

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 APR -6 P 1:53

1. Minutes, City Council Meeting, March 27, 2017.
2. PUBLIC HEARING On the Application for Special Permit from Attorney Eriksen, Walker Realty LLC, re: Proposed Zoning Amendment-Expansion and Modification of Hospitality and Recreation Mixed Use Overlay District (HRMUOD), Order No. 16/17-1006443N.
3. Communication from the Mayor re: FY2018-2022 Capital Plan.
4. Communication from the Mayor re: Gift Acceptance donation to the Recreation Department in the amount of \$5,000.00 from DCU Federal Credit Union for the Recreation Department's scholarship program.
5. Communication from the Mayor re: Gift Acceptance donation to the Conservation Maintenance Fund in the amount of \$1,000.00 from Dow Chemical Company for the Clean Sweep Program.
6. Communication from Councilor Ossing re: Municipal Aggregation-Six Month Fixed Price Contract with TransCanada from May 1, 2017 through October 31, 2017.
7. Application for Special Permit from Patrick Mauro of Royce Road Museum Realty Trust to build an addition to a single family residence, 91 Royce Rd.
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 on June 6, 2017, Order No. 16/17-1006735C.
9. Communication from Pat Scorzelli on behalf of Mina Property Group LLC, re: request to extend time limitations on Application for Special Permit to construct a commercial automotive facility at 408 Maple St., until 10:00 PM on June 6, 2017, Order No. 17-1006800B.
10. Application for Renewal of Junk Dealer's License, Kristi Carlson on behalf of Best Buy Stores, LP #1966, 601 Donald Lynch Blvd.
11. Application for Renewal of Junk Dealer's License, Kristi Carlson on behalf of Best Buy Stores, LP #820, 769 Donald Lynch Blvd.
12. Application for Renewal of Junk Dealer's License, Jean Rabelo on behalf of Post Road Used Auto Parts of Marlborough, Inc., 785 Boston Post Rd. East.
13. Application for Renewal of Junk Dealer's License, TVI, Inc on behalf of Savers, 222A East Main St.
14. Communication from Department of Agricultural Resources re: Notice of Amendment to 333 CMR 13.03, Requests for Exclusion from Wide-Area Pesticide Applications.
15. Communication from Sudbury Companies of Minute and Militia re: request to place a temporary sign on City Property at the corner of US Rt. 20 and Hagar Rd. at the Wayside Inn turn from Saturday, September 16, 2017 to Saturday, September 24, 2017.
16. Minutes, Board of Assessors, March 13, 2017.
17. Minutes, Conservation Commission, February 16 & March 2, 2017.
18. Minutes, Ad-Hoc Municipal Aggregation Committee, January 20 & March 23, 2017.
19. Minutes, Council on Aging, February 14, 2017.
20. CLAIMS:
 - a. Matthew Lacouture, 117 Mt. Pleasant St., other property damage and/or personal injury.
 - b. Sharon Carter, 70 McNeil Circle, residential mailbox claim 2(a).
 - c. Paul DiTullio, 274 Brigham St., residential mailbox claim 2(a).
 - d. Albert Banach, 600 Hosmer St., residential mailbox claim 2(a).
 - e. Robert Clark, 67 Vega Rd., residential mailbox claim 2(a).
 - f. Jill Sacca, 227 Berlin Rd., residential mailbox claim 2(a).

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.

REPORTS OF COMMITTEES:

21. **ORDERED:** On March 23, 2017, the AD-Hoc Municipal Aggregation Committee recommended the City Council approve the following Municipal Aggregation order. This order clarifies how the Ad-Hoc Municipal Aggregation Committee functions and incorporates the changes required after 10 years of the City participating in Municipal Aggregation.
1. This order supersedes order 06100-1337A dated November 6, 2006.
 2. The goal of Municipal Aggregation is to require that the R-1 (residential) class rates be lower than the prevailing National Grid Fixed Basic Service Rate.
 3. Establish an Ad-Hoc Municipal Aggregation Committee that will review competitive electric supply offers and make recommendations to the Mayor. The Ad-Hoc Municipal Aggregation Committee will consist of 5 members including:
 - The Mayor (or designee)
 - Two City Councilors (appointed by the City Council President)
 - The Chief Procurement Officer
 - The DPW Commissioner (or designee)
 - A quorum shall consist of a minimum of 3 members
 - The Council President shall appoint one of the members as the Chairman
 4. The Ad-Hoc Municipal Aggregation Committee will provide periodic updates to the City Council on Municipal Aggregation program.
 5. All suppliers of electricity licensed by the Department of Public Utilities and qualified to do business in the Commonwealth of Massachusetts can participate in the City's Municipal Aggregation Program. Submitted by Councilor Ossing & Council President Clancy.

UNFINISHED BUSINESS:

From Finance Committee

22. **Order No. 17-1006837 (Orders 1 through 6) – FY17 Capital Bond Package for \$18,235,000.** The City Council approved the advertising of the five bonds at the March 13, 2017 City Council meeting. **Bonds were advertised on March 23, 2017.** The Finance Committee took the following actions:
- **Order #17-1006837-1: Rehabilitation or Improvements to Recreational Fields:** The Finance Committee voted 5 - 0 to approve the \$4,500,000.00 bond for the rehabilitation and improvements to recreational fields.
 - **Order #17-1006837-2: Street Construction:** The Finance Committee voted 5 - 0 to approve the \$9,535,000.00 bond for street construction.
 - **Order #17-1006837-3: Sewer Construction:** The Finance Committee voted 5 - 0 to approve the \$2,000,000.00 bond for sewer construction.
 - **Order #17-1006837-4: Water Main Construction:** The Finance Committee voted 5 - 0 to approve the \$1,500,000.00 bond for water main construction.
 - **Order #17-1006837-5: Sewerage Systems:** The Finance Committee voted 5 - 0 to approve the \$700,000.00 bond for sewerage systems.
 - **Order #17-1006837-6: Adopt MGL Chapter 44 Section 20:** The Finance Committee voted 5 - 0 to approve MGL Chapter 44 Section 20 that will authorize the City to use the premium on the sale of bonds or notes to pay associated project costs and reduce the borrowing amount.



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 APR -3 P 3: 31

**CITY OF MARLBOROUGH
OFFICE OF CITY CLERK**

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

MARCH 27, 2017

Regular meeting of the City Council held on Monday, MARCH 13, 2017 at 8:00 PM in City Council Chambers, City Hall. City Councilors Present: Clancy, Juairé, Oram, Ossing, Robey, Delano, Doucette, Elder, Tunnera, Irish and Landers. Meeting adjourned at 9:23 PM.

ORDERED: That the Minutes of the City Council meeting March 13, 2017, **FILE**; adopted.

ORDERED: That the Police Transfer Request in the amount of \$74,380.00 which moves funds from and to various accounts as noted below to fund retirement payouts in the Police Department, refer to **FINANCE COMMITTEE**; adopted.

CITY OF MARLBOROUGH BUDGET TRANSFERS -									
DEPT:		Police		FISCAL YEAR:		2017			
FROM ACCOUNT:				TO ACCOUNT:					
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$99,166.19	\$37,680.00	12100003	51320	Overtime-Court Time	\$59,066.00	12100003	51920	Sick Leave Buy Back	\$82,562.93
	Reason:	Excess funds				Retirement payout			
\$154,660.38	\$30,000.00	12100003	51440	Educational Incentive	\$15,314.00	12100001	50820	Police Sergeants	\$207,259.46
		Excess funds				Retirement payout			
\$152,740.11	\$4,800.00	12100001	50510	Police Lieutenants					
	Reason:	Excess funds							
\$1,960.88	\$1,900.00	12100003	51370	Overtime-Celebrations					
	Reason:	Excess funds							
	\$74,380.00	Total			\$74,380.00	Total			

ORDERED: That the City Council approve the Massachusetts Department of Revenue Financial Review Recommendation for adopting an abbreviated budget authorization format for all departments for the City budget, refer to **FINANCE COMMITTEE**; adopted.

Background: In its 2006 *Financial Management Review* of the City of Marlborough, the Massachusetts Department of Revenue recommended that the City adopt several best practices including approving the City budget with salary and expenditure accounts for each department as opposed to the current practice of approving each individual line item. This recommendation was also made in the City's Fiscal Year 2016 audit performed by Roselli, Clark & Associates. Department heads would not be able to add funds to their approved salary or expenditure accounts without City Council approval. The Auditor will provide a summary of all transfers within a department's budget each month to the City Council.

ORDERED: That the Communication from Councilor Juarie, re: Certifications After Review of Evidence, Adjudicatory Public Hearing, Mina Property Group LLC Application for Special Permit to construct a commercial automotive at 408 Maple Street, 17-1006800A, **FILE**; adopted.

Suspension of the Rules to remove from Table the below mentioned Special Permit Application – CARRIES.

ORDERED: That there being no objection thereto set **MONDAY, MAY 8, 2017** as **DATE FOR PUBLIC HEARING** on the Application for Special Permit from BSL Marlborough Development LLC, to construct a 52-Unit, 60,823 +/- square foot Assisted Living Facility with a Special Care Unit, 421 Bolton Street, Order No. 17-1006816, refer to **URBAN AFFAIRS COMMITTEE & ADVERTISE**; adopted.

ORDERED: That the Communication from Chapa Quente Restaurant, 201 Main Street to use City property for outside seating commencing in May and ending in October, refer to **LEGISLATIVE AND LEGAL AFFAIRS COMMITTEE**; adopted.

ORDERED: That the Communication from the Commonwealth of MA, acting through its Department of Recreation and Conservation, has under consideration the acquisition of approximately 33 ± acres of land in Marlborough, refer to **OPEN SPACE COMMITTEE**; adopted.

ORDERED: That the Communication from Attorney Bergeron re: Apex Center – Proposed Delegation of Sign Review, Order No. 16/17-1006443N, refer to **URBAN AFFAIRS COMMITTEE**; adopted.

ORDERED: That the Minutes, Council on Aging, January 10, 2017, **FILE**; adopted.

ORDERED: That the Minutes, Assabet Valley Regional Technical High School, February 21, 2017, **FILE**; adopted.

ORDERED: That the Minutes, Board of Assessors, January 23, 2017, **FILE**; adopted.

ORDERED: That the Minutes, Planning Board, February 6 & 27, 2017, **FILE**; adopted.

Reports of Committees:

Councilor Ossing reported the following out of the Finance Committee:

**Marlboro City Council Finance Committee
Thursday March 23, 2017
In Council Chambers**

Present: Chairman Ossing; Finance Committee Members Councilors Robey, Oram, Doucette and Irish. Councilors Clancy, Delano, Landers, and Juairé were also in attendance. The meeting convened at 6:30 PM.

1. **Order No. 17-1006837 (Orders 1 through 6) – FY17 Capital Bond Package for \$18,235,000.** The Finance Committee reviewed the Mayor's letter dated March 9, 2017 requesting the approval of five bonds totaling \$18,235,000.00 for high priority projects and several infrastructure projects throughout the City. The sixth order requests the approval of MGL Chapter 44 Section 20 to authorize the City to use the premium on the sale of bonds or notes to pay associated project costs and reduce the borrowing amount. The City Council approved the advertising of the five bonds at the March 13, 2017 City Council meeting. The Finance Committee took the following actions:
 - **Order #17-1006837-1: Rehabilitation or Improvements to Recreational Fields:** The Finance Committee voted 5 - 0 to approve the \$4,500,000.00 bond for the rehabilitation and improvements to recreational fields.
 - **Order #17-1006837-2: Street Construction:** The Finance Committee voted 5 - 0 to approve the \$9,535,000.00 bond for street construction.
 - **Order #17-1006837-3: Sewer Construction:** The Finance Committee voted 5 - 0 to approve the \$2,000,000.00 bond for sewer construction.
 - **Order #17-1006837-4: Water Main Construction:** The Finance Committee voted 5 - 0 to approve the \$1,500,000.00 bond for water main construction.
 - **Order #17-1006837-5: Sewerage Systems:** The Finance Committee voted 5 - 0 to approve the \$700,000.00 bond for sewerage systems.
 - **Order #17-1006837-6: Adopt MGL Chapter 44 Section 20:** The Finance Committee voted 5 - 0 to approve MGL Chapter 44 Section 20 that will authorize the City to use the premium on the sale of bonds or notes to pay associated project costs and reduce the borrowing amount.

Reports of Committees Cont'd:

2. **Order No. 17-1006838 – Transfer \$3,213,000.00 from Undesignated Funds to Purchase Department Equipment:** The Finance Committee reviewed the Mayor's letter dated March 9, 2017 requesting a transfer of \$3,213,000.00 from the Undesignated Funds account to fund department equipment for the Public Facilities, DPW, Police Department and Fire Department. The Finance Committee took the following actions:
 - **The Finance Committee voted 5 – 0 to approve the \$1,490,000.00 for Fire Department Equipment.**
 - **The Finance Committee voted 5 – 0 to approve the \$308,000.00 for Police Department Equipment.**
 - **The Finance Committee voted 5 – 0 to approve the \$1,415,000.00 for DPW and Public Facilities Equipment.**

The Finance Committee agreed to support suspending the rules at the March 27, 2017 City Council meeting to approve the \$3,213,000.00 for Department Equipment.

Continued Review:

3. **Order No. 17-1006795C: Fire Department City Code Changes.** The Finance Committee continued the discussion from the January 30, 2017 Finance Committee meeting which tabled the changes to the city code for the Fire department in order to resolve comments and obtain input from the solicitor.

The Finance Committee did not take up this order and the item will remain tabled in Finance Committee.

The Finance Committee adjourned at 9:30 PM.

Suspension of the Rules requested - granted

ORDERED: That the \$3,213,000.00 Free Cash Transfer for Investments in Equipment and Facilities, **APPROVED;** adopted.

CITY OF MARLBOROUGH 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
\$9,963,790.00	\$3,213,000.00	10000	35900	Undesignated Fund	\$365,000.00	19300006	58467	Capital Outlay-Facilities	\$15.00
	Reason:	To fund equipment requests							
					\$1,050,000.00	19300006	58731	Capital Outlay-DPW	\$0.00
					\$308,000.00	19300006	58593	Capital Outlay-Police	\$18,700.00
	Reason:								
					\$1,490,000.00	19300006	58512	Capital Outlay-Fire	\$0.00
	\$3,213,000.00	Total			\$3,213,000.00	Total			

ORDERED: That the 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, **APPROVED;** adopted.

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
\$733,779.70	\$56,131.02	11990006	57820	Reserve for Salaries	\$56,131.02	12200003	51920	Sick Leave Buy Back	\$28,881.18
	Reason:					To fund sick leave buy back for two retirements			
	\$56,131.02	Total			\$56,131.02	Total			

ORDERED: THAT PURSUANT to § 15A of chapter 40 of the General Laws of Massachusetts, the City Council of the City of Marlborough hereby transfers the below-described portions of land of the City of Marlborough, being less than the entire land or parcels of land described therein and being no longer required for the purposes for which said portions of land were acquired, from general municipal purposes (Map 104, Parcel 46), the purpose of relocating South Street (Map 93, Parcel 54), the purpose of widening Maple Street at or near South Street (Map 93, Parcel 56), the purpose of the erecting a new fire station (Map 82, Parcels 138 and 135A), and the purposes of laying out a new City Highway location (Map 93, Parcel 49), to the purposes of a grant of easements,

AND WHEREAS, in the opinion of the City Council of the City of Marlborough, the common convenience and necessity require that the hereinafter described easements, as shown on a set of plans thereof, be accepted as municipal easements:

DESCRIPTION

1. In, on, under, through and across a portion of the land located at 506 Maple Street, Marlborough, MA, which land is also known and numbered as Map 104, Parcel 46 on the Assessors' Map of the City of Marlborough, being a 108 ± S.F. permanent easement for a guy pole, grading, and driveway tie-in purposes identified as PUE-28 on sheets 10 and 15 of a set of plans; and a 833 ± S.F. temporary easement for grading and driveway tie-in purposes identified as TE-72 on sheet 15 of a set of plans, said plans being entitled "Massachusetts Department of Transportation Highway Division, Plan of Route 85 (Maple Street), Marlborough, Middlesex County, Preliminary Right-Of-Way, by VHB" with a revised date of 1/13/2017;
2. In, on, under, through and across a portion of the land located at the corner of South Street and Maple Street, Marlborough, MA, which land is also known and numbered as Map 93, Parcel 54 on the Assessors' Map of the City of Marlborough, being a 282 ± S.F. permanent easement for a sidewalk and signal equipment purposes identified as E-36 on sheets 11 and 18 of a set of plans; and a 737 ± S.F. temporary easement for grading purposes identified as TE-75 on sheet 18 of a set of plans, said plans being entitled "Massachusetts Department of Transportation Highway Division, Plan of Route 85 (Maple Street), Marlborough, Middlesex County, Preliminary Right-Of-Way, by VHB" with a revised date of 1/13/2017;
3. In, on, under, through and across a portion of the land located at 361 Maple Street, Marlborough, MA, which land is also known and numbered as Map 93, Parcel 56 on the Assessors' Map of the City of Marlborough, being a 666 ± S.F. permanent easement for sidewalk purposes identified as E-37 on sheets 11 and 18 of a set of plans; and a 1,725 ± S.F. temporary easement for grading purposes identified as TE-76 on sheet 18 of a set of plans, said plans being entitled "Massachusetts Department of Transportation Highway Division, Plan of Route 85 (Maple Street), Marlborough, Middlesex County, Preliminary Right-Of-Way, by VHB" with a revised date of 1/13/2017;

4. In, on, under, through and across a portion of the land located at 215 Maple Street, Marlborough, MA, which land is also known and numbered as Map 82, Parcel 138 on the Assessors' Map of the City of Marlborough, being a 434 ± S.F. permanent easement for signal cabinet and conduit purposes identified as E-38 on sheets 11, 12, 21, and 22 of a set of plans; a 1,341 ± S.F. temporary easement for grading and driveway tie-in purposes identified as TE-78 on sheets 21 and 22 of a set of plans; and a 361 ± S.F. temporary easement for grading purposes identified as TE-81 on sheets 21 and 22 of a set of plans, said plans being entitled "Massachusetts Department of Transportation Highway Division, Plan of Route 85 (Maple Street), Marlborough, Middlesex County, Preliminary Right-Of-Way, by VHB" with a revised date of 1/13/2017;
5. In, on, under, through and across a portion of the land located at Maple Street, Marlborough, MA, which land is also known and numbered as Map 82, Parcel 135A on the Assessors' Map of the City of Marlborough, being a 755 ± S.F. temporary easement for grading purposes identified as TE-38 on sheet 22 of a set of plans, said plans being entitled "Massachusetts Department of Transportation Highway Division, Plan of Route 85 (Maple Street), Marlborough, Middlesex County, Preliminary Right-Of-Way, by VHB" with a revised date of 1/13/2017;
6. In, on, under, through and across a portion of the land located at Maple Street, Marlborough, MA, which land is also known and numbered as Map 93, Parcel 49 on the Assessors' Map of the City of Marlborough, being a 1,337 ± S.F. permanent easement for sidewalk purposes identified as E-10 on sheets 10, 11, 16, and 17 of a set of plans; and a 1,539 ± S.F. temporary easement for grading purposes identified as TE-17 on sheets 16 and 17 of a set of plans, said plans being entitled "Massachusetts Department of Transportation Highway Division, Plan of Route 85 (Maple Street), Marlborough, Middlesex County, Preliminary Right-Of-Way, by VHB" with a revised date of 1/13/2017;

Said set of plans relating to the proposed Route 85 (Maple Street) Reconstruction Project and entitled "Massachusetts Department of Transportation Highway Division, Plan of Route 85 (Maple Street), Marlborough, Middlesex County, Preliminary Right-Of-Way, by VHB" with a revised date of 1/13/2017, as further revised, to be recorded at the Middlesex County South Registry of Deeds.

Title to the above described easements as shown on said set of plans has been granted to the City of Marlborough in a Grant of Easements from the City of Marlborough, said Grant of Easements to be recorded in the Middlesex County South Registry of Deeds.

IT IS THEREFORE ORDERED THAT:

The easements described herein be accepted as municipal easements in the City of Marlborough.

APPROVED; adopted.

Yea: 11- Nay: 0

Yea - Delano, Doucette, Elder, Tunnera, Irish, Clancy, Landers, Juair, Oram, Ossing, & Robey

ORDERED: That the Reappointment of Mark Bartlett to the Cultural Council for a term of three years which expired in August 2016, **APPROVED**; adopted.

ORDERED: That the 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, **APPROVED**; adopted.

ORDERED: There being no further business, the regular meeting of the City Council is herewith adjourned at 9:23 PM.



IN CITY COUNCIL

Marlborough, Mass., _____ MARCH 13, 2017

PAGE 1

ORDERED:

Be it ordained by the City Council of the City of Marlborough that the Code of the City of Marlborough, as most recently amended, be further amended as follows.

1. In Section 650-35.A(2), by deleting "43.6 acres" and replacing with "45.2 acres".
2. By Amending Exhibit A of Section 650-35 to include the following additional parcels:

Assessors Map 78, Parcel 14A

Assessors Map 78, Parcel 23

3. In Section 650-35.E(1)(i), adding the following language to the end of the Section:

"except that nothing in this Section shall be deemed to prohibit or limit the existing drive-through facility on Assessors Map 78, Parcel 23, nor to prohibit or limit the existing dedicated driveway with a curb cut onto a public way located on Assessors Map 78, Parcel 23, all as the same may be altered or amended from time to time, the same being preexisting conditions which shall continue to be allowed notwithstanding anything contained in the HRMUOD to the contrary."

4. In Section 650-35.E(1)(j), adding the following language to the end of the Section:

"except that nothing in this Section shall be deemed to prohibit or limit the existing drive-through facility on Assessors Map 78, Parcel 14A, nor to prohibit or limit the existing dedicated driveway with a curb cut onto a public way located on Assessor Map 78, Parcel 14A, all as the same may be altered or amended from time to time, the same being preexisting conditions which shall continue to be allowed notwithstanding anything contained in the HRMUOD to the contrary."

5. In Section 650-35.E(2)(a.), adding the following language to the end of the Section:

"expressly excluding drive-through facilities located on Assessors Map 78, Parcel 23, which facilities are existing and shall not require a Special Permit under this Section."

6. In Section 650-35.E(2)(b.), adding the following language to the end of the Section:



IN CITY COUNCIL

Marlborough, Mass., MARCH 13, 2017

PAGE 2

ORDERED:

“expressly excluding drive-through facilities located on Assessors Map 78, Parcel 14A, which facilities are existing and shall not require a Special Permit under this Section.”

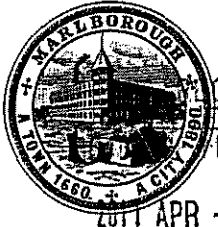
7. In Section 650-35.E(2)(d.), adding the following language to the end of the Section:

“, excluding so-called Dry Cleaning drop stores where no dry cleaning is performed on premise, which shall be permitted in the HRMUOD as of right.”

Be and is herewith refer to **URBAN AFFAIRS COMMITTEE, PLANNING BOARD, AND ADVERTISE PUBLIC HEARING FOR MONDAY APRIL 10, 2017.**

ADOPTED

ORDER NO. 16/17-1006443N



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2017 APR -6 A 11: 21

City of Marlborough

Office of the Mayor

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www.marlborough-ma.gov

Arthur G. Nigant
MAYOR

Nicholas J. Milano
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 6, 2017

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

Re: City of Marlborough FY2018-2022 Capital Plan

Honorable President Clancy and Councilors:

Please find enclosed for your review the Capital Plan for the City of Marlborough for Fiscal Years 2018 to 2022. This plan is the result of a comprehensive planning effort coordinated by the UMass Boston Collins Center. This \$142.3 million all-funds, five-year capital improvement plan will make major inroads into addressing significant infrastructure needs that exist in Marlborough today.

Our capital improvement plan development was funded thanks to a grant through Governor Baker's and Lieutenant Governor Polito's Community Compact program. Their administration has focused on assisting municipalities improve operations and adopt best practices. This grant paid for outside consultants to review our finances, meet with department heads, and draft this plan.

I want to share what I believe are the two major results from this capital planning process. First, the Collins Center met individually with every department head and other City staff to discuss in depth capital needs for the next five years. This process forced Department Heads to think beyond their immediate needs and identify potential required investments in the long term. It also gave Department Heads the opportunity to develop a list of investments they think would improve their office's functions. This long-term planning effort means we are more aware of future needs than we would have been without this process.

The second major takeaway from our capital planning sessions were the countless hours the Collins Center finance team analyzed our finances and capital investments to date. The Collins Center notes that, "over the past 10 years, increases in revenues in Marlborough coupled with cautious spending have placed the City in a very healthy financial position." We are also benefitting from strong economic growth: "commercial, industrial, and personal property growth has exceeded residential new growth year-after-year, by an average factor of over \$5 in commercial new growth for every \$1 in residential new growth."

Our strong financial position, our declining debt service from other capital projects, and our economic growth means we have a good opportunity for us to make “regular investments in capital improvements without adversely impacting the operating budget.”

Collins Center staff recommended identifying a percentage of the operating budget that the City would set aside for capital projects, with around six to eight percent as a good range. Our plan begins at 7.4 percent of the operating budget (not including water and sewer) and remains at 7 percent for the duration of the plan. This is an aggressive, yet manageable goal. As the Collins Center notes, “should the City’s revenue picture change dramatically in any one year, the capital plan could be revisited and projects could be added, modified, delayed or eliminated.”

Moving forward, our capital investments will be guided by the attached plan which provides a blueprint for where our capital funds should be directed. That said, please note that while we have included a detailed schedule of project costs and project years, there is flexibility built into this plan.

For example, as you know, the City Council approved a free cash transfer to replace two fire engines. Our capital plan identifies these projects as occurring in later years, but I agreed with Chief Breen’s recommendation to forward fund the replacement of Fire Engines 4 and 5 to this year for several reasons. First, we were fortunate to have a strong free cash figure that should be spent on capital investments. Second, one engine needed to be replaced sooner than expected because of rust issues. Third, by purchasing two engines together we may be able to take advantage of increased purchasing power and secure savings.

