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2023 APR -6 PM 1:05

CITY OF MARLBOROUGH

City Council Agenda

Monday, April 10, 2023

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, March 27, 2023.
2. PUBLIC HEARING on Application for a Special Permit from Attorney Sem Aykanian, on behalf of SUCIU LLC, d/b/a Exela Storage, to add additional storage units to a nonconforming storage facility located at 846 Boston Post Road East within the Wayside District, Order No. 23-1008823A.
3. Communication from the Mayor, re: Veto of City Council Order 22/23-1008721C, Ordinance Amendments to Chapter 650 "Zoning", relative to certain provisions concerning mixed-use and affordable housing.
4. Communication from the Mayor, re: Transfer Requests totaling \$748,290.00 from Economic Development to MEDC Funding for the FY 2024 Operating Budget for MEDC (\$648,290.00), and the Economic Development Toolbox (\$100,000.00).
5. Communication from the Mayor, re: Transfer Request in the amount of \$393,854.64 from PEG Funds to Marlboro Cable Trust to fund the operation of WMCT-TV for FY 2024.
6. Communication from the Mayor, re: Appointment of Joseph Delgenio to the Fort Meadow Commission for a 3-year term to expire on September 27, 2025, replacing Lee Thomson.
7. Communication from the Mayor, re: Reappointment of Paul Gould to the Fort Meadow Commission for a 3-year term to expire on February 24, 2026.
8. Communication from City Solicitor Jason Grossfield, re: Application for Site Plan Approval from Attorney Falk on behalf of JW Capital Partners, LLC to build a mixed-use project at 57 Main Street in the Marlborough Village District, in proper legal form, Order No. 22/23-1008694C.
9. Communication from Assistant City Solicitor Jeremy McManus, re: Application for a Special permit from Stephen Copper, on behalf of Alliance Health & Human Services to renovate 10,490 sf of an existing building to provide 12 additional rest home beds at 720 Boston Post Road East within the Wayside Zoning District, in proper legal form, Order No. 22/23-1008768B.
10. Communication from Assistant Building Commissioner William Paynton, re: Request for Approval for Replacement of two (2) Flat Wall Signs, Mobil, 656 Boston Post Road East, within the Wayside District.

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 Assistant Building Commissioner William Paynton, re: Request for Approval of two (2) Flat Wall Signs, Mosaka, 58 Apex Drive, Unit A, within the Hospitality and Recreation Mixed Use Overlay District (HRMUOD).
12. Public Input regarding the Application for Site Plan Approval from Attorney Falk on behalf of JW Capital Partners, LLC, to build a mixed-use project at 57 Main Street in the Marlborough Village District, Order No. 22/23-1008649C.
13. Minutes of Boards, Commissions and Committees:
 - a) School Committee, February 28, 2023.
 - b) Board of Assessors, April 8, 2022, April 20, 2022 & April 29, 2022.
 - c) Board of Registrars, March 28, 2023.
 - d) Conservation Commission, March 2, 2023.
 - e) Council on Aging, February 7, 2023.
 - f) Municipal Aggregation Committee, March 23, 2023.
14. CLAIMS:
 - a) Matthew Marden, 22 Blaiswood Avenue, pothole or other road defect.
 - b) Deanna Swan, 849 Boston Post Road East, #4G, other property damage and/or personal injury.
 - c) Bernadette Syppko, 181 Beach Street, pothole or other road defect.

REPORTS OF COMMITTEES:

15. ORDERED: That the City Council Urban Affairs Committee review the Proposed Amendments to Chapter 650 "Zoning" relative to Section 17 "Table of Use Regulation" and Section 34 "Marlborough Village District" (**text of proposed changes included in packet**). ...Submitted by Councilor Robey.

UNFINISHED BUSINESS:

From Urban Affairs Committee

16. **Order No. 22/23-1008768B Application for a Special permit from Stephen Copper, on behalf of Alliance Health & Human Services to renovate 10,490 sf of an existing building to provide 12 additional rest home beds at 720 Boston Post Road East within the Wayside Zoning District.**

Recommendation of the Urban Affairs Committee is to APPROVE.

Councilor Navin moved to recommend approving the grant of a special permit to expand the pre-existing nonconforming convalescent/nursing home use together with decision as amended; motion was seconded, and vote carried 5-0.

17. **Order No. 22/23-1008694C Application for Site Plan Review from Attorney Falk on behalf of JW Capital Partners, LLC to build a mixed-use project at 57 Main Street in the Marlborough Village District.**

Recommendation of the Urban Affairs Committee is to APPROVE.

Councilor Wagner moved to approve the Site Plan for JW Capital Partners, LLC as amended, (to include the establishment of the City of Marlborough Downtown Parking account), Councilor Doucette gave second. The chair called the vote-voting in favor of motion to recommend approval were Councilors Landers, Doucette, and Wagner and those voting not in favor of recommendation to approve were Councilors Navin and Robey. The recommendation to approve the Site Plan for JW Capital Partners, LLC, as amended, carried 3-2.

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.

Council President

Michael H. Ossing

Council Vice-President

Kathleen D. Robey

**CITY OF MARLBOROUGH
 CITY COUNCIL
 MEETING MINUTES
 MONDAY, MARCH 27, 2023**

The regular meeting of the City Council was held on Monday, March 27, 2023, 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 8:28 PM.

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

ORDERED: That the Minutes of the Special City Council Meeting, MARCH 13, 2023, **FILE**; adopted.

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

ORDERED: That the Minutes of the City Council meeting, MARCH 13, 2023, **FILE**; adopted.

That the PUBLIC HEARING on the Application for a Special Permit from Connorstone Engineering, on behalf of Trombetta Family Limited Partnership, to allow the use of an existing Contractor/Landscape Contractor Yard within the LI district to be located at 655 Farm Road, Order No. 23-1008824, all were heard who wish to be heard, hearing closed at 8:14 PM, adopted.

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

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

ORDERED: That the Communication from Councilors Ossing & Wagner, re: Municipal Aggregation – March 2023 Update, **FILE**; 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 \$2,000,000.00 from the MassWorks Infrastructure Program awarded to the Department of Public Works to fund roadway improvements on Cedar Hill Street; adopted.

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

ORDERED: That the Application for Renewal of Junk Dealer/Secondhand Dealer License, Roman Kimyagarov, d/b/a Arthur & Sons Shoe Repair, 107 Main Street, referred to **PUBLIC SERVICES COMMITTEE**; adopted.

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

ORDERED: That the Application for Renewal of Junk Dealer/Secondhand Dealer License, Antoine Bitar, d/b/a Hannoush Jewelers, 601 Donald J. Lynch Boulevard, referred to **PUBLIC SERVICES COMMITTEE**; adopted.

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

ORDERED: That the Application for Renewal of Junk Dealer/Secondhand Dealer License, Best Buy Stores LP #820, d/b/a Best Buy, 769 Donald J. Lynch Boulevard, referred to **PUBLIC SERVICES COMMITTEE**; adopted.

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

ORDERED: That the Application for Renewal of Junk Dealer/Secondhand Dealer License Gerald Dumais, d/b/a Dumais & Sons Secondhand Store, 65 Mechanic Street, referred to **PUBLIC SERVICES COMMITTEE**; adopted.

Councilor Dumais Recused.

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

ORDERED: That the Communication from MA Department of Public Utilities, re: Petition of MA Electric and Nantucket Electric d/b/a National Grid for Approval of their 2023 Energy Efficiency Reconciling Factors for effect May 1, 2023, **FILE**; 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) Planning Board, January 23, 2023 & February 13, 2023.
- b) Traffic Commission, November 30, 2022.

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

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

- a) Andre Blais, 8 Houde Street, residential mailbox claim (2a).
- b) Vuong Duong, 24 Marien Lane, pothole or other road defect.

Reports of Committees:

Councilor Robey reported the following out of the Urban Affairs Committee:

**City Council Urban Affairs Committee
Monday, March 15, 2023
Minutes and Report**

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

Urban Affairs & Housing Committee voting members present were Chairman Katie Robey, Councilor Doucette, Councilor Landers, Councilor Navin, and Councilor Wagner.

Other Councilors Present: Councilor Ossing.

Also present for the applicant were Mary L. Kilcommons, Director of Operations Alliance Health Management Services, LLC; Stephen Copper, Executive Director, Alliance Health at Marie Esther; and Katherine Robinson, Senior Associate LWDA Design.

Order No. 22-1008768 Application for a Special permit from Stephen Copper, on behalf of Alliance Health & Human Services to renovate 10,490 sf of an existing building to provide 12 additional rest home beds at 720 Boston Post Road East within the Wayside Zoning District.

The chair stated the required public hearing was opened and closed on January 23, 2023, without support, opposition or questions heard from abutters or other members of the public. Although this work has been completed, the Building Commissioner notified the applicant that a special permit was required as this was an extension of a pre-existing, nonconforming convalescent/nursing home use. The applicant provided a draft Decision which was sent to managers for review with Priscilla Ryder, conservation/sustainability officer, replying she had no issues with the proposal. The chair reviewed the draft decision with the committee. A change was made to the condition #2. Future site changes to strike the word **may** and insert the word **shall**, to read "shall be subject to site plan review."

Councilor Navin moved to recommend approving the grant of a special permit to expand the pre-existing nonconforming convalescent/nursing home use together with decision as amended; motion was seconded, and vote carried 5-0.

The chair explained this would be reported out of committee at the council's March 27 meeting with a request for a suspension of rules so this could be referred to solicitor to be put in proper form for the April 10, 2023, meeting.

Councilor Doucette moved to adjourn; it was seconded and carried 5-0. The meeting was adjourned at 7:12 PM.

**City Council Urban Affairs Committee
Monday, March 23, 2023
Minutes and Report**

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

Reports of Committees:

Urban Affairs & Housing Committee voting members present were Chairman Katie Robey, Councilor Doucette, Councilor Landers, Councilor Navin, and Councilor Wagner.

Other Councilors present: Councilor Brown, Oram, and Ossing.

Present for the applicant were Brian Falk, Attorney, Mirick O'Connell; Will Adams, Principal @ JW Capital Partners, LLC; Chris Dandreo, Procopio Companies; Bruce Saluk, Site Engineer; and Robert Michaud, P.E., Managing Principal MDM transportation Consultants, Inc.

Order No. 22-23-1008649 Application for Site Plan Review from Attorney Falk on behalf of JW Capital Partners, LLC for a mixed-use project at 57 Main St. in the Marlborough Village Zoning District.

The chair called the meeting to order reminding everyone that this meeting was called to give the applicant an opportunity to further detail its parking study and councilors to ask questions and for Procopio to provide information on sites it has developed in similar size where less parking was provided with minimal impact.

The chair described new documentation provided to councilors, including additional information from her regarding the sites that Procopio provided, a letter from Paul Donhauser, VP Global Real Estate, Facilities Operations, Environment, Health & Safety @ Boston Scientific (read into record by Attorney Falk), a report from Councilor Ossing of previous downtown project approvals with the number of bedroom units, parking spaces required, spaces provided and number to be paid in-lieu, and a news article from Mayor Vigeant with information from Haverhill mayor's State of city address.

The applicant provided a document with information on their projects in Lynn w/comparable sites in Haverhill and Everett as well as new Site Plan Approval with Conditions document that included:

- the latest set of plans as revised March 22, 2023, and Landscape Plan revised October 24, 2022
- amendment to Green Design adding in (b) applicant shall use best effort to provide all-electric utilities in non-residential portion of project
- amending G 1. Payment in Lieu of Parking to list parking spaces provided at 28 which changes number to have payment in-lieu of to 60, and the amount to be paid in-lieu if a car-share service was provided to be \$520,000
- Amending G 2. Off-site Parking to delete "Options to be considered may include amending the regulations to allow for sticker system or other method to achieve parking needs."

Mr. Michaud provided a packet with parking demand information using 3 city lots-Court Street Garage, South Bolton Street surface lot and 55 Bolton Street surface lot with a study taken the 3rd week of December 2022 on a Tuesday, Friday, and Saturday as well as some offsite demand information. Councilors asked questions and expressed opinions around the new normal of people working at home, current residents using the parking garage during winter street parking ban, and whether the new Bolton St. lot has an overnight restriction.

Discussion continued on the information provided regarding Procopio's sample projects in Lynn, both near transit stations comparing them to Marlborough with no transit station. The chair asked the applicant why they were proposing 99 units when the prior project at the site was approved for 55 units; applicant responded it wasn't financially feasible for them. There was a lengthy conversation on the type of housing in the project and the need or lack thereof for cars by the type of renter they are targeting.

Reports of Committees:

The chair suggested that language be included to specify where the funds from the payment in-lieu will go to ensure the proper handling of the funds as specified in the zoning ordinance. It was agreed to ask solicitor to add the following language to the site plan decision, "that prior to final certificate of occupancy the payment of \$520,000 shall be deposited into a fund called the 'City of Marlborough Downtown Parking' account."

Councilor Navin moved to recommend to deny the Site Plan for JW Capital Partners, LLC as amended. Before a second was offered, there was discussion whether the applicant was willing to come back with change to number of units and parking. The applicant stated that to reduce the project by a whole floor is not financially viable and they proposed a project that met the regulations for mixed-use in the Marlborough Village District. **The chair offered a second to motion to recommend denial.** After further discussion, the chair called for a vote. To help clarify the vote, **the chair stated the vote-those in favor of recommending denial of Site Plan as amended were Councilor Navin & Robey; those not in favor of recommendation to deny were Councilor Doucette, Landers, and Wagner. The recommendation to deny the Site Plan for JW Capital Partners, LLC, as amended, did not carry 2-3.**

Councilor Navin suggested this be reported out without a recommendation of the committee; however, **Councilor Wagner moved to approve the Site Plan for JW Capital Partners, LLC as amended, (to include the establishment of the City of Marlborough Downtown Parking account), Councilor Doucette gave second. The chair called the vote-voting in favor of motion to recommend approval were Councilors Landers, Doucette, and Wagner and those voting not in favor of recommendation to approve were Councilors Navin and Robey. The recommendation to approve the Site Plan for JW Capital Partners, LLC, as amended, carried 3-2.**

The chair stated that with 1 abstention, there will be ten members voting with 6 votes needed for approval. This will be reported out at the March 27th council meeting with request to suspend rules to refer to solicitor to put in proper form and include language to create an account for the parking funds and be placed for vote of council on April 10th.

Councilor Doucette moved to adjourn, the motion was seconded and carried 5-0. The meeting was adjourned at 9:30 PM.

Suspension of the Rules requested – granted.

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

ORDERED: That the Application for Special Permit from Stephen Copper, on behalf of Alliance Health & Human Services to renovate 10,490 sf of the existing building to provide twelve (12) rest home beds at 720 Boston Post Road East within the Wayside District, referred to the **CITY SOLICITOR TO BE PLACED IN PROPER LEGAL FORM FOR THE APRIL 10, 2023, COUNCIL MEETING**; adopted.

Suspension of the Rules requested – granted.

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

ORDERED That the Application for Site Plan Review as amended from Attorney Brian Falk, on behalf of JW Capital Partners, LLC, for a mix-use project at 57 Main Street in the Marlborough Village District, referred to the **CITY SOLICITOR TO BE PLACED IN PROPER LEGAL FORM FOR THE APRIL 10, 2023, COUNCIL MEETING**; adopted.

Councilor Dumais Recused.

Suspension of the Rules requested – granted.

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

ORDERED That pursuant to the Urban Affairs Committee vote on March 13, 2023, the City Solicitor is requested to create an Order to amend Chapter 650 “Zoning” regarding the affordability (% of Area Median Income/AMI) levels and corresponding rent using the Housing and Urban Development Metropolitan Fair Market Rents (FMR) Area that includes Marlborough, **APPROVED**; adopted.

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

ORDERED That the City Council authorizes increasing the maximum amount that may be expended from the Public Safety Revolving Fund during fiscal year 2023 as set forth in Council Order No. 22-1008604B-1, from \$120,000.00 to \$203,000.00, **APPROVED**; adopted.

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

ORDERED There being no further business, the regular meeting of the City Council is herewith adjourned at 8:28 PM; adopted.



IN CITY COUNCIL

Marlborough, Mass., _____ MARCH 13, 2023 _____

ORDERED:

That there being no objection thereto set **MONDAY APRIL 10, 2023**, as the **DATE FOR PUBLIC HEARING**, on Application for a Special Permit from Attorney Sem Aykanian, on behalf of SUCIU LLC, d/b/a Exela Storage, to add additional storage units to a nonconforming storage facility to be located at 846 Boston Post Road East within the Wayside District, be and is herewith referred to the **URBAN AFFAIRS COMMITTEE & ADVERTISE**.

Ninety days after public hearing is 07/09/23 which falls on a Sunday, therefore 07/10/23 would be considered the 90th day.

ADOPTED

ORDER NO. 23-1008823A



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MAR 24 PM 4:42

City of Marlborough
Office of the Mayor

Arthur G. Vigeant
MAYOR

Patricia M. Bernard
CHIEF OF STAFF

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Marlborough, Massachusetts 01752
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www.marlborough-ma.gov

Candace McGrath
EXECUTIVE ADMINISTRATOR

March 24, 2023

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

RE: Veto of City Council Order No. 22/23-1008721C – Proposed Zoning Ordinance Amendments re: Mixed Use; Affordable Housing

Honorable President Ossing and Councilors,

I am hereby notifying you of my veto of City Council Order No. 22/23-1008721C Proposed Zoning Ordinance Amendments regarding mixed use and affordable housing.

The proposed language is placing added restrictions and will not only prohibit downtown development but all housing developments within the City.

Developers that are including affordable units need to make up the cost somewhere to make it lucrative in order to build residential or mixed-use with residential which would require more units or higher rents. If you increase the percentage of affordable units for larger projects, you are ultimately driving up the cost of the project and the rental prices for the market rate units. There are already approved projects downtown that are not subject to these new affordable unit requirements, and they have not been constructed.

Currently a studio apartment is averaging \$1,800, one-bedrooms are \$1,800 - \$2,500 and two bedrooms are \$2,500 - \$3000 per month. The majority of Marlborough's beautiful historic homes have been turned into multi-family units. Although affordable, these units are not allowed to be included on our subsidized housing inventory (SHI) list.

Persons from out of Marlborough who hold a section 8 voucher can apply for the lottery. Section 8 voucher holders are getting subsidized rent (30% of their income goes towards rent and the rest is subsidized by HUD Federal) and can apply for an affordable unit in Marlborough. There is not always a guarantee that a Marlborough resident will get preference due to other variables (minority, disability, larger households receive priority). Note at the time of writing this letter, there are six Marlborough residents who received preference of out 20 applications.

The local preference information is superseded by Adjustments in the Local Preference Pool (page 17 of the Affordable Housing Lottery Information Packet for the Green District that reads as follows:

As stated by the Massachusetts Department of Housing and Community Development, "If the percentage of minorities in the local preference pool is less than the percentage of minorities in the surrounding HUD (U.S. Department of Housing and Urban Development) defined area, the following adjustments will be made to the local preference pool. The Developer will hold a preliminary lottery drawing comprised of all minority applicants who did not qualify for the local preference pool and rank the applicants in order of the drawing. Minority applicants should then be added to the local preference pool in order of their rankings until the percentage of minority applicants in the local preference pool is equal to the percentage of minorities in the surrounding HUD-defined area." The Percent Minority of the Metropolitan Statistical Area of Boston-Cambridge-Newton is 33.4%. This is the minimum percentage of minority applicants that must be in the local preference pool. Minority applicants are defined as a person who is a member of the following groups: Black or African American; Asian, Native American or Alaska Native; Native Hawaiian or Pacific Islander; or other (not White); and the ethnic classification Hispanic or Latino.

Before adopting these changes, information about the demand for new units and how it will affect new construction in our community should be reviewed. There is an ongoing lottery process for the new affordable units at the Burrow that concludes in April.

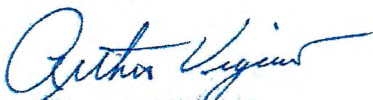
The City of Marlborough's affordable housing stock continues to exceed the 10% threshold under 40B requirements.

I recently met with President Ossing and Urban Affairs Chair Robey to ask them to put the proposed zoning ordinance amendment *on hold* until we finalize the compliance with the MBTA Communities Zoning Law that Solicitor Grossfield is working on, and we plan on sending down in the coming weeks. This law has its own limits on how many affordable units can be required.

Although these goals may be admirable, these proposed changes for mixed use and affordable housing will be detrimental to all development and in opposition of what we have all worked towards achieving.

I am hopeful that we can further our discussions and am available for any questions.

Sincerely,



Arthur G. Vigeant
Mayor

Enclosures

Information Packet

The Burrow

1000 Green District Boulevard

Marlborough, MA

An Affordable Housing Lottery

Facilitated on behalf of Green District Owner, LLC

This packet contains specific information on the affordable housing program and application process for the affordable rental apartments being offered at The Burrow in Marlborough, MA. The Burrow invites you to read this information and submit an application.

Please hold on to this packet until you have leased an apartment as it will be a useful guide throughout the entire process.

The first apartments will be ready for occupancy shortly after the lottery date.

**APPLICATIONS MUST BE RECEIVED BY 2:00 PM, APRIL 10, 2023. APPLICATIONS
POSTMARKED BY THE DEADLINE MUST BE RECEIVED NO LATER THAN 5 BUSINESS
DAYS FROM THE DEADLINE.**

Additional Applications available at
www.sebhousing.com

For Affordable Unit Information call (617) 782-6900 X1
For TTY Dial 711

Information Packet created by:
SEB Housing, 257 Hillside Ave, Needham, MA 02494
Free Translation Available. Traducción gratuita disponible



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There will be an Informational Session where questions about the lottery and property can be addressed. It will be held on March 9, 2023 at 6:00pm via Zoom Go to zoom.com/join or call (646) 558-8656 and enter Meeting ID: 818 9317 7595.

Passcode: 088159

GENERAL OVERVIEW AND RENTS

The Burrow is a brand-new development located at 1000 Green District Boulevard in Marlborough. There will be 24 affordable apartments within The Burrow that will be rented to households with incomes at or below 80% of the area median income through this application process. Units feature walk-in closets, premium appliances, and in-unit laundry. The community's indoor amenities include a fitness center, golf simulator, co-working space, dog washing and grooming facilities, and bike sharing. Outdoor amenities include a pool, fire pit, roof deck, and an outdoor kitchen and grilling area. The community provides easy access to interstate 495 as well as the many businesses and restaurants on Route 20. The unit mix of the affordable units is as follows:

# of Units	# of Bedrooms	# of Bathrooms	Ave. Size (subject to change during construction)	Rent*
2	Studio	1	600 square feet	\$1,779
13 (1 unit is Disabled-Accessible)	1	1	730 square feet	\$2,034
7 (2 units are Disabled-Accessible)	2	2	1,100 square feet	\$2,226
2 (1 unit is Disabled-Accessible)	3	2	1,380 square feet	\$2,387

* The rents are set annually using a calculation that determines the "affordable" rent, which is based on the Area Median Incomes for the Boston-Cambridge-Quincy MSA, therefore the rents of units are subject to change. Tenants are responsible for paying the full amount of rent each month. Rents are not based on each applicant's income (unless they already have a Section 8 voucher already or similar). Tenants will be responsible for paying gas (cooking, heat, and hot water), electricity, water, and sewer. One parking space is available for residents and is included in the rent.

Since it is possible that there will be more interested and eligible applicants than available units, the Developer will conduct a lottery to rank the eligible applicants for the program. The application and lottery process as well as the eligibility requirements are described in this information packet.

The Burrow does not discriminate in the selection of applicants on the basis of race, color, national origin, religion, disability, age, ancestry, children, familial status, genetic information, marital status, public assistance reciprocity, religion, sex, sexual orientation, gender identity, veteran/military status, or any other basis prohibited by law. Persons with disabilities are entitled to request a reasonable accommodation in rules, policies, practices, or services, or to request a reasonable modification in the housing, when such accommodations or modifications may be necessary to afford persons with disabilities an equal opportunity to use and enjoy the housing.

Q: How long will the designated apartments remain affordable?

A: As a **current resident only**, you are considered income eligible for an affordable unit as long as your household earns an income that does not exceed 140% of the current applicable income limit for a household of your size (see *Yearly Eligibility and Rent Review for more details*). If the AMI increases or the utility allowances decrease, the rent may increase as further described in the Regulatory Agreement.

ELIGIBILITY REQUIREMENTS

Q: Who is eligible to apply for the affordable apartments at The Burrow?

A: In order to qualify for an affordable unit:

- 1.) Households must have income and assets that qualify within the parameters as highlighted in this section.
- 2.) Household priority will be given based on household composition. For questions on household size and composition, please read "Household Size and Composition".
- 3.) Households cannot own a home upon move-in. All homes must be sold before leasing a unit.
- 4.) Households, or their families, cannot have a financial interest in the development and a household member cannot be considered a Related Party.

Additionally, some of the apartments will be disabled-accessible. All households may apply for the disabled-accessible apartments but households in need of an accessible apartment will get top priority, regardless if the apartment is designated as local preference or not. For questions on priority by need of a disabled accessible apartment, please read "Disabled-Accessible Unit Information".

Q: What are the income eligibility requirements?

A: To be eligible to lease an affordable apartment, annual household income must be within a particular range, set by maximum and minimum income levels as follows:

Maximum Income

Household Size	Maximum Income Limit
1	\$78,300
2	\$89,500
3	\$100,700
4	\$111,850
5	\$120,800
6	\$129,750

**subject to change with HUD's publication of 2023 AMI*

To be eligible to apply to lease an affordable apartment, the combined annual income for all income sources of all income-earning members in the household must be at or below eighty percent (80%) of median income for Boston-Cambridge-Quincy MSA. **All sources of income are counted, please see details below.**

Minimum Income (and Assets)

Per the Leasing Office’s policy, the rent to income ratio required to lease a unit is 40% (i.e. applicant’s monthly income must be approximately 2.5 times the monthly rent). Applicants may make less than the minimum incomes shown below if they have sufficient savings from which they can draw down otherwise, applicants will not be found to be eligible for a lease if they make less than the incomes shown below. Applicants who receive a housing subsidy (like Section 8) are not subject to the minimum income requirements but, like all other applicants, will also have to pass reviews on credit scores, tenant history, and criminal background checks in accordance with DHCD’s requirements regarding same. Applicants with a housing subsidy are encouraged to contact the housing agency who issues their housing subsidy to confirm that the rents are within the agency’s payment standards to ensure that they will not be prohibited by the housing agency from using the housing subsidy at this property.

Please see “Leasing Office Review” in the step-by-step process for more details. Again, these minimum incomes are not required by the affordable housing program, they are just estimations of minimum incomes required by the leasing office.

Unit Size	Approximate Minimum Income (plus assets) required for households without a housing subsidy
Studio	\$53,370
1 BR	\$61,020
2 BR	\$66,780
3 BR	\$71,610

Q: How is a household’s income determined?

A: A household’s income is the total anticipated amount of money received by ALL members of the household over the next 12 months (starting from the date of application and projecting forward 12 months) based on their current income and assets. In an effort to provide as accurate an income estimation as possible, the Lottery Agent will also review historical income data to provide a basis for future income estimates. Any monies you anticipate receiving in the next 12 months will be counted as income and monies received over the previous 12 months will be analyzed to help estimate future income. This includes, but is not limited to, Social Security, alimony, child support, overtime pay, bonuses, unemployment, severance pay, part-time employment, matured bonds, monies to be received in court settlements, and actual or imputed interest and dividends on bank accounts and other assets. ALL SOURCES OF INCOME ARE COUNTED with the exception of income from employment for household members under the age of 18 and any income over \$480/year for full time students who are dependents (but note that all such income must still be documented even if it is exempt from the household income calculation).

It will be assumed that all applicants will continue to receive any monies they have received over the past 12 months unless supporting documentation proves otherwise. It is also not up to the household to determine what monies received over the past year should and should not be counted as their calculated income. Therefore, all monies should be listed on the application and the inclusion of these monies in determining a household’s eligibility will be based on affordable housing guidelines.

Allowable Assets

There is no asset limit for applying households for this development. However, the higher of the actual income earned from assets, or the imputed income of 0.06% of all assets, will be counted as income. Household Assets are calculated at the time of application. Assets may include cash, cash in savings and checking accounts, net cash value of stocks, net cash value of retirement accounts (such as 401k), real property, bonds, and capital investments.

If any household member currently owns property, the total amount of equity in the home shall be added to their total value of assets.

Example: A household has \$8,000 in savings, \$30,000 in a retirement account that they are not drawing down from (\$20,000 net cash value) and a home assessed at \$300,000 on which they currently have \$278,000 remaining on the mortgage (\$22,000 in equity).

<i>Their assets total is:</i>	$\$8,000 + \$20,000 + \$22,000 = \$50,000$
<i>Actual Income from assets is:</i>	$\$300 + \$0 + \$0 = \$300 (A)$
<i>Imputed Income at 0.06% is:</i>	$0.06\% \text{ of } \$50,000 = \$30 (B)$

For this household, \$300 would be added to their income they receive from all other income sources (employment, Social Security, Alimony etc.) as the program takes the greater of (A) actual income from assets OR (B) imputed income from assets.

Q: I cannot withdraw money from my 401k or retirement fund, do I have to include it when I list my assets?

A: Yes. You need to include the *net cash value* of all your current retirement funds. We realize that most retirement funds assess large penalties for early withdrawal but this does not technically mean that you "cannot" withdraw your funds. The post-penalty amount is what you need to provide along with supporting documentation.

Q: If I cannot qualify for a Lease based on my own income or credit history, can I have a co-signer on my Lease?

A: No. Only people who will live in the apartment can sign the lease. Applying households must be able to meet the income qualifications on their own. If someone outside the household is going to help pay the rent, the amount to be paid must be listed as "Periodic Payments" on the Income Table in the Program Application. These payments will be counted towards the applying household's income.

Q: Do I have to be a resident of the City of Marlborough to apply?

A: No. All households that meet the income guidelines specified above may apply for an affordable apartment. Applicants that meet the Local Preference requirements will be given the opportunity to lease some, but not all, of the affordable apartments first. For more information on Local Preference, please see page 17 of this Info Packet.

HOUSEHOLD SIZE AND COMPOSITION

Q: How is appropriate household size determined?

A: According to the Massachusetts Department of Housing and Community Development guidelines:

Within an applicant pool, priority as set forth below, shall be given to households requiring the total number of bedrooms in the apartment based on the following criteria:

1. There is at least one occupant and generally no more than two occupants per bedroom (based on State Sanitary Code).
2. A married couple, or those in a similar living arrangement, shall be required to share a bedroom. Other household members may share but shall not be required to share a bedroom.
3. A person described in the first sentence of (2) shall not be required to share a bedroom if a consequence of sharing would be a severe adverse impact on his or her mental or physical health and the lottery agent receives reliable medical documentation as to such impact of sharing.

TYPE III

(Priority for a 3BR or 2BR Apartment)

- All 6 person households
- All 5 person households
- All 4 person households
- 3 person household: 1 head-of-household plus 2 members
- 3 person household: 2 heads-of-household under criteria 3 (described above) plus 1 member

TYPE II

(Appropriately sized for a 2BR unit and may apply for a 3BR unit but will not receive a priority for a 3BR unit).

- 3 person household: 2 heads-of-household plus one member
- 2 person household: 2 heads-of-household under **criteria 3** (described above)
- 2 person household: 1 head-of-household plus one member

TYPE I

(Appropriately sized for a Studio or 1BR unit and may apply for a 2BR or 3BR unit, but will not receive a priority for a 2BR or 3BR unit).

- 2 person household: 2 heads-of-household
- 1 person household

Households with a total number of members which exceed the Massachusetts State Sanitary Codes for that particular sized apartment will not be allowed to rent an apartment. In **"The Lottery" in the Step-By-Step Process**, you will find a detailed explanation on how priority is given to certain household sizes and compositions.

Household Size and Composition Frequently Asked Questions

Q: Does the unborn child of a currently pregnant household member count towards our household size for income eligibility purposes?

A: Yes. A household may count an unborn child as a household member. You will have to submit proof of pregnancy with all the income and asset documentation that needs to be submitted with your application.

Q: If I am currently going through a divorce/separation or planning on being divorced / separated soon, can I still apply?

A: For non-homeowners, you will need to provide proof that the separation or divorce process has begun or has already been finalized. The **Program Application** will guide you through the documentation you will need to provide.

If you have only begun considering a divorce or separation, and no legal action has been taken, you cannot apply as a single head-of-household and your application will be reviewed as if your current spouse will be moving into the affordable apartment with you. **For homeowners going through a divorce**, the home must be sold or the divorce must be finalized (as you must be off the deed) before you move-in.

STEP-BY-STEP PROCESS AND TIMELINE

Q: What is the application, selection, and move-in process for the affordable apartments at The Burrow?

A: The process is essentially a two-step process.

The **first step** is to qualify for the Affordable Housing Program and be given a position on the Waiting Lists.

The **second step** is to be found Lease Eligible and reserve a unit (and unit availability will be determined by your position on the Waiting Lists).

The following pages explain each step in greater detail.

Step 1a: Applying for the Housing Program

Through April 10, 2023 at 2:00pm

Step 1b: The Lottery

April 27, 2023 at 6:00pm via Zoom. Go to zoom.com/join or call (646) 558-8656 and enter Meeting ID: 857 2736 5609, Passcode: 276410

Step 1c: Waiting Lists

Established a day after the Lottery

Step 2a: Notification of Lottery Results and Lease Application Invitation

1-4 days after the lottery

Step 2b: Leasing Office Review and Unit Selection

1-14 days after the lottery

Step 2c: File Update

Required for households moving into units coming online 6+ months from the lottery

Yearly Eligibility and Rent Review

30-90 days prior to lease renewal

There will be an Informational Session where questions about the lottery and property can be addressed. It will be held on March 9, 2023 at 6:00pm via Zoom. Go to zoom.com/join or call (646) 558-8656 and enter Meeting ID: 818 9317 7595.

Passcode: 088159

Step 1a: Applying for the Affordable Housing Program

Once a household reads this Information Packet in its entirety, they will need to fill out a Program Application. The applying household must include all income, asset, tax documentation as directed by the Program Application for every person that will be residing in the apartment. The Program Application must be signed and dated.

The Program Application and Required Documentation must be received (not postmarked) by the Lottery Agent by 2:00pm on April 10, 2023. All applications should be sent to:

SEB Housing
Re: The Burrow
257 Hillside Ave
Needham, MA 02494
info@sebhousing.com

To ensure applications arrive in time, we recommend sending them in at least a week prior to the application deadline. **Late applications will not be accepted.** If you want to ensure your application is received, we recommend sending it by certified mail. The Lottery Agent, Management Agent, Owner and other affiliated entities are not responsible for lost or late applications.

Once a completed Program Application is received with ALL Required Documentation, SEB Housing will determine initial eligibility and compliance.

If the applicant is determined to be eligible for the Lottery, they will receive an **Application Number** in the order in which their completed application was received. The purpose of the Application Number is simply to keep all household's names unknown when the Application Numbers are drawn at the lottery.

Households that are deemed ineligible by the Lottery Agent will be notified by mail (or by email if an email address is provided).

Entrance into the Lottery does not guarantee that a household is eligible for an affordable apartment. Please read all of the following steps for further details on the review process.

Q: What happens if I don't submit all necessary documentation or fail to correctly complete my Affordable Housing Program Application?

A: Households that submit incomplete documentation will be mailed a notice detailing the additional documentation that is needed to make their application complete. Their application will remain in an "Incomplete Application Pool" until all requested materials have been received. Households with applications in the Incomplete Application Pool will not be entered into the Lottery. Households not entered into the lottery may be added to the Waiting Lists (created the night of the lottery) by completing a Waiting List Application at the Leasing Office after the lottery date

Step 1b: The Lottery

The Lottery will be held on April 27, 2023 at 6:00pm via Zoom. Go to zoom.com/join or call (646) 558-8656 and enter Meeting ID: 857 2736 5609, Passcode: 276410. Households do not need to be present for the Lottery drawings. All Households will be notified of the results by the Lottery Agent (*see Notification of Lottery Results in the following pages*).

There will be one lottery with two Drawings*, a Local Preference Drawing and an Open Drawing. For Local Preference households, Application Numbers are placed in both Drawings. For all other households, Application Numbers are placed only in the Open Drawing.

*A third minority Drawing will be required to add non-local preference minority households into the local preference drawing if the minority representation in the local preference pool is not 33.4% or higher. Please see the bottom of page 17 for those details.

The Application Numbers of households who qualify for disabled-accessible apartments will be added in with the other Application Numbers in the Open Drawing and (when applicable) the Local Preference Drawing.

For the Lottery, a representative from SEB Housing will pull Application Numbers from a box. The Application Numbers are selected randomly and placed in the order drawn on the Lottery Result List.

The order drawn does not necessarily reflect the order that households will get to select apartments as Application Numbers of smaller households are mixed in with Application Numbers of appropriately sized households.

Regardless of the order drawn, all households of appropriate size for each apartment size will be given the opportunity to lease an apartment before any smaller household.

For example: A one-person household is the first household drawn in the Lottery. They will be given the first opportunity to lease a one-bedroom apartment. However, if they wish to lease a two-bedroom apartment, they will have to wait until all appropriately sized households (including those drawn after them in the Lottery) are given the opportunity to lease a two-bedroom apartment.

To help clarify the actual order that applicants will be given the opportunity to lease apartments, Waiting Lists will be created from the Lottery Results Lists (*see next step*).

Step 1c: The Waiting Lists

The Waiting Lists will be compiled immediately after the lottery. The separate Waiting Lists created from the two Lottery Drawing Results Lists illustrate the order households will get to choose units based on unit size, local preference, and need for a disabled-accessible unit. The position each household has on the Waiting Lists is determined by the order in which their Application Number is drawn relative to households of similar qualifications (i.e. local preference households will be given priority for some units, and households in need of the special features of a disabled accessible unit will get priority for that unit)

Waiting List for One (1) 3BR apartment (Local Preference)

Top Tier: All Type III Local Preference Households

Second Tier: All Type III Non-Local Preference Households

Third Tier: All Type II Local Preference Households

Fourth Tier: All Type II Non-Local Preference Households

Fifth Tier: All Type I Local Preference Households

Bottom Tier: All Type I Non-Local Preference Households

Waiting List for Five (5) 2BR apartments (Local Preference)

Top Tier: All Type II and III Local Preference Households

Second Tier: All Type II and III Non-Local Preference Households

Third Tier: All Type I Local Preference Households

Bottom Tier: All Type I Non-Local Preference Households

Waiting List for Ten (10) 1BR apartments (Local Preference)

Top Tier: All Local Preference Households

Bottom Tier: All Non-Local Preference Households

Waiting List for Two (2) 1BR apartments

All Households (with no priority between household types)

Waiting List for Two (2) Studio apartments

All Households (with no priority between household types)

Waiting List for One (1) 3BR Disabled Accessible (DA) Unit

Top Tier: All Type III Households requiring the features of the DA unit

Second Tier: All Type II Households requiring the features of the DA unit

Bottom Tier: All Type I Households requiring the features of the DA unit

Waiting List for Two (2) 2BR Disabled Accessible (DA) apartments

Top Tier: All Type II and III Households requiring the features of the DA unit

Bottom Tier: All Type I Households requiring the features of the DA unit

Waiting List for One (1) 1BR Disabled Accessible (DA) apartment

Top Tier: All Households requiring the features of the DA unit (with no priority between household types)

**Please see the last Q&A on page 17 that details how certain non-Local Preference households may be able to qualify for local preference.*

Step 2a: Notification of Lottery Results and Lease Application Invitation

The Lottery Results establish the Waiting Lists. Every household with an Application Number will have a position on at least one Waiting List. Households that qualify for every drawing will have a position on every Waiting List.

