yearly Operational Plan (YOP). The Department itself has a limited ability to survey the geography, land use, and the water supplies in all the communities through which the rights of way are located. Municipalities, however, have most of this information readily available, and the particular knowledge with which to better certify the sensitive areas in their communities. Therefore, MDAR requests, and urges, the assistance of the "affected" municipality in reviewing the completeness and accuracy of the maps contained in the submitted document. MDAR has established the following procedures for this review.

Yearly Operational Plans (YOP) and a copy of this notice will be sent by the applicant to the Conservation Commission, Board of Health (or designated health agent), and to the head of government (Mayor, City Manager, Chair of the Board of Selectmen) of the municipality where herbicides are to be applied along the rights of way during the calendar year 2022. Municipal agencies and officials will have forty-five (45) days following receipt of the YOP to review the maps contained in the document that indicate the location of "sensitive areas not readily identifiable in the field" for inaccuracies and omissions. "Sensitive areas" will be defined as in Section 11.02 a-f.

YOP can be view at: <https://www.mass.gov/service-details/rights-of-way-vegetation-management-vmmps-yops-and-notice>

Municipal agencies and officials are requested to forward the YOP to other appropriate official(s) in their municipality qualified to certify the accuracy of sensitive area locations as indicated on the maps. The maps should be "corrected" and returned to the applicant, also a copy of the maps with these corrections indicated should be sent to MDAR to the address listed below, within the forty-five day review period. If the city or town needs more time to carry out this review, it should send a written request for an extension to MDAR and cite why there is a "good cause" for requesting additional time.

All corrections will be required to be made by the applicant, and corrected maps sent back to the city/town before the YOP can be considered "approved" by MDAR for vegetation maintenance in that municipality. Any dispute on the part of the applicant regarding corrections made by municipal authorities should be indicated in writing to MDAR and to the city/town, which requested the disputed changes within (15) fifteen days of receipt of the request. MDAR will decide whether or not YOP should be approved with or without the requested changes. MDAR will consider the "final approval" of a YOP individually for the municipality.

The final (21) twenty-one days of the public review period can serve concurrently to provide public notification as required by section 11.07 of the Rights-of-Way Management regulations, if the applicant has an approved VMP and if all the requisite city/town offices which have received copies of the YOP have completed their review and corrections have been duly made by the applicant and approved by the Department.

A failure by the city/town to respond to the applicant's submission of the YOP within the forty-five day public review period will be considered by MDAR to indicate agreement by municipal officials with the sensitive area demarcations as provided by the applicant in their YOP.

Any questions or comments on the information provided in this Notice and the procedures established for the municipal review as outlined above, should be addressed to:

Right of Way Program
Massachusetts Department of Agricultural Resources
Pesticide Bureau
251 Causeway Street, Suite 500
Boston, MA 02114-2151

Any additional questions or comments on any information provided as part of the proposed YOP should be addressed in writing to:

Mr. Christopher White
City of Marlborough
Department of Public Works
Forestry, Parks, & Cemetery
131 Neil Street
Marlborough, Massachusetts 01752

A copy should be sent to the Rights-of-Way program at the above address.

COMMENT PERIOD ENDS AT THE CLOSE OF BUSINESS (5pm), Friday, April 22, 2022



Marlborough Public Schools

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2022 MAR -9 A 11:36

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

Call to Order

February 1, 2022

1. Chairman Vigeant called the workshop of the Marlborough School Committee to order at 5:16 p.m. at 17 Washington Street, Marlborough, MA. Members present included Michelle Bodin-Hettinger, Daniel Caruso, Earl Geary, Katherine Hennessy, Heidi Matthews, and Denise Ryan. Also present were Superintendent Michael Bergeron and Director of Human Resources, Patty Brown. Additionally, MEA Representative Eileen Barry joined at 5:58 p.m.