Forward funding the purchases of these engines makes those funds available in those years for other projects, or generates savings in those years. Another example is the reconstruction of Donald Lynch Boulevard which I recommended moving forward to this year as I believe we have the funding capacity to get that project off the ground sooner.

We have included a \$20 million pavement maintenance and reconstruction program in the capital plan, but as you know we have tended to appropriate more than \$4 million in roadwork per year. The \$20 million over five years is my target, but if more funds are available, I will recommend using more to get ahead in our road maintenance efforts.

While the Collins Center wrote the plan with input for City staff, their participation on this project is now over. Moving forward, my financial team has the Excel documents that they used to create the funding formulas. We will be able to revise the plan and submit it each year with changes and with a new year added. A five-year rolling capital investment plan is a best practice for municipalities.

In Marlborough, we pride ourselves on our fiscal restraint and careful budgeting. Our capital improvement plan will provide a blueprint for future spending, analyze what the City can afford to spend, and ensure that we keep our infrastructure and equipment in good condition.

Over the course of my five years as Mayor, I have worked closely with the City Council to make investments in our infrastructure. I thank you for your support and look forward to continue working with you to address our capital needs.

No City Council action is required at this point, but I am available to discuss with you further at any time. My office will submit a revised plan next year as we prepare our FY18 capital spending requests for submittal to the City Council.

Sincerely,

A handwritten signature in black ink, appearing to read "Arthur G. Vigeant". The signature is fluid and cursive, with a large initial "A" and "V".

Arthur G. Vigeant
Mayor

Enclosures

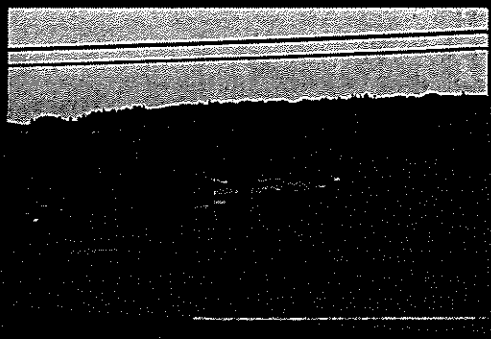


CITY OF
MARLBOROUGH
MASSACHUSETTS

Crossroads of New England



Capital Improvement Plan (CIP)
FY2018 – FY2022



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*Draft prepared for the City of Marlborough by the
Edward J. Collins, Jr. Center for Public Management
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Table of Contents

Introduction	5
CIP Overview	6
About the City of Marlborough	7
City Facilities (excluding schools)	7
Information Technology	8
Parks and Open Space	9
Roadways and Sidewalks	10
School Facilities	11
Water System	12
Sewer System	13
Stormwater System	13
Vehicles and Equipment	14
Possible Funding Sources	15
Local Resources	15
Federal, State, and Private Grants and Loans	16
Marlborough Capital Planning Process (FY2018-FY2022)	19
Project Requests	19
Resources Available	20
General Fund Debt and Pay-as-You-Go	20
Water and Sewer Debt and Pay-as-You-Go	22
Grants and Other Funds	24
Capital Planning Evaluation Criteria	25
FY2018-FY2022 Capital Plan Detail	28
Plan Overview	28
Projects by Department	31
Projects by Fiscal Year	36
Project Funding Detail	38
Appendices	42
Appendix 1: Marlborough at a Glance	42
Appendix 2: New Growth History	46
Appendix 3: Free Cash and Stabilization Fund History	47
Appendix 4: Tax Levy History	48
Appendix 5: General Fund Non-Exempt Debt Service	49

Appendix 6: Water/Sewer Debt Service 50
Appendix 7: Existing General Fund Debt Service 51
Appendix 8: Existing Water Debt Service 52
Appendix 9: Existing Sewer Debt Service 53
Appendix 10: Estimated Previously Authorized/Unissued Debt Service 54
Appendix 11: Comparison of Selected Communities' Average Single Family Tax Bill 55
Appendix 12: Select DLS Financial Glossary 56

INTRODUCTION

The City of Marlborough's \$142.3 million all-funds, five-year capital improvement plan (CIP) for FY2018-FY2022 will make major inroads into addressing significant infrastructure needs that exist in Marlborough today and will start the City on a path of making regular and sizeable investments in the maintenance and improvement of its capital assets. Across the City, residents and businesses will begin to feel the positive impact of the CIP through highly visible projects such as: a new public library facility, replacement of the Richer Elementary School, a new West End fire station, and significant investment in the City's roadways. Less visible – but also with great impact – are projects such as regularly replacing public works vehicles, upgrading IT across all City and school offices, and making energy efficiency upgrades throughout City facilities that will be noticed by users of the buildings, realize reductions in energy costs, and support good stewardship of the environment.

By looking out across multiple years, City officials will be able to carefully schedule projects to capture declines in existing debt service and use those same dollars to fund new investments. At the same time, department directors will be able plan in advance for upgrades of equipment and infrastructure so as to reduce emergency repairs and purchases which inevitably drive up costs. Departments will also be able to plan for multi-year projects such as the design and construction of a major roadway project or a new building, knowing that their efforts will be tracked as part of regular updates to the CIP.

In this rolling five-year plan, funding for first year will be included in the City's FY2018 budget, while years two through five will provide a plan for the future that takes into account the best information currently available. During FY2018, another plan — building upon this one— will be developed for the subsequent five years e.g., FY2019-FY2023. Should more funding become available than is currently anticipated, projects could be moved forward in time and/or additional projects could be added. Should finances be more constrained than currently anticipated, projects could be moved back in time or taken off the list. Further, other projects not yet conceived of can be added if they advance the City's goals better than those included in the current version of the plan.

What is a capital budget? What is a capital project?

A capital budget is distinct from an operating budget in that the items included in a capital budget are typically large or infrequent expenses resulting in a tangible asset, such as construction of a new building or acquisition of a new dump truck, whereas an operating budget includes expenses that occur each year, such as salaries and vehicle maintenance. A capital budget identifies the array of resources to be used to fund a series of capital projects. In many instances, municipalities establish minimum dollar thresholds for projects to be included in a CIP. Chapter 30, Article 1 of the Marlborough City Code defines capital project and improvements as "major nonrecurring tangible assets and projects which are purchased or undertaken at intervals of not less than five years, have a useful life of at least five years and cost over \$10,000."

The Massachusetts Association of Town Finance Committees defines capital projects as "major, non-recurring expenditures, for one of the following purposes:

- acquisition of land for a public purpose;
- construction of a new facility or external expansion or major rehabilitation of an existing one. Examples of such town facilities include public buildings, water and sewer lines, roads and playing fields;
- purchase of vehicles or major equipment items;
- any planning, feasibility, engineering or design study related to a capital project or to a capital

improvement program consisting of individual projects.

- equipment for public improvements when they are first constructed such as furniture, office equipment, or playground equipment;
- major equipment which is expensive and has a relatively long life such as a fire apparatus, garbage trucks, and construction equipment.”

The group goes on to indicate that, “typically capital projects do not include:

- equipment such as furniture or police or public works vehicles which are replaced annually in approximately the same quantity;
- equipment with a useful life of five years or less.”

What is a capital plan?

According to the Massachusetts Department of Revenue (DOR), a capital plan is a blueprint for planning a community’s capital expenditure and “one of most important responsibilities of local government officials.” Putting together multiple years of capital spending into a plan, instead of looking at each year in isolation, has multiple benefits including:

- impacts on the operating budget can be minimized through thoughtful debt management;
- high-cost repairs and emergency acquisitions can be reduced by implementing regular vehicle and equipment replacement schedules, and by undertaking major facilities improvements, such as replacing roofs, before a problem becomes chronic and damage occurs;
- large scale, ambitious public improvements can be phased over multiple years;
- critical parcels of land can be purchased before costs increase;
- costly mistakes created by lack of coordination - such as paving a street one year and then cutting into it the next year to install a sewer line – can be avoided; and,
- methodical progress can be made toward meeting community goals.

CIP Overview

In the FY2018-FY2022 Capital Improvement Plan, the City of Marlborough will undertake 57 capital projects totaling \$142.3 million. Projects range in size from \$40,000 to replace the Police Department’s electronic control weapons to \$34 million to replace Richer Elementary School (slightly more than 54% of which will likely be funded by the Commonwealth through the Massachusetts School Building Authority (MSBA)).

Funding for the entire CIP will be provided from an array of sources, including, but not limited to:

- just over \$57.7 million in general fund debt;
- just over \$9.8 million in pay-as-you-go projects funded by the general fund; and,
- approximately \$18.3 million funded by water and sewer department debt;

The City also anticipates receiving approximately \$56.3 million in other funds for capital projects. This includes the annual Chapter 90 roadway allocation, which is projected to total nearly \$5.6 million over the course of the next five years, \$21.8 million from the MSBA, and approximately \$29 million in funding from various other Federal, State, and private sources or dedicated City funds. While these figures are substantial, grant funding is expected to increase in upcoming years as new grant opportunities are pursued and secured.

ABOUT THE CITY OF MARLBOROUGH

Marlborough was established in 1660 but was not incorporated as a City until 1890. As population, business, and travel grew in the American colonies, Marlborough became a favorite stop on the Boston Post Road. In 1836, Samuel Boyd, known as the “father of the City,” opened the City’s first shoe manufacturing business. By 1890, Marlborough was a major shoe manufacturing center, producing footwear for Union soldiers and local citizens, which continued into the 1970s with the founding of Frye Boot Company and The Rockport Company. The population more than doubled between 1900 and 1970 as a result of the manufacturing boom. Manufacturing gave way to high technology and other specialized industries with the construction of major transportation routes, allowing easy access from all over New England. Today, the population stands at approximately 40,000.

As the population grew, the local government built necessary infrastructure such as water and sewer systems, roads, and school facilities. Today, the City of Marlborough is responsible for maintaining these longstanding infrastructure systems and more, including City and school buildings, information technology (IT) systems, parks and open space, bikeways, roadways, and sidewalks, and extensive water, sewer, and stormwater conveyance systems. In addition, the many vehicles and pieces of equipment used by City and School staff to perform their mission must also be maintained and replaced over time. City officials face a significant challenge as they strive to keep these systems and equipment in good working condition while using limited public resources available to them wisely, while seeking the greatest impact for each dollar spent.

Infrastructure components for which the City of Marlborough is responsible include:

City Facilities (excluding schools)

Today, the City of Marlborough occupies and manages a series of buildings and building complexes that serve a multitude of purposes from City Hall to the Public Library to the Public Works building. Each of these facilities must be maintained on a regular basis to ensure the safety and comfort of City employees and the general public. All told, the replacement value of the facilities listed below is more than \$45 million according to the City’s insurance company¹.

MARLBOROUGH CITY FACILITIES	
Name	Address
Cemetery Garage	135 Wilson Street
City Hall	140 Main Street
Dept. of Public Works building	135 Neil Street
Walker Building	255 Main Street
Fire Station 1 - Headquarters	215 Maple Street
Fire Station 2	98 Pleasant Street
Fire Station 3	260 Boston Post Road
Parking Garages (2)	Newton Street, Weed Street
Police Station	355 Bolton Street
Public Library	35 West Main Street

¹ “Statement of Values,” MIAA Property and Casualty Group, Inc., obtained from the City of Marlborough, Department of Public Works

MARLBOROUGH CITY FACILITIES	
Recreation Center	496 Brigham Street
Recreation Office and associated structures	239 Concord Road
Senior Center	40 New Street

The Walker Building was built in the late 1890s and originally served as the City's high school. Currently the building is partially vacant. In March 2016, the City Council authorized a feasibility study by an independent organization to examine future potential uses for the building. While the City would maintain the building's historical exterior, the interior may be reimagined. This project may impact future years of the Capital Improvement Plan (CIP).



Walker Building

Information Technology

The City's core information technology (IT) infrastructure includes a citywide fiber optic network, physical and virtualized servers, network area storage, network switches, routers, wireless access points, firewalls and content filters, VPN equipment, internet connections, redundant power supplies, data center environmental controls, VoIP (voice over Internet Protocol) and PoE (power over Ethernet) equipment and surveillance equipment. The City's primary data center is located in City Hall with failover and redundancy located locally in other facilities and in the Azure-based government cloud.

MARLBOROUGH SOFTWARE APPLICATIONS	
Department	Software
All Users	Office 365 - Azure
Assessor	Vision
Auditor	DocuShare
City Clerk	Business Licensing System or BLS
Department of Public Work (DPW)	AutoCAD, Street Trek, Asset Mgmt, ESRI - GIS
Finance and Treasury	Tyler Technologies - MUNIS
Fire Department	FireFiles
Inspectional and Health Services	Accela Civic Cloud
Public Safety	Tritech - IMC

The IT department recently migrated from an on-premises e-mail solution to fully cloud-based Office 365 system, which includes the full Microsoft Office productivity suite, SharePoint, and OneDrive for Business. A new, modern firewall was recently brought online that handles all citywide internet traffic to enhance network safety and protect users.

Future projects include expanding the City's fiber optic network while adding redundancy and continuing the lifecycle system of purchasing and replacing technology assets including computing and network equipment as

necessary to meet the demands of the ever-increasing amount of services being placed on the network. Considering the rapid pace at which technology evolves, the City must also be ready to adopt and implement new changes in technology where necessary to improve efficiency and/or productivity.

Parks and Open Space

The City owns and manages more than 2,700 acres of open space for active and passive recreation and environmental and watershed protection. Hundreds of acres are also owned, maintained, and protected by the State and private entities.

Residents and visitors have access to sports fields and courts, playgrounds, beaches, boat ramps, bike and walking trails, plus other passive recreation sites. Through the Department of Recreation and the Conservation Commission, the City maintains a wide array of open spaces ranging in size from Veterans Park (0.077 acres) to Cider Knoll Conservation Area (103.71 acres).

CITY OWNED PARKS AND OPEN SPACE (PARTIAL LIST)			
Name	Acres	Uses	Location
Assabet River Rail Trail	8.36	Bike and pedestrian trail (2.3 mi)	Lincoln Street - Rte 85
Byrne Field	7.9	Playing fields	Hawkins Lane
Centennial Park		Open space	Granger Blvd/South Bolton Street
Cider Knoll Conservation Area	103.7	Trails	Stow Road
Desert Conservation Area	84.6	Trails	Concord Road
Farrell Field	7.6	Playing fields, wading pool	Sawin Street
Fort Meadow Playground	0.3	Playground	Second Road
Freeman School	1.7	Playground	Bolton Street
Ghiloni Park	80.3	Playing fields, skate park, playground, volleyball court, trails	Concord Road
High School	62.1	Playing fields, courts	Bolton Street
Hixson Boat Ramp	1.3	Boat House	Reservoir Street
Holt's Grove	27.3	Fishing, Ice skating, Trails	Stevens Street
Howe Pond Conservation Area	53.4	Open space	Bigelow Street
Jaworek School	13.3	Playing fields, playground, courts	Hosmer Street
Jericho Hill Recreation Area	19.2	Playground, trails, sledding hill	Brigham Street
Kane Elementary School	9.4	Playing fields, playground	Farm Road
Kelleher Field & Ward 6 Play Area	4.3	Playing fields, Playground	Hudson & Jefferson Street
Korean Veterans Field	6.3	Playing fields	Millham Street
Memorial Beach	7.1	Swimming, Picnicking	Hosmer Street
Middle School	25.8	Playing fields	Union Street
Mount Ward	81.1	Trails	Boston Post Road
Old Steven's Estate	6.1		Stevens Street
Pappacosmos/John St Playground	0.9	Playground, basketball court	John Street
Richer Elementary School	12.5	Playing fields, playground	Foley Road
Simpson Road Playgrounds	2.4	Playground	Simpson Road
Stevens Howe Playground	7.1	Playfields, tennis courts	Martin Street
The Grove	16.6	Canoe launch, fishing, trails	Bolton Street
Veterans Park	0.1	Urban park, benches	Maple Street
Ward Park	13.2	Playfields, courts, playground, skate park, wading pool	New Street

Maintenance activities include mowing, removal of garbage, signage and maps, and ensuring the safety of playground equipment.

In addition to the open space listed above, the City owns:

- Eight cemeteries on just over 10 acres
- Other conservation land totaling just under 234 acres
- Over 480 acres of municipal watershed land, mostly around the Millham Reservoir and Lake Williams, which provide 30% of the City's public drinking water

Almost 1,300 acres of Marlborough is owed by the State as open space. Additional land is protected as open space but held by private owners. Major sites include:

- Callahan State Park: With nearly 390 acres in Marlborough providing extensive wooded hiking trails.
- Desert Conservation Area: With sections owed by the State, City, and Sudbury Valley Trustees, this unique geological and ecological area totals more than 235 acres with trails.
- Marlborough State Forest: This forest includes parcels that are connected to Ghiloni Park and the Desert Conservation Area.
- Sudbury Reservoir: This 655-acre site has limited public access as it serves as the backup water supply for the Massachusetts Water Resources Authority (MWRA).

Marlborough has extensive surface water. In addition to the Sudbury Reservoir, which provides drinking water for the region, and the Millham Reservoir and Lake Williams, which provide drinking water just to the City, the Fort Meadow Reservoir serves as a recreational lake for both Marlborough and Hudson and is popular for swimming, fishing, and boating.

Roadways and Sidewalks

A network of approximately 166 miles of roadway crisscrosses Marlborough. This includes approximately 135 miles of City roadway, 14 miles of State roadway managed by MassDOT, and 17 miles of unaccepted or private roadway. State roads crossing through the City include Interstates 495 and 290 and Routes 20 and 85.

Roads are typically classified into three categories:

- *Local streets* comprise approximately 56% of the roads in Marlborough. These roads provide access to residential properties and generally have lower speed limits.
- *Collector streets* make up about 29% of the City's network. These roads primarily collect traffic from local streets and funnel it to arterial streets and vice versa. Examples of collector streets include Stevens Street and Concord Road.
- *Arterial roadways* comprise around 11% of roads in the City. These roads are designed for mobility, carrying traffic at greater speeds over longer distance than other roads. These streets are typically numbered. Examples in Marlborough include Maple Street and Boston Post Road – East and West. These roadways may be maintained by the State and function as part of a regional highway system². In Marlborough, MassDOT maintains Boston Post Road – East and West; East Main Street from Stevens Street to Boston Post Road – East; Lakeside Avenue; Fitchburg Street; and Pleasant Street from Berlin Road to Fitchburg Street.

The remaining 3.5% of roads in Marlborough are two interstate roads and are part of the Interstate Highway

² "Road Inventory Year End Report 2014," Massachusetts Department of Transportation – Office of Transportation Planning

System: Interstate 495 and Interstate 290.

According to the State's most recent Transportation Improvement Program, there are plans to resurface and perform related work on Route 20 at a total cost of over \$6.1 million in FY2019³.

School Facilities

The Marlborough Public School District serves students in grades Pre-Kindergarten through 12th grade. According to the Massachusetts Department of Elementary and Secondary Education (DESE), there were 4,525 students enrolled in the district for the 2016-2017 school year. Of the student body, 20.5% were English language learners, a figure that is more than two times the state average (9.5%) and 42.8% reported that English was not their first language, as compared to the state average of 20.1%⁴.

The District operates seven facilities totaling approximately 894,500 square feet with an FY2016 assessed value of more than \$133 million⁵. In 2011, the District received nearly \$4.4 million through the MSBA's Green Repair Program to fund a new roof, windows, and doors at the Marlborough High School and new windows and doors at Francis J. Kane Elementary School⁶. These energy efficiency projects were completed in 2013.

MARLBOROUGH PUBLIC SCHOOL FACILITIES ⁷					
Facility	Grades	Location	Year Built	Last Reno	Sq. Ft.
Early Childhood Center	PK	25 Union Street	1916	1969	40,000
Sgt. Charles Jaworek Elementary School	K-4	444 Hosmer Street	1964	2001	90,000
Francis J. Kane Elementary School	K-4	520 Farm Road	1968	1994	72,000
Richer Elementary School	K-4	80 Foley Road	1965	1994	66,000
1LT Charles W. Whitcomb Middle School	5-8	25 Union Street	1961	1999	300,000
Marlborough High School	9-12	431 Bolton Street	1976	2000	297,000
Hildreth High School	9-12	85 Sawin Street	1930	1971	29,500

In addition to the buildings, the athletic fields, parking lots, and roads on the school sites and school vehicles and equipment must be maintained.

Marlborough is home to the Assabet Valley Regional Vocational Technical High School, located at 215 Fitchburg Street. Six other municipalities are members of this regional public school district. They are: Berlin, Hudson, Maynard, Northborough, Southborough, and Westborough. According to DESE, there were 1,103 students attending the school for the 2016-2017 school year⁸.

As a district member, the City of Marlborough is responsible for a proportional share of the school's capital

³ State Transportation Improvement Program – FY2016 – FY2019, Massachusetts Department of Transportation, retrieved from <http://www.massdot.State.ma.us/Portals/17/docs/STIP%202016-2019/Final%202016-2019%20STIPWeb.pdf>, June 14, 16

⁴ Massachusetts Department of Elementary and Secondary Education, School and District Profile for Marlborough, retrieved from <http://profiles.doe.mass.edu/profiles/general.aspx?topNavId=1&orgcode=01700000&orgtypecode=5&>, February 11, 2017

⁵ City of Marlborough, MA, Assessor's Data, retrieved from <http://gis.vgsl.com/marlboroughma/Default.aspx>, June 9, 2016

⁶ "MSBA Announces \$4.3 Million Approval for Two Schools in Marlborough Under the Green Repair Program," Massachusetts School Building Authority, retrieved from http://www.massschoolbuildings.org/news_events/11.16.11Board/Marlborough, June 14, 2016

⁷ Massachusetts School Building Authority, retrieved from <http://www.massschoolbuildings.org/node/40170>, June 9, 2016

⁸ Massachusetts Department of Elementary and Secondary Education, School and District Profile for Assabet Valley Regional Vocational Technical District, retrieved from: <http://www.massschoolbuildings.org/node/40170>, February 11, 2017

expenses. The capital budget is determined by the Assabet Valley School Committee, which has one representative from each member municipality. Currently, the City is paying an assessment for its share of a \$62.4 million capital upgrade at the vocational high school completed in 2016. That project included replacing or upgrading the roof, windows, HVAC system, life safety systems, emergency generator, electrical panels and lighting, and selected plumbing and associated fixtures. In addition, science labs were modernized and ADA accessibility was improved. Approximately \$33 million of the project was reimbursed by the MSBA, however Marlborough's portion of the net cost equaled \$14.4 million based on three-year average enrollment data⁹. In FY2017, the assessment for debt service for this project was just over \$1.35 million. See Appendix 5 for the full debt repayment schedule.

Water System

The City maintains a potable water system that during calendar year 2015 provided 1.62 billion gallons of water to users. In a typical year, approximately 70-80% of this water is purchased wholesale from the Massachusetts Water Resources Authority (MWRA) with the rest coming from the Millham Reservoir. The City also maintains Lake Williams as an emergency water source¹⁰.

Based on the current use of land in the watershed area of the Millham Reservoir, the State considers it to be at high risk for contamination. Factors potentially impacting the reservoir include, for example, the presence of residential properties with septic tanks, home heating oil tanks, a sewage treatment plant, and Interstate 495 and Route 20. Based on these and other factors, the State and City have worked together to create a Source Water Assessment and Protection (SWAP) Plan to protect the water quality in the reservoir¹¹. Water from the Millham Reservoir is treated for corrosion control, particulate removal, and is disinfected with chlorine. Fluoride is added for dental health.

There is one water pump station located at Cedar Hill, which is the main water feed from the MWRA. This pump station has a capacity of 7 million gallons per day. There are 3 water storage tanks, each with a capacity of 2 million gallons. There are 180 miles of water main, ranging in size from 6" to 16" with 700 commercial and 9,000 residential water connections. Over 4,000 valves and 1,900 hydrants complete the water system.

Water pressure and storage capacity are maintained by elevated storage tanks and pumping stations located across the city. The pumping stations lift water to higher elevations in order to fill storage tanks and pressurize separate high-pressure zones.

The most recent drinking water report for calendar year 2015 showed no water quality violations and full compliance with all state and federal sampling standards. The report also noted that the City is undergoing an accelerated water meter replacement program which will replace manually-read meters with Automatic Reading Technology (AMR). This technology will substantially reduce the amount of staff time needed to gauge water use as the system is converted from a house-to-house manual read of water meters to the direct transmission of data to the Water Billing Office. Beyond the efficiency gains in terms of staffing, the new meters are more accurate than the aged meters which has already resulted in a 6% reduction in the City's unaccounted-for-water¹². Unaccounted-for-water is a measure of the difference between production and

⁹ "Assabet Valley Regional Technical High School Repair Project Fast Facts" obtained from the City of Marlborough, Office of the Mayor

¹⁰ "Source Water Assessment and Protection Plan for Marlborough DPW Water Division," Massachusetts Department of Environmental Protection, retrieved from <http://www.mass.gov/eea/docs/dep/water/drinking/swap/cero/2170000.pdf>, June 15, 2016

¹¹ "Source Water Assessment and Protection Plan for Marlborough DPW Water Division," Massachusetts Department of Environmental Protection, retrieved from <http://www.mass.gov/eea/docs/dep/water/drinking/swap/cero/2170000.pdf>, June 15, 2016

¹² "Drinking Water Report," City of Marlborough Water Department, retrieved from <http://www.marlbrough->

measured consumption and is a financial loss to the annual water budget.

The City's water system also includes approximately 1,200 lead service lines which connect the residential property to the water main in the street. Although City water tests have not shown these service lines to contribute to any lead levels above federal Environmental Protection Agency (EPA) allowable standards, as a precaution, the replacement of these lines is included in this CIP under a new loan program offered by the State.

Sewer System

The City of Marlborough has a sewer system consisting of 160 miles of sewer main with access through 4,000 manholes. Historically, the City has used clay, asbestos cement, cast iron, and reinforced concrete materials in its pipes, but modern installations and replacements use polyvinyl chloride (PVC) and ductile iron (DI).

