

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 FEB 23 P 1:31

1. Minutes, City Council Meeting, February 6, 2017.
2. PUBLIC HEARING On the Application for Special Permit from Mina Property Group LLC, to construct a commercial automotive facility on less than 1 acre of land, 408 Maple St., Order No. 17-1006800.
 - a. Certification from Councilor Juairé, as required under Chapter 79 of the Acts of 2006, re: for Special Permit from Mina Property Group LLC on behalf of Howard Wilner of Auto Max to construct a commercial automotive facility on less than 1 acre of land, 408 Maple St.
3. Communication from the Mayor re: transfer request in the amount of \$16,622.00 which moves funds from Stabilization-Open Space to Open Space Acquisition to purchase 5.2 acres on Fitchburg St. as this parcel is important for the City to maintain for watershed protection.
4. Communication from the Mayor re: Fire Department transfer request in the amount of \$56,131.02 which moves funds from Reserve for Salaries to Sick Leave Buy Back to fund the balance of sick leave buy back payments for two retirees.
5. Communication from the Mayor re: FY17 Senior Safe and FY17 Student Awareness of Fire Education (S.A.F.E.) Grants awarded to the Fire Department in the amounts of \$2,996.00 and \$5,641.00 respectively to provide fire awareness and educational programs to the senior and student population.
6. Communication from the Mayor re: Appointment of Lt. David Giorgi to Chief of Police for term of four years to commence on April 1, 2017.
7. Communication from the Mayor re: Appointment of Jared Falcon to the Zoning Board of Appeals as an alternate member for a term of two years to commence upon City Council approval.
8. Communication from Attorney Cipriano on behalf of Tiger Cat Properties LLC, re: request to extend time limitations on Application for Special Permit to construct a multifamily dwelling at 487 Lincoln St. until 10:00 PM, April 25, 2017, Order No. 16/17-1006735C.
9. Communication from Walker Realty LLC re: Apex Monument Signage, Order No. 16/17-1006634L.
10. Minutes, Conservation Commission, January 5 & January 19, 2017.
11. Minutes, Commission on Disabilities, March 8, April 5, May 13, June 7 & August 2, 2016.
12. Minutes, Library Board of Trustees, January 3, 2017.
13. CLAIMS:
 - a. Danilo Marinho, 29 Pleasant St. #1, pothole or other road defect.
 - b. Janice Delvecchio, 36 Ash St., other property damage and/or personal injury.
 - c. David & Diane Linton, 110 White Tail Ln., Lancaster, other property damage and/or personal injury.
 - d. Julie Moreau, 27 Briarwood Ln. #3, pothole or other road defect.

REPORTS OF COMMITTEES:

UNFINISHED BUSINESS:

Electronic devices, including laptops, cell phones, pagers, and PDAs must be turned off or put in silent mode upon entering the City Council Chamber, and any person violating this rule shall be asked to leave the chamber. Express authorization to utilize such devices may be granted by the President for recordkeeping purposes.

From Finance Committee

14. **Order No. 16-1006771 – Transfer \$192,300.00 for Police Department Overtime.** The Finance Committee reviewed the Mayor’s letter dated December 15, 2016 requesting the transfer of \$192,300.00 from the Police Officer Account (\$170,000.00), the Overtime Celebrations Account (\$2,300.00) and Overtime Court Account (\$20,000.00) to the Overtime Account to fund expected overtime costs for the remainder of the fiscal year to fill shifts due to vacancies or illnesses. The Police Chief indicated that only \$170,000.00 would be required. **The Finance Committee voted 5– 0 to approve the transfer of \$170,000.00 from the Police Officer Account to the Police Overtime Account.**
15. **Order No. 17-1006795A, 17-1006795B and 17-1006795C – Transfer \$615,629.11 to Fund the Fire Fighter Contract for Fiscal Years 2016, 2017 and 2018, Approve Salary Ordinances and Changes to the City Code.** The Finance Committee reviewed the Mayor’s letter dated January 19, 2017 requesting the approval of the following:
- **Order No. 17-1006795A - Transfer \$615,629.11 from the Reserve for Salaries Account (\$550,629.11) and Deputy Fire Chief Account (\$65,000.00) to fund the line items for the new contract and salary ordinances for the Assistant Fire Chiefs and Battalion Chiefs. The Finance Committee approved the transfers 5 – 0. The Finance Committee agreed to support suspending the rules at the February 6, 2017 City Council meeting to approve the transfers. This transfer was approved by City Council on February 6, 2017; therefore, no further action is needed.**
 - **Order No. 17-1006795B - Approve the salary ordinances for the Assistant Fire Chiefs and Battalion Chiefs. The Finance Committee voted 5 – 0 to approve the salary ordinances. Note City Council approved the advertising of the salary ordinances at the January 23, 2017 City Council meeting. Advertisement date was January 28, 2017; therefore could not have been addressed at the February 6, 2017 City Council meeting as the ten day period would not have been met.**
 - **Order 17-1006795C - Approve an order updating the City Code to reflect the Fire Departments permanent force. The Finance Committee discussed changes to the entire City Code section on the Fire Department and agreed to have the solicitor make changes and submit the Finance Committee for further review. The Finance Committee voted 5 – 0 to table this order.**

From Legislative and Legal Affairs Committee

16. **Order No. 16-1006773-Proposed Acceptance of a Deed from the Community Development Authority (CDA) for land presently used by the Marlborough Public Library for parking (about ½ of the parking lot on Witherbee Street) in exchange for a Grant of Easement from the City to the CDA for parking on land behind the Senior Housing on Bolton Street.** The Mayor’s letter of December 15, 2016 was read into the record. Chairman Robey went through the documents as there were duplicates of the Order regarding the acceptance of title and Exhibit A. The Assistant Solicitor reviewed the documents, explaining that the Order contained three parts. The first paragraph regarding acceptance of title, by deed of conveyance of land on Witherbee Street requires a simple majority of the City Council; the second paragraph regarding §15A of Chapter 40 of MGL requires a two-thirds vote because it changes the land from general municipal purposes to the purposes of a grant of easement; and the third paragraph regarding the exchange of fee simple interest in land of CDA, for City Council authorizing Mayor to grant to CDA a permanent easement for parking at Bolton Street Senior Housing which requires a simple majority vote. She recommended taking one vote for the entire order requiring a two-thirds vote in favor for passage. Also included in paperwork is Exhibit A, referenced in the Order, a Quitclaim Deed for 20 Witherbee Street and a Grant of Easement at 355 Bolton Street.

Councilor Juaire moved to recommend approval of Order 16-1006773 to authorize the Mayor to accept a deed from the Community Development Authority for land presently used by the Library for parking (about ½ of the parking lot on Witherbee Street) in exchange for a grant of easement from the CDA for parking on land behind the Senior Housing on Bolton Street; the motion was moved and seconded. (Requires 2/3 Vote) The motion carried 3-0.

17. **Order No. 16-1006657-Communication from Attorney Austin regarding request to change location of easement at 85 Ames Street.** Committee members were given copies of a Proposed Order, an Easement Relocation Deed, an Easement Plan of Land dated January 24, 2017 from Bruce Saluk & Associates, and a color-coded Layout Plan. Attorney Austin stated her client wanted to add an addition to their facility on Ames Street and was requesting the city to move their easement further west so the building wouldn't sit on the easement. The easement begins at the southwest side of property at Ames Street, turns to east at back of building and terminates at a 2-acre parcel granted to city by Marlborough/Northborough Land Realty Trust for the purpose of a fire station so there was a second egress from the parcel which fronts Glen Street. Solicitor Rider explained his color-coded plan which helped distinguish the current easement's position relevant to building and placement of the proposed relocated easement. The property is near the wetlands, and the applicant has been before Conservation Commission and received a Wetlands Permit. Neither Fire Chief Breen nor City Engineer DiPersio has concern with the movement of easement. The Proposed Order was read after which Solicitor Rider stated it should be amended by adding the word "plan" in line 6 between a and entitled so it would read "on a plan entitled." (Note: A corrected copy along with all other paperwork provided at the meeting has been forwarded to the City Council Secretary and City Clerk). **Councilor Clancy moved to recommend approval of Order 16-1006657, which is the request of Atty. Austin on behalf of her client, Central Steel, to relocate the Easement at 85 Ames Street to allow for an expansion of their building; the motion was moved and seconded. The motion carried 3-0.**



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2017 FEB 23 A 9:44

**CITY OF MARLBOROUGH
OFFICE OF CITY CLERK**

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

FEBRUARY 6, 2017

Regular meeting of the City Council held on Monday, FEBRUARY 6, 2017 at 8:00 PM in City Council Chambers, City Hall. City Councilors Present: Clancy, Juaire, Oram, Ossing, Robey, Delano, Doucette, Elder, Tunnera, Irish and Landers. Meeting adjourned at 8:50 PM.

ORDERED: That the Minutes of the City Council meeting January 23, 2017, **FILE**; adopted.

ORDERED: That the PUBLIC HEARING On the Petition from MA Electric & Verizon New England to relocate two Joint Owned P4 & Guy P4-84 25' west of existing location on Concord Road & to install a line recloser on Pole 4 for reliability improvement, Order No. 17-1006801, all were heard who wish to be heard, hearing recessed at 8:07 PM.

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

ORDERED: That the PUBLIC HEARING On the Proposed Zoning Ordinance to amend Chapter 650, §63 TEMPORARY CESSATION OF THE ACCEPTANCE OF APPLICATIONS FOR SPECIAL PERMITS FOR HOUSING PROJECTS, Order No. 17-1006784, all were heard who wish to be heard, hearing recessed at 8:27 PM.

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

ORDERED: That the Communication from City Council President Clancy re: Reappointment of Councilor Ossing as a member of the OPEB Board of Trustees for a term of two years effective immediately, **APPROVED**; adopted.

ORDERED: That the Mid-year transfer requests as detailed in the spreadsheets below, to **FINANCE COMMITTEE**; adopted.

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:	Police				FY:	2017			
Available Balance	Amount	FROM ACCOUNT: Org Code	Object	Account Description:	Amount	TO ACCOUNT: Org Code	Object	Account Description:	Available Balance
\$315,528	\$11,500.00	12100003	51440	Educational Incentive	\$11,500.00	12100001	50500	Police Captains	\$71,066
	Reason:	Accounting/charging discrepancy				Contract settled after budget was submitted			
\$315,528	\$78,320.00	12100003	51440	Educational Incentive	\$78,320	12100001	50510	Police Lieutenants	\$149,076
	Reason:	Accounting/charging discrepancy				Contract settled after budget submitted and temp. lieutenant			
\$45,373	\$45,373.00	12100003	50540	Chief Dispatcher	\$45,373	12100003	51213	Public Safety Dispatchers	\$134,836
	Reason:	Chief Dispatcher retired				Chief dispatcher position not filled yet			
\$99,934	\$10,000.00	12100003	51490	Holiday	\$10,000.00	12100006	52560	Vehicle Repair & Maint.	\$9,686
	Reason:	Sunday holidays - fewer officers working				Older cruisers requiring more maintenance			
\$7,630	\$5,000.00	12100003	51920	Sick Leave Buy Back	\$5,000	12100005	54220	Office Supply/Expenses	\$12,441
	Reason:	Officers bought back fewer days than anticipated				Extra ammo needed for rifle training			
	\$150,193.00	Total			\$150,193.00	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:	FIRE				FISCAL YEAR:	2017			
Available Balance	Amount	FROM ACCOUNT: Org Code	Object	Account Description:	Amount	TO ACCOUNT: Org Code	Object	Account Description:	Available Balance
\$582,218.32	\$125,000.00	12200001	50810	Fire Lieutenant	\$200,000.00	12200003	51300	Overtime	\$110,378.06
	Reason:	Funds available due to unfilled positions				Firefighter vacancies, retirements & medical absences			
\$1,354,422.77	\$53,975.80	12200001	50450	Firefighter	\$7,818.59	12200001	50335	Deputy Fire Chief	\$71,192.40
	Reason:	Funds available due to unfilled positions				Calculated amount for contractual obligation			
\$105,447.84	\$45,842.79	12200003	51440	Educational Incentive	\$5,000.00	12200006	51990	Meal Allowance	\$1,647.09
	Reason:	Funds available due to unfilled positions				Account balance will not be sufficient			
					\$12,000.00	12200006	52560	Vehicle Repair & Mnt.	\$36,873.13
	Reason:					Account balance will not be sufficient			
	\$224,818.59	Total			\$224,818.59	Total			

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Department of Public Works		FISCAL YEAR: 2017							
FROM ACCOUNT:				TO ACCOUNT:					
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$2,600	\$2,000	60080003	51440	Educational Incentives-Sewer	\$2,000	60080003	51470	Interim Foreman-sewer	\$0
	Reason:	Vacant positions				Anticipated cost to cover remaining FY 17			
\$1,250	\$1,250	60081003	51440	Educational Incentives-East	\$2,204	60081003	51470	Interim Foreman-East WWTP	\$0
	Reason:					Anticipated cost to cover remaining FY 17			
\$2,954	\$1,954	61090003	51430	Longevity-Water					
	Reason:	Vacant positions							
\$306	\$306	60085003	51430	Longevity-West WWTP	\$1,306	60085003	51470	Interim Foreman-W WWTP	\$429
	Reason:					Anticipated cost to cover remaining FY 17			
	\$5,510	Total			\$5,510	Total			

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$2,954	\$1,000	61090003	51430	Longevity-Water	\$3,000	61090003	51470	Interim Foreman-Water	\$1,356
	Reason:	Vacant positions				Anticipated cost to cover remaining FY 17			
\$3,540.00	\$2,000	61090003	51440	Educational Incentive-Water					
	Reason:	Vacant positions							
\$47,807.26	\$47,807	61090001	50460	Water Meter Reader	\$56,000	61090003	51310	OT-Water	\$36,110
	Reason:	vacant position				Anticipated cost to cover remaining FY 17			
\$12,459.30	\$12,459	61090003	51920	Sick Leave Buy Back-Water	\$4,267	61090003	51240	Temp. Part Time Help	\$3,380
	Reason:	Vacant position							
	\$63,267	Total			\$63,267	Total			

