

# CITY OF MARLBOROUGH MEETING POSTING

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CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2018 FEB 22 A 9:31

Meeting Name: City Council Personnel Committee

Date: February 26, 2018

Time: 6:00 PM

Location: City Council Chamber, 2<sup>nd</sup> Floor, City Hall, 140 Main Street

Agenda Items to be addressed:

02-05-2018 – **Order No. 18-1007168**: The Appointments of Christopher Russ and Greg Gallagher to the Planning Board for five-year terms to expire the first Monday in February 2023.

-REFER TO PERSONNEL

02-05-2018 – **Order No. 18-1007169**: The Reappointments of Barbara Fenby, Colleen Hughes, Sean Fay and Philip Hodge to the Planning Board for five-years terms which expire on the first Monday in February 2023

-REFER TO PERSONNEL

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., FEBRUARY 5, 2018

## ORDERED:

That the Appointments of Christopher Russ & Greg Gallagher to the Planning Board for five-year terms to expire the first Monday in February 2023 and to thank Brian Dupont for his time on the Planning Board as he's not seeking reappointment, be and is herewith refer to **PERSONNEL COMMITTEE**.

ADOPTED

ORDER NO. 18-1007168



*City of Marlborough*  
*Office of the Mayor*

140 Main Street  
Marlborough, Massachusetts 01752  
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*Arthur G. Vigeant* 7  
RECEIVED MAYOR  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH  
EXECUTIVE AIDE  
2018 FEB - 1 A 10 25  
*Patricia Bernard*  
EXECUTIVE SECRETARY

February 1, 2018

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

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**Re: Planning Board Appointments**

Honorable President Clancy and Councilors:

Please find enclosed for your review and confirmation the appointments of Christopher Russ and Greg Gallagher to the Planning Board for five-year terms to expire the first Monday in February 2023.

Mr. Russ is a longtime Marlborough resident and is interested in getting involved in Marlborough's governance.

As a registered architect in Massachusetts, Mr. Russ works at Jan Gleysteen Architects, Inc., in Wellesley, focusing on single family home design and construction. He has worked with Planning Boards in other communities in his professional capacity. He has a strong understanding of its role and importance to helping shape growth in Marlborough.

Greg Gallagher is also a long time Marlborough resident who spent time teaching in the Marlborough Public Schools. As a teacher from 2002 through 2014, Mr. Gallagher spent two years at Marlborough High School and the rest of his teaching tenure as a social studies teacher at Westborough High School. Prior to becoming a teacher, Mr. Gallagher worked in the private sector with a focus on marketing. After expressing an interest in an open position, Mr. Gallagher met with Planning Board Chair Barbara Fenby to learn more about the role and responsibilities of the Board.

As you may know, Marlborough's Planning Board has one vacant position and Brian Dupont has informed us that he will not be seeking a reappointment when his term expires on February 5, 2018. We thank Brian for his time on the Planning Board.

Sincerely,

**Arthur G. Vigeant**  
Mayor

## CHRISTOPHER P. RUSS, AIA

### QUALIFICATIONS

Registered Architect (Massachusetts) License # 20708

### EDUCATION

1996-2001

**Wentworth Institute of Technology, Boston MA**  
 Bachelor of Architecture, Cum Laude; May 2001.  
 Associates In Architectural Engineering Technology; May 1998.

### EXPERIENCE

Oct. 2005 – Present

**Jan Gleysteen Architects, Inc., Wellesley MA**  
*Senior Associate*

Design and manage all phases of custom residential homes. Responsibilities include developing design solutions from concept through construction completion. Provide active management of communication with clients and construction teams by answering questions and solving design issues that arise during the design and construction phases. Manage and oversee the production of design and construction documents. Excellent knowledge of building codes and local regulatory review processes. Also responsible for providing and managing IT support to the firm.

May 1999–Oct. 2005

**TBA Architects Inc., Waltham MA**  
*Senior Designer*

Managed all phases of residential, public, and commercial projects as well as incorporating ADA accessibility into historically significant buildings. Asses clients needs and develop feasibility studies and creating schematic designs. Accountable for developing design solutions and managing the process of design from conceptual through to construction completion. Active in communicating with construction managers in solving questions and issues that arises during the construction phase. Excellent knowledge of building codes, CMR Chapter 149 public procurement laws, and the proposal submittal process to the Massachusetts Designer Selection Board. Responsible for supervising architectural interns and overseeing project timelines to ensure completion deadlines are met.

Summer 1998

**The Gillette Company, Boston MA**  
*Facilities Engineering*

Worked along side of electrical, mechanical, and architectural engineers to create and design solutions for a wide range of issues that are present in a large scale manufacturing facility. Responsible for preparing bid and construction documents including specifications for general contracting firms. Designed and developed a device for making the automated manufacturing processes more effective and efficient.

### ACHIEVEMENTS:

Registered Architect May 2009  
 Completed NCARB's Intern Development Program  
 Dean's List, Wentworth Institute of Technology  
 Boy Scouts of America, Eagle Scout Award

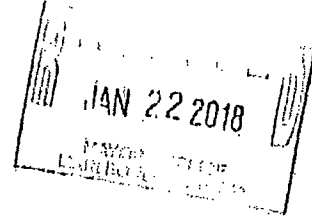
**References and Portfolio Available upon Request.**

# Gregory W. Gallagher



January 17, 2018

Mayor Arthur Vigeant  
Marlborough City Hall  
140 Main Street  
Marlborough, Massachusetts 01752



Dear Mayor Vigeant:

I would like to submit my name for consideration for the vacant position on the Planning Board of the City of Marlborough. Please know that I have been a resident of Marlborough for more than twenty years and have benefitted greatly from all of the services that the City has to offer. With my retirement from teaching, I would hope to make a positive contribution to the City through service.