Through a system of pumping stations, sewage is transported to the Easterly or Westerly Wastewater Treatment Plants. In total, there are 28 pumping stations in the system, all of which are equipped with Mission Control.

The Easterly Wastewater Treatment Plant, serving areas of the city east of Route 495, is designed to handle a daily average flow of 5.5 million gallons per day (MGD) and discharges to a tributary of Hop Brook. This facility operates under a National Pollution Discharge Elimination System (NPDES) permit issued by the EPA and Massachusetts DEP. The facility's current permit has been issued by the regulators and includes stringent phosphorus discharge limits of 0.1 milligram per liter (mg/l) during the growing season to combat weed growth in Hop Brook.

The Westerly Wastewater Treatment Plant, serving areas west of Route 495 along with the Town of Northborough, is designed to handle an average daily flow of 2.89 MGD and discharges to the Assabet River. This facility also operates under a NPDES permit issued by the EPA and Massachusetts DEP. As with the Easterly Plant, the permit sets stringent phosphorus discharge limits of 0.1 mg/l during the growing season to combat weed growth in the Assabet River. State-of-the-art technology was installed to reduce phosphorus levels not only at the Westerly Plant, but also in four other wastewater plants in neighboring municipalities that discharge to the River.

Beyond meeting the strict parameters of the NPDES permits, the City's sewer system also faces challenges in its aging infrastructure and increasing capacity demands.

Stormwater System

In order to protect the water quality in the region and comply with federal EPA and Massachusetts Department of Environmental Protection (MassDEP) regulations, the City has developed a stormwater management program. Part of this program is to ensure that well-maintained infrastructure collect and channel runoff appropriately. While the City is only responsible for maintaining infrastructure on public property, there is also stormwater infrastructure on private property throughout the city.

Marlborough's physical stormwater infrastructure consists of curbing, gutters, storm drains, catch basins, pipes, manholes, culverts, outfalls, reservoirs, and other components that function together to collect and convey stormwater to larger bodies of water.

Vehicles and Equipment

City staff use an array of vehicles and equipment to complete their tasks on a daily basis. The Department of Public Works maintains over 150 different rolling stock, ranging from sedans and pickup trucks to street sweepers and tractors. These vehicles are used by multiple City departments, although the greatest number are used by divisions within the Department of Public Works (DPW), such as streets, water/sewer, and parks & recreation. Many other smaller, handheld pieces of equipment (e.g. asphalt compactors, shovels, and other grounds maintenance tools) are used daily by public works staff in the execution of their duties.

Public safety departments—Police, Fire, and Emergency Management—also utilize a significant inventory of vehicles and equipment. The Fire Department has five fire engines, two tower/ladders, one rescue vehicle, and eight support vehicles. The Police Department has numerous cruisers and other vehicles and equipment. The departments also have other small equipment and tools needed for their mission, such as generators and trailers.

POSSIBLE FUNDING SOURCES

There are a number of ways to finance municipal capital improvement projects. Some of the most common methods are:

Local Resources

- **Municipal Indebtedness:** The most commonly used method of financing large capital projects is general obligation bonds (aka, "GO Bonds"). They are issued for a period of time ranging from 5 to 30 years, during which time principal and interest payments are made. Making payments over time has the advantage of allowing the capital expenditures to be amortized over the life of the project. Funding sources used to pay back the debt can include:
 - **Bonds funded within the tax limits of Proposition 2 ½:** Debt service for these bonds must be paid within the tax levy limitations of proposition 2 ½. Funds used for this debt must be carefully planned in order to not impact the annual operating budget.
 - **Bonds funded outside the tax limits of Proposition 2 ½ :** Debt service for these bonds is paid by increasing local property taxes in an amount needed to pay the annual debt service. Known as a Debt Exclusion or Exempt Debt, this type of funding requires approval by 2/3 vote of the local appropriating authority (e.g., city council or town meeting) and approval of the majority of voters participating in a ballot vote. Prior to the vote, the impact on the tax rate must be determined so voters can understand the financial implications.¹³
 - **Bonds funded with Enterprise Funds:** Debt service for these bonds is typically paid by user fees, such as water and sewer revenue. Depending upon the type of project, interest costs may be subsidized by the Commonwealth and at times partial grant funds may be available (see below). Enterprise funds do not affect the general operating budget unless general funds are needed to subsidize revenues from the enterprise. Prior to the issuance of debt, the projects must be analyzed for their impact on rates.
- **Capital Outlay / Pay-As-You-Go:** Pay-as-You-Go capital projects are funded with current revenues and the entire cost is paid off within one year so no borrowing takes place. Projects funded with current revenues are customarily lower in cost than those funded by general obligation bonds because there are no interest costs. However, funds to be used for this purpose must be carefully planned in order to not impact the annual operating budget. For this reason, Pay-as-You-Go capital projects are typically lower in value than projects funded by borrowing.
- **Capital Outlay / Expenditure Exclusion:** Expenditure Exclusion projects are similar to Pay-as-You-Go, above, except taxes are raised outside the limits of Proposition 2 ½ and are added to the tax levy only during the year in which the project is being funded. As with a Debt Exclusion, Expenditure Exclusion funding requires approval by 2/3 vote of the local appropriating authority (e.g., city council or town meeting) and approval of the majority of voters participating in a ballot vote. Prior to the vote, the impact on the tax rate must be determined so voters can understand the financial implications. Capital outlay expenditures may be authorized for any municipal purpose for which the city or town would be authorized

¹³ A debt exclusion is different from a property tax override in that a debt exclusion is only in place until the incurred debt has been paid off. An override becomes a permanent part of the levy limit base.

to borrow money.

- **Capital Stabilization Fund:** Local officials can set aside money in a stabilization fund – outside of the general fund - to pay for all or a portion of future capital projects. A 2/3 vote of City Council is required to appropriate money into and out of this fund.
- **Sale of Surplus Real Property:** Pursuant to Massachusetts General Laws, when real estate is sold, the proceeds must first be used to pay any debt incurred in the purchase of the property. If no debt is outstanding, the funds “may be used for any purpose or purposes for which the city, town or district is authorized to incur debt for a period of five years or more...except that the proceeds of a sale in excess of five hundred dollars of any park land by a city, town, or district shall be used only by said city, town, or district for acquisition of land for park purposes or for capital improvements to park land” (MGL Chapter 44, Sec. 63).
- **Enterprise Retained Earnings / Stabilization Fund:** Enterprise operations, such as water and sewer, are able to maintain an operating surplus that can be utilized for future enterprise fund costs. These funds can be used to stabilize the user rates, apply to annual budget needs, and/or invest in capital replacement and expansion.
- **Free Cash:** Free Cash is the difference between annual revenues and expenditures and is certified by the Commonwealth each year. After certification, free cash is available for appropriation for any municipal purpose, including capital projects.
- **Special Purpose Funds:** Communities also have established numerous “Special Purpose Accounts” for which the use is restricted for a specific purpose, such as investment in department facilities and equipment. There are numerous State statutes that govern the establishment and use of these separate accounts. Examples in the City include accounts funded through the local-option meals tax revenue and fees collected through the public access cable license agreement.

Federal, State, and Private Grants and Loans

Special revenue sources include grants or loans from federal, State, or private sources. Examples include:

- **Federal Community Development Block Grant (CDBG):** The U.S. Department of Housing & Urban Development (HUD) “provides communities with resources to address a wide range of unique community development needs.”¹⁴ Funds are granted directly to “entitlement” communities which are cities with a population of at least 50,000 or counties with a population of at least 200,000. To secure entitle funds, each city must prepare a Consolidated Plan every five years outlining the city’s goals for use of the funds, and an annual plan must be prepared each year. Funding for smaller communities flow through State administered CDBG programs. As it relates to capital projects, HUD funds can be used for: acquisition of real property; relocation and demolition of housing; rehabilitation of residential and non-residential structures; construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes; activities relating to energy conservation and renewable energy resources.

¹⁴ U.S. Department of Housing and Urban Development (HUD), “Community Development Block Grant (CDBG) Program”, retrieved December 3, 2015 from http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/communitydevelopment/programs.

- **Massachusetts Chapter 90 Roadway Funds:** Each year, the Massachusetts Department of Transportation (MassDOT) allocates funds to cities and towns for roadway construction, maintenance, or improvement. Funds may also be used for other work incidental to roadway work, such as the construction of a garage to house related vehicles, or the purchase of related vehicles, equipment, and tools. Chapter 90 is a 100% reimbursable program. Funding is accomplished through the issuance of transportation bonds and apportioned to municipalities based on three factors: 1) accepted road miles, 2) population, and 3) total employment within the municipal borders. Road miles is the most heavily weighted factor at 58.33%; the others are each weighted at 20.83%.
- **Massachusetts Department of Environmental Protection's Dam and Seawall Repair and Removal Program:** This program was created in 2013 to provide funding to municipalities to repair and remove dams, levees, seawalls, and other forms of flood control. The Dam and Seawall program offers loans at 2% interest on up to \$1 million per project, with a minimum 25% match to be provided by the municipality.
- **Massachusetts Department of Environmental Protection's State Revolving Loan Funds (SRF):** The Clean Water State Revolving Loan Fund (CWSRF) provides financing for sewer and drainage projects intended to reduce sewer overflows and the Drinking Water State Revolving Loan Fund (DWSRF) provides financing to improve the quality of the drinking water system. The CWSRF and DWSRF programs typically offer a mix of low interest (2%) loans and grant funds. Repayment does not begin until two years after the monies have been borrowed.
- **Massachusetts School Building Authority (MSBA):** The MSBA provides funding for school repair and construction via a series of programs. In the School Building Program, projects must be accepted into the process in response to the submission of a Statement of Interest which identifies a facility problem to be solved. Subsequently, the community must appropriate funding for schematic design and later for construction before the MSBA will commit to its share of the project. If accepted, the MSBA determines the amount of reimbursement it will offer based upon community need, with a minimum base rate of 31%. The percent of reimbursement can then be increased based upon three factors: community income factor, community property wealth factor, and community poverty factor. Through the Accelerated Repair Program, the MSBA will fund roof, window, and boiler projects with an expected 18-month completion date. Funding can be provided for multiple projects in a single district in a year. The Major Repair Program includes roofs, windows, and boilers, but can also include other significant building renovations. Districts are limited to one project per year under the Major Repair Program, but work can be more substantial than the Accelerated Repair Program.

Many State departments also offer annual grant opportunities that are available to municipalities typically through a competitive application process. State grant programs including, but not limited to: Green Community grants (project to improve sustainability), Parkland Acquisitions and Renovations for Communities grants (PARC), and the MassWorks Infrastructure Program.

For additional definitions, please refer to the Glossary in the appendices.

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MARLBOROUGH CAPITAL PLANNING PROCESS (FY2018-FY2022)

The City of Marlborough hired the Edward J. Collins, Jr. Center for Public Management at the University of Massachusetts Boston to facilitate preparation of the City's five-year Capital Improvement Plan (CIP) for FY2018-FY2022. The project team met with leadership of all City departments to explain the process to be followed and discuss the types of projects that would be eligible for funding in the capital plan. Departments were provided with a Capital Improvement Project Request Form asking them to describe their proposed project(s), the justification for why each project was needed, the department's priority placed on the project, and the fiscal year or years in which the funds were needed. In addition, departments were asked to indicate if outside funds might be available to support the project and to anticipate the impact of the project on the City's operating budget. In particular, departments were asked if any savings could be realized, for example, if the purchase of new equipment could reduce the cost of annual repairs. Department directors were encouraged to contemplate needs over multiple years and to be ambitious with their proposals. Particular attention was paid to equipment needs with a goal of developing a regular replacement schedule that would reduce, if not eliminate, emergency replacement and costly repairs.

The project team also met with the City Comptroller/Treasurer to gain an understanding of the City's current debt service profile and the revenues available that could be used for capital projects. Information gathered included official financial statements, bond rating agency reports, the debt schedule for existing debt, and present and proposed borrowings, among other sources. Various capital funding alternatives were explored until one was selected, as will be discussed in the "Resources Available" section below.

Project Requests

Altogether, 107 project requests were submitted, totaling nearly \$185 million across all five years of the plan and across all funds. Not all of these requests qualified to be funded in the final plan. Among the most significant requests were:

- \$34 million to replace Richer Elementary School;
- \$23 million to replace the public library; and
- \$20 million for pavement reconstruction

The department with the greatest dollar amount of requests was the DPW. In addition to the investment in the City's roadways, the DPW requested more than \$20 million for the water and sewer systems, more than \$11 million for parks and open space, and numerous other projects for fleet, facilities, etc.

When analyzing project requests by fund, it is clear that significant resources can be made available through funding sources other than the general fund. These sources include the water and sewer enterprise funds, the City's annual allocation of roadway funds from the State (i.e. Chapter 90 funds), special-purpose funds, and other State or Federal loan or grant programs. In addition, a number of requests appear to be eligible for partial reimbursement from the MSBA (after a competitive application process).

DEPARTMENT REQUESTS BY FUND (ALL YEARS)

Department	GF Debt	GF PayGo	WEF/SEF	Chap90	MSBA	State/Fed Program	Other	Total
COA/Senior Ctr		85,000						85,000
DPW	27,825,000	7,090,000	24,050,000	7,943,000		9,300,000	13,277,500	89,485,500
Emergency Mgmt		956,700					340,000	1,296,700
Fire Department	11,500,000	745,000						12,245,000
Info Tech	3,375,575	1,120,000						4,495,575
Library	26,250,000	52,500						26,302,500
MCDA						2,190,000	1,000,000	3,190,000
Police Dept		631,000						631,000
School Dept	21,045,000	3,587,000			23,754,000		160,000	48,546,000
Total	89,995,575	14,267,200	24,050,000	7,943,000	23,754,000	11,490,000	14,777,500	186,277,275

Resources Available

Funding for the \$142.3 million in projects included in the *FY2018-FY2022 CIP* comes from three broad categories, each of which will be discussed below:

- General fund debt and pay-as-you-go
- Water/sewer debt and pay-as-you go
- Grants and other funds

General Fund Debt and Pay-as-You-Go

Over the past 10 years, increases in revenues in Marlborough coupled with cautious spending have placed the City in a very healthy financial position, and this, coupled with declining debt service from prior capital projects, provide a timely opportunity for the City to make a regular investment in capital improvements, without adversely impacting the operating budget.

Under Proposition 2½, local tax levy revenues can only be increased by 2½ % overall, regardless of changes in costs. The only exception to this is “new growth” which is growth in property values generated by improvements being made to the property (e.g., construction of a new building or renovation). Over the past 10 years, Marlborough has experienced new growth ranging from approximately \$1.9 million (FY2014) to nearly \$4 million (FY2016) per year, with a 10-year average of just over \$2.5 million in growth. This is in stark contrast with other cities in

NEW GROWTH HISTORY			
Year	Residential	Comm Ind Pers Prop	TOTAL
2008	788,905	1,823,390	2,612,295
2009	344,203	2,611,735	2,955,938
2010	130,567	1,873,752	2,004,319
2011	113,798	1,916,448	2,030,246
2012	64,393	2,232,213	2,296,606
2013	194,217	2,202,072	2,396,289
2014	282,186	1,589,919	1,872,105
2015	375,497	2,097,208	2,472,705
2016	1,145,880	2,835,754	3,981,634
2017	674,794	2,126,596	2,801,390
10 Yr Avg	411,444	2,130,909	2,542,353

Massachusetts with the same residential population, but a smaller commercial tax base and less investment activity.

Of significance is the fact that commercial, industrial, and personal property growth has exceeded residential new growth year-after-year, by an average factor of over \$5 in commercial new growth for every \$1 in residential new growth. This provides the City with a strong tax base where in 2016, the residential taxpayer contributed 54.8% of the tax levy and the commercial taxpayer contributed 45.2%. In many Massachusetts communities, residential property tax can constitute up to 90% of local tax revenues.

The combination of significant increases in tax levy revenues, coupled with careful budgeting has allowed the City to offer considerable tax relief to the local taxpayer. In fact, since 2007, the amount of unused tax levy capacity (i.e., amount that could lawfully be charged to the taxpayer under Proposition 2½, but not used to balance the annual budget) has grown consistently from 6.7% of the total allowable tax levy to 24.5% in FY2017.

UNUSED TAX LEVY CAPACITY				
Year	Actual Tax Levy (excluding any Debt Exclusion)	Excess Tax Levy Capacity	Total Tax Levy Limit (excl Debt Exclusion)	Excess as % of Total
2007	79,018,938	5,636,980	84,655,918	6.7%
2008	79,753,097	9,631,514	89,384,611	10.8%
2009	81,935,337	12,639,827	94,575,164	13.4%
2010	80,996,050	17,947,812	98,943,862	18.1%
2011	83,511,878	19,935,827	103,447,705	19.3%
2012	85,845,867	22,484,637	108,330,504	20.8%
2013	86,361,360	25,139,346	111,500,706	22.5%
2014	88,052,213	21,148,065	109,200,278	19.4%
2015	88,678,940	24,474,330	113,153,270	21.6%
2016	91,331,454	28,632,282	119,963,736	23.9%
2017	94,119,595	30,590,855	124,710,450	24.5%

Despite offering significant relief to taxpayers each year, the City's revenues have exceeded its expenditures providing for substantial balances of free cash at the end of each fiscal year. Some of the free cash has been deposited into the City's general stabilization fund to be available in event of emergency or other unexpected circumstance while other funds have been used to support capital projects (see Appendix 3).

In recent years, the City has funded single year projects called "pay-as-you-go" projects that do not require debt exclusively from free cash. This has offered significant funding for capital, ranging from \$500,000 (FY2013) to up to \$3 million (FY2017 projected), but in a manner that is variable and has not challenged departments to truly engage in long term planning to address capital needs.

FREE CASH FOR CAPITAL PURPOSES			
Year	Free Cash	Amount of Free Cash for Capital	% of Free Cash for Capital
2011	4,906,090	0	0%
2012	3,840,266	2,672,282	70%
2013	7,766,863	500,000	6%
2014	8,285,429	1,771,120	21%
2015	8,800,061	1,356,628	15%
2016	6,721,252	2,825,000	42%
2017 (proj.)	12,176,290	3,000,000	25%
AVERAGE	7,499,464	1,732,147	23%

In the FY2018-FY2022 CIP, the City will begin the process of gradually increasing its annual contribution to capital funding from annual general fund revenues while decreasing the use of free cash for that purpose, doing so in a manner that will not adversely impact the

operating budget. This will enhance departments' ability to engage in long term planning as is needed for large scale improvements such as major park or building renovations and will allow them to strive to maximize the use of vehicles in the fleet inventory (by knowing that a vehicle will be replaced in a few years, departments will be encouraged to maintain them in working condition as long as possible, instead of a practice where they wait until vehicles are inoperable to request funding.)

As can be seen from the table below, the City's total resources available for capital projects, including existing and authorized/unissued debt, will gradually rise from an estimated \$9.35 million in the current fiscal year (FY2017) to over \$10.2 million in FY2022, at the same time that the use of free cash for capital will decline from \$3 million to \$1 million. This is made possible in part because debt service for existing bonded projects will fall by over \$2.1 million per year between FY2017 (\$6.035 million) to FY2022 (\$3.879 million).

ANNUAL GENERAL FUND CAPITAL INVESTMENT FY2018-FY2022 CIP						
Year	Net Existing GF Debt Svce	Auth/ Uniss Est Debt Svce	PayGo Tax Levy	Available for FY2018-FY2022 CIP		Annual Capital Invest
				PayGo Free Cash	Debt Service or PayGo	
2017	6,035,744	190,584	124,500	3,000,000	n/a	9,350,828
2018	5,141,790	766,835		3,000,000	500,000	9,408,625
2019	5,027,925	938,200		1,750,000	1,674,518	9,390,643
2020	4,909,382	913,200		1,500,000	2,349,780	9,672,362
2021	4,205,889	888,200		1,250,000	3,618,444	9,962,533
2022	3,879,910	843,200		1,000,000	4,538,299	10,261,409

Another way to consider the capital spending plan is as a percent of the annual operating budget. From this, it can be seen that the FY2017 anticipated spending is equivalent to 7.4% of the annual operating budget, including debt service and pay as you go capital projects. Over the course of the capital plan, this commitment will be maintained in the 7% range of the operating budget, a figure that is ambitious yet manageable. By establishing a percentage figure, the amount of spending on capital in dollars will increase (or decrease) as the budget does, but in a way that offers long term stability in investments. Of course, should the City's revenue picture change dramatically in any one year, the capital plan could be revisited and projects could be added, modified, delayed or eliminated.

ANNUAL GF CAPITAL INVESTMENT AS % OF GF OPERATING BUDGET (FY2018-FY2022)			
Year	GF Op Budget Est @3%/yr inc (less W/S)	Annual Capital Invest (Exist-Auth-Avail)	Capital Inv as % of GF Op Budget
2017	126,396,958	9,350,828	7.4%
2018	130,188,867	9,408,625	7.2%
2019	134,094,533	9,390,643	7.0%
2020	138,117,369	9,672,362	7.0%
2021	142,260,890	9,962,533	7.0%
2022	146,528,716	10,261,409	7.0%

The spending plan for the *FY2018-FY2022 CIP* will make funding available for approximately \$142.3 million in capital projects over that time period (see *FY2018-FY2022 Capital Plan Details* below for specific projects).

Water and Sewer Debt and Pay-as-You-Go

Marlborough operates its water and sewer departments on a self-supporting basis, that is, expenditures are covered by revenues from residents and businesses generally in the form of user fees and charges. However,

although the operations are accounted for separately, they are not officially included in an enterprise fund. As such, if expenditures exceed revenues in any given year, the City's general fund must be used to fund the overage.

The *FY2018-FY2022 CIP* does not attempt to calculate any changes in user rates as a result of new projects or investments requested by departments. Instead, projections of debt service costs are included in the CIP for water and sewer projects. All of the water and sewer projects in the *FY2018-FY2022 CIP* are debt-funded. (See Appendix 6 for long term water and sewer debt service projections).

ANNUAL WATER/SEWER CAPITAL INVESTMENT FY2018-FY2022 CIP						
Year	Existing Debt Service		Auth/Unissued Est Debt Svc	Total Exist & Auth	FY18-22 CIP Debt Svc	Total W/S Capital Invest
	Water	Sewer				
2018	582,845	4,508,180	1,158,310	6,249,335	200,000	6,449,335
2019	529,685	4,485,359	1,751,371	6,766,415	200,000	6,966,415
2020	519,525	4,441,828	1,990,738	6,952,091	573,372	7,525,463
2021	471,425	4,210,227	1,965,493	6,647,145	810,165	7,457,310
2022	462,525	4,182,087	1,935,270	6,579,882	1,083,643	7,663,525

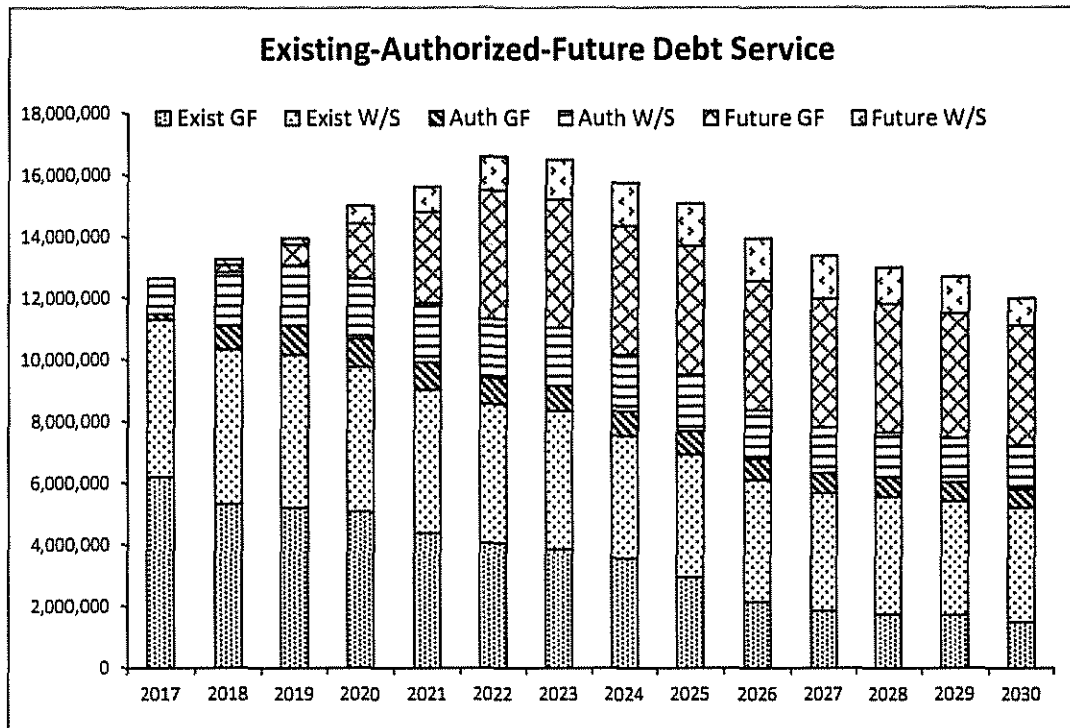
The spending plan for the *FY2018-FY2022 CIP* will make funding available for approximately \$18.3 million in water- and sewer-related capital projects over the five period (see FY2018-FY2022 Capital Plan Details below for specific projects).

Impact on Annual Debt Service

If the City operated a separate water and sewer enterprise fund and adopted policies indicating that the enterprise would be self-funding, bonding agencies would consider general fund debt to be distinct from water/sewer debt. However, since no enterprise exists, it is necessary to consider the combined debt. In terms of the general fund, existing City debt is scheduled to decline from \$4.85 million in FY2017 to \$3.1 million in FY2022, and Marlborough's share of Assabet Valley debt service is scheduled to fall from \$1.36 million to approximately \$944,000, based upon current enrollment (see Appendix 5 for details). However, a portion of this \$2.16 million 5-year decline will be recaptured for projects that have been authorized by the City Council, but not yet bonded such as \$9.5 million for building renovations and construction, recreation facilities, roads.