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$56,500.00	\$45,000	14001002	50062	Finance Analyst	\$47,620	14001304	53140	Contract Services-Streets	\$79,742
	Reason:	vacant position				Anticipated costs to cover remaining of FY 17			
\$339.61	\$339	14001003	51430	Longevity-Admin					
	Reason:	vacant position							
\$728.34	\$728	14001003	51920	Sick Leave Buy Back					
	Reason:	vacant position							
\$506.29	\$506	14001103	51430	Longevity					
	Reason:	vacant position							
\$1,046.24	\$1,046	14001103	51920	Sick Leave Buy Back-Eng					
	Reason:	vacant position							
	\$47,620	Total			\$47,620	Total			

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$131,326.15	\$30,000	14001301	50690	Foreman-Streets	\$6,000	14001103	51310	Overtime-Engineering	\$0
	Reason:	vacant position				Anticipated costs to cover remaining FY 17			
\$348,965.16	\$30,000	14001303	50740	Equipment Operator-Streets	\$12,500	14001303	51310	Overtime-Streets	\$2,311
	Reason:	vacant position				Anticipated costs to cover remaining FY 17			
\$1,801.20	\$1,801	14001303	51430	Longevity-Streets	\$20,000	14001503	51310	Overtime-Parks	\$0
	Reason:	vacant position				Anticipated costs to cover remaining FY 17			
\$2,113.54	\$2,114	14001303	51920	Sick Leave Buy Back-Streets	\$23,619	14001503	51240	Temp Help-Parks	\$3,090
	Reason:	vacant position				Anticipated costs to cover remainig FY 17			
\$704.41	\$704	14001403	51430	Longevity-Fleet	\$2,500	14001002	50520	Prindpal Clerk-Engineering	\$16,959
	Reason:	vacant position				Increase due to retirement			
	\$64,619	Total			\$64,619	Total			

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$4,801.32	\$4,801	14001403	51920	Sick Leave BuyBack-Repair	\$50,000	14001504	53140	Contract Services-Parks	\$47
	Reason:	Vacant position				Anticipated cost for remaining FY 17			
\$344,629.45	\$70,000	14001503	50740	Equipment Operators-Parks	\$33,599	14001505	54610	General Materials-Parks	\$47
	Reason:	vacant positions							
\$1,385.80	\$1,386	14001503	51430	Longevity-Parks					
	Reason:	vacant positions							
\$411.73	\$411.73	14001503	51920	Sick Leave BuyBack-Parks					
	Reason:	vacant positions							
\$35,913.26	\$7,000.00	60080001	50570	Chemist					
	Reason:	vacant position							
	\$83,599	Total			\$83,599	Total			

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
42,121.13	\$42,121.13	14001301	50660	Assitant Engrn	\$42,121.13	14001304	53140	Contract Services-Streets	\$79,742
	Reason:	Vacant positions				Anticipated costs to cover remaining FY 17			
\$31,251.23	\$31,251.23	11920001	50300	Assistant Director-Facilities	\$46,251.23	11920006	52469	Repair and Maint/Facilities	\$57,287
	Reason:	Vacant position				Anticipated costs to cover remaining FY 17			
\$83,904.33	\$15,000.00	11920003	50560	Custodian					
	Reason:	Vacant position							
	\$88,372	Total			\$88,372	Total			

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$2,844.25	\$2,844.25	60080003	51920	Sick Leave Buy Back-Sewer	\$28,744.00	14001304	53140	Contract Services-Streets	\$79,742
	Reason:	vacant positions			Anticipated costs to cover remaining of FY 17				
\$3,424.02	\$3,424.02	60081003	51920	Sick Leave Buy Back-East Plant					
	Reason:	vacant position							
\$2,475.95	\$2,475.95	60085003	51920	Sick Leave Buy Back-West Plant					
	Reason:	vacant position							
\$39,677.52	\$20,000.00	61090001	50680	General Foreman-Water/Sewer					
	Reason:	vacant position							
	\$28,744	Total			\$28,744	Total			

BUDGET TRANSFERS -

DEPT:		Various		FISCAL YEAR:		2017			
FROM ACCOUNT:		TO ACCOUNT:							
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$34,904.22	\$20.00	11440001	50042	Collector	\$20.00	11440002	50770	Senior Clerk-Collector	\$35,997.36
	Reason:	Funds available			To fund line item through 6/30/17				
\$101,564.65	\$5,400.00	15430006	57710	Veterans Benefits	\$5,400.00	15430001	50080	Veterans Agent	\$15,092.50
		Benefits running slightly lower than budgeted			To fund shortage due to a retirement				
\$1,360.92	\$400.00	11110005	54220	Office Supplies-Council	\$400.00	11110002	50401	P.T. Senior Clerk-Council	\$9,062.34
	Reason:	Funds available			To fund line item through 6/30/17				
\$381.12	\$380.00	15410003	51920	Sick Leave Buy Back-COA	\$1,210.00	15410001	50312	Outreach Worker-COA	\$14,859.72
	Reason:	Funds available			To fund shortage due to a resignation				
\$13,240.30	\$1,280.00	15410006	57075	Transportation-COA	\$450.00	15410001	50996	Social Service Coordinator	\$6,195.00
	Reason:	Funds available.			To fund line item through 6/30/17				
	\$7,480.00	Total			\$7,480.00	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS -										
	DEPT:	Various				FISCAL YEAR:	2017			
Available Balance	Amount	FROM ACCOUNT:	TO ACCOUNT:						Available Balance	
		Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:		
\$1,805.00	\$1,805.00	11610004	53180	Professional & Tech-Clerk's	\$3,344.13	11610004	53150	Advertising-Clerk's	\$1,705.40	
	Reason:	Funds available				To fund line item through 6/30/17				
\$1,738.88	\$1,100.13	11620004	53930	Printing-Elections						
	Reason:	Funds available								
\$439.00	\$439.00	11620004	53932	Election Programming						
	Reason:	Funds available								
\$758.20	\$758.00	12410003	51920	Sick Leave BuyBack-Inspe	\$3,500.00	12410006	57100	Instate Travel-Inspections	\$81.84	
	Reason:	Funds available				To cover inspections through 6/30/17				
\$29,779.55	\$2,742.00	12410001	50380	Electrical Inspector						
	Reason:	Funds available,								
	\$6,844.13	Total			\$6,844.13	Total				

CITY OF MARLBOROUGH BUDGET TRANSFERS -										
	DEPT:	Various				FISCAL YEAR:	2017			
Available Balance	Amount	FROM ACCOUNT:	TO ACCOUNT:						Available Balance	
		Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:		
\$9,253.78	\$1,000.00	14920003	50999	Events Coordinator-Recreat	\$1,567.00	14920001	50166	Recreation Program Mgr	\$22,994.01	
	Reason:	Funds available				To fund line item through 6/30/17				
\$17,582.85	\$193.00	14920007	53610	Equipment-Youth Activities						
	Reason:	Funds available								
\$28,342.59	\$374.00	14920001	50110	Recreation Director						
	Reason:	Funds available								
\$53,692.87	\$1,035.00	15120001	50390	Nurse-Board of Health	\$1,035.00	15120001	50611	Assistant Sanitarian	\$42,951.50	
	Reason:	Funds available				To fund line item through 6/30/17				
\$395,000.00	\$5,500.00	17520006	59254	Interest on BAN	\$5,500.00	11940006	51860	Widows Pensions	\$17,983.88	
	Reason:	Funds available,				To fund line item through 6/30/17				
	\$8,102.00	Total			\$8,102.00	Total				

CITY OF MARLBOROUGH
BUDGET TRANSFERS -

DEPT:		Various				FISCAL YEAR:		2017		
Available Balance		FROM ACCOUNT:			TO ACCOUNT:			Available Balance		
Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Amount	Available Balance	
\$53,692.87	\$24,965.00	115120001	50390	Nurse-Board of Health	\$2,641.00	11110003	51920	Sick Leave BuyBack-Council	\$0.00	
	Reason:	Funds available			To fund FY17					
\$25,542.48	\$10,000.00	11510006	57600	Claims & Judgements	\$3,434.00	11110003	51430	Longevity-Council	\$0.00	
	Reason:	Funds available			To fund FY17					
\$669,388.72	\$78,110.00	60075106	58966	16 Multi Purpose Interest	\$13,000.00	11520004	53140	Contract Services-HR	\$7,000.00	
	Reason:	Funds available			To fund assessment center for police chief search					
					\$94,000.00	11510004	53110	Legal Services	\$50,751.45	
	Reason:				To fund line item through 6/30/17					
	\$113,075.00	Total			\$113,075.00	Total				

BUDGET TRANSFERS -

DEPT:		Various				FISCAL YEAR:		2017		
Available Balance		FROM ACCOUNT:			TO ACCOUNT:			Available Balance		
Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Amount	Available Balance	
\$127,019.57	\$127,019.57	11990006	57820	Reserve for Salaries	\$16,740.20	14001303	50740	Equipment Operators-Sta	\$322,572.98	
	Reason:				Retirement					
\$985,000.00	\$124,338.28	60071106	59966	16 Multi Purpose Bond	\$19,115.65	14001303	51920	Sick Leave BuyBack-Sta	\$2,113.54	
	Reason:	Funds available			Retirement					
					\$38,000.00	12100001	50140	Police Chief	\$68,361.00	
	Reason:				Retirement					
					\$80,000.00	12100003	51920	Sick Leave BuyBack-Police	\$7,630.41	
	Reason:				Retirement					
					\$3,000.00	12100001	50500	Police Captains	\$67,314.08	
	Reason:				Contractual agreement					
					\$9,000.00	12100001	50510	Police Lieutenants	\$138,740.88	
	Reason:				Contractual agreement					
					\$12,000.00	12100001	50820	Police Sergeants	\$288,632.85	
	Reason:				Contractual agreement					
					\$73,500.00	12100001	50420	Police Officers	\$1,345,137.88	
	Reason:				Contractual agreement					
	\$251,355.85	Total			\$251,355.85	Total				

CITY OF MARLBOROUGH BUDGET TRANSFERS --										
DEPT:		Comptroller				FISCAL YEAR:				2017
Available Balance		FROM ACCOUNT:				TO ACCOUNT:				Available Balance
Amount	Org Code	Object	Account Description:		Amount	Org Code	Object	Account Description:		Available Balance
\$75,000.00	\$5,000.00	61071106	59958	06 Multi Purpose Bond	\$5,000.00	61071106	59954	05 Multi Purpose Bond		\$0.00
	Reason:	Reclassify to correct account			Reason:	Reclassify to correct account				
\$1,620,000.00	\$28,000.00	17110006	59966	16 Multi Purpose Bond	\$28,000.00	13800006	59966	16 Multi Purpose Bond		\$161,000.00
	Reason:	Reclassify to correct account			Reason:	Reclassify to correct account				
\$28,000.00	\$700.00	61075106	59956	06 Multi Purpose Bond	\$700.00	17510006	59956	06 Multi Purpose Bond		\$52,000.00
	Reason:	Reclassify to correct account			Reason:	Reclassify to correct account				
\$669,388.72	\$205,000.00	60075106	58966	16 Multi Purpose Bond	\$205,000.00	17510006	58966	16 Multi Purpose Bond		\$485,000.00
	Reason:	Reclassify to correct account			Reason:	Reclassify to correct account				
\$885,000.00	\$230,000.00	60071106	59966	16 Multi Purpose Bond	\$50,000.00	11330006	57850	Bond Issue Expense		\$43,935.52
	Reason:	Reclassify to correct account			Reason:	Reclassify to correct account				
					\$100,000.00	60019906	58890	Bond Issue Expense		\$33,549.49
	Reason:				Reason:	Reclassify to correct account				
					\$80,000.00	60019906	58891	Loan Origination Fee		\$17,719.60
	Reason:				Reason:	Reclassify to correct account				
\$468,700.00	Total				\$468,700.00	Total				

ORDERED: That the MassWorks Infrastructure Program Grant Acceptance in the amount of \$2.7 million from the Executive Office of Housing and Economic Development (EOHED) earmarked for the East Main Street Revitalization Project, refer to **FINANCE COMMITTEE**; adopted.

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the 2017 Mass Wildlife Habitat Grant Program Acceptance in the amount of \$14,483.00 from the Commonwealth of MA, Division of Fisheries and Wildlife to the Conservation Commission for the purpose of removing and monitoring non-native invasive plants at the Desert Natural Area off Concord Road; adopted.

ORDERED: That pursuant to the provisions of § 53E½ of Chapter 44 of the General Laws of the Commonwealth of Massachusetts, the City Council of the City of Marlborough, upon the recommendation of the Mayor, does, to be effective during fiscal year 2017, re-authorize a revolving fund to be utilized by the Mayor. It is further ordered that:

- (a) receipts credited to the fund shall be limited to an emergency dispatch fee due the City pursuant to its contract with Patriot Ambulance, unless otherwise directed by the General Laws; and
- (b) expenditures from said fund shall be limited to public safety training; and
- (c) the Mayor shall be the only officer authorized to approve expenditures from the same; and
- (d) no more than eighty-five thousand dollars shall be expended during fiscal year 2017, unless otherwise authorized by City Council and Mayor; and

- (e) the Mayor shall prepare a year-end report identifying funds received, funds expended, description of expenditures and year-end balance; and
- (f) no provisions of this order shall be changed unless approved by the Mayor and City Council.,

APPROVED; adopted.

ORDERED: That the Communication from the Mayor re: Marlborough Police Department Certification, **FILE**; adopted.

ORDERED: That the Marlborough City Council hereby accepts Section 17C of Chapter 90 of the Massachusetts General Laws, as amended, as follows:

- (a) Notwithstanding section 17 or any other general or special law to the contrary, the city council, the transportation commissioner of the city of Boston, the board of selectmen, park commissioners, a traffic commission or traffic director of a city or town that accepts this section in the manner provided in section 4 of chapter 4 may, in the interests of public safety and without further authority, establish a speed limit of 25 miles per hour on any roadway inside a thickly settled or business district in the city or town on any way that is not a state highway.
- (b) Upon establishing a speed limit under this section, the city or town shall notify the department. The operation of a motor vehicle at a speed in excess of a speed limit established under this section shall be a violation of section 1.