Leasing Offices typically need to screen 3 to 4 times as many applicants as there are units in order to find enough qualified tenants for their available affordable units. Therefore, from each Waiting List, approximately 3 to 4 times as many households as there are units available for that Waiting List will be invited to move immediately forward in the process of completing a Lease Application (see next step).

All households invited to move forward in the process must complete a lease application and a Unit Selection Preference Worksheet by the given deadline date (which will be approximately 7 days after the lottery date) or they will be removed from the Waiting List.

Households will be removed from the Waiting Lists if the Leasing Office deems that they are not eligible for a lease based on their Lease Application, if a household fails to meet future deadlines for documentation submittal and lease signing, or if a household notifies the Leasing Office that they are no longer interested in leasing an apartment.

No fees will be charged for processing the Lease Applications for the affordable units.

As more households will be required to complete the Leasing Office Review than units available, some households may complete the Leasing Office Review and will not be given the chance to reserve one of the affordable units. The property will also notify these households that they are not currently being offered a unit but will remain on the Waiting Lists.

Households who have been invited to complete a Lease Application based on their positions on a list for a Disabled-Accessible unit and a regular unit must likewise rank both the disabled-accessible units and regular units in order of preference.

Households with positions lower on the Waiting Lists will have to wait for the removal of households with a higher position than them before being given an opportunity to lease an apartment. If more households are needed to reserve all units, households will be notified at least 4 days in advance of the date they must go to the Leasing Office for lease screening. Failure to complete a Lease Application by the given date will result in the removal of their Application Number from the Waiting List.

Step 2b: Leasing Office Review and Unit Selection

The Lease Application review will be the same review that households for market-rate apartments undergo, where factors such as Employment history, Credit score/reports, Former lease history, Criminal Background Screening and sufficient income are considered.

After the deadline when all households must complete a Lease Application, the Leasing Office will use the Unit Selection Preference Worksheets and the Waiting Lists (as determined by the lottery) and match the top households for each unit type with their most preferred and available units. The top households will then be notified by the Leasing Office of the unit number and type they are being offered. **Households must sign a reservation form within 3 days of being notified by the Leasing Office of their unit match.**

Upon move-in, the resident pays their first month's rent.

Please note, a criminal background does not necessarily disqualify a household. Background checks will meet DHCD's Model Policy Regarding Applicant Screening on the Basis of Criminal Records. In any instance where policy and procedures in the Property Manager's Policy differ from the policy and procedures in the DHCD Model Policy, the policy and procedures of the DHCD Model Policy will be followed. The specifics of the Criminal Background Screening will be provided by the Leasing Office at this step.

Q: If I cannot qualify for a Lease based on my own income or credit history, can I have a co-signer on my Lease?

A: No. Only people who will live in the unit can sign the lease. Applying households must be able to meet the income qualifications on their own. If someone outside the household is going to help pay the rent, the amount to be paid must be listed as "Periodic Payments" on the Income Table in the Program Application. These payments will be counted towards the applying household's income. Guarantors will NOT be allowed.

Step 2c: File Update
(applicable for applicants with move-in dates after
October 27, 2023 [6 months after the lottery date])

Households with move-in dates prior to October 27, 2023 will skip this step.

As all income and asset documentation must be 60 days current from the date of request and approximately 6 months current at the time of move-in, households with move-in dates after October 27, 2023 will be required to re-submit income, asset and tax documentation to SEB Housing prior to move-in.

All households must maintain affordable housing eligibility until they move in!

Once a household has been approved by the Leasing Office, given a move-in date and put down their deposit, SEB Housing will contact them about preparing for this File Update. The File Update will be done approximately 60 days prior to their move-in date. Households failing to complete the File Update, or households who are found to be program ineligible at their move-in date, will not be allowed to move into their affordable apartment.

YEARLY ELIGIBILITY AND RENT REVIEW

After a household has moved in, and approximately 90 days before lease renewal, tenants of affordable apartments will need to submit updated income and asset documentation to the Leasing Office so they can ensure continued eligibility under the affordable housing guidelines. Tenants will not be able to renew Leases until all required documentation has been submitted. Records of taxes, pay-stubs, bank statements and asset statements should be maintained while living in the affordable apartment.

Q: How long can I lease my affordable apartment?

A: As a **current resident only**, you are considered income eligible for an affordable apartment as long as your household earns an income that does not exceed **140% of the current year's income limit** for a household of your size.

Using the Current Income Limits as an example:

Household Size	Current Income Limit for New Applicants (80% AMI Units)	Income Limit for Current Tenants (140% of Current Income Limit)
1	\$78,300	\$109,620
2	\$89,500	\$125,300
3	\$100,700	\$140,980
4	\$111,850	\$156,590
5	\$120,800	\$169,120
6	\$129,750	\$181,650

According to the table above for the years shown, if a household's income exceeds the Income Limit for Current Tenants at the time of their renewal, their apartment shall still remain affordable until the next available market rate apartment with the same or greater number of bedrooms is rented at an affordable price to an affordable program-qualified tenant, at which point the apartment of the tenant with earnings exceeding the Income Limit for Current Tenants will be rented at market rates. The household with earnings exceeding the Income Limit for Current Tenants can choose to stay in their apartment, yet would then have to pay the market rate rent.

Q: Will my rent increase each year, and if so, by how much?

A: Rents may increase a few percentage points if local Area Median Income increases or if the costs of utilities decrease. Relatedly, rents may decrease if the local Area Median income decreases or if the costs of utilities increases.

LOCAL PREFERENCE INFORMATION

Q: What is Local Preference?

A: The City of Marlborough has established a local preference for 70% of the affordable apartments. Local Preference will be given as described in the step-by-step process. An applicant qualifies for local preference if the applicant or a member of their household fit into one of the following categories:

- a current resident of Marlborough
- an employee of the City of Marlborough (including Marlborough Public Schools)
- an employee of a business located within the City of Marlborough
- A parent or guardian with children attending the Marlborough Public Schools

Q: Do households which meet all Local Preference criteria get priority over households which meet only one?

A: No. As long as a household meets any one of the Local Preference criteria, they will qualify for Local Preference.

Q: What if a household does not qualify for Local Preference?

A: Households without Local Preference will be entered into the Open Lottery and will be given positions on the Waiting Lists based on where they are drawn in the Open Lottery drawing. Non-Local Preference households will also be given positions on the Local Preference Waiting List to ensure that need of a unit sizes get appropriately addressed (see question above, and the Waiting Lists on page 12).

Q: Does Local Preference get priority over a household in need of a disable-accessible (DA) apartment?

A: No. The DA apartments will be made available to all households in need of a DA apartment regardless of household size and composition.

Adjustments in the Local Preference Pool

As stated by the Massachusetts Department of Housing and Community Development, "If the percentage of minorities in the local preference pool is less than the percentage of minorities in the surrounding HUD (U.S. Department of Housing and Urban Development) defined area, the following adjustments will be made to the local preference pool. The Developer will hold a preliminary lottery drawing comprised of all minority applicants who did not qualify for the local preference pool and rank the applicants in order of the drawing. Minority applicants should then be added to the local preference pool in order of their rankings until the percentage of minority applicants in the local preference pool is equal to the percentage of minorities in the surrounding HUD-defined area." The Percent Minority for the Metropolitan Statistical Area of Boston-Cambridge-Newton is 33.4%. This is the minimum percentage of minority applicants that must be in the local preference pool. Minority applicants are defined as a person who is a member of the following groups: Black or African American; Asian; Native American or Alaska Native; Native Hawaiian or Pacific Islander; or other (not White); and the ethnic classification Hispanic or Latino.

DISABLED-ACCESSIBLE UNIT INFORMATION

Q: Who qualifies for a disabled-accessible (DA) apartment?

A: According to *Mass Access: The Accessible Housing Registry*, “units that are barrier-free are accessible to people with disabilities that are wheelchair users, but could also be used by people of different types of disabilities. For example, a person of very short stature, a person with a brain injury or stroke, severe cardiac or respiratory problems, or a person with limited standing, walking, or reaching ability, may use the design features of a wheelchair accessible unit.” Verification from a doctor or other medical professional, a peer support group, a non-medical service agency, or a reliable third party who is in a position to know about the individual’s disability may be requested.

Q: How are disabled-accessible apartments awarded?

A: There are specific Waiting Lists for the accessible units that will only be populated with households who need the features of the unit. The households with the top positions on those Waiting Lists will be given the first opportunity to lease the DA apartments.

Q: Can households that qualify for a DA apartment also apply for a non-DA apartment?

A: Yes. Households that qualify for a DA apartment will also have positions on the Waiting Lists for non-DA apartments depending on what unit size they are applying for. If they reach the top position on a Waiting List for a non-DA apartment before they reach the top position for a DA apartment, they will have to decide if they want to lease a non-DA apartment or wait until they have a top position on a Waiting List for a DA apartment.

Q: What happens if there are fewer disabled-accessible qualified applicants than disabled-accessible apartments at the time of the Lottery?

A: If there are not enough qualified applicants on the Waiting List for the DA apartment, the apartments will be made available to the top applicants on the Waiting List that have the same unit sizes (and, if applicable, local preference priority).

Q: Who is entitled to request a reasonable accommodation?

A: Persons with disabilities are entitled to request a reasonable accommodation in rules, policies, practices, or services, or to request a reasonable modification in the housing, when such accommodations or modifications may be necessary to afford persons with disabilities an equal opportunity to use and enjoy the housing. To request a reasonable accommodation, please email info@sebhousing.com or call 617-782-6900 x1 or postal mail SEB Housing, 257 Hillside Ave, Needham MA 02494



City of Marlborough Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

APR -6 AM 11:50
Arthur G. Vigeant
MAYOR

Patricia M. Bernard
CHIEF OF STAFF

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

Meredith Roberts
INTERIM
EXECUTIVE ADMINISTRATOR

April 6, 2023

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

Re: Transfer request to fund the Marlborough Economic Development Corp.

Honorable President Ossing and Councilors:

Enclosed please find two transfer requests from Economic Development to the Marlborough Economic Development Corp. (MEDC) in the amount of \$648,290.00 to fund the operating budget and special projects, as well as \$100,000.00 to fund the Economic Development Toolbox to support small business.

Marlborough maintains the lowest commercial vacancy rate in the area while the MEDC continues to bring on average annually, 20 new or expanded businesses increasing job growth while supporting small businesses. *New employees potentially become new customers in our community.*

The Economic Development Toolbox will continue to help small businesses with beautification, amenities, rental assistance, and property tax-based reimbursement.

Also enclosed is the FY '24 Operating Budget for your review.

Executive Director Meredith Harris and I will be available at a future meeting to discuss.

Thank you in advance for your cooperation.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Mayor

FISCAL YEAR: 2023

FROM ACCOUNT:

TO ACCOUNT:

Available
Balance

Amount

Org Code

Object

Account Description:

Amount

Org Code

Object

Account Description:

Available
Balance

\$1,291,812.60

\$648,290.00

27000099

42440

Economic Development

\$648,290.00

11740006

53950

MEDC Funding

\$0.00

Reason:

To allow the MEDC to continue it's work in promoting the economic development of the City for FY24

Reason:

Reason:

Reason:

Reason:

\$648,290.00

Total

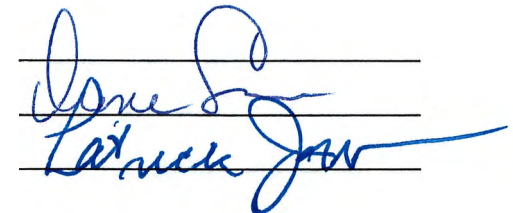
\$648,290.00

Total

Department Head signature:

Auditor signature:

Finance Director signature:



ECONOMIC DEVELOPMENT FUNDING

FY2012	State Aid	\$634,334.05
FY2013	State Aid	\$644,404.83
FY2014	State Aid	\$699,949.65
9/30/2014	State Aid	\$225,891.57
12/31/2014	State Aid	\$215,368.61
3/31/2015	State Aid	\$139,754.81
6/30/2015	State Aid	\$181,957.00
9/30/2015	State Aid	\$246,477.46
12/31/2015	State Aid	\$243,518.11
3/31/2016	State Aid	\$147,152.99
6/30/2016	State Aid	\$188,289.73
9/30/2016	State Aid	\$250,636.64
12/31/2016	State Aid	\$261,571.54
3/31/2017	State Aid	\$144,194.44
6/30/2017	State Aid	\$199,405.00
9/30/2017	State Aid	\$260,640.83
12/31/2017	State Aid	\$280,764.79
3/31/2018	State Aid	\$158,551.10
6/30/2018	State Aid	\$213,203.36
9/28/2018	State Aid	\$263,084.77
12/31/2018	State Aid	\$290,454.60
3/29/2019	State Aid	\$205,890.60
6/28/2019	State Aid	\$186,235.82
9/30/2019	State Aid	\$279,841.59
12/31/2019	State Aid	\$276,743.06
3/31/2020	State Aid	\$176,712.01
6/30/2020	State Aid	\$67,841.56
9/30/2020	State Aid	\$90,942.83
12/31/2020	State Aid	\$44,716.83
3/31/2021	State Aid	\$70,231.92
6/30/2021	State Aid	\$98,171.48
9/30/2021	State Aid	\$175,161.58
12/31/2021	State Aid	\$228,184.86
3/31/2022	State Aid	\$174,026.27
6/30/2022	State Aid	\$188,679.89
9/30/2022	State Aid	\$300,600.23
12/31/2022	State Aid	\$308,263.19

Total Funding		<u>\$8,761,849.60</u>
---------------	--	-----------------------

12/5/2011	CO# 11-1003048	-\$146,837.00
12/19/2011	CO# 11-1004004	-\$3,163.00
5/21/2012	CO# 12-1005008	-\$200,000.00
12/17/2012	CO# 12-1005205	-\$277,099.00
6/3/2013	CO# 13-1005418A	-\$499,000.00
6/30/2014	CO# 14-1005840	-\$513,915.00
6/1/2015	CO# 15-1006198A	-\$731,875.00
6/20/2016	CO# 16-1006569A	-\$647,580.00
6/20/2016	CO# 16-1006569B	-\$75,000.00
6/5/2017	CO# 17-1006923A	-\$660,077.00
6/18/2018	CO# 18-1007280A	-\$679,841.00
5/6/2019	CO# 19-1007624A	-\$699,088.00
8/26/2019	CO# 19-1007732A	-\$200,000.00
6/8/2020	CO# 20-1008019	-\$485,133.00
10/5/2020	CO# 20-1008091A	-\$440,000.00
6/21/2021	CO# 21-1008313A	-\$546,738.00
4/25/2022	CO# 22-1008581	-\$75,000.00
5/9/2022	CO# 22-1008567A	-\$589,691.00

Total Transfers		<u>-\$7,470,037.00</u>
-----------------	--	------------------------

Available for future transfers		\$1,291,812.60
--------------------------------	--	----------------



April 5, 2023

Honorable Arthur G. Vigeant, Mayor
City Hall, 4th Floor
140 Main Street
Marlborough, MA 01752

RE: FY'24 Operating Budget Transfer Request & Economic Development Toolbox Fund Replenishment

Dear Mayor Vigeant:

I write to you today seeking a transfer request for MEDC's operations and special projects for FY'24, as well as a request for a separate appropriation from the City to replenish the Economic Development Toolbox fund.

On behalf of the Marlborough Economic Development Corporation (MEDC), I am herewith submitting this letter proposing MEDC's fiscal year 2024 total budget in the amount of \$693,290 and requesting a transfer of funds to MEDC in the amount of \$648,290. The reason for this reduced transfer request is due to MEDC's current staffing levels and decreased contractor services. MEDC plans to apply the unused funds in these line items to fulfill the total budget amount of \$693,290 to fund the organization's operations and special projects for FY'24.

Additionally, MEDC is requesting a separate appropriation from the City in the amount of \$100,000 to replenish the Economic Development Toolbox fund to continue to support MEDC's small business financial incentive grant programs.

I would appreciate your approving the above transfer request in the amount of \$648,290 and a separate appropriation of \$100,000 to replenish the Economic Development Toolbox fund. Please forward on to the City Council allowing MEDC an opportunity to update the City Council on our progress to date and to discuss the organization's FY'24 goals and objectives.

Thank you for your kind attention to this matter and should you have any questions please do not hesitate to contact me at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads 'Meredith Harris'.

Meredith Harris
Executive Director

Attachments

A: FY'24 Operational Budget

Cc: Diane Smith, City Auditor
Patrick Jones, Finance Director

Attachment A

FY'24 Operational Budget

The Marlborough Economic Development Corporation (MEDC) requests a total budget of \$693,290 to fund its' operations and special projects for FY'24 with a budget **transfer request of \$648,290**. MEDC will not be utilizing all funds as anticipated for the remainder of FY'23 in salaries and contracted services. MEDC plans to apply the unused funds to fulfill the total budget amount of \$693,290 to fund the organization's operations and special projects for FY'24.

The budget is divided into 3 categories which represent salaries, expenses and special projects. The following total budget summary consists of total line-item allocations for the above listed categories.

Salaries and Benefits

\$355,990 in personnel, employer taxes, insurance and fringe benefits are allocated to salaries and benefits.

Payroll / Total Salaries	\$296,490
Employee Benefits	\$ 33,900
Employer Payroll Taxes & Liability	\$ 25,600

Operating and Administrative Expenses

\$124,300 is allocated to operating and administrative expenses in order to conduct business.

Materials & Supplies	\$43,800
Contracted Services	\$35,800
Occupancy	\$44,700

Special Projects

\$213,000 is allocated to special projects in order for MEDC to carry out the goals and objectives of the organization.

Business Retention & Expansion	\$80,000
Hospitality & Sports Tourism	\$73,000
Urban Village & Community Development	\$10,000
City Planning Services	\$50,000

Additionally, MEDC is requesting a separate appropriation from the City in the amount of **\$100,000 to replenish the Economic Development Toolbox fund** to continue to support MEDC's small business financial incentive grant programs.

In 2015, MEDC and its' leadership team implemented these financial assistance programs as a way to attract and retain new and growing businesses to the city. Since then, the Toolbox has been helping to expand the local economy and create a business-friendly climate for entrepreneurs and companies searching for their perfect location. There are four reimbursement grant programs available that cover business expenses – amenities funding, beautification grants, rental assistance, and a property tax-based reimbursement.

To date, the Toolbox has awarded over \$400k in reimbursement grants, filled approximately 147k SF of vacant space, retained over 70 jobs and added over 230 new jobs to the market. In addition, MEDC granted about \$130k to 33 establishments in the city, which offered short term financial relief to these small businesses impacted by the COVID-19 pandemic.

Marlborough Economic Development Corporation
Budget Overview
 July 2023 through June 2024

	<u>Jul '23 - Jun '24</u>
Ordinary Income/Expense	
Expense	
Payroll Expenses	
Employee Benefits	\$ 33,900.00
Employer Payroll Taxes	\$ 25,000.00
Salaries	\$ 296,490.00
Workers' Comp	\$ 600.00
Total Payroll Expenses	<u>\$ 355,990.00</u>
Advertising/Marketing	\$ 1,800.00
Computer Services & Licenses	\$ 9,100.00
Conferences/Meetings	\$ 3,800.00
Dues and Subscriptions	\$ 21,500.00
Insurance	\$ 3,000.00
Internet service	\$ 4,700.00
Maintenance & Repair	\$ 500.00
Media Contractor	\$ 20,000.00
Office Supplies	\$ 2,500.00
Payroll Fees	\$ 3,900.00
Phone	\$ 2,100.00
Printing and Reproduction	\$ 1,800.00
Professional Fees	\$ 7,000.00
Reimbursable Expenses	\$ 3,000.00
Rent	\$ 36,000.00
Utilities	\$ 3,600.00
Subtotal Expense	<u>\$ 480,290.00</u>
Special Project Expenses	
Special Projects	<u>\$ 213,000.00</u>
Total Special Project Expenses	<u>\$ 213,000.00</u>
Total Expense	<u><u>693,290.00</u></u>

Payroll Expenses

Salaries Full-time		PERMANENT FULL TIME					
Salaries with standard annual salary increase of up to 3%							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
NAME	TITLE	WEEKLY SALARY FY'23	HOURLY FLAT RATE	TOTAL SALARY	WEEKLY SALARY FY'24	HOURLY FLAT RATE	TOTAL SALARY FOR YEAR <i>Rounded up</i>
Meredith Harris	Executive Director	2127.11	53.18	110,610	2,190.92	54.77	\$ 113,928
Linda Martins	Director of Operations	1365.91	34.15	71,027	1,406.89	35.17	\$ 73,158
Lindsey Jaworek	Business/Hospitality Manager	1224.12	30.60	63,654	1,260.84	31.52	\$ 65,564
Salaries Full-time Total							\$ 252,650
Salaries Part-time		PART TIME					
NAME	TITLE	Hours/ week	Hourly rate	Weeks			Total Salary for Budget Year
TBD	Administrative Assistant				40,000.00		\$ 40,000
Intern	Internship / Summer 2023	30	16.00	8			\$ 3,840
Salaries Part-time Total							\$ 43,840
Grand Total Salaries							\$ 296,490
Employee Benefits / Payroll Taxes							
ITEMIZE AND JUSTIFY:							AMOUNT
Health, Dental, Retirement, etc.							\$ 33,900
Employer Payroll Taxes							\$ 25,000
Workers' Compensation Ins. Plan							\$ 600
Total							\$ 59,500
Total Salaries							\$ 296,490
Grand Total Payroll Expenses							355,990

Expenses

Expenses		MATERIALS AND SUPPLIES					
This category covers collectively all operating supplies and services, which are defined as consumable commodities, necessary to conduct business: for example, office and custodial supplies, printing and reproducing marketing collateral, subscriptions, postage, repairs and office maintenance, etc.							
ITEMIZE AND JUSTIFY							Amount
							Requested
Advertising/Marketing Supplies & Services (Ex. E-Newsletter & E-Survey Services, Creative Services, etc.)							\$ 1,800
Conferences/Meetings (Ex. Registration Fees for business events, luncheons, receptions & misc. attendance & hosting expenditures)							\$ 3,800
Maintenance & Repair (Ex. Office Water Dispenser Cleaning, Office Fixtures & Dry Cleaning/Carpet Cleaning)							\$ 500
Membership Fees/Subscriptions (Ex. CoStar Realty Services, Yearly Newspaper Subscriptions & Membership Dues)							\$ 21,500
Office Supplies (Ex. Paper, pens, notepads, binders, paper clips, staples, labels, coffee, water, etc. - Including small/light office equip <\$100)							\$ 2,500
Printing & Reproduction (Ex. Kyocera Copier Services, Re-print Marketing Collateral & Special Article Poster Prints)							\$ 1,800
Reimbursable Expenses (Ex. Employee mileage for business use, office supplies, etc.)							\$ 3,000
Website Services (Ex. Hosting Services, Domains, Internet)							\$ 6,400
Office Equipment >\$1000 (Ex. Server, Laptop replacement for staff)							\$ 2,500
TOTAL MATERIALS & SUPPLIES							\$ 43,800

Expenses	CONTRACTED SERVICES					
Covers operating services obtained by contract with outsourced vendor. For example: accounting services, marketing & communications vendor, payroll services, etc.						
ITEMIZE AND JUSTIFY:						AMOUNT
Accounting/Book Keeping						\$7,000
- CPA on Retainer/Yearly Filings						
- Annual Financial Audit						
- Fiscal End Process						
Professional/Consultant Fees						\$20,000
Media Contractor						
IT Services						\$4,900
- Tech on Retainer/Maintenance						
- Computer Services & Licenses						
ADP Payroll Services						\$3,900
- Processing Charges/Fees						
- Tax Services						
- Year End Processing						
TOTAL						\$35,800

Expenses

Expenses	OCCUPANCY				Requested Amount
Marlborough Economic Development Corporation (MEDC)					
91 Main Street, Suite 203A / 203B / 204					
Lease Agreement					\$ 36,000
Directors & Office Liability Insurance					\$ 3,000
Utilities					\$ 5,700
- Phone Services					
- Electricity Supply					
TOTAL					\$ 44,700

11:17 AM

Marlborough Economic Development Corporation

Profit & Loss

July 2022 through March 2023

04/06/23

Accrual Basis

	<u>Jul '22 - Mar 23</u>
Ordinary Income/Expense	
Income	
4020 · Economic Development Fund	442,268.28
4030 · Cultural District Grant	15,000.00
4035 · Transportation Fund	
4045 · Marlborough Shuttle Bus	250,000.00
Total 4035 · Transportation Fund	250,000.00
4055 · REDO Grant	17,733.10
49900 · Uncategorized Income	0.00
Total Income	<u>725,001.38</u>
Gross Profit	725,001.38
Expense	
Payroll Expenses	
5096 · Short Term Disability	165.84
5150 · Dental Insurance	319.69
5160 · ER Taxes	16,080.77
5165 · Health Insurance	5,772.31
5170 · Salaries	194,404.36
5270 · Retirement Plan	5,534.10
Total Payroll Expenses	222,277.07
5000 · Permit Fees	26.74
5005 · Advertising/Marketing	36,769.75
5030 · Computer Services & Licenses	1,657.17
5035 · Conferences/Meetings	7,734.94
5045 · Contracted Services	173,028.44
5050 · Contributions	355.50
5060 · Dues and Subscriptions	19,834.98
5065 · Events	8,425.15
5070 · Gifts and Promotions	303.95
5075 · Grants Awarded	
Reimbursement Grant	42,400.00
Total 5075 · Grants Awarded	42,400.00
5076 · Insurance	
5080 · Director's insurance	2,556.00
5085 · General Liability	2,932.20
Total 5076 · Insurance	5,488.20
5100 · Internet service	3,294.92
5105 · Maintenance & Repair	6,390.99
5135 · Media Contractor	12,915.00
5140 · Office Supplies	8,651.41
5180 · Payroll Fees	3,227.82
5185 · Phone	1,486.95
5190 · Postage and Delivery	243.00
5195 · Printing and Reproduction	1,544.04
5205 · Professional Fees	28,340.71
5210 · Reimbursable Expenses	
5215 · Cell Phone	958.39
5220 · Meals	965.45
5225 · Mileage	547.19
5230 · Travel Business	1,660.96
5210 · Reimbursable Expenses - Other	25.23
Total 5210 · Reimbursable Expenses	4,157.22
5235 · Rent	26,356.50
5240 · Service Charges	-56.11
5245 · Software	1,794.08
5260 · Utilities	2,296.82
5265 · Web design and maintenance	7,312.05
Total Expense	<u>626,257.29</u>
Net Ordinary Income	98,744.09
Net Income	<u><u>98,744.09</u></u>



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CITY OF MARLBOROUGH
2023 APR -6 AM 11:50

City of Marlborough
Office of the Mayor

Arthur G. Vigeant
MAYOR

Patricia M. Bernard
CHIEF OF STAFF

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

Meredith Roberts
INTERIM EXECUTIVE
ADMINISTRATOR

April 6, 2023

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

Re: Transfer requests to fund WMCT-TV's operations and capital requests for FY24

Honorable President Ossing and Councilors:

Enclosed for your review and acceptance are two transfer requests in the amount of \$393,854.64 for operational costs and WMCT-TV's capital items from the Marlborough Public Educational and Government Access Channels (PEG).

You may recall that you approved a \$100,000.00 transfer earlier this year, and that funding combined with \$133,120.00 remaining funds and the enclosed transfer will cover the full \$526,974.64 FY24 operating budget and capital requests. Also enclosed is the WMCT-TV operating budget and capital items for review.

WMCT-TV plans to replace outdated and broken equipment and purchase additional equipment for streaming services from remote locations as outlined in the enclosed worksheet.

Executive Director Ryan Maylar has done an exceptional job with enhancing the studio, and I recommend stopping by if you haven't seen it. Due to his successful community outreach, he's able to bring new programming to the studio.

Mr. Maylar and I will be on hand at a future meeting to answer any questions.

Thank you in advance for your cooperation.

Sincerely,

Arthur G. Vigeant
Arthur G. Vigeant
Mayor

Enclosures

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Mayor

FISCAL YEAR: 2023

FROM ACCOUNT:

TO ACCOUNT:

Available
Balance

Amount

Org Code Object

Account Description:

Amount

Org Code Object

Account Description:

Available
Balance

\$644,371.44

\$393,854.64

27000099 47750

Receipts Reserved-PEG Funds

\$393,854.64

89000

25581

Marlboro Cable Trust

\$0.00

Reason: To fund WMCT'S FY24 Budget

Reason: _____

Reason: _____

Reason: _____

Reason: _____

\$393,854.64

Total

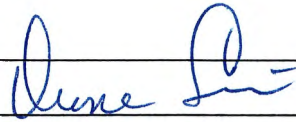
\$393,854.64

Total

Department Head signature: _____

Auditor signature: _____

Finance Director signature: _____



PEG FEES

8/29/2017 Verizon	\$111,192.81
8/29/2017 Comcast	\$105,212.77
11/7/2017 Comcast	\$104,451.39
11/29/2017 Verizon	\$108,894.94
2/27/2018 Verizon	\$105,934.98
2/27/2018 Comcast	\$105,579.17
4/2/2018 Verizon-franchise	\$3,295.50
5/8/2018 Comcast	\$96,069.98
5/21/2018 Verizon	\$107,727.46
8/23/2018 Comcast	\$95,348.01
8/23/2018 Verizon	\$103,894.13
11/16/2018 Comcast	\$94,728.72
12/4/2018 Verizon	\$102,511.93
2/20/2019 Comcast	\$95,246.35
2/20/2019 Verizon	\$97,007.90
3/4/2019 Verizon-franchise	\$5,026.30
3/25/2019 Verizon-annual fee	\$2,997.00
3/25/2019 Comcast-annual	\$3,208.00
5/17/2019 Comcast	\$92,916.51
5/31/2019 Verizon	\$99,268.12
8/15/2019 Comcast	\$91,956.97
8/15/2019 Verizon	\$96,147.32
10/31/2019 Verizon-franchise	\$4,981.72
11/27/2019 Comcast	\$91,515.93
11/27/2019 Verizon	\$96,284.00
2/19/2020 Verizon	\$95,552.00
2/19/2020 Comcast	\$91,062.00
3/6/2020 Comcast	\$3,039.00
3/26/2020 Verizon	\$2,699.00
5/21/2020 Verizon	\$106,515.37
5/21/2020 Comcast	\$90,576.14
8/14/2020 Comcast	\$88,411.98
8/31/2020 Verizon	\$87,273.27
11/25/2020 Comcast	\$89,038.41
11/25/2020 Verizon	\$85,497.52
2/19/2021 Comcast	\$86,807.95
2/19/2021 Verizon	\$84,913.83
3/26/2021 Xfinity	\$2,736.00
4/27/2021 Verizon	\$2,397.00
5/12/2021 Verizon	\$73,186.77
5/17/2021 Comcast	\$88,389.83
6/24/2021 Verizon	\$19,114.97
8/24/2021 Verizon	\$76,754.57
11/16/2021 Comcast	\$87,055.28
11/30/2021 Verizon	\$81,924.58

12/23/2021 Comcast	\$85,384.78
2/28/2022 Comcast	\$87,283.11
2/28/2022 Verizon	\$81,969.36
3/22/2022 Verizon	\$2,163.00
3/31/2022 Comcast	\$2,454.50
5/31/2022 Verizon	\$94,515.87
5/31/2022 Comcast	\$88,354.82
8/18/2022 Verizon	\$76,366.48
8/31/2022 Comcast	\$86,708.21
11/30/2022 Verizon	\$69,874.97
11/30/2022 Comcast	\$85,182.89
2/8/2023 Verizon	\$71,134.25
2/17/2023 Verizon	\$3,685.71
2/28/2023 Comcast	\$83,531.36
3/20/2023 Verizon	\$1,937.50
Total Funding	\$4,284,890.19
12/18/2017 co#17-1007095A	-\$282,100.00 IT
5/21/2018 co# 18-1007263A	-\$355,519.00 WMCT FY19 Budget
10/15/2018 co# 18-1007352A	-\$254,000.00 IT
3/11/2019 co# 19-1007565A	-\$510,832.30 WMCT FY20 Budget
9/9/2019 co# 19-1007730A	-\$220,000.00 IT
9/23/2019 co# 19-1007751A	-\$30,000.00 WMCT Capital
3/23/2020 co# 20-1007940A	-\$473,846.52 WMCT FY21 Budget
12/21/2020 co# 20-1008140	-\$80,000.00 IT
3/22/2021 co# 21-1008202A	-\$370,000.00 WMCT FY22 Budget
4/5/2021 co# 21-1008229A	-\$243,000.00 IT
7/19/2021 co# 21-1008325A	-\$213,852.00 IT
11/22/2021 co# 21-1008427A	-\$146,288.00 IT
3/28/2022 co# 22-1008525A	-\$361,080.93 WMCT FY23 Budget
2/27/2023 co# 23-1008794A	-\$100,000.00 WMCT FY23 Budget
Total Transfers	-\$3,640,518.75
Available for future transfers	\$644,371.44



91 Main Street, Suite 201
Marlborough, MA 01752

April 6, 2022

Honorable Mayor Arthur Vigeant
140 Main Street, 4th Floor
Marlborough, MA 01752

Mayor Vigeant,

I am writing to request the transfer of funds from The City of Marlborough's PEG Fund to Marlborough Cable Trust dba WMCT-TV to fund our FY 2024 operating and capital budget. The Fiscal Year for WMCT-TV began April 1st 2023 and ends March 31st, 2024.

The operating budget for WMCT-TV is \$502,274.64. The 2024 Capital budget is \$24,700.00. The total budget for FY 24 is \$526,974.64.

The current balance in the trust is \$133,120.00 which includes a transfer in FY 23 in the amount of \$100,000.00 and the remainder of unspent funds of \$33,120.00. Those remaining funds will carry over towards our FY 2024 total budget.

We kindly request a a transfer in the amount \$393,854.64 to fund WMCT-TV operations and capital for FY 24.

FY 24 Operational	\$502,274.64
FY 24 Capital	\$24,700.00
Total Budget FY 24	\$526,974.64
FY 23 Transfer	-\$100,000.00
FY 23 Carry Over Funds	-\$33,120.00
FY 23 Total Carry Over	-\$133,120.00
Appropriation Request	\$393,854.64

Thank you for your time and attention to this matter. Please let me know if you have any further questions or concerns.

Sincerely,

Ryan Malyar

Executive Director

Marlborough Cable Trust

WMCT TV Budget FY 2024				
Expenditures	Budget 2023	Budget 2024	Change from FY 23 to FY24 (\$)	Change FY 23- FY24 (%)
Insurance Expense				
Directors & Officers	\$ 1,200.00	\$ 1,200.00	\$ -	0%
General Liability Insurance	\$ 5,000.00	\$ 5,000.00	\$ -	0%
Medical Insurance				
Dental Insur.	\$ 2,914.72	\$ 4,163.88	\$ 1,249.16	43%
Employee 30% Contribution	\$ (17,380.87)	\$ (24,572.16)	\$ (7,191.29)	41%
Health Insur.	\$ 57,936.24	\$ 77,743.88	\$ 19,807.44	34%
Worker's Compensation	\$ 1,200.00	\$ 1,200.00	\$ -	0%
Total Insurance Expense	\$ 58,870.09	\$ 64,735.48	\$ 13,865.31	27%
Office				
Accounting	\$ 16,000.00	\$ 10,000.00	\$ (6,000.00)	-38%
Advertising and Promotion	\$ 3,000.00	\$ 3,000.00	\$ -	0%
Continued Education	\$ 2,000.00	\$ 2,000.00	\$ -	0%
Dues and Subscriptions	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00	33%
Kitchen	\$ 500.00	\$ 1,000.00	\$ 500.00	100%
Office Supplies	\$ 2,000.00	\$ 2,000.00	\$ -	0%
Postage and Delivery	\$ 100.00	\$ 100.00	\$ -	0%
Rent Expense	\$ 52,676.40	\$ 53,600.24	\$ 923.84	2%
Security System	\$ 350.00	\$ 350.00	\$ -	0%
State Tax	\$ 125.00	\$ 125.00	\$ -	0%
Telephone-Internet	\$ 7,000.00	\$ 7,600.00	\$ 600.00	9%
Utilities	\$ 6,000.00	\$ 6,000.00	\$ -	0%
Total Office	\$ 92,751.40	\$ 89,775.24	\$ (2,976.16)	-3%
Payroll				
ER- Employer Taxes	\$ 17,000.00	\$ 22,393.00	\$ 5,393.00	32%
Freelance Labor	\$ 2,880.00	\$ 600.00	\$ (2,280.00)	-79%
IRA ER Match	\$ 7,368.74	\$ 6,500.00	\$ (868.74)	-12%
Payroll Processing Fees	\$ 3,350.00	\$ 3,350.00	\$ -	0%
Trustee Stipends	\$ 8,100.00	\$ 8,100.00	\$ -	0%
Wages-Existing	\$ 204,425.30	\$ 231,250.00	\$ 26,824.70	13%
EE- Employee Taxes	\$ 71,825.14	\$ 61,471.00	\$ (10,354.14)	-14%
Total Wages-Existing (Wages Exe	\$ 276,250.44	\$ 269,771.00	\$ (6,479.44)	6%
Total Payroll	\$ 314,949.18	\$ 333,664.00	\$ 18,714.82	6%
Production				
Gas-TRAVEL	\$ 1,500.00	\$ 600.00	\$ (900.00)	-60%
Meals and Entert.-TRAVEL	\$ 1,500.00	\$ 1,000.00	\$ (500.00)	-33%
Small Equip-Non Capital Less \$25	\$ 4,000.00	\$ 8,000.00	\$ 4,000.00	100%
Tech Support	\$ 2,500.00	\$ 2,000.00	\$ (500.00)	-20%
Web Development	\$ 2,500.00	\$ 2,500.00	\$ -	0%
Total Production	\$ 12,000.00	\$ 14,100.00	\$ 2,100.00	18%
Total Expenditures	\$ 470,570.67	\$ 502,274.64	\$ 31,703.97	7%



City of Marlborough
Office of the Mayor

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CITY OF MARLBOROUGH

Arthur G. Vigeant
MAYOR
2023 APR -6 AM 11:50

Patricia M. Bernard
CHIEF OF STAFF

Meredith Roberts
INTERIM
EXECUTIVE ADMINISTRATOR

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

April 6, 2023

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

Re: Appointment of Joseph Delgenio to the Fort Meadow Commission

Honorable President Ossing and Councilors:

I am pleased to submit the appointment of Joseph Delgenio for a three-year term to expire on September 27, 2025 replacing Lee Thompson.

Mr. Delgenio was previously on the Ft. Meadow Commission and stepped down due to being deployed out of the country as a government contractor. He's been living on the lake since 1995 and consistently involved in keeping the waterways clean and safe for all to enjoy.

I would like to thank Lee Thompson for his dedication and 40+ years of service on the Fort Meadow Commission.