Over the same time period, existing water and sewer debt service will also decline (from \$5.09 million in FY2017 to \$4.5 million in FY2022), but authorized yet unissued debt, (\$11 million for Water and \$17.8 million for Sewer) will be added for water and sewer main replacement and improvements to the wastewater treatment plant (see Appendix 6 for details). The new debt will rise from \$1.16 million to \$1.9 million in FY2022. The water/sewer work will take advantage of the low-interest deferred-payment loan programs offered by the Commonwealth, in addition to a new, interest-free loan program through the Massachusetts Water Resources Authority (MWRA) that offers funding to address lead water service lines.

Combined, debt service for existing and authorized issues and FY18-FY22 CIP general fund and water/sewer projects will rise from the \$12.65 million budgeted in FY2017 to just under \$16.6 million in FY2022 before beginning to decline again.



Grants and Other Funds

In addition to the State and Federal grants described above (see Possible Funding Sources), Marlborough has access to several additional resources outside of the general fund and water and sewer revenues. These include:

- City of Marlborough Public, Educational, and Government (PEG) Access TV Channel Special Revenue Fund:** The City, as an issuing authority for the cable television license pursuant to State law¹⁵, receives certain revenues from the licensee, a portion of which is restricted for cable-related expenditures.
- City of Marlborough Parks and Fields Development Special Revenue Fund:** In 2013, the City adopted the local option meals excise tax and created the special revenue fund, which is funded in part by a portion of the meals tax received annually by the City. The fund is used to “promote and to sustain the development of sports tourism through the development of parks and fields in the city.”
- Federal Land & Water Conservation Fund administered by the Massachusetts Department of Conservation Services (DCS):** The Land & Water Conservation Fund “provides up to 50% of the total project cost for the acquisition, development and renovation of park, recreation or conservation areas.” Municipalities are eligible to apply, but must have a current Open Space and Recreation Plan. In the federal fiscal year 2016, \$450 million was available, and Massachusetts received \$2 million. In the most recent round, the maximum award was \$300,000 and 50% of the total project.

¹⁵ Massachusetts General Law, Chapter 166A

- Massachusetts Board of Library Commissioners Massachusetts Public Library Construction Program (MPLCP):** The Massachusetts Public Library Construction Program provides grants for “construction of new library buildings, addition/renovations, special projects and the preliminary planning activities essential to building projects.” There are two types of grants: planning and design grants are used to prepare to apply for construction grants. These grants are capped at \$50,000 and must be matched with \$25,000 in local funding. Construction grants “assist libraries with major capital improvement projects that involve building new facilities, expanding and renovating an existing library building, or adapting and reusing another building for use as a library. Funds pay for a portion of eligible project costs. These costs include the purchase of real property, design and engineering services, project management services, site preparation, construction, and fixed capital equipment. Grant funds do not pay for furniture, computers, or landscaping and paving. The average grant award is 50% of the eligible costs. A local financial commitment of no less than 25% of the project’s eligible costs is required.
- Massachusetts Historical Commission Massachusetts Preservation Projects Fund:** The Massachusetts Preservation Projects Fund “is a state-funded 50% reimbursable matching grant program established in 1984 to support the preservation of properties, landscapes, and sites (cultural resources) listed in the State Register of Historic Places.” The amount of funding in the current grant-making round is expected to be similar to the previous round (\$780,000). Pre-development projects (e.g. a feasibility study) can range from \$5,000 to \$30,000 while development or acquisition projects can range from \$7,500 to \$100,000.
- Massachusetts Department of Housing and Community Development (DHCD) High Leverage Asset Preservation Program (HILAPP):** The High Leverage Asset Preservation Program (HILAPP) “provides grants to local housing authorities that are able to secure matching funds from local and/or other non-DHCD sources to support the modernization and redevelopment of state-aided public housing. HILAPP is a complement to the Formula Funding Program which was launched in 2010. Whereas Formula Funding predictably disburses capital bond funds across the entire state-aided public housing portfolio according to a needs-based formula, HILAPP grants funding awards via a competitive process.” DHCD plans to distribute \$75 million in grants through FY2018.

See FY2018-FY2022 Capital Plan Details below for specific projects.

Capital Planning Evaluation Criteria

After reviewing each project request to determine if it was complete and CIP-eligible, the project team then evaluated the proposed projects based upon a series of criteria. The categories included:

- Preserve or enhance City assets – Does the proposed project maintain or improve an existing facility? What is the anticipated useful life of the investment? Does the proposed project replace a piece of equipment needed to provide public services? Is the vehicle beyond its reasonable life? Is the acquisition part of a scheduled replacement plan that will keep vehicles operational and preclude major repair costs?
- Increase efficiency and effectiveness of government – Does the project reduce operating costs (e.g., eliminate costly repairs) or increase the effectiveness of government? Does the project reduce

potential legal liability (e.g. repair of a broken sidewalk) or threats to operations (e.g., replacement of a needed street sweeper before it breaks down completely)? Does it improve customer service or provide a new, needed service?

- Good steward of public resources – Does the project increase revenues? Are outside grant funds available to cover a portion or all of the cost?
- Specific impacts on operating budget – What types of ongoing savings might be realized from the project? Does the project increase operating costs?

In addition, each project was evaluated to see how it would influence a series of key policy areas. These included:

- Aesthetics / Historic Preservation
- Cultural and Recreational Opportunities
- Economic Growth
- Education
- Environmental Sustainability
- Public Health
- Public Safety

While these criteria were used to differentiate between the merits of the 107 project requests, it should be noted that they were not used rigidly in developing the FY2018-FY2022 CIP. At times, projects that received modest scores, predominantly because they did not contribute to the policy areas, but were critical needs of the department – such as purchasing repaving equipment- were elevated for consideration in the plan based upon need and resource availability.

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FY2018-FY2022 CAPITAL PLAN DETAIL

Plan Overview

The proposed *FY2018-FY2022 CIP* makes substantial investments in the City's infrastructure and capital assets that will have a direct, positive impact on Marlborough residents, students, businesses, and visitors. The plan prioritizes public education, economic development, and regular investment for maintenance and asset life preservation. Projects will ensure road infrastructure is safe and reliable, improve teacher effectiveness and student learning, increase recreational opportunities for residents, upgrade and maintain public safety facilities, and improve the safety of staff and the residents they serve.

Strategic decisions were made to balance projects costs with the City's projected available resources each fiscal year. The timing or scope of some projects was changed to accommodate the City's financial position. In addition, the plan leverages grants and other funding sources available from the Federal and State governments and other private sources. The plan reflects the City administration's priorities, but also balances the needs and priorities of the various departments within the available resource scheme.

INVESTMENT BY DEPARTMENT All Projects, All Funding Sources FY2018-FY2022		
Department/Division	# of Projects	Total
Council on Aging	1	85,000
Department of Public Works	18	39,425,000
Emergency Management	3	1,296,700
Fire Department	6	12,100,000
Information Technology	3	3,534,000
Public Library	1	23,000,000
Marlborough Community Development Authority	1	2,190,000
Police Department	2	240,000
School Department	14	43,071,000
Sewer (Division of DPW)	1	4,000,000
Water (Division of DPW)	7	13,350,000
Total	57	142,291,700

Projects by Asset Type

As shown in the table below, across all asset types, the most significant spending (approximately 30%) is on school projects, driven largely by the \$34 million replacement of the Richer Elementary School, which accounts for nearly 80% of the total cost of school projects¹⁶. Investments in the City's roads and sidewalks represent

¹⁶ Several school department projects include renovation or repair work at Richer Elementary School. These projects will

the next most significant category at \$30 million (approximately 21%). Projects for public facilities represent approximately 25% of total spending and include a new public library and west end fire station.

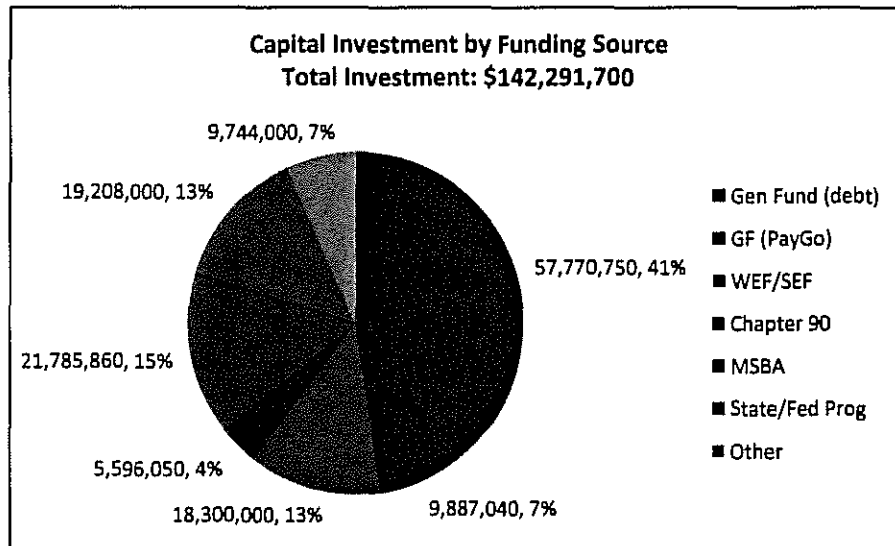
INVESTMENT BY ASSET TYPE FY2018-FY2022		
Asset Type	Total Investment	% of Total
Facilities	35,390,000	24.87%
Information Tech	3,534,000	2.48%
Parks & Open Space	4,410,000	3.10%
Roads/Sidewalks	30,000,000	21.08%
Schools	43,071,000	30.27%
Sewer	4,000,000	2.81%
Stormwater	1,750,000	1.23%
Vehicles/Equipment	6,786,700	4.77%
Water	13,350,000	9.38%
Total	142,291,700	100.0%

The plan makes significant investments in all fiscal years, although fiscal years 2020 through 2022 represent more than three-quarters of total spending. This is largely due to the fact that three major facilities projects (i.e., new elementary school, public library, and fire station) occur in these years.

Projects by Funding Source

The projects included in the CIP will be funded through a mix of funding sources, including general fund debt and pay-as-you-go, water and sewer enterprise funds, State grants, etc. Approximately 48% of the total value of all projects will be paid for through the City's general fund, whether as a result of borrowing or as a pay-as-you-go project and 13% will be funded by the City's water/sewer enterprise fund.

The balance of projects (39% of total) will be funded from non-local sources. Altogether State, Federal, and other sources will contribute more than \$56 million of funding for projects in the capital plan.



be reevaluated depending on the City's final plan and schedule for replacement of Richer. Some of these projects may be reduced in scope and cost.

Comparison of General Fund Resources Available and Committed

As discussed above, the City has substantial resources available for capital investment because of increasing revenues, conservative spending practices, and declining debt service. By setting general fund capital spending at a target of 7% of the general fund operating budget, the City would be poised for an aggressive yet achievable capital program marked by steady, predictable investments.

The *FY2018-FY2022 CIP* does not commit all of the City's projected available general fund resources. The surpluses will allow the City to address unforeseen needs or absorb unforeseen costs (e.g. if interest rates rise or a grant is not received). The deficit in FY2022 will have to be addressed in the future, assuming it remains after adjusting project costs with more up-to-date information.

GENERAL FUND RESOURCES COMMITTED AND AVAILABLE FY2018-FY2022				
Fiscal Year	FY18-FY22 CIP GF PayGo	FY18-FY22 CIP GF Debt	Available Resources	Surplus (Deficit)
2018	2,412,760	229,432	3,500,000	857,808
2019	2,440,000	656,558	3,424,518	327,960
2020	1,754,000	1,789,643	3,849,780	306,137
2021	1,645,000	2,969,833	4,868,444	253,611
2022	1,635,280	4,184,074	5,538,299	(281,055)
5 Yr Total	9,887,040	9,829,540	21,181,040	1,464,461

Projects by Department

Project #	Project Title	Project Description	Total Project Cost
Council on Aging			
COA1	Purchase new 14-passenger van/minibus with lift	The project is the purchase of a new 14-passenger van/minibus with lift. The COA currently provides transportation daily to designated locations such as grocery stores, shopping malls, and the Senior Center, as well as personal appointments. The COA has an 8-passenger minibus, and ridership has been increasing.	85,000
Department of Public Works			
DPW2	Replacement two 4-wheel drive F-550 dump trucks	The project is the replacement of two 4-wheel drive 1-ton dump trucks with plow and sander. These vehicles are 17+ years old, have high mileage, and are in fair to poor condition.	110,000
DPW3	Replace 3 cubic yard front end loader	The project is the replacement of a 3 cubic yard front end loader with a 12 foot PA plow.	165,000
DPW4	Replacement of three 4-wheel drive pickup trucks	The project is the replacement of three 4-wheel drive pickup trucks with plows. These vehicles are in fair to poor condition and maintenance costs are rising.	150,000
DPW5	Upgrade fuel depot components	The project is to upgrade the fuel depot components. The existing 10,000-gallon underground storage tank will be removed and replaced with a new aboveground tank of the same size. A new dispenser will be added. The existing aboveground diesel tank will be relocated. In addition, a fuel management system will be installed. The system will be brought into regulatory compliance, and the new system will be easier and less expensive to maintain.	340,000
DPW6	Replacement of tracked sidewalk plow with attachments	The project is the replacement of the tracked sidewalk plow with a snow blower and sander.	150,000
DPW12	Replace forestry bucket truck	The project is to replace a 60 foot bucket truck for forestry division.	200,000
DPW18	Rehabilitation of the Maplewood and Rocklawn Cemeteries Holding Tombs	The project is the rehabilitation of the Maplewood and Rocklawn cemeteries holding tombs. The tombs are historic features and have deteriorated over time.	400,000
DPW19	Rehabilitation of Women Veterans Park	The project is to address issues at Women Veterans Park, namely: repair heaved pavers, replace oversized plantings, upgrade lighting, and install a new irrigation system. Currently, the park is overgrown and in general disrepair. The park is located at a gateway location entering into the city.	80,000
DPW20	Ghiloni Park restoration project	Ghiloni Park is the City's largest park facility with various amenities, many of which are in poor condition. Since the time it was built, the population has grown about 25%. Renovations, upgrades, and changes are needed to meet resident demands. ADA-improvements are needed. The parking lot will also be expanded.	4,250,000
DPW21	Repairs to City Hall	The project includes repointing the bell tower, associated metal work and interior masonry work, replacing flat roof and skylights, upgrading lighting to LED, and replacing the fire alarm system. The technology is outdated, and capital investment is needed.	600,000
DPW22	Upgrades to existing DPW building	The project is repairing the concrete building structure, replacing about 20-30 windows, and upgrading lighting to LED. The repairs will address any structural issues and increase the building's energy efficiency.	500,000
DPW24	Energy efficiency upgrades to all municipal buildings	The project is a multi-year investment in energy efficiency upgrades, including HVAC, lighting, windows, insulation, roofs, solar, variable frequency drives (VFDs), and energy valves upgrades. These upgrades will help control ongoing costs and protect the environment.	500,000
DPW25	Replace overhead and exterior doors at Central Fire Station	The project is the replacement of the 8 single pane glass overhead doors and 6 exterior man doors. The doors are inefficient and heat loss is an issue.	150,000

Project #	Project Title	Project Description	Total Project Cost
DPW29	Centennial Park Rehabilitation	The project is to replace trees and plants at Centennial Park and add irrigation. Excavation of the entire area will be done to remove unwanted material (Stumps, asphalt and other debris) and place new plantings and site drainage. The project would contribute to the overall revitalization of the downtown business district.	80,000
DPW32	Annual culvert repair and replacement	The project provides funding for annual culvert repair and/or replacement. The DPW maintains a list of priority culverts. Currently on the list are culverts located on Hemenway St Ext, Vega Rd, and Causeway St Ext, although priorities may change due to changing circumstances. Culverts may need to be replaced because the pipe is failing, which may impact the roadway above.	1,750,000
DPW33	Pavement maintenance and reconstruction	The project is annual funding for pavement maintenance and reconstruction. Pavement segments will be prioritized based on objective data with the goal of maintaining the City's pavement network at an acceptable level and maximizing pavement life as well as funding.	20,000,000
DPW36	Apex Center project	Marlborough will use \$3,050,000 in MassWorks funds to make infrastructure improvements along Route 20, including new turn lanes and upgraded signals, in support of the Apex Center of New England. The Apex Center will feature two new hotels, 200,000 square feet of entertainment and retail space, 110,000 square feet of new office space, and six new restaurants, bringing new amenities to the region's residents and employers.	4,000,000
DPW39	Reconstruction of Donald Lynch Boulevard	The project is the reconstruction of Donald Lynch Boulevard where water utilities have or will be installed. Donald Lynch Boulevard is a main commercial thoroughfare.	6,000,000
Emergency Management			
EM1	Replace mobile and portable radios for fire and police departments	The project is to replace all Fire and Police mobile and portable radios, including chargers and conditioners. The equipment has reached the end of its lifespan and is no longer supported by the manufacturer. New technology is more effective for public safety departments.	840,000
EM2	Upgrade Police and Fire radio receivers	The project is the replacement of 32 receivers at eight sites. The existing equipment is outdated.	337,000
EM3	Bi-directional amplifiers at 5 schools	The project is the addition of bi-directional amplifiers at 5 school locations. A bi-directional amplifier is an antenna system in a building that re-transmits the radio frequency in non-reception areas in the building for public safety communication purposes. This technology is required under the updated life-safety building codes and necessary for public safety agencies to do their jobs.	119,700
Fire Department			
FD1	New West End Fire Station	The project is the construction of a new fire station in the West End based on population and commercial activity growth. The project will be broken out into phases. Phase I is funding for a study to assess need and explore options for location of a new station in the West End. Phase II is funding for land acquisition and site preparation. Phase III is funding for engineering and design services. Phase IV is funding for construction of the building.	8,050,000
FD2	Replace Rescue 1	The project is to replace Rescue 1, a 2004 Freightliner with about 110,000 miles on the frame that runs out of Fire Station 1-Headquarters. It has reached the end of its useful life, and maintenance and repair costs are mounting. The replacement truck will be a heavy-duty truck that will have a longer expected lifespan.	650,000
FD3	Replace Engine 5	The project is to replace Engine 5. A frontline engine that will be cycled down to reserve status. A new engine will replace it on the frontline, running out of Fire Station 1- Headquarters.	675,000
FD4	Replace Engine 4	The project is to replace Engine 4. It is currently used as a reserve piece. A frontline engine will be cycled down and a new engine would replace it on the frontline, running out of Fire Station 1- Headquarters. The new engine will be very similar to the existing apparatus.	625,000

Project #	Project Title	Project Description	Total Project Cost
FD5	Replace Ladder 2	The project is the replacement of Ladder 2 with a Quint. The ladder will have exceeded its standard useful life at the time of its replacement. A Quint will be a more versatile apparatus for the department.	1,500,000
FD8	Replace self-contained breathing apparatus (SCBAs)	The project is to replace the department's self-contained breathing apparatus (SCBAs). The entire supply has reached the end of service life. Newer SCBAs provide enhanced safety features to protect firefighters.	600,000
Information Technology			
IT1	Replace/upgrade City IT infrastructure and hardware	The project is the ongoing replacement and upgrade of City IT infrastructure and hardware. This includes desktop computers, laptop computers, wireless access points, security cameras, BigTouch interactive screens, servers, and backend infrastructure such as switches, routers, and firewalls. This technology allows City staff to do their jobs efficiently and meet customer expectations.	930,000
IT2	Replace/Upgrade School Learning Tech	The project is the ongoing replacement and upgrade of learning technology in the schools, including computers for teachers, students, computer labs, and administrators and associated accessories such as carts, as well as BigTouch screens and projectors for classrooms.	2,000,000
IT3	Replace/Upgrade School IT Network Infrastructure and Security Systems	The project is the ongoing replacement and upgrade of network infrastructure and security systems in the school buildings. Upgrades to the network infrastructure are necessary so that technology can be used in the schools and to allow for upgrades and expansions of the security systems to function properly.	604,000
Public Library			
LIB1	New Public Library Facility	The project is to add on to or relocate the public library facility to enhance/expand program, collection, services and community meeting space, along with parking. Demand for services has increased, and demographic trends indicated future increases as well. The current facility is outdated, undersized, and unable to meet demand.	23,000,000
Marlborough Community Development Authority			
MCDA1	Modernization of apartments at 29 Pleasant St	The project is the modernization of the interiors of the senior apartments at 29 Pleasant St. The 2-story building houses 44 units. The electrical systems, kitchens, and baths will be upgraded, and other safety-related improvements may be made. In addition, certain units will be made accessible.	2,190,000
Police Department			
PD1	Five year replacement schedule for unmarked/administrative police vehicles	The project is the scheduled replacement of unmarked and administrative police vehicles. The useful life of unmarked/administrative police vehicles is typically 10 years or less.	200,000
PD2	Replace electronic control weapons	The project is the replacement of the department's Electronic Control Weapons (ECWs), commonly called Tasers®. ECWs are critical tools for officers in the field to help diffuse violent and potentially dangerous situations with less than lethal force.	40,000
Marlborough Public Schools			
SCH1	Update fire alarm panels and detection units district-wide	The project is to update the fire alarm panels and detection units in all school buildings except the high school. The project is needed for school safety and security. Existing systems are between 10 and 20 years old and are now obsolete.	1,060,000
SCH2	Replace Emergency Lighting	The project is to replace emergency lighting systems at Richer School and High School. The project is needed for school safety and security.	360,000
SCH4	Fix or replace HVAC Controls at MHS	The project is the replacement or repair of the HVAC controls at the High School. The controls do not work	275,000

Project #	Project Title	Project Description	Total Project Cost
		properly, sometimes negatively impacting the learning environment for students.	
SCH5	Generator Repair and Replacement	The project is to replace the generators at Richer, Jaworek, and Hildreth Schools and repair the generator at the District Education Center. The generators currently do not work and therefore the sites cannot be used as emergency locations.	491,000
SCH7	Replace Windows at District facilities	The project is to replace the windows at Richer, Whitcomb, and Hildreth Schools, as well as the District Education Center. The windows are inefficient and some are dangerous because they are single pane.	3,250,000
SCH8	Replace Lockers at MHS	The project is the replacement of lockers at the High School over the course of four years, beginning with the hallway of lockers in the worst condition. The lockers are from the mid-1970s and do not serve the needs of students.	300,000
SCH11	Replace Roof at Whitcomb	The project is the replacement of the flat rubber membrane roof at the Whitcomb School. The roof has reached the end of its life and has leaked.	2,250,000
SCH13	Replace Richer and Whitcomb Schools restroom partitions	The project is the replacement of the restroom partitions with ADA-accessible partitions. Updating the partitions is required for equal access.	150,000
SCH14	Repair Concrete Sidewalks at High School	The project is the repair of the sidewalks at the high school. The sidewalks are in disrepair and are starting to become a safety hazard for students and staff.	85,000
SCH17	DEC Masonry Repairs	The project is masonry repairs at the District Education Center. The building is from the 19th century and periodic capital improvement is required.	150,000
SCH18	Replace Hildreth Gym Floor	The project is the replacement of the gym floor at Hildreth School. The floor is from the 1970s and many sections have had to be replaced.	125,000
SCH19	Replace Roof at Hildreth School	The project is to replace the flat rubber membrane roof at Hildreth School. The roof has surpassed its useful life, and there are leaks.	450,000
SCH20	Replace Whitcomb Intercom and Clocks	The project is the replacement of the intercom system and clocks at Whitcomb School. The systems are outdated. The clocks do not keep time, and the intercom system has been requiring significant annual maintenance.	125,000
SCH23	New elementary school to replace Richer Elementary School	The project is to build a new elementary school to replace Richer Elementary School. There are severe space constraints at Richer, and the facility is outdated and in need of significant repair. In particular, the mechanical, electrical, and plumbing systems would need to be updated if the school was to continue to operate and a new automated fire suppression system would need to be added. A detailed description of the school's deficiencies was submitted to the MSBA and is available from the Mayor's office. The City has already appropriated \$1 million for a feasibility study. The MSBA will reimburse the City approximately 55 percent for this project.	34,000,000
Sewer Department			
SEW2	Sewer Pump Station Rehab Projects	The project is the overhaul of 7 sewer pump stations and updated SCADA and radio antennae at the remaining 21 sewer pump stations. Failure at a sewer pump station could result in raw sewage flowing out, presenting a number of potential public health issues and resulting in fines.	4,000,000
WAT/ SEW1	Sudbury Street Area Water and Sewer Project, Phase 3	The project is the installation of new gravity sewer and replacement of the existing asbestos cement water mains on Sudbury Street. This is the final phase of a 3-phase project to upgrade the water and sewer systems in this area.	4,000,000
Water Department			
WAT3	Russel Street Water Main Replacement	The project is the replacement of 700 feet of 6 inch water main on Russel Street from Pleasant Street to	500,000

Project #	Project Title	Project Description	Total Project Cost
		Mechanic Street with a 16 inch ductile iron pipe. The water main is currently undersized for demand.	
WAT4	Spoon Hill Water Tank Rehabilitation	The project is the internal and external rehabilitation of the Spoon Hill water storage tank including installing an active mixing system to ensure water quality. Upgrades were recommended in a 2010 inspection.	1,000,000
WAT6	Water Gate Valve Replacement Program	The project is the replacement of approximately 150 water gate valves that do not turn off the water to the water mains. During a break, gate valves are used to isolate the flow of water. Faulty valves can degrade customer service and cause staff time to be used inefficiently.	500,000
WAT7	Bigelow Street Water Main Replacement	The project is the replacement of the existing 6" water main under the brook with a new 8 inch" main to reconnect or loop water main. The dead end water main has resulted in water quality issues and inadequate fire protection in the vicinity.	350,000
WAT9	Lead Water Service Line Replacement Program	The project is the replacement of all 1,240 lead water service lines throughout the City.	5,000,000
WAT10	Boston Post Road East Water Main Replacement	The project is the replacement of 7,000 feet of 8 inch asbestos water main on Boston Post Road East with 8 inch ductile iron pipe. This is the main water feed for the East side of the city. This main has failed several times due to its brittle nature. Asbestos is a hazardous material that requires special disposal by trained professionals. Beyond the negative health effects, failure of this main could negatively impact businesses that would be without water until a repair can be made.	2,000,000