And further, that the Marlborough City Council hereby accepts Section 18B of Chapter 90 of the Massachusetts General Laws, as amended, as follows:

- (a) Notwithstanding section 18 or any other general or special law to the contrary, the city council, the transportation commissioner of the city of Boston, the board of selectmen, park commissioners, a traffic commission or traffic director of a city or town that accepts this section in the manner provided in section 4 of chapter 4 may, in the interests of public safety and without further authority, establish designated safety zones on, at or near any way in the city or town which is not a state highway, and with the approval of the department if the same is a state highway. Such safety zones shall be posted as having a speed limit of 20 miles per hour.
- (b) The operation of a motor vehicle in such zone at a speed exceeding the speed limit established under this section shall be a violation of section 17.

Refer to **PUBLIC SAFETY COMMITTEE AND TRAFFIC COMMISSION**; adopted.

ORDERED: That the Ad-Hoc Municipal Aggregation Committee's recommendation to approve the Amended Municipal Aggregation Plan (Plan available in Clerk's Office for viewing), **APPROVED**; adopted.

ORDERED: That the photographs of the decorative walls at the Apex Center facing Route 20 and the Car Wash renderings, all as enclosed with the January 31, 2017 communication submitted by Walker Realty, LLC pursuant to Order Nos. 16-1006634D and 16-1006443K, **APPROVED**; adopted.

ORDERED: That the Application for Special Permit from Mirick O'Connell on behalf of BSL Marlborough Development LLC to construct a 52-Unit, 60,823 +/-square foot Assisted Living Facility with a Special Care Unit, 421 Bolton Street, **TABLED**; adopted.

ORDERED: That the Communication from Central Mass Mosquito Control Project re: Pesticide Exclusion Regulations and Process, **FILE**; adopted.

ORDERED: That the Minutes, Board of Assessors, November 14, 2016, **FILE**; adopted.

ORDERED: That the Minutes, Planning Board, December 19, 2016 & January 9, 2017, **FILE**; adopted.

ORDERED: That the Minutes, Council on Aging, December 13, 2016, **FILE**; adopted.

ORDERED: That the Minutes, License Board, November 30 & December 21, 2016, **FILE**; adopted.

ORDERED: That the Minutes, Traffic Commission, December 20, 2016, **FILE**; adopted.

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

- a. Shawn Lambert, 50 Hamilton Circle, residential mailbox claim 2(b).
- b. John Ward, 69 McNeil Circle, residential mailbox claim 2(b).
- c. John Lauderbach, 152 Blanchette Drive, residential mailbox claim 2(a).
- d. Pam Elsenburg, 64 Varley Road, residential mailbox claim 2(b).

Reports of Committees:

Councilor Ossing reported the following out of the Finance Committee:

Marlboro City Council Finance Committee
Monday January 30, 2017
In Council Chambers

Present: Chairman Ossing; Finance Committee Members Councilors Robey, Oram, Doucette and Irish. Councilors Clancy, Landers, Elder and Juare were also in attendance. The meeting convened at 7:00 PM.

1. **Order No. 16-1006771 – Transfer \$192,300.00 for Police Department Overtime.** The Finance Committee reviewed the Mayor's letter dated December 15, 2016 requesting the transfer of \$192,300.00 from the Police Officer Account (\$170,000.00), the Overtime Celebrations Account (\$2,300.00) and Overtime Court Account (\$20,000.00) to the Overtime Account to fund expected overtime costs for the remainder of the fiscal year to fill shifts due to vacancies or illnesses. The Police Chief indicated that only \$170,000.00 would be required. **The Finance Committee voted 5– 0 to approve the transfer of \$170,000.00 from the Police Officer Account to the Police Overtime Account.**

Reports of Committees Cont'd:

- 2. Order No. 16-1006772 – Proposed Order to Enter into Purchase and Sales Agreements and Transfer of \$1,600.00 from the Open Space Stabilization Account to the Open Space Acquisition Account.** The Finance Committee reviewed the Mayor's letter dated December 15, 2016 requesting the approval of an order to acquire approximately 5.46 acres (Map 16 Parcel 16 ~5.11 acres and Map 29 Parcel 27 ~.35 acres) of land for the purpose of open space acquisition for protecting watershed spaces. The Finance Committee approved the following 5 – 0:

 - **Order to authorize the Mayor to enter into negotiations for two parcels for open space acquisition for watershed protection at Fitchburg Street and Sasseville Way.**
 - **Transfer of \$1,600.00 from the Open Space Stabilization to the Open Space Acquisition Account for the purpose of providing the deposits to bind offers on the two parcels for open space acquisition for watershed protection.**
 - **The Finance Committee agreed to support suspending the rules at the February 6, 2017 City Council meeting to approve both the Order and the transfer.**
- 3. Order #17-1006795A, 17-1006795B and 17-1006795C – Transfer \$615,629.11 to Fund the Fire Fighter Contract for Fiscal Years 2016, 2017 and 2018, Approve Salary Ordinances and Changes to the City Code.** The Finance Committee reviewed the Mayor's letter dated January 19, 2017 requesting the approval of the following:

 - **Order 17-1006795A - Transfer \$615,629.11 from the Reserve for Salaries Account (\$550,629.11) and Deputy Fire Chief Account (\$65,000.00) to fund the line items for the new contract and salary ordinances for the Assistant Fire Chiefs and Battalion Chiefs. The Finance Committee approved the transfers 5 – 0. The Finance Committee agreed to support suspending the rules at the February 6, 2017 City Council meeting to approve the transfers.**
 - **Order 17-1006795B - Approve the salary ordinances for the Assistant Fire Chiefs and Battalion Chiefs. The Finance Committee voted 5 – 0 to approve the salary ordinances. Note City Council approved the advertising of the salary ordinances at the January 23, 2017 City Council meeting.**
 - **Order 17-1006795C - Approve an order updating the City Code to reflect the Fire Departments permanent force. The Finance Committee discussed changes to the entire City Code section on the Fire Department and agreed to have the solicitor make changes and submit the Finance Committee for further review. The Finance Committee voted 5 – 0 to table this order.**

The Finance Committee adjourned at 8:27 PM.

Reports of Committees Cont'd:

Councilor Robey reported the following out of the Legislative and Legal Affairs Committee:

City Council Legislative and Legal Affairs Committee
Tuesday, January 24, 2017, 5:00 PM– In Council Chambers
Minutes and Report

Present: Chairman Katie Robey, Councilor Clancy, Councilor Juaira, Councilors Elder and Councilor Ossing. Councilor Delano was absent. Also attending: for Order 16-1006773 was Cynthia Panagore Griffin, Assistant City Solicitor and for Order 16-1006657 were Don Rider, City Solicitor, Sandra Austin, Attorney for property owner, Bruce Saluk, Civil Engineer, John Schudy, Manager, Central Steel and John de Vries, Manager, 320-330 Middlesex Avenue, LLC.

Order No. 16-1006773-Proposed Acceptance of a Deed from the Community Development Authority (CDA) for land presently used by the Marlborough Public Library for parking (about ½ of the parking lot on Witherbee Street) in exchange for a Grant of Easement from the City to the CDA for parking on land behind the Senior Housing on Bolton Street.

The Mayor's letter of December 15, 2016 was read into the record. Chairman Robey went through the documents as there were duplicates of the Order regarding the acceptance of title and Exhibit A. The Assistant Solicitor reviewed the documents, explaining that the Order contained three parts. The first paragraph regarding acceptance of title, by deed of conveyance of land on Witherbee Street requires a simple majority of the City Council; the second paragraph regarding §15A of Chapter 40 of MGL requires a two-thirds vote because it changes the land from general municipal purposes to the purposes of a grant of easement; and the third paragraph regarding the exchange of fee simple interest in land of CDA, for City Council authorizing Mayor to grant to CDA a permanent easement for parking at Bolton Street Senior Housing which requires a simple majority vote. She recommended taking one vote for the entire order requiring a two-thirds vote in favor for passage. Also included in paperwork is Exhibit A, referenced in the Order, a Quitclaim Deed for 20 Witherbee Street and a Grant of Easement at 355 Bolton Street.

Councilor Juaira moved to recommend approval of Order 16-1006773 to authorize the Mayor to accept a deed from the Community Development Authority for land presently used by the Library for parking (about ½ of the parking lot on Witherbee Street) in exchange for a grant of easement from the CDA for parking on land behind the Senior Housing on Bolton Street; the motion was moved and seconded (Requires 2/3 Vote). The motion carried 3-0.

Reports of Committees Cont'd:

Order No. 16-1006657-Communication from Attorney Austin regarding request to change location of easement at 85 Ames Street.

Committee members were given copies of a Proposed Order, an Easement Relocation Deed, an Easement Plan of Land dated January 24, 2017 from Bruce Saluk & Associates, and a color-coded Layout Plan. Attorney Austin stated her client wanted to add an addition to their facility on Ames Street and was requesting the city to move their easement further west so the building wouldn't sit on the easement. The easement begins at the southwest side of property at Ames Street, turns to east at back of building and terminates at a 2 acre parcel granted to city by Marlborough/Northborough Land Realty Trust for the purpose of a fire station so there was a second egress from the parcel which fronts Glen Street. Solicitor Rider explained his color-coded plan which helped distinguish the current easement's position relevant to building and placement of the proposed relocated easement. The property is near the wetlands, and the applicant has been before Conservation Commission and received a Wetlands Permit. Neither Fire Chief Breen nor City Engineer DiPersio has concern with the movement of easement. The Proposed Order was read after which Solicitor Rider stated it should be amended by adding the word "plan" in line 6 between a and entitled so it would read "on a plan entitled." (Note: A corrected copy along with all other paperwork provided at the meeting has been forwarded to the City Council Secretary and City Clerk).

Councilor Clancy moved to recommend approval of Order 16-1006657, which is the request of Atty. Austin on behalf of her client, Central Steel, to relocate the Easement at 85 Ames Street to allow for an expansion of their building; the motion was moved and seconded. The motion carried 3-0.

It was moved and seconded to adjourn; motion carried 3-0. The meeting adjourned at 5:45 PM.

Suspension of the Rules requested - granted

ORDERED: Pursuant to M.G.L. c. 30B, § 16(e)(2), the City Council of the City of Marlborough hereby determines that advertising for the proposed purchase of a parcel of land in fee simple interest and of an easement interest in another parcel of land will not benefit the City's interest because of the unique qualities and location of the properties as hereinafter defined:

Land of proposed purchase of fee simple interest: The parcel identified on the Assessors Map of the City of Marlborough as Map 16 Parcel 16, containing 5.11 acres, more or less, located on Fitchburg Street, Marlborough, MA, and further identified in a deed recorded in the Middlesex South District Registry of Deeds at Book 203441, Page 412. The persons having a beneficial interest in this parcel are Alexander A. Staniunas and Annette Crossen;

Land of proposed purchase of easement interest: The parcel identified on the Assessors Map of the City of Marlborough as Map 29 Parcel 27, containing 0.35 acres, more or less, located at on Fitchburg Street, Marlborough, MA, and further identified in a deed recorded in the Middlesex South District Registry of Deeds at Book 20344, Page 412. The persons having a beneficial interest in this parcel are Alexander A. Staniunas and Annette Crossen.

The above-identified parcels satisfy the requirements of said M.G.L. c. 30B, § 16(e)(2), because: (i) the parcels are uniquely situated because they abut and are located within close proximity to the Assabet River Rail Trail; (ii) include wetlands and seasonal wetlands which fall within the City's 2011-1018 Open Space and Recreation Plan to preserve and protect watershed to wetland and water resource areas; and (iii) abut the Fort Meadow Reservoir, the City's recreational lake, which will be protected and preserved by the acquisition.

It is further ordered that the Mayor is authorized to negotiate and enter into a purchase and sales agreement for the above-identified parcels subject to the following conditions: (i) that, in accordance with M.G.L. c. 43, § 30, the purchase price of any parcel shall not exceed more than 25% of the average assessed value of the parcel during the previous three years; and (ii) that the City's performance under any purchase and sales agreement will be contingent upon a favorable vote of the City Council authorizing the appropriation of sufficient funds for the purchase of the parcel.

APPROVED; adopted.

Suspension of the Rules requested - granted

ORDERED: That the Assabet Valley Property Acquisition which includes a transfer request in the amount of \$1,600.00 which moves funds from Stabilization-Open Space to Open Space Acquisition for the purpose of depositing funds on any negotiated purchase and sale, **APPROVED;** adopted.

CITY OF MARLBOROUGH										
BUDGET TRANSFERS --										
	DEPT:	Mayor				FISCAL YEAR:	2017			
		FROM ACCOUNT:				TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$1,018,295.76	\$1,600.00	83600	32918	Stabilization-Open Space	\$1,600.00	19300006	58170	Open Space Acquisition	\$0.00	
	Reason:					For deposit on purchase and sale				
	\$1,600.00	Total			\$1,600.00	Total				

Suspension of the Rules requested - granted

ORDERED: That the Fire Department transfer request in the amount of \$615,629.11 which moves funds from Reserve for Salaries and Deputy Fire Chief to various accounts as noted below to fund the Memorandum of Agreement and reorganization of the Fire Department, **APPROVED;** adopted.