Please let me know if you have any questions.

Thank you in advance for your cooperation.

Sincerely,

Arthur G. Vigeant
Mayor



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2023 APR -6 AM 11:50

City of Marlborough
Office of the Mayor

Arthur G. Vigeant
MAYOR

Patricia M. Bernard
CHIEF OF STAFF

Meredith Roberts
INTERIM
EXECUTIVE ADMINISTRATOR

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

April 6, 2023

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

Re: Re-appointment of Paul Gould to the Fort Meadow Commission

Honorable President Ossing and Councilors:

I am pleased to submit the reappointment of Paul Gould for a three-year term to expire on February 24, 2026.

I would like to take this opportunity to thank Mr. Gould for his continued service to the Fort Meadow Commission.

Please let me know if you have any questions.

Thank you in advance for your cooperation.

Sincerely,

Arthur G. Vigeant
Mayor



City of Marlborough

Legal Department

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

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH
 2023 APR -5 AM 11:30
 JASON D. GROSSFIELD
 CITY SOLICITOR
 JEREMY P. MCMANUS
 ASSISTANT CITY SOLICITOR
 BEATRIZ R. ALVES
 PARALEGAL

April 5, 2023

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

Re: City Council Order No. 22-1008649
 Site Plan Approval, 57 Main Street, Marlborough

Dear Honorable President Ossing and Councilors:

As requested, enclosed is a proposed order, in proper legal form, for approval of site plan with conditions in relation to the above-referenced project. I have incorporated the following revisions: (1) Recommendation of the Urban Affairs Committee; (2) Condition G(1), Third Paragraph to track Zoning Ord. 650-34.E(3) requiring an agreement with a car-share service, and (3) Condition G(3) to require Applicant provide a bond and evidence of insurance to perform work in the public way.

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

ORDERED:

That the City Council of the City of Marlborough does hereby approve, pursuant to § 650-34.B(3) of the Marlborough Zoning Ordinance, the Site Plan Permit (attached hereto), which sets an approval with conditions of the site plans submitted by JW Capital Partners, LLC to construct a mixed use project at 57 Main Street.

ADOPTED
In City Council
Order No. 23-

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:

City Clerk

Site Plan Permit # _____
Site Plan Approval with Conditions

Applicant: JW Capital Partners, LLC

Property Owner: Marlborough TOTG LLC

Location: 57 Main Street (the "Site") being shown as Parcel 291 on Assessors Map 70.

Zoning District: Marlborough Village District (MVD)

Plans: The following Site Plan Approval Final Conditions are based on a set of plans entitled "Exchange Place" by Bruce Saluk & Assoc., Inc., with the last revision date of March 22, 2023, Landscape Plan prepared by Verdant Landscape Architecture, with last revision date of October 24, 2022 and a set of architectural drawings entitled "Exchange Place" by The Architectural Team (the "Site Plans" attached hereto as "**Exhibit A**").

SITE PLAN APPROVAL FINAL CONDITIONS:

A. Site Conformance:

1. Construction of the Site shall be in conformance with the approved Site Plans, the provisions of Chapter 270 of the Code of the City of Marlborough, and the conditions stated herein.
2. All construction on the Site shall conform to the appropriate National, State and City of Marlborough codes and regulations in force for each respective discipline and shall be in accordance with the Site Plans, subject to minor changes approved by the Building Commissioner pursuant to Section I.1 below. Codes and regulations shall include but are not limited to State Building, Plumbing, Wiring, NFPA, Zoning, DPW utility and roads, Noise and Signs.

B. Prior to Issuance of a Building Permit:

1. Construction Staging and Safety Plan:
 - a. The Applicant shall complete the project in accordance with a Construction Staging and Safety Plan (the "Construction Plan") to be submitted for review and approval by the Site Plan Review Committee (at a regularly scheduled meeting). Said Construction Plan shall address the building demolition phase of the project, which may take place in advance of the construction phase and under a separate demolition permit.
 - b. The Construction Plan shall provide detailed information concerning:
 - (i) areas of the Site and adjacent property that will be marked off for

the staging of construction vehicles, etc.; (ii) traffic management, detour routes if necessary, construction signage, pedestrian protection, blocked sidewalks, streets, etc.; (iii) construction fencing to enclose material and equipment; (iv) fencing and/or barricades to provide limits within the construction site for the separation of construction, pedestrian and vehicular traffic; (v) dedicated illuminated and covered pedestrian walkways adjacent to the structure at egress paths in accordance with 780 CMR Massachusetts State Building Code and related Mass. Amendments, including but not limited to Chapters 31, 32, 33, and 34, in effect at the time the building permit application is submitted; (vi) the sequencing of the construction of the project; (vii) access to active hydrants prior to delivery of combustible construction materials on the Site, and (viii) an emergency operation plan during construction (241 plan).

- c. Any deviation to the approved Construction Plan must be approved by the Building Commissioner.

2. Green Design:

- a. The building plans shall show compliance with Section 650-34.D.2(m) of the Zoning Ordinance, concerning sustainable building design, of the Zoning Ordinance of the City of Marlborough. Prior to the issuance of a building permit, the Building Commissioner shall review the building plans to ensure that the design incorporates green building techniques.
- b. The residential units shall have all-electric utilities, including heat, air conditioning, and hot water, and the Applicant shall use best efforts to provide all-electric utilities in the non-residential portions of the project.

- 3. Rooftop Mechanicals: On the building plans, the elevation drawings shall show areas reserved for rooftop mechanicals and the elevator penthouse. Detail drawings illustrating the type, location, and dimensions of fencing/screening must be provided. The Building Commissioner shall confirm that the building drawings conform to the requirements of Section 650-34.D.2.(b) regarding screening of rooftop mechanical equipment.
- 4. Footings: If the footings for the proposed building will be located within the City of Marlborough public way layout, an easement from the City of Marlborough will need to be obtained prior to the issuance of any building permits.

C. Construction:

1. Preconstruction Meeting: Prior to the commencement of construction, a preconstruction meeting shall be held on-site with the Building Commissioner, City Engineer, Conservation Officer, Fire Chief, Police Chief, and the site contractor responsible for doing the work. At this meeting said City officials will review the plans and conditions, exchange contact information including emergency contact numbers, and inspect erosion controls. A similar meeting shall be held prior to the commencement of demolition, which may take place under a separate demolition permit.
2. Use of Ways During Construction: Consistent with the Construction Plan, all areas for construction staging and offloading of building materials, as well as any excavations, long-term construction scaffolding, or other obstructions, shall be coordinated to maximize public safety and to minimize interference with the customary use of public ways by vehicles and pedestrians. Permits are required for any street or sidewalk excavations or obstructions. The Police Chief shall have the discretion and authority to require additional protection and/or details as needed. The Applicant shall pay to the City the cost for every police detail which is provided by the Marlborough Police Department for the project.
3. OSHA: All Contractors shall abide by OSHA regulations as appropriate, including but not limited to OSHA-29 CFR, Section 1926.
4. Safety Official: The Applicant/ site contractor shall have on the Site at all times during construction, a qualified Construction Safety Official. Prior to the commencement of construction, Applicant shall provide to the Building Commissioner the name and contact information of said Construction Safety Official.
5. Hours of Operation: In accordance with Section 431-3B of the Code of the City of Marlborough, excavation machinery may be operated only during the normal workweek, from Monday through Saturday, except holidays, between the hours of 7:00 a.m. to 7:00 p.m., except Sunday when all use is prohibited except with variance by the Board of Health or as emergency work.

D. Storm Water:

1. Siltation Control: The Applicant, Property Owner, and site contractor shall be responsible for protecting the City drainage system with erosion controls at all times during construction, and for notifying the Conservation Officer and the City Engineer in an expeditious manner if there is any visible siltation to the existing drainage system. Immediate measures shall be taken to control the siltation source and to restore any impacted areas. The Applicant shall engage the services of additional professionals as deemed necessary by the Conservation Officer and City Engineer to ensure proper erosion control.

2. Stormwater Management and Maintenance Plan: Prior to the issuance of the final certificate of occupancy, the Applicant shall provide the City Engineer and the Conservation Officer with the final Stormwater Management and Maintenance Plan. The Applicant shall also include a copy of the snow removal protocol for the Site. The name, address and phone number of the contract person who will be in charge of authorizing the annual maintenance shall be provided to the Conservation Officer and City Engineer.
3. Annual Reports: An annual maintenance report shall be provided to the City Engineer and the Conservation Officer by June 1st of each year reporting on the maintenance and operation procedures, outlined in the Stormwater Management and Maintenance Plan, which have been met for that year. This reporting requirement will follow the issuance of the final certificate of occupancy.
4. The issuance of this decision confirms compliance with Marlborough City Code Ch. 271 "Stormwater Management" and shall serve as the "stormwater management permit" as required in the ordinance.

E. Landscaping:

1. Prior to the installation of trees, the Applicant shall meet at the Site with the Conservation Officer to verify the adequacy of tree planting areas.
2. Modifications: All modifications to the approved Landscape Plans related to changes to the kind, size and placement of plant material shall receive the prior written approval of the Conservation Officer and shall be considered a minor change.
3. Site Visit: Prior to the final signoff, the Landscape Architect shall provide an as-built planting plan and a letter of confirmation that the plan conforms to the approved plans. The Conservation Officer shall confirm by a site visit that the planting has been installed according to the approved Landscape Plans, or a revision, previously approved by the Conservation Officer, of the Landscape Plans.
4. Replacement of Plantings: Following 18 months of the date of the final signoff of the site work, any plant material that has died or is dying shall be replaced by the Property Owner with a species of the same kind and size.
5. Mulch Placement: Installation of mulch at the time of planting and thereafter shall be placed so that the mulch is not in contact with the trunk of newly planted trees and shrubs as shown on the details on the Landscaping Plan.
6. Maintenance: Landscaping will be properly maintained, replaced if necessary, and kept in good condition and in compliance with the Landscape Plans at all times. This shall be an ongoing condition.

F. Parking Garage:

1. The design of the parking garage access shall be such that entering and exiting from the garage is controlled by authorized users. The building design shall provide for adequate sight distances for vehicles exiting the garage to provide for pedestrian safety. The Applicant shall use appropriate signage at the entrance and exit to ensure pedestrian safety.
2. The parking garage is intended for use by the residents of the Site, service providers, and vehicle sharing services authorized to use the Site. The parking garage is not intended for public use.

G. Prior to Issuance of a Final Certificate of Occupancy:

1. Payment in Lieu of Parking: The project contains 99 residential units, and therefore must either (i) comply with parking space requirements, or (ii) make a "payment in lieu of parking" for each space not provided, per Section 650-34E of the Zoning Ordinance. Required parking for the project is as follows:

1 bedroom and studio units:	72 @ .75 spaces per unit =	54 spaces
2 bedroom units:	27 @ 1.25 spaces per unit =	33.75 spaces
		87.75 spaces
	Total Required =	88 spaces

The difference between the parking spaces provided on the Site Plans (28) and the parking spaces required (88), which is 60 spaces, will be addressed in strict accordance with Section 650-34.E.(2)(b) of the Zoning Ordinance of the City of Marlborough. Per the Ordinance, a payment-in-lieu-of-parking equal to \$600,000 (\$10,000 for each of the 60 spaces required but not provided on the Site) shall be paid to the City of Marlborough for deposit into an account to be established as the City of Marlborough Downtown Parking account, prior to the issuance of the final certificate of occupancy for the project.

Notwithstanding the forgoing, if the Applicant dedicates one of the on-site spaces for use by a car-share service (such as Zipcar) and an agreement with a car-share service to place a vehicle at the site is provided as part of the site plan approval process, required on-site parking shall be reduced by 10-percent, in accordance with Section 650-34.E.(3) of the Zoning Ordinance, for a total of 80 spaces, with the payment-in-lieu-of-parking reduced to \$520,000.

Minor amendments to the bedroom mix of the project, in accordance with Condition H.1, may require an adjustment to the final payment-in-lieu-of-parking.

2. Off-Site Parking: The Applicant shall work with the City to modify overnight

parking restrictions at nearby public parking facilities so that residents of the Site may use such facilities in lieu of the Site's parking garage.

3. Improvements to Exchange and High Streets: The Applicant shall grant a permanent easement to the City of Marlborough for the purpose of widening the paved width of Exchange Street, at no cost to the City. Further, the Applicant shall (i) construct a 5-foot wide concrete sidewalk with concrete curbing along the west side of Exchange Street within the new easement, (ii) widen the paved width of Exchange Street to 23 feet within the existing right of-way and the new easement, provided that any acceptance of an expanded Exchange Street right-of-way by the City shall leave the Site with the minimum setback required by the Zoning Ordinance, (iii) mill and pave Exchange Street between limit lines 'A' & 'B', (iv) reconstruct Exchange Street between limit line 'B' to Main Street to improve grading for proper drainage control, (v) construct three new catch basins with curb inlets on Exchange Street and one on High Street, (vi) convert two existing drain manholes used as catch basins on Exchange Street to drain manholes, (vii) remove the concrete apron at the intersection of Main Street and Exchange Street, (viii) increase the radius rounding at the intersection of High Street and Exchange Street, (ix) replace the wheelchair ramps at the intersections of Main Street and Exchange Street and High Street and Exchange Street, (x) remove approximately the top 2 feet of the existing retaining wall along the Site and High Street and install a small wall with a new concrete curb approximately 4 feet from the existing paved edge of High Street, (xi) construct a 4-foot wide concrete sidewalk with concrete curbing along the south side of High Street from Bolton Street to Exchange Street within the existing public way layout, (xii) mill and pave High Street from Bolton Street to Exchange Street within the existing public way layout and (xiii) convert the existing catch basin on High Street to a double catch basin with a curb inlet, all as shown on the Site Plans. Prior to issuance of a building permit, the Applicant shall provide to the Building Commissioner a performance security bond, issued by a surety licensed for surety business in the Commonwealth of Massachusetts, in an amount equal to 100% of the cost of the work which Applicant will undertake within the public ways, and a Certificate of Insurance or other evidence as required by the City, naming the City of Marlborough, c/o Department of Public Works, City Engineer, 135 Neil Street Marlborough, MA 01752, as an additional insured, in such amounts as are required by the City for a liability policy concerning the Applicant's work within the public ways.
4. Fencing Along Union Common: The Applicant shall update the fencing along with Site's boundary with Union Common as shown on the Site Plans.
5. Work Within Public Way: All work within the public way layout, including but not limited to, planting, repaving, pavement milling and overlay, pavement markings, etc., as shown on the approved plans, shall be completed prior to the issuance of a final certificate of occupancy.

6. As-Built Plans: An as-built plan(s) must be submitted to the City Engineer for review prior to the issuance of the final certificate of occupancy for the project. The as-built plan(s) shall be prepared in accordance with the As-Built Plan Standards established by the City Engineer, which standards may be found on the website for the City of Marlborough. An as-built landscape plan is also required to be submitted by the landscape architect.
7. Time for Completion: Work as provided for on the Site Plans shall be carried into effect and completed within two (2) years following the date of issuance of the building permit for the project, unless the City Council has granted in writing an extension of time for completion of the work.
8. Signage: Pursuant to Section 650-34.I. of the Zoning Ordinance, the City Council hereby retains jurisdiction over all signage of the project to the extent such signage requires a sign permit under the Sign Ordinance. The final design, material, dimensions, content, and location of all such signage, including any freestanding entry signs and the project's internal signage, shall be subject to further review and sign permit approval from the City Council which must meet the requirements of Section 650-34.I of the Zoning Ordinance.

H. General Provisions:

1. Minor Changes: The City Council delegates to the Site Plan Review Committee the authority to approve minor changes to the approved Site Plans, so long as said changes do not materially increase the impervious area of the Site, materially increase the size of the building, materially reduce the commercial space at the Site, alter traffic flow, increase the number of residential units, or increase the total number of bedrooms above 138, all as shown on the Site Plans.
2. Phasing: A final certificate of occupancy shall not be issued until the Applicant has complied with all conditions of this Decision; provided however that the City Council delegates to the Site Plan Review Committee the authority to approve the phasing of work required by this Decision depending upon weather conditions and other factors. A temporary certificate of occupancy may be issued for portions of the building while other portions of the building or site work required by this Decision remain incomplete, subject to a phasing plan approved by the Site Plan Review Committee.
3. Enforcement: The City Council designates the Building Commissioner as the enforcing authority to bring enforcement actions for violations of this permit.

Exhibit A

SITE PLAN "EXCHANGE PLACE"

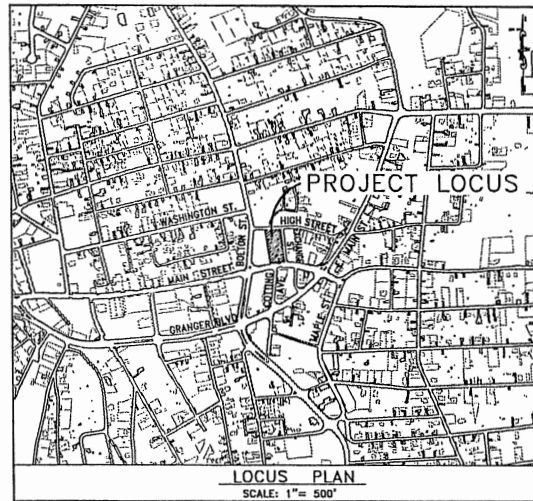
57 MAIN STREET
MARLBOROUGH, MA

MARLBOROUGH, MA ZONING CHART		
THE LAND SHOWN IS LISTED AS ASSESSOR LOTS 231, 233 & 234 ON MAP 70 AND IS LOCATED IN THE MARLBOROUGH VILLAGE DISTRICT.		
ITEM	REQUIRED	PROPOSED
LOT AREA (MIN.)	5000 SF	38,505 SF
FRONTAGE (EXCHANGE STREET)	50 FT	285.48 FT
MAIN ST SETBACK	0 FT	2.9 FT
HIGH & EXCHANGE ST SETBACKS	10 FT	10.5 FT
SIDE SETBACK (UNION COMMON)	0 FT	10.2 FT
COVERAGE	80% MAX	75.4% *1
BUILDING HEIGHT BEYOND 50 FT. OF RBD*2	70 FT (MAX)	52.0 FT *3
BUILDING HEIGHT WITHIN 50 FT. OF RBD*2	52 FT (MAX)	52.0 FT *3
LOT DISTANCE FROM A RESIDENTIAL DISTRICT	-----	12.5' FROM ZONE "RB"
TOTAL OPEN SPACE	9,900 SF	>9,900 SF *4

PARKING SCHEDULE		
ITEM	SOUGHT	PROPOSED
COMPACT PARKING (8' x 16')	33% MAX	4
STANDARD PARKING (9' x 18')	22	22
HANDICAP PARKING	2	2
TOTAL PARKING	-----	28

FOOTNOTE:

- *1 -- SEE NOTE#3 ON SHEET C1 FOR CALCULATION.
- *2 -- BUILDING HEIGHT RESTRICTION AT THE RESIDENTIAL DISTRICT BOUNDARY(RDB).
- *3 -- PROPOSED HIGHEST POINT OF THE TOP FLOOR CEILING ELEV.=442.0; AND THE PROPOSED AVERAGE FINISHED GRADE AT THE FRONT OF THE BUILDING ALONG EXCHANGE STREET=395.0.
- *4 -- SEE NOTE#2 ON SHEET C1 FOR CALCULATION OF OPEN SPACE AREA.



SHEET INDEX	DATE	REV. DATE
CO.0: TITLE SHEET	9-6-22	03-22-23
CO.1: EXISTING CONDITIONS PLAN	9-6-22	01-19-23
C1: LAYOUT PLAN	9-6-22	03-22-23
C2: GRADING & EROSION CONTROL	9-6-22	03-22-23
C3: DRAINAGE PLAN	9-6-22	03-22-23
C4: SEWER, WATER & UTILITIES	9-6-22	03-22-23
LA: PLANTING PLAN	10-24-22	- - -
C5: DETAILS	9-6-22	- - -
C6: DETAILS	9-6-22	- - -
C7: DETAILS	9-6-22	10-07-22

SITE PLAN APPROVAL # _____

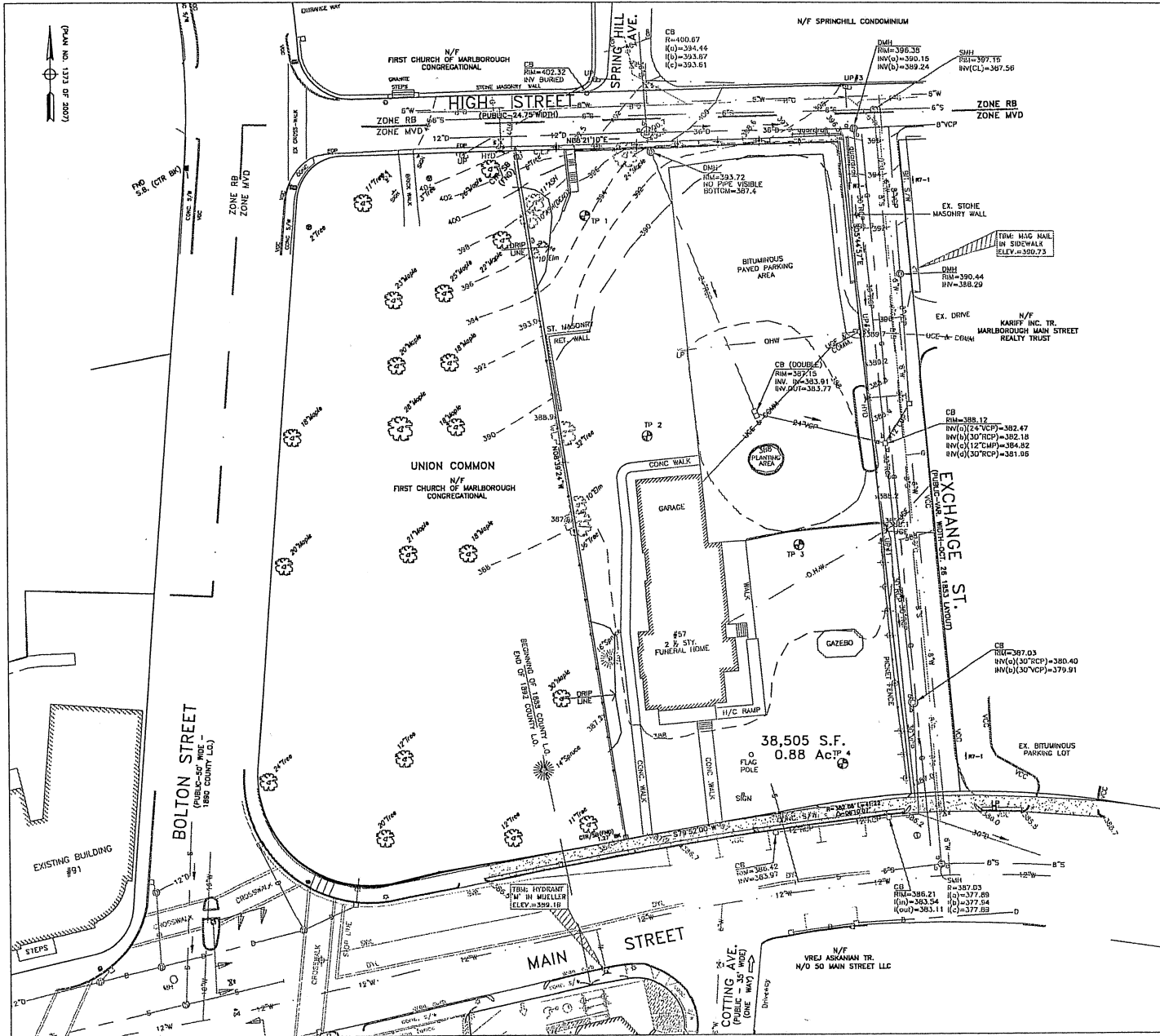
PLANS LISTED ON THIS SHEET WITH REVISION DATES AS SHOWN

APPROVED:	DATE:
ENGINEERING: _____	DATE: _____
BUILDING: _____	DATE: _____
CONSERVATION: _____	DATE: _____
FIRE DEPT.: _____	DATE: _____
POLICE DEPT.: _____	DATE: _____
BOARD OF HEALTH: _____	DATE: _____

ARCHITECT: THE ARCHITECTURAL TEAM, INC.
50 COMMANDANT'S WAY
AT ADMIRAL'S HILL
CHELSEA, MA 02150
TEL: (617) 889-4402

ENGINEER & SURVEYOR: BRUCE SALUK & ASSOC., INC.
CIVIL ENGINEERING & LAND SURVEYING
576 BOSTON POST ROAD EAST
MARLBOROUGH, MA 01752
TEL: (508) 485-1662

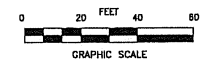
LANDSCAPE ARCHITECT: VERDANT
LANDSCAPE ARCHITECTURE
318 HARVARD STREET, SUITE 25
BROOKLINE, MA 02446
TEL: (617) 735-1180



NOTES:

- 1.) THE LAND SHOWN IS 38,505 SF (0.88 AC.) CONSISTING OF ONE PARCEL OWNED BY MARLBOROUGH TOTG LLC, AND IS LISTED AS ASSESSOR LOT 261 ON MAP 70, LOCATED IN THE MARLBOROUGH VILLAGE DISTRICT (MVD), AND IS NOT LOCATED IN A FEMA SPECIAL FLOOD HAZARD AREA ACCORDING TO FEMA F.I.R.M. MAP #25017C0481F, DATED JULY 7, 2014.
- 2.) REFERENCES:
DEED BK 74008 PG 273
DEED BK 74008 PG 276
- 3.) THE ELEVATIONS SHOWN ARE ON THE NORTH AMERICAN VERTICAL DATUM (NAVD 88).
- 4.) THE INSTRUMENT SURVEY WAS PERFORMED DURING JANUARY 2018.
- 5.) THE UTILITIES SHOWN ON THIS PLAN ARE PARTLY FROM EXISTING MUNICIPAL UTILITY MARK DUTS & RECORD DRAWINGS AND ARE APPROXIMATE, ONLY. THERE MAY BE EXISTING LINES OTHER THAN THOSE SHOWN HEREON. THE CONTRACTOR IS REQUIRED TO CONTACT THE PROPER UTILITY COMPANIES & DIG SAFE (TEL. 811) PRIOR TO BEGINNING WORK. OUR FIRM DOES NOT WARRANT OR GUARANTEE THE LOCATION OF ANY UTILITY, PIPING AND SERVICES.
- 6.) THE SURVEY SHOWN WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE AND IS SUBJECT TO CHANGE THAT SAID TITLE MAY DISCLOSE.

LEGEND	
--- 302 ---	Ex. 2' Contour
--- 300 ---	Ex. 10' Contour
⊙ ⊙	Sewer & Drain (ex.) Manhole Locations
--- S'VC(S) ---	Sanitary Sewer (ex.)
□	Catch Basin (ex.)
--- 12"RCP ---	Drain Line (ex.)
--- OHW ---	Overhead Electric Wire (ex.)
--- U ---	Utility Pole (ex.) & Light Pole
⊗ ⊗	Cole Valve, Hydrant, Water Shutoff
--- 10"W ---	Water Line(ex.)
--- Gas 2"SL ---	Gas Service(ex.)
--- ---	Gas Gate
--- ---	Vertical Granite Curb
--- ---	Vertical Concrete Curb
⊙	Deciduous Tree
⊙	Evergreen Tree



NO.	DATE	DESCRIPTION

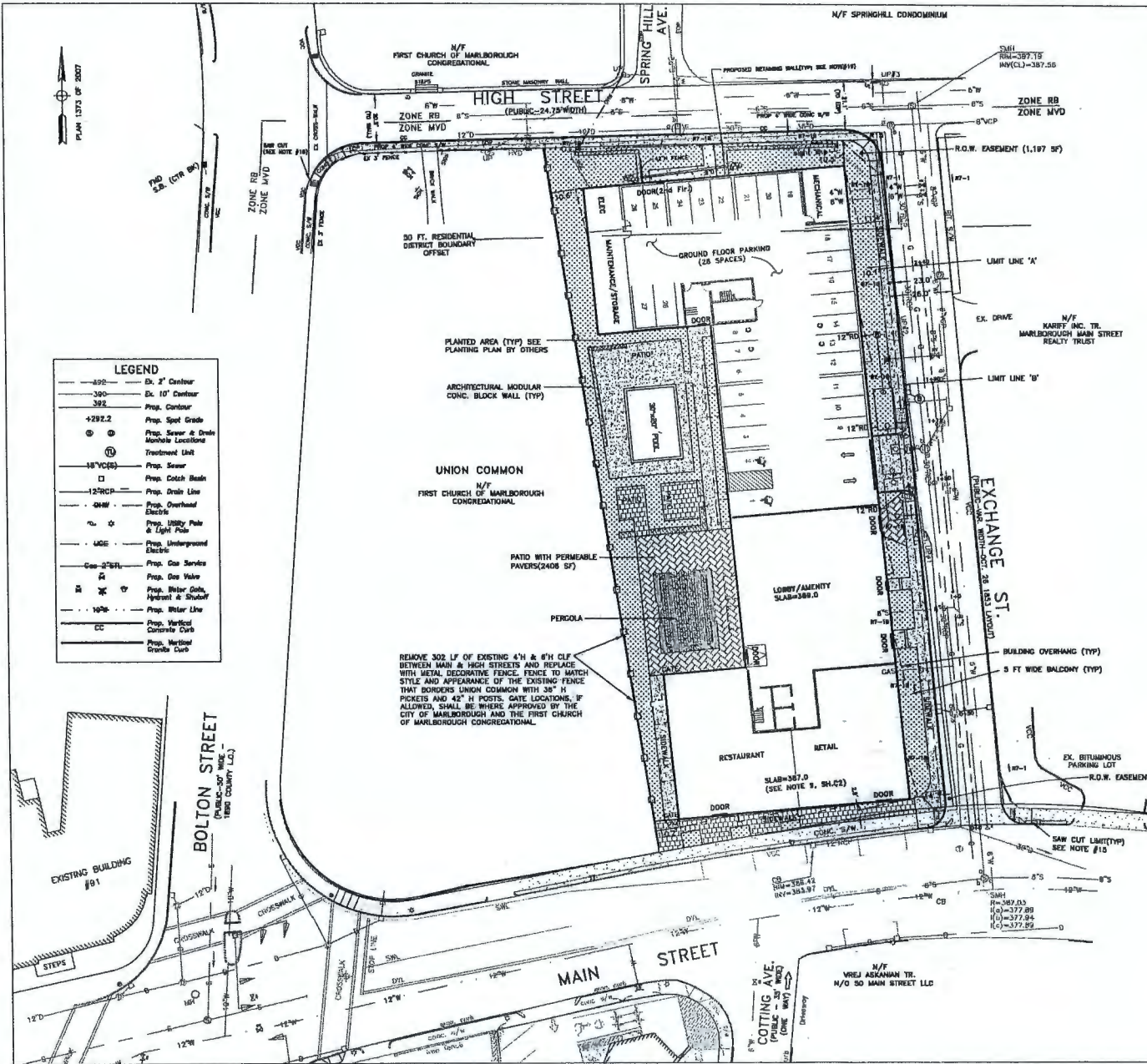
PREPARED BY:
BRUCE SALKU & ASSOC., INC.
CIVIL ENGINEERING & LAND SURVEYING
576 BOSTON POST ROAD EAST
MARLBOROUGH, MA 01752
TEL: 508-468-1882

EXISTING CONDITIONS
"EXCHANGE PLACE"
SITE PLAN
- 57 MAIN STREET -
MARLBOROUGH, MA

APPLICANT:
MARLBOROUGH TOTG LLC
MARLBOROUGH ROAD, SUITE 9
HARVARD, MA 01451
TEL: (978) 456-8388

DATE: SEPTEMBER 6, 2022

EX
FILE: 2018.dwg



LEGEND

--- 392	Ex. 2" Contour
--- 390	Ex. 10" Contour
--- 392	Prop. Contour
+292.2	Prop. Spot Grade
⊙	Prop. Sewer & Drain Manhole Location
⊙	Treatment Unit
--- 18"VC(6)	Prop. Sewer
□	Prop. Catch Basin
--- 12"RC(6)	Prop. Drain Line
--- 4"HW	Prop. Overhead Electric
--- 4"LC	Prop. Utility Pole & Light Pole
--- 4"GE	Prop. Underground Electric
--- Gas-2"SR	Prop. Gas Service
--- 4"	Prop. Day Water
--- 4" W	Prop. Water Cold, Hydrant & Shutoff
--- 10"	Prop. Water Line
--- 12"	Prop. Vertical Concrete Curb
--- 12"	Prop. Vertical Granite Curb

NOTES:

- THE BUILDING USE AND AREA SCHEDULE IS AS FOLLOWS:

GROUND FLOOR	COMMERCIAL SPACE	= 5,000 GSF
	COMMON AREA	= 4,383 GSF
	GARAGE	= TRU GSF

FLOOR	FLOOR ELEV.	GSF	1 BEDROOM	2 BEDROOMS	STUDIO
GROUND FLD	280.0	21,288	16	0	0
2ND FLOOR	22.334	16	7	0	0
3RD FLOOR	22.334	16	7	0	0
4TH FLOOR	22.334	16	7	0	0
5TH FLOOR	21.209	17	8	0	1
ROOF			0	0	0
TOTALS:		110,027*	71	0	1
			TOTAL UNITS 99		

* DENOTES TOTAL RESIDENTIAL, COMMERCIAL AND GARAGE FLOOR AREAS.
- PRIVATE OPEN SPACE
 REQUIRED: 100 x 99 UNITS = 9,900 SF
 PROVIDED: 32 BALCONIES = 1,800 SF
 5TH FLOOR LANDSCAPE/COURTYARD = 7,067 SF
 BUILDING INTERIOR = 5,311 SF
TOTAL PROVIDED PRIVATE OPEN SPACE = 15,123 SF
- LOT COVERAGE ("SECTION 600-3, DEFINITIONS 'LOT COVERAGE'):
 TOTAL LOT AREA = 38,503 SF
 PROPOSED COVERAGE AREA = 29,033 SF
 TOTAL % COVERAGE = 75.4%
 PERMISSIBLE AREAS OF THE PATIO INTERPRETED AS OPEN SPACE FOR COVERAGE PURPOSES. THIS AREA WILL NOT BE USED FOR RESTAURANT OR COMMERCIAL PURPOSES.
- ANY MINOR MODIFICATIONS, AS DETERMINED BY THE CITY ENGINEER, TO THE INFORMATION SHOWN ON THE APPROVED SITE PLANS SHALL BE SUBMITTED TO THE CITY ENGINEER AS A MINOR PLAN REVISION FOR APPROVAL PRIOR TO THE WORK BEING PERFORMED. THE CONTRACTOR SHALL BE PROPERLY LICENSED AND BONDED WITH THE CITY PRIOR TO CONSTRUCTION AND SHALL OBTAIN A STREET OPENING PERMIT PRIOR TO ANY CONSTRUCTION WITHIN THE CITY RIGHT OF WAY.
- ALL HANDICAP PARKING, RAMPS AND ACCESS SHALL CONFORM TO ABB REQUIREMENTS. REFER TO 321 CMR.
- ALL PAVEMENT MARKINGS AND SIGNS SHALL CONFORM TO MUTCD REQUIREMENTS.
- ALL PROPOSED SIGNAGE SHALL COMPLY WITH THE CITY OF MARLBOROUGH SIGN ORDINANCE.
- CURBING TYPE & ENTRANCES SHOWN ARE SUBJECT TO APPROVALS BY THE CITY OF MARLBOROUGH PER THE ROAD OPENING PERMIT REQUIREMENTS.
- ALL MATERIALS/CONSTRUCTION WITHIN THE CITY RIGHT-OF-WAY SHALL BE IN CONFORMANCE WITH THE CODES OF THE CITY OF MARLBOROUGH. ALL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO CONSTRUCTION. EROSION CONTROL SHALL CONFORM TO THE CITY CONSERVATION COMMISSION REQUIREMENTS (SEE SHEET C2 FOR ADDITIONAL REQUIREMENTS). REFER TO THE GRADING PLAN NOTES CONCERNING EROSION CONTROL.
- CITY INSPECTORS REQUIRE A MINIMUM NOTICE OF 24 HOURS PRIOR TO INSPECTION.
- REFER TO THE ARCHITECTS PLAN FOR BUILDING AREA, SCENE LIGHTING AND SIGNAGE.
- A PRE-CONSTRUCTION MEETING IS REQUIRED BETWEEN THE DEVELOPER, CONTRACTOR, POLICE AND FIRE DEPARTMENTS. A TRAFFIC MANAGEMENT PLAN SHALL BE SUBMITTED TO THE CITY OFFICIALS 5 DAYS PRIOR TO THE MEETING.
- ALL OPEN SPACE AREAS ARE PRIVATE.
- THE SECTION OF EXCHANGE STREET FROM LIMIT LINE 'A' TO LIMIT LINE 'B' SHALL BE MILLED & REPAVED, FOR THE FULL WIDTH OF THE ROAD TO ENCOMPASS ROAD RECONSTRUCTION. FROM LIMIT LINE 'B' AT STATION 1+40 TO MAIN STREET, REMOVE PAVEMENT & REGRADE SURFACE AND PAVEMENT AT THE FOLLOWING ROAD GRADIES:
 MAIN STREET TO STATION 1+78.....1.43% SLOPE
 FROM STATION 1+72 TO 1+90.....3.42% SLOPE
 PROVIDE ROAD CROWN AT 2% PITCH FROM CENTERLINE TO CURB LINE.
- SAW CUTS SHALL BE AT THE NEAREST PANEL JOINT ON THE EXTERIOR SIDE OF THE SAW CUTS SHOWN. THE SIDEWALK ALONG THE FRONTAGE OF THE PROPERTY SHALL BE REPLACED WHERE EXCAVATION FOR THE BUILDING FOUNDATION DISTURBS OR COMPROMISES THE INTEGRITY OF THE EXISTING WALK. THE SIDEWALK SHALL BE FINISHED AND POURED THE FULL WIDTH OF THE SIDEWALK AND FORMED TO LEAVE A SPACE FOR THE BRICK TO SIT ON TOP (BONDED TO THE CONCRETE). THE CONCRETE WALK SHALL BE FLUSH WITH THE EXISTING WALK.
- SAW CUT EXISTING CONCRETE CONSTRUCTED CURB ACCORDING TO 321 CMR.
- CONVERT EXISTING DRAIN ON HIGH STREET TO DOUBLE CATCH BASIN WITH CURB INLET.
- SIDEWALK HANDICAP RAMP SHALL MEET ADA REQUIREMENTS.
- RETAINING WALL ADJACENT TO HIGH SHALL BE MODULAR CONCRETE ARCHITECTURAL STYLE WITH A VARIABLE GRADE TO GRADE HEIGHT (MAXIMUM 2.5 FT).