Projects by Fiscal Year

Project #	Project Title	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Project Cost
TOTAL BY FISCAL YEAR		10,391,700	19,926,000	36,043,000	40,496,000	35,435,000	142,291,700
DPW33	Pavement maintenance and reconstruction	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	20,000,000
WAT9	Lead Water Service Line Replacement Program	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
SEW2	Sewer Pump Station Rehab Projects	1,000,000	1,000,000	1,000,000	500,000	500,000	4,000,000
IT3	Replace/Upgrade School IT Network Infrastructure and Security Systems	604,000					604,000
IT2	Replace/Upgrade School Learning Tech	400,000	400,000	400,000	400,000	400,000	2,000,000
DPW32	Annual culvert repair and replacement	350,000	350,000	350,000	350,000	350,000	1,750,000
DPW5	Upgrade fuel depot components	340,000					340,000
EM2	Upgrade Police and Fire radio receivers	337,000					337,000
SCH4	Fix or replace HVAC Controls at MHS	275,000					275,000
SCH7	Replace Windows at District facilities	250,000	750,000	750,000	750,000	750,000	3,250,000
DPW20	Ghiloni Park restoration project	250,000				4,000,000	4,250,000
MCDA1	Modernization of apartments at 29 Pleasant St	190,000	2,000,000				2,190,000
IT1	Replace/upgrade City IT infrastructure and hardware	186,000	186,000	186,000	186,000	186,000	930,000
DPW3	Replace 3 cubic yard front end loader	165,000					165,000
DPW25	Replace overhead and exterior doors at Central Fire Station	150,000					150,000
DPW6	Replacement of tracked sidewalk plow w/attachments	150,000					150,000
DPW4	Replacement of three 4-wheel drive pickup trucks	150,000					150,000
EM3	Bi-directional amplifiers at 5 schools	119,700					119,700
DPW2	Replacement two 4-wheel drive F-550 dump trucks	110,000					110,000
DPW22	Upgrades to existing DPW building	100,000	100,000	100,000	100,000	100,000	500,000
DPW24	Energy efficiency upgrades to all municipal buildings	100,000	100,000	100,000	100,000	100,000	500,000
WAT6	Water Gate Valve Replacement Program	100,000	100,000	100,000	100,000	100,000	500,000
SCH5	Generator Repair and Replacement	65,000		142,000		284,000	491,000
DPW39	Reconstruction of Donald Lynch Boulevard		3,000,000	3,000,000			6,000,000
DPW36	Apex Center project		3,000,000	1,000,000			4,000,000
WAT/SEW1	Sudbury Street Area Water and Sewer Project, Phase 3		1,000,000	1,000,000	1,000,000	1,000,000	4,000,000
EM1	Replace mobile and portable radios for fire and police depts		840,000				840,000
FD2	Replace Rescue 1		650,000				650,000

Project #	Project Title	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Project Cost
TOTAL BY FISCAL YEAR		10,391,700	19,926,000	36,043,000	40,496,000	35,435,000	142,291,700
FD8	Replace self-contained breathing apparatus or SCBAs		600,000				600,000
WAT3	Russel Street Water Main Replacement		500,000				500,000
DPW12	Replace forestry bucket truck		200,000				200,000
FD1	New West End Fire Station		50,000	1,500,000	500,000	6,000,000	8,050,000
PD1	Five year replacement schedule for unmarked/administrative police vehicles		50,000	50,000	50,000	50,000	200,000
SCH17	DEC Masonry Repairs		50,000	50,000	50,000		150,000
SCH23	New elementary school to replace Richer Elementary School			17,000,000	17,000,000		34,000,000
WAT10	Boston Post Road East Water Main Replacement			2,000,000			2,000,000
SCH1	Update fire alarm panels and detection units district-wide			1,060,000			1,060,000
FD4	Replace Engine 4			625,000			625,000
SCH2	Replace Emergency Lighting			360,000			360,000
SCH8	Replace Lockers at MHS			100,000	100,000	100,000	300,000
COA1	Purchase new 14-passenger van/minibus with lift			85,000			85,000
SCH14	Repair Concrete Sidewalks at HS			85,000			85,000
LIB1	New Public Library Facility				11,500,000	11,500,000	23,000,000
WAT4	Spoon Hill Water Tank Rehabilitation				1,000,000		1,000,000
DPW21	Repairs to City Hall				600,000		600,000
FD3	Replace Engine 5				675,000		675,000
WAT7	Bigelow Street Water Main Replacement				350,000		350,000
SCH20	Replace Whitcomb intercom and clocks				125,000		125,000
DPW19	Rehabilitation of Women Veterans Park				40,000	40,000	80,000
PD2	Replace electronic control weapons				20,000	20,000	40,000
SCH11	Replace Roof at Whitcomb					2,250,000	2,250,000
FD5	Replace Ladder 2					1,500,000	1,500,000
SCH19	Replace Roof at Hildreth School					450,000	450,000
DPW18	Rehabilitation of the Maplewood and Rocklawn Cemeteries Holding Tombs					400,000	400,000
SCH13	Replace Richer and Whitcomb Schools restroom partitions					150,000	150,000
SCH18	Replace Hildreth Gym Floor					125,000	125,000
DPW29	Centennial Park Rehabilitation					80,000	80,000

Project Funding Detail

Project #	Project Title	Gen Fund (debt)	Gen Fund (PayGo)	WEF/SEF	Chapter 90	MSBA	State/Fed Program	Other	Total funding source
	TOTAL	57,770,750	9,887,040	18,300,000	5,596,050	21,785,860	19,208,000	9,744,000	142,291,700
COA1	Purchase new 14-passenger van/minibus with lift		17,000				68,000 ¹⁷		85,000
DPW2	Replacement two 4-wheel drive F-550 dump trucks		110,000						110,000
DPW3	Replace 3 cu. yd. front end loader		165,000						165,000
DPW4	Replacement of three 4-wheel drive F-350 trucks		150,000						150,000
DPW5	Upgrade fuel depot components		340,000						340,000
DPW6	Replacement of tracked sidewalk plow w/attachments		150,000						150,000
DPW12	Replace forestry bucket truck		200,000						200,000
DPW18	Rehabilitation of the Maplewood and Rocklawn Cemeteries Holding Tombs						400,000 ¹⁸		400,000
DPW19	Rehabilitation of Women Veterans Park							80,000 ¹⁹	80,000
DPW20	Ghiloni Park restoration project					250,000 ²⁰		4,000,000 ²¹	4,250,000
DPW21	Repairs to City Hall		600,000						600,000
DPW22	Upgrades to existing DPW building		500,000						500,000
DPW24	Energy efficiency upgrades to all municipal buildings		250,000				250,000 ²²		500,000
DPW25	Replace overhead and exterior doors at Central Fire Station		150,000						150,000
DPW29	Centennial Park Rehabilitation							80,000 ²³	80,000
DPW32	Annual culvert repair and replacement		1,750,000						1,750,000
DPW33	Pavement maintenance and reconstruction	14,653,950			5,346,050				20,000,000
DPW36	Apex Development project			950,000			3,050,000 ²⁴		4,000,000
DPW39	Reconstruction of Donald Lynch Boulevard	2,500,000	250,000		250,000		3,000,000 ²⁵		6,000,000
EM1	Replace mobile and portable radios for fire and police departments.		840,000						840,000

¹⁷ MassDOT Mass Mobility grant (80%)

¹⁸ Mass Historical Commission Massachusetts Preservation Projects Fund grant

¹⁹ Private fundraising

²⁰ Division of Conservation Services Land and Water Conservation Fund grant

²¹ Local meals tax revenue

²² Green Communities grant

²³ Private fundraising

²⁴ MassWorks Infrastructure grant

²⁵ MassWorks Infrastructure grant

Project #	Project Title	Gen Fund (debt)	Gen Fund (PayGo)	WEF/SEF	Chapter 90	MSBA	State/Fed Program	Other	Total funding source
	TOTAL	57,770,750	9,887,040	18,300,000	5,596,050	21,785,860	19,208,000	9,744,000	142,291,700
EM2	Upgrade Police and Fire radio receivers		337,000						337,000
EM3	Bi-directional amplifiers at 5 schools		119,700						119,700
FD1	Build new West End Fire Station	8,000,000						50,000 ²⁶	8,050,000
FD2	Replace Rescue 1	650,000							650,000
FD3	Replace Engine 5	675,000							675,000
FD4	Replace Engine 4	625,000							625,000
FD5	Replace Ladder 2	1,500,000							1,500,000
FD8	Replace self-contained breathing apparatus or SCBAs		600,000						600,000
IT1	Replace/upgrade City IT infrastructure and hardware							930,000 ²⁷	930,000
IT2	Replace/Upgrade School Learning Tech		1,000,000					1,000,000 ²⁸	2,000,000
IT3	Replace/Upgrade School IT Network Infrastructure and Security Systems							604,000 ²⁹	604,000
LIB1	New Public Library Facility	10,000,000					10,000,000 ³⁰	3,000,000 ³¹	23,000,000
MCDA1	Modernization of apartments at 29 Pleasant St						2,190,000 ³²		2,190,000
PD1	Five year replacement schedule for unmarked/administrative police vehicles		200,000						200,000
PD2	Replace electronic control weapons		40,000						40,000
SCH1	Update fire alarm panels and detection units district-wide	1,060,000							1,060,000
SCH2	Replace Emergency Lighting		360,000						360,000
SCH4	Fix or replace HVAC Controls at MHS		126,060			148,940			275,000
SCH5	Generator Repair and Replacement		491,000						491,000
SCH7	Replace Windows at District facilities	1,489,800				1,760,200			3,250,000
SCH8	Replace Lockers at MHS		300,000						300,000
SCH11	Replace Roof at Whitcomb	1,031,400				1,218,600			2,250,000
SCH13	Replace Richer and Whitcomb Schools restroom partitions		150,000						150,000
SCH14	Repair Concrete Sidewalks at HS		85,000						85,000
SCH17	DEC Masonry Repairs		150,000						150,000

²⁶ Donation from Apex Walker

²⁷ PEG Fund; Note: Project will be bundled with other IT projects and bonded and PEG funds will be used to pay debt service.

²⁸ Public, Educational, and Government (PEG) Access TV Channel Fund; Note: Project will be bundled with other IT projects and bonded and PEG funds will be used to pay debt service.

²⁹ PEG Fund; Note: Project will be bundled with other IT projects and bonded and PEG funds will be used to pay debt service.

³⁰ Massachusetts Public Library Construction Program (MPLCP) grant

³¹ Private fundraising

³² DHCD High Leverage Asset Preservation Program (2/3 of project total) and solar net metering revenue (1/3 of project total as a match for DHCD grant)

Project #	Project Title	Gen Fund (debt)	Gen Fund (PayGo)	WEF/SEF	Chapter 90	MSBA	State/Fed Program	Other	Total funding source
	TOTAL	57,770,750	9,887,040	18,300,000	5,596,050	21,785,860	19,208,000	9,744,000	142,291,700
SCH18	Replace Hildreth Gym Floor		125,000						125,000
SCH19	Replace Roof at Hildreth School		206,280			243,720			450,000
SCH20	Replace Whitcomb Intercom and Clocks		125,000						125,000
SCH23	Build a new elementary school to replace Richer Elementary School	15,585,600				18,414,400			34,000,000
SEW2	Sewer Pump Station Rehab Projects			4,000,000					4,000,000
WAT/ SEW1	Sudbury Street Area Water and Sewer Project, Phase 3			4,000,000					4,000,000
WAT3	Russel Street Water Main Replacement			500,000					500,000
WAT4	Spoon Hill Water Tank Rehabilitation			1,000,000					1,000,000
WAT6	Water Gate Valve Replacement Program			500,000					500,000
WAT7	Bigelow Street Water Main Replacement			350,000					350,000
WAT9	Lead Water Service Line Replacement Program			5,000,000					5,000,000
WAT10	Boston Post Road East Water Main Replacement			2,000,000					2,000,000

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APPENDICES

Appendix 1: Marlborough at a Glance

Appendix 2: New Growth History

Appendix 3: Free Cash and Stabilization Fund History

Appendix 4: Tax Levy History

Appendix 5: General Fund Non-Exempt Debt Service

Appendix 6: Water/Sewer Debt Service

Appendix 7: Existing General Fund Debt Service

Appendix 8: Existing Water Debt Service

Appendix 9: Existing Sewer Debt Service

Appendix 10: Estimated Previously Authorized/Unissued Debt Service

Appendix 11: Comparison of Selected Communities' Average Single Family Tax Bill

Appendix 12: Select DLS Financial Glossary

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DLS At A Glance Report for Marlborough

Socioeconomic	
County	MIDDLESEX
School Structure	K-12
Form of Government	COUNCIL AND ALDERMAN
2013 Population	39,414
2015 Labor Force	23,624
2015 Unemployment Rate	3.70
2012 DOR Income Per Capita	30,539
2009 Housing Units per Sq Mile	706.64
2013 Road Miles	163.96
EQV Per Capita (2014 EQV/2013 Population)	118,246
Number of Registered Vehicles (2012)	37,098
2012 Number of Registered Voters	21,737

Bond Ratings	
Moody's Bond Ratings as of December 2015*	Aa2
Standard and Poor's Bond Ratings as of December 2015*	AA+

*Blank indicates the community has not been rated by the bond agency

Fiscal Year 2016 Estimated Cherry Sheet Aid	
Education Aid	23,877,872
General Government	5,431,476
Total Receipts	29,309,348
Total Assessments	6,777,172
Net State Aid	22,532,176

Fiscal Year 2017 Tax Classification			
Tax Classification	Assessed Values	Tax Levy	Tax Rate
Residential	3,392,653,288	51,975,448	15.32
Open Space	0	0	0
Commerical	925,791,174	24,450,145	26.41
Industrial	418,667,009	11,056,996	26.41
Personal Property	251,306,540	6,637,006	26.41
Total	4,988,418,011	94,119,595	

Fiscal Year 2017 Revenue by Source		
Revenue Source	Amount	% of Total
Tax Levy	94,119,595	56.22
State Aid	31,648,574	18.90
Local Receipts	32,911,000	19.66
Other Available	8,740,175	5.22
Total	167,419,344	

Fiscal Year 2017 Proposition 2 1/2 Levy Capacity	
New Growth	2,801,390
Override	
Debt Exclusion	
Levy Limit	124,710,450
Excess Capacity	30,590,855
Celling	124,710,450
Override Capacity	0

Other Available Funds		
2017 Free Cash	FY2015 Stabilization Fund	FY2017 Overlay Reserve
12,176,290	9,926,034	1,966,081

Fiscal Year 2017 Average Single Family Tax Bill**	
Number of Single Family Parcels	7,030
Assessed Value of Single Family	322,503
Average Single Family Tax Bill	4,941
State Average Family Tax Bill	
Fiscal Year 2013	4,848
Fiscal Year 2014	5,020
Fiscal Year 2015	5,214

Marlborough issues tax bills on a Quarterly basis

**For the communities granting the residential exemptions, DLS does not collect enough information to calculate an average single family tax bill. In FY15, those communities are Barnstable, Boston, Brookline, Cambridge, Chelsea, Everett, Malden, Nantucket, Somerville, Somerset, Tisbury, Waltham and Watertown. Therefore, the average single family tax bill information in this report will be blank.

Fiscal Year 2015 Schedule A - Actual Revenues and Expenditures						
	General Fund	Special Revenue	Capital Projects	Enterprise Funds	Trust Revenue	Total All Funds
Revenues	124,995,301	12,728,029	2,637	16,883,642	9,828,298	164,437,905
Expenditures	115,970,173	11,447,198	30,009,882	17,948,161	22,347,380	197,722,794
Police	7,642,592	0	0	0	0	7,642,592
Fire	7,743,968	0	0	0	0	7,743,968
Education	60,989,205	7,437,798	0	0	0	68,407,003
Public Works	9,023,909	1,812,375	21,933,023	17,948,161	0	50,717,468
Debt Service	3,659,957					3,659,957
Health Ins	0				20,444,996	20,444,996
Pension	6,951,740				0	6,951,740
All Other	19,978,802	2,197,025	8,076,859	0	1,902,384	32,155,070

Total Revenues and Expenditures per Capita						
	General Fund	Special Revenue	Capital Projects	Enterprise Funds	Trust Revenue	Total All Funds
Revenues	3,171.3	322.9	0.1	428.4	249.4	4,172.1
Expenditures	2,942.4	290.4	761.4	455.4	567.0	5,016.6

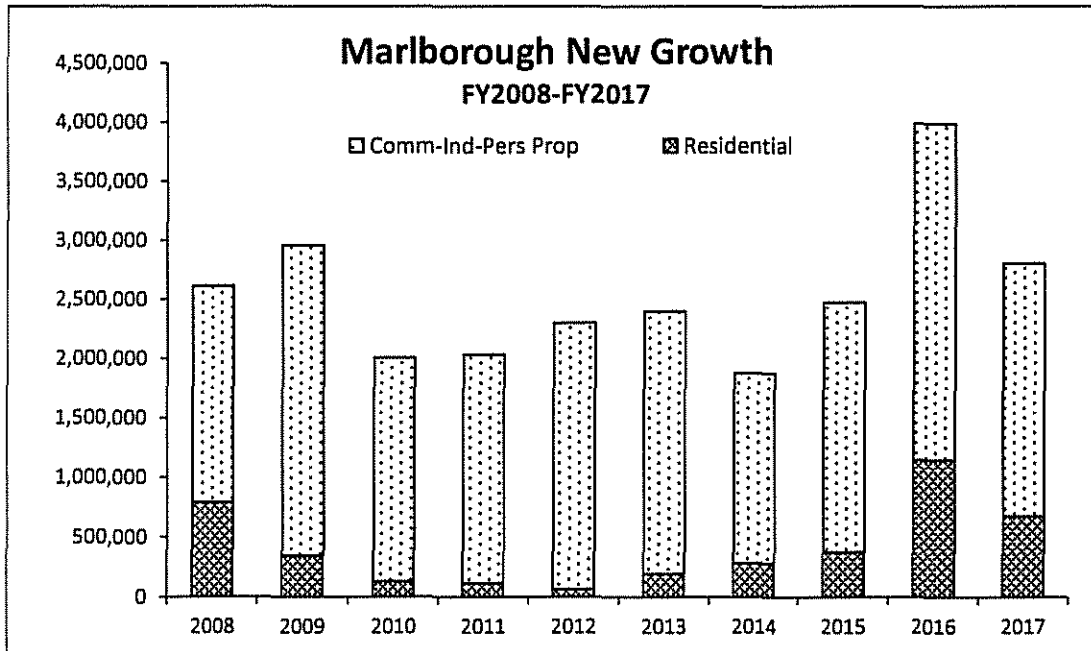
This data only represents the revenues and expenditures occurring in these funds and does not reflect and transfers to or from other funds. Therefore, this data should not be used to calculate an ending fund balance.

If you have questions regarding the data contained in this report, please contact the Municipal Databank/Local Aid Section at (617) 626-2384 or databank@dor.state.ma.us

[Click here to see if the Division of Local Services' Technical Assistance Section has conducted a financial management review or other analysis for Marlborough](#)

MARLBOROUGH NEW GROWTH HISTORY

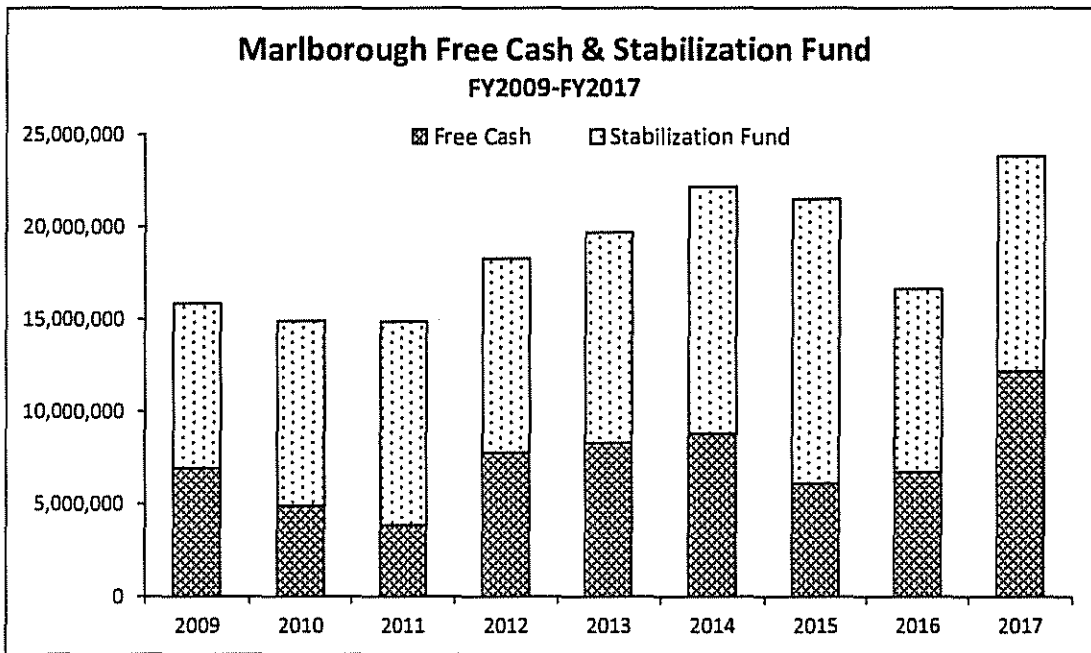
Year	Residential New Growth	Comm Ind Per Prop New Growth	Total New Growth Applied to the Levy Limit
2008	788,905	1,823,390	2,612,295
2009	344,203	2,611,735	2,955,938
2010	130,567	1,873,752	2,004,319
2011	113,798	1,916,448	2,030,246
2012	64,393	2,232,213	2,296,606
2013	194,217	2,202,072	2,396,289
2014	282,186	1,589,919	1,872,105
2015	375,497	2,097,208	2,472,705
2016	1,145,880	2,835,754	3,981,634
2017	674,794	2,126,596	2,801,390
Average	411,444	2,130,909	2,542,353



Source: Division of Local Services, MA Department of Revenue, Municipal Databank

**MARLBOROUGH
FREE CASH & STABILIZATION FUND HISTORY**

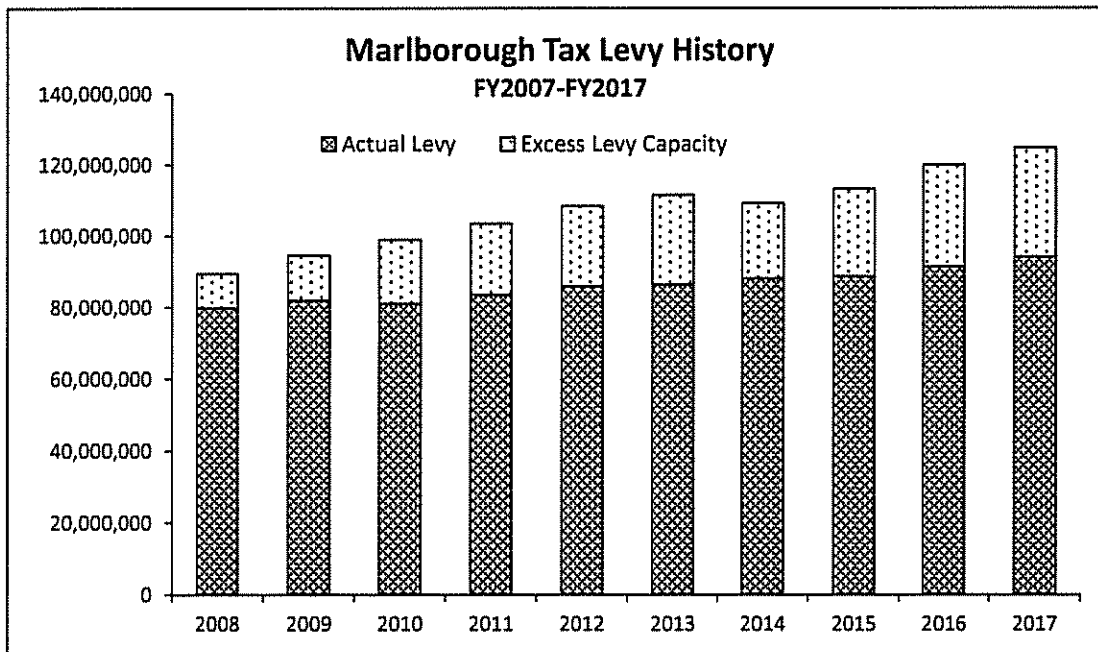
Year	Free Cash	Stabilization Fund	TOTAL
2009	6,925,031	8,916,231	15,841,262
2010	4,906,090	9,991,596	14,897,686
2011	3,840,266	11,031,925	14,872,191
2012	7,766,863	10,513,177	18,280,040
2013	8,285,429	11,412,958	19,698,387
2014	8,800,061	13,372,499	22,172,560
2015	6,103,681	15,392,736	21,496,417
2016	6,721,252	9,926,034	16,647,286
2017	12,176,290	11,631,178	23,807,468



Source: Division of Local Services, MA Department of Revenue, Municipal Databank

MARLBOROUGH TAX LEVY HISTORY

Year	Actual Tax Levy (excluding any Debt Exclusion)	Excess Tax Levy Capacity	Total Tax Levy Limit (excluding Debt Exclusion)
2008	79,753,097	9,631,514	89,384,611
2009	81,935,337	12,639,827	94,575,164
2010	80,996,050	17,947,812	98,943,862
2011	83,511,878	19,935,827	103,447,705
2012	85,845,867	22,484,637	108,330,504
2013	86,361,360	25,139,346	111,500,706
2014	88,052,213	21,148,065	109,200,278
2015	88,678,940	24,474,330	113,153,270
2016	91,331,454	28,632,282	119,963,736
2017	94,119,595	30,590,855	124,710,450