BUDGET TRANSFERS --										
	DEPT:	FIRE				FISCAL YEAR:	2017			
		FROM ACCOUNT:				TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$733,779.70	\$341,817.75	11990006	57820	Reserve for Salaries	\$128,735.47	12200001	50450	Firefighter	\$1,419,381.08	
	Reason:	Calculated amounts for contractual obligations								
					\$146,150.36	12200001	50334	Battalion Chief	\$0.00	
	Reason:									
					\$23,596.92	12200001	50800	Fire Captain	\$151,170.01	
	Reason:									
					\$43,335.00	12200001	50330	Assistant Chief	\$0.00	
	Reason:									
	\$341,817.75	Total			\$341,817.75	Total				

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:		FIRE			FISCAL YEAR:		2017		
Available Balance	Amount	FROM ACCOUNT:	TO ACCOUNT:	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
		Org Code	Object						
\$733,779.70	\$92,803.72	11990006	57820	Reserve for Salaries	\$44,276.42	12200001	50810	Fire Lieutenant	\$591,276.47
	Reason:	Calculated amounts for contractual obligations							
					\$18,940.40	12200003	51920	Sick Leave Buy Back	\$28,881.18
	Reason:								
					\$20,166.57	12200003	51490	Holiday	\$182,255.69
	Reason:								
					\$488.30	12200003	51481	Training Special Services	\$1,758.20
	Reason:								
					\$8,932.03	12200003	51480	EMT	\$79,183.55
	Reason:								
	\$92,803.72	Total			\$92,803.72	Total			

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:		FIRE			FISCAL YEAR:		2017		
Available Balance	Amount	FROM ACCOUNT:	TO ACCOUNT:	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
		Org Code	Object						
\$733,779.70	\$82,538.96	11990006	57820	Reserve for Salaries	\$8,531.22	12200003	51450	Night Shift	\$42,489.82
	Reason:	Calculated amounts for contractual obligations							
					\$13,530.40	12200003	51440	Educational Incentive	\$107,686.57
	Reason:								
					\$55,953.53	12200003	51430	Longevity	\$54,492.14
	Reason:								
					\$4,471.24	12200003	51226	First Responder	\$29,333.78
	Reason:								
					\$2,052.57	12200003	51328	Call Fire Overtime	\$73,692.95
	Reason:								
	\$82,538.96	Total			\$82,538.96	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS --										
DEPT:		FIRE				FISCAL YEAR:		2017		
Available Balance		FROM ACCOUNT:				TO ACCOUNT:				Available Balance
Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Amount	Available Balance	
\$733,779.70	\$29,809.73	11990006	57820	Reserve for Salaries	\$29,809.73	12200003	51300	Overtime	\$120,733.91	
	Reason:	Calculated amounts for contractual obligations:								
\$733,779.70	\$1,748.95	11990006	57820	Reserve for Salaries	\$1,748.95	12200003	51324	Overtime Vehicle Maint.	\$16,692.54	
	Reason:	Calculated amounts for contractual obligations:								
\$733,779.70	\$1,910.00	11990006	57820	Reserve for Salaries	\$1,910.00	29022501	51420	Hazmat Overtime	\$18,723.95	
	Reason:	Calculated amounts for contractual obligations:								
\$74,428.32	\$65,000.00	12200001	50335	Deputy Fire Chief	\$65,000.00	12200001	50330	Assistant Chief	\$0.00	
	Reason:	Calculated amounts for contractual obligations:								
	\$98,468.68	Total			\$98,468.68	Total				

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



IN CITY COUNCIL

Marlborough, Mass., JANUARY 23, 2017

ORDERED:

That there being no objection thereto set **MONDAY, FEBRUARY 27, 2017** as **DATE FOR PUBLIC HEARING** on the Application for Special Permit from Mina Property Group LLC, to construct a commercial automotive facility on less than 1 acre of land, 408 Maple St., be and is herewith refer to **URBAN AFFAIRS COMMITTEE & ADVERTISE.**

Ninety days after public hearing is 05/28/17 which falls on a Sunday, therefore Monday, 05/29/17 would be considered the 90th day.

ADOPTED

ORDER NO. 17-1006800

Certification Required Under Chapter 79 of the Acts of 2006
Examination of Evidence Received at the February 27, 2017 Public Hearing
Application for Special Permit submitted by
Mina Property Group LLC
Howard Wilner, AutoMax
408 Maple Street
Map 93 Parcel 65
Order No.17-1006800

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CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2017 FEB 22 P 4: 24

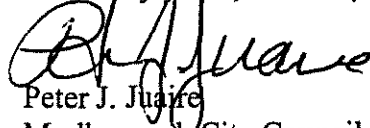
Dear President Clancy and
Honorable Members of the Marlborough City Council:

Please enter the following statement into the record of the Public Hearing scheduled on February 27, 2017 on the application for a Special Permit submitted by Mina Property Group LLC, Howard Wilner, Auto Max, 408 Maple Street, Marlborough, MA to construct a commercial automotive facility on less than 1 acre of land at 408 Maple Street, Map 93 Parcel 65:

I am, unfortunately, unable to attend tonight's public hearing on the application for Special Permit to construct a commercial automotive facility on less than 1 acre of land at 408 Maple Street. However, please be advised that I wish to be able to take advantage of the procedure set forth in MGL c. 39, § 23D, previously approved by Order of the Marlborough City Council, which would authorize me to vote on the Special Permit application at a later City Council meeting, so long as I have certified in writing prior to such vote that I have examined all evidence received at tonight's public hearing. I intend to watch the videotape of the public hearing in the very near future, and in any event prior to any vote on the Special Permit application.

Therefore, if it is your desire to close the public hearing tonight, I would respectfully request that the closure be conditioned on my having submitted to the City Council, in the very near future, the written certification that I have examined all evidence received at tonight's public hearing. Thank you for your consideration.

Very truly yours,



Peter J. Juarez
Marlborough City Council
City Councilor-At-Large



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CITY OF MARLBOROUGH

2017 FEB 23 A 11: 25

City of Marlborough
Office of the Mayor

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

Arthur G. Vigeant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

February 23, 2017

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

Re: Transfer Request – Purchase of Fitchburg Street Property

Honorable President Clancy and Councilors:

Please find enclosed for your approval, a transfer request in the amount of \$16,622.00 to complete the purchase of the 5.2-acre property on Fitchburg Street that is currently available. As noted in a previous communication to you seeking approval for a transfer to fund a deposit on the purchase and sale, this parcel is important for the City to purchase and maintain for watershed protection.

This parcel of land, identified on the Assessor's Map as Map 16 Parcel 16, is comprised mostly of wetlands that feed directly into Fort Meadow. It was identified in the City's 2011-2018 Open Space and Recreation Plan to preserve and protect watersheds to all wetland and water resource areas, including rivers, streams, and ponds. This is a great opportunity for the City to purchase this large and critical parcel at a good value.

My previous communication to the City Council also included the potential for acquiring an easement on an additional, nearby parcel, but the estate did reach an agreement with the Moose Lodge for that smaller parcel.

The attached transfer request includes the balance of the purchase price after the deposit of \$1,600.00 was made. Per the purchase and sale agreement (also attached for your review), the City will take responsibility for taxes beginning January 1, 2017. The taxes for the remainder of the fiscal year total \$221.18 and are included in the total transfer request.

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

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

CITY OF MARLBOROUGH
BUDGET TRANSFERS –

DEPT: Mayor

FISCAL YEAR: 2017

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$1,018,391.25</u>	<u>\$16,622.00</u>	<u>83600</u>	<u>32918</u>	<u>Stabilization-Open Space</u>	<u>\$16,622.00</u>	<u>19300006</u>	<u>58170</u>	<u>Open Space Acquisition</u>	<u>\$1,600.00</u>
	Reason:	_____				Purchase of parcel off Fitchburg Street			
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
	Reason:	_____				_____			
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
	Reason:	_____				_____			
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
	Reason:	_____				_____			
	\$16,622.00	Total			\$16,622.00	Total			

Department Head signature:

Auditor signature:

Comptroller signature:

Agreement

Agreement between Annette Crossen, Personal Representative of the Estate of Alexander A. Stanionas and the City of Marlborough for the Sale and Purchase of a 5.2 acre parcel of land off Fitchburg Street at Sasseville Way, being parcel 16 on Marlborough Assessors Map 16, and shown on Plan 1149 of 1983, Middlesex South Registry of Deeds.

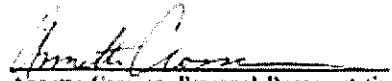
The consideration to be \$18,000.00 with a deposit of \$1,600.00 to be paid at the signing of this agreement to be held in escrow by the Rowe Law Office.

The City shall have 45 days to perform its due diligence as the property is sold, "as is" and the deposit shall be returned if in the opinion of the City the property is encumbered or otherwise unfit for the purposes the City seeks to use it.

The Seller shall be responsible for all taxes and assessments due up until December 31, 2016 and the Buyer takes subject to any taxes due from January 1, 2017.

Closing shall be held at the office of City Solicitor on or before sixty days from the signing of this agreement.

Signed this 17 day of February 2017.


Annette Crossen, Personal Representative of the
Estate of Alexander A. Stanionas
Middlesex Probate/MH 12P 0805 EA


Arthur G. Vigeant, Mayor
City of Marlborough



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CITY OF MARLBOROUGH

2017 FEB 23 A 11:22

City of Marlborough
Office of the Mayor

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

Arthur G. Vigeant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

February 23, 2017

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

Re: Transfer Request – Marlborough Fire Department Sick Leave Buy Back

Honorable President Clancy and Councilors:

Please find enclosed for your review and approval a transfer request in the amount of \$56,131.02 to fund sick leave buy back for two recent retirees in the Marlborough Fire Department. This transfer would move the funds from the reserve for salaries account to the sick leave buy back account for Marlborough Fire.

Chief Kevin Breen and I look forward to discussing this request with you further. In the meantime, if you have any questions or comments, please do not hesitate to contact me or Chief Breen.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosure



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

January 20, 2017

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

Re: Transfer Request

Dear Mayor Vigeant,

I am submitting for your approval a transfer request to fund the balance of sick leave buy back payments for two retirements. Retirements are not figured into our line items therefore, I respectfully request the following:

1. \$56,131.02 from 11990006-57820 (Reserve for Salaries) to 12200003-51920 (Sick Leave Buy Back.)

Our Sick Leave Buy Back account has a balance of \$28,881.18; the requested amount will fund the balance that is due to the retiring employees.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Kevin J. Breen". The signature is written in a cursive style.

Kevin J. Breen
Fire Chief

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: FIRE

FISCAL YEAR: 2017

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$733,779.70</u>	\$56,131.02	<u>11990006</u>	<u>57820</u>	<u>Reserve for Salaries</u>	<u>\$56,131.02</u>	<u>12200003</u>	<u>51920</u>	<u>Sick Leave Buy Back</u>	\$28,881.18
	Reason:	_____				<u>To fund sick leave buy back for two retirements</u>			
_____	Reason:	_____			_____	_____	_____	_____	_____
_____	Reason:	_____			_____	_____	_____	_____	_____
_____	Reason:	_____			_____	_____	_____	_____	_____
_____	Reason:	_____			_____	_____	_____	_____	_____
	\$56,131.02	Total			\$56,131.02	Total			

Department Head signature:

Kevin Breen

Auditor signature:

June [Signature]

Comptroller signature:

[Signature]



RECEIVED
CITY CLERK'S OFFICE
OF MARLBOROUGH

2017 FEB 23 A 11: 2 T

City of Marlborough
Office of the Mayor

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

Arthur G. Vigeant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

February 23, 2017

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

Re: Grant Acceptance – Marlborough Fire Department.

Honorable President Clancy and Councilors:

Please find enclosed for your acceptance two grants for the Marlborough Fire Department. Both grants have been awarded to the Marlborough Fire Department through the Commonwealth of Massachusetts Executive Office of Public Safety and Security. The attached packet includes cover letters from Chief Breen, grant award notification forms, and the grant award letters.

The first grant, totaling \$2,996.00 is the Fiscal Year 2017 Senior S.A.F.E. Grant which will be used to provide fire awareness and educational programs to our senior population.

The second grant, totaling \$5,641.00 is the Fiscal Year 2017 S.A.F.E. Grant which will be used to provide fire awareness and educational programs to our student population.

Combined, these two grants provide opportunities for the Marlborough Fire Department to deliver its fire safety and fire education programming and materials. This is a key component of our public safety approach in Marlborough.

Thank you for your consideration. If you have any questions about these two grant awards, please do not hesitate to contact me or Chief Kevin Breen.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



**CITY OF MARLBOROUGH
FIRE DEPARTMENT**

215 Maple Street, Marlborough, MA 01752
Business (508) 624-6986 Facsimile (508) 460-3795

February 7, 2017

The Honorable Arthur G. Vigeant, Mayor
City of Marlborough
140 Main Street
Marlborough, Ma. 01752

RE: FY17 Senior S.A.F.E. Grant

Dear Mayor Vigeant,

Attached please find documentation in support of a grant in the amount of \$2,996.00 which has been awarded to the Fire Department through The Commonwealth of Massachusetts Executive Office of Public Safety and Security.

The FY17 Senior S.A.F.E. Grant has been approved for funding and granted to the Marlborough Fire Department in order to provide awareness to our senior population for fire education programs as outlined in the application.

In accordance with Massachusetts General Laws, Chapter 44 Section 53A this grant was applied for and accepted by the Fire Department but in order for it to be expended for the purposes of the grant, the Mayor must recommend and the City Council must vote to approve the expenditure.

I would ask that this information be placed on the next available council agenda, and that you recommend and ask the City Council to approve the expenditure of these funds for the purposes of the grant by the Fire Department.

Sincerely,

Kevin J. Breen
Fire Chief

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: FIRE DATE: 2/7/2017

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: KEVIN J. BREEN, FIRE CHIEF

NAME OF GRANT: FY17 SENIOR SAFE

GRANTOR: COMMONWEALTH OF MASSACHUSETTS

GRANT AMOUNT: \$2,996.00

GRANT PERIOD: 12 MONTHS

SCOPE OF GRANT/
ITEMS FUNDED ANNUAL SENIOR AWARENESS OF FIRE SAFETY PROGRAMS
EDUCATIONAL MATERIALS FOR VARIOUS FIRE SAFETY PROGRAMS,
LECTURES, SEASONAL SAFETY AWARENESS PROGRAMS.

