

CITY OF MARLBOROUGH MEETING POSTING

Meeting Name: City Council Finance Committee

Date: June 10, 2019

Time: 7:00 PM

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

Agenda Items to be addressed:

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2019 JUN -4 A 10:50

1. 06-03-2019 – **Order No. 19-1007697 (A & B):** Communication from the Mayor, regarding Capital Project Requests, which include a Bond Request in the amount of \$4,000,000.00 for road projects and a Transfer Request in the amount of \$1,752,958.50 for various department needs.
-Refer to Finance Committee
2. 06-03-2019 – **Order No. 19-1007698:** Communication from the Mayor, regarding Transfer Request in the amount of \$49,090.00 00 to fund the recently ratified 3-year contract with the DPW Engineers Local 176 through FY2021.
-Refer to Finance Committee
3. 06-03-2019 – **Order No. 19-1007699:** Communication from the Mayor, regarding Transfer Request in the amount of \$6,000.00 from Reserved for Salaries to City Solicitor to fund the position for the remainder of FY 19.
-Refer to Finance Committee

THE LISTING OF TOPICS THAT THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING IS NOT INTENDED AS A GUARANTEE OF THE TOPICS THAT WILL HAVE BEEN DISCUSSED. NOT ALL TOPICS LISTED MAY IN FACT BE DISCUSSED, AND OTHER TOPICS NOT LISTED MAY ALSO BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.

The public should take due notice that the Marlborough City Council may have a quorum in attendance due to Standing Committees of the City Council consisting of both voting and non-voting members. However, members attending this duly posted meeting are participating and deliberating only in conjunction with the business of the Standing Committee.

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.



IN CITY COUNCIL

Marlborough, Mass., JUNE 3, 2019

ORDERED:

That the sum of \$4,000,000.00 (four million dollars) be and is hereby appropriated for street construction.

That to meet said appropriations, the Comptroller/Treasurer, with the approval of the Mayor, is hereby authorized to borrow the sum of \$4,000,000.00 under and pursuant to the provisions of Chapter 44, Section 7 (1) of the Massachusetts General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes of the City of Marlborough therefor. 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 costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, be and is herewith refer to **FINANCE COMMITTEE.**

ADOPTED

ORDER NO. 19-1007697A



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
John J. Vigeant
MAYOR

2019 MAY 30 A 11:45

Kate Flanagan
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

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

May 30, 2019

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

Re: Capital Projects Request

Honorable President Clancy and Councilors:

I have enclosed for your review capital project requests for the City of Marlborough. Included in this package is a bond request in the amount of \$4,000,000.00 and transfer requests from free cash totaling \$1,752,958.50.

This year we will be investing in Marlborough's roads, \$4,000,000.00 plus any reimbursements for Chapter 90 money received from the state, approximately \$1,000,000.00. These funds will be used for the overlaying and milling of miscellaneous streets in the City of Marlborough.

Also attached for your review is a transfer request in the amount of \$1,752,985.50, which will fund new equipment, vehicle replacements, and DPW projects.

As you will see, I have identified funds for the purchase of fifteen sets of protective clothing for the Marlborough Fire Department. Purchasing this gear will keep us on target for our on-going five-year Personal Protective Equipment replacement schedule.

As in previous years, the transfer requests include replacements for City vehicles. The Marlborough Police Department is requesting the replacement of five cruisers, both marked and unmarked, which currently have higher mileage, past warranty and in need of costly repairs. The Building Department has requested an electric vehicle to replace one of their Inspectional Services vehicles.

The transfer request also includes funding for improvements to our facilities such as upgrades to the electric service at the high school, the City's pump station and updating the clocks and PA system at the schools.

I have also enclosed for your review the mitigation funds from the Apex Center, totaling \$283,958.50. These funds will be used for the completion of the Glen Street project.

F/C

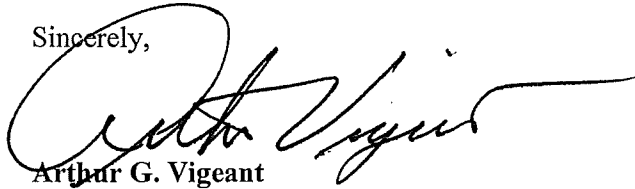
5

At the next meeting I will be sending down expenditures from the current year's City Hall Capital Outlay in the FY19 budget and the intended purchases for FY20. Upon the completion of the approval process will be updating the 5-year Capital plan.

I am available along with City department heads to discuss the package in detail. In the meantime, should you have any questions, please do not hesitate to contact me.

Thank you for your consideration.

Sincerely,

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

Arthur G. Vigeant
Mayor

Enclosures

ORDERED:

That the sum of \$4,000,000 (four million dollars) be and is hereby appropriated for street construction.

That to meet said appropriations, the Comptroller/Treasurer, with the approval of the Mayor, is hereby authorized to borrow the sum of \$4,000,000 under and pursuant to the provisions of Chapter 44, Section 7 (1) of the Massachusetts General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes of the City of Marlborough therefor. 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 Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ADOPTED

In City Council

Order No. 19-

Adopted

Approved by

Mayor Arthur G. Vigeant

Date:

A TRUE COPY ATTEST

Project Number:
(For office use only)

Click here to enter text.