NO.	DATE	DESCRIPTION
1	08/08/2022	ISSUED FOR PERMIT
2	08/08/2022	ISSUED FOR PERMIT
3	08/08/2022	ISSUED FOR PERMIT
4	08/08/2022	ISSUED FOR PERMIT
5	08/08/2022	ISSUED FOR PERMIT
6	08/08/2022	ISSUED FOR PERMIT
7	08/08/2022	ISSUED FOR PERMIT
8	08/08/2022	ISSUED FOR PERMIT
9	08/08/2022	ISSUED FOR PERMIT
10	08/08/2022	ISSUED FOR PERMIT

PREPARED BY:
 BRUCE SALUK & ASSOC., INC.
 CIVIL ENGINEERING & LAND SURVEYING
 576 BOSTON POST ROAD EAST
 MARLBOROUGH, MA 01752
 TEL: 978-465-1162

**LAYOUT PLAN
 "EXCHANGE PLACE"
 SITE PLAN
 - 57 MAIN STREET -
 MARLBOROUGH, MA**

APPLICANT:
 WILLIAM D. ADAMS
 MARLBOROUGH TDG LLC
 24 WASHINGTON STREET, SUITE 230
 MARLBOROUGH, MA 01752
 TEL: (978) 453 8380

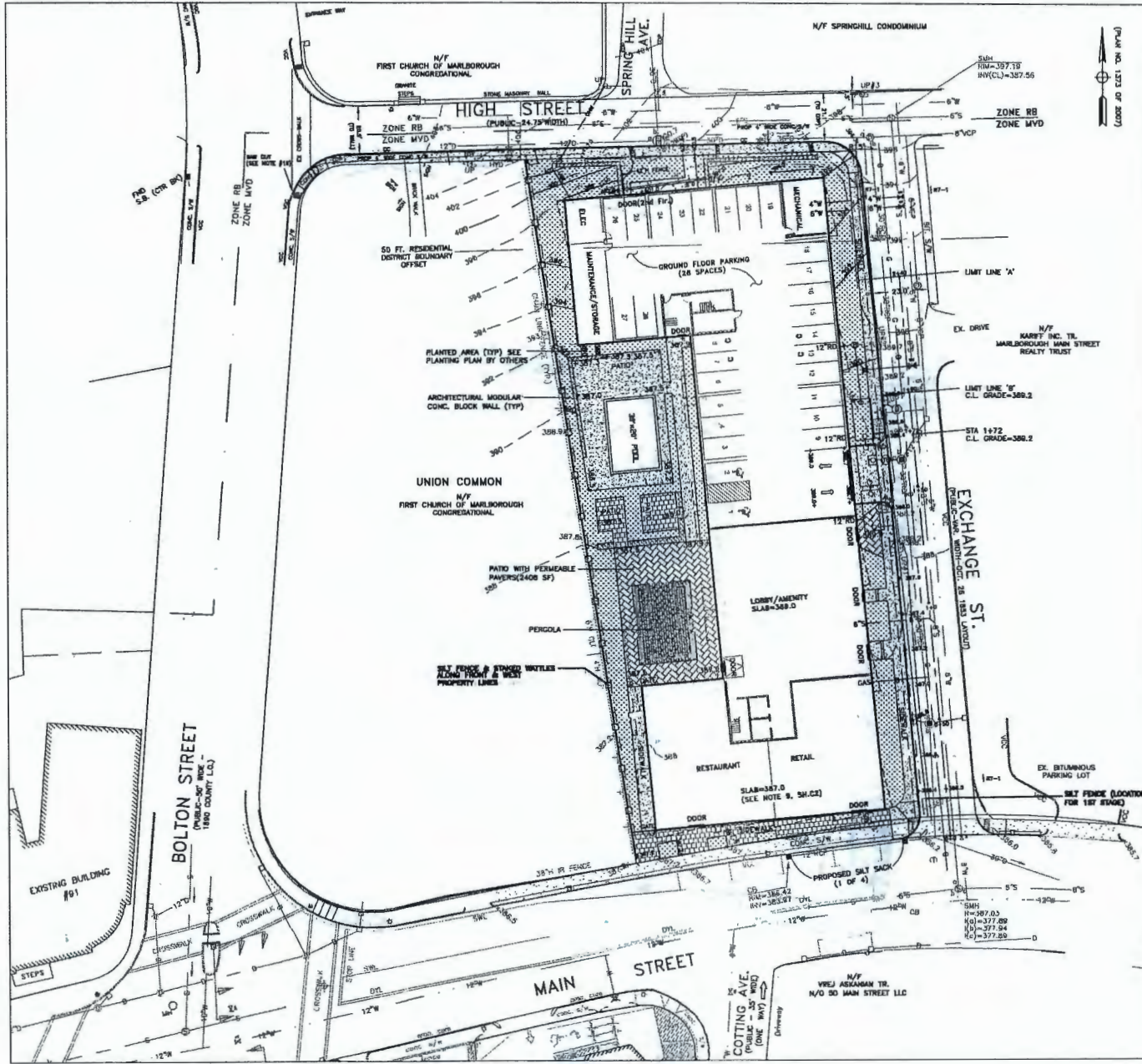
OWNER:
 MARLBOROUGH TDG LLC
 24 WASHINGTON STREET, SUITE 230
 MARLBOROUGH, MA 01752
 TEL: (978) 453 8380

DATE: SEPTEMBER 6, 2022



C1

FILE: 2916.dwg



GRADING & EROSION CONTROL NOTES:

- 1.) The elevations shown are based on Mean Sea Level datum (1988 N.A.M.D.)
- 2.) All work, material storage & stockpile areas shall include erosion control barriers consisting of stacked haybales, wattles and siltation fence to prevent erosion onto the public way and adjoining properties.
- 3.) Prior to commencing work, the contractor shall familiarize himself with the soil types on the site, and provide the appropriate erosion control measures, as outlined on this plan and required by the Marlborough Conservation Commission agent. The contractor shall be responsible for providing erosion and temporary storm runoff control measures that include siltation fence, wattles, ditches, ditches, temporary sediment basins, etc. as necessary to contain soil and excess runoff on the site. The general sequence of erosion control measures shall be as follows:
 - a.) Install all siltation fencing and stacked wattles, along the front and west property lines. Install all fence along Exchange Street frontage. Install all silt sacks in the existing CD's where shown.
 - b.) Construct a sedimentation trap down gradient of the excavation area during the construction earthwork slope. Construct other temporary sedimentation trap(s) where required at the beginning stages of earthwork. Retain storm water within the trap(s), and filter the water using silt bags or other approved means prior to discharge. Periodically remove sediment at bottom of the silt traps to allow for natural infiltration.
 - c.) Construct the anti-tracking berm at site entrance consisting of a 2/4" x 3" crushed stone 12" depth by 30' long times the width of all traveled construction accesses. The stone shall project above grade to form a berm barrier that prevents sediment from washing into adjoining properties and the public road.
 - d.) Demolished material from the existing buildings & site shall be stockpiled, transported, disposed of or reprocessed in accordance with state and federal regulations.
 - e.) Provide siltation & trash and protection in accordance with OSHA standards, as specified by the geotechnical engineer.
 - f.) The contractor shall follow the stabilization management practices and sequence proposed by the structural and geotechnical engineers. Soil management plan includes protection and stabilization of the soils and soils on the existing High Street & Exchange Street R.O.W.s.
 - g.) Soil stabilization measures shall be implemented immediately after final grading. Loom and seed shall be applied as soon as reasonably possible.
 - h.) Provide subdrains for proposed site walls.
 - i.) The retail & restaurant space shall have a internal ramp or step to meet proposed finished grade at the Main Street doorway.

LEGEND

--- 50' ---	Ex. 2" Contour
--- 30' ---	Ex. 10" Contour
---	Prop. Contour
+292.2	Prop. Spot Grade
⊗ ⊙	Prop. Sewer & Drain Manhole Locations
Ⓢ	Treatment Unit
--- 15" ---	Prop. Sewer
□	Prop. Catch Basin
---	Prop. Drain Line
---	Prop. Overhead Electric
⊙	Prop. Utility Pole & Light Pole
---	Prop. Underground Electric
---	Prop. Gas Service
---	Prop. Gas Valve
⊙	Prop. Water Valve, Hydrant & Submitt
---	Prop. Water Line
---	Prop. Vertical Concrete Curb
---	Prop. Vertical Granite Curb



NO. 1	DATE	BY	SCALE
1	08/05/2022	ERIC SALNIKOW	AS SHOWN
2			
3			
4			
5			

PREPARED BY: ASSOC. INC.
 ERIC SALNIKOW
 CIVIL ENGINEERING & LAND SURVEYING
 576 BOSTON POST ROAD EAST
 MARLBOROUGH, MA 01752
 TEL: 508-468-1892

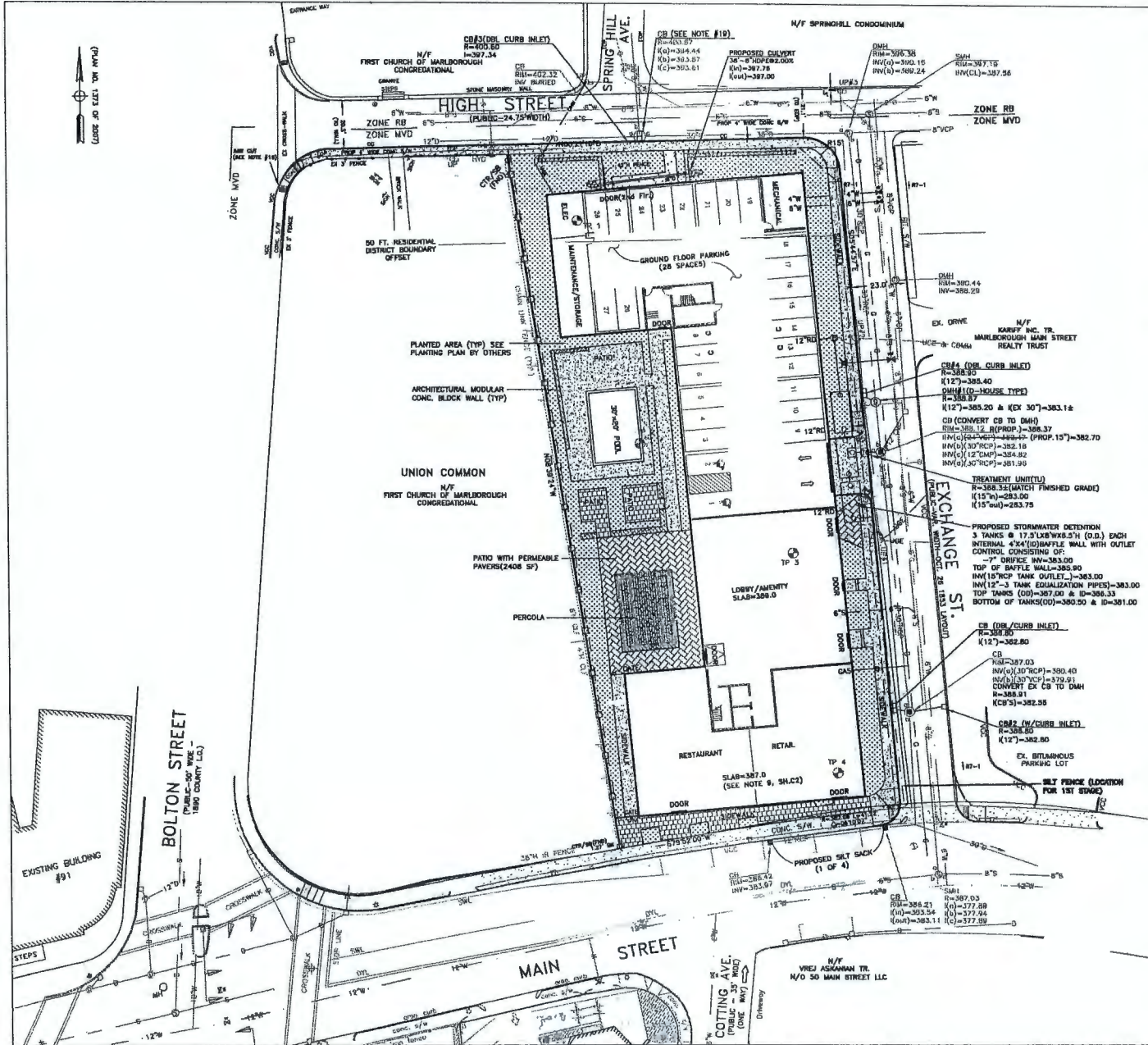
GRADING & EROSION CONTROL
 "EXCHANGE PLACE"
 SITE PLAN
 57 MAIN STREET
 MARLBOROUGH, MA

APPLICANT: ADAMS MARLBOROUGH CAPITAL PARTNERS, LLC
 24 WASHINGTON STREET, SUITE 230
 MARLBOROUGH, MA 01751
 TEL: (978) 458-6385

OWNER: TOTT LLC
 24 WASHINGTON STREET, SUITE 230
 MARLBOROUGH, MA 01751
 TEL: (978) 458-6385

DATE: SEPTEMBER 6, 2022

FILE: 2918.dwg



WATER, SEWER & DRAINAGE NOTES:

1. Materials and construction and associated work shall conform to MassDOT, ASTM and other specifications noted. Refer to the document entitled Commonwealth of Massachusetts Department of Transportation Standard Specifications for Highways and Bridges, 2022 edition.
2. Manholes & Catch Basins shall be reinforced precast concrete conforming to ASTM Specification Section C478-70T.
3. Manhole frames & covers shall be East Jordan Iron Works. See detail sheet for Product numbers.
4. Provide pipe joint a maximum of 3' from manhole walls.
5. Reinforcing for all precast units shall conform to ASTM Specification Section A 185 and shall include reinforcing in bell spigot of riser sections. Reinforcing shall be placed in accordance with MassDOT Designation, W199.
6. In the event that rock is encountered, the contractor shall maintain a 12-inch minimum separation between the pipe, appurtenances and the rock.
7. Suitable backfill material shall be select excavated material from which frozen material, humus, peat, roots, vegetation, trash, rocks, and stones larger than 6-inches have been removed.
8. Composition of backfill material between centerline of pipe and trench pavement shall be done in 12-inch layers, or less, as required to prevent trench settlement. The contractor will be responsible for excessive trench settlement following final paving.
9. Utilities shown on this plan are partly from existing available City and Utility Co. records information and are approximate, only. There may be existing lines other than those shown herein. The contractor is required to contact the proper utility companies & Digsafe prior to beginning any construction on the site. Our firm does not warrant or guarantee the location of any utilities herein.
10. Unless otherwise noted on the drawings, drain lines greater than 12 inches in diameter shall be reinforced concrete conforming to ASTM C-75 Class 4, Wall 8 (circular reinforcement). Where specified, 12-inch through 48-inch diameter Class 5 drain lines shall be Wall 8.
11. Roof Drains shall be connected to 12" DP drain pipe and/or as specified in the building plumbing design drawings.
12. The elevations shown are based on NAVD 1988 datum.
13. Refer to additional Drainage notes on the Detail Sheets.
14. The contractor shall obtain a Street Opening Permit prior to any construction within the City right-of-way. All drainage material and construction shall conform to the City of Marlborough requirements (see Street Opening Permit).
15. All work constructed within the R.O.M. shall be inspected by the City of Marlborough before being backfilled.
16. The City shall be notified of least 24 hours prior to the required inspections.
17. The contractor shall be properly bonded and bonded with the City prior to construction and shall obtain a Trenching Permit prior to any trenching on public or private property.
18. The contractor shall provide building foundation drainage in accordance to design by the geotechnical engineer.
19. Convert existing CB on High St to Double CB with curb inlet.

LEGEND

--- 302 ---	Ex. 2" Contour
--- 390 ---	Ex. 10" Contour
---	Prop. Contour
+292.2	Prop. Spot Grade
⊙ ⊙	Prop. Sewer & Drain Manhole Locations
⊕	Treatment Unit
18" VCP(S)	Prop. Sewer
□	Prop. Catch Basin
12" RCP	Prop. Drain Line
OHW	Prop. Overhead Electric
⊙ ⊙	Prop. Utility Pole & Light Pole
--- UGE ---	Prop. Underground Electric
--- C&S ---	Prop. Gas Service
⊙ ⊙	Prop. Gas Valve
⊙ ⊙	Prop. Water Gate, Hydrant & Shutoff
---	Prop. Water Line
---	Prop. Vertical Concrete Curb
---	Prop. Vertical Granite Curb



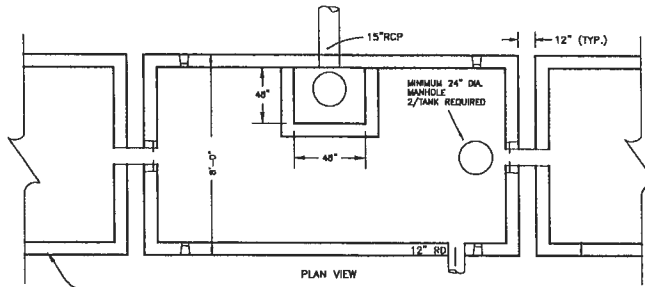
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8	10/15/2024	ISSUED FOR PERMIT
9	10/15/2024	ISSUED FOR PERMIT
10	10/15/2024	ISSUED FOR PERMIT

PREPARED BY:
BRUCE SALKU & ASSOC., INC.
 CIVIL ENGINEERING & LAND SURVEYING
 578 BOSTON POST ROAD EAST
 MARLBOROUGH, MA 01501
 TEL: 508-488-1888

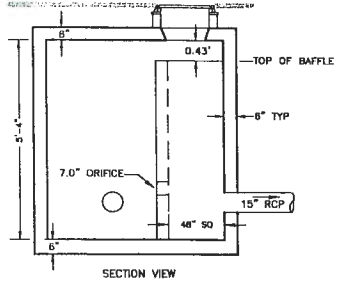
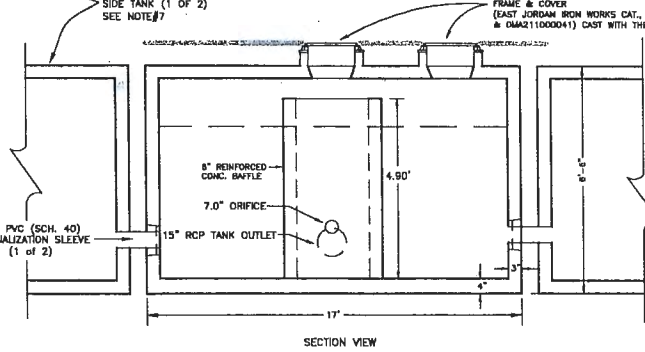
DRAINAGE PLAN
 "EXCHANGE PLACE"
 SITE PLAN
 - 57 MAIN STREET -
 MARLBOROUGH, MA

APPLICANT:
OWNERS: MARLBOROUGH TODD LLC
WILLIAM D. ADAMS
JW CAPITAL PARTNERS, LLC
 208 AYER ROAD, SUITE 5
 HARTFORD, MA 01451
 TEL: (878) 456 8086

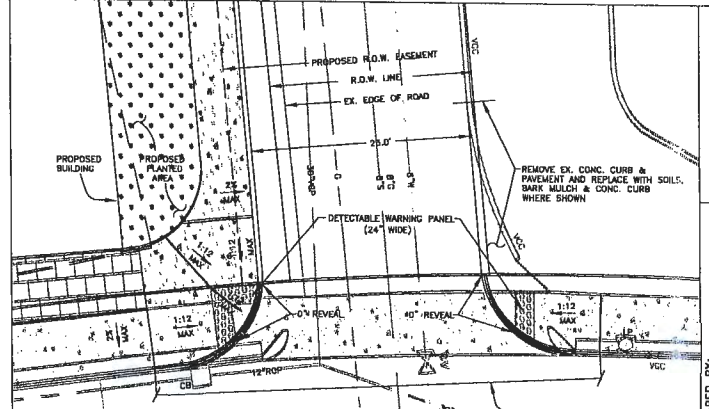
DATE: SEPTEMBER 6, 2022
C3
 FILE: 2916.dwg



- NOTES:
1. CONCRETE: 3,000 PSI MINIMUM AFTER 28 DAYS.
 2. ALL REINFORCEMENT PER ASTM C1227.
 3. TONGUE AND GROOVE JOINT SEALED WITH BUTYL RESIN.
 4. EXISTING PIPE SEALS TO BE COILED OR PRECAST FOR DRAIN PIPE SHOWN.
 5. USE SHEA CONCRETE 3500 GALLON H-20 TRAFFIC LOADING OR APPROVED EQUAL.
 6. SEE PLAN FOR PIPE INVERTS.
 7. SIDE TANKS SHALL BE SAME OVERALL DIMENSIONS AS CENTER TANK WITHOUT THE BAFFLE.



DETENTION/WATER QUALITY TANK
N. T. S. WATER QUALITY TANK.DWG

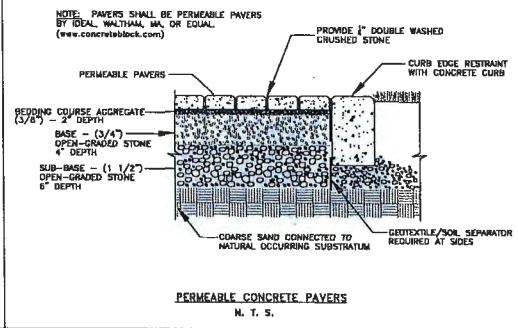


NOTE: SIDEWALK CURB CUTS & PAVEMENT CROSSWALK SHALL MEET ADA REQUIREMENTS.

REMOVE EX. CONC. CURB & PAVEMENT AND REPLACE WITH SOILS, SAND, MULCH & CONC. CURB WHERE SHOWN.

REMOVE CONCRETE SIDEWALK AND GRANITE CURB. REPLACE WITH VERTICAL GRANITE & CONCRETE CURBS. CONCRETE CURB CUTS AND BITUMINOUS CONCRETE ROAD ENTRANCE. SEE NOTE #15 ON SHEET C1 FOR PAVEMENT REPLACEMENT WITHIN TRAVELED WAY OF EXCHANGE STREET.

SCALE: 1"=6'



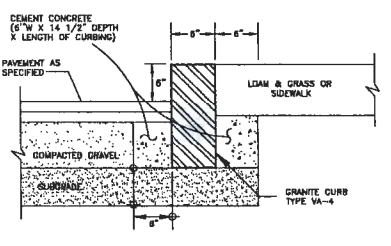
PERMEABLE CONCRETE PAVERS
N. T. S.



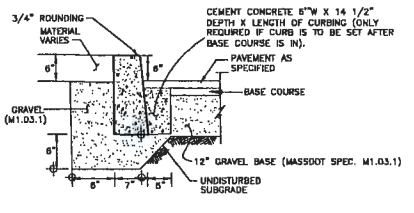
DATE	BY	CHKD

PREPARED BY:
BRUCE SALUK & ASSOC., INC.
CIVIL ENGINEERING & LAND SURVEYING
574 BOSTON POST ROAD EAST
MARLBOROUGH, MA 01752
TEL: 508-489-1882

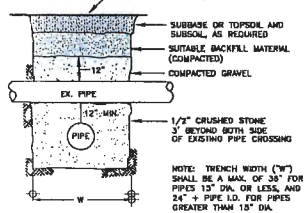
DETAILS
"EXCHANGE PLACE"
SITE PLAN
- 57 MAIN STREET -
MARLBOROUGH, MA



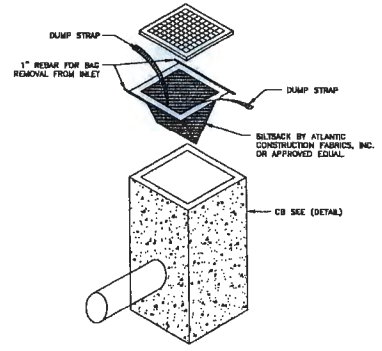
VERTICAL GRANITE CURB DETAIL
N. T. S. Curtigran.dwg



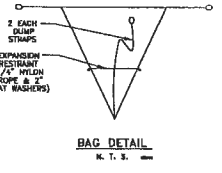
CONCRETE CURB
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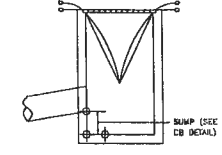
PIPE CROSSING DETAIL
N. T. S.



SILTSACK DETAIL
N. T. S.



BAG DETAIL
N. T. S.



INSTALLATION DETAIL
N. T. S.

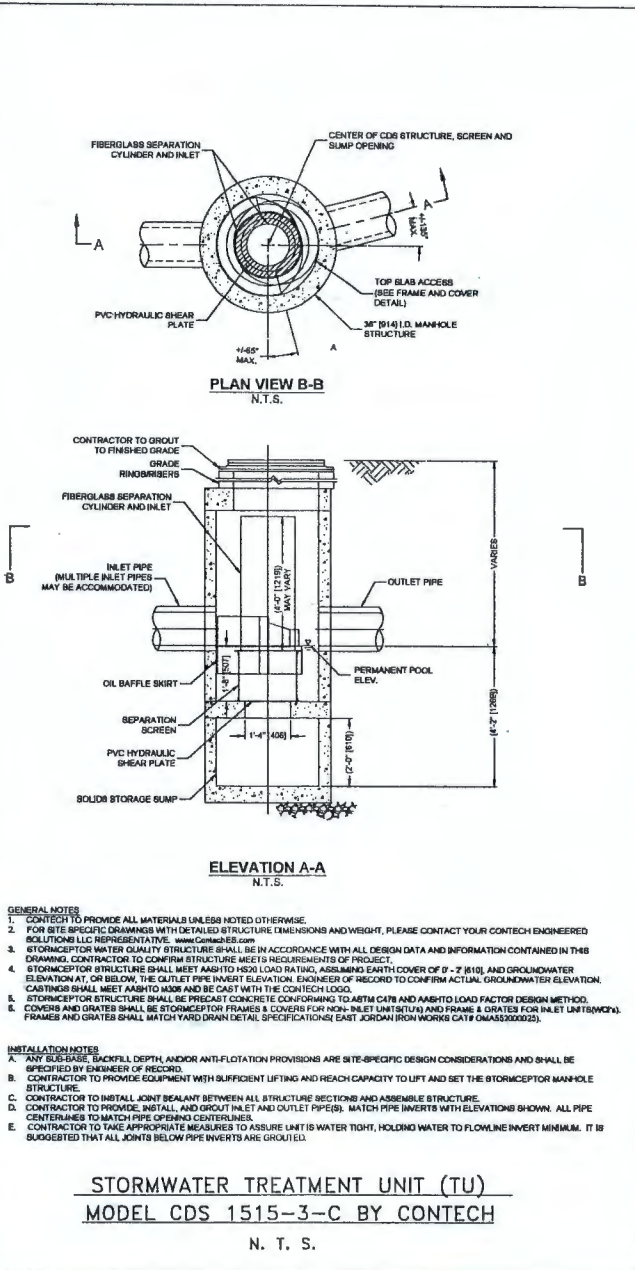
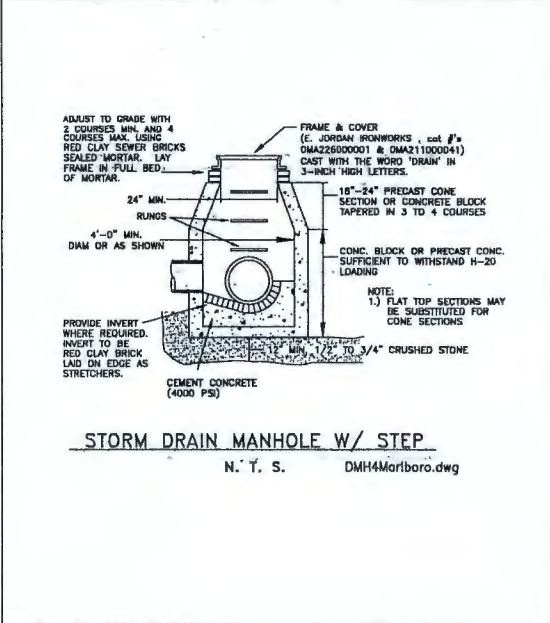
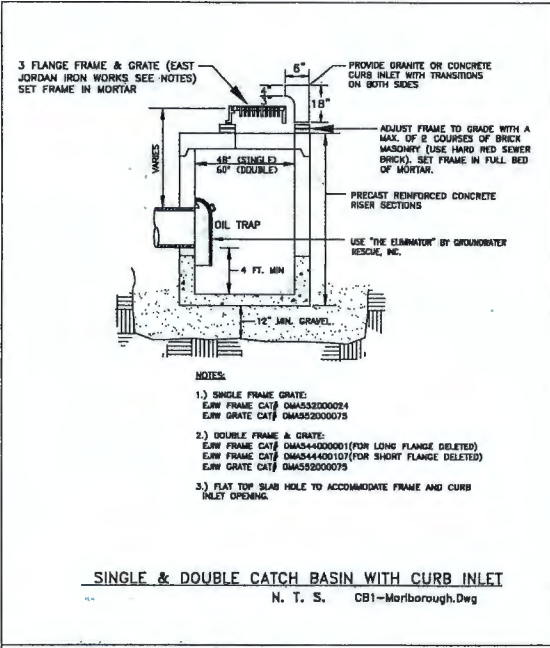
OWNER: ARLBROUGH TOYS LLC
200 MILLER ROAD, SUITE 5
HARVARD, MA 01451
TEL: (978) 496 8388

ARCHITECT: ADAMS WILLIAM D.
JW CAPITAL PARTNERS, LLC
34 WASHINGTON STREET, SUITE 230
WELLESLEY, MA 02461
TEL: (781) 386 2436

DATE: SEPTEMBER 6, 2022

C6

FILE: 2916.dwg



SIGN WITH IDENTIFICATION	DIMENSIONS (FT.)	MOUNTING HEIGHT
<p>R7-B</p> <p>NOTE: SIGNAGE SHALL COMPLY WITH 821CMR 23.9 SUCH SIGN SHALL BE PERMANENTLY LOCATED AT A HEIGHT OF NOT LESS THAN FIVE FEET NOR MORE THAN EIGHT FEET TO THE TOP OF THE SIGN. MOUNT SIGN ON BUILDING OR POST WHEN ADJACENT TO A BUILDING.</p>	12" X 18"	6.5'
<p>R7-BP</p> <p>NOTE: SIGNAGE SHALL COMPLY WITH 821CMR 23.9 SUCH SIGN SHALL BE PERMANENTLY LOCATED AT A HEIGHT OF NOT LESS THAN FIVE FEET NOR MORE THAN EIGHT FEET TO THE TOP OF THE SIGN. MOUNT SIGN ON BUILDING OR POST WHEN ADJACENT TO A BUILDING.</p>	6" X 12"	5'
<p>R7-1B</p> <p>* TEXT, BACKGROUND, LEGEND, BORDER & COLOR SHALL COMPLY WITH 2022 MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREET AND HIGHWAY, AS AMENDED. ** LETTER HEIGHT AND SPACING SHALL CONFORM WITH MUTCD.</p>	12" X 18"	6.5'

SIGNAGE
N. T. S.



DATE	SEPTEMBER 6, 2022
SCALE	
DRAWN BY	
CHECKED BY	
IN CHARGE	

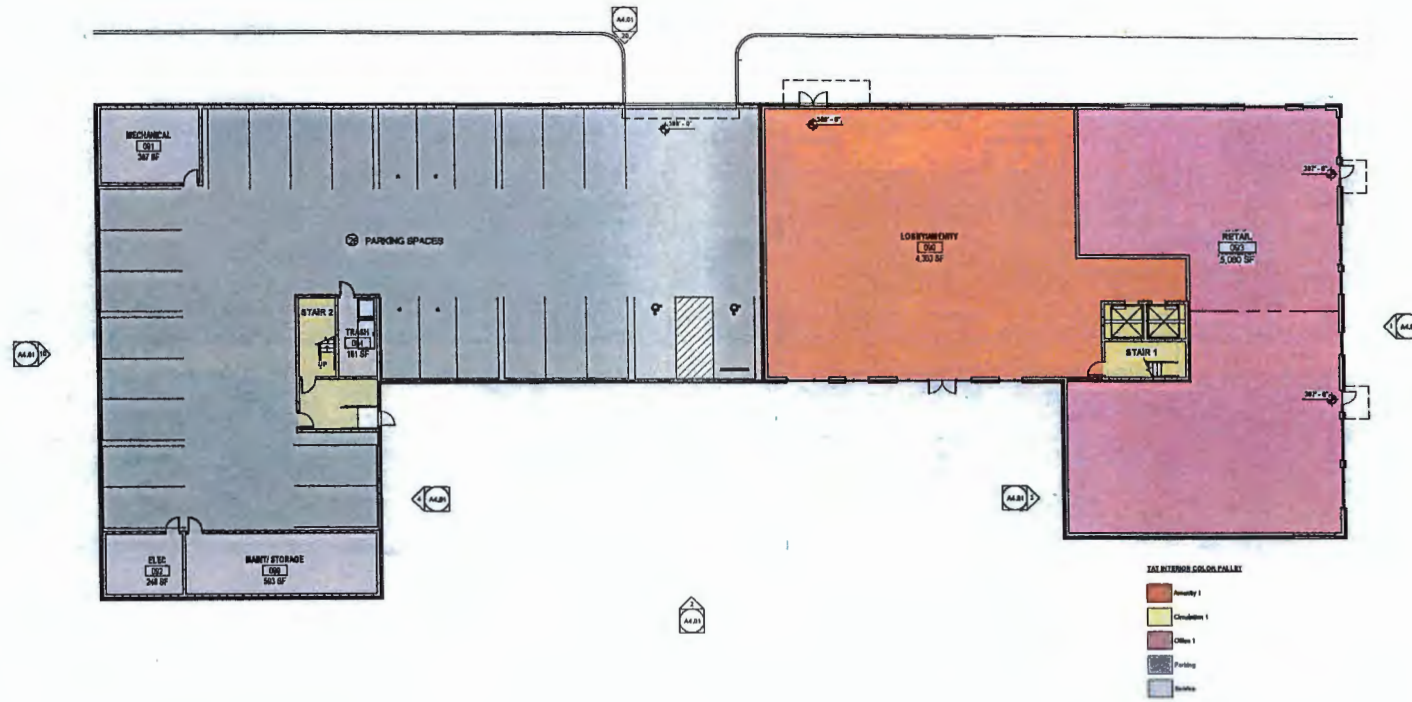
PREPARED BY:
BRUCE SALLIK & ASSOC., INC.
CIVIL ENGINEERING & LAND SURVEYING
578 BOSTON POST ROAD EAST
MARLBOROUGH, MA 01752
TEL: 508-459-1838

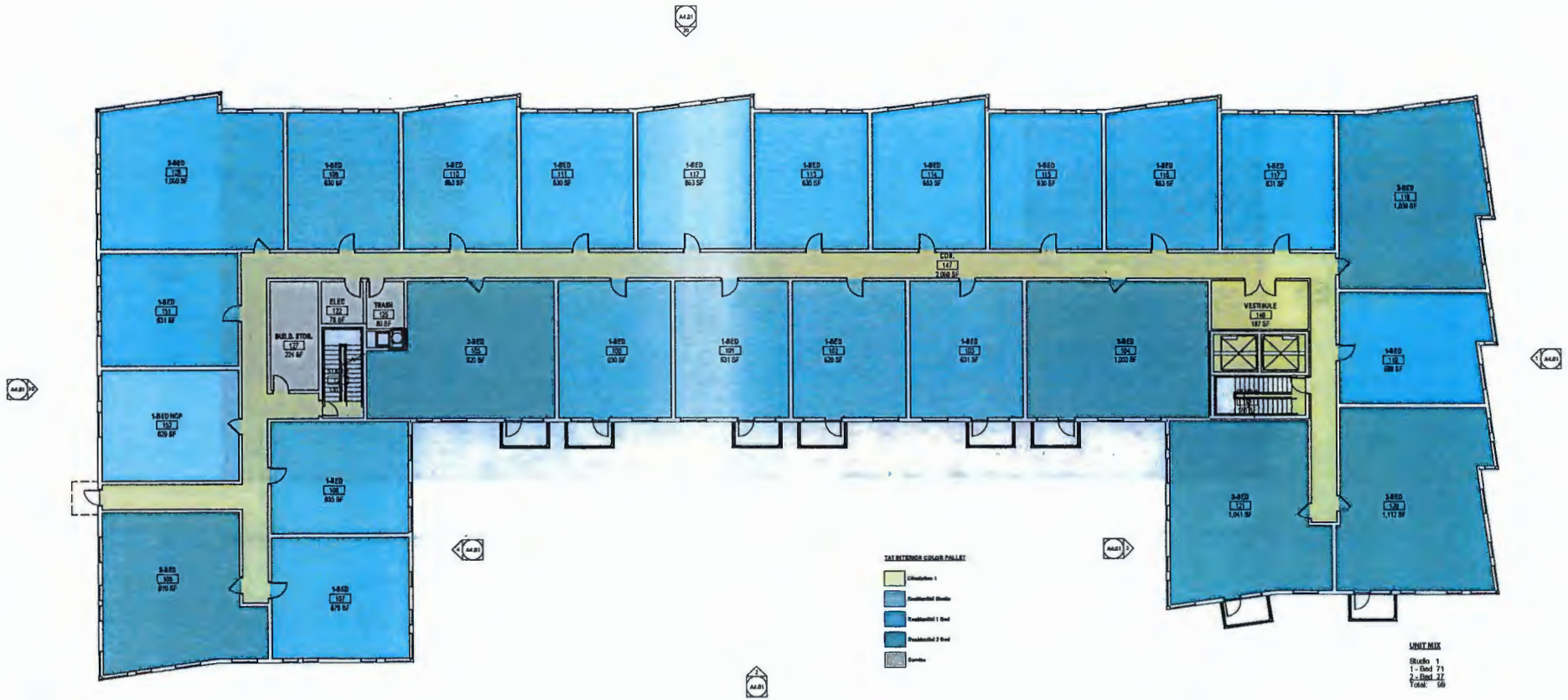
DETAILS
"EXCHANGE PLACE"
SITE PLAN
- 57 MAIN STREET -
MARLBOROUGH, MA

APPLICANT:
WILLIAM D. ADAMS
JW CAPITAL PARTNERS, LLC
34 WASHINGTON STREET, SUITE 230
MARLBOROUGH, MA 01754
TEL: (978) 396 2444