IS A POSITION BEING
CREATED: NO

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

ARE MATCHING CITY
FUNDS REQUIRED? NO

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

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

ANY OTHER EXPOSURE TO CITY?
NO

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: GRANT EXPIRATION 12 MONTHS

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



The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services



P.O. Box 1025 ~ State Road

Stow, Massachusetts 01775

(978) 567-3100 Fax: (978) 567-3121

www.mass.gov/dfs

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LT. GOVERNOR

DANIEL BENNETT
SECRETARY

PETER J. OSTROSKY
STATE FIRE MARSHAL

January 27, 2017

Chief Kevin J. Breen
Marlborough Fire Department
215 Maple Street
Marlborough, MA 01752

Dear Chief Breen:

I am pleased to inform you that your FY 2017 Student Awareness of Fire Education (S.A.F.E.) and Senior SAFE grant applications have been approved for funding. The Marlborough Fire Department has been awarded \$5,641.00 for your S.A.F.E. grant and \$2,996.00 for Senior SAFE.

Be sure to alert your treasurer and to check with them to ensure receipt of the funds. We expect the funds to be electronically distributed on or about February 10, 2017

All grantees are required to submit the FY 2016 year-end report to DFS by January 31, 2017. If there are any unexpended funds, the grantee may apply for a one-time 6-month extension, which will be part of the year-end report form. At the close of the single 6-month extension, all unexpended funds must be returned to the Commonwealth. At this time, any prior year remaining funds must be returned to the Commonwealth.

Twenty-two years ago, the Administration, advocated for the creation of the S.A.F.E. Program. Since that time average annual child fire deaths have been reduced by 70%. Two years ago, the S.A.F.E. program was expanded to offer funds to local communities in support of senior fire prevention training. Seniors are the most vulnerable of populations at risk of fire related deaths. Senior SAFE is aimed at educating seniors on fire prevention, general home safety and how to be better prepared in the event of a fire. It is our hope that with this opportunity we can recreate the success with our older population that we have had with children.

I thank you for your commitment to the S.A.F.E. program and for your continuing efforts to promote fire prevention for all citizens. If you have any questions, please feel free to contact Cynthia Ouellette at (978) 567-3381 or the S.A.F.E. staff at (978) 567-3388.

Sincerely,

Peter J. Ostroskey
State Fire Marshal

Administrative Services • Division of Fire Safety
Hazardous Materials Response • Massachusetts Firefighting Academy

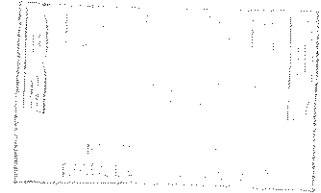


**CITY OF MARLBOROUGH
FIRE DEPARTMENT**

215 Maple Street, Marlborough, MA 01752
Business (508) 624-6986 Facsimile (508) 460-3795

February 7, 2017

The Honorable Arthur G. Vigeant, Mayor
City of Marlborough
140 Main Street
Marlborough, Ma. 01752



RE: FY17 S.A.F.E. Grant

Dear Mayor Vigeant,

Attached please find documentation in support of a grant in the amount of \$5,641.00 which has been awarded to the Fire Department through The Commonwealth of Massachusetts Executive Office of Public Safety and Security.

The FY17 S.A.F.E. Grant has been approved for funding and granted to the Marlborough Fire Department in order to provide student awareness of fire education programs as outlined in the application.

In accordance with Massachusetts General Laws, Chapter 44 Section 53A this grant was applied for and accepted by the Fire Department but in order for it to be expended for the purposes of the grant, the Mayor must recommend and the City Council must vote to approve the expenditure.

I would ask that this information be placed on the next available council agenda, and that you recommend and ask the City Council to approve the expenditure of these funds for the purposes of the grant by the Fire Department.

Sincerely,

Kevin J. Breen
Fire Chief

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: FIRE DATE: 2/7/2017

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: KEVIN J. BREEN, FIRE CHIEF

NAME OF GRANT: FY17 STUDENT AWARENESS OF FIRE EDUCATION (S.A.F.E.)

GRANTOR: COMMONWEALTH OF MASSACHUSETTS

GRANT AMOUNT: \$5,641.00

GRANT PERIOD: 12 MONTHS

SCOPE OF GRANT/
ITEMS FUNDED ANNUAL STUDENT AWARENESS OF FIRE SAFETY PROGRAMS
EDUCATIONAL MATERIALS FOR VARIOUS FIRE SAFETY PROGRAMS,
LECTURES, SCHOOL VISITS, OPEN HOUSE,
SEASONAL SAFETY AWARENESS PROGRAMS.

IS A POSITION BEING
CREATED: NO

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

ARE MATCHING CITY
FUNDS REQUIRED? NO

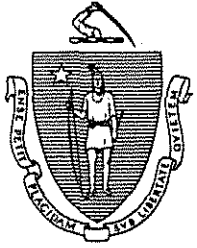
IF MATCHING IS NON-MONETARY (MAN HOURS, ETC.) PLEASE SPECIFY:

IF MATCHING IS MONETARY PLEASE GIVE ACCOUNT NUMBER AND DESCRIPTION OF CITY FUNDS
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ANY OTHER EXPOSURE TO CITY?
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LETTER TO THE MAYOR'S OFFICE REQUESTING THAT THIS BE SUBMITTED TO CITY COUNCIL
FOR APPROVAL OF DEPARTMENT TO EXPEND THE FUNDS RECEIVED FOR THE PURPOSE OF THE GRANT**



*The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services*



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Stow, Massachusetts 01775

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www.mass.gov/dfs

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LT. GOVERNOR

DANIEL BENNETT
SECRETARY

PETER J. OSTROSKY
STATE FIRE MARSHALL

January 27, 2017

Chief Kevin J. Breen
Marlborough Fire Department
215 Maple Street
Marlborough, MA 01752

Dear Chief Breen:

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I thank you for your commitment to the S.A.F.E. program and for your continuing efforts to promote fire prevention for all citizens. If you have any questions, please feel free to contact Cynthia Ouellette at (978) 567-3381 or the S.A.F.E. staff at (978) 567-3388.

Sincerely,

Peter J. Ostroskey
State Fire Marshal

*Administrative Services • Division of Fire Safety
Hazardous Materials Response • Massachusetts Firefighting Academy*



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 FEB 23 A 11:26

City of Marlborough
Office of the Mayor

140 Main Street

Marlborough, Massachusetts 01752

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

Arthur G. Vigeant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patriela Bernard
EXECUTIVE SECRETARY

February 23, 2017

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

Re: Appointment of Lieutenant David Giorgi to Chief of Police

Honorable President Clancy and Councilors:

I am pleased to submit to you for your review and confirmation the appointment of Lieutenant David Giorgi as Chief of Police for a term of four years to commence on April 1, 2017. Lieutenant Giorgi has served as a police officer for nearly 20 years, climbing quickly through the ranks to Sergeant and then to Lieutenant. I believe that Lt. Giorgi will continue to build on Chief Leonard's hard work over the past 15 years.

After Chief Leonard informed me of his intention to retire, we opened applications to current Marlborough police officers. It had long been my goal to hire from within the department and I'm pleased by the quality of the applicants. We conducted a thorough review of the candidates through several different phases.

The first round was comprised of interviews with the seven applicants. They were conducted by:

- Human Resources Director Dave Brumby
- Fire Chief Kevin Breen
- Woburn Police Chief Robert Ferullo
- Shrewsbury Police Chief James Hester, Jr.

After the first round of interviews, four candidates were shortlisted and went through an all-day assessment center conducted by Municipal Resources, Inc. (MRI). MRI previously worked with the City on an evaluation of the Marlborough Fire Department and ran the City's search for a fire chief, which resulted in the hiring of Chief Breen.

The MRI Assessment Center provided feedback on the candidates' strengths and weaknesses and how they would each potentially lead the department. After the Assessment Center, I met with each of the candidates to discuss in greater detail themes that came up throughout the interviews and assessment center.

This decision was tough because each of the overall quality of the officers who applied to serve as Chief; however, it was clear to me that Lieutenant Giorgi had the best combination of experience, potential, and skills to lead the Marlborough Police Department.


The Marlborough Police Department has a great reputation and holds itself to high standards, but, as with any organization, there is always room for improvement.

We have work to do on community policing, cross-training, and accountability, particularly in regards to injured on duty claims, within the Department. We are entering a new system of hiring and promoting police officers now that the patrol and command unions agreed to revoke Civil Service moving forward. We have to ensure the Marlborough PD continues its excellent customer service delivery and keeps progressing to accredited status after having recently received certified status by the Massachusetts Police Accreditation Commission.

These challenges await the next Chief and I firmly believe that Lieutenant Giorgi is well-positioned to take them on while also maintaining the Department's standing.

Lt. Giorgi looks forward to meeting with the Personnel Committee to discuss his qualifications further and I appreciate your consideration and confirmation of this key appointment.

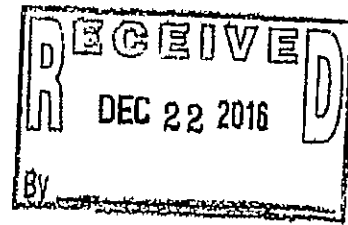
Sincerely,



Arthur G. Vigeant
Mayor

Enclosure

Lt. David A. Giorgi
[REDACTED]
[REDACTED]



December 22, 2016

Human Resources Director
City of Marlborough
140 Main Street
Marlborough, MA 01752

Dear Hiring Manager:

For the last 17 years, I have been employed as a police officer for the City of Marlborough and have steadily risen through the ranks of the department to reach my current rank as Detective Lieutenant. My experience, education, professionalism, department vision and motivation make me a strong candidate and I am confident that I would make a stable and successful long-term Chief of Police for the City of Marlborough.

During my career, I have held various positions within the Police Department where I have gained valuable experience and have developed numerous relationships with members of local, state, and federal agencies. I have investigated many serious incidents for the department, including officer-involved shootings and employee theft. The experience which I gained through these investigations has developed the necessary skills which I believe are essential to serve as Chief of Police, such as: **communication skills** and the ability to develop trusting relationships with other persons and professions; **interpersonal skills and temperament** which allows for successful supervision of personnel; and **leadership skills** which foster respect and help to motivate officers to strive for professionalism. In addition, in 2008 as a Sergeant with 10 years law enforcement experience, I was offered by Chief Leonard an opportunity to attend the prestigious FBI National Academy in Quantico, VA. At the time, I would be only the 2nd Marlborough police officer to ever have attended the National Academy with Chief Leonard being the other- only 1% of all police officers worldwide are selected to attend this training. The experience and knowledge which I gained during my time at the National Academy has undoubtedly shaped both the local and global perspective which I have of the law enforcement profession. I have a thorough understanding of the advancement of law enforcement as a profession and the progressive mindset that is needed by leaders in the department, specifically the Chief of Police. Advancements in training, tactics, and tools present a responsibility to strive for the highest standard of excellence when addressing the needs of the City as well as the members of the department. Law enforcement continues to evolve and develop in American society. It is essential that the Marlborough Police Department continues to evolve as well.

In conclusion, I am very excited and highly motivated for the opportunity to serve the City as the Chief of Police. My background, education, abilities, and experience have shaped me into a professional police officer who welcomes the opportunity to lead the department. I am confident that I am the candidate to immediately impact the continued evolution and the culture of our department.

Thank you for your consideration and I look forward to meeting with you to discuss this position further. If you should require any additional information, you can contact me at dgiorgi@marlborough-ma.gov or (508) [REDACTED]

Enclosure: Resume
References furnished upon request

Sincerely,

David A. Giorgi

David A. Giorgi

Cell: [REDACTED] email: dgiorgi@marlborough-ma.gov

Work Experience:

City of Marlborough Police Department

Detective Lieutenant

2012 to Present

Unit Commander of the Investigations Unit

Responsible for organization and administration of investigative and drug enforcement investigations. Maintain command and control over all cases assigned to unit. Accountable for initiating active liaison between department and district attorney's office, local, state and federal agencies. Directly supervise all evidence submitted and stored in the department and conduct frequent audits to maintain accurate records. Budget and maintain all monies related to the department Drug Account and Law Enforcement Trust Fund. Assist Operations Commander(Captain) in short and long term research, planning and budgeting for the Investigations Unit.

Watch Commander(Lieutenant)- Midnight Shift(12am-8am) Evening Shift(4pm-12am)

2010 to 2012

Oversee all functions of the midnight/evening shift activities for patrol officers, dispatchers and detectives. Duties include, but are not limited to, calls for service, report writing, investigations, station security and prisoner well-being. Maintain thorough legal knowledge and ensure satisfactory performance of all individuals under supervision. Address minor shift-level issues with respect to personnel, citizen complaints and legal issues. Accountable to all actions or omissions of officers under my command.

Patrol Sergeant- Dayshift(8am-4pm)

2004 to 2010

Patrol Supervisor for the dayshift and first level supervisor for all patrol-related activities. Responsible for supervising officers and instructing them on proper discharge of their duties. Review all reports and arrests of shift officers and monitor daily activities of shift officers to maintain effectiveness and accurate performance.

Selected as Field Training Supervisor

2004-2010

- Supervise all Field Training Officers and recruits during 10 week field training program.

Selected as Livescan/Fingerprint System Administrator

- Responsible for purchasing, training and maintenance of fingerprint system. 2004- Present

Patrol Officer- Evening Shift(4pm-12am)

1999 to 2004

Responsible for maintaining effective performance in calls for service, report writing, securing evidence, investigating calls and assisting citizens.

Selected as Field Training Officer 2001-2004

- Train new academy recruits/lateral transfers in all aspects of patrol functions for 10 week program.

Town of Concord, MA

Patrol Officer

1998 to 1999

Lowell(MA) Police Academy

July 1997-December 1997

Education:

FBI National Academy Class #234 Quantico, Virginia

July-September 2008

Northeastern University Masters of Science(Criminal Justice)

1994 to 1995

Tufts University Bachelor of Arts(Sociology)

1990 to 1994

Additional:

Member of FBI National Academy Alumni Association
International Association for Property & Evidence Inc.