**CAPITAL REQUEST FORM
CITY OF MARLBOROUGH**

Department:	Department of Public Works	Priority Level: (Rank Level 1-5, with 1 = Highest Priority)	
Contact person:	John Ghiloni		
Phone:	508-624-6910	Email:	cfarese@marlborough-ma.gov
Proposed project name:	Mill and Overlay Capital Budget		
Project location:	City roadways		
Project description:	Mill and overlay work on various city streets. See attached document for individual project breakdown.		
Why project is needed/ consequence for not completing :			
Combine with other projects? Which?			
Date Asset was Built or Purchased			
Useful Life (in years)			

Financial Implications

Total project cost:	\$4,000,000.00								
When needed (identify amount needed each year of Five Year Capital Plan):									
FY19	\$4,000,000	FY20		FY21		FFY22		FY23	
Potential grant funds or other resources that could help offset project costs (list in box to right):									
Projected impact on operating costs [Show increases as positive (+) and savings as negative (-)]									
FY19		FY20		FY21		FFY22		FY23	

Other Comments:

Click here to enter text.

Requested by:	John L. Ghiloni	Date:	4/23/2019
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City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Thomas J. Vigeant
MAYOR
2019 MAY 30 A 11:45
Kate Flanagan
EXECUTIVE AIDE

140 Main Street
Marlborough, Massachusetts 01752
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Patricia Bernard
EXECUTIVE SECRETARY

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Marlborough City Council
140 Main Street
Marlborough, MA 01752

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As in previous years, the transfer requests include replacements for City vehicles. The Marlborough Police Department is requesting the replacement of five cruisers, both marked and unmarked, which currently have higher mileage, past warranty and in need of costly repairs. The Building Department has requested an electric vehicle to replace one of their Inspectional Services vehicles.

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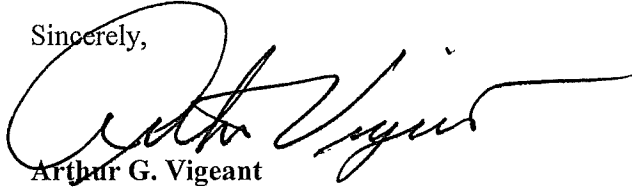
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Arthur G. Vigeant
Mayor

Enclosures

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Various

FISCAL YEAR: 2019

FROM ACCOUNT:

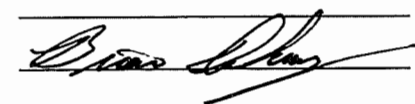
TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$6,919,461.00	\$1,752,958.50	10000	35900	Undesignated Fund	\$60,000.00	19300006	58512	Capital Outlay-Fire	\$68,937.45
	Reason:	To fund equipment requests							
					\$750,000.00	19300006	58461	Capital Outlay-Sewer	\$0.00
					\$201,000.00	19300006	58593	Capital Outlay-Police	\$1,716.25
	Reason:								
					\$283,958.50	19300006	58514	Capital Outlay-DPW Projects	\$0.00
	Reason:								
					\$28,000.00	19300006	57102	Capital Outlay-Building	\$0.00
	Reason:								
					\$430,000.00	19300006	58467	Capital Outlay-Public Facilities	\$0.00
	Reason:								
	\$1,752,958.50	Total			\$1,752,958.50	Total			

Department Head signature:



Auditor signature:



Comptroller signature:

Project Number: (For office use only)	Click here to enter text.
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**CAPITAL REQUEST FORM
CITY OF MARLBOROUGH**

Department:	FIRE	Priority Level: (Rank Level 1-5, with 1 = Highest Priority)	1
Contact person:	Kevin J. Breen, Fire Chief		
Phone:	(508) 624-6986	Email:	Click here to enter text.
Proposed project name:	Replacement of MFD Protective Clothing (15 Sets)		
Project location:	Marlborough Fire Department		
Project description:	This capital request seeks to fund our ongoing 5-year PPE replacement schedule. MFD has approximately 75 firefighters requiring Personal Protective Equipment ensembles (Structural Firefighter Clothing). Recent studies indicate cancer is too prevalent in firefighters and protective clothing must be cleaned, replaced often and extra sets of gear including hoods and gloves must be provided to keep personnel safe. This capital request will replace 1/5 th (15 sets) of the department's inventory of PPE. Purchasing 15 sets each year keeps us on track for having new gear purchased every ten years for line firefighters.		
Why project is needed/ consequence for not completing:	Personal protective clothing is required for all firefighters and includes a set of bunker pants, coat, helmet, gloves and hoods. Too many of our members have aged, non-compliant, personal protective clothing ensembles that must be replaced. We initiated a catch-up plan to replace aged gear two years ago and we can now resume a regular replacement schedule of 20 percent of the departmental gear (approximately 15 complete sets) being replaced annually. This project will insure each member has two sets over a ten-year life span where each set is replaced every five years. This does not include newly hired firefighters.		
Combine with other projects? Which?	Click here to enter text.		
Date Asset was Built or Purchased	2009 and older		
Useful Life (in years)	10 Years		

Financial Implications

Total project cost:	60,000
When needed (identify amount needed each year of Five Year Capital Plan):	

Project Number: (For office use only)	Click here to enter text.
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FY20	60,000	FY21	Click here to enter text.	FY22	Click here to enter text.	FFY23	Click here to enter text.	FY24	Click here to enter text.
Potential grant funds or other resources that could help offset project costs (list in box to right):					Click here to enter text.				
Projected impact on operating costs [Show increases as positive (+) and savings as negative (-)]									
FY20	Click here to enter text.	FY21	Click here to enter text.	FY22	Click here to enter text.	FFY23	Click here to enter text.	FY24	Click here to enter text.

Other Comments:

Click here to enter text.

Requested by:	Kevin J. Breen, Fire Chief	Date:	February 15, 2019
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Project Number:
(For office use only)

Click here to enter text.