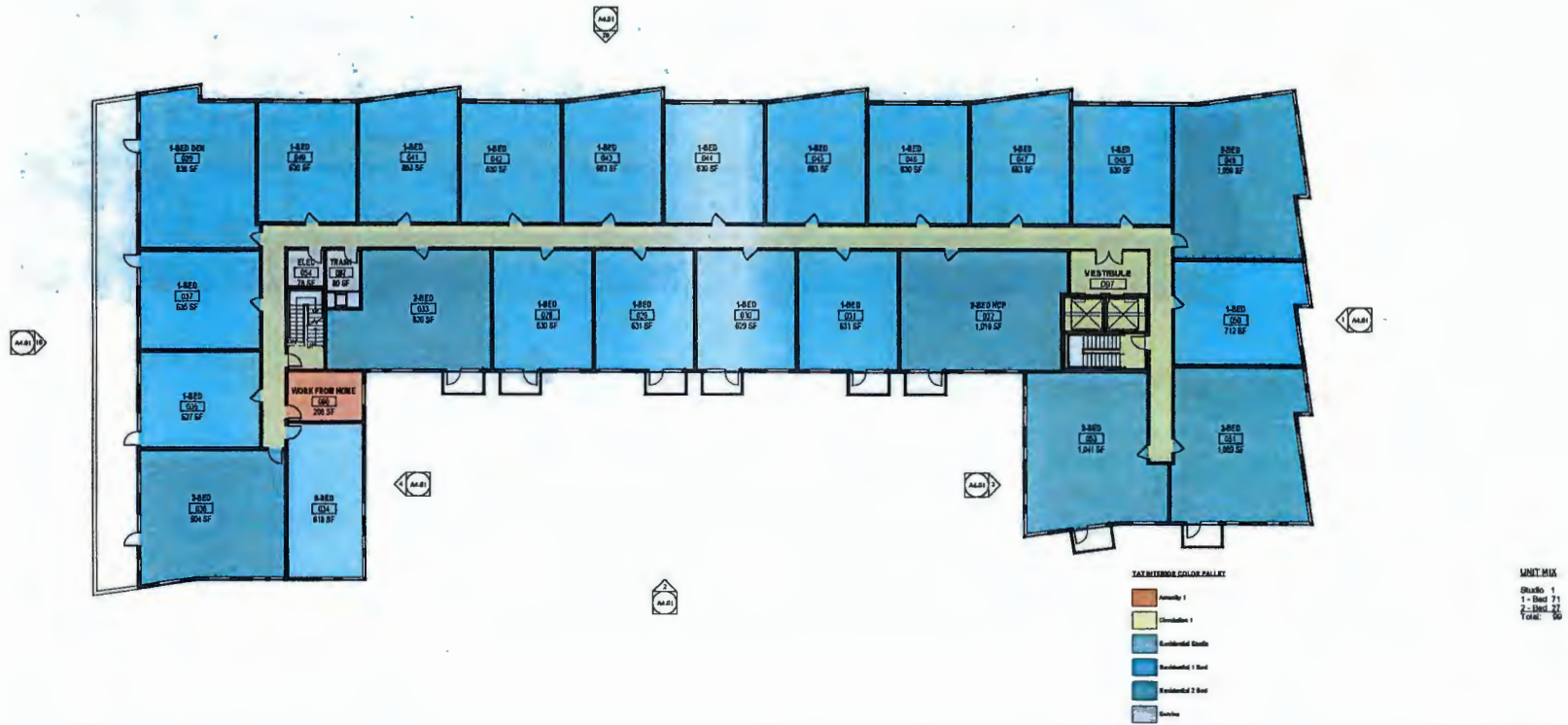
OWNER:
MARLBOROUGH TOTG LLC
208 AYER ROAD, SUITE 3
HARVARD, MA 01451
TEL: (978) 459 6386

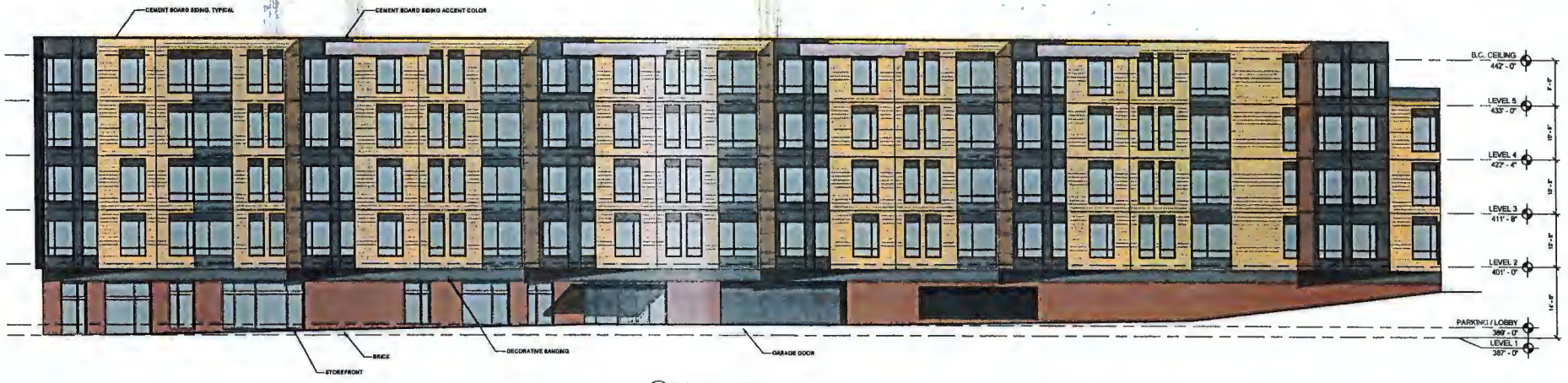
C7











11 Exchange Street Elevation
Scale: 1/8" = 1'-0"



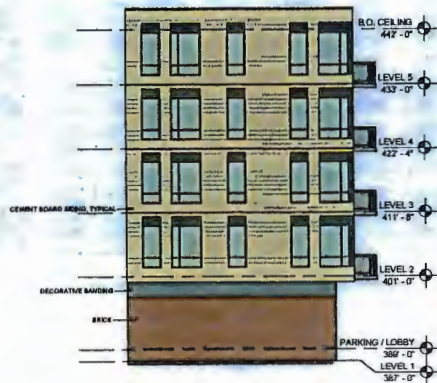
20 Main Street Elevation
Scale: 1/8" = 1'-0"



10 High Street Elevation
Scale: 1/8" = 1'-0"



1 Rear Elevation
Scale: 1/8" = 1'-0"



2 Elevation 1-c
Scale: 1/8" = 1'-0"



3 Elevation 22-a
Scale: 1/8" = 1'-0"



City of Marlborough
Legal Department

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CLERK'S OFFICE
CITY OF MARLBOROUGH
2023 APR -6 AM 9:36

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

JEREMY P. MCMANUS
ASSISTANT CITY SOLICITOR

BEATRIZ R. ALVES
PARALEGAL

April 6, 2023

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

Re: City Council Order No. 22/23-1008768
Special Permit Decision, Marie Esther Health Center, Inc.
720 Boston Post Road East

Dear Honorable President Ossing and Councilors:

In accordance with Chapter 650-59C(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 application for a special permit. 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,

Jeremy P. McManus
Assistant City Solicitor

Enclosure

cc: Arthur G. Vigeant, Mayor
Tin Htway, Building Commissioner
Jason D. Grossfield, City Solicitor

_____, 2023

**NOTICE OF DECISION
GRANT OF SPECIAL PERMIT**

In City Council
Order No. **22/23-1008768**

Application of:
Marie Esther Health Center, Inc.

Locus:
720 Boston Post Road East, Marlborough, MA
Parcel 7 on Assessors Map 61

DECISION

The City Council of the City of Marlborough hereby **GRANTS** the Application of Marie Esther Health Center, Inc., with a mailing address of 144 Turnpike Road, Suite 220, Southborough, MA 01772, as provided in the DECISION and subject to the Findings of Fact and Conditions contained therein.

Decision date: _____, 2023

The Decision of the City Council was filed in the Office of the City Clerk of the City of Marlborough on the [] day of [], 2023.

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:
Marie Esther Health Center, Inc.

Locus:
720 Boston Post Road East, Marlborough, MA
Parcel 7 on Assessors Map 61

DECISION ON A SPECIAL PERMIT
ORDER NO. 22/23-1008768

The City Council of the City of Marlborough hereby GRANTS the Application for a Special Permit to Marie Esther Health Center, Inc. (the "Applicant") for expansion of the existing convalescent home/nursing home use at 720 Boston Post Road East, as provided in this Decision and subject to the following Findings of Fact and Conditions.

FINDINGS OF FACT

1. The Applicant, Marie Esther Health Center, Inc., is a registered not-for-profit corporation formed under Chapter 180 of the General Laws and exempt from federal taxation under Section 501(c)(3) of the Internal Revenue Code, with an address of 144 Turnpike Road, Suite 220, Southborough, MA 01772.
2. The Applicant is the owner of the property located at 720 Boston Post Road E, Marlborough, Massachusetts, being shown as Parcel 7 on Assessors Map 61 (the "Site").
3. In accordance with Article IV, Section 650-12.B of the Zoning Ordinance of the City of Marlborough (the "Zoning Ordinance"), the Applicant proposes to renovate 10,490 square feet of the preexisting nonconforming convalescent home/nursing home use at the Site to create 12 additional rest home beds (the "Use"). As shown on the Plans referenced in paragraph 5 below, the Use consists of a commercial building containing the convalescent home/nursing home operation, loading areas, accessory parking, and landscaped areas.
4. The Applicant, by and through its Executive Director, filed with the 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, and a site plan entitled "Title Commitment By: Fidelity National Title Insurance Company Commitment Number: 18T963-2022 Effective Date: 4/20/2022 Date of Field Survey: 4/5/2022" by Blew & Associates, P.A., dated May 16, 2022, in accordance with the Rules and Regulations promulgated by the City Council for the issuance of a Special Permit (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 Wayside Zoning District and has an area of 984,090 square feet +/-, as shown on the Plans.

8. 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.

9. The Marlborough City Council, pursuant to Massachusetts General Laws Chapter 40A, opened a public hearing on the Application on Monday, January 23, 2023. The public hearing was held at the Marlborough City Hall, 140 Main Street. The hearing was closed on January 23, 2023.

10. The Applicant, through its representatives, presented testimony at the public hearing detailing the Use, including describing its impact upon the neighborhood.

11. As part of the public hearing, no members of the public expressed support or opposition about the Use or its potential impacts.

**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 expansion of the convalescent home/nursing home use to include an additional 12 rest home beds would not be substantially more detrimental to the neighborhood than the existing convalescent home/nursing home use of the Site.

C. The City Council finds that the preexisting nonconforming convalescent home/nursing home use of the Site has not been abandoned or not used for a period of two years or more.

D. The City Council finds that the proposed Use is not enlarged to more than 25% of the floor and ground area of the preexisting nonconforming convalescent and nursing home use, as no changes are proposed to the exterior of the building on the Site.

E. 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 to expand the preexisting nonconforming convalescent home/nursing home use at the Site 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 at 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.

2. Future Site Changes. Future changes to the exterior of the building or to the Site shall be subject to site plan review.

3. 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.

4. Operations. Operations will be continuous as the Use at the Site will be 24 hours a day each day of the year.

5. Staffing. As a skilled nursing facility licensed by the Massachusetts Department of Public Health, the Applicant will maintain the required staffing levels for all licensed beds, including the additional 12 rest home beds. The Applicant will maintain staffing levels as needed to care for the new rest home residents and maintain its DPH licensure.

6. Lighting. Exterior lighting at the Site shall remain unchanged by this renovation.

7. Signs. Signage at the Site shall comply with the City's Sign Ordinance.

8. Noise and Air Quality. The Applicant shall comply with the City's Noise Ordinance and shall comply with all state and federal requirements governing air quality and emissions.

9. 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. 22/23-1008768

Attachment A

ALTA/NSPS LAND TITLE SURVEY

TO: FIRST AMERICAN TITLE INSURANCE COMPANY: THIS IS TO CERTIFY THAT THIS MAP OF PLAT AND THE SURVEY ON WHICH IT IS BASED...

DATE OF PLAT OR MAP: 06/14/2022

NOT FOR FILING

MICHAEL L. HAMBER LICENSED SURVEYOR NO: 48673 COMMONWEALTH OF MASSACHUSETTS

TITLE LEGAL DESCRIPTION

INERT LEGAL REFERENCE NO: 187483-2022

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF MIDDLESEX, STATE OF MASSACHUSETTS, AND IS DESCRIBED AS FOLLOWS:

PARCEL ONE (ASSESSORS LOT 61-7)

THE LAND IN MARLBOROUGH, MASSACHUSETTS, MIDDLESEX COUNTY BOUND AND DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWESTERLY CORNER OF THE PREMISES HERENAFTER DESCRIBED...

THENCE RUNNING NORTHWESTERLY ALONG SAID BERTUCCI LAND BY THE LINE OF A STONE WALL TWO HUNDRED THIRTY-THREE AND 1/10 (233.1) FEET TO A POINT;

THENCE TURNING AND RUNNING NORTHWESTERLY, STILL ALONG SAID BERTUCCI LAND, TWENTY-NINE AND 3/10 (29.3) FEET TO A POINT;

THENCE TURNING AND RUNNING NORTHWESTERLY, AGAIN BY SAID BERTUCCI LAND, ONE HUNDRED AND 24/10 (133.3) FEET TO A POINT;

THENCE TURNING AND RUNNING NORTHWESTERLY ALONG LAND NOW OR FORMERLY OF JOHN C. RICE ET FIDELITY COMPANY, MEASURING TWENTY-NINE AND 24/10 (29.3) FEET, ONE HUNDRED THIRTY-TWO AND 9/10 (132.9) FEET AND FIVE HUNDRED FOUR AND 7/10 (504.7) FEET TO A POINT;

THENCE TURNING AND RUNNING SOUTHWESTERLY, BUT NEARLY NEARLY EASTERLY ALONG SAID RICE LAND, HUNDRED FORTY-FOUR AND 1/10 (144.1) FEET TO A POINT;

THENCE TURNING AND RUNNING NORTHWESTERLY, STILL ALONG SAID RICE LAND BY SUNDRY COURSES SIX HUNDRED THIRTY-THREE AND 87/10 (613.0) FEET TO OTHER LAND NOW OR FORMERLY OF ROMAN CATHOLIC ARCHDIOCESE OF BOSTON;

THENCE TURNING AND RUNNING SOUTHWESTERLY, BUT NEARLY EASTERLY, ALONG SAID LAND NOW OR FORMERLY OF ROMAN CATHOLIC ARCHDIOCESE OF BOSTON, FOUR HUNDRED TWENTY AND 27/10 (420.3) FEET TO A POINT;

THENCE TURNING AND RUNNING SOUTHWESTERLY, BUT NEARLY SOUTHERLY, ONE THOUSAND SIXTY-TWO AND 18/10 (1,662.8) FEET TO LAND FORMERLY OF SAMUEL L. PARKER, NOW OF THE SISTERS OF SAINT ANNE, INC.;

THENCE TURNING AND RUNNING WESTERLY BY SAID LAND FORMERLY OF PARKER, NOW OF THE COMPANY OF FIDELITY OF SAINT ANNE BY TWO (2) COURSES, MEASURING ONE HUNDRED NINE AND 7/10 (109.7) FEET AND ONE HUNDRED THIRTY-ONE AND 5/10 (131.3) FEET RESPECTIVELY, TO A POINT;

THENCE TURNING AND RUNNING SOUTHWESTERLY, AGAIN ALONG SAID LAND FORMERLY OF PARKER, NOW OF THE COMPANY OF FIDELITY OF SAINT ANNE, FOUR HUNDRED SIXTY-ONE AND 49/10 (461.4) FEET TO POINT IN THE NORTHWESTERLY BOUND OF LAND NOW OR FORMERLY OF THE CITY OF MARLBOROUGH;

THENCE TURNING AND RUNNING NORTHWESTERLY, WESTERLY AND SOUTHWESTERLY, ALONG SAID LAND CITY OF MARLBOROUGH BY THREE (3) MEASUREMENTS, BEING TWO HUNDRED FIFTY-THREE AND 31/10 (253.3) FEET, THREE HUNDRED SEVENTY-NINE AND 24/10 (379.2) FEET AND ONE HUNDRED SEVENTY-FIVE AND 6/10 (175.6) FEET TO LAND NOW OR FORMERLY OF BERTUCCI AND THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PREMISES ARE SHOWN AS LOT 1 ON A PLAN ENTITLED "PLAN OF LAND IN MARLBOROUGH, MASS., OWNED BY ROMAN CATHOLIC ARCHDIOCESE OF BOSTON" DATED NOVEMBER 17, 1961, DRAWN BY HADSHA SURVEY CO., INC., RECORDED WITH THE MIDDLESEX REGISTRY OF DEEDS BOOK 11012, PAGE 354.

THE ABOVE PARCEL OF LAND HAS THE BENEFIT OF AND IS SUBJECT TO THE RIGHTS AND EASEMENTS SET FORTH REFERRED TO IN A DEED FROM RICHARD M. HARTLEY ET UX, DATED JUNE 2, 1961, RECORDED IN MIDDLESEX SOUTH DISTRICT REGISTRY OF DEEDS IN BOOK 1061, PAGE 4540 WHICH DEED REFERENCE IS MADE AND THERE IS RESERVED TO THE ROMAN CATHOLIC ARCHDIOCESE OF BOSTON, A CORPORATION SOLE, AND EASEMENT IN THE SAID HEDIN CONTRACT FOR THE PURPOSE OF ENJOYING, IN RESPECT OF THE REMAINING PROPERTY, RIGHTS AND EASEMENTS ABOVE REFERRED TO.

PARCEL TWO (ASSESSORS LOT 61-8)

A CERTAIN PAVED OF LAND SITUATED ON THE NORTHERLY SIDE OF THE BOSTON POST ROAD IN SAID MARLBOROUGH, BOUND AS FOLLOWS:

BEGINNING AT A POINT IN THE NORTHERLY SIDE LINE OF THE OLD BOSTON POST ROAD AND LAND OF THE CITY OF MARLBOROUGH, MEASURING AS FOLLOWS:

THENCE WESTERLY BY THE NORTHERLY SIDE LINE OF THE OLD BOSTON POST ROAD (OLD LAYOUT) ONE HUNDRED THIRTY-THREE (133) FEET TO A POINT AT OTHER LAND OF THE GRANITE;

THENCE NORTHERLY IN A LINE TWENTY (20) FEET OBTAIN FROM THE FOUNDATION OF A NEW HOUSE AND PARALLEL TO THE WESTERLY WALL OF SAID FOUNDATION TO LAND OF THE CITY OF MARLBOROUGH TAKEN FOR SEWERAGE PURPOSES;

THENCE SOUTHWESTERLY BY SAID LAND OF THE CITY OF MARLBOROUGH TAKEN FOR SEWERAGE PURPOSES TO POINT OF BEGINNING SAID PARCEL BEING SUBSTANTIALLY TRIANGULAR IN SHAPE.

PARCEL THREE (ASSESSORS LOT 61-9)

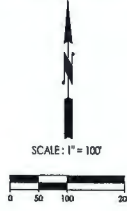
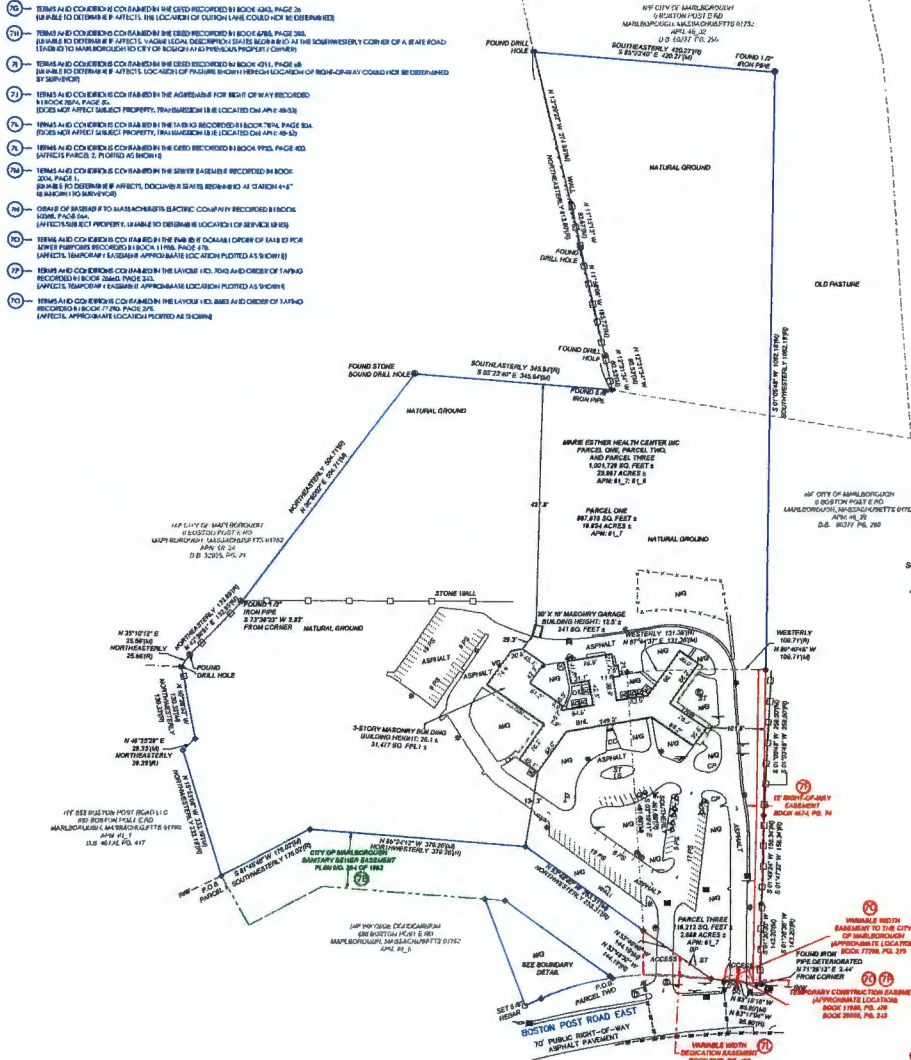
THE LAND, WITH THE BUILDINGS THEREON, IN MARLBOROUGH, MASSACHUSETTS, SHOWN AS LOT 3 ON THE REVERSE "PLAN OF LAND IN MARLBOROUGH, MASS., OWNED BY ROMAN CATHOLIC ARCHDIOCESE OF BOSTON" DATED NOVEMBER 17, 1961, PREPARED BY HADSHA SURVEY CO., INC., AND RECORDED WITH MIDDLESEX SOUTH DISTRICT REGISTRY OF DEEDS (THE "REGISTRY") AS PLAN 294 OF 1961.

THE LAND DESCRIBED ABOVE AND SHOWN HEREON IS THE SAME LAND AS DESCRIBED IN THE CONVEYANCE ISSUED BY FIRST AMERICAN TITLE INSURANCE COMPANY, COMMITMENT FILE NO. 187483-2022, WITH AN EFFECTIVE DATE OF APRIL 20, 2022 @ 4:50 P.M.

SCHEDULE B EASEMENTS

- 1. SECTION 86 FACTS AS DESCRIBED ON PLAN RECORDED AS PLAN 294 OF 1961 (PARCELS 1, 2 AND 3 AS SHOWN); 2. TERMS AND CONDITIONS CO-TERMINANT WITH THE AGREEMENT BY AND BETWEEN CHARLES F. CHAPMAN AND THE CITY OF MARLBOROUGH IN RESPECT OF WATER AND SEWERAGE CONNECTIONS RECORDED IN BOOK 11038, PAGE 474...

TABLE OF REFERENCES: BOOK 1063, PAGE 677; BOOK 10012, PAGE 355; BOOK 8815, PAGE 435; BOOK 4624, PAGE 74; BOOK 4263, PAGE 24; BOOK 6785, PAGE 355; BOOK 4211, PAGE 68; BOOK 7874, PAGE 50; BOOK 7874, PAGE 304; BOOK 7874, PAGE 400; BOOK 2004, PAGE 1.



SURVEYOR'S NOTES

- TITLE COMMITMENT BY: FIRST NATIONAL TITLE INSURANCE COMPANY; COMMITMENT NUMBER: FENING, EFFECTIVE DATE: 07/04/2022; DATE OF FIELD SURVEY: MAY 25th, 2022; MASSACHUSETTS HANA AND THE STATE PLANE COORDINATES (NAD83/2011) ESTABLISHED FROM GPS OBSERVATIONS OF CONTROL STATIONS ON (PERT DATE) BEING THE MASSCONS NETWORK...

BOUNDARY DETAIL

LINE TABLE: BEARING, DISTANCE, BEARING, DISTANCE. Includes entries for 'S 89°27'00\"/>

UTILITY NOTE

THE UTILITIES SHOWN ON THIS DRAWING HEREON HAVE BEEN LOCATED BY FIELD MEASUREMENTS, UTILITY MAP OR DRAWINGS, BLEW & ASSOCIATES MAKES NO WARRANTY TO THE EXACT LOCATION OF ANY UNDERGROUND UTILITIES SHOWN OR NOT SHOWN ON THIS DRAWING...

SIGNIFICANT OBSERVATIONS

NONE OBSERVED AT THE TIME OF THE ALTA SURVEY.

BUILDINGS

- BUILDING 1: 3-4 STORY MASONRY, 31,477 SQUARE FEET, 24.1 HEIGHT; BUILDING 2: 20 X 10 SHED, 241 SQUARE FEET, 12.0 HEIGHT.

TRACT INFO

- PARCEL 1: 867,076 SQUARE FEET, 19.724 ACRES; PARCEL 2: 17,437 SQUARE FEET, 0.405 ACRES; PARCEL 3: 114,212 SQUARE FEET, 2.648 ACRES.

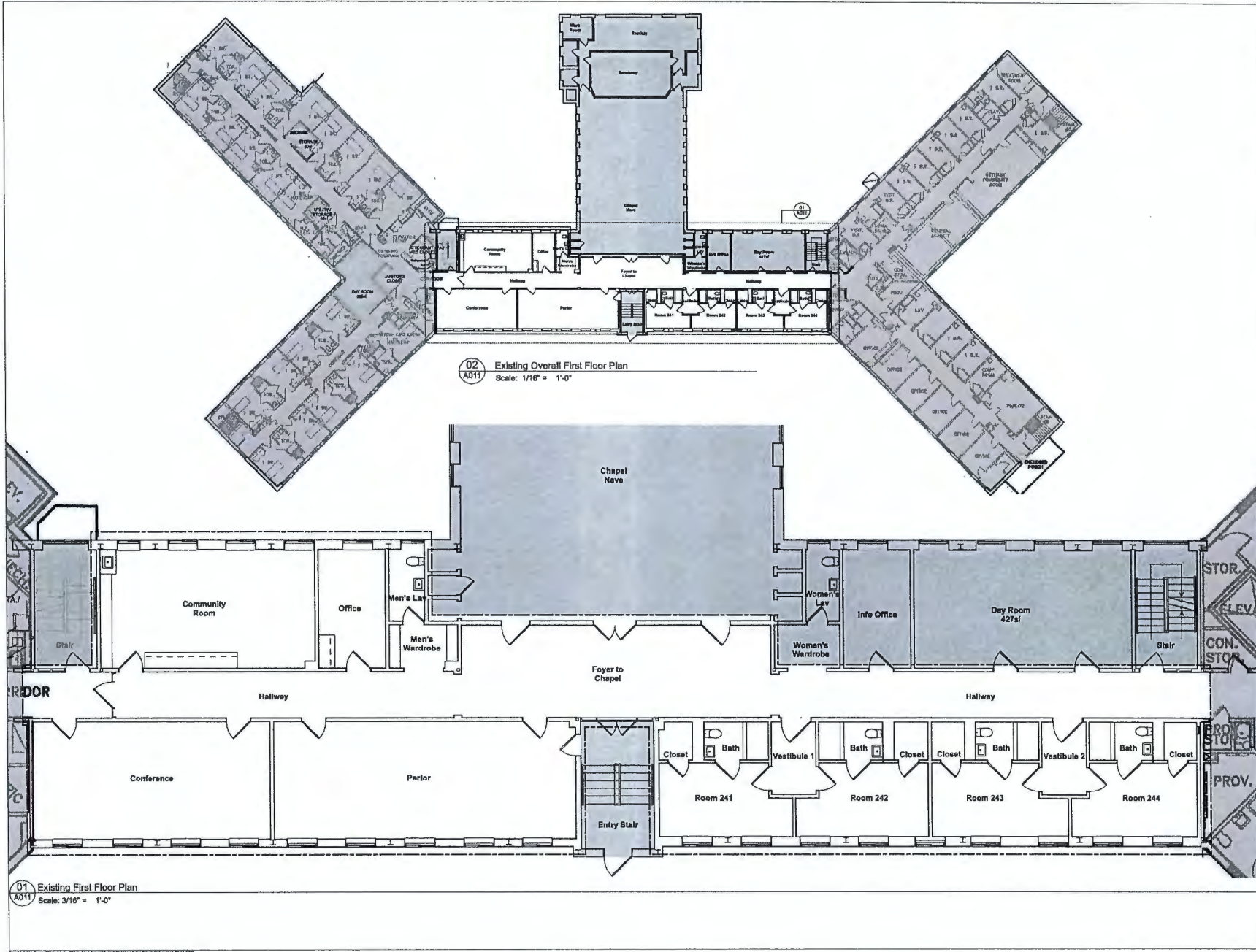
PARKING

- STANDARD: 87 SPACES; HANDICAPPED: 9 SPACES; TOTAL: 96 SPACES.

FEMA FLOOD NOTE

BY GRAPHIC PLOTTING ONLY, THE PROPERTY SHOWN ON THIS SURVEY IS WITHIN ONE (1)\"/>

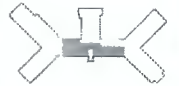
Vertical sidebar containing logos for EBI Consulting, BLEW & ASSOCIATES, P.A., and a SUBMITTAL table with columns for DATE, TIME, and SIGNATURE.



Alliance Health & Human Services

Marie Esther Rest Home Expansion

Alliance Health of Marie Esther
First Floor
220 Water Street
Methuen, MA 01842



LWDA DESIGN

45 Water Street, Concord, MA 01742
Tel. 978.371.1848
www.lwda.com

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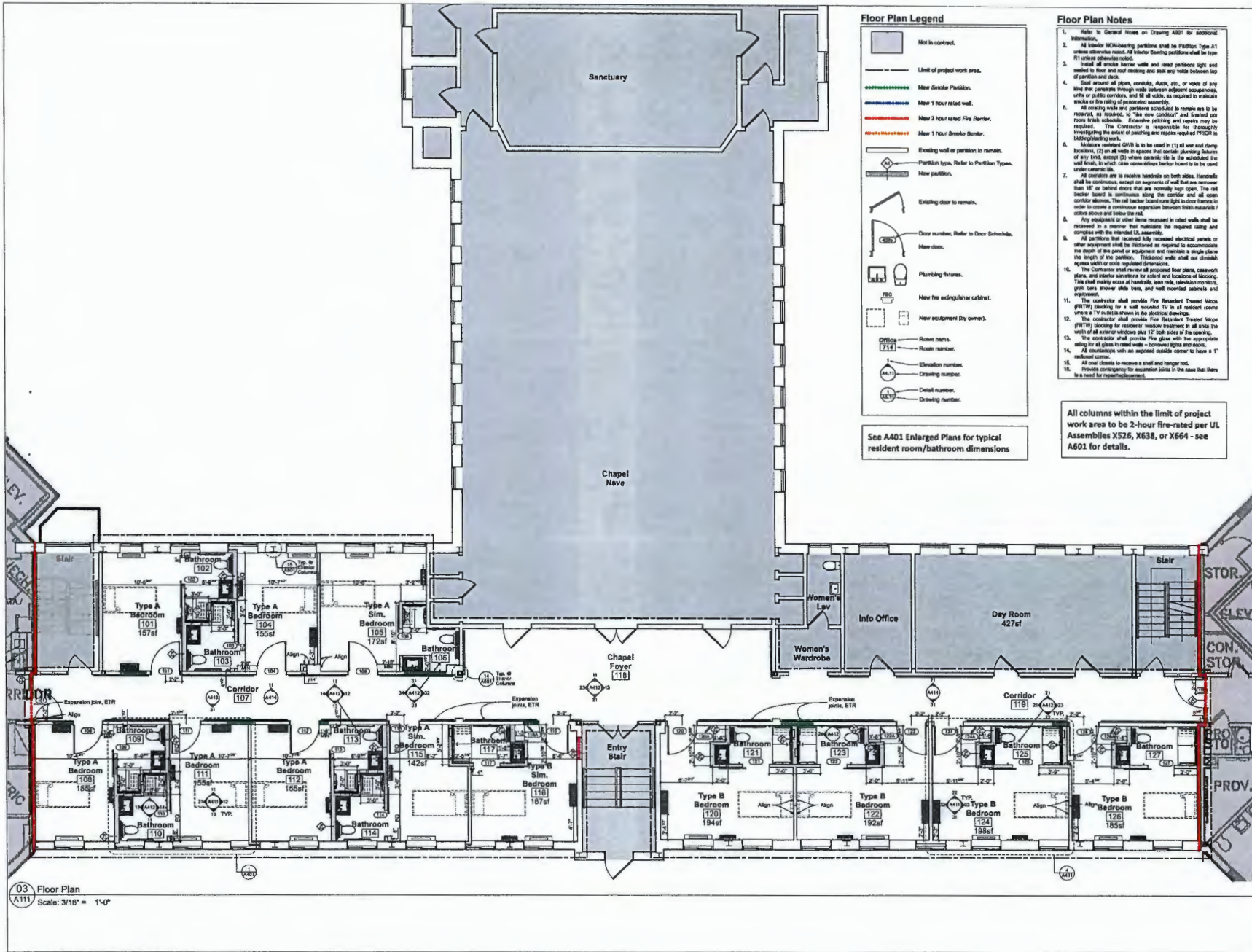
CONSULTING ENGINEERS
Alliance Health of Marie Esther
Alliance Consulting Engineers, Inc.
24 National Avenue, Third Floor
Lexington, MA 02421
Tel. 978.272.2000
www.alliance-engineers.com
Boston
L.A. Piazza Partners
211 Congress Street, Suite 810
Boston, MA 02110
Tel. 617.848.8700
www.bjp.com



Existing Plan - First Floor

Sheet: 0101
Revision: March 4, 2002
Date: Construction Phase
Drawing: SM
Scale: As noted

A011



Alliance Health & Human Services

Marie Esther Rest Home Expansion

Alliance Health at Marie Esther
 Five Floor
 720 Boston Post Road
 Southborough, MA 01772



LWDA DESIGN

40 Milliken Street, Concord, MA 01742
 Tel: 978.371.1944
 www.lwda.com

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CONSULTING ENGINEERS:
 MEP: **AHA Engineers**
 24 Main Hill Avenue, Third Floor
 Leominster, MA 01461
 Tel: 714-372-3000
 www.aha-engineers.com
 Structural: **L.A. Funes Partners**
 211 Congress Street, Suite 910
 Boston, MA 02110
 Tel: 617-348-5700
 www.lapf.com



Project Name	Marie Esther Rest Home Expansion
Project No.	1041
Revision	Align 2-2023
Discipline	Construction Plans
Sheet No.	904
Date	09-14-2023

Floor Plan - First Floor

A111

City of Marlborough
Commonwealth of Massachusetts

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2023 APR -3 AM 11: 32



William Paynton, MCBO
Assistant Building Commissioner
140 Main Street
Marlborough, MA 01752
Phone: (508) 460-3776 XT 30203
Fax: (508) 460-3736
Email: wpaynton@marlborough-ma.gov

City Council Sign Approval Form

12/8/2022

To City Council President and all Councilors,
Included in this form is an applicant seeking approval from City Council as it relates to the signage project at the below address. Attached to this form is a copy of the sign that is proposed.

Address of Location seeking approval at 656 BOSTON POST ROAD EAST
PERMIT NUMBER: SP-22-35
Replacement MOBIL sign on Canopy and canopy accent lighting

Zoning District:	Wayside Zoning
Meets Current Sign Code:	YES
Planning Board Variance:	NO



William Paynton, MCBO
Assistant Building Commissioner

CC File
 City Council
 Commissioner Htway

Sign Permit**SP-22-35**

Submitted On: Oct 10, 2022

Applicant

 Carolyn Parker
 774-239-2781
 @ capconsulting@verizon.net

Primary Location

656 BOSTON POST RD EAST
MARLBOROUGH, MA 01752

Location Information**Name of Business**

Mobil

Telephone Number of Business

800-225-1927

Name of Owner of Business

Global Companies, Inc.

Is this a 1 or 2 Family Dwelling?

No

Sign Information**Type of Sign**

Flat Wall

Please check all that apply:

Special Permit?

No

Special Permit #

0

Variance Approval

--

New or Replacement?

Replacement

Cost of sign(s) (\$)

800

Is this sign illuminated?

Yes

Please provide UL Listing for appliance

E6733

Replacement Sign Information**Is this a replacement of a same size existing sign(s)?**

Yes

Existing Sign Length

100

Existing Sign Width

1.47

Existing Sign Height

36

Existing Sign Area

25

Location of Existing Sign

OH Canopy

Installer Information**Company Name**

JSP Land Development

Installer Telephone #

413-564-0404

Installer Email

paul@jsplds.com

Notice

Applicant Signature

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

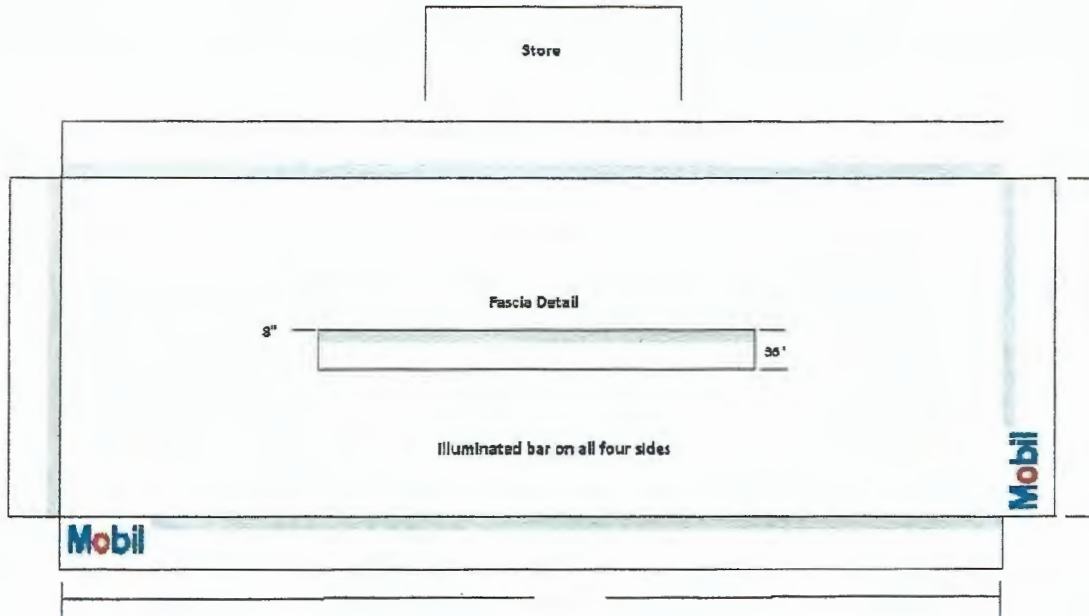
Applicant Signature

true

SCOPE: REMOVE 3D FASCIA AND (2) MOBIL LOGO'S. INSTALL NEW FASCIA W/ GRAY/WHITE. INSTALL (2) MOBIL LOGO'S AND LED DOWNLIGHTING.