████████ Youth Soccer & Basketball Coach/Asst. Coach (10 years)



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2017 FEB 23 A 11: 26
140 Main Street
Marlborough, Massachusetts 01752
Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610

Arthur G. Vigeant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

February 23, 2017

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

Re: Appointment of Jared Falcon to the Zoning Board of Appeals as an Alternate Member

Honorable President Clancy and Councilors:

I am pleased to submit for your confirmation the appointment of Jared Falcon to the Zoning Board of Appeals as an alternate, also known as an associate, member for a two-year term to commence upon approval by City Council.

For several years, Mr. Falcon has assisted the City Clerk's office by serving as a constable during elections. He expressed an interest in participating further in our City government. I believe the addition of this impressive young man to the Zoning Board of Appeals on an alternate basis, to serve in case of sickness or temporary vacancy will help the ZBA manage its workload and continue to review and make timely decisions on appeals.

Expanding our roster of volunteers who serve on City boards and commissions has been a constant goal of mine since I was elected Mayor. I'm proud of my recruitment efforts to date and believe that Mr. Falcon will bring a valuable perspective and energy to the ZBA.

Mr. Falcon looks forward to meeting with the Personnel Committee to discuss his appointment further. In the meantime, if you have any questions, please do not hesitate to contact me.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosure

Jared Falcon
566 Bigelow Street - Marlborough, MA. 01752
Cell: (401) 265-5656, Email: jfalcon@jafintl.com

Brief resume summary

Qualifications

Senior information technology engineer with over ten years of enterprise architecture experience.

Technical Certifications

VCP - VMware Certified Professional

Education

University of Massachusetts Dartmouth
B.S., Management Information Systems – 2003

Professional Experience

Brandeis University – Senior Systems Engineer – 9/2015 to present

- Provide information technology architecture and engineering for large University.
- Oversee design and deployment of major technology systems, including storage, cloud, virtualization and authentication infrastructure.

Actifio LLC. – Senior Systems Engineer – 12/2011 to 9/2015

- Designed and implemented virtualization systems for large disaster recovery software vendor.
- Worked with large global customers (IBM, Verizon, BOA, etc.) to integrate Actifio PAS DR solution with Microsoft and VMware product infrastructure.
- Consulted on design improvements around integration with Microsoft and VMware product suites.

BJs Wholesale Club, Systems Engineer, Contract – 6/2011 to 12/2011

- Planned and implemented company-wide migration of authentication systems, this included over 2000 endpoints across 3 datacenters, 2 distribution centers and hundreds of store locations.
- Implemented best practices for company's entire virtualization infrastructure.
- Implemented secure load balancing and enhanced authentication for membership front end systems at all club locations.

Draper Laboratories, Systems Engineer, Contract – 8/2010 to 6/2011

- Planned and executed enterprise-wide authentication systems upgrade.
- Implemented best security practices for all authentication systems.

Shire Pharmaceuticals, Systems Engineer – Contract – 7/2009 to 8/2010

- Provided engineering and architecture support for large enterprise wide VMware migration from ESX 3.5 to vSphere 4.0 and 4.1.

Concord Academy, Systems and Network Administrator – 7/2006 to 7/2009

- Designed and expanded entire information technology infrastructure for large private school
- Performed network migration from Cisco to HP infrastructure
- Deployed Aruba wireless network across the entire campus
- Designed and deployed network security system consisting of end-point control, web filtering, bandwidth quality of service and anti-virus services.
- Provided ongoing support and engineering services.

Custer Battles LLC., Senior Information Systems Administrator – 9/2003 to 7/2006

- Designed and deployed entire information technology infrastructure from the ground up for a mid-sized military contractor startup.
- Managed entire IT organization including support, design, costing and budgetary functions
- Hired and managed personnel at multiple global offices, including ones in various "hot" zone such as Iraq, Lebanon and Jordan.
- Provided ongoing support and engineering services.



CITY OF MARLBOROUGH
Office of the City Council
140 Main Street
Marlborough, Massachusetts 01752
(508) 460-3711 TDD (508) 460-3610

**AGREEMENT TO EXTEND
TIME LIMITATIONS**

Order No.16-1006735

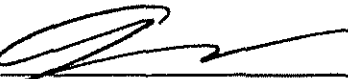
Application for Special Permit by Tiger Cat Properties, LLC, 24 Union Avenue, Suite 28,
Framingham, MA, for multi-family dwelling at 487 Lincoln Street (former Cozy Café),
Marlborough, Massachusetts 01752

**-REFER TO URBAN AFFAIRS COMMITTEE
PUBLIC HEARING: DECEMBER 5, 2016**

The decision of the special permit granting authority shall be made within ninety days following the date of such public hearing. The required time limits for a public hearing and said action may be extended by written agreement between the petitioner and the special permit granting authority. A copy of such agreement shall be filed in the office of the City Clerk.

Pursuant to Mass. General Laws, c.40A, s.9, as amended, the required time limits for action by the Marlborough City Council, as it is the special permit granting authority in the above referenced matter, is hereby extended, by agreement, until 10:00 p.m. on April 25, 2017.

By: _____
Edward J. Clancy, City Council President,
acting on behalf of, and at the direction of,
the special permit granting authority:
Marlborough City Council

By: 
Aldo A. Cipriano, Esq.
Acting on behalf of, and at the direction of,
Petitioner:
Tiger Cat Properties, LLC

WALKER REALTY LLC

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

February 23, 2017 2017 FEB 23 A 10: 08

Councilor Edward Clancy, President Marlborough City Council
City Hall
Marlborough, MA 01752

Re: APEX Monument Signage

Dear Councilor Clancy and Councilors:

Enclosed please find the following:

- 1) Twelve (12) color copies of the updated rendering of the Proposed Monument Signage at Apex; and
- 2) Twelve (12) color copies of the original, previously approved, Monument Signage.

As the council will note, dimensionally the revised modified monument sign remains nearly identical in all material respects to the approved monument sign. In addition, the revised sign is substantially similar in theme and architectural design. Some of the design elements have been modified slightly and the resulting product is something that Walker Realty LLC and the tenants at Apex are extremely excited about. Walker Realty LLC kindly requests that the City Council place this matter on your next available agenda on February 27, 2017 for confirmation of approval. Thank you in advance for your attention and consideration to this matter.

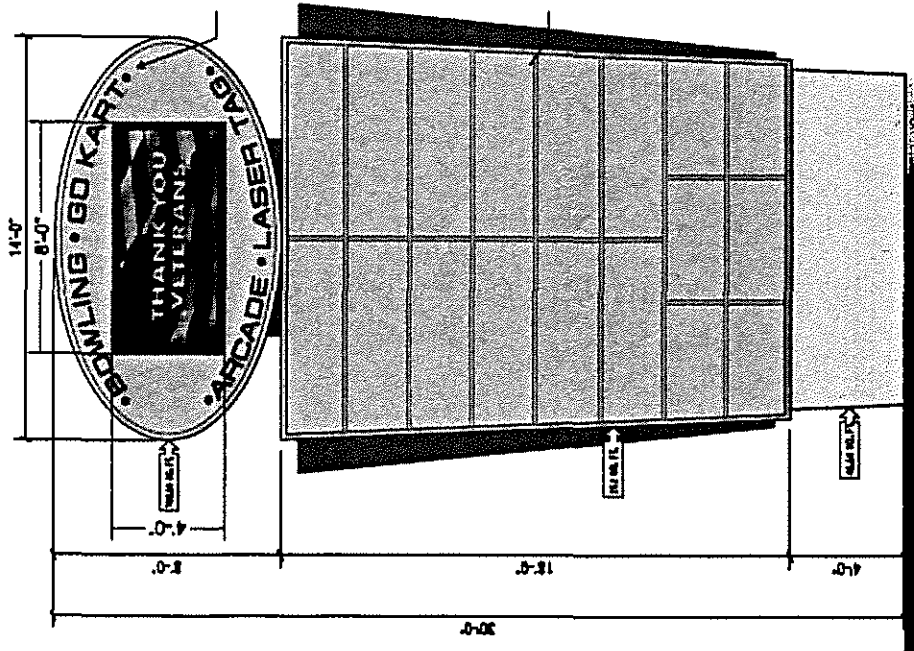
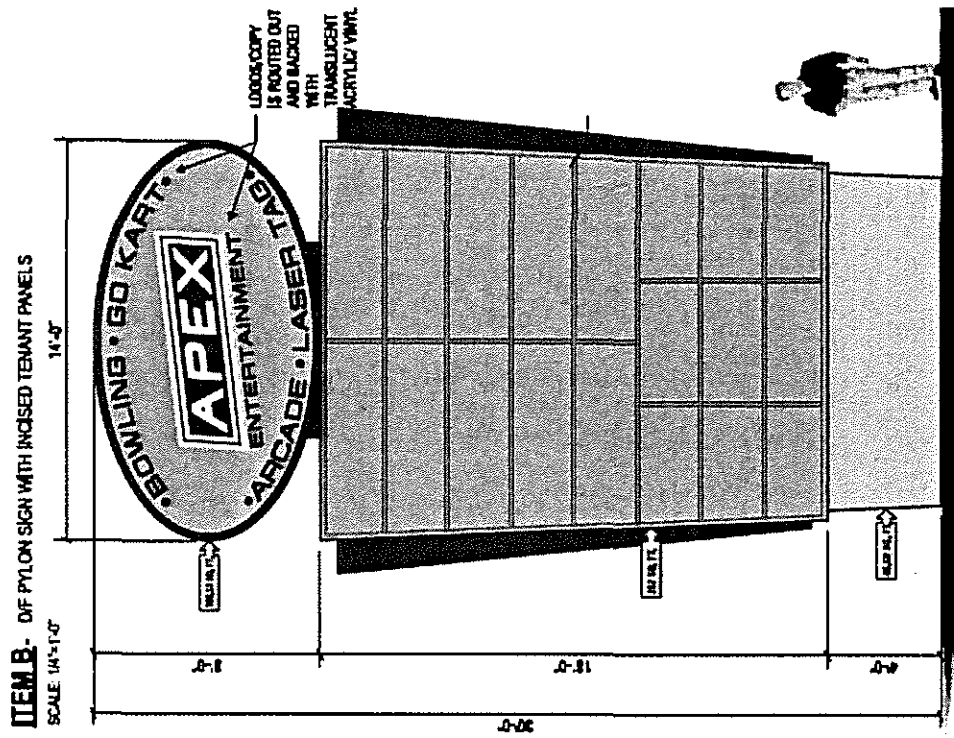
Sincerely,

Walker Realty LLC



Kevin S. Eriksen, Esq.

Proposed Monument Signage



APEX CENTER

RAISED LIT
LETTERS



NO GOLF

WINDMILL
INN

WINDMILL

Qdoba

SWISS STEAK

Chick-fil-A

BOWLING

Trampoline

Colony

Breakfast

FITNESS

Retail

Retail

Carwash

Services

180
BOSTON POST RD.

COLORED
LIT LOGOS

10 FT



CITY OF MARLBOROUGH
CONSERVATION COMMISSION

Minutes

January 5, 2017 (Thursday)

Marlborough City Hall – 3rd Floor, Memorial Hall

7:00 PM

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 FEB -3 P 3:42

Present: Edward Clancy - Chairman, David Williams, John Skarin, and Karin Paquin. Also present was Priscilla Ryder- Conservation Officer

Absent: Lawrence Roy, Dennis Demers, and Allan White

Approval of Minutes – The minutes of December 15, 2016 were reviewed and unanimously approved.

Public Hearings:

Request for Determination of Applicability

178 Simpson Rd. – Joseph Bisazza

Proposes to fill and regrade the back yard next to wetlands. At the request of the applicant who is ill, this item was continued to the January 19th meeting.

Notice of Intent

329 Boston Post Rd. - 329 Boston Post Rd. Owner LLC - (Continuation- proposal to construct a self storage facility)

Michael Radner of Radner Design Associates Inc. the Landscape Architect, Paul Hutnak P.E. of Andrews Survey and Engineering Inc, and Attorney Chris Flood were present.

Mr. Radner, presented a revised plan showing plantings along the two sections of the stream which currently have little or no vegetation. The Commission reviewed the revised plan sheet L100 dated 1/5/17. The Commission agreed these plantings would be satisfactory.

Mr. Hutnak reviewed the changes to the plan from the last meeting. The building has gotten narrower to accommodate fire dept. access requirements, the building will be three stories, with ground access on the first floor and internal access for the second and third floor. Mr. Clancy asked if the straight edge of the building could be on the stream side. Mr. Hutnak explained that given the shape of the lot and the stream location, the current design is the best fit. Mr. Clancy was concerned with snow plowing, which now is pushed into the brook. It was explained that the fencing which has steel posts all along the edge of the brook, should prevent this practice from occurring in the future. Mr. Hutnak explained the drainage which includes dry wells for the roof drainage and stormceptors for all 4 catch basins to improve the drainage off site from current conditions. Construction sequencing and grading were discussed as well as long term maintenance of the fence to ensure the stream is protected.

Ms. Ryder noted that we are still waiting for drainage calculations and review of same by Tom DiPersio, city engineer. With the applicants' consent, the hearing was continued to the January 19th meeting. Ms. Ryder will draft a set of conditions for review at that meeting as well.

Notice of Intent

215 Fitchburg St. - Assabet Valley Regional Vocational School District (AVRVSD)

Chris Huntress of Huntress Sports along with members of the AVRVSD athletic and school programs were present. Mr. Huntress explained that the school is proposing to renovate the

existing running track, athletic field, football field, grandstand and associated site improvements near wetlands. He reviewed the existing conditions plan and the proposed plan. The new detention basin next to the expanded parking lot. The new drainage system for the proposed turf field and new bleacher and walkway system and landscaping plan were all reviewed and discussed.