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

3. **Workshop on Superintendent Search:**
 - What are the options?
 - Hire from within
 - Search for external
 - Search for external with internal able to apply
 - What do we want to see in a new Superintendent?
 - Many districts looking.
 - Don't want intergalactic search.
 - Prefer someone from within Massachusetts.
 - Not someone who wants to start all over again.
 - Experience, financial management background, matters.
 - Have MB review and update Superintendent Job Description and present for approval at 2/8/22 SC Meeting.
 - After approval of job description, post from 2/9/22 – 2/28/22.
 - Patty Brown will screen applications to ensure candidates meet prerequisite qualifications and licenses.

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It is the policy of the Marlborough Public Schools not to discriminate on the basis of race, gender, religion, national origin, color, homelessness, sexual orientation, gender identity, age or disability in its education programs, services, activities or employment practices.



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- Create a Search Committee that will consist of: 3 SC members, 1 Parent, 2 teachers, 1 Administrator (7 total), 1 Municipal Official
 - All SC members interested so names drawn.
 - Arthur, Dan and Denise are selected to be on the screening committee.
- Discussion of additional members - Eileen Barry, Brendan St. George and Angela House could be asked to be on the committee as well.
- The committee is going to consider parents.
- The Mayor will consider a municipal partner to help as well.
- Salary Range- to be determined based on experience and qualifications

4. Adjournment:

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to adjourn at 6:30 p.m.
 Motion passed 7-0-0.

Respectfully submitted,

Heidi Matthews
 Secretary, Marlborough School Committee

Hm
 Approved March 8, 2022

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2022 FEB 11 AM 11:36

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Call to Order

February 8, 2022

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

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

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

3. **Presentation:**

- a. **Communications Update**

Jillian Morin, the Communications Coordinator, provided updates about various events taking place in MPS schools.

Ms. Morin highlighted some statistics and content from the past two years regarding social media for the district. Livestreaming sports and events occurred frequently during the 2020–2021 school year. For the 2021–2022 school year, highlighting the MPS music program has been the focus. Ms. Morin went over statistics in detail for YouTube, Facebook, Instagram, Twitter, and TikTok, as well as the reach value for each platform.

Ms. Morin shared that different classes (e.g., Class of 2022) are being tagged in posts to spread information to students more quickly and effectively than morning announcements and other modes of communication. She gave a shout out to the Food Services department and their creativity with lunches and student involvement/participation.

Ms. Morin provided a table of videos categorized based on type, audience, and views.

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Ms. Morin discussed the MPS Digital Library, its purpose, and upcoming projects. Hattie Parker gave some insight into the student perspective on different parts of Ms. Morin's presentation and social media events, such as voting for school lunches.

Mrs. Matthews emphasized the importance of utilizing social media to communicate at early ages as it is the primary form of communication and advertisement in college typically.

Mrs. Hennessy praised the teams who created content, such as the tutorial videos and the Winter Concert.

Mrs. Bodin-Hettinger requested a copy of this presentation. She also asked the Superintendent if the individual school websites could be updated.

4. Committee Discussion/Directives: None.

5. Communications: None.

6. Superintendent's Report:

Superintendent Bergeron updated the committee on the COVID-19 data for the city of Marlborough and MPS. The Superintendent verbally reported current data that differs from the report, which was sent out on February 2, 2022. He mentioned data trends at district, city, and state level as well. There is a significant drop off in cases across the board.

Superintendent Bergeron stated that the district enrollment this year has grown 5.82% from October 1, 2021 to February 1, 2022.

The Superintendent thanked Mr. Dias for the FY23 Budget document that he provided to the committee. The budget workshop will be held on February 16th.

Superintendent Bergeron, with the help of Patty Brown, requested that the School Committee approves substitute rate changes to make MPS more competitive in the market.

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Mrs. Ryan, the Superintendent, and Chairman Vigeant conversed about district enrollment changes.

Mrs. Bodin-Hettinger and the Superintendent discussed EL students in relation to district enrollment changes, as well as adding classrooms in the future.