EXISTING ON CANOPY



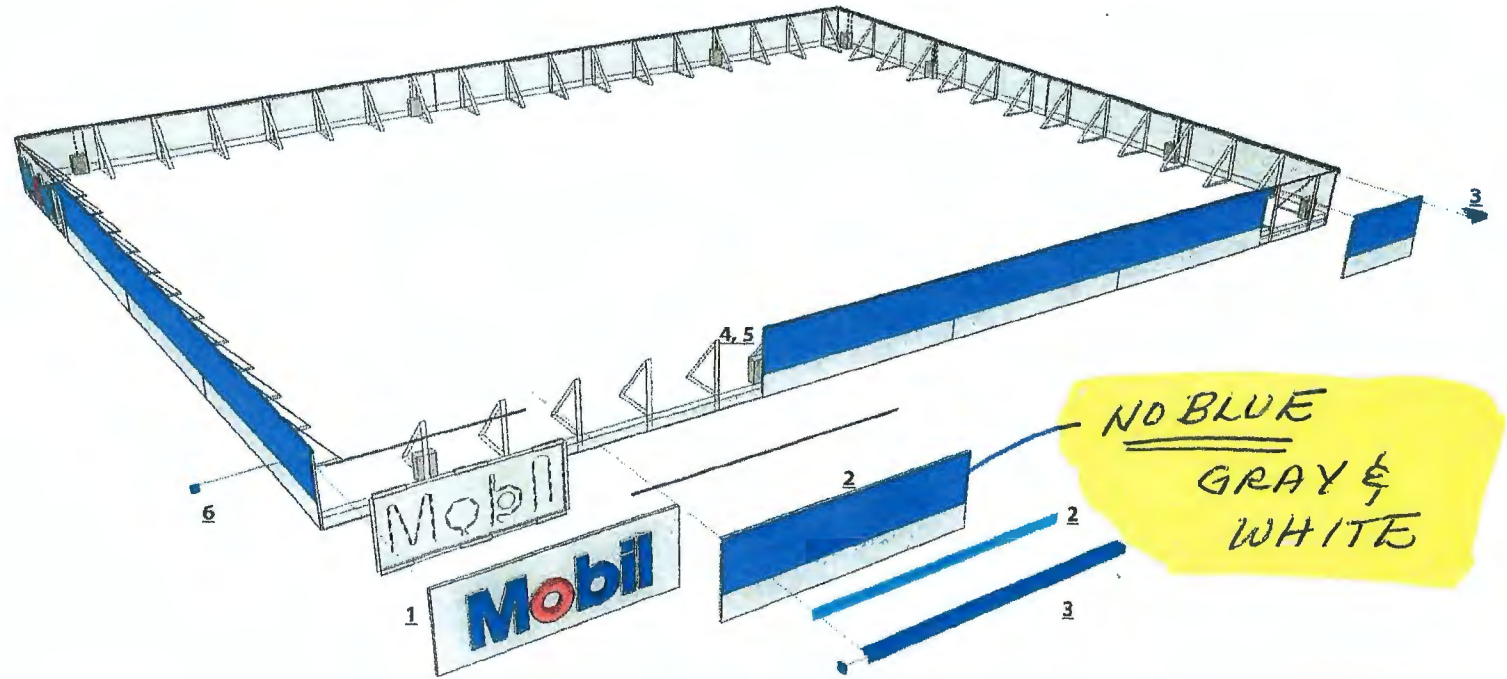
PROPOSED ON CANOPY

MOBIL
656 BOSTON POST RD
MARLBOROUGH, MA

SCOPE: RESKIN ON CANOPY - GRAY AND WHITE
 INSTALL LED DOWNLIGHTING AND (2)
 MOBIL LOGOS

THIS DRAWING IS FOR THE SOLE PURPOSE OF EXPRESSING VISUAL DESIGN INTENTION ONLY AND IS NOT INTENDED FOR THE ACTUAL MANUFACTURING PURPOSES

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Step 1. Begin with installing any logos (left or right Mobil): back skin, side return, LED tray, power supplies and face.

Step 2. Install mounting brackets and 120" ACM panels, cut last panel if necessary. If you purchased ACM without the 3" matte finish vinyl, apply it to the top part of the ACM.

Step 3. Install LED corners first, then install 118" LED downlight starting with ACM panel next to the logo. Install short downlight, cut to length or overlap as required on each side for site conditions.

Step 4. Install (1) power supply box every other panel and connect to LEDs. Each 118" downlighter runs on 60 watts. Each corner downlight comes with their own power supply.

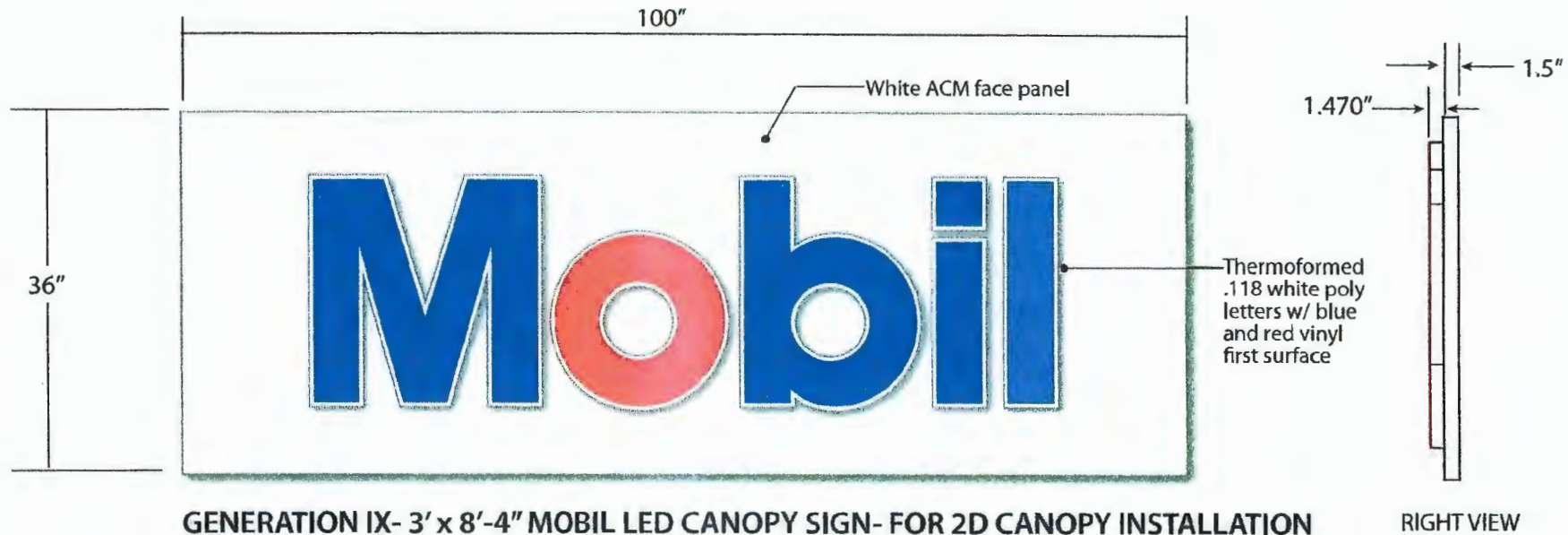
Step 5. Install junction box power circuits every 200 feet for each side as required by site layout. Electrician to connect to 120VAC.

Step 6. Install end caps.

TITLE	DATE	CLIENT	MB REFERENCE	PAGE
Mobil 2D install guide	3/7/2017	Exxon / Mobil	Rev. 3	1 of 1



MOBIL
 656 BOSTON POST RD
 MARLBORO, MA



GENERATION IX- 3' x 8'-4" MOBIL LED CANOPY SIGN- FOR 2D CANOPY INSTALLATION

RIGHT VIEW

SPECIFICATIONS:

CABINET: Fabricated of alum. profile sections and ACM face panel (alum. composite material); Face is hinged at the top along the back of the display

SERVICE ACCESS: Remove (3) screws from the bottom of chassis, and hinge face open

FORMED LETTERS: .118 thick pigmented white polycarbonate logo letters, with first surface blue and red vinyl; Letters are attached to 3mm ACM face panel via bonded glue studs that also hold LED backing panels in place

LIGHTING: (44) 6500K LEDs- Total draw 59.8 WATTS (1.36 WATTS per LED)

POWER SUPPLY: (1) 12V 110-277V 60W LED power supply @ 2 AMPS 120V AC @ 60 HZ

WEIGHT APPROX: 80 lbs.

These product sheets are the exclusive property of Everbrite LLC. Use of this property in any manner without express written permission of Everbrite LLC is prohibited. Drawings are for graphic purposes only and not intended for actual construction. For more specific manufacturing detail, please refer to engineering specifications and install drawings.



Everbrite

Everbrite LLC
4949 S 110th Street, Greenfield, WI 53220
Phone: 800-796-7427 • Fax: 877-430-7361
Website: www.exxonmobilsigns.com

Part No: **E030919P**

Description: GENERATION IX - 3' x 8'-4"
MOBIL LED CANOPY SIGN (for 2D canopy
installation)

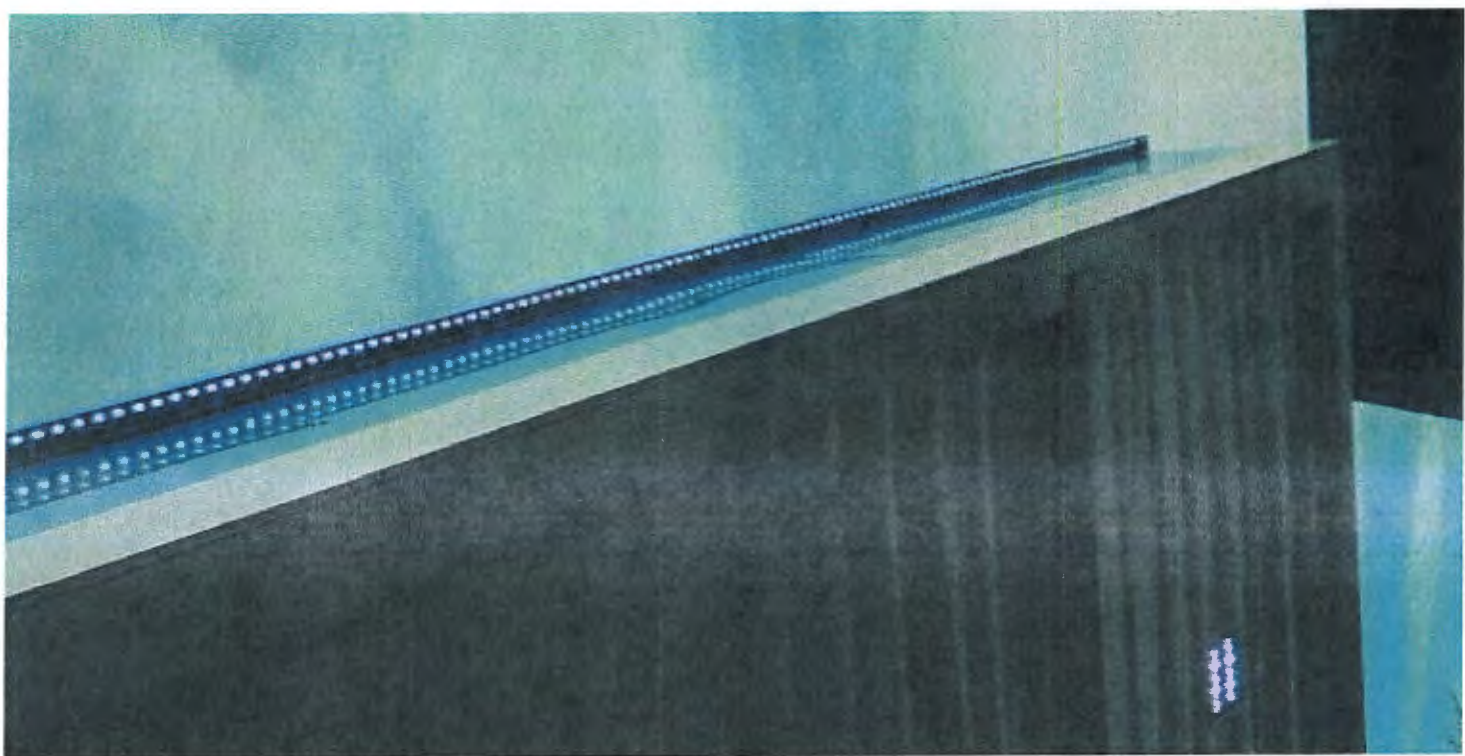
Project No: 358026-1

Date: 3/14/17

Drawn By: CH

Mobil





City of Marlborough
Commonwealth of Massachusetts

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2023 APR -3 AM 11:32



William Paynton, MCBO
Assistant Building Commissioner
140 Main Street
Marlborough, MA 01752
Phone: (508) 460-3776 XT 30203
Fax: (508) 460-3736
Email: wpaynton@marlborough-ma.gov

City Council Sign Approval Form

3/31/2023

To City Council President and all Councilors,
Included in this form is an applicant seeking approval from City Council as it relates to the signage project at the below address. Attached to this form is a copy of the sign that is proposed.



Address of Location seeking approval at 656 BOSTON POST ROAD EAST
PERMIT NUMBER: SP-22-36
Replacement MOBIL sign on Canopy

Zoning District:	Wayside Zoning
Meets Current Sign Code:	YES
Planning Board Variance:	NO

William Paynton, MCBO
Assistant Building Commissioner

CC File
 City Council
 Commissioner Htway

Sign Permit**SP-22-36****Applicant**

 Carolyn Parker
 774-239-2781
 @ capconsulting@verizon.net

Primary Location

656 BOSTON POST RD EAST
MARLBOROUGH, MA 01752

Location Information**Name of Business**

Mobil

Name of Owner of Business

Global Companies, LLC

Telephone Number of Business

800-225-1927

Is this a 1 or 2 Family Dwelling?

No

Sign Information**Type of Sign**

Flat Wall

Please check all that apply:

Special Permit?

No

Variance Approval

--

Special Permit #

0

New or Replacement?

Replacement

Cost of sign(s) (\$)

800

Is this sign illuminated?

Yes

Please provide UL Listing for appliance

E6733

Replacement Sign Information**Is this a replacement of a same size existing sign(s)?**

Yes

Existing Sign Length

100

Existing Sign Width

1.47

Existing Sign Height

36

Existing Sign Area

25

Location of Existing Sign

OH canopy

Installer Information**Company Name**

JSP Land Development

Installer Telephone #

413-567-0404

Installer Email

paul@jsplds.com

Notice

Applicant Signature

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

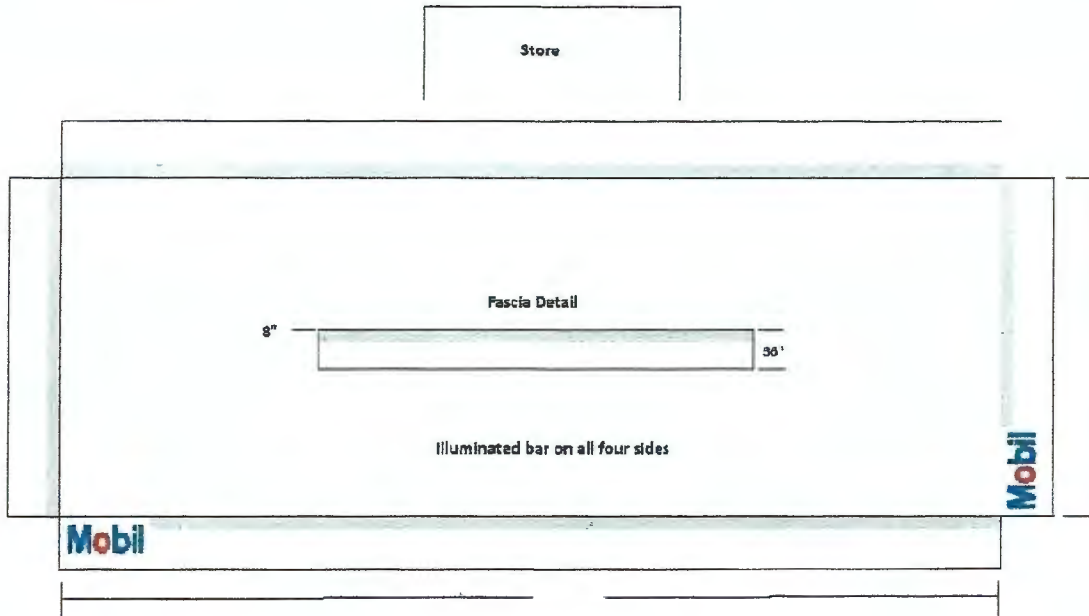
Applicant Signature

true

SCOPE: REMOVE 3D FASCIA AND (2) MOBIL LOGO'S. INSTALL NEW FASCIA W/ GRAY/WHITE. INSTALL (2) MOBIL LOGO'S AND LED DOWNLIGHTING.



EXISTING OH CANOPY



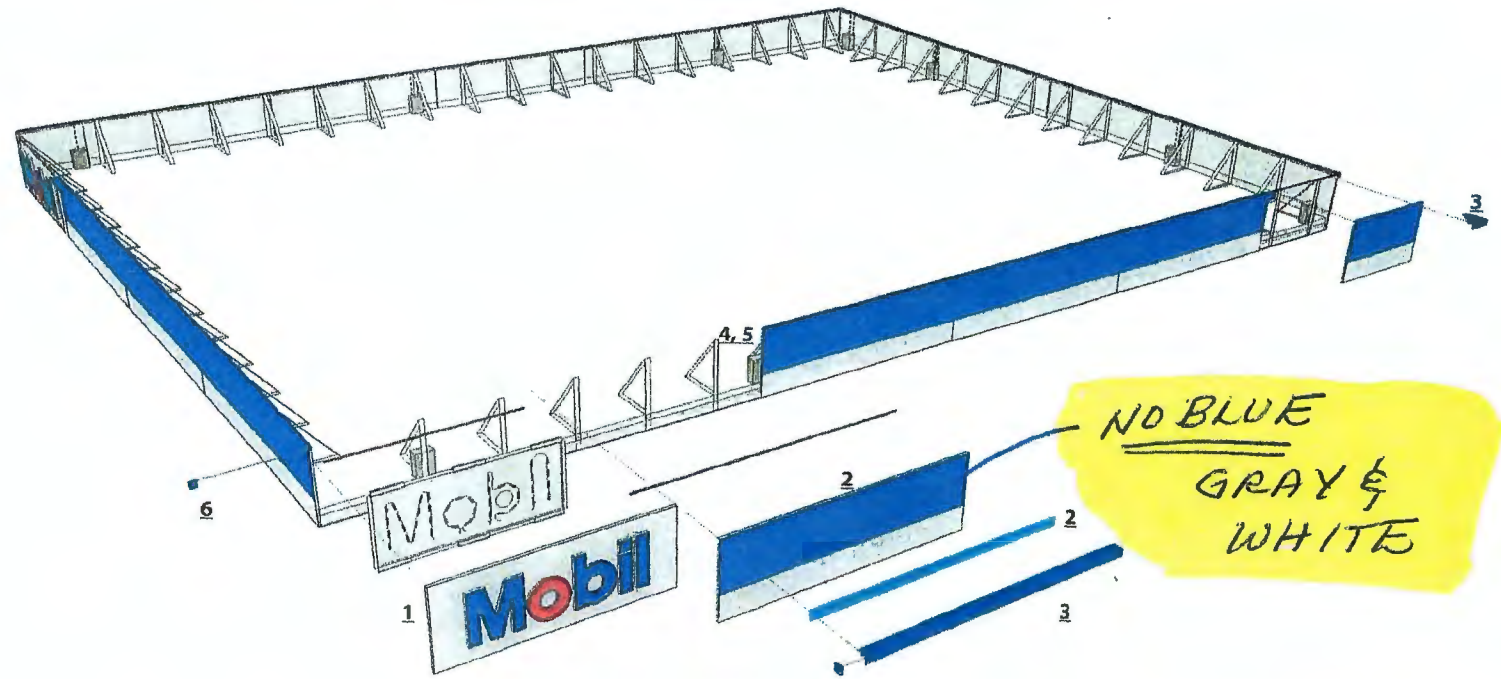
Boston Post Rd

PROPOSED OH CANOPY

MOBIL
656 BOSTON POST RD
MARLBORO, MA

SCOPE: RESKIN ON CANOPY - GRAY AND WHITE INSTALL LED DOWNLIGHTING AND (2) MOBIL LOGOS

THIS DRAWING IS FOR THE SOLE PURPOSE OF EXPRESSING VISUAL DESIGN INTENTION ONLY AND IS NOT INTENDED FOR THE ACTUAL MANUFACTURING PURPOSES
THIS DOCUMENT IS THE PROPERTY OF LSI INDUSTRIES INC. IT CONTAINS PROPRIETARY INFORMATION AND IS TENDERED SUBJECT TO THE CONDITIONS THAT IT AND THE INFORMATION DISCLOSED HEREIN BE RETAINED IN CONFIDENCE. IT CANNOT BE REPRODUCED OR COPIED DIRECTLY OR INDIRECTLY IN WHOLE OR IN PART, AND IT AND THE INFORMATION DISCLOSED HEREIN SHALL NOT BE USED OR DISCLOSED TO OTHERS FOR USE FOR ANY OTHER PURPOSE EXCEPT AS SPECIFICALLY AUTHORIZED IN WRITING BY LSI INDUSTRIES INC.



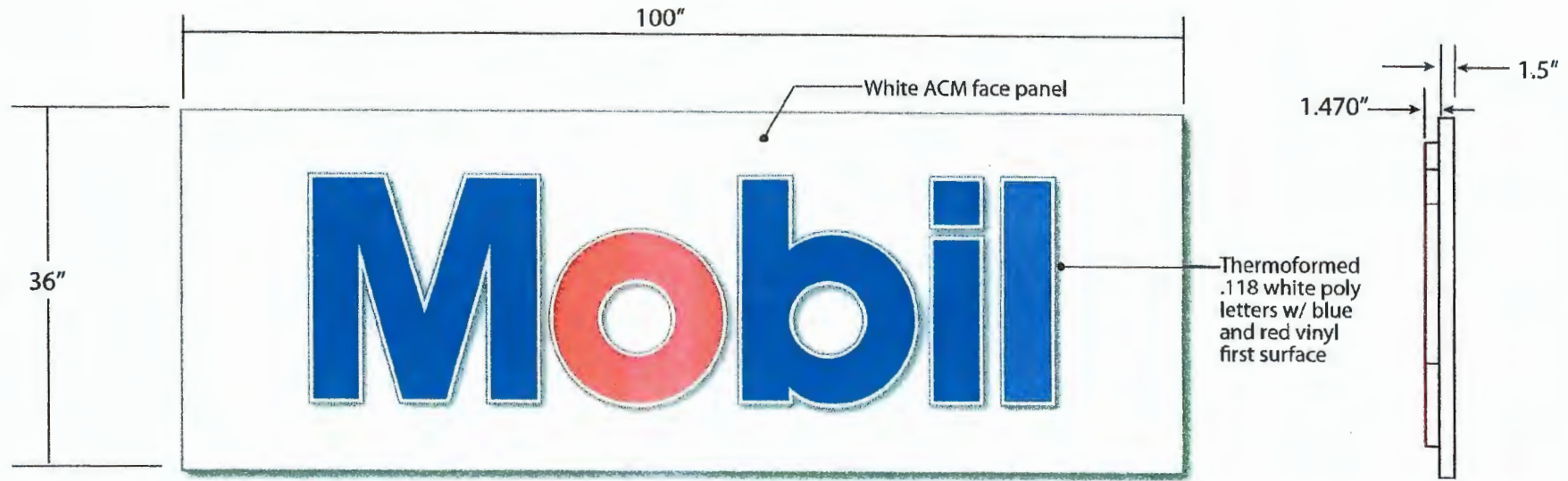
- Step 1. Begin with installing any logos (left or right Mobil): back skin, side return, LED tray, power supplies and face.
- Step 2. Install mounting brackets and 120" ACM panels, cut last panel if necessary. If you purchased ACM without the 3" matte finish vinyl, apply it to the top part of the ACM.
- Step 3. Install LED corners first, then install 118" LED downlight starting with ACM panel next to the logo. Install short downlight, cut to length or overlap as required on each side for site conditions.
- Step 4. Install (1) power supply box every other panel and connect to LEDs. Each 118" downlighter runs on 60 watts. Each corner downlight comes with their own power supply.
- Step 5. Install junction box power circuits every 200 feet for each side as required by site layout. Electrician to connect to 120VAC.
- Step 6. Install end caps.

TITLE	DATE	CLIENT	MB REFERENCE	PAGE
Mobil 2D install guide	3/7/2017	Exxon / Mobil	Rev. 3	1 of 1



MOBIL
656 BOSTON POST RD
MARLBORO, MA

QTY: 2



GENERATION IX- 3' x 8'-4" MOBIL LED CANOPY SIGN- FOR 2D CANOPY INSTALLATION

RIGHT VIEW

SPECIFICATIONS:

CABINET: Fabricated of alum. profile sections and ACM face panel (alum. composite material); Face is hinged at the top along the back of the display

SERVICE ACCESS: Remove (3) screws from the bottom of chassis, and hinge face open

FORMED LETTERS: .118 thick pigmented white polycarbonate logo letters, with first surface blue and red vinyl; Letters are attached to 3mm ACM face panel via bonded glue studs that also hold LED backing panels in place

LIGHTING: (44) 6500K LEDs- Total draw 59.8 WATTS (1.36 WATTS per LED)

POWER SUPPLY: (1) 12V 110-277V 60W LED power supply @ 2 AMPS 120V AC @ 60 HZ

WEIGHT APPROX: 80 lbs.

These product sheets are the exclusive property of Everbrite LLC. Use of this property in any manner without express written permission of Everbrite LLC is prohibited. Drawings are for graphic purposes only and not intended for actual construction. For more specific manufacturing detail, please refer to engineering specifications and install drawings.



Everbrite

Everbrite LLC
4949 S 110th Street, Greenfield, WI 53220
Phone: 800-796-7427 • Fax: 877-430-7361
Website: www.exxonmobilsigns.com

Part No: **E030919P**

Description: GENERATION IX - 3' x 8'-4"
MOBIL LED CANOPY SIGN (for 2D canopy installation)

Project No: 358026-1

Date: 3/14/17

Drawn By: CH



City of Marlborough
Commonwealth of Massachusetts

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2023 APR -5 PM 2: 51



William Paynton, MCBO
Assistant Building Commissioner
140 Main Street
Marlborough, MA 01752
Phone: (508) 460-3776 XT 30203
Fax: (508) 460-3736
Email: wpaynton@marlborough-ma.gov

City Council Sign Approval Form

4/5/2023

To City Council President and all Councilors,
Included in this form is an applicant seeking approval from City Council as it relates to the signage project at the below address. Attached to this form is a copy of the sign that is proposed.

Address of Location seeking approval at 58 Apex Drive Unit A
PERMIT NUMBER: SP-23-20
Replacement sign for new tenant Mosaka. East Wall by Front Entrance

Zoning District:
Meets Current Sign Code:
Planning Board Variance:

HRMUOD Hospitality and Recreation
YES
NO

William Paynton, MCBO
Assistant Building Commissioner

CC File
City Council
Commissioner Htway

04/05/2023

SP-23-20

Sign Permit

Status: Active

Date Created: Apr 2, 2023

Applicant

Nicholas Rivarola
sonicremodelingllc@gmail.com
474 Burncoat st
worcester, MA 01606
978-870-7820

Primary Location

58 APEX DR Unit A
Unit A
MARLBOROUGH, MA 01752

Owner:

Zhang He Wang
58 A Apex dr Marlboro, MA 01752

Permit Application Status

Staff please update during the application process.

Permit Application Status

Building Plans Under Review

Location Information

Name of Business

Mosaka

Name of Owner of Business

Zhang He Wang

Telephone Number of Business

508-3339974

Is this a 1 or 2 Family Dwelling?

No

Sign Information

Type of Sign

Flat Wall

Please check all that apply:

Special Permit Approval

Variance Approval

New or Replacement?

Replacement

Cost of sign(s) (\$)

6,000

Is this sign illuminated?

Yes

Please provide UL Listing for appliance

63012146

Replacement Sign Information

Is this a replacement of a same size existing sign(s)?

No

Dimension Information

Façade Dimensions Length

70

Façade Dimensions (linear feet)

Sign Length

16

Sign Dimensions

Area

64

Sign Width

4

Location of Sign on Building

East Wall by Front Entrance

Installer Information

Company Name

Sunny Sign

Installer Telephone #

347-6530939

Installer Email

sonicremodelingllc@gmail.com

Notice

Applicant Signature

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

Applicant Signature

Nicholas Rivarola
04/02/2023

Title of Applicant

Authorized Agent

Property Owner Authorization

Property Owner Contact Information

Contract Telephone Number (Business)

--

Contact Email

--

Authorized Agent Street Address

--

Contact Title

--

Contact Telephone Number (Cell)

--

Authorized Agent Information

Authorized Agent Full Name

Nicholas Rivarola

Authorized Agent City/Town

--

Authorized Agent Zip

--

Telephone Number (contact)

9788707820

Signature (for permit)

Building Official Signature

--

MOSAKA CHANNEL LETTER

SIGNAGE DETAILS

Sign Face: 1/8" White Translucent Acrylic
with Vinyl

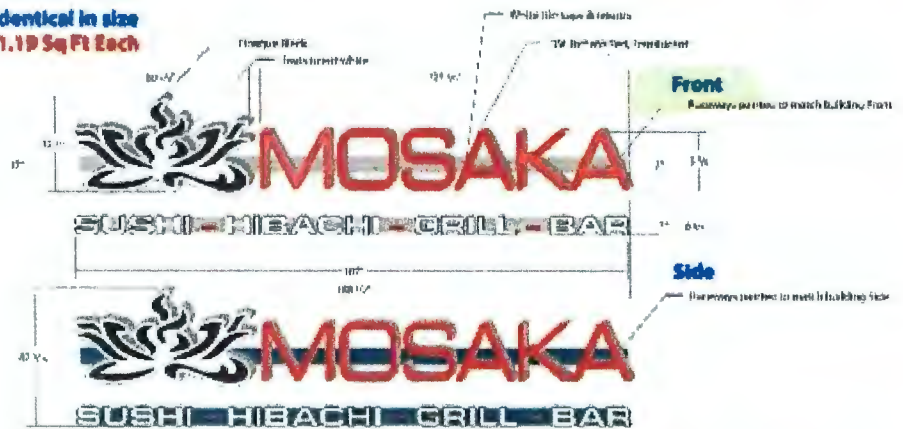
Return: 5" White Aluminum

LED: White at 3 module per foot

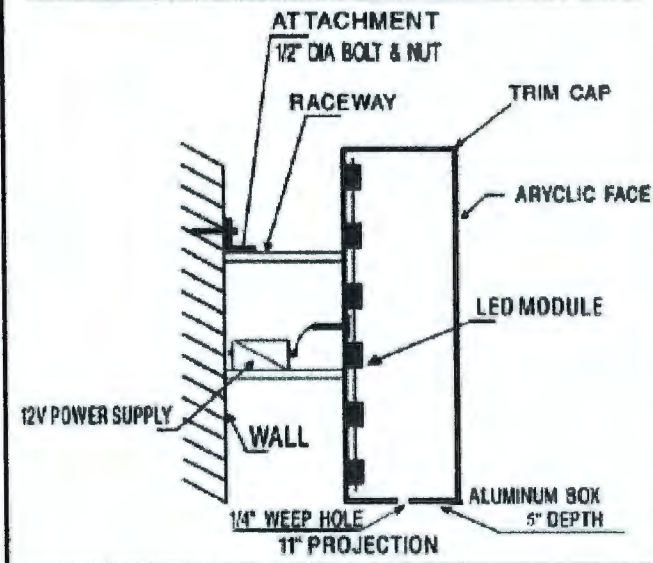
Power Supply: Hanley LED (60W 12V)

Install Method: Pin Mount with No Space

(2) Sets are identical in size
61.19 Sq Ft Each



LETTER/RACEWAY INSTALLATION DETAIL



- VINYL: L.T. Translucent Red
- VINYL: Black Opaque
- VINYL: White Translucent
- PAINT: White
- PAINT: To match building
- PAINT: To match building



Sunny Sign

4015 8th Ave, Brooklyn, NY 11232

Tel: 347-653-0939

ORDER NO.	
CUSTOMER NAME	
TEL & FAX NO.	
SALES	
DESIGNER	
DATE	

CLIENT ACCEPTANCE:

DRAWING NO. 1

PLEASE SIGN HERE TO APPROVE THIS DESIGN
AND FAX IT BACK TO US. THANK YOU

NAME: X DATE: _____

City of Marlborough
Commonwealth of Massachusetts

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH

2023 APR -5 PM 2:51



William Paynton, MCBO
Assistant Building Commissioner
 140 Main Street
 Marlborough, MA 01752
 Phone: (508) 460-3776 XT 30203
 Fax: (508) 460-3736
 Email: wpaynton@marlborough-ma.gov

City Council Sign Approval Form

4/5/2023

To City Council President and all Councilors,
 Included in this form is an applicant seeking approval from City Council as it relates to the signage project at the below address. Attached to this form is a copy of the sign that is proposed.

Address of Location seeking approval at 58 Apex Drive Unit A
 PERMIT NUMBER: SP-23-21
 Replacement sign for new tenant Mosaka. South Wall facing Route 20

Zoning District:	HRMUOD Hospitality and Recreation
Meets Current Sign Code:	YES
Planning Board Variance:	NO

William Paynton, MCBO
 Assistant Building Commissioner

CC File
 City Council
 Commissioner Htway

04/05/2023

SP-23-21

Sign Permit

Status: Active

Date Created: Apr 2, 2023

Applicant

Nicholas Rivarola
sonicremodelingllc@gmail.com
474 Burncoat st
worcester, MA 01606
978-870-7820

Primary Location

58 APEX DR Unit A
Unit A
MARLBOROUGH, MA 01752

Owner:

Zhang He Wang
58 Apex dr Marlboro, MA 01752

Permit Application Status

Staff please update during the application process.

Permit Application Status

Building Plans Under Review

Location Information

Name of Business

Mosaka

Name of Owner of Business

Zhang He Wang

Telephone Number of Business

508-3339974

Is this a 1 or 2 Family Dwelling?

No

Sign Information

Type of Sign

Flat Wall

Please check all that apply:

Special Permit Approval

Variance Approval**New or Replacement?**

Replacement

Cost of sign(s) (\$)

6,000

Is this sign illuminated?

Yes

Please provide UL Listing for appliance

63012146

Replacement Sign Information**Is this a replacement of a same size existing sign(s)?**

Yes

Existing Sign Length

16

Existing Sign Width

4

Existing Sign Height

50

Existing Sign Area

64

Location of Existing Sign

South Wall Facing Route 20

Installer Information**Company Name**

Sunny Sign

Installer Telephone #

3476530939

Installer Email

sonicremodelingllc@gmail.com

Notice**Applicant Signature**

I hereby declare that I have the authority to request this permit and that the statements and information provided are true and accurate to the best of my knowledge and belief as well as to conform to the City's current Sign Ordinance

Applicant Signature

Nicholas Rivarola
04/02/2023

Title of Applicant

Authorized Agent

and MA State Building Code, signed under pains and penalties of perjury.

Property Owner Authorization

Property Owner Contact Information

Contract Telephone Number (Business)

9788504031

Contact Email

mcosta@raventures.net

Authorized Agent Street Address

--

Authorized Agent State

--

Telephone Number (contact)

9788707820

Contact Title

Walker Realty LLC

Contact Telephone Number (Cell)

Mike Costa

Authorized Agent Information

Authorized Agent Full Name

Nicholas Rivarola

Authorized Agent City/Town

--

Authorized Agent Zip

--

Signature (for permit)

Building Official Signature

--

MOSAKA CHANNEL LETTER

SIGNAGE DETAILS

Sign Face: 1/8" White Translucent Acrylic with Vinyl

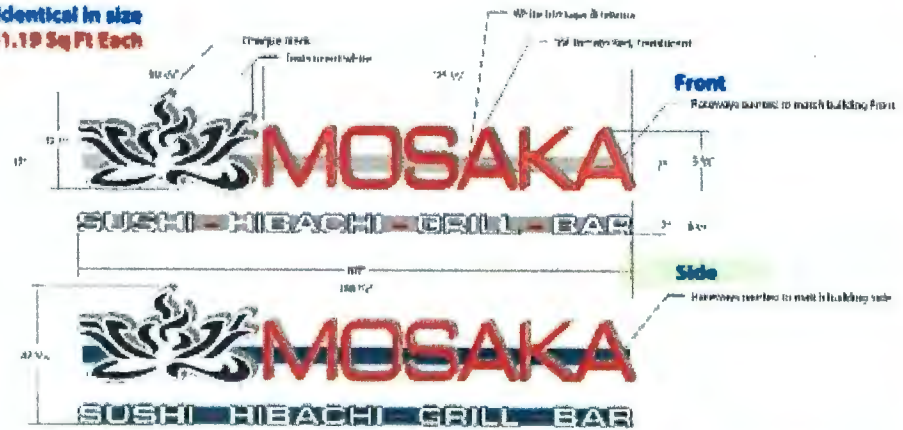
Return: 5" White Aluminum

LED: White at 3 module per foot

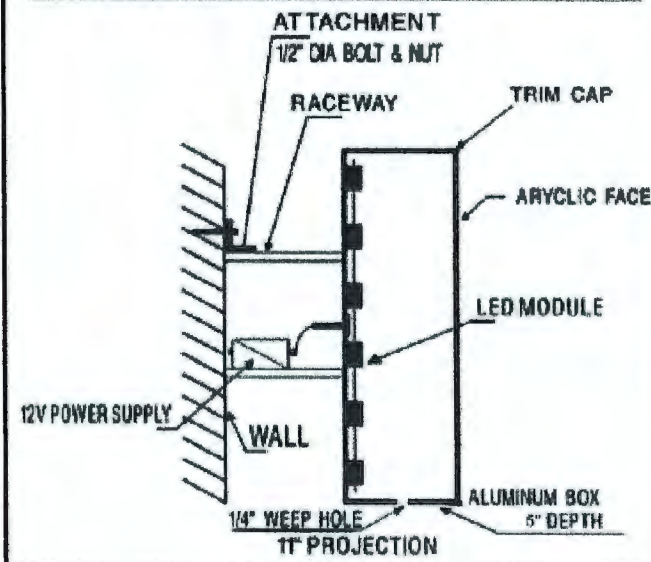
Power Suppy: Hanley LED (60W 12V)

Install Metho: Pin Mount with No Space

(2) Sets are identical in size
61.19 Sq Ft Each



LETTER/RACEWAY INSTALLATION DETAIL



- VINYL: L.T. Tomato Red Translucent
- VINYL: Black Opaque
- VINYL: White Translucent
- PAINT: White
- PAINT: To match building
- PAINT: To match building



Sunny Sign

4015 8th Ave, Brooklyn, NY 11232
Tel: 347-653-0939

ORDER NO.	
CUSTOMER NAME	
TEL & FAX NO.	
SALES	
DESIGNER	
DATE	

CLIENT ACCEPTANCE:

PLEASE SIGN HERE TO APPROVE THIS DESIGN
AND FAX IT BACK TO US. THANK YOU

NAME: X DATE: _____

DRAWING NO. 1

Steven Kerrigan

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2023 MAR 28 PM 4:21

From: City Council
Sent: Tuesday, March 28, 2023 9:17 AM
To: Mike Ossing; Kathleen Robey; Mark Oram; Samantha Perlman; Karen Boule; Laura Wagner; Don Landers; John Irish; Sean Navin; Teona Brown; Christian Dumais; David Doucette; Donald Landers
Cc: Steven Kerrigan; Wilson Chu; Jason Grossfield; Patricia Bernard
Subject: From Andrew Pye: Rowe Funeral Home Development Opposition

From: Andrew Pye
Date: March 28, 2023 at 8:53:56 AM EDT
To:
Subject: Rowe Funeral Home Development Opposition

Councilors,

I am writing to you to emphatically oppose the plans for the former Rowe Funeral Home. To think that this plan is a good fit for this site is laughable. The lack of parking is totally ridiculous and the excuses the developer gave are laughable. "The applicant, along with its attorney, Brian Falk, said the development is aimed at younger employees for companies such as Boston Scientific who may not have their own vehicles. To accommodate tenants, including a possible restaurant, the applicant said there would be adequate space available at public lots on Bolton and South Bolton streets, as well as the Court Street garage."