**CAPITAL REQUEST FORM
CITY OF MARLBOROUGH**

Department:	Department of Public Works	Priority Level: (Rank Level 1-5, with 1 = Highest Priority)	
Contact person:	John Ghiloni		
Phone:	508-624-6910	Email:	cfarese@marlborough-ma.gov
Proposed project name:	Sewer Capital Budget		
Project location:	Route 20 East		
Project description:	Upgrades to pump station and Route 20 East (Dry Sewer). See attached document for individual project breakdown.		
Why project is needed/ consequence for not completing :			
Combine with other projects? Which?			
Date Asset was Built or Purchased			
Useful Life (in years)			

Financial Implications

Total project cost:	\$2,750,000.00								
When needed (identify amount needed each year of Five Year Capital Plan):									
FY19	\$2,750,000	FY20		FY21		FFY22		FY23	
Potential grant funds or other resources that could help offset project costs (list in box to right):									
Projected impact on operating costs [Show increases as positive (+) and savings as negative (-)]									
FY19		FY20		FY21		FFY22		FY23	

Other Comments:

Click here to enter text.

Requested by:	John L. Ghiloni	Date:	4/23/2019
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Marlborough DPW			
Capital Budget			
4/23/2019			
	Purchase	Cost	Total
Sewer			
	Pump Station Upgrade	\$750,000.00	
	Rt. 20 East - Boston Post Rd East (Dry Sewer)	\$2,000,000.00	
			\$2,750,000.00

~~750,000-~~

Project Number: (For office use only)	Click here to enter text.
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**CAPITAL REQUEST FORM
CITY OF MARLBOROUGH**

Department:	Police Department	Priority Level: (Rank Level 1-5, with 1 = Highest Priority)	1
Contact person:	David A. Giorgi		
Phone:	508-485-1212 ext. 36970	Email:	dgiorgi@marlborough-ma.gov
Proposed project name:	Replacement of marked and unmarked police cruisers		
Project location:	Police Department		
Project description:	The serviceable time of a marked or unmarked cruiser is approximately 100,000mi. After that, the cruisers are no longer under warranty and should be replaced, as they may cost more to maintain than they are worth.		
Why project is needed/ consequence for not completing :	When cruisers are no longer under warranty, the routine maintenance costs increase and it is more cost effective to trade for a new cruiser. If used for front line service, older cruisers often break down quickly and go out of service, creating a shortage for patrol shifts.		
Combine with other projects? Which?	Click here to enter text.		
Date Asset was Built or Purchased	Three cruisers with 100,000+mi will be replaced(2012, 2014, 2016), while 2 cruisers(2007, 2017) will be retained to be used for administrative positions.		
Useful Life (in years)	3-5 years		

Financial Implications

Total project cost:	193,000								
When needed (identify amount needed each year of Five Year Capital Plan):									
FY19	Click here to enter text.	FY20	193,000	FY21	Click here to enter text.	FFY22	Click here to enter text.	FY23	Click here to enter text.
Potential grant funds or other resources that could help offset project costs (list in box to right):					Click here to enter text.				
Projected impact on operating costs [Show increases as positive (+) and savings as negative (-)]									

Project Number: (For office use only)	Click here to enter text.
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FY19	Click here to enter text.	FY20	Click here to enter text.	FY21	Click here to enter text.	FFY22	Click here to enter text.	FY23	Click here to enter text.
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Other Comments:

Click here to enter text.

Requested by:	Click here to enter text.	Date:	Click here to enter text.
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Project Number: (For office use only)	Click here to enter text.
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**CAPITAL REQUEST FORM
CITY OF MARLBOROUGH**

Department:	Police Department	Priority Level: (Rank Level 1-5, with 1 = Highest Priority)	2
Contact person:	David A. Giorgi		
Phone:	508-485-1212 ext. 26970	Email:	dgiorgi@marlborough-ma.gov
Proposed project name:	Fitness room equipment upgrade		
Project location:	Police Department		
Project description:	Replace and upgrade various pieces of equipment in the department's fitness area, including treadmill, rowing machine, and weight bars.		
Why project is needed/ consequence for not completing :	An essential requirement to remain prepared for the duties of a police officer is to be physically fit. Police station does have fitness area, but some of the higher-end equipment is in disrepair. We have used discarded equipment from local gyms, but it rapidly declines.		
Combine with other projects? Which?	Click here to enter text.		
Date Asset was Built or Purchased	Records reveal that last purchase of fitness equipment was in 2012		
Useful Life (in years)	Fitness equipment should last 5+ years with regular maintenance.		

Financial Implications

Total project cost:	12,000.								
When needed (identify amount needed each year of Five Year Capital Plan):									
FY19	Click here to enter text.	FY20	8,000	FY21	Click here to enter text.	FFY22	Click here to enter text.	FY23	Click here to enter text.
Potential grant funds or other resources that could help offset project costs (list in box to right):					Click here to enter text.				
Projected impact on operating costs [Show increases as positive (+) and savings as negative (-)]									

Project Number: (For office use only)	Click here to enter text.
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FY19	Click here to enter text.	FY20	Click here to enter text.	FY21	Click here to enter text.	FFY22	Click here to enter text.	FY23	Click here to enter text.
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Other Comments:

Click here to enter text.