Source: Division of Local Services, MA Department of Revenue, Municipal Databank

MARLBOROUGH GENERAL FUND NON- EXEMPT DEBT SERVICE

Appendix 5

as of June 30, 2016

FISCAL YEAR	Existing General Fund Debt Service	Existing Share Assabet Valley Debt Service	Auth/Unissued Estimated Debt Service	FY18-FY22 CIP Proposed Debt (estimated)	GRAND TOTAL
2017	4,850,065	1,355,988	190,584	0	6,396,637
2018	4,259,519	1,052,580	766,835	229,432	6,308,366
2019	4,172,670	1,025,564	938,200	656,558	6,792,992
2020	4,081,143	998,548	913,200	1,789,643	7,782,534
2021	3,404,666	971,532	888,200	2,969,833	8,234,231
2022	3,105,703	944,516	843,200	4,184,074	9,077,493
2023	2,925,613	917,500	819,000	4,184,074	8,846,187
2024	2,658,863	890,484	794,800	4,184,074	8,528,221
2025	2,084,063	863,468	770,600	4,184,074	7,902,205
2026	1,308,738	836,452	681,400	4,184,074	7,010,664
2027	1,041,650	814,839	654,800	4,184,074	6,695,363
2028	942,338	798,630	633,400	4,170,294	6,544,662
2029	934,550	782,083	607,200	4,050,798	6,374,631
2030	735,631	765,198	586,200	3,882,003	5,969,032
2031	654,594	747,975	565,200	3,840,664	5,808,433
2032	644,394	729,739	396,000	3,675,308	5,445,441
2033	540,800	710,828	382,800	3,675,308	5,309,736
2034	355,350	691,579	369,600	3,675,308	5,091,837
2035		670,979	356,400	3,675,308	4,702,687
2036		649,366	178,200	3,675,308	4,502,874
2037		579,616	171,600	3,675,308	4,426,524
2038		559,968		3,459,656	4,019,624
2039		540,320		3,152,026	3,692,346
2040		520,672		2,798,407	3,319,079
2041		501,024		2,533,087	3,034,111
2042				2,207,062	2,207,062
TOTAL	38,700,350	19,919,448	12,507,419	82,895,754	154,022,971

MARLBOROUGH WATER/SEWER DEBT SERVICE

Appendix 6

as of June 30, 2016

FISCAL YEAR	Existing WATER/SEWER Debt Service	Auth/Unissued WATER/SEWER (estimated)	FY2018-FY2022 CIP Proposed Debt (estimated)	GRAND TOTAL
2017	5,091,025	1,158,310	0	6,249,335
2018	5,015,044	1,751,371	200,000	6,966,415
2019	4,961,353	1,990,738	200,000	7,152,091
2020	4,681,652	1,965,493	573,372	7,220,517
2021	4,644,612	1,935,270	810,165	7,390,047
2022	4,520,954	1,910,272	1,083,643	7,514,869
2023	4,484,215	1,885,298	1,280,415	7,649,928
2024	3,982,237	1,850,349	1,387,138	7,219,724
2025	3,972,731	1,825,827	1,387,138	7,185,696
2026	3,963,643	1,576,330	1,387,138	6,927,111
2027	3,804,989	1,480,860	1,387,138	6,672,987
2028	3,802,459	1,468,618	1,187,138	6,458,215
2029	3,688,671	1,451,405	1,187,138	6,327,214
2030	3,694,857	1,439,420	887,138	6,021,415
2031	3,700,515	1,427,465	887,138	6,015,118
2032	3,633,633	1,405,540	887,138	5,926,311
2033	3,323,508	1,394,047	887,138	5,604,693
2034	3,471,691	1,382,586	887,138	5,741,415
2035	3,541,692	1,371,157	887,138	5,799,987
2036	3,541,106	1,354,762	887,138	5,783,006
2037	3,061,541	1,043,363	887,138	4,992,042
2038	3,065,995	831,788	887,138	4,784,921
2039	3,070,521	713,238	887,138	4,670,897
2040	3,075,122	714,317	813,766	4,603,205
2041	3,079,797	715,422	576,973	4,372,192
2042	3,084,550	716,557	303,495	4,104,602
2043	3,089,382	717,720		3,807,102
2044	1,188,312	718,915		1,907,227
2045	1,190,095	720,139		1,910,234
2046	509,591	721,396		1,230,987
TOTAL	105,935,493	39,637,973	22,636,036	168,209,502

Marlborough - Water Existing Debt Service

as of June 30, 2016 (Amounts \$)

Appendix 8

Date of Issue	Purpose	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
6/15/2006	Water	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	605,000
		24,406	22,206	20,006	17,806	15,606	13,406	11,206	9,006	6,806	4,606	2,406	2,269	0	0	0	0	0	147,265
6/15/2006	Water Shed Protection	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	55,000
		2,219	2,019	1,819	1,619	1,419	1,219	1,019	819	619	413	206	0	0	0	0	0	0	13,348
11/02/2006	MWRA	45,000	45,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	90,000
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5/15/2010	Cur Ref of 6 15 99 - Water	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	120,000
		3,649	2,700	1,800	900	0	0	0	0	0	0	0	0	0	0	0	0	0	9,000
5/15/2010	Cur Ref of 6 15 99 - Waret2	12,000	12,000	12,000	10,000	0	0	0	0	0	0	0	0	0	0	0	0	0	46,000
		1,360	1,020	660	300	0	0	0	0	0	0	0	0	0	0	0	0	0	3,360
5/15/2010	Adv Ref of 6 15 01 - Water	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	180,000
		5,400	4,500	3,600	2,700	1,800	900	0	0	0	0	0	0	0	0	0	0	0	18,900
5/15/2010	Adv Ref of 6 15 01 - Watershed Protection	24,500	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	124,500
		3,735	3,000	2,400	1,800	1,200	600	0	0	0	0	0	0	0	0	0	0	0	12,735
6/19/2012	Water Meters	25,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	125,000
		4,550	3,800	3,200	2,600	2,000	1,000	0	0	0	0	0	0	0	0	0	0	0	17,150
6/19/2012	Water	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	800,000
		49,000	46,600	44,200	41,800	39,400	35,000	31,400	27,400	23,400	18,600	16,200	16,200	13,700	11,100	8,500	5,700	2,900	436,300
5/20/2013	MWRA Water	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	1,600,000
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		600,790	581,845	579,685	579,525	474,425	462,525	383,625	377,225	170,825	165,950	161,075	96,100	93,700	91,100	88,500	85,700	81,900	4,963,595

MARLBOROUGH AVERAGE SINGLE FAMILY TAX BILL COMPARISON

Municipality	2013 Population	FY2016 BUDGET (rnd)	2013 Per Capita Income	Comparative Average Single Family Tax Bill						\$ INC 2011- 2016	% INC 2011-2016
				2011	2012	2013	2014	2015	2016		
BEVERLY	40,664	134,759,000	38,632	5,228	5,435	5,565	5,782	5,967	6,107	879	17%
BILLERICA	41,888	159,594,000	33,005	4,246	4,366	4,468	4,566	4,563	4,683	437	10%
BRAINTREE	36,727	147,932,000	36,980	3,590	3,759	3,814	3,960	4,185	4,339	749	21%
FITCHBURG	40,383	135,804,000	17,307	2,820	2,913	2,981	3,078	3,222	3,355	535	19%
HOLYOKE	40,249	154,420,000	15,099	2,915	3,115	3,330	3,403	3,415	3,438	523	18%
LEOMINSTER	41,002	144,575,000	25,693	3,477	3,640	3,771	3,961	4,161	4,391	914	26%
SALEM	42,544	149,989,000	26,662	4,467	4,593	4,666	4,767	4,995	5,154	687	15%
SHREWSBURY	36,309	123,769,000	48,242	3,955	4,139	4,322	4,483	5,030	5,178	1,223	31%
WESTFIELD	41,301	148,640,000	24,387	3,565	3,737	3,924	4,075	4,165	4,410	845	24%
WOBURN	39,083	148,280,000	34,899	3,519	3,554	3,553	3,571	3,728	3,880	361	10%
AVERAGE	40,015	144,776,200	30,091	3,778	3,925	4,039	4,165	4,343	4,494	715	19%
MARLBOROUGH	39,414	157,546,000	31,176	4,280	4,476	4,540	4,655	4,790	4,820	540	13%

SELECTED GLOSSARY OF TERMS ----- CAPITAL IMPROVEMENT PROGRAM

Available Funds – Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other onetime costs. Examples of available funds include free cash, stabilization funds, overlay surplus, water surplus, and enterprise net assets unrestricted (formerly retained earnings).

Betterments (Special Assessments) – Whenever part of a community benefits from a public improvement, or betterment (e.g., water, sewer, sidewalks, etc.), special property taxes may be assessed to the property owners of that area to reimburse the governmental entity for all, or part, of the costs it incurred in completing the project. Each property parcel receiving the benefit is assessed a proportionate share of the cost which may be paid in full, or apportioned over a period of up to 20 years. In this case, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Block Grant – A Block Grant is a Federal grant of money awarded by formula under very general guidelines that allow grantees broad latitude in spending activities. Recipients are normally state or local governments.

Bond – A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year.

Bond and Interest Schedule Record (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bond Anticipation Note (BAN) – Short-term debt instrument used to generate cash for initial project costs and with the expectation that the debt will be replaced later by permanent bonding. Typically issued for a term of less than one year, BANs may be re-issued for up to five years, provided principal repayment begins after two years (MGL Ch. 44 §17). Principal payments on school related BANs may be deferred up to seven years (increased in 2002 from five years) if the community has an approved project on the Massachusetts School Building Authority (MSBA) priority list. BANs are full faith and credit obligations.

Bond Authorization – The action of town meeting or a city council authorizing the executive branch to raise money through the sale of bonds in a specific amount and for a specific purpose. Once authorized, issuance is by the treasurer upon the signature of the mayor, or selectmen. (See Bond Issue)

Bond Buyer – A daily trade paper containing current and historical information of interest to the municipal bond business.

Bond Counsel – An attorney or law firm engaged to review and submit an opinion on the legal aspects of a municipal bond or note issue.

Bond Issue – The actual sale of the entire, or a portion of, the bond amount authorized by a town meeting or city council.

Bond Rating (Municipal) – A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Bonds Authorized and Unissued – Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by town meeting or the city council to be removed from community's books.

Capital Assets – All tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Asset)

Capital Budget – An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Asset, Fixed Asset)

Capital Improvements Program – A blueprint for planning a community's capital expenditures that comprises an annual capital budget and a five-year capital program. It coordinates community planning, fiscal capacity and physical development. While all of the community's needs should be identified in the program, there is a set of criteria that prioritizes the expenditures.

Capital Outlay – The exchange of one asset (cash) for another (capital asset), with no ultimate effect on net assets. Also known as "pay as you go," it is the appropriation and use of available cash to fund a capital improvement, as opposed to incurring debt to cover the cost.

Capital Outlay Expenditure Exclusion – A temporary increase in the tax levy to fund a capital project or make a capital acquisition. Exclusions require two-thirds vote of the selectmen or city council (sometimes with the mayor's approval) and a majority vote in a community-wide referendum. The exclusion is added to the tax levy only during the year in which the project is being funded and may increase the tax levy above the levy ceiling

Chapter 90 Highway Funds – State funds derived from periodic transportation bond authorizations and apportioned to communities for highway projects based on a formula under the provisions of MGL Ch. 90 §34. The Chapter 90 formula comprises three variables: local road mileage (58.33 percent) as certified by the Massachusetts Highway Department (MHD), local employment level (20.83 percent) derived from the Department of Employment and Training (DET), and population estimates (20.83 percent) from the US Census Bureau. Local highway projects are approved in advance. Later, on the submission of certified expenditure reports to MHD, communities receive cost reimbursements to the limit of the grant.

Contingent Appropriation – An appropriation that authorizes spending for a particular purpose only if subsequently approved in a voter referendum. Under MGL Ch. 59 §21C (m), towns may make appropriations from the tax levy, available funds or borrowing, contingent upon the subsequent passage of a Proposition 2½ override or exclusion question for the same purpose. If initially approved at an annual town meeting, voter approval of the contingent appropriation must occur by September 15. Otherwise, the referendum vote must occur within 90 days after the town meeting dissolves. The question may be placed before the voters at more than one election, but if not approved by the applicable deadline, the appropriation is null and void. If contingent appropriations are funded through property taxes, DOR cannot approve the tax rate until the related override or exclusion question is resolved or the deadline passes, whichever occurs first.

Debt Authorization – Formal approval by a two-thirds vote of town meeting or city council to incur debt, in accordance with procedures stated in MGL Ch. 44 §§1, 2, 3, 4a, 6-15.

Debt Burden – The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Exclusion – An action taken by a community through a referendum vote to raise the funds necessary to pay debt service costs for a particular project from the property tax levy, but outside the limits under Proposition 2½. By approving a debt exclusion, a community calculates its annual levy limit under Proposition 2½, then adds the excluded debt service cost. The amount is added to the levy limit for the life of the debt only and may increase the levy above the levy ceiling.

Debt Limit – The maximum amount of debt that a municipality may authorize for qualified purposes under state law. Under MGL Ch. 44 §10, debt limits are set at 5 percent of EQV. By petition to the Municipal Finance Oversight Board, cities and towns can receive approval to increase their debt limit to 10 percent of EQV.

Debt Policy – Part of an overall capital financing policy that provides evidence of a commitment to meet infrastructure needs through a planned program of future financing. Debt policies should be submitted to elected officials for consideration and approval.

Debt Service – The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Enterprise Fund – An enterprise fund, authorized by MGL Ch. 44 §53F½, is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery—direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services. See DOR [IGR 08-101](#)

Free Cash (Also Budgetary Fund Balance) – Remaining, unrestricted funds from operations of the previous fiscal year including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax recapitulation sheet, and unspent amounts in budget line-items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the balance sheet as of June 30, which is submitted by the community's auditor, accountant, or comptroller. Important: free cash is not available for appropriation until certified by the Director of Accounts.

General Obligation Bonds – Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Levy Limit – A levy limit is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that the real and personal property taxes imposed by a city or town may only grow each year by 2½ percent of the prior year's levy limit, plus new growth and any overrides or

exclusions. The levy limit can exceed the levy ceiling only if the community passes a capital expenditure exclusion, debt exclusion, or special exclusion. (See Levy Ceiling)

Massachusetts School Building Authority (MSBA) – Administers the state program that reimburses cities, towns, and regional school districts varying percentages of their school construction costs depending on the wealth of the community or district and the category of reimbursement. Projects that received their first reimbursement payment prior to July 26, 2004 will continue to get annual state payments to offset the related annual debt service. Thereafter, cities, towns, and regional school districts will receive a lump sum amount representing the state's share of the eligible project costs.. (See DOR [IGR 06-101](#))

New Growth – The additional tax revenue generated by new construction, renovations and other increases in the property tax base during a calendar year. It does not include value increases caused by normal market forces or by revaluations. New growth is calculated by multiplying the assessed value associated with new construction, renovations and other increases by the prior year tax rate. The additional tax revenue is then incorporated into the calculation of the next year's levy limit. For example, new growth for FY07 is based on new construction, etc. that occurred between January and December 2005 (or July 2005 and June 2006 for accelerated new growth communities). In the fall of 2006, when new growth is being determined to set the FY07 levy limit, the FY06 tax rate is used in the calculation.

Non-Recurring Revenue Source – A one-time source of money available to a city or town. By its nature, a non-recurring revenue source cannot be relied upon in future years. Therefore, such funds should not be used for operating or other expenses that continue from year-to-year. (See Recurring Revenue Source)

Principal – The face amount of a bond, exclusive of accrued interest.

Receipts Reserved for Appropriation – Proceeds that are earmarked by law and placed in separate accounts for appropriation for particular purposes. For example, parking meter proceeds may be appropriated to offset certain expenses for parking meters and the regulation of parking and other traffic activities.

Sale of Cemetery Lots Fund – A fund established to account for proceeds of the sale of cemetery lots. The proceeds may only be appropriated to pay for the cost of the land, its care and improvement or the enlargement of the cemetery under provisions of MGL Ch. 114 §15.

Sale of Real Estate Fund – A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure. MGL Ch. 44 §63 states that such proceeds shall be applied first to the retirement of debt on the property sold. In the absence of such debt, funds may generally be used for purposes for which the city or town is authorized to borrow for a period of five years or more

Short-Term Debt – Outstanding balance, at any given time, on amounts borrowed with a maturity date of 12 months or less.

Special Exclusion – For a few limited capital purposes, a community may exceed its levy limit or levy ceiling without voter approval. Presently, there are two special expenditure exclusions: 1) water and sewer project debt service costs which reduce the water and sewer rates by the same amount; and 2) a program to assist homeowners to repair or replace faulty septic systems, remove underground fuel storage tanks, or remove dangerous levels of lead paint to meet public health and safety code requirements. In the second special exclusion, homeowners repay the municipality for the cost plus interest apportioned over a period of time, not to exceed 20 years

Special Revenue Fund – Funds, established by statute only, containing revenues that are earmarked for and restricted to expenditures for specific purposes. Special revenue funds include receipts reserved for appropriation, revolving funds, grants from governmental entities, and gifts from private individuals or organizations.

Stabilization Fund – A fund designed to accumulate amounts for capital and other future spending purposes, although it may be

appropriated for any lawful purpose (MGL Ch. 40 §5B). Communities may establish one or more stabilization funds for different purposes and may appropriate into them in any year an amount not to exceed ten percent of the prior year's tax levy. The total of all stabilization fund balances shall not exceed ten percent of the community's equalized value, and any interest shall be added to and become a part of the funds. A two-thirds vote of town meeting or city council is required to establish, amend the purpose of, or appropriate money into or from the stabilization fund.



City of Marlborough

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Office of the Mayor

2017 APR -6 A 11: 20

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

April 6, 2017

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

Re: Gift Acceptance – Recreation Department

Honorable President Clancy and Councilors:

Please find enclosed for your acceptance a gift in the amount of \$5,000.00 from DCU Federal Credit Union for the Recreation Department's scholarship program.

The scholarship program allows the Recreation Department to help children experience our programming free of charge or at a discounted rate. We are proud of the programming we offer and we appreciate DCU's charitable participation in our scholarship program.

I have enclosed a letter from Recreation Director Chuck Thebado, a notification of gift award form, and a letter from DCU. If you have any questions, please do not hesitate to contact me or Recreation Director Thebado.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



**CITY OF MARLBOROUGH
RECREATION DEPARTMENT**

239 Concord Road
Marlborough, Massachusetts 01752
Tel (508) 624-6925 FAX (508) 624-6940 TTY (508) 460-3610

COMMISSIONERS
Brenda Calder
Nancy Klein
Robert Kays: Chairman
Mark Vital

DIRECTOR
Charles Thebado

PROGRAM MANAGER
Zachary Lambert

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

April 5, 2017

Dear Mayor Vigeant,

I'm excited to let you know that the City of Marlborough has received a donation of \$5,000.00 from DCU for the Recreation Department's scholarship program. This program allows the Recreation Department to help children of all backgrounds to experience recreation programs free of charge or at a discounted rate while providing them an opportunity to build positive relationships, develop confidence and skills for life. The letter from DCU is attached. The Recreation Department is extremely grateful for their generous donation.

As required by MGL Ch.44 Section 53A the acceptance and expenditure of this gift requires your approval as well as the approval of City Council. We request that these funds be accepted and placed in the Recreation Department's Revolving Fund account # 265-49204-57030.

If you have any questions or concerns, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Thebado", written over a circular stamp.

Charles Thebado
Recreation Director

Cc: D. Smith

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: Recreation DATE: 4/5/2017

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Charles Thebado

NAME OF GRANT: Gift (Donation)

GRANTOR: DCU

GRANT AMOUNT: \$5,000.00

GRANT PERIOD: N/A

SCOPE OF GRANT/
ITEMS FUNDED Funds to be used for scholarships for Recreation programs

IS A POSITION BEING
CREATED: No

IF YES: CAN FRINGE BENEFITS BE PAID FROM GRANT? N/A

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: None

**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**



RECEIVED
CLERK'S OFFICE
OF MARLBOROUGH

APR -6 A 11: 20

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

April 6, 2017

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

Re: Gift Acceptance – Conservation Maintenance Fund

Honorable President Clancy and Councilors:

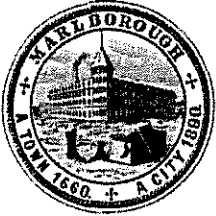
Please find enclosed for your acceptance a gift from Dow Chemical Company in the amount of \$1,000.00 for the Marlborough Clean Sweep. Again, this year, Dow Chemical will be participating in the City-Wide Clean Sweep and provided this gift to help offset the costs of city beautification projects.

Additional information including a letter from Dow Chemical and Conservation Officer Priscilla Ryder is attached.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough Conservation Commission

140 Main Street
Marlborough, Massachusetts 01752
Tel. (508) 460-3768 Facsimile (508) 460-3747

April 4, 2017

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

RE: Acceptance of Gift of \$1,000 to Conservation Maintenance Fund
Dow Chemical Co.

Dear Mayor Vigeant,

Once again, the City of Marlborough has been given a gift of \$1,000 from Dow Chemical Company to help with the maintenance and beautification of the city. The Dow Chemical Company will be participating in the city-wide Project Clean Sweep and offered this gift to help offset the costs of any city-wide beautification project. The letter from the Dow Chemical Co. is attached. We are grateful for this support.

As required by MGL Ch. 44 Section 53A the acceptance and expenditure of this gift requires your approval as well as the approval of City Council. We request that these funds be accepted and placed in the Conservation Maintenance Fund account #845- 00005-54000 to be used for conservation land maintenance and city wide beautification projects.

If you have any questions on the above, please let me know.

Sincerely,

Priscilla Ryder
Conservation Officer

Cc: Con. Com.
Diane Smith

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: Conservation DATE: 4/3/2017

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Priscilla Ryder

NAME OF GRANT: Gift

GRANTOR: The Dow Chemical Company

GRANT AMOUNT: \$1,000

GRANT PERIOD: N/A

SCOPE OF GRANT/
ITEMS FUNDED Funds to be used for Project Clean Sweep (2017) and city beautification

IS A POSITION BEING
CREATED: no

IF YES: CAN FRINGE BENEFITS BE PAID FROM GRANT? N/A

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: None

**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**

Rec 4/3/2017



Check Enclosed ✓

The Dow Chemical Company
Midland, Michigan 48674
USA

March 15, 2017

Ms. Priscilla Ryder
City of Marlborough
140 Main Street, City Hall
Marlborough, MA 01752

Dear Ms. Ryder:

On behalf of The Dow Chemical Company, I am pleased to enclose a check in the amount of \$1,000.00 for the GAC: Marlborough Clean Sweep.

As a condition of accepting this check, we require an IRS tax form to be completed and submitted within fifteen days of receiving payment. You will receive an email notification regarding this online tax form.

If you have any questions regarding this payment or the tax form, please feel free to contact me at globalcontributions@dow.com or 989-636-5670. We are delighted to have the opportunity to help you achieve goals in which we have a mutual interest and wish you much continued success.

Sincerely,

Amber Boelter
Business Office Representative

Enclosure:
Check

Dow International Finance S.a.r.l.
Attn: Accounts Payable
2511 E Patrick Road
Midland, MI 48641-1286

Rec 4/3/2017



PAGE 1 OF 1
03/16/17

2100346 01 SD T 6052 CKMM -P00346



CITY OF MARLBOROUGH
140 MAIN ST
MARLBOROUGH MA 01752-381

YOUR INVOICE NO.	INVOICE AMOUNT	DISCOUNT / DEDUCTION	NET AMOUNT	INVOICE DATE	OUR DOCUMENT NO.	PAYMENT ON BEHALF OF
9687521MAR17	\$1,000.00	\$0.00	\$1,000.00	03/15/2017	2200400263	THE DOW CHEMICAL COMPANY
TOTAL:					\$1,000.00	



DETACH AND RETAIN THIS STUB FOR YOUR RECORDS

CHECK # 2200400263 ATTACHED



Dow International Finance S.a.r.l.
Attn: Accounts Payable
2511 E Patrick Road
Midland, MI 48641-1286

62-20
311

No. 2200400263

03/16/17

PAYMENT ON BEHALF OF: SEE ATTACHED REMITTANCE ADVICE

PAY TO THE ORDER OF
CITY OF MARLBOROUGH
140 MAIN ST
MARLBOROUGH MA 01752-381

\$\$\$\$\$\$\$\$\$\$\$1,000.00

NOT VALID AFTER 1 YEAR

Ronald C. Edmonds
AUTHORIZED SIGNATURE

One Thousand and 00/100 Dollars

WELLS FARGO BANK, N.A.
ONE PENN'S WAY, NEW CASTLE, DE 19720

⑈ 2200400263⑈ ⑆031100209⑆ 38859814⑈



Marlborough City Council
Michael H. Ossing
City Councilor-at-Large
140 Main Street
Marlborough, Massachusetts 01752
(508) 460-3711 TDD (508) 460-3610

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 APR -5 P 2:43

April 4, 2017

President and Members
Marlborough City Council
City Hall
Marlborough, MA 01752

Re: Municipal Aggregation – Six Month Fixed Price Contract with TransCanada
May 1, 2017 through October 31, 2017

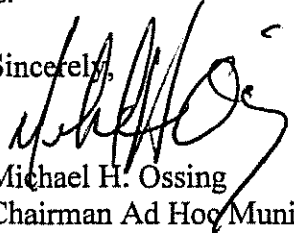
Dear Honorable Members:

In accordance with Order #06100-1337A, this correspondence informs the City Council that the Ad-Hoc Municipal Aggregation Committee has approved a six month fixed price contract with TransCanada that will have electricity rates lower than the National Grid Fixed Basic Service Rates.

- National Grid Fixed Basic Service Rate = 0.09432 \$/kw-hr
- TransCanada Rate = 0.09165 \$/kw-hr
- Will SAVE Marlboro residential rate payers 0.00267 \$/kw-hr

The new rates will be in effect from the May 2017 meter reads through the October 2017 meter reads.