First, Marlborough is not a city that easily supports carless families. We have inadequate public transportation, huge distances between grocery stores which are mostly situated in areas without dense housing. The applicant seems to think our Main Street is similar to a dense city or somewhere in Europe where much of the population can walk to a grocer and shop daily for food. The thought that people would use the parking garages seriously underestimates how car centric our society is. People will not want to park so far from their home and will fill the surrounding streets, don't even get me started on how bad the city lots will be during the winter parking ban. The adjacent Funky Murphys will probably see a boom in patronage, but the parking for those not living next door will be atrocious.

I implore you to eliminate the option to buy out for not providing the amount of parking stipulated in our codes. To think that a one time payment of a few thousand dollars will mitigate DECADES of parking woes is mind boggling. The developer will make off with his money and leave the city and residents paying for a poor design well into the future. I get that we want to revitalize the downtown area, but housing without the infrastructure to support it is not the way.

We have too long neglected our city's infrastructure while allowing huge housing developments to pop up all over the place. We have basically no room in our elementary schools (again/still) and Richer still needs to be rebuilt/renovated. We are still waiting on our West side fire station and could really do with the Westerly water treatment plant opening back up. Please concentrate on getting the needed support to our infrastructure before approving more dense housing options all over the city.

Thank you,

Andrew and Samantha Pye
54 Reynolds Court
Marlborough, MA 01752

Steven Kerrigan

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

From: City Council
Sent: Sunday, March 26, 2023 6:46 PM
To: Kathleen Robey; Mike Ossing; Mark Oram; Samantha Perlman; Karen Boule; Laura Wagner; Don Landers; John Irish; Sean Navin; Teona Brown; David Doucette; Christian Dumais; Donald Landers
Cc: Steven Kerrigan; Wilson Chu
Subject: From Melissa Walsh—Rowe Funeral Home Site

2023 MAR 28 PM 4: 21

From: Melissa Walsh
Date: March 26, 2023 at 6:41:55 PM EDT
To:
Subject: Rowe Funeral Home Site



Good evening,

A flier was left at our home today about the proposed build at the location of the Rowe Funeral Home.

Living in close proximity, I am curious how the city will handle the parking especially with the other site build at Granger Blvd. and Bolton St. There will be a significant number of residents moving into the area and not as many parking spaces as apartments.

I completely believe city development is needed but I also am concerned with the increase in traffic, parking and the impact to the pedestrians as well as the residents. I walk downtown everyday and there are a significant number of vehicles as is and now adding 2 developments (and the development up at Lincoln St.) to increase the number of commuters.

I have seen the article with the study on parking and yes there are parking spots available, but what happens during the winter parking bans?

As a resident in extremely close proximity to both locations, I am asking that this be thought through, thoroughly evaluated and considered - not just as money coming into the city but the safety of its residents.

Thank you for your time,
Melissa Walsh
26 Ames Pl.

Steven Kerrigan

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

From: City Council
Sent: Wednesday, March 29, 2023 9:15 AM
To: Mike Ossing; Kathleen Robey; Mark Oram; Samantha Perlman; Karen Boule; Laura Wagner; Don Landers; John Irish; Christian Dumais; Sean Navin; Teona Brown; David Doucette; Donald Landers
Cc: Steven Kerrigan; Wilson Chu
Subject: From Rob Santone: Rowe Funeral Project

2023 MAR 29 AM 11:57

From: Robert Santone
Date: March 28, 2023 at 8:55:43 PM EDT
To:
Subject: Rowe Funeral Project



Good Evening,

I am curious who you are communicating with about the project at Rowe Funeral Home. The developer JW Capital Partners, LLC used to have a website, jwcapital.com, which went dark and doesn't exist any more. Their LinkedIN page doesn't exist anymore. A report on them at opencorporates.com shows them as dissolved in December of last year.

Rob Santone
11 Summit Ave

Steven Kerrigan

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2023 MAR 30 AM 8:47

From: Steven Judd
Sent: Thursday, March 30, 2023 8:13 AM
To: City Clerk
Subject: Letter of opposition for city council

To whom it may concern,

I have always been pro-development. I am a firm believer that if you own the land and your plan is zoning compatible, you should be able to do with your land as you see fit. I also believe you should keep your stuff in your own property.

To that end I would like to state my objection to the apartment complex being proposed at the old Rowe Funeral Home by JW Capital Partners. It's not the apartments I object to, it's the lack of parking for the tenants and customers of the retail or restaurants. Their plan sees to be 'If we give the city enough money they will figure it out'. Any remuneration to alleviate the developer from their obligation to their tenants and the city would be short sighted.

I'm sure there are some who would argue that there are plenty of houses and apartments in the city that don't have enough, or any, parking. Those buildings were built in a different time. The need for transportation is different now and should be treated as such. If the city had public transportation the necessity for parking would be different, but we don't. The spaces the developers seek for their tenants are public spaces used by existing businesses and tenants. If these spaces become the permanent parking for one development then the businesses downtown will suffer. Additionally, the many events the city puts on downtown during the summer and fall will be negatively impacted if there is not adequate parking for attendees. This is not the only apartment complex being built downtown. Where is everyone going to park?

I encourage the developer to build their apartment complex and I wish them luck. I hope they find another restaurant to fill the first floor and look forward to eating there. However, I hope they reconsider their parking dilemma and figure out a way to keep their toys on their own property. I also encourage our city councilors to vociferously oppose this current iteration and not cave to their bribery.

Thank you,

Steven Judd
Liberty St.
Marlboro

Steven Kerrigan

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2023 MAR 30 AM 11:50

From: City Council
Sent: Thursday, March 30, 2023 10:03 AM
To: Steven Kerrigan; Wilson Chu
Cc: Karen Boule
Subject: For your info/file: Exchange Place Project from Melynda Gallagher, Lost Shoe

From: Melynda Gallagher
Date: March 30, 2023 at 9:44:12 AM EDT
To: "atlarge_3@marlborough-ma.gov" <atlarge_3@marlborough-ma.gov>, "atlarge_4@marlborough-ma.gov" <atlarge_4@marlborough-ma.gov>, "atlarge_2@marlborough-ma.gov" <atlarge_2@marlborough-ma.gov>, "atlarge_1@marlborough-ma.gov" <atlarge_1@marlborough-ma.gov>, "ward_1@marlborough-ma.gov" <ward_1@marlborough-ma.gov>, "ward_2@marlborough-ma.gov" <ward_2@marlborough-ma.gov>, "ward_3@marlborough-ma.gov" <ward_3@marlborough-ma.gov>, "ward_4@marlborough-ma.gov" <ward_4@marlborough-ma.gov>, "ward_5@marlborough-ma.gov" <ward_5@marlborough-ma.gov>, "ward_6@marlborough-ma.gov" <ward_6@marlborough-ma.gov>, "ward_7@marlborough-ma.gov" <ward_7@marlborough-ma.gov>
Cc: City Council
Subject: Exchange Place Project

Hello City Councilors,

I hope everyone is having a great week so far! I have been seeing a lot of negative discussion on social media lately regarding the proposed Exchange Place Mixed Use Project and I wanted to provide some feedback as both a resident and a business owner in Marlborough in support of this project.

When we first started looking for a space to open Lost Shoe back in 2017 there were three proposed residential developments in the downtown village area. As future new business owners this was exciting for us and was one of the driving factors behind why we decided to open our business in downtown Marlborough. We knew these developments would bring much needed foot traffic to the downtown area and we dreamt of the day that Main Street would be lined with small shops and residences; creating a vibrant, bustling downtown area. Six years later we are disappointed to see that none of these developments have materialized. While we have gained a loyal following and the community has been so supportive of Lost Shoe we have yet to see the consistent volume of business we had expected to see had these additional units been built.

In the past few years it has been encouraging to see small businesses start to open on Main Street including Dancing Orchid Soapworks and Word on the Street. We need more of these small businesses but as you know there are hardly any vacant storefronts for these business to go into and from our work with vendors at the Farmers Market we know the need for downtown retail space is there. With the proposed Exchange Place Project the additional retail space would give residents even more options and reasons to come to the downtown area.

I also wanted to address some of the things I have seen on social media lately and my thoughts:

There appears to be a following who support the city purchasing the land and extending Union Common. While I love to see green space in our City I do not think Union Common is utilized enough to warrant an extension of the park. The summer concert series, Home for the Holidays and a few other

events are the only time I see the park hopping. Any other time there is never more than one or two people spending time in the common which is unfortunate. More residents in the area will allow this green space to be enjoyed more often.

For any project parking and traffic is always a concern. Right now in the downtown area we are lacking new, updated housing and the proposed development I believe will attract young professionals with disposable income which is what we need. In this post-covid world a lot of people are working from home and those moving from the city are used to either not having a car or understand the expectation of walking to a garage or alternate parking site. I would guess that anyone who is not willing or used to this lifestyle would not choose to live at this particular location and those who are would have no problem with it. While we are a small city we are still a city and walking from 57 Main Street to the Newton Street Parking Garage is less than a half mile walk which I believe is very reasonable. There are also larger businesses in the city that provide their own shuttles and transportation to employees living in the area and the Marlborough commuter shuttle also stops right in downtown and brings residents to the Southboro MBTA station. There are many options that make the lack of on-site parking at this site very manageable and I do not think the impact of these 99 units with 25 parking spaces will have as adverse of an effect as what some residents believe.

It has been evident and common for city residents, especially those that have lived here for many years, to have a really hard time accepting change. There have been buildings and sites that I have grown up with and have been sad to see go or altered but I also understand that unless I am willing to purchase these plots and make them into what I want that someone else has every right to do what they want that the zone allows. If someone is bringing to the table a project that meets the requirements as outlined by the City I do not believe there is any substantial reason that it should not move forward. If we continue to put up barriers for these developments that fall within all zoning requirements I am afraid we will lose all interest from reputable developers coming to the downtown area which will in turn hurt our local businesses and potential for growth.

From what I have seen it seems to me that a few residents are shifting the discussion on a project that is long overdue for the downtown area and I hope that my inputs will be considered at the City Council meeting on April 10th.

Thank you all for your continued support of the city, residents and businesses of Marlborough!

Cheers,
Melynda



Melynda Gallagher | Co-Owner / Roaster

| email: melynda@lostshoebrews.com

| website: lostshoebrews.com

| address: 19 Weed Street, Marlborough, MA 01752



Steven Kerrigan

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

From: City Council
Sent: Thursday, March 30, 2023 4:13 PM
To: Christian Dumais; David Doucette; Don Landers; Donald Landers
 (donald_landers@msn.com); John Irish; Karen Boule; Kathleen Robey; Laura Wagner;
 Mark Oram; Mike Ossing; Samantha Perlman; Sean Navin; Teona Brown
Cc: Steven Kerrigan; Wilson Chu
Subject: From Ellen Carlucci: 57 Main Street Project

2023 MAR 30 PM 4:27

From: Carlucci, Ellen
Sent: Thursday, March 30, 2023 4:11 PM
To: City Council <citycouncil@marlborough-ma.gov>
Cc: Mayor Meredith Harris
Subject: 57 Main Street Project

Dear President Ossing and Members of the City of Marlborough City Council,

I have read and heard a lot about the proposed 57 Main Street Project slated for the former Rowe Funeral Home property. Just yesterday at the MEDC Board Meeting, this project was discussed.

I am urging you all to vote to approve this project so that it can move ahead.

Full disclosure, I am not a resident of the City of Marlborough, however, I am passionate about working with the City Council and all city departments to serve the residents of this community 24/7/365. We have been committed to caring for the community since 1890 and we hope we can continue providing health care for many, many more years to come.

On behalf of Marlborough Hospital, thank you for all that you and the City have done for the hospital since the beginning.

The labor shortage in health care continues to be a crisis and is affecting everyone in many ways, whether as a patient, as an employer or as an individual who has to pay insurance premiums. Here are some staggering statistics:

- In 2022, hospitals spent \$1.3 billion more for temporary staffing than they did pre-pandemic in 2019 (https://www.mhalink.org/MHA/MyMHA/Communications/PressReleases/Content/2023/Hospital_Temporary_Labor_Costs_2023.aspx)
- UMass Memorial Health is spending \$20 million a month on agency staff

(<https://www.beckershospitalreview.com/finance/umass-memorial-spending-up-to-20m-a-month-on-contract-labor-cfo-says.html>)

- Marlborough Hospital is spending \$800,000 a month on temporary/agency staff.

The health care labor shortage affects all jobs in health care—doctors, nurses, respiratory therapists, diagnostic imaging techs, hospital billers and coders, schedulers, patient observers, IT, lab techs, etc.

Our top priority remains providing excellent patient care, however, talent acquisition, recruitment and retention are our next top priorities.

UMass Memorial Health is embarking on an aggressive marketing campaign targeted at recruiting **new** nursing graduates **from other regions of the country** to come “work, live and play” at one of our hospitals and live in our service areas. We have heard from our recruiters as well as from job candidates that buying a home is too expensive in this region, there is not a lot on the market and many are early in their careers and can’t afford a down payment for a home or they just aren’t ready yet to buy.

We hear that they want a “city” environment where walking to coffee shops, craft breweries, restaurants as well as access to walking, biking and hiking trails is a key priority. Many don’t even own cars and depend on public transportation, bike paths, safe walking paths/sidewalks or they ride share with roommates and/or partners and or Uber/Lyft. Also, job seekers are looking for accessibility to larger cities such as Boston and Worcester, educational institutions for further career development, job opportunities for other family members, access to airports and major highways as factors to include in their decision-making process for choosing where to work.

Marlborough is a huge “draw” for many in health care because of the diversity of other industries and jobs in the City. For those who may choose to relocate to this area to work at Marlborough Hospital or another UMass Memorial entity, there are many job opportunities for a spouse/partner/family member to relocate to the city. Life sciences, hospitality, manufacturing, education, athletics, etc. are all industries that are hiring and are located in Marlborough. We have provided to our ad agency links to the Marlborough Economic Development Corporation and the Marlborough Chamber of Commerce websites to include in our marketing initiatives. Of course, we are also including similar organizations that represent UMMH’s other service areas such as North County (HealthAlliance-Clinton Hospital) Worcester and Southbridge (Harrington Hospital).

The 57 Main Street project is a huge draw for Marlborough Hospital employees and potential employees as well as other employers in this region. Apartments, walkability, retail, a “hip vibe” and a safe and friendly community is so desirable for many. Our goal is that they grow to love “living, working and playing” in Marlborough and that they settle here and work long-term in the City of Marlborough.

Thank you in advance for your consideration and your due diligence in reviewing all angles of 57 Main Street prior to voting in favor or against this project.

Once again, thank you for your service to the City of Marlborough and for your on-going support of Marlborough Hospital.

Warm regards,
Ellen

Ellen C. Carlucci
Vice President, Marketing, Communications, Development
UMass Memorial Health - Marlborough Hospital
157 Union Street
Marlborough, MA 01752
508-486-5807 (office)

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Steven Kerrigan

From: Mike Ossing
Sent: Friday, March 31, 2023 2:52 PM
To: City Council; Steven Kerrigan
Subject: FW: 57 Main Street, Marlboro, MA

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH
 2023 MAR 31 PM 3:44

From:
Sent: Friday, March 31, 2023 2:24 PM
To: Laura Wagner <ward_1@marlborough-ma.gov>; David Doucette <ward_2@marlborough-ma.gov>; Christian Dumais <ward_3@marlborough-ma.gov>; Teona Brown <ward_4@marlborough-ma.gov>; John Irish <ward_5@marlborough-ma.gov>; Sean Navin <ward_6@marlborough-ma.gov>; Don Landers <ward_7@marlborough-ma.gov>; Samantha Perlman <atlarge_1@marlborough-ma.gov>; Mark Oram <atlarge_2@marlborough-ma.gov>; Mike Ossing <atlarge_3@marlborough-ma.gov>; Kathleen Robey <atlarge_4@marlborough-ma.gov>
Subject: 57 Main Street, Marlboro, MA

Good afternoon. Thank you for your service to the people of the City of Marlboro. A lot of your time and effort goes into your City Councilor job; and myself and my family appreciate it.

I live at 39 Varley Road in Marlboro with my wife and 3 children, and I also have a law practice in Marlboro. I have no interest in this project other than as a concerned resident and local businessperson.

This is the first time I've reached out to you on a political issue. It's not that myself and family are not active voters; we are—we have four registered voters in our house and my daughter who recently turned 18 will be our 5th. Like a lot of residents, however, we just aren't usually overtly vocal; but I feel the need to reach out on this issue.

I am worried that if the project above is denied by the City Council, it will lead to bad consequences for our City. Our downtown is in dire need of projects like this, with both additional housing and retail options being offered to our residents; and this project will undoubtedly help lead to further growth and vibrancy downtown. We need more retail spaces downtown and an opportunity for interesting and artisan businesses to open up shop there that currently have no place to go. This is the up side of approving the project.

A denial will lead to a chilling effect on any further mixed use development proposals downtown. That is not the direction we want to go. My understanding is that this Village District project meets all the criteria in this by-law and should be granted as a matter of right. If denied, the City may find itself spending our tax dollars defending an expensive lawsuit on a project that meets the City's requirements. This is the down side of denying the project.

We are all in agreement that our downtown needs a lot of help. It's not aging gracefully, especially compared to neighboring communities. Much time and effort has gone into updating our zoning to attract development and grow the downtown to help our City residents and businesses. There undoubtedly are valid issues you have with the project, whether you now support the project or not. But I respectfully ask that you look at the big picture, both the upside to the City of approving this AND the downside to the City of not approving it, when casting your vote.

Thank you for taking time to read this communication and again, thank you for your service to the City.

Greg Mitrakas

39 Varley Rd.

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2023 APR -3 AM 7: 16

City Councilors and supporting City staff,

First a few accolades: Karen is awesome! And thank you Councilors for all that you do for our City.

In reference to 57 Main Street you do have a difficult series of decisions. I applaud the diligence done reviewing the facts as presented to you. We do need smaller unit living arrangements in the City.

Parking seems to be the primary issue. I agree. The applicant should want to assist us in creating a very good, financially sound, usable facility for 40 some years. The mitigation fee of \$10,000 per parking spot not created is insufficient to provide meaningful relief in its stead.

We do not know the future parking usage and we are guessing at recently emerging patterns. Shopping, wellness and eating opportunities are within walking distance. Employment is more difficult. Work from home jobs have increased and maybe the 4-day work week will emerge for our area. We need more EV charging stations. We need better public transportation.

Our garages and municipal lots sometimes are very difficult to find parking within. We use the lots for events and may need them for an emergency; perhaps a snow farm, disaster relief location, interim school bus parking, etc. Uses we do not know. They are flexible space. Overburdening them with overlapping users may be disastrous for our downtown.

I do not know the answer for you. But I have some thoughts included below. Could the Council and the applicant work towards a solution that most agree would have a probably chance of success for 57 Main residents, the applicant and the City?

Could the applicant build an underground space that by right could be converted in the future to shopping, storage, micro-businesses or dining if it was not actually needed for parking?

Could the applicant rent underground parking spaces to other downtown users?

Can you require an updated parking usage study that the Council assists in determining study parameters? One that is based on cities whose emerging downtown usages are like what we face in Marlborough and provides better assurance that the "trend" for parking use is likely accurate.

Do we have a reliable parking usage study that incorporates all the current and proposed parking uses and users and explains trends in parking needs for our area? (Yes, I know a study was commissioned by the applicant.)

Will the applicant agree to work through these issues with you?

I know I have limited information and you have studied this far more than I have. I wish you the best and wish that we decide for the best of the City.

Respectfully,

Natalie T. Lashmit
62 Goodale ST.

(For those who do not know me, I was formerly on your Council for 8 years, your City Council President, a town Administrator for two communities for over 8 years, and Credentialed ICMA Manager. I have many years of municipal experience in many disciplines. I have been a resident of Marlborough for 44 years.)

Steven Kerrigan

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

From: City Council
Sent: Monday, April 3, 2023 3:59 PM
To: Christian Dumais; David Doucette; Don Landers; Donald Landers
John Irish; Karen Boule; Kathleen Robey; Laura Wagner;
Mark Oram; Mike Ossing; Samantha Perlman; Sean Navin; Teona Brown
Cc: Steven Kerrigan; Wilson Chu
Subject: From Ellen Bonetti, 46 Whitelock Drive: 57 MAIN STREET

2023 APR -3 PM 4:38

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

From: Ellen Bonetti
Sent: Monday, April 3, 2023 3:57 PM
To: City Council
Subject: 57 MAIN STREET

Dear City Counselors:

I am not in favor of the 57 Main Street Project as proposed.

The size and parking are an issue for me.

Five stories high just overshadows the entire area, especially the common.

99 units and 28 parking spaces does not make sense and is a major problem.

I urge you to vote "not in favor" of this proposed development.

Thank you,

Ellen Bonetti
46 Whitelock Drive

Sent from my iPad

Steven KerriganRECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

From: City Council
Sent: Tuesday, April 4, 2023 11:25 AM
To: Mike Ossing; Kathleen Robey; Samantha Perlman; Mark Oram; Karen Boule; Christian Dumais; Don Landers; Laura Wagner; Teona Brown; David Doucette; John Irish; Sean Navin; Donald Landers
Cc: Steven Kerrigan; Wilson Chu
Subject: From Joanne Giancola: Letter to City Council Members, 57 Main Street

2023 APR -4 AM 11:26

From:
Date: April 4, 2023 at 11:11:49 AM EDT
To:
Subject: Letter to City Council Members



Karen Boule;

Please forward this letter to all City councilors. Thank you!

Dear City Council Members;

I am writing to you: regarding the Urban Affairs Committee approval of the site plans for 57 Main Street. I would like to thank Sean Navin and Kathleen Robey for voting against this proposal.

As a resident of Marlborough, I am concerned with the size of multiple housing projects here. The site in question should be reconsidered as a smaller development. I can not believe that the proposal includes 99 units, yet there is only 28 parking spaces available. In the newspaper article, I would like to quote what really bothers me about this project "To accommodate tenants, including a possible restaurant, the applicant said there would be adequate space available at public lots on Bolton and South Bolton Streets, as well as the Court Street garage." That is unacceptable! Those lots should be for the residents that want to shop, dine and conduct other business on our Main Street. We should not have to compete with cars parked that the applicant assumes they can take over. I like to park in the new lot on Bolton Street when I come to see a parade or go to the park and watch a summer concert. I thought we were trying to revitalize our downtown and increase business for business owners. How can we do that if you take away our parking areas?

Please vote AGAINST this proposal as it currently stands. Make the project smaller with enough of their own parking spaces, NOT on existing city lots. I am hopeful that the councilors we voted in will listen to the concerns of its residents that are here now!

Thank you for your consideration,
 Joanne Giancola

67 EAST DUDLEY ST.

Steven Kerrigan

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CITY OF MARLBOROUGH

From: City Council
Sent: Tuesday, April 4, 2023 11:19 AM
To: Mike Ossing; Kathleen Robey; Samantha Perlman; Mark Gram; Karen Boule; Christian Dumais; Don Landers; Laura Wagner; Teona Brown; David Doucette; John Irish; Sean Navin; Donald Landers
Cc: Steven Kerrigan; Wilson Chu
Subject: From Janet Ruggieri—57 Main Street

2023 APR - 4 AM 11:26

From: "Ruggieri, Janet E"
Date: April 4, 2023 at 11:07:28 AM EDT
To:
Cc: "ward_3@marlborough-ma.gov" <ward_3@marlborough-ma.gov>, "atlarge_3@marlborough-ma.gov" <atlarge_3@marlborough-ma.gov>
Subject: 57 Main St



04/04/23

To City of Marlborough,
I have been a resident Marlborough 47 years and an abutter to proposed 99 unit apartment complex site of (Rowe Funeral Home) at 57 Main street.
This is parcel of land at the end of Main St which is already congested with no parking for business, restaurants etc along this stretch on Main St.
With a building of this size, and proposed 25 parking spaces for residents of a 99 unit apartment complex this does not make any sense. It will add congestion to an already tight space, noise, pollution and traffic.
Our Urbans affairs Committee voted 3/2 on this what were they thinking?
I am opposing this developers (WOHO) plan for 99 Unit.
Regards
Janet Ruggieri
Concerned Resident

7 Springhill AVE.

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Steven Kerrigan

RECEIVED
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CITY OF MARLBOROUGH
2023 APR -4 PM 5:29

From: City Council
Sent: Tuesday, April 4, 2023 3:05 PM
To: Christian Dumais; David Doucette; Don Landers; Donald Landers
John Irish; Karen Boule; Kathleen Robey; Laura Wagner;
Mark Oram; Mike Ossing; Samantha Perlman; Sean Navin; Teona Brown
Cc: Steven Kerrigan; Wilson Chu
Subject: FW: Anonymous comment, 57 Main Street 2-apartment complexes

From: Mjshrewsbury
Sent: Tuesday, April 4, 2023 6:00 AM
To: City Council
Subject: 2-apartment complexes

To Whom it May Concern,

I live close to the proposed 57 Main St apartment project and I have many concerns about the services that will be required to maintain this endeavor. First of all; the city has great difficulty fixing the plowing issue on my dead end street. The city owns the entire street but doesn't plow the entire street despite being notified of the problem time and time again. The city has difficulty with it's trash removal vendor. They are unable to consistently pick-up the recyclables every other week. The residents of my street have to call for recyclable removal.

How will the city handle additional services to this apartment complex when they are unable/unwilling to fix existing issues with the taxpayers who currently live in the city??

What about the city roads that need fixing. My street looks like a patchwork quilt. Just like many roads in this city; patching is the intervention of choice.

Let's talk about some of the sidewalks in the city that are falling apart and in need of repair. What is the city's plan for that?

What happens when the proposed apartment complex is built with 99 apartments and the rent is too high for young and/or older people to afford?
Is the city ready to have a near vacant building on Main Street?

You are proposing to add only 25 parking spaces for this 99 apartment complex. Where are the other approximately 75 residents going to park?

What kind of recreation are we offering these new residents? There are limited restaurants in the area, no movie theatre or concert hall, no shopping, nothing to do. What is the calling card for Marlborough when young people can go and participate in the night-life in Boston?

I hope the money coming into the city is worth having an oversized apartment complex draining services that are not well maintained as it is.

Sincerely,

Your Neighbor

Steven Kerrigan

From: City Council
Sent: Tuesday, April 4, 2023 7:57 PM
To: Mike Ossing; Kathleen Robey; Samantha Perlman; Mark Oram; Karen Boule; Christian Dumais; Don Landers; John Irish; Laura Wagner; Teona Brown; David Doucette; Sean Navin; Donald Landers
Cc: Steven Kerrigan; Wilson Chu
Subject: To Councilors—Comment 57 Main St. From James Hogan and others

RECEIVED
 CITY CLERK'S OFFICE
 CITY OF MARLBOROUGH

2023 APR -5 AM 8:00

From: James Hogan

Date: April 4, 2023 at 6:57:43 PM EDT

To:

Subject: 57 Main St.

We are writing to oppose the project at 57 Main St. 99 units and just 28 parking spaces does not work. We have gone to Funky Murphy's many Friday nights and had a hard time finding a place to park. The idea that people don't have cars is ridiculous. I also don't think people will walk to the Court ST garage, especially in winter. Also the study showing 60 empty spaces is slanted, they must be all on the roof. I used to work downtown and it was never easy to find a parking space. A project like this should be self-contained. it should only be as large as not to have a negative effect on the area.

James & Marjorie Hogan 86 Maplewood Ave

Patrick Hogan 6 Sawin St

Roy Montoya 91 Maplewood Ave

Steven KerriganRECEIVED
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From: City Council
Sent: Wednesday, April 5, 2023 7:46 AM
To: Mike Ossing; Samantha Perlman; Mark Oram; Kathleen Robey; Karen Boule; Christian Dumais; Donald Landers; Laura Wagner; David Doucette; Teona Brown; John Irish; Sean Navin; Don Landers
Cc: Steven Kerrigan; Wilson Chu
Subject: From Amanda Lachapelle—Rowe funeral

2023 APR -5 AM 9:34

From: Amanda Lachapelle
Date: April 4, 2023 at 10:54:30 PM EDT
To: citycouncil@marlborough-ma.gov
Subject: Rowe funeral

Hi. I wanted to voice a concern about the proposed project for the funeral home.

I'm concerned with the proposal of apartments when the downtown area really needs to dedicate space for small businesses and cultural growth. New construction should be required to designate a percentage of square footage to cultural businesses or organizations. It's obvious that our city is falling behind our neighbors in terms of interesting and diverse Main st. Businesses.

I also would support the Rowe funeral home being purchased by the city to expand Union park. The park is under utilized because of the incline of the hill towards the back. Expanding along main st could allow for a play structure for kids and make it possible to use the space for festivals or other events requiring pop up tents.

After the Apex center project, our city really needs to nurture its unique cultural position and the bring more community offerings to the downtown area, not housing. No one will be willing to live downtown without a car if there's not enough interesting and diverse attractions within walking distance.

Amanda Lachapelle Mayo

149 CLOVER HILL ST.



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CITY OF MARLBOROUGH

2023 MAR 29 AM 11:06

Marlborough Public Schools

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

Call to Order

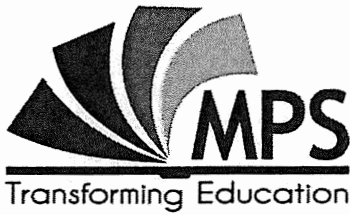
February 28, 2023

1. Michelle Bodin-Hettinger called the regular meeting of the Marlborough School Committee to order at 7:38 p.m. at 17 Washington Street, Marlborough, MA. Members present included Daniel Caruso, Earl Geary, Katherine Hennessy, Heidi Matthews, and Denise Ryan. Also present were Superintendent Mary Murphy, Assistant Superintendent of Teaching and Learning, Robert Skaza, Assistant Superintendent of Student Services and Equity, Jody O'Brien, and Director of Finance and Operations, Douglas Dias. Additionally, Student Advisory Representative Jessica Rosenzweig was present.

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

2. **Pledge of Allegiance:** Michelle Bodin-Hettinger led the Pledge of Allegiance.
3. **Presentation:**
 - A. **MEF Grant Awards Presentation**
This agenda item has been postponed to a future School Committee meeting.
4. **Committee Discussion/Directives:** None.
5. **Communications:** None.
6. **Superintendent's Report:**
Superintendent Murphy recognized Alexandre Banos (MHS Class of 2023) and Eduardo Castro (MHS Class of 2023) as the recipients of the Worcester County Superintendents' Association Award.
Superintendent Murphy sent out an invitation to parents/guardians to join her and members of her leadership team on March 7th at either 10am or 4pm to have an informal discussion on the schools in the district.
The Superintendent attached a report of the donations, gifts, and grants that the School Department received through February 14th and extended her gratitude to those that support MPS.

www.mps-edu.org



Marlborough Public Schools

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

Superintendent Murphy stated that the MPS Leadership Team will meet at Whitcomb Commons on March 21st to discuss priority goals and actions for the District Improvement Plan. She invited committee members to attend if possible.

A. Director of Finance & Operations Report

Mr. Dias, the Director of Finance and Operations, shared that the FY24 budget workshop is scheduled for March 1st at 6pm. He outlined the upcoming steps in the process.

Mr. Dias outlined various facilities improvements at Hildreth, Whitcomb, and MHS. He thanked Dan Jackson, the Facilities General Foreman, and Sean Divoll, the Commissioner, for their efforts and investments in MPS schools.

B. Assistant Superintendent of Student Services and Equity

Mrs. O'Brien, the Assistant Superintendent of Student Services and Equity, updated the committee on kindergarten registration for Fall 2023. The registration is open for Marlborough resident children who turn five by September 1, 2023. She encouraged families to register by June 30th. Mrs. O'Brien updated the committee on the approved clerical position in the Registration & Parent Outreach Center (RPOC). She shared that registration workshops will be held on February 28th and March 2nd at RPOC (in Whitcomb School). Parents can bring documents and receive support during these dates. Mrs. O'Brien attached the workshop flyers to her report.

7. Acceptance of Minutes:

A. Minutes of the February 14, 2023 School Committee Meeting

Motion made by Mrs. Matthews, seconded by Mrs. Bodin-Hettinger to approve these minutes.

Motion passed 6-0-0.

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.

www.mps-edu.org



Marlborough Public Schools

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

9. Action Items/Reports

A. FY23 Operating Budget Transfers

Mr. Dias outlined various budget transfers in the attached document.

Motion made by Mrs. Matthews, seconded by Mrs. Bodin-Hettinger to approve these transfers.

Motion passed 6-0-0.

B. Acceptance of Donations and Gifts

Motion made by Mrs. Matthews, seconded by Mrs. Bodin-Hettinger to suspend the rules and add an additional grant.

Motion passed 6-0-0.

Bright Funds. Kane Elementary School received \$250.00 from Bright Funds.

Motion made by Mrs. Matthews, seconded by Mrs. Bodin-Hettinger to approve this donation.

Motion passed 6-0-0.

Marlborough Education Foundation. MPS received seven grants totaling \$10,654.35 from the Marlborough Education Foundation.

Motion made by Mrs. Matthews, seconded by Mrs. Bodin-Hettinger to approve this donation.

Motion passed 6-0-0.

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

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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.



Marlborough Public Schools

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

11. Members' Forum:

Mrs. Matthews has reviewed and signed the warrant.

Mrs. Hennessy shared that the MHS musical, Matilda, will run March 17th through March 19th, 2023.

Mrs. Ryan gave a shoutout to the MHS music department who will compete at the MAJE district competition.

Committee members acknowledged various recent athletic accomplishments.

12. Adjournment:

Motion made by Mrs. Matthews, seconded by Mrs. Bodin-Hettinger to adjourn at 7:59 p.m.

Motion passed 6-0-0.

Respectfully submitted,

Heidi Matthews
 Secretary, Marlborough School Committee

HM/jm
 Approved March 28, 2023

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CITY OF MARLBOROUGH
2023 APR -3 PM 5:29

CITY OF MARLBOROUGH BOARD OF ASSESSORS

MEETING MINUTES: APRIL 8, 2022

OPEN SESSION

1. CALL TO ORDER: 12:37 p.m.
2. MEMBERS PRESENT: Ellen Silverstein, Jonathan Steinberg, John Valade
Also present: NONE
3. No Meeting Minutes were presented for a vote.
4. PUBLIC INPUT: None
5. MOTION TO CONVENE IN EXECUTIVE SESSION:
Mr. Steinberg: second Mr. Valade
Vote 3-0
6. EXECUTIVE SESSION: 12:48 p.m.
(Meeting adjourned directly from Executive Session)

John H. Valade
Ellen Silverstein
[Signature]
 Date: 11/4/2022

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CITY OF MARLBOROUGH

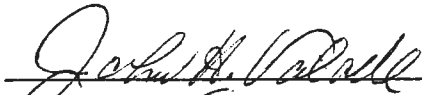

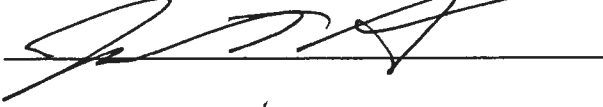
CITY OF MARLBOROUGH BOARD OF ASSESSORS

MEETING MINUTES: APRIL 20, 2022

2023 APR -3 PM 5: 29

OPEN SESSION

- 1. CALL TO ORDER: 10:20 a.m.
- 2. MEMBERS PRESENT: Ellen Silverstein, John Valade
Also present: NONE
- 3. No Meeting Minutes were presented for a vote.
- 4. PUBLIC INPUT: None
- 5. MOTION TO CONVENE IN EXECUTIVE SESSION:
Ms. Silverstein: second Mr. Valade
Vote 2-0
- 6. EXECUTIVE SESSION: 10:28 a.m.
(Meeting adjourned directly from Executive Session)

Date: 11/4/2022

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CITY OF MARLBOROUGH BOARD OF ASSESSORS

MEETING MINUTES: APRIL 29, 2022

2023 APR -3 PM 5: 29

OPEN SESSION

- 1. CALL TO ORDER: 1:59 p.m.
- 2. MEMBERS PRESENT: Ellen Silverstein, Jonathan Steinberg, John Valade
Also present: NONE
- 3. No Meeting Minutes were presented for a vote.
- 4. PUBLIC INPUT: None
- 5. MOTION TO CONVENE IN EXECUTIVE SESSION:
Mr. Steinberg: second Mr. Valade
Vote 3-0
- 6. EXECUTIVE SESSION: 2:06 p.m.
(Meeting adjourned directly from Executive Session)

Ellen Silverstein
Jonathan Steinberg
John H. Valade
 Date: 11/30/22



City of Marlborough

Board of Registrars

140 Main Street
Marlborough, Massachusetts 01752
Telephone (508) 460-3775 Facsimile (508) 460-3723

Board of Registrars

Elizabeth P. Jalonski, *Chair*
Linda A. Clark
Joseph F. Delano, Jr.
Steven W. Kerrigan
City Clerk

Board of Registrars Meeting
Tuesday, March 28, 2023
Council Committee Room

Convened: 2:00 PM

Present: Registrar Elizabeth Jalonski, Registrar Linda Clark, Registrar Joseph Delano.

Absent:

Also Present: City Clerk Steven Kerrigan & Assistant City Clerk Wilson Chu.

New Business:

1. Motion by Linda Clark to nominate Betty Jalonski as Chair of the Board of Registrars for 2023, seconded by Joe Delano, carried unanimously.
2. Motion by Linda Clark, seconded by Betty Jalonski to accept and place on file the minutes of the July 26, 2022, meeting, carried unanimously.
3. The City Clerk and Assistant City Clerk provided an update to the Registrars on the status of staffing in the Elections Division of the City Clerk's Office.
4. The City Clerk requested that the Registrars vote to authorize their facsimile signatures for various reports and papers as needed by the Clerk's Office. Motion by Joe Delano to allow the City Clerk's Office to utilize the facsimile signature stamp(s) of the Registrars for all necessary documents for the ensuing year, seconded by Linda Clark, carried unanimously.
5. The City Clerk and Assistant City Clerk updated the Registrars on the Municipal Election cycle coming up for 2023. If necessary, the Municipal Preliminary will be held on Tuesday, October 10, 2023, and the Municipal Election is scheduled for Tuesday, November 7, 2023. A review of some of the dates relative to nomination papers was discussed, but more information will be forwarded once the calendar is finalized.
6. The City Clerk distributed and reviewed the manual relating to the roles and responsibilities of the Board of Registrars. A discussion was held on the specific roles and how the Registrars can assist the Clerk's Office moving forward.
7. The City Clerk discussed the recent changes in the Elections Laws that have been adopted by the Legislature. Many of the changes that were adopted as temporary measures are now permanent changes. The biggest changes center around Early Voting, and the deadline for voter registration.

Motion by Linda Clark, seconded by Joe Delano to adjourn the meeting, motion carried unanimously, meeting adjourned at 2:54 PM.