Requested by:	Click here to enter text.	Date:	Click here to enter text.
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Marlborough Police Department
355 Bolton Street Marlborough MA 01752

VEHICLE INFORMATION										COMPUTER INFORMATION	
Car	Vehicle Type (Year / Make / Model)	Plate #	Vin #	Purchase Date	Tire Size		Car Stickers Renewal Month	Current Mileage <small>(as of 2/20/2019)</small>	Car Condition	Service Tag	Service Code
UN-MARKED CARS											
A - 1	2017 Ford Explorer Utility (GRAY)	88BV52	1FMSK8D85HGD44453	12/24/2017	P235/70/16		19-Feb August	33,264	NEW	N/A	N/A
A - 2	2014 Ford Taurus (Black)	4ZCV70	1FAHP2MKXEG107289	12/13/2013	235/55/18		17-Dec March	22,756	FAIR	N/A	N/A
A - 3	2008 Ford Explorer Utility (Black)	821CP6	1FMEU73EX8UB28577	2008	P245/65/17		20-Jun March	61,410	FAIR	N/A	N/A
A - 4	2018 Ford Explorer Utility (Black)	MPD698	1FMSK8D88JGC17833	10/4/2011	P245/65/17		18-Dec October	3,124	NEW	N/A	N/A
A - 5	2008 Ford Fusion (Black)	97ZWGB	3FAHP07188R187468	1/6/2001	215/60/16		19-Dec August	79,938	FAIR		
C - 1	2012 Ford Explorer Utility (Black)	952WGB	1FMHK8B81CGA17766	2008	205/60/16		18-Mar August	106,000	FAIR	N/A	N/A
C - 2	2011 Ford Taurus (Blue)	811WKH	1FAHP2HW2BG118683	12/3/2010	235/55/18		19-Jan December	34,970	FAIR	N/A	N/A
C - 3	2011 Ford Taurus (Black)	6261FZ	1FAHP2HW5BG127524	12/3/2010	235/55/18		18-Jan December	56,530	FAIR	N/A	N/A
D - 2	2016 Ford Fusion (Gray)	1XB613	3FA6POD92GR125452	5/21/2015	215/60/17		19-Mar May	20,437	GOOD	N/A	N/A
D - 3	2017 FORD FUSION (black)	3AWT20	3FA6POLU1HR123313	08/22/20216	215/60/17		17-Oct January	22,267	GOOD	N/A	N/A
D - 4	2014 Ford Explorer Utility (BLACK)	4ZCJ70	1FMSK8B86EGA50199	08/18/2013	205/60/16		19-Feb August	43,560	GOOD	N/A	N/A
D - 5	2007 Crown Victoria (Light Blue)	55FW81	2FAHP71W17X129814	01/21/2007	235/55/17		19-Nov February	66,675	FAIR	N/A	N/A
KA-9	2013 FORD SUV TRUCK	MP3628	1FMJU1G5XDEF60127	9/20/2013			September	106,000	FAIR	N/A	N/A
MARKED CARS											
P - 1	2018 Ford Interceptor Utility	M3135A	1FMSK8ARXJB921155	08/14/2016	245/55/18		August	8,818	NEW	N/A	N/A
P - 2	2018 Ford Interceptor Utility	MP813H	1FMSK8AR9JGB59682	4/22/2015	245/55/18		April	25,112	GOOD	8XZPLG1	19469623249
P - 3	2017 Ford Interceptor Utility	MP 23U	1FMSK8ARXHG26723	08/22/2016	245/55/18		August	58,411	FAIR	DXZPLG1	30353534929
P - 4	2018 Ford Interceptor Utility	MP55	1FMSK8AR9JGB59682	02/08/2015	245/55/18		February	20,989	GOOD	92H51G1	19740762001
P - 5	2016 Ford Interceptor Utility	MP565J	1FMSK8AR4GGA08434	10/3/2015	245/55/18		October	109,700	POOR	FXZPLG1	34707099601
P - 6	2018 Ford Interceptor Utility	8HM958	1KMSK8ARXJGC75097	04/15/2015	245/55/18		April	12,180	NEW	LXZPLG1	28176752593
P - 7	2018 Ford Interceptor Utility	MP665H	1FMSK8AR9JGB59683	2/10/2015	245/55/18		February	24,754	GOOD	N/A	N/A
P - 8	2019 Ford Interceptor Utility	MP354J	1FMSK8AR6GGA08435	12/05/2015	245/55/18		May	0	NEW	4FNCG1	10003202497
P-9	2017 Ford Interceptor Utility	MPD285	1FMSK8AR8HGD26719	8/22/2017	245/55/18			50,887	GOOD		
P-10	2017 Ford Interceptor Utility	MPD283	1FMSK8AR4HGD26720	8/22/1017	245/55/18			38,025	GOOD		
S-1	2017 FORD EXPLORER SUV	MP7484	1FMSK8AR3HGA13240	10/07/2016	245/55/18		July	28,645	GOOD	N/A	N/A
T - 1	2017 Ford Interceptor Utility	MP814H	1FMSK8AR6HGD26721	05/00/2017	235/55/17		May	14,780	GOOD	N/A	N/A
T - 2	2014 Ford Interceptor Utility	MP285F	1FMSK8AR6EGA18251	08/28/2013	245/55/18		August	74,748	FAIR	N/A	N/A
T - 3	2008 Harley Davidson Motorcycle	MMC7879	1HD1FMM198Y652608	6/20/2008			June		N/A	N/A	N/A
T - 4	2011 Harley Davidson Motorcycle	MMC8305	1HD1FMM168Y656082	6/6/2011			June		N/A	N/A	N/A
T - 5	2018 Ford Interceptor Utility		1FMSK8ARA4JGB68112	4/6/2018			May	6,930	NEW	N/A	N/A

29 total cruisers + 2 non trades for S.R.O. assignment

Project Number: (For office use only)	Click here to enter text.
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**CAPITAL REQUEST FORM
CITY OF MARLBOROUGH**

Department:	Inspectional Services	Priority Level: (Rank Level 1-5, with 1 = Highest Priority)	2
Contact person:	Jeffrey Cooke		
Phone:	508-460-3776	Email:	jcooke@marlborough-ma.gov
Proposed project name:	Replacement 2011 vehicle 106500 miles		
Project location:	For Inspector use in Building Dept.		
Project description:	New electric vehicle		
Why project is needed/ consequence for not completing :	City's mechanic states that the two local inspector vehicles are approaching end of useful life. Obtained through Police Dept. - old cruisers		
Combine with other projects? Which?	Click here to enter text.		
Date Asset was Built or Purchased	Click here to enter text.		
Useful Life (in years)	Click here to enter text.		