Sincerely,


Michael H. Ossing
Chairman Ad Hoc Municipal Aggregation Committee

CITY OF MARLBOROUGH
OFFICE OF THE CITY CLERK

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

APPLICATION TO CITY COUNCIL FOR ISSUANCE OF SPECIAL PERMIT

2017 MAR 23 P 2:52

1. Name and address of Petitioner or Applicant:

ROYCE ROAD MUSEUM REALTY TRUST

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

91 ROYCE ROAD 72-28

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

SAME 91 ROYCE ROAD MARLBORO, MA

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

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

Article IV Section 650 Paragraph 12 Sub-paragraph _____

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

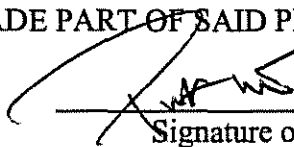
B - BUSINESS

7. Specific reason(s) for seeking Special Permit

BUILDING ADDITION TO SINGLE FAMILY RESIDENCE
WILL MORE THAN DOUBLE DWELLING SIZE, ALL
DIMENSIONAL REQUIREMENTS ARE MET HOWEVER
USE IS EXPANDED TO A SIZE REQUIRING
SPECIAL PERMIT FROM CITY COUNCIL

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

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



Signature of Petitioner or Applicant

Address: 91 ROYCE ROAD
MARLBORO, MA

Telephone No. 508-962-3147

Date: _____

SPECIAL PERMIT-SUMMARY IMPACT STATEMENT

Applicant's Name: ROYCE ROAD MUSEUM RT. Address: 91 ROYCE ROAD MALDEN, MA

Project Name: MAURO RESIDENCE Address: 91 ROYCE ROAD MALDEN, MA

1. PROPOSED USE: (describe) SINGLE FAMILY RESIDENCE TO BE EXPANDED IN SIZE WITH 2-STORY ADDITION

2. EXPANSION OR NEW: RAZE EXISTING GARAGE & NEW GARAGE W/ 2ND FLOOR

3. SIZE: floor area sq. ft. 970^{sq} GARAGE 1000^{sq} ROOMS 1ST floor 1000^{sq} 2ND FLOOR all floors 2970^{sq} SF W/ GARAGE
buildings 1 # stories 2 lot area (s.f.) 58,827^{sq} SF

4. LOT COVERAGE: 13.3 % Landscaped area: 71.3 %

5. POPULATION ON SITE: Number of people expected on site at anytime:
Normal: 3 Peak period: 3

6. TRAFFIC:

(A) Number of vehicles parked on site:

During regular hours: 3 Peak period: 3

(B) How many service vehicles will service the development and on what schedule?

SINGLE FAMILY RESIDENCE

7. LIGHT: How will the development be lit at the exterior? How much light will leave the property and enter the abutting property? TYPICAL RESIDENTIAL LIGHT FIXTURES INCLUDING PORCH LIGHT & POST LIGHTS

8. NOISE:

(A) Compare the noise levels of the proposed development to those that exist in the area now.

SAME AS ABUTTING USES

(B) Describe any major sources of noise generation in the proposed development and include their usual times of operation. NONE PRESENT

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

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

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

*Attach additional sheets if necessary



**CITY OF MARLBOROUGH
MARLBOROUGH, MASSACHUSETTS 01752**

City Hall
140 Main St.

Marlborough, Massachusetts 01752

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

President and Members City Council

Date: 3/22/17

**SPECIAL PERMIT APPLICATION
CERTIFICATION BY PLANNING DEPARTMENT**

Project Name: MAURO RESIDENCE

Project Use Summary: SINGLE FAMILY RESIDENCE

Project Street Address: 91 ROYCE ROAD

Plate: 72 Parcel: 28

Applicant/Developer Name: ROYCE ROAD MUSEUM REALTY TRUST

Plan Date: 2/27/17 Revision Date: _____

Dear President and Members:

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

Very truly yours,

Robert Camacho
Interim Building Commissioner

Application Fee to submit to
City Clerk's office
[Signature]
see attached letter.



City of Marlborough

BUILDING DEPARTMENT

140 Main Street

Marlborough, Massachusetts 01752

Tel. (508) 460-3766 Facsimile (508) 460-3736 TDD (508) 460-3610

DOUGLAS SCOTT - C.B.O.
BUILDING COMMISSIONER

RECEIVED

PERMITTER'S OFFICE
CITY OF MARLBOROUGH

PATRICK DAHLGREN
BUILDING INSPECTOR

RICHARD DESIMONE
PLUMBING & GAS INSPECTOR

JOHN CAIN
WIRING INSPECTOR

2017 MAR 23 P 2:52

March 23, 2017

Patrick Mauro
Royce Road Museum RT.
130A Cook Lane
Marlborough, Ma 01752

Re: 91 Royce RD.

Dear Mr. Mauro,

You have submitted a permit application for the expansion of an existing single family residence, (SFR).

Currently, the SFR is located within a "B"-use zone.

Pursuant to the city of Marlborough Zoning Ordinances, Table of Use Regulations, a "B"-use zone does not allow any SFR.

Your existing SFR is considered preexisting non-conforming.

The SFR as it sits on the lot, meets all the setback requirements for the "B"-use zone

The proposed addition meets all the setback requirements for a "B"-use zone.


The proposed lot coverage meets lot coverage requirements for a "B"-use zone.

Unfortunately, the expansion of the "USE"(SFR) is such that it is a substantial increase (about doubling the size of the existing SFR) that you will be required to apply for a Special Permit from the City Council.

The expansion of the nonconforming USE, (SFR) is substantial in nature, enough that it could be considered substantially more detrimental to the neighborhood than what is existing. It is for this specific reason that you are required to go before the City Council for a Special Permit for their approval.

Therefore, we are denying your permit application. Should you feel aggrieved by this letter, you may file an appeal with the Zoning Board of Appeals.

Sincerely,


Douglas Scott
Building Commissioner

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



**Lisa M. Thomas
City Clerk**

Dear Applicant,

To ensure that each department listed below receives a copy of your completed Special Permit application, please hand-deliver to each department as instructions indicate below.

PLACE A CHECK-MARK AFTER HAND-DELIVERING THE APPLICATION TO THE FOLLOWING DEPARTMENTS AND SIGN YOUR NAME & DATE IT ACCORDINGLY. MAKE SURE THIS PAGE IS SIGNED AND RETURNED TO THE CITY CLERK'S OFFICE WITH THE COMPLETED APPLICATION. THE CITY CLERK'S OFFICE WILL NOT ACCEPT THE APPLICATION WITHOUT THE SIGNATURE OF THE APPLICANT OR PETITIONER AS INDICATED BELOW.

3 SETS	OFFICE OF THE CITY CLERK	<input checked="" type="checkbox"/>
1 SET	POLICE CHIEF	<input checked="" type="checkbox"/>
1 SET	FIRE CHIEF	<input checked="" type="checkbox"/>
1 SET	CITY ENGINEER	<input checked="" type="checkbox"/>
1 SET	CITY PLANNER	<input checked="" type="checkbox"/>
1 SET	CONSERVATION OFFICER (IF WETLANDS AFFECTED)	<i>N/A</i>
1 SET	BUILDING INSPECTOR	<input checked="" type="checkbox"/> <i>NONE ON SITE</i>
12 SETS	OFFICE OF THE CITY COUNCIL	<input checked="" type="checkbox"/>

Signature

Date

3/23/17

Thank you for your cooperation in this matter.

Sincerely,

*Lisa M. Thomas
City Clerk*

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



**Lisa M. Thomas
City Clerk**

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

Company Name

ROYCE ROAD MUSEUM TRACT TRUST

Owner Name/Officer Name of LLC or Corporation

PATRICK MAURO, TRUSTEE

Owner/Officer Complete Address and Telephone Number

91 ROYCE ROAD

MARLBOROUGH, MA

509-962-3147

Signature of Applicant

[Signature]

ENGINEER

Attorney on behalf of Applicant, if applicable

[Signature]

PETER BEMIS, AGENT FOR OWNER

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

Eileen Brustle

Tax Collector

59

VALCHUIS ANTHONY J JR TR
HENRY G VALCHUIS TR
287 BOSTON POST RD EAST
MARLBOROUGH, MA 01752

59

MARTIN JOHN L TR
MARTIN DEVELOPMENT TRUST
221 BOSTON POST RD EAST
MARLBOROUGH, MA 01752

72

FLYNN GERALD J
KARIN I FLYNN
108 PHELPS ST
MARLBOROUGH, MA 01752

72

NELSON LAURENCE
71 ROYCE RD
MARLBOROUGH, MA 01752

72

SEARIAC ROBERT E
SUZANNE C SERIAC
40 ROYCE RD
MARLBOROUGH, MA 01752

72

GAROZZO ALFRED J
ELIZABETH A GAROZZO
52 ROYCE RD
MARLBOROUGH, MA 01752

72

SCRIMA ERIC
PATRICIA B CAHILL
97 ROYCE RD
MARLBOROUGH, MA 01752

72

MAURO PATRICK A TR
ROYCE ROAD MUSEUM REALTY TRUST
130A COOK LN
MARLBOROUGH, MA 01752

72

POST ROAD TRAILER PARK & SALES INC
181 BOSTON POST RD EAST
SUITE #2
MARLBOROUGH, MA 01752

72

SEYMOUR GERALD N
189 BOSTON POST RD EAST
MARLBOROUGH, MA 01752

72

VALCHUIS ANTHONY J JR TR
HENRY G VALCHUIS TR
287 BOSTON POST RD EAST
MARLBOROUGH, MA 01752

72

BARRETT JULIE ANN TR
JB CHILDREN'S TRUST
85 ROYCE RD
MARLBOROUGH, MA 01752

72

FIGUEROA FELIX TR
PAULINE T FIGUEROA TR
79 ROYCE RD
MARLBOROUGH, MA 01752

72

FLYNN GERALD J
KARIN I FLYNN
108 PHELPS ST
MARLBOROUGH, MA 01752

72

PIDACKS CHARLES R TR
LUCINDA PIDACKS TR
45 ROYCE RD
MARLBOROUGH, MA 01752

72

PAZZANESE-MACKIEWICZ BARBARA A
N/O NATIONSTAR MORTGAGE LLC
C/O CHAMPION MORTGAGE CO
8950 CYPRESS WATERS BLVD
COPPELL, TX 75019

72

REINHOLD GEOFFREY S
GRETA S REINHOLD
61 ROYCE RD
MARLBOROUGH, MA 01752



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

2017 MAR 30 P 4: 21

**AGREEMENT TO EXTEND
TIME LIMITATIONS**

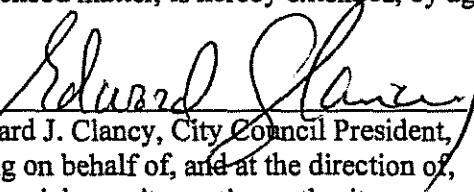
Order No.16-1006735


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 **June 6, 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



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CITY OF MARLBOROUGH

2017 APR -5 P 3:06

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.17-1006800

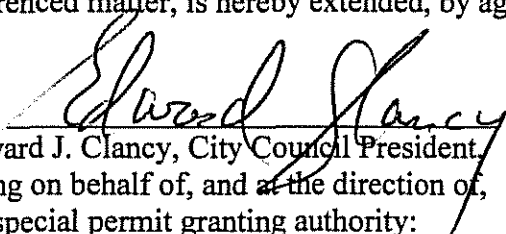
Application for Special Permit by Mina Property Group, LLC, AutoMax, to construct a commercial automotive facility on less than 1 acre of land at 408 Maple Street


-REFER TO URBAN AFFAIRS COMMITTEE

PUBLIC HEARING: FEBRUARY 27, 2017

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 **June 6, 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: 
Pat Scorzelli
Acting on behalf of, and at the direction of,
Petitioner:
Mina Property Group, LLC

\$25.00 (6/6)

\$25



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

2017 APR -3 A 9 46

**Lisa M. Thomas
City Clerk**

MARLBOROUGH, MA

DATE: 03/15/2017

To the City Council:

Owner Name: Best Buy Stores, LP #1966

Residential Address: PO Box 4401 Lisle, IL 60532

Telephone Number: 630-857-2100

Business Name: Best Buy Stores, LP #1966

Business Address: 601 Donald Lynch Blvd, Marlborough, MA 01752

Business Telephone Number: 508-460-0232

Officer's * Owner Signature: Kristi K. Carlson

The above-signed Kristi K. Carlson respectfully requests that he/she be granted a Junk Dealer's License license.

In City Council

S. (OK)



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

2017 APR -3 A 9:46

**Lisa M. Thomas
City Clerk**

MARLBOROUGH, MA

DATE: 03/15/2017

To the City Council:

Owner Name: Best Buy Stores, LP #820

Residential Address: PO Box 4401 Lisle, IL 60532

Telephone Number: 630-857-2100

Business Name: Best Buy Stores, LP #820

Business Address: 769 Donald Lynch Blvd, Marlborough, MA 01752

Business Telephone Number: 508-460-3775

* Officer's Owner Signature: Kristi K. Carlson

The above-signed Kristi K. Carlson respectfully requests that he/she be granted a Junk Dealer's License license.

In City Council

tw



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

**Lisa M. Thomas
City Clerk**

MARLBOROUGH, MA

DATE: 3/23/17

To the City Council:

Owner Name: Jean Rabelo

Residential Address: 24 Causeway St Hudson, MA 01749

Telephone Number: 978-310-7971

Business Name: POST ROAD USED AUTO PARTS OF MARLBORO, INC.

Business Address: 785 BOSTON POST RD

Business Telephone Number: 508-485-1538

Email Address: pruapies@aol.com

Owner Signature: Jean Rabelo

The above-signed Jean Rabelo respectfully requests that he/she be

granted a Junk Dealer/Second Hand Dealer License.

In City Council

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

**Lisa M. Thomas
City Clerk**



MARLBOROUGH, MA

DATE: _____ March 17, 2017 _____

To the City Council:

Owner Name: TVI, Inc. dba Savers

Residential Address: 11400 SE 6th Street, Suite 22, Bellevue WA 98004

Telephone Number: 425-462-1515

Business Name: Savers

Business Address: 222A East Main Street, Marlborough

Business Telephone Number: 508-485-5191

Email Address: jkennedy@savers.com

Owner Signature: *[Handwritten Signature]*

The above-signed TVI Inc. respectfully requests that he/she be

granted a Junk Dealer/Second Hand Dealer License
with the waivers and modifications set forth in Exhibit A attached hereto

In City Council

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



CHARLES D. BAKER
Governor

KARYN E. POLITO
Lt. Governor

MATTHEW A. BEATON
Secretary

JOHN LEBEAUX
Commissioner

Notice of Amendment to 333 CMR 13.03, Requests for Exclusion from Wide-Area Pesticide Applications

As of January 13, 2017, the Massachusetts Department of Agricultural Resources ("Department") has implemented changes to the regulation promulgated at 333 CMR: 13.00, et. seq., specifically at 333 CMR13.03 ("Regulation"). The Regulation establishes a procedure for private property owners to exclude their property from wide-area pesticide applications. The following changes have been made to the process by which requests for exclusions must be made:

- Exclusion request may no longer be made to a city or town clerk and must be made to the Department;
- There is no longer a deadline by which exclusions requests can be made, they can be made at any point in time during the year;
- Exclusion requests shall become effective fourteen (14) days from the receipt of the request;
- All exclusion requests, regardless of the date made, will expire on December 31st of the year in which it was made;
- Requests can be made electronically or via hard copy, all information related to exclusion requests and the Regulation can be found on the Department's website at:
<http://www.mass.gov/eea/agencies/agr/pesticides/mosquito/pesticide-application-exclusions.html>.
- If you receive an exclusion request, please forward the request or direct the request to the following:

Massachusetts Department of Agricultural Resources
251 Causeway Street, Suite 500
Boston, MA 02114
Attn: Juan Carlos Gutierrez

You may request a list of all exclusion requests made within your city or town at any point during the year. Please direct all questions or requests for information related to the exclusion request process can be directed to Juan Carlos Gutierrez at 617-626-1723.

For all other information related to the method or types of applications or other questions related to the application of wide-area pesticides, please contact the Mosquito Control Project or District that provides services to your city or town.

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2017 APR - 3 A 9:43



Sudbury Companies of Militia and Minute RECEIVED
CITY CLERK'S OFFICE
Sudbury Massachusetts 01776 CITY OF MARLBOROUGH

2017 MAR 29 P 4: 10

March 27, 2017

Hon. Lisa M. Thomas, City Clerk
Marlborough City Hall
140 Main Street
Marlborough, MA 01752

Re: Temporary Sign for the 2017 Colonial Faire

Dear Ms. Thomas,

By this letter, The Sudbury Companies of Militia and Minute respectfully request permission to place a temporary sign on city property at the corner of U.S. Rt. 20 and Hagar Road at the Wayside Inn turn from Saturday, September 16, 2017 to Sunday, September 24, 2017.


The Sudbury Companies' petition for placement of the sign is to advertise and give directions to the 2016 Colonial Faire and Muster to be held on Saturday, September 23, 2017. As in years past, the sign will ease traffic flow through this area by providing directions to the event to be held at the Wayside Inn.

The Colonial Faire and Muster celebrates and honors our colonial heritage and patriotic past with several Fyfe and Drum Companies, living history demonstrators, re-enactments, children's games and crafts. The members of the Sudbury Companies, many of whom live in this area, freely give their time and treasure to keep the importance of our first struggle for liberty always before the citizenry through demonstrations, encampments and re-enactments of the events surrounding April, 1775.

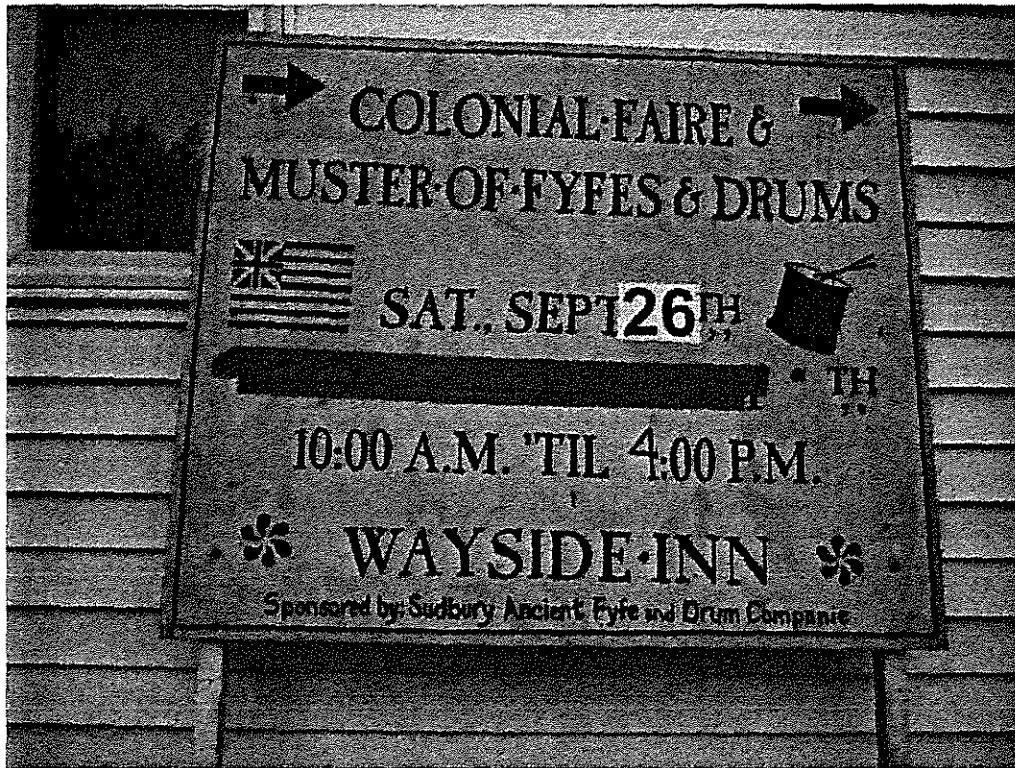
Your assistance is very much appreciated. Should you have any questions, please do not hesitate to contact me by phone (925-915-9400) or email (joe.p.t@live.com).

On behalf of The Sudbury Companies of Militia and Minute, I am

Your Obedient Servant,


Joe Tyrrell
Faire Committee
75 Harness Lane
Sudbury, MA 01776

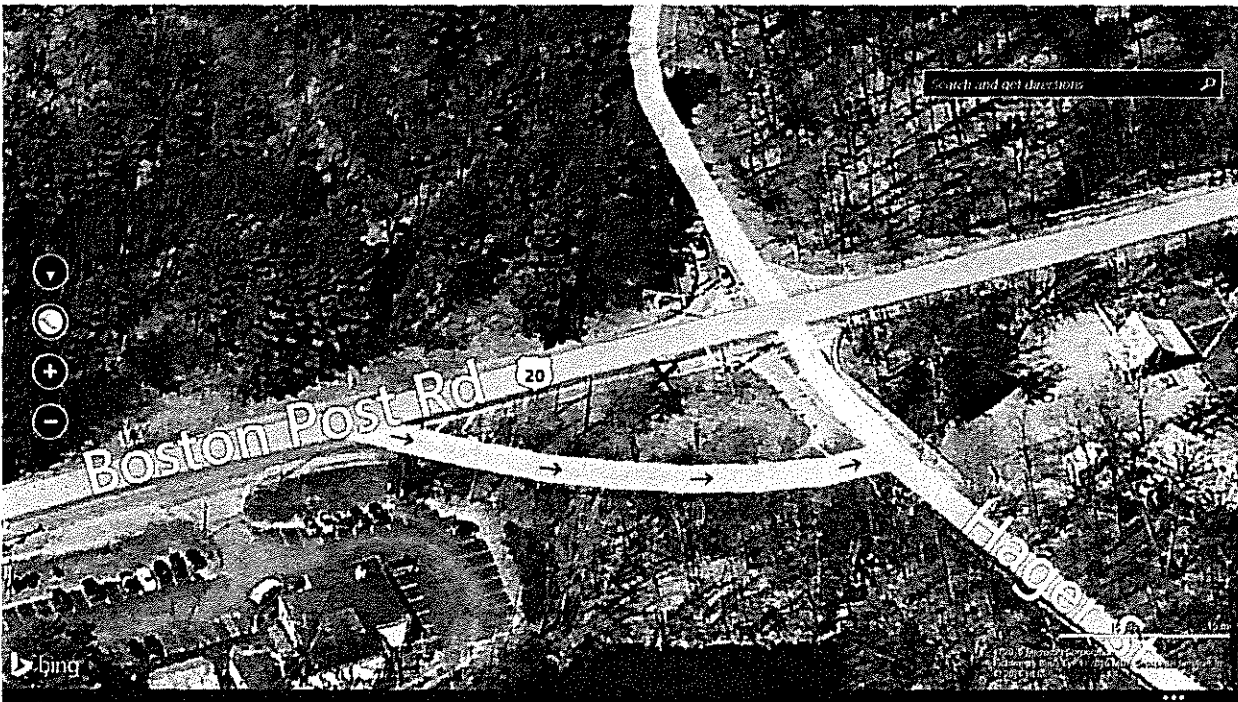
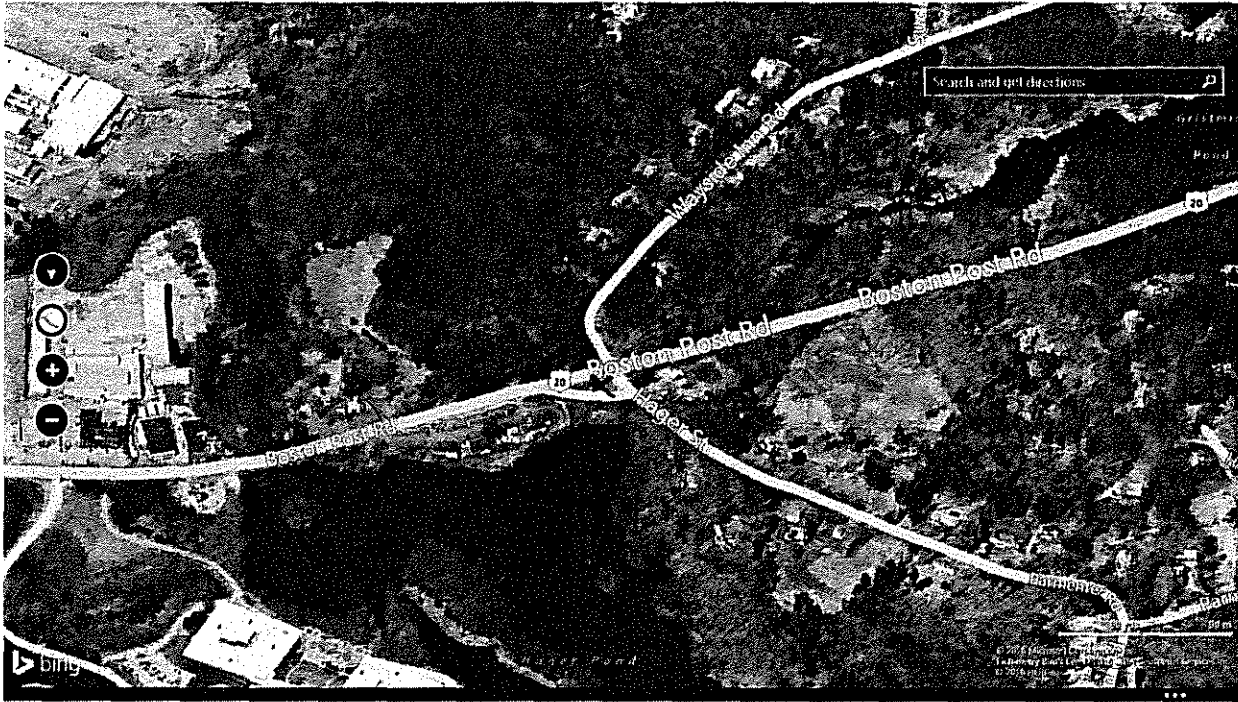
Enclosures: Picture of sign
Aerial view of the proposed sign location



Sign Size: Length: 3' 4"

Width: 4'

Area: 13.33 square feet



X Proposed Location of Sign

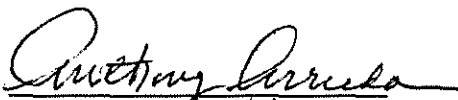
CITY OF MARLBOROUGH BOARD OF ASSESSORS



MEETING MINUTES: March 13, 2017

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2017 MAR 23 P 1:15

1. CALL TO ORDER: 12:47 pm
MEMBERS PRESENT: Anthony Arruda, Ellen Silverstein, David Manzello
Also in attendance: Paula Murphy, Head Clerk
2. MOTION TO ACCEPT: minutes of the January 23, 2017 meeting: Mr. Arruda, second Ms. Silverstein
Vote: 3-0
3. DISCUSS AND VOTE: Tax Deferral Applications: 10 Hillcrest Ave, 29 First Rd
Motion to Grant: Mr. Arruda, second Ms. Silverstein, Vote: 3-0
4. DISCUSSION: Tax Exempt Filings (Form 3ABC): Crossroads School, CIL Realty of Mass Inc
Tabled until Fiscal 2018
5. DISCUSS AND VOTE: Real Estate Abatement Applications: 20 Bowood Ln
Motion to Deny: Mr. Arruda, second Ms. Silverstein
Vote: 3-0
6. DISCUSS AND VOTE: Real Estate Abatement Applications: 53 Alan Rd, 161 Conrad Rd, 134 Glen St, 58 State St
Motion to Grant: Mr. Arruda, second Ms. Silverstein, Vote;
Vote: 3-0
7. Mr. Arruda temporarily left meeting at 1:20
8. DISCUSS AND VOTE: Real Estate Abatement Applications: 0 Bond St (68-30A), 21 Brady Way, 143 Brigham St
910 Boston Post Rd East, 280 Elm St #C3, 809 Elm St, 170 Glen St, 178 Glen St, 36 Tremont St
Motion to Grant: Mr. Manzello, second Ms. Silverstein
Vote: 2-0
9. DISCUSS AND VOTE: Real Estate Abatement Applications: 18 Bowood Ln, 10 Bowstring Way, 39 Blaiswood Ave
280 Elm St # D2, 2-4 Main St
Motion to Deny: Mr. Manzello, second Ms. Silverstein
Vote: 2-0
10. Mr. Arruda rejoined meeting at 2:00
11. DISCUSS AND VOTE: Real Estate Abatement Applications: 400 Bolton St, 342 & 500 Boston Post Rd East, 58 First
Rd, 413 Lakeside Ave, 420 Lakeside Ave #303 & #304, 82 Northboro Rd East
Motion to Grant: Mr. Arruda, second Ms. Silverstein
Vote: 3-0
12. DISCUSS AND VOTE: Real Estate Abatement Applications: 2-10, 928 & 934 Boston Post Rd East, 33 & 201
Boston Post Rd West, 423 Donald J Lynch Blvd, 161 Felton St (parcels 67-16B, 67-42,67-43, 67-44), 251 Locke Dr
121 Northboro Rd East
Motion to Deny: Mr. Arruda, second Ms. Silverstein
Vote:3-0
13. MOTION TO CONCLUDE – Mr. Arruda, second Ms. Silverstein
Meeting Adjourned – 3:00 pm



**CITY OF MARLBOROUGH
CONSERVATION COMMISSION
Minutes**

2017 MAR 24 P 3:42

**February 16, 2017 (Thursday)
Marlborough City Hall – 3rd Floor, Memorial Hall
7:00 PM**

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

Absent: Allan White and David Williams.

Approval of Minutes – The minutes of February 2, 2017 were reviewed and unanimously approved.

Public Hearings:

Request for Determination of Applicability

325 Bigelow St. - Mr. O'Keefe and Ms. Perez

Glenn Krevosky of EBT Environmental Consultants, Inc. is the representative. He explained that he had flagged the wetlands and noted that there is an isolated wetland at the tow of the slope which appears to have become isolated when the sewer line was installed a long time ago. The other side of the sewer line is the Bordering Vegetated Wetland (BVW) associated with Howe Pond. The isolated wetland is too small to be state jurisdictional, but may have army corps of engineer's jurisdiction. The proposed work includes an addition which is 97' from the BVW at the closest point. The addition will be a single story with a full foundation. Straw wattle erosion controls are proposed. All excess materials will be removed from the site. The Commission discussed the work and noted no material stockpiles will be within the 100' buffer zone. After some discussion, the Commission closed the hearing and voted unanimously 5-0 to issue a negative determination with standard conditions.

Notice of Intent (Continuation)

The City of Marlborough - Dept. of Public Works

Proposes to reconstruct D'Angelo Dr. including utilities, sidewalk and drainage improvements near wetlands.

At the applicants request this item was continued to the March 2, 2017 meeting

Notice of Intent (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. Attorney Chris Flood was present and indicated that the plans had been revised per the Fire Dept. and City Engineer. The changes included: only one side of

the building will have direct overhead doors, the rest were removed. The Commission discussed construction sequencing and snow removal.

The hearing was closed. The Commission reviewed the draft Order of Conditions and made a few changes related to snow removal, O&M plan and drainage system and then voted unanimously to 5-0 to approve the Order of Conditions as written and amended.

Notice of Intent (Continuation)

24 Hager St. – Mr. Santos

Mr. Yar Zar Moe Htet (YZ) of H.S. & T. Group, Inc. and Mr. Santos were present. Mr. YZ explained the plan. The building falls within the 100' Riverfront area, is within a few feet of the Bordering Vegetated Wetland (BVW) which is the field on one side and 35+ feet along the brook side. A portion of the building sits within Bordering Land Subject to Flooding. The existing barn is to be removed completely and a new barn with a full slab. The Commission asked for the dimensions of the building to be added to the plan and to ensure that the new slab remains at the existing floor elevation, so as not to impact the floodplain. A condition that the existing building must be pinned with offset stakes before it is removed will be required. They also discussed that no storage of any fuel would be permitted in the barn, manure should be managed, so it cannot leach into the stream and all materials are to be removed from the site. Ms. Ryder noted that the Floodplain and Wetland Protection District may require filing for a special permit for a building in the floodplain, she will check with the building commissioner before the next meeting. Ann Fish an abutter at 47 Hager St. was present and asked about the building size and look. Mr. Santos explained that it would be a one-story gambrel roof building and will look nice. There were no more questions, the Commission asked Ms. Ryder to draft a set of conditions for the next meeting and required that the plan be revised to include the building dimensions. The hearing was continued to March 2nd.

Certificate of Compliance

- DEP 212-367 25 Cullinane Dr. (project never started under this DEP #) Ms. Ryder noted this is an old Order of Conditions which was never started. They are trying to clear the title to the property. The Commission voted unanimously 5-0 to issue a full Certificate of Compliance noting it was never started.

Draft Order of Conditions:

- Maple St. reconstruction - Ms. Ryder distributed a set of draft conditions for this project. DEP hasn't yet issued a DEP number. Having just received the conditions the Commission opted to table this to the next meeting on March 2nd.

Discussion:

- Commission – 2016 accomplishments and 2017 proposals - Ms. Ryder had provided the annual report for the Commission noting the work done in 2016 and the proposed projects for 2017. The Commission reviewed the document and voted unanimously to accept the document and place on file.
- DPW Vegetation Management Yearly Operational Plan 2017 - The document was reviewed and the Commission voted unanimously to accept and place on file.


Other Business/Correspondence:

- Letter from Division of Fisheries & Wildlife, dated Jan. 6, 2017, RE: Vernal Pool Certification for a vernal pool off Slocumb Lane. The Commission voted to accept and place on file.

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

Adjournment- There being no further business, the meeting was adjourned at 8:22 PM.

Respectfully submitted,


Priscilla Ryder
Conservation Officer

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION**

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CITY OF MARLBOROUGH

Minutes

March 2, 2017 (Thursday)

2017 MAR 24 P 3:42

Marlborough City Hall – 3rd Floor, Memorial Hall

7:00 PM

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

Absent: Karin Paquin

Public Hearings:

Request for Determination of Applicability

431 Bolton St. – Marlborough High School

Jonathan Charwick of Activitas and Thomas DiPersio-City Engineer were present. Mr. Charwick explained that the city is proposing to renovate the existing baseball field with synthetic turf which is adjacent to wetlands on the abutting property. The new synthetic turf field will accommodate both a soccer field and baseball field. The fields will be slightly reconfigured, but there is no expansion from the existing fenced in area. The edge of slope will remain the same around the field. The addition of handicapped parking and access drive will be added off Stevens St. since there isn't any handicapped access now. A new fence and lighting will be added. The field will be regraded, so there is a 1% slope over the field.

The Commission asked about a vegetated buffer between Stevens St. and the handicapped parking and concerns that people would try to park in the driveway access. They'd like to see this addressed.

The storage area shown on the plans, the Commission would like to know what is to be stored there, and why isn't drainage shown on the plan. Mr. Charwick explained that, because the 100' buffer zone only encroached on the small back area, they hadn't included the drainage information, but noted that because it is a synthetic turf, it will have an elaborate drainage system underneath which will be discharged outside the 100' buffer zone. Mr. Clancy asked to see these details and more details on the screening of the parking area.

It was also discussed that the only materials stored in the storage area will be sports equipment, no machines or mowers or other motorized equipment will be stored in this location within the buffer zone. The Commission discussed construction sequencing and asked for a plan to show how runoff will be controlled during construction. Mr. Charwick explained that they are proposing a temporary detention basin during construction. There was discussion about what type of infill will be used, rubber has been chosen, the mound and outfield will also

be rubberized soil. There was discussion of cost, maintenance and life expectancy as well. Special equipment has already been purchased for the other turf field at the middle school and will also be used for this one. The Commission decided to continue the hearing to March 16th to allow for this additional information noted above to be provided including lot lines on the plans.

Notice of Intent - Continuation

The City of Marlborough - Dept. of Public Works

Tom DiPersio- City Engineer was present and explained that they will be doing a full depth reconstruction of D'Angelo Dr. including a water line, sidewalk and drainage improvements. There are wetlands just off the end of the cul-de-sac on the MWRA land and stream channel. All work is within the existing pavement and in fact the pavement layout at the end of the cul-de-sac will be reduced. Overall impervious surface is reduced; all drainage catch basins will be moved and replaced with new basins with 4' sumps and hoods to improve water quality. Overall the project will improve water quality. Ms. Ryder noted that Department of Environmental Protection (DEP) is waiting for a stormwater report, so a DEP # can be issued. Mr. DiPersio provided this to the Commission. He also noted that they will be jacking under the CSX railroad near Cedar Hill St. in order to add the redundant water line. The Commission discussed sequencing of the project and any dewatering if that is necessary. Work is expected to take place this summer. Ms. Ryder noted that the area near the brook is currently disturbed with the MWRA guard shack being installed and the new headwall location. There being no further questions, the Commission closed the hearing and requested that Ms. Ryder draft conditions for review at the next meeting on March 16th.

Notice of Intent - Continuation

24 Hager St. - Mr. Santos

Ms. Ryder indicated that a revised site plan has been received showing the dimensions of the barn as requested, and that she had discussed the project with the building commissioner who indicated that the project would need to be filed with the ZBA to get a review under the Floodplain and Wetlands Protection District Ordinance. There being no further comments, the hearing was closed. The Commission reviewed the draft Order of Conditions and made a change to item # 41; to include no storage of hazardous materials or motorized equipment which contains fuel or oil which would be a hazard in the flood plain. (electric motor machines are permitted to be stored in the barn). The Commission voted 6-0 to approve the Order of Conditions as drafted and amended.

Certificate of Compliance

- DEP 212-190 397 Williams St. – Full Ms. Ryder noted this is an old file and work was superseded by a subsequent Order of Conditions and she recommends issuance of a full

Certificate of Compliance. The Commission voted unanimously 6-0 to issue a full Certificate of Compliance.

Draft Order of Conditions:

- DEP 212-1185 Maple St. reconstruction - The Commission did not receive copies of this draft Order of Conditions at this meeting, so this was continued to the next meeting for review.

Other Business/Correspondence/Discussion:

- **Central Mass Mosquito Control** is seeking permission to maintain drainage ditches within the conservation land off Wright Dr. on Berlin Rd. The Commission granted permission.
- **Vernal Pools** : Ms. Ryder noted that the vernal pool breeding season is about to begin and she will be out surveying pools this month as soon as the amphibians begin to migrate.
- **Project Clean Sweep** – This year this annual event will be held on April 8, 2017 (9:00 – noon)

Meetings – Next Conservation meetings – March 16th and April 6th, 2017 (Thursdays)

Adjournment

There being no further business, the meeting was adjourned at 8:19 PM

Respectfully submitted:


Priscilla Ryder

Conservation Officer

Ad-Hoc Municipal Aggregation Committee

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CITY OF MARLBOROUGH

Meeting Minutes - January 20, 2017

The Ad-Hoc Municipal Aggregation Committee met on January 20, 2017 from 10:00 AM to 11:10 AM in the City Council Committee room. The following individuals were in attendance:

Ad-Hoc Municipal Committee members:

- City Council President Ed Clancy
- Chief Procurement Officer Beverly Sleeper
- City Councilor Michael Ossing

Additional individuals at the meeting:

- City Solicitor Don Rider
- Colonial Power Representative Mark Cappadona
- Colonial Power Representative Denise Allard

The following items were discussed:

- 1. Review comments received on the Amended Municipal Aggregation plan that was on the City's website from December 21, 2016 to January 13, 2017.**
 - There were no comments received from the public during the review period
- 2. Ad-Hoc Municipal Aggregation Committee vote on the Amended Municipal Aggregation Plan.**
 - The unanimous consensus of the committee members was to recommend the City Council approve the Amended Municipal Aggregation Plan
- 3. Review timeline for the next steps in the approval process for the Amended Municipal Aggregation Plan.**
 - The Committee members discussed the draft letter and agreed to submit it with the Amended Municipal Aggregation Plan to the City Council for approval at the February 6, 2017 City Council meeting. **(NOTE: The letter appeared on the February 6, 2017 City Council agenda and was approved by the City Council)**
 - The timeline for the Department of Public Utilities (DPU) approval of the Amended Municipal Aggregation Plan identified on the letter is for the Council's information and the anticipated action dates are subject to change based on Department of Energy Resources (DOER) and DPU schedules.
- 4. Review proposed revision to the November 6, 2006 City Council order 06100-1337A**
 - The Committee agreed that the 2006 order needs to be superseded to reflect current practices and the information in the Amended Municipal Aggregation Plan
 - The Committee will review other orders related to Municipal Aggregation approved by the Council over the years and draft a new order
 - The development of the new order can run in parallel with the DPU approval of the Amended Municipal Aggregation Plan.
 - The new order along with superseding any other orders will be reviewed by the Ad-Hoc Municipal Aggregation Committee and presented to the City Council for approval.
- 5. Timeline for obtaining bids for the next 6 months for an Electric Service Agreement (ESA)**

- The current ESA runs from November 1, 2016 to April 30, 2017
- National Grid will be setting the next six months for electricity rates in mid March 2017
- The Committee will be meeting again in March 2017 to review the pricing options for the city
- The Committee also discussed the ability to hedge longer term arrangements to purchase electricity when the market conditions are favorable

Ad-Hoc Municipal Aggregation Committee

Meeting Minutes – March 23, 2017

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CITY OF MARLBOROUGH

2017 APR - 3 P 4: 20

The Ad-Hoc Municipal Aggregation Committee met on March 23, 2017 from 2:30 PM to 3:40 PM in the Mayor's Conference Room. The following individuals were in attendance:

Ad-Hoc Municipal Committee members:

- City Council President Ed Clancy
- DPW Commissioner John Ghiloni
- Chief Procurement Officer Beverly Sleeper
- Nick Milano (representing the Mayor)
- City Councilor Michael Ossing

Additional individuals at the meeting:

- City Solicitor Don Rider
- Colonial Power Representative Mark Cappadona
- Colonial Power Representative Denise Allard

The following items were discussed:

- 1. Minutes of the January 20, 2017 Ad-Hoc Municipal Aggregation Committee meeting.**
 - The committee approved the meeting minutes and will submit to the City Council for information.
- 2. Update on the Amended Municipal Aggregation Plan approval.**
 - There will be a call between Colonial Power and the Department of Energy Resources (DOER) on March 28, 2017 to discuss comments on the Amended Plan.
 - Next will be to obtain a letter of satisfaction and prepare the filing of the plan by mid April with the Department of Public Utilities (DPU).
 - There will then be a public hearing with the DPU in Boston with anticipated plan approval in the August/September timeframe.
- 3. Revise the Order establishing the Ad-Hoc Municipal Aggregation Committee.**
 - The Committee unanimously approved the attached order and recommends submitting the order to the City Council for approval.
 - Council President Clancy appointed Councilor Michael Ossing as Chairman of the Ad-Hoc Municipal Aggregation Committee
- 4. Present options for the next "six month period" of Municipal Aggregation.**
 - The Committee acknowledged that the current period expires April 30, 2017.
 - The National Grid Basic Fixed Service rate set March 8, 2017 is 0.09432 \$/KW-hr
 - The Committee agreed to have Colonial Power obtain at least 3 bids for electricity supply. The bids will be due by April 3, 2017.
 - The Committee will reconvene on April 3, 2017 to review bids and determine the path forward.

5. Ad-Hoc Municipal Aggregation Committee decision on the next steps for Municipal Aggregation.

- The Committee will need to make a decision on April 3, 2017 if the electrical supplier is not Trans Canada. This is because a new supplier will need the rest of the month to set up the program.
- If the City remains with Trans Canada, the timeframe to determine the rates for the next six months can extend into April. This may lead to even more favorable electric rates for the City.
- The Committee discussed options for various pricing options including Fixed Price (6 months from May 1 to November 30 with a fixed price), Fixed Price Hybrid (City signs with a supplier for longer than the rate is known – contract for 3 years with the rate set at six month intervals) and Managed Product (sign contract for any length of time with the rates known for various periods during the contract)
- The Committee agreed to stay on the Fixed Price option for the next six months. The Committee asked Colonial Power to provide data during the period that would support a Fixed Hybrid Option for the Committee to consider at some time in the future.

6. Other Business.

- The Committee will meet on April 3, 2017 at 2 PM in the Mayor's conference room if the electrical supplier is not Trans Canada. This is because a new supplier will need the rest of the month to set up the program.

That the City Council APPROVE the AD-Hoc Municipal Aggregation Committee as follows:

- 1. This order supersedes order 06100-1337A dated November 6, 2006.**
- 2. The goal of Municipal Aggregation is to require that the R-1 (residential) class rates be lower than the prevailing National Grid Fixed Basic Service Rate.**
- 3. Establish an Ad-Hoc Municipal Aggregation Committee that will review competitive electric supply offers and make recommendations to the Mayor. The Ad-Hoc Municipal Aggregation Committee will consist of 5 members including:**
 - The Mayor (or designee)**
 - Two City Councilors (appointed by the City Council President)**
 - The Chief Procurement Officer**
 - The DPW Commissioner (or designee)**
 - A quorum shall consist of a minimum of 3 members**
 - The Council President shall appoint one of the members as the Chairman**
- 4. The Ad-Hoc Municipal Aggregation Committee will provide periodic updates to the City Council on Municipal Aggregation program.**
- 5. All suppliers of electricity licensed by the Department of Public Utilities and qualified to do business in the Commonwealth of Massachusetts can participate in the City's Municipal Aggregation Program.**

CITY OF MARLBOROUGH MEETING MINUTES

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2017 APR -5 A 9:36

Meeting: Council on Aging Board of Directors Meeting

Date: Tuesday, February 14, 2017

Time: 8:30 AM

Location: Senior Center Conference Room, 40 New Street, Marlborough, MA

ATTENDANCE: *Leslie Biggar, Jim Confrey, Brenda Costa, Marie Elwood, Pat Gallier, Judy Kane, Jeanne McGeough, Trish Pope*

Excused: *Richard Cygan*

Absent: *Richard Collins*

- I. CALL TO ORDER at 8:35 a.m.
- II. APPROVAL OF January 10, 2017 MINUTES with correction to location (Marlborough Senior Center, 40 New Street, Conference Room).
- III. DIRECTOR'S UPDATE – Trish Pope, Director

Trish explained the City of Marlborough snow policy for the senior center. If the public schools are cancelled, then programming at the senior center is cancelled. If there is a school delay, ex. a 2hr. delay, then senior center programming scheduled during that delay 2 hr. time period is cancelled. The senior center is open during cancellations and delays, but programming is cancelled.

Kennedy's will stop serving meals on Mon, Wed and Fri at the Center Grill after February. The RFP is out for a new caterer.

Trish received 40 resumes for the outreach coordinator position. Not all received were qualified for the position's job requirements. Trish is conducting some 2nd interviews this coming week.

Beginning on March 8th the senior center will be open until 7:00 pm on Tuesdays. In addition to Zumba on Tuesday evenings, an additional Yoga class will be available. Certain senior center areas will be closed on Tue evenings. After summer the Tue night opening will be reevaluated.

Exercise sign up went relatively well under new system. Next sign up is March 22nd & March 23rd.

IV. BOARD UPDATES

A. BAYPATH ELDER SERVICES UPDATE– Brenda Costa

Jim reported that he and Cy attended the January meeting at BayPath Elder Services. Kudos to Cy, who has agreed to become the Marlborough COA representative on the BayPath board starting in July. Thank you Cy for stepping up to fill the position! The January BayPath board highlights are attached for review.

B. TRANSPORTATION REPORT – Jeanne McGeough

Jeanne reported that in January there were a total of 98 rides. There were 2 holidays in the month. Of those, 55 rides were to the senior center and 31 were supermarket/shopping/restaurant trips. There were 3 new riders. There are 387 people signed up in the transportation program, but they don't all use the program.

V. NEW/OLD BUSINESS

A. DISCUSS SENIOR CENTER ISSUES AND HAPPENINGS

Jeanne inquired about the new Friends board. Trish reported that there is a new treasurer, who knows the Quickbooks program. There are still openings on the Friends board. The next Friends meeting is this afternoon at 2:30 pm.

Trish talked about a greenhouse project she is working on through the Cummings grant money. The outside patio furniture has come in and was delivered to the DPW garage.

B. DISCUSS BOARD RE-APPOINTMENTS APPROVAL BY CITY COUNCIL

All board members have been sworn in.

C. DISCUSSION FOR MAYOR'S SENIOR OF THE YEAR

Board members are reviewing the list from the City Clerk's office of eligible seniors. The Mayor's dinner is scheduled for May 3rd at 5:30pm at the Marlborough High School. The deadline for nominations is Fri, 4/14/17 at noon. The board will review nominations received at the next board meeting. If any nominations come in after the April 11th board meeting, the board will meet to review before making a final recommendation of the Senior of the Year nominee.

VI. MEETING ADJOURNED AT 9:35 a.m.

The next board meeting is Tuesday, March 14, 2017 at 8:30 a.m. in the Senior Center Conference Room at 40 New Street, Marlborough, MA.

Respectfully Submitted,

Brenda Costa, Secretary

BayPath Board Highlights

January 2017

BayPath Elder Services 40th Anniversary

Ms. DeRienzo announced that BayPath Elder Services will celebrate its 40th Anniversary in 2017. Ms. Alessandro said March is the anniversary month. The Articles of Organization was signed on March 3, 1977 and were approved by the Secretary of the Commonwealth on March 28, 1977. There will be a special celebration this year.

Governor's Budget

Ms. Alessandro said she is awaiting the Governor's Budget. The budget should be released this afternoon. We are hoping for a level budget and at least get the money we had last year. We do advocate for additional funding during the year. When the budgets do come out Mass Home Care will go back with amendments and that is when Ms. Alessandro will begin sending out emails asking folks to contact their representative or senator to advocate for our amendments. It appears to be another tight budget year. There will be more information to come.

Change in Federal Administration

With the election of Donald Trump as President, we are hearing of changes in federal entitlements such as Medicare, Medicaid and Social Security. Ms. Alessandro said there is concern if Medicaid moves to a block grant, as each state will only get a fixed share of Medicaid dollars rather than dollars based on the number of enrollees. Al Norman and Mass Home Care as well as the National Association of Area Agencies on Aging (n4a)

are following these proposed changes and will alert the aging network when action needs to be taken.

Home Care Enrollment and Home Care Regulations

Ms. Alessandro designed a Home Care Comparison chart for Home Care, ECOP and Choices from July 2013 – December 2016. The chart shows that Home Care Basic numbers have decreased significantly and there have been many conversations regarding what is causing this decrease. There may be a number of factors as to the decrease in Home Care and increase in SCO numbers – consumers could disenroll in Home Care and enroll in SCO. We would like to increase our outreach in the community to increase the number and insure the needs of older adults are met.

Consumer Programs

The home care program enrollment has been decreasing since the first of the year. Home care has a total of 1,165 consumers; SCO, 1,039 consumers; PCA, 417 consumers; ICO, 45 consumers; AFC, 36 consumers.

**BayPath Board Highlights
January 2017**

Home Delivered Meals

Town	Dec-16
meal days	21
Ashland	264
Dover	11
Framingham	4,241
Holliston	514
Hopkinton	213
Hudson	1,270
Marlborough	2,078
Natick	1,145
Northborough	477
Sherborn	137
Southborough	349
Sudbury	542
Wayland	454
Westborough	410
Total	12,105

Town Analysis – December 2016

Town	ECOP	Choices	Town	ECOP	Choices
Ashland	13	5	Natick	36	26
Dover	0	0	Northborough	14	2
Framingham	73	47	Sherborn	0	0
Holliston	9	5	Southborough	6	2
Hopkinton	14	2	Sudbury	4	4
Hudson	28	17	Wayland	8	2
Marlborough	27	24	Westborough	4	4

ECOP Total = 236
Choices Total = 140

The **Enhanced Community Options Program (ECOP)** provides a higher level of service in the community to elders who are ineligible for Mass Health Standard and meet the requirements for nursing facility services. Individuals must be assessed by a BayPath RN and meet the eligibility criteria in order to qualify for this program.

The **Choices Program** is designed to provide intensive services to enrollees in the Frail Elder Waiver (FEW) who are at imminent risk of nursing home placement. Consumers must be eligible for Mass Health Standard. Individuals must be assessed by a BayPath RN and meet the eligibility criteria in order to qualify for this program.