Mr. Huntress explained that the site is a balanced site with cuts and fill, however there will be excess top soil which will be moved to another area of the school for reuse. They are avoiding a ledge outcrop to avoid blasting. The Commission asked about the existing drainage pipes and their condition, proximity to wetland, construction sequencing, tracking pad maintenance and street sweeping as needed. During construction mulch socks, will be used as erosion controls. Mr. Hutnak will be filing the Storm Water Pollution Preventive Plan (SWPPP) reports as well. Ms. Ryder noted that this all drains to Ft. Meadow Reservoir, so no silt can leave the site. Ms. Ryder noted that the Commission is waiting for confirmation from the city engineer that the drainage calculations are acceptable. The work is anticipated to start in April/May and should last 3-4 months' weather permitting. They hope to have the field operational by the fall of 2017.

There being no further discussion, the Commission continued the hearing to the January 19th meeting and will entertain a draft Order of Conditions at that time.


Other Business/Correspondence:

- Letter from UMass Extension – dated Nov. 8, 2016 RE: Publication “Increasing Forest Resiliency for an Uncertain Future”. The document was circulated to the Commission Members.
- Letter from National grid – dated Dec. 5, 2015 RE: Herbicide application notification along power line rights-of-way. The commission voted to accept and place on file.
- Letter to Stan Martin – dated Dec. 13, 2016 RE: Mowry Brook stream maintenance at Brook Village East. The Commission will review again in the spring and voted to accept and place on file.
- Dog walking at the Desert Natural Area - Ms. Paquin explained that the abutting land owner SVT has established a stricter dog walking protocol on the SVT property to help protect ground nesting birds in the spring May-mid July and are requiring all dogs be on a leash during this time. The Commission noted that the current city ordinance requires all dogs to be on a leash (Marlborough city code Ch. 250 sec. 4). It was discussed that some education to walkers at The Desert Natural Area and the Felton Conservation Land to protect ground nesting birds would be helpful.
- MACC 60th anniversary. Ms. Ryder noted that MACC is looking for old and new pictures to add to their 60th anniversary collage.
- MACC request sign-on to letter regarding pipeline. - Ms. Ryder will send link to Commission to review.

Meetings – Next Conservation meetings – January 19th and February 2, 2017 (Thursdays)

Adjournment: There being no further business, the meeting was adjourned at 8:55 PM

Respectfully submitted,


Priscilla Ryder
Conservation Officer

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION
Minutes
January 19, 2017 (Thursday)
Marlborough City Hall – 3rd Floor, Memorial Hall
7:00 PM**

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 FEB -6 P 3:46

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

Approval of Minutes – The minutes of January 5, 2017 were reviewed and approved as written.

Public Hearings:

Request for Determination of Applicability

181 Cullinane Dr. – Mr. and Mrs. Leipold

Mrs. Leipold was present and explained that they want to add a 14' addition to the house. There are 3 trees near the house they would like to take down since they are leaning towards the building. 5 other trees are termite infested and the tree expert said they need to come down. In addition, Ms. Ryder noted that when she spoke to Mr. Leipold, he had expressed a desire to improve a small foot path just outside the fence on the water side. The slope is steep and needs to be reinforced to prevent it from eroding. The Commission asked questions about the slope, erosion controls and excess materials. The Commission closed the hearing and voted unanimously 7-0 to issue a negative Determination of Applicability with conditions and that erosion controls be placed along the roadway to prevent mud from entering the drainage system and approved the removal of trees and the repair of the trail.

Request for Determination of Applicability (Continuation)

178 Simpson Rd. – Joseph Bisazza

Nicole Bisazza, the owner, explained that her husband is a fire fighter and could not attend. She explained that they want to fill in the back yard to make it more useable since it was just a slope. They had an opportunity to get some free blast material which was delivered to their yard. They were notified by Ms. Ryder that they were close to wetlands and needed to get a permit to do this work, so they filed and are here tonight. The fill is 90% rocks, they have all the rock they need. In the spring they will grade it out. Ms. Ryder noted that she marked the wetland and the closest point is 30' from the wetland. The Commission requested that erosion controls be placed at the base of the slope at the closest point to mark the limit of work and prevent erosion. Mrs. Bisazza explained that they would be bringing in top soil to finish off the back yard. The Commission asked about equipment to be used and erosion controls and slope design. Mrs. Bisazza explained that they would be using an excavator and backhoe and would be constructing a 2:1 slope. The outside slope would be stone and grass on the flat area behind the house. The Commission closed the hearing and voted unanimously 7-0 to issue a negative Determination with conditions for a preconstruction meeting, erosion controls and stabilization of the yard.

Request for Determination of Applicability (Continuation)

329 Boston Post Rd. - 329 Boston Post Rd. Owner LLC

Proposes to construct a self-storage facility and associated site work and drainage near a river and wetlands. (Review Draft Order of Conditions) Attorney Christopher Flood and Mr. Ferreria, the owner were both present. They explained that they had not received comments yet from the City Engineer. The Commission asked questions about how the buildings were to be demolished and where materials would be stockpiled. They asked for a construction sequencing plan as well. The Commission noted that they needed confirmation that the drainage was acceptable before rendering a decision. The hearing was continued to the Feb. 2nd meeting. If all issues with the City Engineer have been resolved the Commission would close the hearing and review the Order of Conditions.

Notice of Intent (Continuation)

215 Fitchburg St. - Assabet Valley Regional Vocational School District

Chris Huntress of Huntress Associates and representatives from Assabet Valley Vocational School were present. Mr. Huntress confirmed he had received a copy of comments from the city engineer and provide the Commission with a revised set of plans dated 1-19-17. Ms. Ryder noted that she had received confirmation from Tom DiPersio, the City Engineer, that the changes made were acceptable and that he has no further issues with the design. Mr. Huntress noted that the only thing he hasn't added was the fence around the detention basin. He'd like to discuss this with the City Engineer. The Commission agreed this could be a condition of the Order of Conditions, if the City Engineer required this. Mr. Clancy discussed the clearing and grubbing sequencing plan, the grading and clearing plan, the fence location and who would be able to use the fields. Mr. Huntress explained that the cleared areas would receive a loam and seed mix, but if the Commission preferred the area on the stream side of the path could be seeded with a woody seed mix to restore this area with instruction that this area would not be mowed. This can be noted in the Order of Conditions and in the Operation & Maintenance Plan. They do show a split rail fence around the detention basin if that is acceptable. Mr. Demers asked about the hydrant and the irrigation system and noted that there are quite a few utilities in that area that the contractors should be aware of.

There were no further questions or comments, so the Commission closed the hearing. Later in the meeting the Commission reviewed the draft Order of Conditions and after some discussion, the Commission voted unanimously 7-0 to issue the Order of Conditions as drafted and amended.

Extension Permit

DEP 212-1114 Overlook at Lake Williams

Overlook at Lake Williams DEP 212-1114 The applicant requested an extension of three years, but expect the work will be done by next fall. The Commission decided to issue a 2-year extension. The Commission voted unanimously 7-0 to issue a 2-year extension on this project.

Discussion

- Violation Notice - APEX Center – 212-1177 Scott Goddard from Goddard Consulting, Rich Zucco and Vinny Farese from ETL and Joe Trolla of Ryan Development were present. Mr. Goddard gave an update on the current construction at the site. He noted that only a ditch is left to clean up from the previous violation which will be done in the spring. He noted that the discharge last week, which is the subject of the current

violation notice, was a small discharge and very minor with little or no cleanup required. They have tightened up the site now and it is really under control and that ETL has been very responsive.

Mr. Williams, Commission Member, explained that during the public hearings on this project, Joe Peznola, the project engineer, promised that the sequence plan provided in the plan would prevent the project from impacting the wetland. However, as seen in the previous violation which wasn't followed, this created the first significant violation. He expressed concern that they were not following the plan and was disappointed that there were any violations at all.

Rich Zucco explained that they added stone and big rip rap at the pinch point, so water can get over the pinch point without washing it out. Water did go over this point during the last storm, but nothing made it past the sewer line. The reinforcements were to help the situation. Mr. Clancy noted he'd been out after the last storm and was concerned with capacity. Mr. Zucco explained that the stone behind the walls is helping to retain and filter some of the water, so that is helping provide some capacity. Ms. Ryder noted that the infiltration systems are not active until only clean water can enter them, and discussed the need for more capacity in the interim.

Mr. Williams said that they needed silt sacs in the catch basin on Rte. 20. Tracking pads need to be reestablished to prevent mud from coming into the roadway. Mr. Clancy noted that the weekly progress reports from Goddard Consulting were great and comprehensive and commended Mr. Goddard on them. The Commission thanked ETL and Goddard Consulting for coming in to discuss the violation.

- Letter from MACC, dated Jan. 3, 2017 RE: Pipeline- The Commission reviewed the request from MACC to sign onto a letter regarding the pipeline and global warming. The Commission determined it was not pertinent to the Marlborough Commission and agreed NOT to sign the letter

Other Business/Correspondence:


- Letter from Solitude, dated Jan. 3, 2017 RE: Report for this year's treatment and survey results and the management recommendations for the next season. The report was reviewed and the Commission voted to accept and place on file.

Meetings – Next Conservation meetings – February 2 and 16th, 2017 (Thursdays)

Adjournment

There being no further business the meeting was adjourned at 8:24 PM.

Respectfully submitted,


Priscilla Ryder
Conservation Officer

MARLBOROUGH COMMISSION ON DISABILITIES

MINUTES FOR MEETING MARCH 8, 2016
MAYOR'S CONFERENCE ROOM 4TH FLOOR
CITY HALL

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2017 FEB -6 P 12:33

ATTENDANCE: JOHN USINAS, DEBRA MCMANUS, PATTY CARLSON.

DEBRA MCMANUS CALLED THE MEETING TO ORDER AT 4:06 PM.

CHERYL SOUCY THE MINUTES. ACCEPTED 5 TO 0.

PATTY CARLSON READ THE TREASURER'S REPORT \$8,708.62. ACCEPTED 5 TO 0.

NEW BUSINESS

JOHN USINAS REPORTED THAT THE MBTA RATES WERE INCREASING 9.7 % AS OF JULY 1ST. THIS RATE HAS BEEN AMENDED FOR PEOPLE WITH DISABILITIES, SENIORS, & STUDENTS.

DEBRA MCMANUS CALLED THE CORPORATE TARGET STORE TO C/O SCOOTER PLACEMENT, ASSOCIATE BEHAVIOR TOWARD REQUEST FOR ASSISTANCE WITH SCOOTERS & ACCESSIBILITY OF GIFT REGISTRY. CORPORATE WAS VERY CONCERNED & WISHED TO CORRECT ISSUES.

A LETTER ON BEHALF OF THE COMMISSION WAS SENT TO AAB FOR 277 MAIN ST. FOR LACK OF UPRIGHT HP STANCHIONS, & VAN ACCESSIBLE SPACE.

JOHN USINAS MADE A MOTION WE ALLOT \$5,000.00 FOR CAMP SCHOLARSHIPS THIS YEAR. ACCEPTED 5 TO 0.

OLD BUSINESS

PATTY CARLSON READ A LETTER FROM A PERSON INTERESTED IN SERVING ON THE COMMISSION. A MOTION WAS MADE FOR PATTY CARLSON TO CONTACT THE WOMAN. ACCEPTED 5 TO 0.

SAM URATO CAME TO OBSERVE OUR MEETING. HE HAD CONCERNS ABOUT:

- THE SIDEWALK SNOW PLOWING AROUND THE WALK BUTTONS @ NEWTON & GRANGER BLVD, & GRANGER BLVD & SOUTH BOLTON ST.
- ALSO THE WALK BUTTON ON GRANGER & SOUTH BOLTON STREET IS SET TOO FAR BACK OFF THE SIDEWALK.
- THE DRIVEWAYS/SIDEWALKS @ THE 120 NEWTON STREET GARAGE & MASON'S DRIVEWAY AREA ARE ALL BROKEN & HAVE POTHOLES MAKING THEM DANGEROUS TO CROSS.

THE GRANITE HILL BUSINESS ON SOUTH STREET & WESTENDER'S RESTAURANT WERE SET FOR A HEARING WITH AAB BUT HAVE COME INTO COMPLIANCE WITH THEIR HP PARKING & SIGNAGE.

THE MEETING ADJOURNED AT 4:50 PM.

RESPECTFULLY SUBMITTED,
DEBRA MCMANUS, CHAIRPERSON

OUR NEXT MEETING IS TUESDAY APRIL 5, 2016 AT 4:00 PM, CITY HALL IN THE MAYOR'S CONFERENCE ROOM ON THE 4TH FLOOR.

MARLBOROUGH COMMISSION ON DISABILITIES

MINUTES FOR MEETING APRIL 5, 2016

MAYOR'S CONFERENCE ROOM 4TH FLOOR

CITY HALL

RECEIVED
CLERK'S OFFICE
CITY OF MARLBOROUGH
2017 FEB -6 P 12:33

ATTENDANCE: JOHN USINAS, DEBRA MCMANUS, PATTY CARLSON.

DEBRA MCMANUS CALLED THE MEETING TO ORDER AT 4:01 PM.

PATTY CARLSON READ THE MINUTES. ACCEPTED 3 TO 0.

JOHN USINAS READ THE TREASURER'S REPORT \$8,816.41. ACCEPTED 3 TO 0.

NEW BUSINESS

MAYOR VIGEANT REPORTED 2 APPLICANTS WILL MEET WITH HIS AID NICK THEN COME & MEET WITH THE COMMISSION MEMBERS. HE CONTACTED ED CLANCY ABOUT APPOINTING A NEW CITY COUNCILOR TO THE COMMISSION. A NAME WILL BE SENT TO US IN MAY.

A MASSACHUSETTS COMMUNITY TRANSPORTATION COORDINATION CONFERENCE WILL BE HELD IN WORCESTER ON MAY 3, 2016 FROM 8:30 TO 3:30. TRANSPORTATION IS BEING PROVIDED.

OLD BUSINESS

THE SUMMER CAMP FORMS FOR 2016 ARE FINALIZED & ARE BEING DISTRIBUTED.