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CITY OF MARLBOROUGH

Conservation Commission

Minutes 2023 MAR 29 PM 3:53

March 2, 2023 - 7:00 PM

140 Main St. – Marlborough City Hall – 3rd Floor (Memorial Hall)

Present: John Skarin - acting Chairman, Allan White, David Williams, Dennis Demers, and Karin Paquin. Priscilla Ryder-Conservation officer was also present.

Absent: William Dunbar, Edward Clancy

The hearing was recorded using Microsoft Teams

Approval of Minutes: The minutes of Feb. 16, 2022, were reviewed and on a motion by Mr. White second by Mr. Skarin, the Commission voted unanimously to approved 5-0.

Public hearings:

Abbreviated Notice of Intent

31 Red Spring Rd. - Arthur Vigeant

Robert Parente P.E. was present and presented a plan to construct a new house, garage, sewer pump and well and driveway within 100 ft. of Ft. Meadow Reservoir. He reminded the Commission that they had recently approved tree clearing and then the removal of the old house, so the lot is now cleared and has been stabilized with mulch. The new house will have a deck which is shown on the full footprint of the house. The garage is shown but will likely be constructed at a later date. Ms. Ryder noted that permits are good for 3 years and can be extended. Mr. Parente showed that all work is outside the 30' no disturb buffer zone and outside the 100' year floodplain which shows as elevation 262' on the FEMA maps. The cellar floor will be 7' above this floodplain elevation. Once the house is installed all disturbed areas will be loamed and seeded. The Commission asked about excess dirt, and if additional trees need to be removed for the garage and if there was a foundation drain. Mr. Parente indicated all excess soil would be trucked off site, no additional trees are to be removed and the well would be certified per BOH requirements. After some discussion Mr. Parente indicated he would revise the plans to add the following: foundation/perimeter drain, trench dam on sewer connection up near street to prevent groundwater flow in pipe bedding. There being no further questions or comments from the Commission or the audience, the hearing was closed. The Commission asked Ms. Ryder to draft conditions for review at the next meeting.

Request for Determination of Applicability

60 Carver Hill St. - Timothy Shannon

Mr. Tim Shannon was present and explained that he proposes to do landscaping, stonework and regrading of the back yard which falls within the 100' buffer zone to the adjacent wetland/stream. He bought the house in 2015 and id clear a bunch of trees along the edge of the flat graded area when he moved in, not knowing about any wetland restrictions. When Ms. Ryder visited the site, she alerted him to these requirements and asked that he file for a permit to cover the landscaping work with is in the buffer zone. He had removed about 12 large trees a few years ago. His goal is to plant at least that many and to blend the yard into the adjacent woods. Using the buffer zone restoration list that Ms. Ryder provided, he came up with a planting plan which he shared with the Commission. The Commission discussed the historic use of this back area, which was being used as a contractor's yard, they were pleased it was to be restored to lawn and trees and planting beds with wildflower mix. Trees were to be planted 14' apart and Ms. Ryder would be consulted before they were installed. After some discussion about the footprint and the stonewalls and split rail fences to be installed within existing cleared area, and confirmation that all excess materials will be removed from site. The Commission noted this

project would be an improvement over existing condition. There being no further questions from the Commission or the audience, the hearing was closed. On a motion by Ms. Paquin second by Mr. Skarin to issue a negative determination with standard conditions and 30' wetland setback markers at the pinch point, the Commission voted unanimously 5-0 to approve.

Abbreviated Notice of Intent (continued from Feb. 2, 2023)-(Set site walk)

21 Blaiswood Ave. - Helvecio Carvalho

At the applicants request this item was continued until the Commission could do a site walk. A site walk was set for Tuesday March 14 at 5:00 PM., if the snow cover is still substantial then the site walk will be rescheduled, Mr. Williams, Skarin, White and perhaps Clancy plan to attend. This hearing was continued to the March 16, 2023, meeting.

Notice of Intent (212-1254) (continued from 2/16/2023)

846 850 Boston Post Rd. East – Exela Movers

At the applicants request this hearing was continued to April 6, 2023, to allow them to go to City Council for a special permit first.

Violations:

47 Red Spring Rd. – Discuss clearing and dumped stones with Mike White – Red Spring Rd. Buffer zone planting protocol. The Commission reviewed the violation notice submitted to Mr. White to review the next steps. Mr. White explained that he had been confused about the lot lines and unsure where the wetlands were. Mr. Durand, president of the Red Spring Rd. Association, indicated that the board had met with Mr. White to outline steps they wanted to see as well. He noted that Mr. White has complied by moving the trailers and vehicles from the area and he has agreed to comply with the Commission's notice. After some discussion about the impacts to the wetlands and the need to hire a consultant to delineate the wetland as outlined in the violation notice, the Commission asked Mr. White to file a Notice of Intent to address this violation. Mr. White agreed and will be back to the Commission once he has hired someone and they have filed.

541 Pleasant St. – wetland violation- updates- Ms. Ryder indicated that has been no update since the last meeting when the lawyer indicated they had hired Green Abundance by Design, the snow cover may be delaying the filing. Ms. Ryder will inquire.

Emergency Certificate:

- Beebe Pond beaver dam removal – Officer of Dam Safety – issued 2/11/2022 – ratify. Ms. Ryder noted that the original emergency certificate expired before the beaver pipe could be installed. She consulted with DEP and then issued a second emergency certificate. Since then, the beaver deceiver has been installed and the threat has been abated. On a motion by Mr. Demers second by Mr. Skarin to ratify the Emergency Certificate, the Commission voted 50-0 to approve.

Discussion:

- 587 Bolton St. – Bolton Street Tavern – design change- The Commission reviewed the notice provided to the Tavern about doing work without first consulting with the Commission. The Commission agreed this was appropriate.
- Open Space Development Definitive Subdivision Plan – Beauchemin Estates – 689 Pleasant St. – Comments to Planning Board before March 13th. The Commission reviewed the definitive plans for this project and

Conservation Commission
Minutes– March 2, 2023
Page 3 of 3

reviewed a letter to the Planning Board. Mr. White and Mr. Demers indicated that the lots were too marginal near the wetlands and would create a headache of enforcement for the Commission in the future. Mr. White expressed concern about the wildlife corridor being interrupted here. Others noted that wetland filing requirements should be included in the letter. Ms. Ryder suggested adding the wetland filing and marginal lot information to the letter. After some discussion and review of the plans, on a motion by Mr. Williams, second by Mr. Skarin to approve the letter as amended and send to the Planning Board, the Commission voted to approve 4-1. Yay: Skarin, Paquin, Demers, Williams, Nay: White.

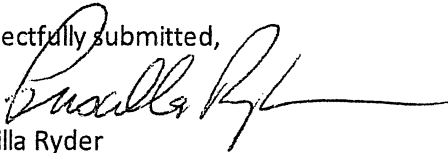
- Flood Plain and Wetlands Protection District – Article VI Ch. 650-23-23 Zoning-Special Districts Overlays & Special Requirements – Review and comment for Climate Change Ordinance updates. Several members have reviewed and will provide comments to Ms. Ryder, if there is time at the next meeting this will continue to be discussed.

Next Conservation Commission meetings: April 6 and 20, 2023

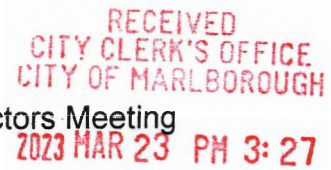
Adjournment -

There being no further discussion on a motion by Mr. White, second by Mr. Skarin, the meeting was adjourned at 8:10 PM

Respectfully submitted,



Priscilla Ryder
Conservation Officer



MEETING: February Council on Aging Board of Directors Meeting
 DATE: Feb 7, 2023
 TIME: 8:30 AM
 ATTENDANCE: Judith Benedetto, Leslie Biggar, Jim Confrey, Joe Bisol, Kathy Faddoul, Pat Gallier, Judy Kane, Ray Magee, Trish Pope, Donna Scalclone and Linda Warren

Absent: Zella Haesche

January Minutes approved

Directors Update:

1. FISH Transportation is run by senior volunteers.
 - a. Volunteers drive to medical appointments.
 - b. Requests from riders who use a wheelchair are not accepted. (The wheelchair is too heavy for a senior volunteer to lift and put into their car)
2. MWRTA Dial a Ride is also available for medical appointments.
 - a. Reservations are made by calling the senior center at least 3 in advance.
3. The COA bus is available for all non-medical rides.
 - a. In addition to Marlborough the bus will take rides to Northborough and Hudson
4. AARP Tax aide Program has returned. This service is a free service and available on Monday mornings through April 10th by appointment only.
5. Bus Trips: We are going to work with Bloom Travel this year and offer a few bus trips. Fox Tours went out of business.
6. Center Grill's meals cost participants \$5.00 however the charge for meals is approximately \$12 per meal. The Senior Center picks up the difference.
7. Fitness Lottery
 - a. Sign up is between Feb 13th thru Feb 17th
 - b. Line Dancing will no longer be a free trial
8. Bingo has a 2-card limit for \$5.00
 - a. Payment is required at time of sign up
9. The Center is going to offer chair massages. \$10 for 10 minutes beginning in March.

Springwell/BayPath:

1. Joe Bisol handed out a paper from Springwell/BayPath showing the population of surrounding city and towns the amount each community received through the Formula Grant. (Formula Grant is based on senior population)
2. Springwell is still experiencing Home Care Staffing issues. They want to get the work out that a family member can get paid for caring for their senior at home.

Board Member Discussion:

It was brought up that the Framingham COA gives out various awards to seniors through the community for their volunteer service. Members agreed to further discuss at the next meeting, Kathy Faddoul offered to research and bring more information.

Leslie Biggar announced that she would like to give up the role as Secretary for the COA Board Secretary. Kathy Faddoul volunteered to take over as the Secretary beginning at the next meeting.

Respectfully Submitted,
Leslie Biggar

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2023 APR -4 AM 8: 17

Ad-Hoc Municipal Aggregation Committee

Meeting Minutes – March 23, 2023

The Ad-Hoc Municipal Aggregation Committee met on March 23, 2023, from 4:00 PM to 5:26 PM in the Mayor's Conference room. The following individuals were in attendance:

Ad-Hoc Municipal Committee members:

- Chairman M. Ossing, Councilor L. Wagner, K. Holmi, DPW Commissioner S. Divoll and C. McGrath (representing Mayor Vigeant).
- Members Absent: None

Representing Colonial Power:

- M. Cappadona, D. Allard and S. Ormsbee

The following items were discussed:

- 1. Minutes of the October 4, 2022 - Ad-Hoc Municipal Aggregation Committee meeting:**
 - The Committee approved the October 4, 2022, minutes with a 4 – 0 vote.
- 2. Council Update – in accordance with Council Order 19-1007578 item 4:**
 - a. October 17, 2022 - Council agenda item #13e – October 4, 2022 Municipal Aggregation minutes
 - b. January 9, 2023 -Council agenda item #4 – December 2022 update to the City Council
 - c. March 27, 2023 -Council agenda item #4 – March 2023 update to the City Council
- 3. Review letter to the City Council regarding the fourth quarter residential savings:**
 - The Chair reviewed the March 16, 2023, letter to the City Council that identified the savings of over \$3,800,000 for the residents participating in the City's energy aggregation program from October to December 2022.
- 4. Review savings with Inspire Energy for calendar year 2022:**
 - Attachment 1 shows that residential customers in the program saved over \$6,000,000 in 2022.
 - All customers (residential, commercial, and industrial) in the program saved over \$10,000,000 in 2022.
 - Total programs savings since inception in 2007 are over \$18,000,000.
- 5. Review National Grid (NGrid) 2023 summer rates:**
 - The Chair reviewed the recently issued NGrid summer rates which will be set close to 0.14115 \$/kilowatt hour (kWh) for the May 2023 to October 2023 summer season (Attachment 2). This is a decrease from the current NGrid winter rates of 0.33891 \$/kilowatt hour (kWh) and an increase from the summer 2022 NGrid rate of 0.11491 \$/kilowatt hour (kWh).
- 6. Review projected 2023 savings with Inspire Energy:**
 - The Chair reviewed the 2023 projected residential savings from the Inspire contract (Attachment 3) to be more than \$9,600,000. The projection uses the 2022 electricity usage and is for illustration purposes only. Actual savings will vary.
- 7. Discuss latest forecast of NGrid rates:**

- Colonial Power provided Attachment 4 that illustrates the projected NGrid basic service rates through April 2026. The graph illustrates that the current Inspire contract rates (that runs through January 2024) will be less than the NGrid projected rates. This will result in savings to the residential electricity users in the program.
- Items worth noting on the graph include winter rates in 2024-2026 range from 19 cents to 16 cents. Summer rates in 2024-2025 hover around the 10-cent range.

8. Discuss indicative pricing for future contracts:

- The committee discussed the potential challenges with extending the current contract when it expires in January 2024. The current world events (war in Ukraine, inflation, and bank failures) are contributing to increased rates for electricity. However, the warmer winter in 2022-23 has resulted in a surplus of gas which may impact pricing going forward. It was acknowledged that the program will not be able to secure rates similar to the 0.09390 \$/kW-hr.
- The Committee discussed blending and extending option for the current contract as well as obtaining indicative pricing if the City were to go out to bid now.
- Colonial Power provided indicative pricing from 5 bidders covering contract ranges from 6 months to 3 years as well as the minimum required renewable component (62%) and the 100% renewable options. See Attachment 5.
- The committee discussed having a long term stable pricing with 100% renewable to provide users with predictability in their electric bill as well as supporting Marlboro's green initiative to have 100% renewable electricity supply.
- Based on the above, the best price for a 36 month contract (Jan 2024 to December 2026) was 0.13350 \$/kW-hr. This would be an increase from the current rate of 0.09390 \$/kW-hr.
- The committee acknowledged that the current contract with Inspire Energy expires in January 2024. A decision on a new contract needs to be made by October 2023 to get a new contract in place.
- The committee agreed to continue to monitor electricity rates and be ready to act quickly if conditions change.
- Colonial Power will send the revised contract language to Krista Holmi in order for the City to review and be able to execute in a timely manner.

9. Miscellaneous items:

- Colonial Power and M. Ossing attended a trade show in New Hampshire on November 17, 2022 to discuss municipal aggregation for New Hampshire municipalities.
- M. Ossing participated in the Massachusetts Municipal Association (MMA) trade show and moderated a session on municipal aggregation.
- The DOER has issued a draft document "Municipal Aggregation Manual and Best Practices Guide" for review.
- UMass issued a report on "Community Choice Electricity Programs – A Survey of Massachusetts Municipalities" dated February 6, 2023.
- The Marlboro Municipal Aggregation website has been updated to reflect current pricing, contact information and links to the Colonial Power website.

10. Status of Municipal Aggregation Contract with Colonial Power:

- The City contract with Colonial Power will end in September 2023. Krista Holmi will discuss with the Mayor regarding a new contract.

- **ACTION:** K. Holmi to discuss broker contract.

11. Next meeting:

- The next scheduled meeting will be in October 2023 after National Grid releases their winter 2023 basic service rates.
- Anticipate an earlier meeting depending on pricing that may require the Committee to meet to address.

Attachment 1: Residential Savings in 2022 and Total Program Savings since 2007 (2 pages)

Attachment 2: NGrid 2023 summer rates (1 page)

Attachment 3: Projected 2023 residential savings (1 page)

Attachment 4: March 16, 2023 graph illustrating the projected NGrid residential basic service rates through April 2026 (1 page)

Attachment 5: Indicative Pricing from Suppliers for the January 2024 to December 2026 (4 pages)

Actual Savings with Inspire for 2022

Date	NGrid Basic Service Rate (\$/kWh)	City Rate (\$/kWh)	City Residential Electricity Usage (kW)	City Residential User Savings
First Quarter 2022	Jan - Mar 0.14821	Jan - Mar 0.09390	Jan - 7,385,820 Feb - 7,242,825 Mar - 5,644,740	\$1,101,047
Second Quarter 2022	Apr - 0.14821 May - 0.11491 Jun - 0.11491	Apr - Jun 0.09390	Apr - 5,342,538 May - 6,515,540 Jun - 7,284,853	\$580,100
Third Quarter 2022	Jul - Sept 0.11491	Jul - Sept 0.09390	Jul - 9,683,623 Aug - 7,136,101 Sept - 4,830,393	\$454,869
Fourth Quarter 2022	Oct - 0.11491 Nov - 0.33891 Dec - 0.33891	Oct - Dec 0.09390	Oct - 4,959,767 Nov - 7,150,486 Dec - 8,195,157	\$3,864,041
Total Savings				\$6,000,057

Insights:

- Initial estimated savings in January 2022 was \$3,270,812
- Revised estimated savings in October 2022 was \$5,797,039
- Actual Residential Savings for 2022- \$6,000,057
- Actual Savings - all classes in 2022 - \$10,082,594

Total Program Savings Since Inception – All Rate Classes

Year	Savings (Losses)
2022	\$10,082,594
2021	\$2,245,278
2020	\$1,639,421
2019	\$951,986
2018	\$621,280
2017	\$272,419
2016	\$916,539
2015	(\$684,889)
2014	\$1,790,918
2013	Program Suspended
2012	(\$927,288)
2011	\$128,208
2010	\$294,185
2009	\$499,287
2007 – 2008	\$805,263
TOTAL Savings	\$18,635,201

Massachusetts Electric Company
 Nantucket Electric Company
 d/b/a National Grid
 D.P.U. 23-BSF-D1
 Explanatory Statement
 Page 2 of 3
 H.O. Julianne Desmet

Explanatory Statement

II. SUMMARY OF BASIC SERVICE RATES

The Company's proposed fixed Basic Service rates for the periods May 1, 2023 through October 31, 2023 for the residential and commercial customer groups and May 1, 2023 through July 31, 2023 for the industrial customer group, including currently effective BSACFs and SGCCAFs, are set forth below. The Company has also proposed changes to its BSACFs effective May 1, 2023 and therefore is also providing Basic Service rates reflecting the BSACFs proposed for effect May 1, 2023.

	<u>Proposed Fixed Basic Service Rates</u>	
	<u>Including Currently Effective BSACFs and SGCCAFs</u>	<u>Including Proposed BSACFs and Current SGCCAFs</u>
Residential	13.822¢	14.115¢
Commercial	13.124¢	13.393¢
Industrial NEMA	13.234¢	13.338¢
Industrial SEMA	12.796¢	12.900¢
Industrial WCMA	12.836¢	12.940¢

III. COMPETITIVE PROCUREMENT PROCESS

Pursuant to the Department's parameters for Basic Service procurement set forth in the Department's orders in D.T.E. 99-60 and D.T.E. 02-40, National Grid issued an RFP on February 3, 2023 to supply National Grid's Basic Service needs. For the residential and commercial customer groups, this RFP solicited 50 percent of National Grid's Basic Service supply needs for the period May 2023 through October 2023 and 50 percent of National Grid's Basic Service supply needs for the period November 2023 through April 2024. For the industrial customer group, this RFP solicited National Grid's entire Basic Service supply needs for the period May 2023 through July 2023. Bidders were required to provide Zone-specific bids for load blocks in each of the three Zones in which National Grid provides Basic Service. This RFP solicitation is consistent with past RFPs performed by National Grid.

IV. COSTS ASSOCIATED WITH THE RENEWABLE ENERGY PORTFOLIO STANDARD – CLASS I, RENEWABLE ENERGY PORTFOLIO STANDARD – CLASS II, ALTERNATIVE ENERGY PORTFOLIO STANDARD, CLEAN ENERGY STANDARD, AND CLEAN PEAK ENERGY PORTFOLIO STANDARD

Projected Savings from the Inspire Contract for 2023
This is based on the NGrid projected summer rate of 0.14115
This is for illustration purposes only.

Date	NGrid Basic Service Rate (\$/kW-hr)	City Rate (\$/kW-hr)	City Residential Electricity Usage NOTE 1 (kW)	City Residential User Savings NOTE 1	Actual Savings
First Quarter 2023	Jan - Mar 0.33891	Jan - Mar 0.09390	Jan - 7,385,820 Feb - 7,242,825 Mar - 5,644,740	\$4,967,182	TBD
Second Quarter 2023	Apr - 0.33891 May - 0.14115 Jun - 0.14115	Apr - Jun 0.09390	Apr - 5,342,538 May - 6,515,540 Jun - 7,284,853	\$1,961,044	TBD
Third Quarter 2023	Jul - Sept 0.14115	Jul - Sept 0.09390	Jul - 9,683,623 Aug - 7,136,101 Sept - 4,830,393	\$1,022,968	TBD
Fourth Quarter 2023	Oct - 0.14115 Nov - 0.19000 Dec - 0.19000	Oct - Dec 0.09390	Oct - 4,959,767 Nov - 7,150,486 Dec - 8,195,157	\$1,709,065	TBD
Total Savings				\$9,660,259	

NOTE 1: Electricity Usage based on 2022 residential usage values. Actual savings will vary.

October 2022 Insights:

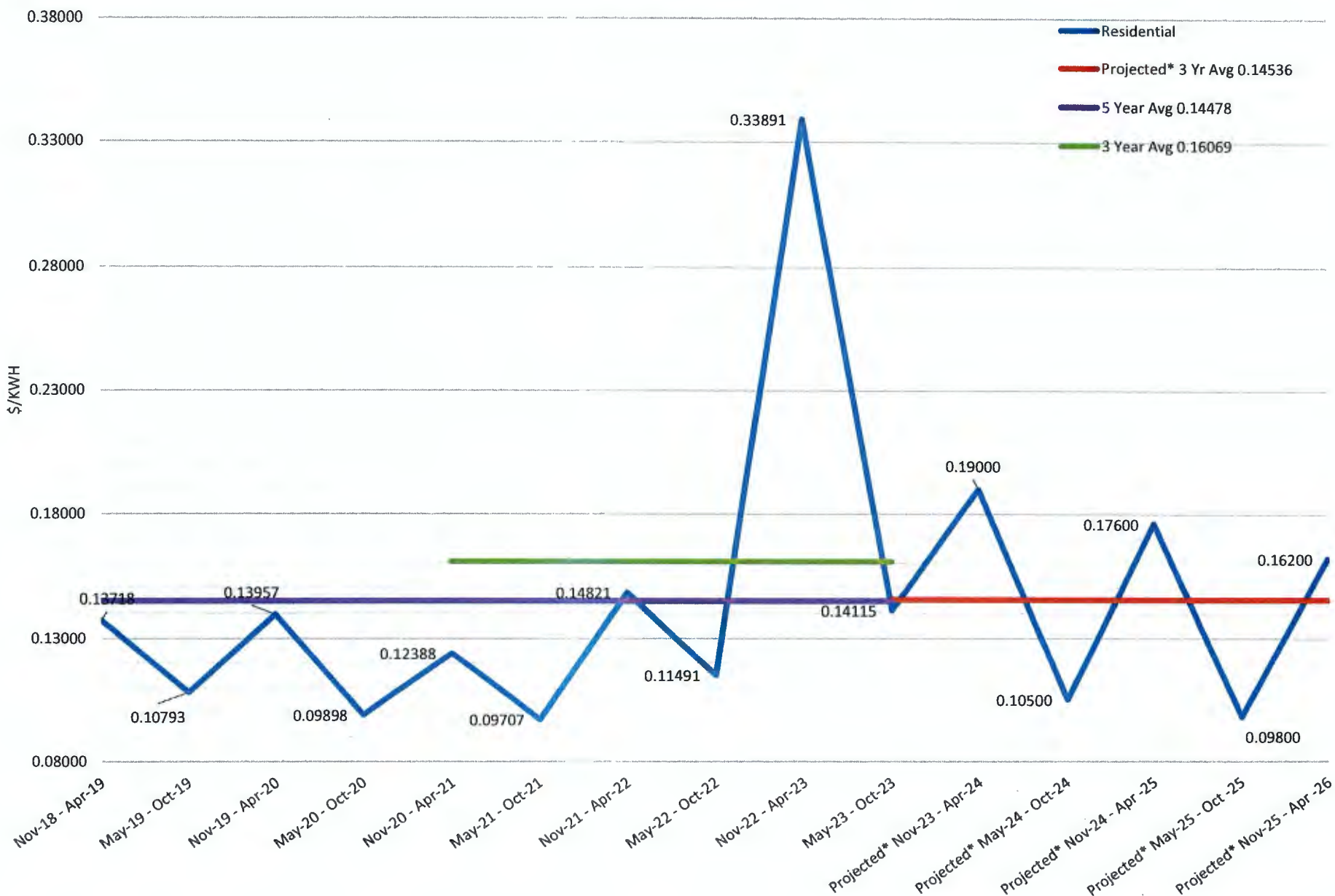
- The first 3 quarters in 2023 are projected to save \$7,951,194.
- The fourth quarter in 2023 is projected to save \$1,709,065 (NOTE: the 0.1900 rate is an estimate)
- The Inspire contract continues to save residents money over NGrid basic service rates.
- Continue to meet Council Order for savings over NGrid

National Grid Residential Basic Service

13-21

Attachment 4

as of 3/16/2023



*Per Colonial Power Group

CITY OF MARLBOROUGH
ALL-REQUIREMENTS RETAIL POWER SUPPLY PRICING MATRIX
COMBINED RATE COMPARISON -- Price Set 1

								PROJECTED
								BASIC SERVICE
START TERM	END TERM	TERM LENGTH	SUPPLIER #1	SUPPLIER #2	SUPPLIER #3	SUPPLIER #4	SUPPLIER #5	11/1/23-4/30/24 NGRID/WCMA
STANDARD RETAIL ELECTRIC SUPPLY - Meets MA Requirement [62% for 2024; steps up each year]								0.19000
1/1/2024	6/30/2024	6	0.14814	0.14930	0.15352	0.15499	No Bid	
1/1/2024	6/30/2024	6	0.14814	0.14930	0.15352	0.15499	No Bid	
7/1/2024	12/31/2024	6	0.13930	0.12860	0.14230	0.14669	No Bid	
1/1/2024	12/31/2024	12	0.14328	0.13910	0.14800	0.15072	No Bid	
1/1/2024	6/30/2025	18	0.14101	0.13880	0.14612	0.15033	No Bid	
1/1/2024	12/31/2025	24	0.13688	0.13420	0.14195	0.14843	No Bid	
1/1/2024	6/30/2026	30	No Bid	0.13460	0.14155	0.14788	No Bid	
1/1/2024	12/31/2026	36	No Bid	0.13200	0.14026	0.14524	No Bid	
RETAIL SUPPLY THROUGH PURCHASE OF NATIONAL WIND RECS - MA Requirement + 38% [62% + 38% VREC = 100% for 2024]								
1/1/2024	6/30/2024	6	0.14925	0.15080	0.15487	0.15651	No Bid	
1/1/2024	6/30/2024	6	0.14925	0.15080	0.15487	0.15651	No Bid	
7/1/2024	12/31/2024	6	0.14088	0.13010	0.14379	0.14821	No Bid	
1/1/2024	12/31/2024	12	0.14455	0.14060	0.14942	0.15224	No Bid	
1/1/2024	6/30/2025	18	0.14231	0.14040	0.14761	0.15185	No Bid	
1/1/2024	12/31/2025	24	0.13825	0.13580	0.14348	0.14995	No Bid	
1/1/2024	6/30/2026	30	No Bid	0.13620	0.14311	0.14940	No Bid	
1/1/2024	12/31/2026	36	No Bid	0.13350	0.14185	0.14676	No Bid	

CITY OF MARLBOROUGH
ALL-REQUIREMENTS RETAIL POWER SUPPLY PRICING MATRIX
COMBINED RATE COMPARISON -- Price Set 2

START TERM	END TERM	TERM LENGTH	FIXED PRICE					PROJECTED
			SUPPLIER #1	SUPPLIER #2	SUPPLIER #3	SUPPLIER #4	SUPPLIER #5	BASIC SERVICE
STANDARD RETAIL ELECTRIC SUPPLY - Meets MA Requirement [62% for 2024; steps up each year]							11/1/23-4/30/24 NGRID/WCMA	
							0.19000	
1/1/2024	6/30/2024	6	No Bid	No Bid	0.14589	0.14892	No Bid	
1/1/2024	6/30/2024	6	No Bid	No Bid	0.14589	0.14892	No Bid	
7/1/2024	12/31/2024	6	No Bid	No Bid	0.13922	0.14490	No Bid	
1/1/2024	12/31/2024	12	No Bid	No Bid	0.14261	0.14686	No Bid	
1/1/2024	6/30/2025	18	No Bid	No Bid	0.14142	0.14728	No Bid	
1/1/2024	12/31/2025	24	No Bid	No Bid	0.13839	0.14616	No Bid	
1/1/2024	6/30/2026	30	No Bid	No Bid	0.13867	0.14606	No Bid	
1/1/2024	12/31/2026	36	No Bid	No Bid	0.13784	0.14373	No Bid	
RETAIL SUPPLY THROUGH PURCHASE OF NATIONAL WIND RECS - MA Requirement + 38% [62% + 38% VREC = 100% for 2024]								
1/1/2024	6/30/2024	6	No Bid	No Bid	0.14724	0.15044	0.14490	
1/1/2024	6/30/2024	6	No Bid	No Bid	0.14724	0.15044	No Bid	
7/1/2024	12/31/2024	6	No Bid	No Bid	0.14071	0.14642	No Bid	
1/1/2024	12/31/2024	12	No Bid	No Bid	0.14403	0.14838	0.14490	
1/1/2024	6/30/2025	18	No Bid	No Bid	0.14291	0.14880	No Bid	
1/1/2024	12/31/2025	24	No Bid	No Bid	0.13992	0.14768	No Bid	
1/1/2024	6/30/2026	30	No Bid	No Bid	0.14023	0.14758	No Bid	
1/1/2024	12/31/2026	36	No Bid	No Bid	0.13943	0.14525	No Bid	

PRICING NOTES:

The City seeks two separate pricing sets. The RFP bid sheet provides two worksheets, one for each pricing set. The City strongly encourages suppliers to provide pricing for both sets, but will accept pricing in only one.

1) Price Set 1:

Supplier bids should include all costs associated with the following:

- Clean Energy Standard (inclusive of Clean Energy Standard Expansion Costs), RPS, APS, and Clean Peak Energy Standard, each as in effect as of bid date.
- ISO-NE Fuel Security costs associated with the Mystic cost-of service agreements, based on FERC approvals of such agreements in effect as of the date of this RFP. (if applicable for the terms requested)
- ISO-NE Inventoried Energy Program, as approved by FERC in ER19-1428-003, inclusive of the tariff filed by ISO-NE on 11/22/2022 and currently under FERC review.
- All ISO-NE Capacity Load Obligation Charges applicable throughout each supply term, as such charges are calculated and determined by ISO New England pursuant to ISO-NE Market Rule 1, as approved by FERC and in effect as of the date of this RFP.**

2) Price Set 2:

Supplier bids should include all costs associated with the following:

- Clean Energy Standard (inclusive of Clean Energy Standard Expansion Costs), RPS, APS, and Clean Peak Energy Standard, each as in effect as of bid date.
- All ISO-NE Capacity Load Obligation Charges applicable throughout each supply term, as such charges are calculated and determined by ISO New England pursuant to ISO-NE Market Rule 1, as approved by FERC and in effect as of the date of this RFP.**

Supplier bids should exclude all costs associated with the following:

- ISO-NE Fuel Security costs associated with the Mystic cost-of service agreements, based on FERC approvals of such agreements in effect as of the date of this RFP.
- ISO-NE Inventoried Energy Program (“IEP”), as approved by FERC in ER19-1428-003, inclusive of the tariff filed by ISO-NE on 11/22/2022 and currently under FERC review.
- If the City awards a Set 2 price, all documented ISO-NE settlement costs incurred for Mystic COS and IEP (each as applicable) shall be treated on a cost pass-through basis. Once awarded, the City would then work with the winning supplier to agree upon and set estimated, levelized \$/kWh adders for Mystic and IEP costs. Such estimates would be added to the supplier’s winning bid and charged to participating consumers. Any difference in actual settlement costs incurred versus adder revenues collected would be charged/credited back to the program using periodic rate adjustments over the contract term (likely no more frequently than every 6 months).

** All offer prices shall be inclusive of all ISO-NE Capacity Load Obligation Charges applicable throughout each supply term, as such charges are calculated and determined by ISO New England pursuant to ISO-NE Market Rule 1, as approved by FERC and in effect as of the date of this RFP. Any claims for relief related to unanticipated capacity settlement costs during the term of an ESA shall be rejected, BUT FOR a claim for new incremental capacity charges or costs related to a FERC-approved change to ISO-NE’s Market Rule 1 issued after the Effective Date of the ESA.

Agg Marlborough
LDC NatGrid

Term	Month	Action	Mailing Month
1	1/1/2024		
2	2/1/2024		
3	3/1/2024	Refresh	January
4	4/1/2024		
5	5/1/2024		
6	6/1/2024		

Term	Month	Action	Mailing Month
1	1/1/2024		
2	2/1/2024		
3	3/1/2024	Refresh	January
4	4/1/2024		
5	5/1/2024		
6	6/1/2024	Refresh	April
7	7/1/2024		
8	8/1/2024		
9	9/1/2024	Refresh	July
10	10/1/2024		
11	11/1/2024		
12	12/1/2024		

Term	Month	Action	Mailing Month
1	1/1/2024		
2	2/1/2024		
3	3/1/2024	Refresh	January
4	4/1/2024		
5	5/1/2024		
6	6/1/2024	Refresh	April
7	7/1/2024		
8	8/1/2024		
9	9/1/2024	Refresh	July
10	10/1/2024		
11	11/1/2024		
12	12/1/2024	Refresh	October
13	1/1/2025		
14	2/1/2025		
15	3/1/2025	Refresh	January
16	4/1/2025		
17	5/1/2025		
18	6/1/2025		

Term	Month	Action	Mailing Month
1	1/1/2024		
2	2/1/2024		
3	3/1/2024	Refresh	January
4	4/1/2024		
5	5/1/2024		
6	6/1/2024	Refresh	April
7	7/1/2024		
8	8/1/2024		
9	9/1/2024	Refresh	July
10	10/1/2024		
11	11/1/2024		
12	12/1/2024	Refresh	October
13	1/1/2025		
14	2/1/2025		
15	3/1/2025	Refresh	January
16	4/1/2025		
17	5/1/2025		
18	6/1/2025	Refresh	April
19	7/1/2025		
20	8/1/2025		
21	9/1/2025	Refresh	July
22	10/1/2025		
23	11/1/2025		
24	12/1/2025		

January Mail / March Enrollment
 April Mail / June Enrollment
 July Mail / September Enrollment
 October Mail / December Enrollment

Term	# of Refreshes
6	1
12	3
18	5
24	7

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Amend Zoning 650-17 Table of Use Regulations to strike Y in MV and insert SP

Business Use	RR	A-1	A-2	A-3	RB	RC	RCR	NB	B	CA	LI	I	MV	Wayside
Mixed-Use Developments (42)	N	N	N	N	N	N	N	SP	SP	N	N	N	Y SP	SP

650-34 Marlborough Village District (MV)

B. Site plan review.

Add in a new (4) to read:

(4) Site plan review by Site Plan Review Committee and City Council

For hotels and projects over 10,000 square feet, the plans shall be referred to Site Plan Review Committee for its initial comments to the City Council. Time limits for their review shall follow those specified in §270-2 Site plan review and approval E. (4) (c) & (d). Once Site Plan Review has completed its initial review, it shall forward comments to the City Council. Once the City Council begins review, it shall follow the time limits as specified in §270-2 Site plan review and approval E. (4) (c) & (d). Once a special permit has been issued by the City Council, the Site Plan Review Committee will complete its formal review before a building permit is issued.

E. Parking requirements for the Marlborough Village District. Strike E (a) (2) in its entirety; insert new language at end of (b) (1) to read: unless the use is part of a mixed-use development where off-street parking would be determined during the site plan review process; Strike E (2) in its entirety and renumber (3) to (2).

(1) General parking requirements. The following provisions are applicable within the Marlborough Village District.

(a) Residential projects.

[1] For residential and the residential component of mixed-use projects:

[a] Studio and one-bedroom units: 0.75 space per unit.

[b] Two-bedroom units: 1.25 spaces per unit.

~~[2] Spaces in City-owned garages and lots within 1,000 feet of the development can be counted to fulfill the required spaces, with payment in lieu required.~~

(b) Retail, restaurant, other business uses.

[1] Eliminate parking minimums per the existing off-street parking (§ 650-48) **unless the use is part of a mixed-use development where off-street parking would be determined during the site plan review process.**

[2] A maximum of three spaces per 1,000 square feet for these uses.

~~(2) Payment in lieu of parking. In the Marlborough Village District, any new commercial or mixed-use structure that is required to provide parking spaces may make payments to the City of Marlborough in lieu of providing for all or part of the on-site required parking.~~

~~(a) Payment made to the City of Marlborough in lieu of providing some or all of the required off-street parking spaces for a project in the Marlborough Village District (MV) shall be allowed by right, subject to site plan and design review.~~

~~(b) A one-time fee to be paid shall be \$10,000 per parking space, which shall be paid prior to the receipt of an occupancy permit.~~

~~(e) Fees in lieu of parking shall be deposited into the City of Marlborough Downtown Parking Reserve Account, or such account as the City Council shall deem appropriate, to be used solely for expenses related to maintenance and capital repairs to the existing parking garages, improving the utilization of existing parking spaces (e.g., signage, parking management activities), reducing the need for new parking to serve the Marlborough Village District (e.g., bicycle parking, improved transit), or expenses (e.g., land acquisition, design/engineering services and construction costs) related to adding parking spaces. Requests to appropriate funds out of this reserve account, or such account as the City Council shall deem appropriate, shall be filed with the City Council and referred to the appropriate committee of the City Council, which committee shall have 60 days to forward its comments and recommendations before a City Council vote of the appropriation is taken. Fees collected are not to be used for routine parking lot maintenance, such as sweeping or plowing snow, or for salaries of municipal staff.~~

- F. Heights of structures. In F (1) Strike sentence as shown; in F (2) strike “as may be increased by special permit” at end of last sentence.
- (1) To encourage redevelopment and reuse of parcels within the Marlborough Village District, minimum and maximum heights are established. Minimum heights shall be 35 feet; maximum height is six stories and up to 70 feet except for where a proposed structure is within 50 feet of a residential district boundary, where the height limit shall be 52 feet. ~~By grant of a special permit, maximum building height; including building areas within 50 feet of a residential district boundary, may be increased to seven stories and up to 85 feet.~~ Height limits do not include roof-mounted mechanical appurtenances; however, said appurtenances, and the screening required for them in §650-34D(2)(b), shall be subject to site plan review and design standards. Rooftop mechanical equipment, including wireless communications equipment, shall be located and screened to minimize impacts on abutters and the general public. No interior space shall be occupied for any purpose above these height limits. This shall not preclude the use of a flat roof for purposes allowed in this section.
- (2) Roof decks, providing recreation and amenity areas for residents and businesses on the roof above the top story of a building, shall be encouraged in the Marlborough Village District. Roof decks may include open space areas for sitting and gardens; open air areas covered by permanent roofs (flat or sloped); indoor areas for social gathering, meetings, common kitchens, restrooms, and storage; spaces for mechanical equipment; and enclosures for elevators and stairs. The portions of a building designed as a roof deck shall be subject to maximum height restrictions, ~~as may be increased by special permit.~~