Financial Implications

Total project cost:	\$28,000.00								
When needed (identify amount needed each year of Five Year Capital Plan):									
FY19	Click here to enter text.	FY20	Click here to enter text.	FY21	Click here to enter text.	FFY22	Click here to enter text.	FY23	Click here to enter text.
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FY19	Click here to enter text.	FY20	Click here to enter text.	FY21	Click here to enter text.	FFY22	Click here to enter text.	FY23	Click here to enter text.

Project Number: (For office use only)	Click here to enter text.
--	---------------------------

Other Comments:

Click here to enter text.

Requested by:	Click here to enter text.	Date:	Click here to enter text.
----------------------	---------------------------	--------------	---------------------------

Project Number: (For office use only)	Click here to enter text.
---	---------------------------

**CAPITAL REQUEST FORM
CITY OF MARLBOROUGH**

Department:	Department of Public Works	Priority Level: (Rank Level 1-5, with 1 = Highest Priority)	
Contact person:	John Ghiloni		
Phone:	508-624-6910	Email:	cfarese@marlborough-ma.gov
Proposed project name:	Facilities Capital Budget		
Project location:	City buildings		
Project description:	Upgrades and improvements to city buildings. See attached document for individual project breakdown.		
Why project is needed/ consequence for not completing :			
Combine with other projects? Which?			
Date Asset was Built or Purchased			
Useful Life (in years)			

Financial Implications

Total project cost:	\$830,000.00								
When needed (identify amount needed each year of Five Year Capital Plan):									
FY19	\$830,000	FY20		FY21		FFY22		FY23	
Potential grant funds or other resources that could help offset project costs (list in box to right):									
Projected impact on operating costs [Show increases as positive (+) and savings as negative (-)]									
FY19		FY20		FY21		FFY22		FY23	

Other Comments:

Click here to enter text.

Requested by:	John L. Ghiloni	Date:	4/23/2019
----------------------	-----------------	--------------	-----------

Marlborough DPW			
Capital Budget			
4/23/2019			
	Purchase	Cost	Total
Facilities			
	Electric Service Upgrade at High School	\$80,000.00	
	City Hall Belltower Masonry	\$400,000.00	
	City Hall Roof	\$100,000.00	
	Schools - Clocks/PA Upgrades	\$150,000.00	
	Ward Park Storage Building	\$100,000.00	
			\$830,000.00

* 430,000 -
 →



IN CITY COUNCIL

Marlborough, Mass., JUNE 3, 2019

PAGE 1

ORDERED:

That the Transfer Request for the Department of Public Works in the amount of \$49,090.00 00 to fund the recently ratified 3-year contract with the DPW Engineers Local 176 through FY2021, be and is herewith refer to **FINANCE COMMITTEE.**

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:					FISCAL YEAR:	2019			
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$485,582.65	\$49,090.00	11990006	57820	Reserve for Salaries	\$1,560.00	14001101	50108	GIS Administrator	\$5,977.00
				Reason: Contractual Obligation				Reason: Contractual Obligation	
					\$3,700.00	14001101	50660	Asst. City Engineer	\$14,219.00
				Reason:				Reason: Contractual Obligation	
					\$1,110.00	14001101	50700	Grade II Engineering Aide	\$5,573.00
				Reason:				Reason: Contractual Obligation	
					\$5,630.00	14001101	50710	Junior Civil Engineer	\$29,504.00
				Reason:				Reason: Contractual Obligation	
					\$230.00	14001103	51430	Longevity	\$109.00
				Reason:				Reason: Contractual Obligation	
					\$275.00	14001103	51920	Sick Leave Buy Back	\$0.00
				Reason:				Reason: Contractual Obligation	
					\$1,780.00	14001301	50660	General Foreman	\$6,920.00
				Reason:				Reason: Contractual Obligation	
					\$630.00	14001303	51430	Longevity	\$206.00
				Reason:				Reason: Contractual Obligation	



IN CITY COUNCIL

Marlborough, Mass., JUNE 3, 2019

PAGE 2

ORDERED:

CITY OF MARLBOROUGH BUDGET TRANSFERS --

DEPT:

FISCAL YEAR: 2019

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
					\$390.00	14001303	51920	Sick Leave Buy Back	\$0.00
				Reason:				Contractual Obligation	
					\$1,850.00	14001401	50692	Automotive Maintenance	\$7,017.00
				Reason:				Contractual Obligation	
					\$125.00	14001403	51430	Longevity	\$4.00
				Reason:				Contractual Obligation	
					\$75.00	14001403	51920	Sick Leave Buy Back	\$0.00
				Reason:				Contractual Obligation	
					\$1,850.00	14001501	50680	General Foreman	\$7,017.00
				Reason:				Contractual Obligation	
					\$625.00	14001503	51430	Longevity	\$0.00
				Reason:				Contractual Obligation	
					\$1,060.00	14001503	51920	Sick Leave Buy Back	\$69.00
				Reason:				Contractual Obligation	
					\$1,515.00	60080001	50570	Chemist	\$15,422.00
				Reason:				Contractual Obligation	



IN CITY COUNCIL

Marlborough, Mass., JUNE 3, 2019

PAGE 3

ORDERED:

CITY OF MARLBOROUGH BUDGET TRANSFERS --

DEPT:

FISCAL YEAR: 2019

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
					\$1,150.00	60080001	50580	Asst. Chemist	\$4,404.00
				Reason:				Contractual Obligation	
					\$35.00	60080003	51430	Longevity	\$0.00
				Reason:				Contractual Obligation	
					\$10.00	60080003	51920	Sick Leave BuyBack	\$194.00
				Reason:				Contractual Obligation	
					\$6,210.00	60081001	50850	Treatment Plant Operator	\$27,898.00
				Reason:				Contractual Obligation	
					\$1,850.00	60081001	50910	Chief Treatment Plant Oper.	\$7,107.00
				Reason:				Contractual Obligation	
					\$300.00	60081003	51430	Longevity	\$0.00
				Reason:				Contractual Obligation	
					\$185.00	60081003	51920	Sick Leave BuyBack	\$0.00
				Reason:				Contractual Obligation	
					\$5,500.00	60085001	50850	Treatment Plant Operator	\$21,509.00
				Reason:				Contractual Obligation	



IN CITY COUNCIL

Marlborough, Mass., JUNE 3, 2019

PAGE 4

ORDERED:

CITY OF MARLBOROUGH BUDGET TRANSFERS --

Available Balance	DEPT:	FROM ACCOUNT:	FISCAL YEAR:	TO ACCOUNT:	Available Balance
	Amount	Org Code Object Account Description:	2019	Org Code Object Account Description:	
	Reason:			Contractual Obligation	
			\$1,800.00	60085001 50910 Chief Treatment Plant Oper.	\$7,144.00
	Reason:			Contractual Obligation	
			\$100.00	60085003 51430 Longevity	\$0.00
	Reason:			Contractual Obligation	
			\$95.00	60085003 51920 Sick Leave Buy Back	\$1.00
	Reason:			Contractual Obligation	
			\$1,725.00	61090001 50680 General Foreman	\$8,481.00
	Reason:			Contractual Obligation	
			\$75.00	14001403 51440 Education Incentive	\$43.00
	Reason:			Contractual Obligation	
			\$75.00	14001503 51440 Education Incentive	\$0.00
	Reason:			Contractual Obligation	
			\$4,500.00	60081003 51440 Education Incentive	\$575.00
	Reason:			Contractual Obligation	
			\$3,000.00	60085003 51440 Education Incentive	\$0.00
	Reason:			Contractual Obligation	
			\$75.00	61090003 51440 Education Incentive	\$0.00
	Reason:			Contractual Obligation	

ADOPTED

ORDER NO. 19-1007698



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Arthur G. Vigeant
MAYOR

2019 MAY 30 A 11:45

Kate Flanagan
EXECUTIVE AIDE

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

Patricia Bernard
EXECUTIVE SECRETARY

F/C

May 30, 2019

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

Re: Transfer Request – DPW Engineers Contract

Honorable President Clancy and Councilors:

I have enclosed for your approval a transfer request to fund the recently ratified collective bargaining contract between the City of Marlborough and the DPW Engineers, Massachusetts Laborers District Council of the Laborers International Union of North America, Local 176 which is effective for the three-year period from July 1, 2018 to June 30, 2021.

In keeping with previous agreements reached with other unions, this contract calls for a 6.5% cost of living increase over the term of the contract at 2% for 2019, 2.5% for 2020 and 2% for 2021. I have enclosed a transfer request totaling \$49,090.00.

I wish to thank the Massachusetts Laborers District Council of the Laborers International Union of North America, Local 176 for their willingness to work with the city in reaching a new contract. Thank you in advance for your consideration and do not hesitate to let me know if you have any questions.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:

FISCAL YEAR:

2019

Available Balance	FROM ACCOUNT:				Amount	TO ACCOUNT:			Available Balance
	Amount	Org Code	Object	Account Description:		Org Code	Object	Account Description:	
<u>\$485,582.65</u>	<u>\$49,090.00</u>	<u>11990006</u>	<u>57820</u>	<u>Reserve for Salaries</u>	<u>\$1,560.00</u>	<u>14001101</u>	<u>50108</u>	<u>GIS Administrator</u>	<u>\$5,977.00</u>
	Reason:	<u>Contractual Obligation</u>			Reason:	<u>Contractual Obligation</u>			
					<u>\$3,700.00</u>	<u>14001101</u>	<u>50660</u>	<u>Asst. City Engineer</u>	<u>\$14,219.00</u>
	Reason:				Reason:	<u>Contractual Obligation</u>			
					<u>\$1,110.00</u>	<u>14001101</u>	<u>50700</u>	<u>Grade II Engineering Aide</u>	<u>\$5,573.00</u>
	Reason:				Reason:	<u>Contractual Obligation</u>			
					<u>\$5,630.00</u>	<u>14001101</u>	<u>50710</u>	<u>Junior Civil Engineer</u>	<u>\$29,504.00</u>
	Reason:				Reason:	<u>Contractual Obligation</u>			
					<u>\$230.00</u>	<u>14001103</u>	<u>51430</u>	<u>Longevity</u>	<u>\$109.00</u>
	Reason:				Reason:	<u>Contractual Obligation</u>			
					<u>\$275.00</u>	<u>14001103</u>	<u>51920</u>	<u>Sick Leave Buy Back</u>	<u>\$0.00</u>
	Reason:				Reason:	<u>Contractual Obligation</u>			
					<u>\$1,780.00</u>	<u>14001301</u>	<u>50660</u>	<u>General Foreman</u>	<u>\$6,920.00</u>
	Reason:				Reason:	<u>Contractual Obligation</u>			
					<u>\$630.00</u>	<u>14001303</u>	<u>51430</u>	<u>Longevity</u>	<u>\$206.00</u>
	Reason:				Reason:	<u>Contractual Obligation</u>			
					<u>\$390.00</u>	<u>14001303</u>	<u>51920</u>	<u>Sick Leave Buy Back</u>	<u>\$0.00</u>
	Reason:				Reason:	<u>Contractual Obligation</u>			
					<u>\$1,850.00</u>	<u>14001401</u>	<u>50692</u>	<u>Automotive Maintenance</u>	<u>\$7,017.00</u>
	Reason:				Reason:	<u>Contractual Obligation</u>			