PATTY CARLSON HAS NOT BEEN ABLE TO SET UP A MEETING WITH THE NEW PERSON INTERESTED IN COMMISSION MEMBERSHIP.

JOHN GHOLONI WAS CONTACTED CONCERNING THE ISSUES RAISED AT THE LAST MEETING. HE STATED AS SOON AS IT WAS WARM ENOUGH TO POUR CEMENT THEY WOULD REPAIR THE SIDEWALKS/DRIVEWAYS ON NEWTON STREET & REPAIR THE RAISED SIDEWALK AT THE WALKER BUILDING. THEY WOULD ALSO POUR CEMENT AROUND THE SIGNAL POLE AT SOUTH BOLTON & GRANGER BLVD.

JOHN USINAS MADE A MOTION THAT THE \$2000.00 ALLOTTED FOR TRANSPORTATION BE PLACED BACK INTO OUR BUDGET. ACCEPTED 3 TO 0.

THE MEETING ADJOURNED AT 4:40 PM.

RESPECTFULLY SUBMITTED,
DEBRA MCMANUS, CHAIRPERSON

OUR NEXT MEETING IS TUESDAY MAY 10, 2016 AT 4:00 PM, CITY HALL IN THE MAYOR'S CONFERENCE ROOM ON THE 4TH FLOOR.

MARLBOROUGH COMMISSION ON DISABILITIES

MINUTES FOR MEETING MAY 13, 2016

MAYOR'S CONFERENCE ROOM 4TH FLOOR

CITY HALL

RECEIVED
CLERK'S OFFICE
CITY OF MARLBOROUGH
2016 FEB -6 P 12:33

ATTENDANCE: JOHN USINAS, DEBRA MCMANUS, PATTY CARLSON, CHERYL SOUCY, DAVE DOUCETTE-WARD COUNCILOR 2.

DEBRA MCMANUS CALLED THE MEETING TO ORDER AT 4:00 PM.

CHERYL SOUCY READ THE MINUTES. ACCEPTED 4 TO 0.

PATTY CARLSON READ THE TREASURER'S REPORT \$8,841.12. ACCEPTED 4 TO 0.

NEW BUSINESS

JOHN USINAS REPORTED THAT THE NEW HORIZON VAN IS NOT LIFT EQUIPPED. NEW HORIZONS EMPLOYEE'S STATED THEY DON'T NEED TO HAVE A LIFT EQUIPPED VAN UNTIL THEY PURCHASE A NEW VAN. THEY ALSO HAVE STACKABLE WASHERS & DRYERS THAT RESIDENT'S USING WHEELCHAIRS CAN'T ACCESS.

THERE IS A COMMUNITY ACCESS MONITOR TRAINING @ THE ELKS IN FRAMINGHAM ON JUNE 29 & 30TH FROM 9-4 PM.

250 MAIN STREET HAS BEEN ISSUED A VIOLATION LETTER FROM THE AAB FOR MISSING RAILINGS, SIGNAGE & NO VAN ACCESSIBLE PARKING.

THE NEW PEDESTRIAN CROSSING LIGHTS BEHIND 240 MAIN STREET ACROSS GRANGER BLVD LEADING TO RINDGOLD ST. ARE DIFFICULT FOR CARS TO SEE & THE CARS ARE NOT STOPPING.

DAVE DOUCETTE WARD 2 COUNCILOR WAS WELCOMED AS OUR NEW CITY REPRESENTATIVE.

OLD BUSINESS

FOUR MEMBERS OF THE COD ATTENDED A TRANSPORTATION CONFERENCE IN WORCESTER.

- PATTY FELT IT WAS VERY INTERESTING
- 3 TOWNS BOXBORO, WESTFORD & ACTON WORKED TOGETHER TO CENTRALIZE THEIR TRANSPORTATION SERVICES.
- JOHN EXPLAINED THAT ANYONE NEEDING THE DIAL-A-RIDE IN MARLBOROUGH & IS NOT ALREADY SIGNED UP CAN'T GET ADD TO IT
- THE SENIOR CENTER HAS A GRANT THAT THEY CAN USE WITH THE MWRTA FOR PEOPLE OVER 65 TO USE FOR MEDICAL TRIPS ONLY

THE MEETING ADJOURNED AT 4:50 PM.

RESPECTFULLY SUBMITTED,
DEBRA MCMANUS, CHAIRPERSON

OUR NEXT MEETING IS TUESDAY JUNE 7, 2016 AT 4:00 PM, CITY HALL IN THE MAYOR'S CONFERENCE ROOM ON THE 4TH FLOOR.

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 FEB -6 P 12: 33

MARLBOROUGH COMMISSION ON DISABILITIES
MINUTES FOR MEETING JUNE 7, 2016
MAYOR'S CONFERENCE ROOM 4TH FLOOR
CITY HALL

ATTENDANCE: JOHN USINAS, DEBRA MCMANUS,
PATTY CARLSON, CHERYL SOUCY, DAVE DOUCETTE.

DEBRA MCMANUS CALLED THE MEETING TO ORDER
AT 4:00 PM.

PATTY CARLSON READ THE MINUTES. JOHN USINAS
MADE A MOTION THAT THE PARAGRAPH "THE
SENIOR CENTER HAS A GRANT THAT THEY CAN USE
WITH THE MWRTA FOR PEOPLE OVER 65 TO USE FOR
MEDICAL TRIPS ONLY", BE CHANGED TO READ "FOR
PEOPLE 65 AND OVER ONLY". MINUTES ACCEPTED 5
TO 0 AS AMENDED.

CHERYL SOUCY READ THE TREASURER'S REPORT
\$8,841.12. ACCEPTED 5 TO 0.

NEW BUSINESS

PATTY CARLSON SPOKE WITH A POTENTIAL NEW
BOARD MEMBER BUT UNFORTUNATELY AT THIS
TIME SHE WON'T BE ABLE TO JOIN.

CHERYL SOUCY SPOKE WITH DEE @ GMPI BUT NO ONE IS AVAILABLE AT THIS TIME TO BECOME A BOARD MEMBER.

THE WILDWOOD RESTAURANT HAS RECEIVED A LETTER FROM THE AAB. THEY NEED AN ELEVATOR DUE TO RECENT RENOVATIONS.

THE NEW HANDICAPPED PARKING SPACES BEHIND 240 MAIN STREET ARE NOT CLOSEST TO THE ACCESSIBLE ENTRANCE. ALSO THE ONLY VAN ACCESSIBLE SPACE IS BEING ASSIGNED; THEREFORE THEY NEED ANOTHER VAN ACCESSIBLE SPACE. 17 HANDICAPPED SPACES WERE LOCATED BEHIND 240 MAIN STREET SENIOR HOUSING PRIOR TO RESURFACING, 17 SPACES MUST BE REPLACED.

THE HOUSING AUTHORITY OFFICE FRONT DESK HAS A WINDOW WHICH IS TOO HIGH FOR PEOPLE WITH DISABILITIES TO SPEAK WITH THE RECEPTIONIST. THE AREA NEEDS TO BE RECONFIGURED.

THE RAMP GOING UP TO THE KITCHEN AT 250 MAIN STREET HAS NO RAILINGS OR NON-SKID SURFACES. THE HOUSING AUTHORITY MUST ADD BOTH OF THESE.

DAVE DOUCETTE PRESENTED A MAIN STREET AND ½ (CITY HALL PARKING GARAGE, NEWTON STREET PARKING GARAGE) PARKING PROPOSAL BY THE CITY LIMITING NUMBER OF PARKING HOURS TO 3.

ALTHOUGH PLACARDS & HP PLATES HAVE UNLIMITED PARKING HOURS, DAVE PROPOSED WE WRITE A SHORT LETTER TO THE MAYOR. DAVE WILL WRITE A DRAFT FOR OUR NEXT MEETING.

OLD BUSINESS

JOHN USINAS SPOKE WITH REPRESENTATIVES OF NEW HORIZON - CHERYL IN CHARGE OF NURSING & BOB O'CONNOR, ADMINISTRATOR. THEY DO HAVE STACKABLE WASHERS & DRYER BUT THEY ARE IN ADDITION TO SIDE BY SIDE WASHERS & DRYERS. THE NEXT VAN THEY PURCHASE WILL BE WHEELCHAIR ACCESSIBLE.

THE CROSSWALK AT GRANGER/RINDGOLD STREETS REMAINS A PROBLEM FOR TH SENIOR. DEB WILL CALL JOHN GHOLONI ABOUT GETTING A SENIOR CROSSING SIGN.

THE MEETING ADJOURNED AT 4:51 PM.

RESPECTFULLY SUBMITTED,
DEBRA MCMANUS, CHAIRPERSON

OUR NEXT MEETING IS TUESDAY JULY 5, 2016 AT 4:00 PM, CITY HALL IN THE MAYOR'S CONFERENCE ROOM ON THE 4TH FLOOR.

MARLBOROUGH COMMISSION ON DISABILITIES

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

MINUTES FOR MEETING AUGUST 2, 2016
MAYOR'S CONFERENCE ROOM 4TH FLOOR
CITY HALL

FEB -6 P 12:33

ATTENDANCE: JOHN USINAS, DEBRA MCMANUS,
PATTY CARLSON, CHERYL, DAVE DOUCETTE.

DEBRA MCMANUS CALLED THE MEETING TO ORDER
AT 4:01 PM.

CHERYL SOUCY READ THE MINUTES. ACCEPTED 5 TO
0.

PATTY CARLSON READ THE TREASURER'S REPORT
\$9,060.54. ACCEPTED 5 TO 0.

NEW BUSINESS

PATTY CARLSON REPORTED THAT MARLBOROUGH,
HUDSON & NORTHBOROUGH HAVE BEGUN A
COMMUNITY BASED INITIATIVE TO MAKE OUR
COMMUNITIES "COME 2 BE DEMENTIA FRIENDLY."
THEY HANDED OUT QUESTIONNAIRES PATTY
THOUGHT MIGHT BE USEFUL FOR THE COMMISSION
IN THE FUTURE.

OLD BUSINESS

JOHN USINAS STATED THE LIGHTS @
BROADMEADOW & FARM ROADS HAVE NO AUDIBLE

PED SIGNALS. HE CALLED ENGINEERING & THEY ARE SENDING SOMEONE OUT TO FIT THE POLE WITH PED SIGNALS.

DAVE DOUCETTE WILL WRITE A LETTER REMINDING THE CITY THAT PLACARDS & HP PLATES HAVE UNLIMITED PARKING TIMES. HE WILL ALSO ASK FOR ADDITIONAL HP PARKING SPACES @ THE GRANGER/NEWTON ST. PARKING GARAGE TO GIVE SENIORS @ 240 MAIN STREET MORE PARKING. HE WILL SPEAK WITH THE MAYOR & JOHN GHOLONI.

THE VICTORIA BUILDING, 277 MAIN STREET HAS BEEN NOTIFIED BY AAB THEY MUST ADD A VAN ACCESSIBLE PARING SPACE.

THE MEETING ADJOURNED AT 4:47 PM.

RESPECTFULLY SUBMITTED,
DEBRA MCMANUS, CHAIRPERSON

OUR NEXT MEETING IS TUESDAY SEPTEMBER 6, 2016 AT 4:00 PM, CITY HALL IN THE MAYOR'S CONFERENCE ROOM ON THE 4TH FLOOR.

Marlborough Public Library Board of Trustees

Meeting Minutes

January 3, 2017

Bigelow Auditorium, Marlborough Public Library

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 FEB 21 A 8:51

Meeting called to order by Rustin Kyle at 7:09pm

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

Also Present: Margaret Cardello, Library Director

Absent: Nena Bloomquist

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the December 6th meeting was passed (Merk/Brewin).*
2. **Trust Fund Reports:** *A motion was passed to approve the Trust Fund Reports for December (Brewin/Hale).*
3. **Director's Report:** (see attached for more details)
 - The grant application is due to the MBLC on January 26th at 4:00pm. Margaret is currently waiting on a lot of information from the architect's office to finish the application.
 - The Hazardous Materials report for the grant came back negative for asbestos in the building. John Ghiloni had understood there was asbestos in the building so the consultants returned for a second sampling. Once again, no asbestos was found. This is good news for a building project, as it will save money on demolition and renovations.
 - The library lift is out of order yet again. It will take time to have the parts specially made as they are no longer available on the market. This will cause a major delay in restoring service.
 - We continue to lose staff to better paying libraries and have another part-time clerk position to fill. Once the grant application is complete, Margaret will begin compiling salary data from comparable communities.
 - The Skinner appraisals of the John Rogers statues have come in. They are not particularly valuable and have no special connection to the library or to Marlborough. Margaret will work with the city to place them on the state-wide supplies list.

- The individual that brought the MCAD complaint against the library has indicated that he is willing to drop the complaint if he receives an apology and the no trespass order is lifted. Margaret reviewed with the trustees the many reasons she does not want to lift the no trespass order. She will keep the board apprised of future developments.
- The Building Committee has been meeting regularly and has approved a preliminary design concept which Margaret presented to the Trustees.
- *A motion to have Rustin Kyle sign the grant application to be submitted was approved (Brewin/Johnson).*

4. Committee Reports:

- Foundation: There are now 13 executive members of the foundation now. They are moving forward with contracting with FDA to set up fundraising activities.
- Friends: (see attached for a summary of December's events).

5. Old Business:

- 2016 Scholarships: transcripts are coming in for last year's winners and we will need to pay out their scholarship money.

6. New Business:

- Hotspot Policy: Margaret has developed a written policy for the borrowing of wi-fi "Hotspots" for the trustees to review. *A motion to approve the Hotspot Policy as written was passed (Hale/Bento).*
- Election of Officers: The Nominating Committee recommends:
 - Rustin Kyle, Chair
 - Ray Hale, Vice-Chair
 - Robyn Ripley, Secretary/Treasurer

A motion to accept the nomination committee's recommendations and vote those officers to serve another term was passed (Abel/Brewin).

7. Adjournment: *A motion to adjourn passed at 8:47pm (Abel/Bloomquist).*

Minutes submitted by Secretary Robyn Ripley.