A. Assistant Superintendent of Teaching & Learning Report

Mrs. Murphy, the Assistant Superintendent of Teaching and Learning, reported on Title I Family Nights and Acceleration Academies. MPS is hosting two Title I Family Nights from 6:30 – 8:00pm at Whitcomb School on March 9, 2022 (in English) and March 23, 2022 (in Spanish and Portuguese). These family nights will be centered around Social-Emotional Learning in households. Elementary schools and the middle school should have relayed this information to parents/guardians. Free childcare will be available on both nights as well.

Mrs. Murphy shared that the Supervisor of Math, Heather Russo, was awarded a grant to offer Accelerated Math Academies over February and April break. Scores from the Fall 2021 and January 2022 NWEA MAP assessment, common assessment data, and the 2021 MCAS data will be used to determine the areas of greatest need. Additionally, student-level data will be utilized to identify students who would benefit from this experience. The program will run 5 hours per day from the Tuesday to Friday of each break, and students will be transported to and from the program while also receiving breakfast and lunch. Mrs. Murphy went on to mention that the district will match this math program with ELA classes in February and Physics/Biological classes in April to help prepare students from examinations in the spring. Similar procedures to identify which students to enroll in these programs will be used as well.

Mrs. Hennessy and Mrs. Murphy discussed the Accelerated Math Academies, specifically about attendance as a factor for identifying students for this program.

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B. Assistant Superintendent of Student Services & Equity Report

Mrs. O'Brien, the Assistant Superintendent of Student Services and Equity, reported current data for the MPS staff and students who have opted in to the At-Home testing option; this current data differs from her report, which mentioned data as of February 3, 2022.

Mrs. O'Brien discussed the Pathways program (ABA program) at the Early Childhood Center. She mentioned some changes to enrollment, as well as staffing modifications at the ECC and elementary schools that will result from these changes. The details of enrollment changes are outlined in her report.

Mrs. O'Brien shared that the district was awarded \$28,995.00 from DESE to be used for McKinney-Vento students and families. Unused grant funds are able to roll over into the 2022-2023 school year. The wrap around service coordinators will have access to these funds to use them with the homeless students and families they support for medical needs and other essentials. Mrs. O'Brien stated that there are currently 41 students reported as being homeless in Marlborough.

Mrs. Bodin-Hettinger, the Superintendent, and Mrs. O'Brien discussed special education, enrollment, and more.

Mrs. Bodin-Hettinger, Mrs. O'Brien, and Mrs. Hennessy discussed resources, contacts, and services, such as eye exams and dental appointments.

7. Acceptance of Minutes:

A. Minutes of the January 25, 2022 School Committee Meeting

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

Motion passed 7-0-0.

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8. Public Participation: None.

It should be noted that members of the public may provide comment via email before the meeting to superintendent@mps-edu.org. Public participation is a time for your comments to be heard by the committee; it is not a question-and-answer session.

9. Action Items/Reports

A. MSBA Statement of Interest

Mr. Dias read the MSBA Statement of Interest action item into the record verbatim. Superintendent Bergeron recommended that the School Committee give the authority, by agreeing to the language, to the district to submit a SOI and approach the City Council to make the same request.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the recommendation.

Motion passed 6-0-1.

B. MPS Substitute Pay Rates

Superintendent Bergeron attached a proposed new rate for substitute teachers. Current rates are included below the table for comparison purposes. These rates would become effective tomorrow if approved.

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

Motion passed 7-0-0.

C. Superintendent Job Description

Superintendent Bergeron has worked on updating the job description for the Superintendent position with the help of Patty Brown. The job posting will hopefully be put out tomorrow.

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Mrs. Matthews highlighted some wording changes.

Mrs. Ryan pointed out that numbers should be double checked.

Chairman Vigeant, Superintendent Bergeron and various other members discussed language surrounding Superintendent qualifications within the description.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the Superintendent job description.

Motion passed 7-0-0.

D. Superintendent Search

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to post from February 9, 2022 to March 7, 2022.

Motion passed 7-0-0.

E. Acceptance of Donations and Gifts

O'Connor Portraiture. O'Connor Portraiture donated \$1,628.91 to Jaworek Elementary School.