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:

FISCAL YEAR: 2019

FROM ACCOUNT:

TO ACCOUNT:

			<u>\$300.00</u>	<u>60081003 51430</u>	<u>Longevity</u>	<u>\$0.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	
			<u>\$185.00</u>	<u>60081003 51920</u>	<u>Sick Leave Buy Back</u>	<u>\$0.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	
			<u>\$5,500.00</u>	<u>60085001 50850</u>	<u>Treatment Plant Operator</u>	<u>\$21,509.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	
			<u>\$1,800.00</u>	<u>60085001 50910</u>	<u>Chief Treatment Plant Oper.</u>	<u>\$7,144.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	
			<u>\$100.00</u>	<u>60085003 51430</u>	<u>Longevity</u>	<u>\$0.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	
			<u>\$95.00</u>	<u>60085003 51920</u>	<u>Sick Leave Buy Back</u>	<u>\$1.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	
			<u>\$1,725.00</u>	<u>61090001 50680</u>	<u>General Foreman</u>	<u>\$8,481.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	
			<u>\$75.00</u>	<u>14001403 51440</u>	<u>Education Incentive</u>	<u>\$43.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	
			<u>\$75.00</u>	<u>14001503 51440</u>	<u>Education Incentive</u>	<u>\$0.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	
			<u>\$4,500.00</u>	<u>60081003 51440</u>	<u>Education Incentive</u>	<u>\$575.00</u>
Reason:				Reason:	<u>Contractual Obligation</u>	

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:

FISCAL YEAR: 2019

FROM ACCOUNT:

TO ACCOUNT:

_____	_____	_____	_____	_____	\$3,000.00	60085003	51440	Education Incentive	_____	\$0.00
Reason:	_____	_____	_____	Reason:	_____	Contractual Obligation				_____
_____	_____	_____	_____	_____	\$75.00	61090003	51440	Education Incentive	_____	\$0.00
Reason:	_____	_____	_____	Reason:	_____	Contractual Obligation				_____

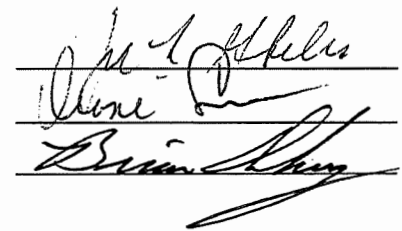
\$49,090.00 Total

\$49,090.00 Total

Department Head signature:

Auditor signature:

Comptroller signature:



**MEMORANDUM OF AGREEMENT
BETWEEN THE
CITY OF MARLBOROUGH
AND
THE DPW ENGINEERS, MASSACHUSETTS LABORERS DISTRICT COUNCIL
OF THE LABORS INTERNATIONAL UNION OF NORTH AMERICA,
AFL-CIO, LOCAL 272
05/22/2019**

The Negotiating Subcommittee of the City of Marlborough ("the City"), acting subject to the ratification of this Memorandum of Agreement by the Mayor of the City of Marlborough to whom the Subcommittee agrees to recommend acceptance, and the Negotiating Team of the DPW Engineers, Massachusetts Laborers District Council of the Laborers International Union of North American, Local 272 "The Union"), acting subject to the ratification of this Memorandum of Agreement by the membership of the Union to whom the Negotiating Team agrees to recommend acceptance, hereby mutually agree to the following terms and conditions of settlement of a Collective Bargaining Agreement that will be in effect for the three (3) year period from July 1, 2018 – June 30, 2021.

1. Provisions of New Contract

Except as provided for in this Memorandum of Agreement and, except for technical matters such as date changes, all other provisions of the July 1, 2018 – June 30, 2021 Contract shall be carried over intact into the successor Contract.

2. ARTICLE 3, Section 1 – Job Security/Subcontracting.

Change the expiration date to June 30, 2021.

3. ARTICLE 9 – Compensation.

Section 1 – Wage increase:

Effective July 1, 2018, there will be a 2% increase in base wages.
Effective July 1, 2019, there will be a 2.5% increase in base wages.
Effective July 1, 2020, there will be a 2% increase in base wages.

Section 2 (a)-Licenses:

Add the following to Section (a):

"Any employee who holds a wastewater treatment plant operators license Grade 5, Grade 6 or Grade 7 shall receive a \$500.00 bonus/increase (added to their base) for each license."

Modify Section 5 – Direct Deposit.

“All employees may be paid by way of electronic direct deposit on a weekly or bi-weekly schedule at the discretion of the City”

4. ARTICLE 12 – Clothing Allowance.

Increase the clothing allowance for all eligible unit members by \$200.

Add a section #3 to read:

“All unit members will be required to wear OSHA approved steel toe or composite work boots or shoes during work hours.”

5. ARTICLE 14-Vacation

Add Section #8:

“For employees hired after July 1, 2018, whenever an employee completes a year of service such that he/she advances to the next higher level of vacation entitlement, he/she shall be entitled to the higher vacation entitlement beginning on January 1 of the year immediately following his/her anniversary date.”

5. ARTICLE 23- Duration of Agreement.

Amend dates of agreement to July 1, 2018 – June 30, 2021.

6. APPENDIX A. – Past Practices.

Add practice #29 to read:

“If Veteran’s Day falls on a Saturday, each employee will have a choice of the previous Friday or the following Monday to celebrate the holiday at the discretion of their supervisor. If Veteran’s Day falls on a Saturday the Easterly Waste Water Treatment Plant (EWWTP) and the Westerly Waste Water Treatment Plant (WWWTP) will observe the holiday on Friday.”