I recently met with Barbara Fenby, Chair of the Planning Board. Barbara was very kind in spending a great deal of time reviewing for me the duties and responsibilities of the Planning Board. There is no question that Barbara feels passionately about the City and the role that the Planning Board plays, working in conjunction with you and the City Council, in helping to make Marlborough a great city in which to live, work and raise a family. Her commitment and passion convinced me that I should apply for the vacant position on the Planning Board.

I look forward to meeting with you in the near future if you think I would be able to contribute, in some small measure, to the Planning Board.

Respectfully,

Gregory W. Gallagher

# Gregory W. Gallagher



## EXPERIENCE

- WESTBOROUGH HIGH SCHOOL** Westborough, MA August 2005- June 2014  
**Social Studies Teacher**
- MARLBOROUGH HIGH SCHOOL** Marlborough, MA February 2003 – May 2005  
**Social Studies Teacher**
- WESTBOROUGH HIGH SCHOOL** Westborough, MA August 2002-January 2003  
**Six Month Teaching Position**
- FRAMINGHAM STATE COLLEGE** Framingham MA September 2001-August 2002  
**Full Time Graduate Student**
- Masters of Education with concentration in History program.
  - Completed twelve graduate courses with a 3.8 grade average.
  - Inducted into Phi Alpha Theta for historical scholarship in May of 2002.
- CHOICEPOINT DIRECT** Westborough MA 1997-2001  
**National Marketing Director**
- Company builds, manages, tracks and uses complex databases to communicate unique, highly versioned selling messages to key customer and prospect segments across multiple sales channels.
  - Proposed strategies and sophisticated direct marketing programs to clients in order to improve their customer acquisition cross selling and retention efforts.
- HARVARD DIRECT** Marlborough MA 1993-1997  
**Consultant**
- Created and wrote strategic planning models for the development, implementation, and testing of direct-response and database management programs.
  - Researched potential markets, identified customer product needs for market segmentation, and increased sales activity.
- HMA DIRECT** Boston MA 1989-1993  
**Senior Vice President, Corporate Development**
- Developed and implemented strategic direct marketing plans and database management programs for new and existing accounts.
  - Coordinated, supervised, and conducted all agency presentations.

**GALLAGHER ADVERTISING AGENCY Boston MA**

1976-1989

**President and Founder**

- Hired and managed a staff of twenty-plus creative, account management, and administrative professionals. Billings were \$25 million a year.
- Supervised the planning, development, production, and implementation of advertising and direct-response marketing campaigns for new and existing accounts.
- Provided clients with market research, corporate identity, communication and collateral materials, co-op programs, and strategic planning.

**GOVERNOR'S OFFICE Boston MA**

1970-1975

- Promoted to Governor's Appointment Secretary.
- Coordinated legislative, education, and political activities for the Governor and Lt.Governor.
- Lt.Governor's scheduling assistant and legislative aide.

**EDUCATION**

- Master degree in History, Framingham State College, Framingham, MA
- B.A. Framingham State College, Framingham, MA
- Certified to teach at the secondary school level.

**ACCOMPLISHMENTS**

- Raised more than twenty thousand dollars for family in Westborough doing relief work in Rwanda.
- Elected President of the Teacher Union in Westborough until my retirement.
- Elected to the Framingham School Committee for three separate terms.
- Elected Chairman and Vice-Chairman of the Framingham School Committee.

**MEMBERSHIPS AND INTERESTS**

- New England History Teachers Association.
- American Historical Association.
- Member, Smithsonian Institution
- Lived in Panama for seven years of grammar school and attended high school in Seville, Spain.
- Microsoft Beta Tester for Windows 98, Windows Me, Windows XP, Windows Vista, Windows 7 and Windows 10 operating systems and Office 2003 and Office 2007 Program. Proficient in Word, Excel, PowerPoint, Access, and the Windows operating system. I have built my own computers as a hobby.



# IN CITY COUNCIL

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Marlborough, Mass., FEBRUARY 5, 2018

## ORDERED:

That the Reappointments of Barbara Fenby, Colleen Hughes, Sean Fay and Philip Hodge to the Planning Board for five-years terms which expire on the first Monday in February 2023, be and is herewith refer to **PERSONNEL COMMITTEE.**

ADOPTED

ORDER NO. 18-1007169





*City of Marlborough*

*Arthur G. Vigeant*  
MAYOR

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*Office of the Mayor*

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MARLBOROUGH

*Nicholas J. Milano*  
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February 1, 2018

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

*ps*

**Re: Planning Board Reappointments**

Honorable President Clancy and Councilors:

We currently have four dedicated Planning Board members whose appointments have expired and each have expressed their desire to continue their work.

I ask for your consideration in reappointing Barbara Fenby, Colleen Hughes, Sean Fay and Philip Hodge each for a five year term to expire on the first Monday in February, 2023.

I appreciate the professionalism and effort from our Planning Board members.

Thank you in advance for your consideration of these reappointments. If any questions arise, please feel free to contact my office.

Sincerely,

Arthur G. Vigeant  
Mayor