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

Motion passed 7-0-0.

Adopt-a-Classroom. Adopt-a-Classroom donated \$264.42 to Mrs. Adamson's classroom and \$614.00 to Ms. Shulman's classroom at Jaworek Elementary School.

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

Motion passed 7-0-0.

Global Montello (Alltown Fresh). Global Montello (Alltown Fresh) donated \$785.00 to Marlborough High School.

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

Motion passed 7-0-0.

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10. Reports of School Committee Sub-Committees: None.

11. Members' Forum:

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

Mrs. Hennessy provided members with a copy of a letter to send to Commissioner Riley relative to the attendance issue towards accountability for districts.

There was a discussion regarding who the letter is being submitted on behalf of: MPS district or multiple districts. School Committee members will review this document by Friday to make appropriate revisions and comments.

12. Adjournment:

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to adjourn at 8:42 p.m.

Motion passed 7-0-0.

Respectfully submitted,

Heidi Matthews
 Secretary, Marlborough School Committee

HM/jm

Approved March 8, 2022

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CONSERVATION COMMISSION
Minutes
Feb. 3, 2022 (Thursday)
Marlborough City Hall – 3rd Floor, Memorial Hall
7:00 PM

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 2022 MAR -9 A 7:32

Present: Edward Clancy-Chairman, Allan White, Dennis Demers, John Skarin, David Williams, Karin Paquin and William Dunbar. Priscilla Ryder - Conservation Officer was also present.

Absent: none

Approval of Minutes: The minutes January 20, 2022, were reviewed and on a motion by Mr. White second by Mr. Clancy, to approve. The Commission voted unanimously approved 6-0.

Public hearings:

Request for Determination of Applicability

35 Red Spring Rd. – Mr. & Mrs. Hause

Mr. Hause was present and explained that he had originally wanted to put the addition on the deck side of the house. But after being informed by Ms. Ryder that the setback would have to come from the closest water area, they would not be able to meet the 30' set back, therefore, he is proposing to put the addition on the other side of the house away from the stream and more than 30' away from the water's edge as required. The structure he is proposing is on helical piers and will have minimal disturbance to the soil. Mr. Dunbar indicated that he had been out to the site as well and had noted the proximity to the stream, he along with the rest of the Commission, agreed that the revised location would be much better. Mr. Hause will draft up a new set of plans showing the new location for the addition and will return to the next meeting. Chairman Clancy continued this hearing to the February 17, 2022, meeting.

Amend Notice of Intent – 212-1215 (continued from Jan. 20, 2022)

107 Simarano Dr. - Andrew Montelli, Post Road Realty LLC

Mitch Maslanka from Goddard Consulting was present representing the applicant Post Road Realty. He explained that they provided: 1. Revised plans, 2. Invasive plant management plan update; 4. Wildlife habitat evaluation; and 3. Response to DEP's questions. He reviewed these changes with the Commission, noting that the trail now has three designated seating locations down from seven, a more detailed replanting and seed mix description. Ms. Paquin asked for clarification on the herbicide treatment. Mr. Maslanka confirmed it would be cut and dab and no spray. He explained that he included ongoing maintenance and management until the 75% revegetation criteria had been met. Mr. Dunbar asked about the safety at the culvert crossing. Mr. Maslanka confirmed that a split rail fence would be installed for protection. After further discussion about planting, invasive plant control and the need to make sure the old well is no longer a hazard, the Commission had no further questions. Chairman Clancy closed the hearing. The Commission then reviewed the draft Order of Conditions and

amended #74 to remove reference to Certificate of Occupancy and #73 to confirm material type for furniture was not an issue. On a motion by Mr. White second by Mr. Clancy to approve the draft Order of Conditions as written and amended, the Commission voted unanimously 7-0.

Review Draft Order of Conditions:

- 111 Cullinane Dr. – Yi Zhou - The Commission reviewed the draft Order of Conditions and made some changes to #27 to require an engineer to stake the wall location and confirm the 262' elevation and provide a surveyed as-built plan. Ms. Ryder noted that DEP has not yet issued a file number but has received the plans. Therefore, this permit cannot go out until the file number is issued. On a motion by Mr. Skarin second by Mr. Clancy to approve the Order of Conditions as drafted and amended the Commission voted 6-1 Mr. Dunbar voting in opposition. Following the vote Mr. Dunbar explained that his objections were that there was no erosion, no previous wall, so not replacing, this is work in the 20' buffer zone and should not be permitted.

Violation Notices:

- 896 Boston Post Rd. – Renovo's Landscaping (continued from Jan. 20, 2022) – the owner of this company has asked to continue this until the March 3rd meeting as he is out of the country.

Discussion/Project Updates:

- Annual Review of Policies (continued from Jan. 20, 2022)
 - Wetland Setback Policy – Draft - The Commission reviewed examples of wetland bylaws and policies from other communities. Framingham has a 30' wetland setback and extends jurisdiction to 125' buffer zone; Holyoke has a 50' wetland no disturb zone, Franklin has 25' no touch and 50' no build zones. Ms. Paquin asked about slope considerations and if that needs to be included. Chairman Clancy expressed his interest in expanding the Commissions setback to 30', the members discussed this and overall, all members agreed of expanding the no touch zone from the current 20' to 30'. They discussed several recent plans where houses and work were proposed at the 20' buffer zone, on already marginal lots, therefore a bigger buffer would provide better protection. They also noted that with climate change and increased precipitation, wetlands will need to do much more work absorbing stormwater, so this added 10' will serve to add a better buffer between work areas and the wetlands. Wetlands provide important flood control as well as important habitat. There was discussion about how walls along shorelines, similar to what was just discussed, could be approved in this 30' buffer zone. This will need to be clarified. In addition, can something be added regarding fertilizing lawns in a more ecological way so as not to impact the wetlands. After further discussion the Commission asked Ms. Ryder to draft a new setback policy reflecting this discussion for review at the next meeting.

- Tree Removal Policy – Draft - The Commission reviewed the tree removal policy and noted that item 5 should be removed. The section on tree trimming item 8 will need to be re-written so as to ensure continued tree health, Chairman Clancy noted that the town of Braintree has a no loss of tree clause and also has a fund for tree replacement. Item 9 should remove the reference to ornamental trees, just native trees should be used, item 10, trees to be replaced with 1 ½"-2" caliper trees and replacement of trees should be 2:1 not 1:1. Some clarification where trees should be replanted should also be included. After some discussion Ms. Ryder was asked to draft a revised policy to include these comments for review at the next meeting.
- Desert Natural Area – Project Update- no updates at this time were made.


Correspondence/Other Business

- **Iron in water and Iron Algae:** Mr. Dunbar shared a photo he had taken on Red Spring Rd. beside 35 Red Spring Rd. showing the orange/rust color of the stream channel. He wanted to point this out as a point of education to explain why Red Spring Rd. is so called. The natural iron in the surrounding landscape is oxidized when it reaches the air and then is fed on by the iron loving algae which then "paints" the bottom of the stream channel orange. He wanted to be sure it was clear this color is not from the landfill; it is a natural phenomenon.

Next Conservation Commission meetings: Feb. 17, 2022 & March 3, 2022

Adjournment. There being no further discussion, the meeting was adjourned with a motion by Mr. White, second by Mr. Clancy to adjourn. The Commission voted 7-0 to adjourn.

Respectfully submitted,


Priscilla Ryder
Conservation/Sustainability Officer

Marlborough Public Library Board of Trustees
 Meeting Minutes
 February 1, 2022
 Meeting held at the Walker Building

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 2022 MAR -3 A 11:30

The meeting was called to order by Fred Haas at 7:02 p.m.

Board members attending:

Tom Abel
 Karen Bento
 Bill Brewin
 Nena Bloomquist
 Fred Haas
 Rustin Kyle
 Janice Merk
 Robyn Ripley

Also attending: Margaret Cardello, Library Director

Documents reviewed/referenced:

1. Agenda
2. Minutes from January 4, 2022 meeting
3. Trust Fund/State Aid Reports for January 2022
4. Director's Report

Proceedings:

1. **Minutes:** A motion (Kyle, Abel) to approve the minutes from the January 4, 2022 meeting was passed.
2. **Trust Fund Reports:** A motion (Abel, Merk) to approve the Trust Fund for January 2022 reports was passed.
3. **Director's Report:**
 - Margaret updated the Trustees on progress with the construction project. In January, some of the concrete footings were poured, and the shape of the addition on the lowest level is beginning to take shape. Workers continue to grind rocks to use as landfill which saves the cost of transporting them to a different location.
 - The MBLC Building Consultant visited in January and was able to meet the members of the project team and get an update.

- Staff continue to weed out old items and add new items to the shelves. Margaret will work with the architects on an updated plan for the new library to see how the collection fits in the shelving plan. Due to ongoing supply chain issues, any new shelving will have to be ordered earlier than anticipated.
- The part time Reference librarian resigned effective January 13, so Margaret and Morgan are working to fill that vacancy. Interviewing prospective candidates via Zoom has been an efficient and helpful way to screen first round applicants.
- The City announced an incentive program for fully vaccinated employees. Employees who share a copy of their vaccination card will receive a check for \$500 (full time) or \$250 (part time).
- City Department Heads completed the annual mid-year review of the FY22 budget. All lines are sufficiently funded. Some personnel lines have surplus funding because the library is not at pre-COVID staffing levels, so that money will be returned to the City.
- Margaret met with the new Executive Director of WMCT TV on January 25 to discuss cooperative program ideas. He is very interested in helping promote the new building and presenting the fundraising needs to the public. He suggested an interview format with herself, Bill Keyles, and Nena Bloomquist which will be held on February 17 at their studio in Marlborough.
- Margaret and Bill Brewin met with a prospective donor who has claimed the naming rights for the large meeting room which has been available for \$250,000. Once the details of the MOA are finalized the Foundation will bring it to the Trustees for their approval.

4. Marlborough Public Library Foundation:

- Janice Merk reported that Pamela Morse made a \$50,000 donation to the Foundation in memory of her mother who was an avid supporter and user of the library. Pamela's great-grandfather, Walter B. Morse, was the mayor who was instrumental in securing the original funding for the existing Carnegie building in the early 1900s.
- A motion (Bloomquist, Merk) to approve the MOA for Pamela Morse's donation to be used toward a quiet reading room was approved by the Trustees.
- Janice Merk reported that a local business verbally stated they will donate \$35,000 to the Foundation, with funds going toward the Preschool Room.
- Fundraising efforts continue to meet with renewed interest due to the highly visible nature of the library construction. Feedback has been very positive.

5. Old Business: none

6. New Business:

- Margaret shared the existing Community Bulletin Board Policy with the Trustees. She will review the City's existing policy, and she and the Trustees will continue their discussion about any updates at next month's meeting.

7. **Adjournment:** A motion (Ripley, Bloomquist) to adjourn was passed and the meeting adjourned at 7:23 p.m.

Minutes submitted by Karen Bento

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

1A

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Call to Order

2022 MAR -1 A 11:51 January 24, 2022

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, Sean Fay, Phil Hodge, George LaVenture, Chris Russ, Matthew Elder and William Fowler. Meeting support provided by City Engineer, Thomas DiPersio.

1. Draft Meeting Minutes**A. January 10, 2022**

On a motion by Mr. Elder, seconded by Mr. Russ, the Board voted to accept and file the January 10, 2022, meeting minutes. Yea: Elder, Fay, Fowler, Hodge, LaVenture, Russ, and Fenby. Nay: 0. Motion carried.

2. Chair's Business (None)**3. Approval Not Required (None)****4. Public Hearings (None)****5. Subdivision Progress Reports****A. Commonwealth Heights Subdivision (No discussion here – continued)****6. Preliminary/Open Space/Limited Development Subdivision (None)****7. Definitive Subdivision Submissions****A. 342 Sudbury Street, Marlborough, MA 01752 – Definitive Subdivision Plan – ongoing discussion**

Owner of Land: The 342 Sudbury Street Trust

Name of Engineer: Robert Parente, P.E., P.L.S. (328 Desimone Drive, Marlborough, MA 01752)

Deeds Reference: Book: 77825 Page: 110

Mr. LaVenture read the January 20, 2022, correspondence from City Solicitor Jason Grossfield into the record. On a motion by Mr. Elder, seconded by Mr. LaVenture the board voted to accept and file the correspondence. Yea: Elder, Fay, Fowler, Hodge, LaVenture, Russ, and Fenby. Nay: 0. Motion carried.

The Board reviewed language within the covenant and the certificate of vote and addressed concerns on missing language delegating the enforcement authority to the Conservation Commission.

City Solicitor Jason Grossfield explained there is a whole line of cases which says one board cannot delegate enforcement authority to another municipal board, particularly in subdivision contracts and that there is not a way to lawfully delegate the authority to the Conservation Commission. The Board can consult with the Conservation Commission but in the context of a subdivision approval the authority needs to stay with the Planning Board who has the statutory authority to be the enforcer. Additionally, when the builder goes to get the building permit, the Building Department will review the conditions and they may look to the Planning Board to determine if the proponent is in compliance with the conditions. The Conservation Commission doesn't have authority to fine pursuant to the subdivision approval. The Board's primary option for any subdivision violation would be to file litigation to get injunctive relief to restore the property.

Mr. Fay and Mr. Grossfield briefly discussed the option of amending the Planning Board Rules and Regulations to give the Board the ability to issue fines and what that would require.

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

The board reviewed the natural buffer zone language on the plan and decided to update the language within the covenant and certificate of vote to now read as "No storage or play structures (temporary or permanent)".

The Board discussed having a meeting with the Conservation Commission.

Neal Vigeant explained he is OK with all the changes that have been discussed.

Mr. LaVenture asked, is there any potential for conflict because the language is different from the Plan to the covenant?

Mr. Grossfield said yes and explained the best scenario is the final plans that are to be signed by the Board have a reference statement that includes a reference to the covenant.

The Planning Board Administrator displayed the note on the plan which reads "This plan is subject to a covenant with the City of Marlborough Planning Board Dated _____ to be recorded herewith."

5. Subdivision Progress Reports (Continued)

A. Commonwealth Heights Subdivision

Mr. Fay explained the Board is looking for standards on what constitutes grounds for rescission of a subdivision approval.

Mr. Grossfield explained grounds for a rescission is where there is a clear-cut violation on an explicit condition in the covenant, the certificate of vote, or the endorsement of the plan. Mr. Grossfield suggested that with the Commonwealth Heights Subdivision there may not be an explicit condition that has been violated because of different opinions on the definition of commencement of work and submitting of progress reports. The Board members disagreed and stated that their intentions were clear during the subdivision approval process. Mr. Grossfield's opinion is that this is a gray area since it was not as clear in the covenant. The Board has automatic rescission language in that section of the covenant and Mr. Grossfield advised the Board to let the 2-year approval period run out which expires July 20, 2022.

The Board discussed their options for if the applicant filed an extension request and determined the Board needs to review language within the covenant. Mr. Grossfield advised the Board to be cautious in granting any extensions as it would unravel the automatic rescission language within the covenant.

8. Signs (None)

9. Correspondence (None)

10. Unfinished Business (None)

11. Calendar Updates

A. Vote on 342 Sudbury Street Definitive Subdivision Application – February 27, 2022

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

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

On a motion by Mr. Fowler, seconded by Mr. Elder, the Board voted to adjourn the meeting. Yea: Elder, Fay, Fowler, Hodge, LaVenture, Russ, and Fenby. Nay: 0. Motion carried.

Respectfully submitted,



George LaVenture/Clerk

/kmm