Add practice # 30 to read:

Superannuation Retirement- Side Letter Agreement dated July 27, 2011 from Assistant City Solicitor Cynthia Panagore-Griffin to Chief Steward Steve Senato added to CBA as Appendix C.

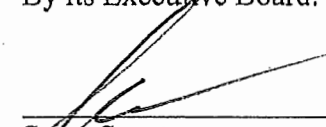
Add practice # 31 to read:

"The City will cover the cost for required DOT physicals for General Foremen not to exceed \$75 annually."

Agreed on this 28th day of May__ 2019:

MASSACHUSETTS LABORERS
DISTRICT COUNCIL - LOCAL 272

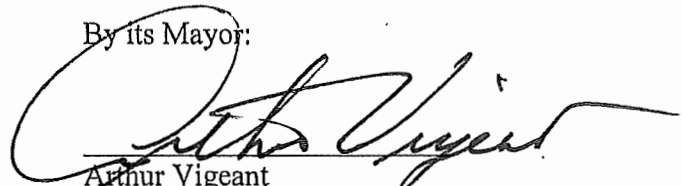
By its Executive Board:



Steve Senato
Steward

CITY OF MARLBOROUGH

By its Mayor:



Arthur Vigeant
Mayor

Appendix C!



City of Marlborough
Legal Department

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

DONALD V. RIDER, JR.
CITY SOLICITOR

CYNTHIA M. PANAGORE GRIFFIN
ASSISTANT CITY SOLICITOR

BEVERLY J. SLEEPER
CHIEF PROCUREMENT OFFICER

ELLEN STAVROPOULOS
PARALEGAL

July 27, 2011

Steve Senato, Chief Stewart
Laborers International Union of North America, AFL-CIO-Local 176
135 Neil Street
Marlborough, MA 01752

RE: Superannuation Retirement – Side Letter Agreement

Dear Steve:

This letter is to clarify the parties' agreement concerning the Collective Bargaining Agreement between the City of Marlborough and Laborers International Union of North America, AFL-CIO, Local 176 for FY2010 – FY2012 (the "Agreement"). The parties agree that Article 16, Section 4B of the Agreement will be amended by deleting in its entirety paragraph (c.) and replacing it with the following:

"If the employee is eligible for maximum retirement benefit, the employee must retire within three (3) years of the date of achieving maximum retirement benefit;"

Sincerely,

Cynthia Panagore Griffin
Assistant City Solicitor

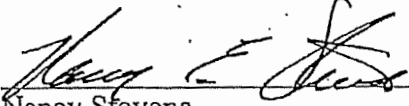
AGREED TO:

LABORERS INTERNATIONAL UNION OF
NORTH AMERICA, AFL-CIO, LOCAL 176
(DPW ENGINEERS)

By:  _____

Date: 7/27/11

CITY OF MARLBOROUGH

By:  _____
Nancy Stevens

Date: 7/27/11



IN CITY COUNCIL

Marlborough, Mass., JUNE 3, 2019

ORDERED:

That the Transfer Request for the Legal Department in the amount of \$6,000.00 from Reserved for Salaries to City Solicitor to fund the position for the remainder of FY19, be and is herewith refer to **FINANCE COMMITTEE**.

CITY OF MARLBOROUGH BUDGET TRANSFERS --

DEPT: Legal FISCAL YEAR: 2019

FROM ACCOUNT: TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$485,582.65</u>	<u>\$6,000.00</u>	<u>11990006</u>	<u>57820</u>	<u>Reserve for Salaries</u>	<u>\$6,000.00</u>	<u>11510001</u>	<u>50030</u>	<u>City Solicitor</u>	<u>\$11,766.55</u>

Reason: To fund City Solicitor line through June 30th due to a retirement

\$6,000.00 Total \$6,000.00 Total

ADOPTED

ORDER NO. 19-1007699



City of Marlborough
Office of the Mayor

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

2019 MAY 30 A 11:45

Kate Flanagan
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

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

f/c

May 30, 2019

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

Re: Transfer Request - City Solicitor

Honorable President Clancy and Councilors:

Please find attached for your review a transfer request to fund the salary for the new City Solicitor, Jason Grossfield. Mr. Grossfield began his employment with the City of Marlborough on Monday, May 20, 2019.

Due to the retirement of our former City Solicitor, Donald Rider a transfer is necessary to fund the City Solicitor line item through June 30, 2019. Upon your approval \$6,000.00 will be transferred from the Reserve for Salaries account to the City Solicitor account.

Thank you in advance for your consideration. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



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

May 28, 2019

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

RE: Transfer Request

Dear Mayor Vigeant

Enclosed herewith is a transfer request for the Legal Department. The City Solicitor recently retired and an internal transfer was prepared to pay out vacation time owed using all available funds from within the department. Additional funds are required from Reserve for Salaries to sufficiently fund the City Solicitor account through June 30, 2019.

Sincerely,

Diane Smith
City Auditor

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Legal

FISCAL YEAR: 2019

FROM ACCOUNT:

TO ACCOUNT:

Available
Balance

Amount

Org Code

Object

Account Description:

Amount

Org Code

Object

Account Description:

Available
Balance

\$485,582.65

\$6,000.00

11990006

57820

Reserve for Salaries

\$6,000.00

11510001

50030

City Solicitor

\$11,766.55

Reason: To fund City Solicitor line through June 30th due to a retirement

Reason:

Reason:

Reason:

Reason:

\$6,000.00

Total

\$6,000.00

Total

Department Head signature:

Auditor signature:

Comptroller signature:

