

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2016 FEB -4 P 2:30

1. Minutes, City Council Meeting, January 25, 2016.
2. PUBLIC HEARING On the Petition from National Grid and Verizon New England, Inc. to relocate existing P12 and install new guy P12-84, and relocating P15, P18, P27, P28, P30 & P31 to accommodate road widening project on West Hill Rd., Order No. 16-1006427, X14-1005672A.
3. From President Clancy re: Amended City Council Committee Assignments for Legislative Year 2016 – Amend title of the Wireless Committee to reflect emerging technologies.
4. Communication from the Mayor re: Executive Office of Public Safety and Security Grants awarded to the Fire Department in the amounts of \$5,937.00 and \$3,115.00 respectively for Student Awareness Fire Education and for Senior Awareness Fire Education programs.
5. Communication from the Mayor re: Appointment of Gretta Holland as Parking Clerk effective upon approval.
6. Communication from City Solicitor Donald Rider, re: Designation of a specific parking space in front of the Police Station that will be reserved for residents to use so they can complete online sales and transactions, in proper legal form, Order No. 15/16-1006388.
7. Communication from City Solicitor Donald Rider, re: Howe's Landing Subdivision, Proposed Acceptance of Deed of Open Space Lot and Parcel A
8. Communication from Attorney Brewin re: Notice pursuant to MGL, c 61, §8 of intent to sell for use other than forest land, 421 Bolton St., Marlborough, Assessor's Map: 30-13 and 30-14. (Documents available for review in the City Clerk's Office)
9. Communication from Marc Cohen, on behalf of Arnco Sign Co. Inc., re: Sign Applications for Hilton Garden Hotel at 170 Forest St.
10. Communication from Attorney Bergeron on behalf of Ryan Development LLC re: Proposed Zoning Ordinance amendment as specified in the attached proposed Order.
11. Application for Junk Dealer's License, Gerciele Costa, Brazcom Wireless Inc., 223b Main St.
12. Communication from Attorney Bergeron on behalf of 110 Pleasant LLC re: Confirmation to City Council that construction of stockade fence as required by Special Permit will be completed by May 1, 2016, Order No. 15/16-1006395A, X-10-1002683B and 11-1002923F.
13. Minutes, Recreation Commission, September 9, 2015.
14. Minutes, Conservation Commission, December 17, 2015.
15. Minutes, Planning Board, April 27, June 15, December 7, 2015 & January 11, 2016.
16. Minutes, Traffic Commission, November 24, & December 16, 2015.
17. Minutes, Board of Assessor's, November 30, 2015.
18. Minutes, License Board, December 16, 2015 & January 8, 2016.
19. Minutes, School Committee, January 12, 2016.
20. Minutes, Council on Aging, January 12, 2016.
21. Minutes, Library Board of Trustees, January 5, 2016.
22. Minutes, Board of Health, January 5, 2016.

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.

23. CLAIMS:

- a. Daniel Figueroa, PO Box 302, Ashland, MA 01721, pothole or other road defect.
- b. Brian R. Theis, 26A Walnut St., other property damage.
- c. Michael Antonellis, 2 Memorial Dr., Northborough, MA 01532, pothole or other road defect.

REPORTS OF COMMITTEES:

24. ORDERED: Be it ordained by the City Council of the City of Marlborough that the minimum exemption value of \$5,000 for personal property subject to taxation set forth in Order No. 05-100784A, dated April 11, 2005, by which Order the City accepted the provisions of M.G.L. chapter 59, § 5, clause 54th, be and is hereby modified under authority of said statute to a minimum exemption value of \$10,000 or less. ...Submitted by Councilor Ossing & Robey
25. ORDERED: That the Wireless Communications Committee work with the Building Commissioner and Legal Department on the drafting of an ordinance to permit free standing solar infrastructure in the City of Marlborough. Presently, solar installations are permitted by right on buildings and other structures but are not a permitted use when free standing structures. ...submitted by Councilor Doucette
26. ORDERED: That the City Council work with the Building Commissioner, Code Enforcement Officer and City Solicitor on the drafting of an ordinance to ensure that prompt remedial action is taken after a devastating event. Such an ordinance would provide tools for the Code Officer and other municipal officials to work with insurance companies and/or other professionals to expedite insurance and legal matters associated with such losses. The Broad Street fire has shown the need for tighter controls when nearby residents also suffered after this tragic loss when the burnt out remains of the property stood long after the fire to become a blighted, rodent infested, odorous site. ...Submitted by Councilors Juairé and Tunnera

UNFINISHED BUSINESS:

From Legislative and Legal Affairs Committee**27. Order No. 16-1006413: Order of Taking by Eminent Domain of Permanent Sewer Easements for Sudbury Street Project.**

Mr. Pilachowski informed the committee that the land taking is part of Phase II of the Sudbury Street Project and is necessary to connect existing sewer lines so residents can have access to city sewer instead of using a septic system. It involves 2 parcels of land--one on Harper Circle, Property H, and one on Sudbury Street, Property I. A concern was brought up regarding the location of sewer pipe relative to the location of septic systems. This will be researched by engineering as the project moves forward.

Mrs. Panagore Griffin informed the committee that there were errors in the Council Order submitted to the City Council. The total area for the Sudbury Street property is correct in the Description of Land Taken but is listed in the Awards column incorrectly; it should be 11,762 +/- square feet, not 11,265. The total land area taken for the Sudbury Street project is incorrect in the Description of Land Taken and the Awards column; it should be 6,067 +/- square feet, not 5,067. The Award amount for this property should read \$7,585, not \$6,335. This information will be corrected and provided to councilors for final consideration.

It was moved and seconded to recommend approval of Order No.16-1006413, Eminent Domain Order of Taking for 302 Sudbury Street and 49 Harper Circle. Motion carried 2-0.

From Operations & Oversight Committee**28. Order No. 15-1006388: The City of Marlborough designate a specific parking space in front of the Police Station that will be reserved for Marlborough residents to use so they can safely complete online sales and transactions. The parking space will be encouraged to be used during daylight hours for everyone's safety and monitoring purposes. The Marlborough Police Department will keep the area under video surveillance.**

The Operations and Oversight Committee met with Police Chief Mark Leonard for a discussion of designating an area outside of the Marlborough Police Department as a location for residents to safely complete online sales and transactions. Chief Leonard was supportive of the idea and explained the area is already under video surveillance so it would be a matter of designating a space or area as the location for that purpose. The only expense would be creation of a sign that designates the area as an internet purchase location notifying people they are under video surveillance. Several other communities have done this as well and he was not aware of any issues with it.

Motion made by Councilor Robey, seconded by Chair, to approve the order and refer to the Legal Department for proper form. The motion carried 3-0.

From Finance Committee

29. **Order No. 16-1006408 – Transfer \$123,827.16 from Reserve for Salaries to the Deputy Chief account and Sick Leave Buy Back account:** The Finance Committee reviewed the Mayor’s letter dated January 7, 2016 requesting the transfer of \$123,827.16 from the Reserve for Salaries Account to the following accounts to cover the retirements in the fire department:

- \$19,478.46 – Deputy Chief account
- \$104,348.70 – Sick Leave Buy Back

The Finance Committee voted 5 – 0 to approve the transfers.

30. **Order No. 16-1006407 – Transfer \$419,376.81 from Insurance Proceeds to fund the Capital Outlay Accounts for the DPW Salt Shed and Library Equipment:** The Finance Committee reviewed the Mayor’s letter dated January 7, 2016 requesting the transfer of \$419,376.81 from the Insurance Proceeds account to fund the following accounts:

- \$318,872.83 to Capital Outlay Salt Shed
- \$100,503.98 to Capital Outlay Library

The Finance Committee voted 5– 0 to approve the transfers.

31. **Order No. 16-1006411 – Request to Spend an Additional \$1,000,000.00 in the Parks and Recreation Revolving Fund for Fiscal Year 2016:** The Finance Committee reviewed the Mayor’s letter dated January 7, 2016 requesting authorization to spend an additional \$1,000,000.00 from the Parks and Recreation Revolving Fund to improve several parks in FY16. **The Finance Committee voted 5 – 0 to approve the additional spending in the Parks and Recreation Revolving Fund for FY16.**

32. **Order No. 16-1006406 – Capital Bond Request for FY16 for \$10,700,000.00:** The Finance Committee reviewed the Mayor’s letter dated January 7, 2016 requesting the approval of 4 bonds totaling \$10,700,000.00. **The Finance Committee took the following actions:**

- **Street Construction bond for \$6,350,000 – approved 4 – 0 (Councilor Irish abstained). The Finance Committee approved the bond order to add the “guidelines established by the Division of Local Services within the Massachusetts Department of Revenue” to reflect the 15 year bond.**
- **Water Meter bond for \$650,000 – approved 5 – 0**
- **Sewer Construction bond for \$350,000 – approved 5 – 0**
- **Water Main Construction bond for \$3,350,000 – approved 5 – 0**

The Finance Committee approved requesting a suspension of the rules at the January 25, 2016 City Council meeting to request to advertise the bonds. NOTE: THESE FOUR BOND ITEMS WILL BE ADVERTISED ON SATURDAY, FEBRUARY 6, 2016, THEREFORE CAN NOT BE FURTHER ADDRESSED UNTIL THE FEBRUARY 22, 2016 CITY COUNCIL MEETING AS THE ADVERTISEMENT CANNOT BE PUBLISHED IN TIME TO COMPLY WITH THE TEN DAY PERIOD PRIOR TO THE FEBRUARY 8, 2016 CITY COUNCIL MEETING.

33. **Order No.16-1006405 – Transfer \$1,825,000.00 from Undesignated Funds to Department Equipment and Facility Improvements:** The Finance Committee reviewed the Mayor’s letter dated January 7, 2016 requesting the transfer of \$1,825,000.00 for the purchase of department equipment and facility upgrades. **The Finance Committee voted 5 – 0 to approve the transfers.**



**CITY OF MARLBOROUGH
OFFICE OF CITY CLERK**

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

JANUARY 25, 2016

Regular meeting of the City Council held on Monday, JANUARY 25, 2016 at 8:00 PM in City Council Chambers, City Hall. City Councilors Present: Clancy, Juaire, Oram, Ossing, Robey, Delano, Doucette, Elder, Tunnera, Irish and Landers. Meeting adjourned at 8:40 PM.

ORDERED: That the Minutes of the Organizational meeting JANUARY 4, 2016, **FILE**; adopted.

ORDERED: That the Minutes of the City Council meeting JANUARY 11, 2016, **FILE**; adopted.

ORDERED: That the **PUBLIC HEARING** On the Application to Modify Special Permit from 110 Pleasant LLC, to allow for 18 residential units in place of 17 residential units and 1 office unit, (Howe Shoe Factory Condominium) X-Order No. 10-1002683B & 11-1002923F, Order No. 15/16-1006395A, all were heard who wish to be heard, hearing recessed at 8:18 PM; adopted.

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

ORDERED: That the Police Department transfer request in the amount of \$130,000.00 which moves funds from Police Officers to Regular Overtime to fund overtime, refer to **FINANCE COMMITTEE**; adopted.

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:						FY:2016			
Police									
		FROM ACCOUNT:				TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$1,424,236	\$130,000.00	12100001	50420	Police Officers	\$130,000.00	12100003	51310	Regular Overtime	\$19,330
Reason:		Surplus due to vacancies and long term injuries				Deficit due to vacancies and long term injuries			
		\$130,000.00	Total			\$130,000.00	Total		

ORDERED: That the Communication from Assistant City Solicitor Panagore Griffin re: 302 Sudbury St. & 49 Harper Cir., Eminent Domain Order of Taking, in proper legal form, Order No. 16-1006413, **MOVE TO REPORTS OF COMMITTEE**; adopted.

Councilor Delano recused.

ORDERED: That Communication from the Planning Board re: Resubmission of Street Acceptances as Public Ways, Long Dr. and Bouffard Dr., Order No's. 14-1006045 & 15-1006096, X14-1006010 respectively, refer to **PUBLIC SERVICES COMMITTEE**; adopted.

ORDERED: That the Assabet Valley Regional Technical High School Proposed Budget FY2017, **FILE**; adopted.

ORDERED: That there being no objection thereto set **MONDAY, FEBRUARY 8, 2015** as date for a **PUBLIC HEARING** On the Petition from National Grid and Verizon New England, Inc. to relocate existing P12 and install new guy P12-84, and relocating P15, P18, P27, P28, P30 & P31 to accommodate road widening project on West Hill Rd., X14-1005672A, **PUBLIC SERVICES COMMITTEE**; adopted.

Councilor Irish recused.

ORDERED: That the Communication from the MA State Lottery Commission re: Keno-to-Go Agent, Galaxy Newsstand, 601 Donald Lynch Blvd, **FILE**; adopted.

ORDERED: That the Communication from the Central MA Mosquito Control Project re: Pesticide Exclusion Procedures, **FILE**; adopted.

ORDERED: That the Minutes, School Committee, November 24, & December 8, 2015, **FILE**; adopted.

ORDERED: That the Minutes, Board of Health, February 17, March 3, April 14, May 5, June 9, July 7, August 4, September 1, October 13, & November 13, 2015, **FILE**; adopted.

ORDERED: That the Minutes, License Board, September 23, October 28, November 12, and November 18, 2015, **FILE**; adopted.

ORDERED: That the Minutes, Planning Board, December 21, 2015, **FILE**; adopted.

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

- a. Tim LaFrankie, 107 Kosmas St., other property damage.

Reports of Committees:

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

Present: Chairman Katie Robey and Councilor Juaire; President Councilor Clancy.
Absent: Councilor Delano (abutter)

Also Present: Assistant Solicitor Panagore Griffin and City Engineer Evan Pilachowski

Order No. 16-1006413: Order of Taking by Eminent Domain of Permanent Sewer Easements for Sudbury Street Project.

Mr. Pilachowski informed the committee that the land taking is part of Phase II of the Sudbury Street Project and is necessary to connect existing sewer lines so residents can have access to city sewer instead of using a septic system. It involves 2 parcels of land--one on Harper Circle, Property H, and one on Sudbury Street, Property I. A concern was brought up regarding the location of sewer pipe relative to the location of septic systems. This will be researched by engineering as the project moves forward.

Mrs. Panagore Griffin informed the committee that there were errors in the Council Order submitted to the City Council. The total area for the Sudbury Street property is correct in the Description of Land Taken but is listed in the Awards column incorrectly; it should be 11,762 +/- square feet, not 11,265. The total land area taken for the Sudbury Street project is incorrect in the Description of Land Taken and the Awards column; it should be 6,067 +/- square feet, not 5,067. The Award amount for this property should read \$7,585, not \$6,335. This information will be corrected and provided to councilors for final consideration.

It was moved and seconded to recommend approval of Order No.16-1006413, Eminent Domain Order of Taking for 302 Sudbury Street and 49 Harper Circle. Motion carried 2-0.

Motion made and seconded to adjourn, carried 2-0.
Meeting adjourned at 6:25 PM.

Councilor Elder reported the following out of the Operations and Oversight Committee:

Meeting Name: City Council Operations & Oversight Committee

Date: January 19, 2016

Time: 6:30 PM

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

Convened: 6:32 PM

Adjourned: 6:59 PM

Present: Chairman Elder; Operations & Oversight Committee Members Councilors Robey and Landers; Councilors Clancy and Juaire

Also Present: Mark Leonard, Police Chief, City of Marlborough

Reports of Committees Cont'd:

Councilor Elder orally reported that Order No. 15-1006381 (Act on Alzheimer's Initiative) was discussed at the meeting in which Patricia Pope, Council on Aging Director, addressed making Marlborough a more Alzheimer friendly community. **No action was taken and remains in Committee.**

Order No. 15-1006388: The City of Marlborough designate a specific parking space in front of the Police Station that will be reserved for Marlborough residents to use so they can safely complete online sales and transactions. The parking space will be encouraged to be used during daylight hours for everyone's safety and monitoring purposes. The Marlborough Police Department will keep the area under video surveillance.

The Operations and Oversight Committee met with Police Chief Mark Leonard for a discussion of designating an area outside of the Marlborough Police Department as a location for residents to safely complete online sales and transactions. Chief Leonard was supportive of the idea and explained the area is already under video surveillance so it would be a matter of designating a space or area as the location for that purpose. The only expense would be creation of a sign that designates the area as an internet purchase location notifying people they are under video surveillance. Several other communities have done this as well and he was not aware of any issues with it.

Motion made by Councilor Robey, seconded by Chair, to approve the order and refer to the Legal Department for proper form. The motion carried 3-0.

Motion made by Councilor Robey seconded by Chair, to adjourn. The motion carried 3-0. The meeting adjourned at 6:59 PM.

Councilor Ossing reported the following out of the Finance Committee:

**Marlboro City Council Finance Committee
Tuesday January 19, 2016
In Council Chambers**

Present: Chairman Ossing; Finance Committee members Councilors Robey, Oram, Irish and Doucette. Councilors Clancy, Delano, Landers, Elder and Juairé were also in attendance. The meeting convened at 7:05 PM.

- 1. Order #16-1006408 – Transfer \$123,827.16 from Reserve for Salaries to the Deputy Chief account and Sick Leave Buy Back account:** The Finance Committee reviewed the Mayor's letter dated January 7, 2016 requesting the transfer of \$123,827.16 from the Reserve for Salaries Account to the following accounts to cover the retirements in the fire department:

- \$19,478.46 – Deputy Chief account
- \$104,348.70 – Sick Leave Buy Back

The Finance Committee voted 5 – 0 to approve the transfers.

Reports of Committees Cont'd:

2. **Order #16-1006409 – Transfer \$131,150.00 from the Reserve for Salaries Account to fund the MMEA contract for Fiscal Years 2016, 2017 and 2018:** The Finance Committee reviewed the Mayor's letter dated January 7, 2016 requesting the transfer of \$131,150.00 from the Reserve for Salaries account to fund the MMEA contract for fiscal years 2016, 2017 and 2018. Finance Committee requested the account number for the Recreation Programs Manager change from 50110 to 50166. The Finance Committee voted 5 – 0 to approve the MMEA contract and transfers.

The Finance Committee agreed to support suspending the rules at the January 25, 2016 City Council meeting to approve the contract.

3. **Order #16-1006407 – Transfer \$419,376.81 from Insurance Proceeds to fund the Capital Outlay Accounts for the DPW Salt Shed and Library Equipment:** The Finance Committee reviewed the Mayor's letter dated January 7, 2016 requesting the transfer of \$419,376.81 from the Insurance Proceeds account to fund the following accounts:
 - \$318,872.83 to Capital Outlay Salt Shed
 - \$100,503.98 to Capital Outlay Library

The Finance Committee voted 5– 0 to approve the transfers.

4. **Order #16-1006411 – Request to Spend an Additional \$1,000,000.00 in the Parks and Recreation Revolving Fund for Fiscal Year 2016:** The Finance Committee reviewed the Mayor's letter dated January 7, 2016 requesting authorization to spend an additional \$1,000,000.00 from the Parks and Recreation Revolving Fund to improve several parks in FY16. **The Finance Committee voted 5 – 0 to approve the additional spending in the Parks and Recreation Revolving Fund for FY16.**
5. **Order #15-1006349 – Review the Year to Date Budget Report for Gifts, Grants, Donations and Capital Accounts for City and Schools for FY2015:** The Finance Committee reviewed the reports provided by the Mayor that identified the gifts, grants, donations and balances in the capital account in preparation for the FY16 Capital Bond request. **The Finance Committee reviewed the balances in the capital accounts and acknowledged that the Mayor will be rescinding the following bonds:**
 - ~\$1,499,400 High school and Kane school bond
 - ~\$9,915,305 Westerly Treatment bond
 - ~\$2,195,456 Easterly Treatment bond

The Finance Committee will take up the remainder of the order during the FY17 budget process. The Finance Committee voted 5 – 0 to table.

Reports of Committees Cont'd:

- 6. Order #16-1006406 – Capital Bond Request for FY16 for \$10,700,000.00:** The Finance Committee reviewed the Mayor's letter dated January 7, 2016 requesting the approval of 4 bonds totaling \$10,700,000.00. **The Finance Committee took the following actions:**

- **Street Construction bond for \$6,350,000 – approved 4 – 0 (Councilor Irish abstained). The Finance Committee approved the bond order to add the “guidelines established by the Division of Local Services within the Massachusetts Department of Revenue” to reflect the 15 year bond.**
- **Water Meter bond for \$650,000 – approved 5 – 0**
- **Sewer Construction bond for \$350,000 – approved 5 – 0**
- **Water Main Construction bond for \$3,350,000 – approved 5 – 0**

The Finance Committee approved requesting a suspension of the rules at the January 25, 2016 City Council meeting to request to advertise the bonds.

- 7. Order #16-1006405 – Transfer \$1,825,000.00 from Undesignated Funds to Department Equipment and Facility Improvements:** The Finance Committee reviewed the Mayor's letter dated January 7, 2016 requesting the transfer of \$1,825,000.00 for the purchase of department equipment and facility upgrades. **The Finance Committee voted 5 – 0 to approve the transfers.**

The Finance Committee adjourned at 9:47 PM.

Suspension of the Rules requested-granted

ORDERED: That the MMEA transfer request in the amount of \$131,150.00 which funds the recently ratified collective bargaining contract for fiscal years 2016-2018, **APPROVED;** adopted.

CITY OF MARLBOROUGH BUDGET TRANSFERS -									
DEPT:					FISCAL YEAR: 2016				
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$775,517.00	\$131,150.00	11990006	57820	Reserve for Salaries	\$1,240.00	1110002	50350	Council Secretary	\$29,184.86
	Reason:	Contractual Obligation			Reason:	Contractual Obligation			
					\$290.00	1110002	50586	Part Time Clerical	\$13,010.72
	Reason:				Reason:	Contractual Obligation			
					\$125.00	1110003	51430	Longevity	\$5.41
	Reason:				Reason:	Contractual Obligation			
					\$825.00	1110003	51920	Sick Leave Buy Back	\$2,340.00
	Reason:				Reason:	Contractual Obligation			
					\$1,705.00	11210001	50010	Mayor	\$40,145.12
	Reason:				Reason:	Contractual Obligation			
					\$1,240.00	11210001	50321	Executive Aide	\$29,179.75
	Reason:				Reason:	Contractual Obligation			
					\$1,030.00	11210002	50590	Executive Secretary	\$24,207.60
	Reason:				Reason:	Contractual Obligation			
					\$2,445.00	11330002	50062	Finance Assistants	\$57,596.50
	Reason:				Reason:	Contractual Obligation			
					\$845.00	11330002	50770	Senior Clerk	\$19,989.11
	Reason:				Reason:	Contractual Obligation			
					\$2,360.00	11330001	50015	Comptroller	\$56,105.14
	Reason:				Reason:	Contractual Obligation			

				\$95.00	¶11330003	51920	Sick Leave Buy Back	\$4,610.00
	Reason:						Contractual Obligation	
				\$120.00	¶11330003	51430	Longevity	\$11.49
	Reason:						Contractual Obligation	
				\$1,620.00	¶11350001	50020	City Auditor	\$38,079.10
	Reason:						Contractual Obligation	
				\$1,320.00	¶11350001	50174	Procurement Officer	\$31,017.13
	Reason:						Contractual Obligation	
				\$1,225.00	¶11350002	50062	Finance Assistant	\$28,787.21
	Reason:						Contractual Obligation	
				\$1,115.00	¶11350002	50550	Head Clerk	\$26,255.28
	Reason:						Contractual Obligation	
				\$425.00	¶11350002	50770	Senior Clerk	\$10,000.03
	Reason:						Contractual Obligation	
				\$110.00	¶11350003	51430	Longevity	\$5.03
	Reason:						Contractual Obligation	
				\$45.00	¶11350003	51920	Sick Leave Buy Back	\$2,110.00
	Reason:						Contractual Obligation	
				\$1,115.00	¶11410002	50550	Head Clerk	\$26,260.28
	Reason:						Contractual Obligation	
				\$845.00	¶11410002	50550	Senior Clerk	\$20,003.66
	Reason:						Contractual Obligation	

				\$45.00	11410003	51920	Sick Leave Buy Back	\$2,105.00
	Reason:						Contractual Obligation	
				\$1,615.00	11440001	50042	City Collector	\$34,063.32
	Reason:						Contractual Obligation	
				\$1,625.00	11440002	50770	Senior Clerk	\$39,282.29
	Reason:						Contractual Obligation	
				\$2,135.00	11510001	50030	City Solicitor	\$50,290.81
	Reason:						Contractual Obligation	
				\$1,730.00	11510001	50172	Asst City Collector	\$40,707.98
	Reason:						Contractual Obligation	
				\$885.00	11510001	50175	Paralegal	\$20,765.71
	Reason:						Contractual Obligation	
				\$1,620.00	11520001	50530	Personnel Director	\$38,074.09
	Reason:						Contractual Obligation	
				\$1,065.00	11520001	50532	Personnel Assistant	\$25,019.26
	Reason:						Contractual Obligation	
				\$850.00	11520002	50775	Senior Clerk	\$20,001.68
	Reason:						Contractual Obligation	
				\$1,100.00	11550001	50014	IS Director	\$25,847.48
	Reason:						Contractual Obligation	
				\$1,330.00	11550001	50210	Senior System Analyst	\$31,231.05
	Reason:						Contractual Obligation	

				\$1,705.00	11550001	50213	Network Engineer	\$40,103.28
	Reason:						Contractual Obligation	
				\$120.00	11550003	51920	Sick Leave Buy Back	\$5,710.00
	Reason:						Contractual Obligation	
				\$1,620.00	11610001	50050	City Clerk	\$38,089.08
	Reason:						Contractual Obligation	
				\$1,205.00	11610002	50290	Asst. City Clerk	\$28,352.05
	Reason:						Contractual Obligation	
				\$850.00	11610002	50770	Senior Clerk	\$20,000.06
	Reason:						Contractual Obligation	
				\$330.00	11620002	50141	Clerk	\$8,900.92
	Reason:						Contractual Obligation	
				\$995.00	11620002	50520	Principal Clerk	\$23,346.24
	Reason:						Contractual Obligation	
				\$555.00	11920001	50291	Public Facility Director / Arch	\$32,130.00
	Reason:						Contractual Obligation	
				\$4,115.00	11920001	50292	Bldg Maint. Craftman	\$74,112.86
	Reason:						Contractual Obligation	
				\$615.00	11920001	50300	Asst public Facility Dir.	\$14,732.50
	Reason:						Contractual Obligation	

				\$1,160.00	11920001	50385	Electrician	\$27,296.43
	Reason:				Reason:		Contractual Obligation	
				\$1,340.00	11920001	50690	Foreman	\$28,044.62
	Reason:				Reason:		Contractual Obligation	
				\$500.00	11920002	50520	Principal Clerk	\$11,665.79
	Reason:				Reason:		Contractual Obligation	
				\$3,140.00	11920003	50560	Custodian	\$91,039.63
	Reason:				Reason:		Contractual Obligation	
				\$190.00	11920003	51920	Sick Leave Buy Back	\$13,685.00
	Reason:				Reason:		Contractual Obligation	
				\$2,300.00	11920003	51940	Clothing Allowance	\$2,856.05
	Reason:				Reason:		Contractual Obligation	
				\$1,620.00	12410001	50090	Building Inspector	\$41,226.90
	Reason:				Reason:		Contractual Obligation	
				\$1,490.00	12410001	50109	Environmental Officer	\$35,006.64
	Reason:				Reason:		Contractual Obligation	
				\$2,390.00	12410001	50260	Asst. Bldg Inspector	\$57,575.91
	Reason:				Reason:		Contractual Obligation	
				\$1,330.00	12410001	50370	Plumbing Inspector	\$30,953.84
	Reason:				Reason:		Contractual Obligation	
				\$685.00	12410001	50380	Electrical Inspector	\$15,589.70
	Reason:				Reason:		Contractual Obligation	

				\$230.00	*12410001	50960	Asst. Plumbing Inspector	\$625.00
	Reason:				Reason:		Contractual Obligation	
				\$3,005.00	*12410002	50770	Senior Clerk	\$70,825.69
	Reason:				Reason:		Contractual Obligation	
				\$45.00	*12410003	51430	Longevity	\$0.94
	Reason:				Reason:		Contractual Obligation	
				\$165.00	*12410003	51920	Sick Leave BuyBack	\$7,970.00
	Reason:				Reason:		Contractual Obligation	
				\$2,325.00	*14001001	50600	DPW Commissioner	\$55,492.24
	Reason:				Reason:		Contractual Obligation	
				\$1,980.00	*14001001	50630	Asst DPW Commissioner	\$46,638.25
	Reason:				Reason:		Contractual Obligation	
				\$1,145.00	*14001002	50062	Finance Asstant	\$27,500.48
	Reason:				Reason:		Contractual Obligation	
				\$995.00	*14001002	50520	Principal Clerk	\$23,331.25
	Reason:				Reason:		Contractual Obligation	
				\$1,115.00	*14001002	50550	Head Clerk	\$26,250.28
	Reason:				Reason:		Contractual Obligation	
				\$850.00	*14001002	50770	Senior Clerk	\$19,995.05
	Reason:				Reason:		Contractual Obligation	
				\$350.00	*14001003	51430	Longevity	\$2.90
	Reason:				Reason:		Contractual Obligation	

				\$275.00	*14001003	51920	Sick Leave Buy Back	\$13,630.00
	Reason:			Reason:	Contractual Obligation			
				\$270.00	*15120001	50220	Sealer of Weights & Meas.	\$6,277.36
	Reason:			Reason:	Contractual Obligation			
				\$1,830.00	*15120001	50390	Health Nurse	\$26,346.63
	Reason:			Reason:	Contractual Obligation			
				\$1,310.00	*15120001	50605	Sanitarian Administrator	\$37,178.45
	Reason:			Reason:	Contractual Obligation			
				\$2,430.00	*15120001	50611	Asst. Sanitarian	\$44,202.20
	Reason:			Reason:	Contractual Obligation			
				\$805.00	*15120002	50770	Senior Clerk	\$19,968.19
	Reason:			Reason:	Contractual Obligation			
				\$1,570.00	*16100001	50230	Library Director	\$36,963.68
	Reason:			Reason:	Contractual Obligation			
				\$975.00	*16100001	50470	Children's Librarian	\$23,287.88
	Reason:			Reason:	Contractual Obligation			
				\$995.00	*16100001	50471	Young Adult's Librarian	\$23,331.24
	Reason:			Reason:	Contractual Obligation			
				\$1,115.00	*16100001	50656	Head of Circulation	\$26,250.27
	Reason:			Reason:	Contractual Obligation			

					\$920.00	16100003	51259	Reference Librarian	\$31,921.22
	Reason:				Reason:	Contractual Obligation			
					\$995.00	16100002	50520	Principal Clerk	\$23,331.26
	Reason:				Reason:	Contractual Obligation			
					\$1,620.00	16100003	50490	Library Staff	\$20,000.03
	Reason:				Reason:	Contractual Obligation			
					\$620.00	16100003	50860	Clerk	\$33,113.88
	Reason:				Reason:	Contractual Obligation			
					\$970.00	16100003	50480	Cataloguer	\$23,295.86
	Reason:				Reason:	Contractual Obligation			
					\$1,375.00	14920001	50110	Recreation Director	\$32,351.64
	Reason:				Reason:	Contractual Obligation			
					\$1,140.00	14920001	50166	Recreation Program Mngr.	\$26,829.12
	Reason:				Reason:	Contractual Obligation			
					\$850.00	14920002	50770	Senior Clerk	\$19,995.10
	Reason:				Reason:	Contractual Obligation			
					\$80.00	14920003	51920	Sick Leave Buy Back	\$3,750.00
	Reason:				Reason:	Contractual Obligation			
					\$1,035.00	15430001	50080	Veteran's Director	\$24,342.77
	Reason:				Reason:	Contractual Obligation			
					\$1,920.00	14001101	50640	City Engineer	\$45,527.24
	Reason:				Reason:	Contractual Obligation			

				\$1,980.00	60080001	50630	Asst. DPW Commissioner	\$46,638.25
	Reason:						Contractual Obligation	
				\$995.00	61090002	50520	Principal Clerk	\$23,331.23
	Reason:						Contractual Obligation	
				\$40.00	61090003	51920	Sick Leave Buy Back	\$13,356.05
	Reason:						Contractual Obligation	
				\$5,550.00	12200001	50130	Fire Chief	\$63,524.94
	Reason:						Contractual Obligation & 53rd Weeks Pay	
				\$1,180.00	12200002	51214	Public Safety Admin. Asst.	\$27,812.53
	Reason:						Contractual Obligation	
				\$90.00	12200003	51920	Sick Leave Buy Back	\$188,850.00
	Reason:						Contractual Obligation	
				\$3,160.00	12100001	50140	Police Chief	\$74,532.72
	Reason:						Contractual Obligation	
				\$990.00	12100002	50520	Principal Clerk	\$23,331.24
	Reason:						Contractual Obligation	
				\$1,050.00	12100003	50540	Chief Dispatcher	\$24,702.14
	Reason:						Contractual Obligation	
				\$15,680.00	12100003	51213	Public Safety Dispatchers	\$177,601.88
	Reason:						Contractual Obligation	

Suspension of the Rules requested-granted

ORDERED:

WATER METER BOND

At the Regular Meeting of the Marlborough City Council on January 25, 2016, the following bond was ordered **ADVERTISED**:

That the sum of \$650,000 (six hundred fifty thousand dollars) be and is hereby appropriated for water meters.

That to meet said appropriations, the Comptroller/Treasurer, with the approval of the Mayor, is hereby authorized to issue bonds or notes of the City of Marlborough in the amount of \$650,000.

Pursuant to the provisions of Chapter 44, Section 8 (7A) of the Massachusetts General Laws as amended, each issue of such bonds or notes shall be payable in not more than ten (10) years from its date of issue.

NOTE: THIS ITEM WILL BE ADVERTISED ON SATURDAY, FEBRUARY 6, 2016, THEREFORE CAN NOT BE FURTHER ADDRESSED UNTIL THE FEBRUARY 22, 2016 CITY COUNCIL MEETING AS THE ADVERTISEMENT CANNOT BE PUBLISHED IN TIME TO COMPLY WITH THE TEN DAY PERIOD PRIOR TO THE FEBRUARY 8, 2016 CITY COUNCIL MEETING.

Suspension of the Rules requested-granted

ORDERED:

SEWER CONSTRUCTION BOND

At the Regular Meeting of the Marlborough City Council on January 25, 2016, the following bond was ordered **ADVERTISED**:

That the sum of \$350,000 (three hundred fifty thousand dollars) be and is hereby appropriated for sewer construction.

That to meet said appropriations, the Comptroller/Treasurer, with the approval of the Mayor, is hereby authorized to issue bonds or notes of the City of Marlborough in the amount of \$350,000.

Pursuant to the provisions of Chapter 44, Section 8 (15) of the Massachusetts General Laws as amended, each issue of such bonds or notes shall be payable in not more than thirty (30) years from its date of issue.

NOTE: THIS ITEM WILL BE ADVERTISED ON SATURDAY, FEBRUARY 6, 2016, THEREFORE CAN NOT BE FURTHER ADDRESSED UNTIL THE FEBRUARY 22, 2016 CITY COUNCIL MEETING AS THE ADVERTISEMENT CANNOT BE PUBLISHED IN TIME TO COMPLY WITH THE TEN DAY PERIOD PRIOR TO THE FEBRUARY 8, 2016 CITY COUNCIL MEETING.

Suspension of the Rules requested-granted

ORDERED:

WATER MAIN CONSTRUCTION BOND

At the Regular Meeting of the Marlborough City Council on January 25, 2016, the following bond was ordered **ADVERTISED**:

That the sum of \$3,350,000 (three million three hundred fifty thousand dollars) be and is hereby appropriated for water main construction.

That to meet said appropriations, the Comptroller/Treasurer, with the approval of the Mayor, is hereby authorized to issue bonds or notes of the City of Marlborough in the amount of \$3,350,000.

Pursuant to the provisions of Chapter 44, Section 8 (5) of the Massachusetts General Laws as amended, each issue of such bonds or notes shall be payable in not more than forty (40) years from its date of issue.

NOTE: THIS ITEM WILL BE ADVERTISED ON SATURDAY, FEBRUARY 6, 2016, THEREFORE CAN NOT BE FURTHER ADDRESSED UNTIL THE FEBRUARY 22, 2016 CITY COUNCIL MEETING AS THE ADVERTISEMENT CANNOT BE PUBLISHED IN TIME TO COMPLY WITH THE TEN DAY PERIOD PRIOR TO THE FEBRUARY 8, 2016 CITY COUNCIL MEETING.

ORDERED: There being no further business, the regular meeting of the City Council is herewith adjourned at 8:40 PM.



IN CITY COUNCIL

JANUARY 25, 2016

Marlborough, Mass.,

ORDERED:

That there being no objection thereto set **MONDAY, FEBRUARY 8, 2015** as date for a **PUBLIC HEARING** On the Petition from National Grid and Verizon New England, Inc. to relocate existing P12 and install new guy P12-84, and relocating P15, P18, P27, P28, P30 & P31 to accommodate road widening project on West Hill Rd., X14-1005672A, be and is herewith refer to **PUBLIC SERVICES COMMITTEE**.

Councilor Irish recused.

ADOPTED

**ORDER NO. 16-1006427
X14-1005672A**

CITY COUNCIL COMMITTEES

2016

Edward J. Clancy, President
Joseph F. Delano, Jr., Vice-President

FINANCE

Michael H. Ossing
Kathleen D. Robey
David Doucette
Mark A. Oram
John Irish

PUBLIC SERVICES

Donald R. Landers
John Irish
David Doucette

LEGISLATIVE & LEGAL AFFAIRS

Kathleen D. Robey
Joseph F. Delano, Jr.
Peter J. Juairé

AFFORDABLE HOUSING

*Combined with
Urban Affairs in 2008*

WIRELESS & OTHER TECHNOLOGIES

Mark A. Oram
David Doucette
Peter J. Juairé

PUBLIC SAFETY

John Irish
Robert J. Tunnera
Michael H. Ossing

URBAN AFFAIRS & HOUSING

Joseph F. Delano, Jr.
Matthew H. Elder
Peter J. Juairé
Robert J. Tunnera
Donald R. Landers

HUMAN SERVICES

Donald R. Landers
Mark A. Oram
Robert J. Tunnera

VETERANS' AFFAIRS

Peter J. Juairé
Michael H. Ossing
Kathleen D. Robey

OPERATIONS & OVERSIGHT

Matthew H. Elder
Kathleen D. Robey
Donald R. Landers

OPEN SPACE

David Doucette
Matthew H. Elder
Joseph F. Delano, Jr.

PERSONNEL

Robert J. Tunnera
John Irish
Matthew H. Elder

RULES COMMITTEE

Edward J. Clancy
Joseph F. Delano, Jr.
Michael H. Ossing

*****FIRST PERSON NAMED SHALL SERVE AS CHAIRMAN*****
The **second** person named denotes vice-chair. The President or Vice-President may serve as an ex-officio member of any of the above Committees to form the required quorum.



City of Marlborough
Office of the Mayor

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

2016 FEB - 4
Nicholas Milano
EXECUTIVE AIDE

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

Patricia Bernard
EXECUTIVE SECRETARY

February 4, 2016

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

Re: Grant Acceptance – Marlborough Fire Department

Honorable President Clancy and Councilors:

Enclosed for your acceptance please find two grants for the Marlborough Fire Department from the Executive Office of Public Safety and Security.

1. \$5,937.00 for the Fiscal Year 2016 Student Awareness of Fire Education Grant which will be used to fund educational materials for various fire safety programs, lectures, school visits and seasonal safety awareness programs.
2. \$3,115.00 for the Fiscal Year 2016 Senior Awareness of Fire Education Grant which will be used to provide fire prevention training and general home safety for our seniors.

These two grant awards do not require any matching funds from the City. The SAFE grants are annually recurring grants and are instrumental in educating our community on various fire safety techniques and protection methods.

If you have any questions, please do not hesitate to contact me or Chief Kevin Breen.

Sincerely,

Arthur G. Vigeant
Mayor

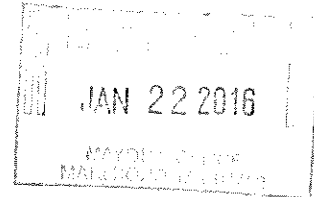
Enclosures



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

January 20, 2016

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



RE: FY16 SAFE Grant

Dear Mayor Vigeant,

Attached please find documentation in support of a grant in the amount of \$5,937.00 which has been awarded to the Fire Department through The Commonwealth of Massachusetts Executive Office of Public Safety and Security.

The FY16 SAFE Grant has been approved for funding and granted to the Marlborough Fire Department in order to provide student awareness of fire education programs.

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

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

Sincerely,

Kevin J. Breen
Fire Chief

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: FIRE DATE: 1/20/2016

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

NAME OF GRANT: FY16 STUDENT AWARENESS OF FIRE EDUCATION (S.A.F.E.)

GRANTOR: COMMONWEALTH OF MASSACHUSETTS

GRANT AMOUNT: \$5,937.00

GRANT PERIOD: 12 MONTHS

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

IS A POSITION BEING
CREATED: NO

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

ARE MATCHING CITY
FUNDS REQUIRED? NO

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

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

ANY OTHER EXPOSURE TO CITY?
NO

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

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



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LT. GOVERNOR

DANIEL BENNETT
SECRETARY

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

P.O. Box 1025 ~ State Road

Stow, Massachusetts 01775

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

www.mass.gov/dfs



STEPHEN D. COAN
STATE FIRE MARSHAL

January 11, 2016

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

Dear Chief Breen:

I am pleased to inform you that your FY 2016 Student Awareness of Fire Education (S.A.F.E.) and Senior SAFE grant applications have been approved for funding. The Marlborough Fire Department has been awarded \$5,937.00 for your S.A.F.E. grant and \$3,115.00 for Senior SAFE.

Be sure to alert your treasurer and to check with them to ensure receipt of the funds. We expect the funds to be electronically distributed on or about January 20, 2016.

All grantees are required to submit the FY 2015 year-end report to DFS by January 31, 2016. If there are any unexpended funds, the grantee may apply for a one-time 6-month extension, which will be part of the year-end report form. At the close of the single 6-month extension, all unexpended funds must be returned to the Commonwealth. At this time, any prior year remaining funds must be returned to the Commonwealth.

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

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

Sincerely,

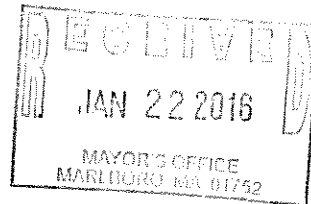
Stephen D. Coan
State Fire Marshal



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

January 20, 2016

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



RE: FY16 Senior SAFE Grant

Dear Mayor Vigeant,

I am pleased to announce that the Marlborough Fire Department has been awarded a grant in the amount of \$3,115.00. The FY16 Senior SAFE Grant has been approved for funding and granted to the Marlborough Fire Department in order to provide senior fire prevention training. Seniors are the most vulnerable of populations at risk of fire related deaths. This program is aimed at educating seniors on fire prevention, general home safety and how to be better prepared in the event of a fire.

The grant has been awarded to the Fire Department through The Commonwealth of Massachusetts Executive Office of Public Safety and Security. In accordance with Massachusetts General Laws, Chapter 44 Section 53A, this grant was applied for and accepted by the Fire Department but in order for it to be expended for the purposes of the grant, the Mayor must recommend and the City Council must vote to approve the expenditure.

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

Sincerely,

Kevin J. Breen
Fire Chief

**CITY OF MARLBOROUGH
NOTICE OF GRANT AWARD**

DEPARTMENT: FIRE DATE: 1/20/2016

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

NAME OF GRANT: FY16 SENIOR SAFE

GRANTOR: COMMONWEALTH OF MASSACHUSETTS

GRANT AMOUNT: \$3,115.00

GRANT PERIOD: 12 MONTHS

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

IS A POSITION BEING
CREATED: NO

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

ARE MATCHING CITY
FUNDS REQUIRED? NO

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

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

ANY OTHER EXPOSURE TO CITY?
NO

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

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



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



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LT. GOVERNOR

DANIEL BENNETT
SECRETARY

P.O. Box 1025 ~ State Road

Stow, Massachusetts 01775

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

www.mass.gov/dfs

STEPHEN D. COAN
STATE FIRE MARSHAL

January 11, 2016

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

Dear Chief Breen:

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Be sure to alert your treasurer and to check with them to ensure receipt of the funds. We expect the funds to be electronically distributed on or about January 20, 2016.

All grantees are required to submit the FY 2015 year-end report to DFS by January 31, 2016. If there are any unexpended funds, the grantee may apply for a one-time 6-month extension, which will be part of the year-end report form. At the close of the single 6-month extension, all unexpended funds must be returned to the Commonwealth. At this time, any prior year remaining funds must be returned to the Commonwealth.

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

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

Sincerely,

Stephen D. Coan
State Fire Marshal



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

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2016 FEB -4 10 37
Arthur G. Vigeant
MAYOR
Nicholas Milano
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

February 4, 2016

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

Re: Parking Clerk Appointment

Honorable President Clancy and Councilors:

I am pleased to submit for your approval the appointment of Gretta Holland as Parking Clerk for the City of Marlborough.

Gretta is a long time Marlborough resident who has volunteered her time throughout the community with a variety of organizations, including the Mayor's Charity Ball Committee and the Friends of Marlborough Seniors.

I want to thank Ron Guest who recently resigned after many years as the City's parking clerk for his years working on behalf of the City.

The City has accepted the provisions of Chapter 90 Section 20A of Massachusetts General Laws which means that the City Council must confirm this appointment.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Arthur G. Vigeant
Mayor



City of Marlborough
Legal Department

140 MAIN STREET

MARLBOROUGH, MASSACHUSETTS 01752

TEL. (508) 460-3771 FACSIMILE (508) 460-3698 TDD (508) 460-3610

LEGAL@MARLBOROUGH-MA.GOV

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
DONALD V. RIDER, JR.
CITY SOLICITOR

2016 FEB -4
CYNTHIA M. PANAGORE GRIFFIN
ASSISTANT CITY SOLICITOR

ELLEN M. STAVROPOULOS
PARALEGAL

February 3, 2016

Edward Clancy
President
Marlborough City Council

RE: Internet Purchase Exchange Location
Order No. 15-1006388

Dear President Clancy and Members:

At its January 25th meeting, the Operations and Oversight Committee reported out its recommendation in favor of 1) approving an order designating and establishing a so-called Internet Purchase Exchange Location in front of the Police Department and 2) referring that order to the Legal Department for proper legal form. While no motion was made at the January 25th meeting to suspend the rules and refer to Legal, I have respectfully taken the liberty of drafting the attached order as being in proper legal form for your consideration this evening.

Thank you for your attention to this matter.

Very truly yours,

Donald V. Rider, Jr.
City Solicitor

Enclosure

cc: Mark Leonard, Chief of Police

ORDERED:

That the Mayor is hereby authorized to designate and establish with the Chief of Police a so-called Internet Purchase Exchange Location, namely, a specified area outside and in front of the Marlborough Police Station that will be kept under video surveillance in order that internet sales and transactions by residents may be conducted and completed in a monitored environment.

ADOPTED
In City Council
Order No. 16-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:



City of Marlborough
Legal Department

140 MAIN STREET
MARLBOROUGH, MASSACHUSETTS 01752

TEL. (508) 460-3771 FACSIMILE (508) 460-3698 TDD (508) 460-3610

LEGAL@MARLBOROUGH-MA.GOV

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
DONALD V. RIDER, JR.
CITY SOLICITOR

2016 FEB - 4 A
CYNTHIA M. PANAGORE GRIFFIN
ASSISTANT CITY SOLICITOR

ELLEN M. STAVROPOULOS
PARALEGAL

February 3, 2016

Edward Clancy
President
Marlborough City Council

RE: Howe's Landing Subdivision –
Proposed Acceptance of Deed of Open Space Lot and Parcel A

Dear President Clancy and Members:

In 2014, the Planning Board granted an open space special permit, as well as subdivision approval, to Sage Investors, Inc. for a proposed 10-home subdivision off Hudson Street. In 2015, the subdivision land was conveyed to Howe's Landing Developers, LLC.

Condition 4 of the Planning Board's special permit calls for the LLC to convey to the City,

prior to the issuance of any building permits, a 2.84 parcel of land shown on the Concept Plan as "Open Space" which shall be preserved for conservation, passive recreational use, and preservation of open space.

The 2.84-acre parcel is shown as "Open Space Lot" on the enclosed Sheet D2 of the approved subdivision plan. Similarly, Condition 10.a of the Planning Board's subdivision approval specifies that the Open Space Lot is to be conveyed to the City as permanently protected open space.

In addition to the 2.84-acre Open Space Lot, the approved subdivision plan calls for a conveyance to the City of a very small parcel (233± s.f.) shown on the enclosed plan as "Parcel A." Condition 10.c of the Planning Board's subdivision approval specifies that Parcel A's conveyance is subject to 2 conditions:

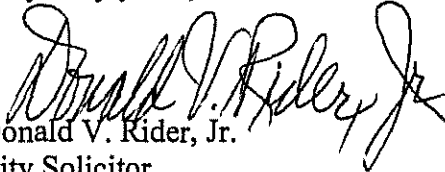
[1] Applicant shall retain and grant to a home owners association the right to access Parcel A in order for the home owners association, and not the City, to maintain and repair the force main, including the force main manhole located on Parcel A, which services Lots 7, 8, 9 and 10 on the westerly side of the proposed subdivision road. [2] In addition, the homeowners association, and not the City, shall maintain and repair the force main, including the force main manhole located on Lot 4, which services Lots 1, 2 and 3 on the easterly side of the proposed subdivision road.

Accordingly, enclosed for your consideration is the LLC's unsigned deed for the 2.84-acre Open Space Lot and Parcel A. Also enclosed is a proposed order, along with the open space special

permit and the subdivision approval which are referenced in the order. A copy of the signed deed will be made available at the relevant committee meeting.

Thank you for your attention to this matter.

Very truly yours,



Donald V. Rider, Jr.
City Solicitor

Enclosures

cc: Paul V. Galvani, Esquire
Planning Board
Priscilla Ryder, Conservation Officer
Evan Pilachowski, City Engineer
Timothy Collins, Assistant City Engineer

THOMAS DEFRISO SR., P.E.
LICENSE #28884

THOMAS DEFRISO JR., P.E.
LICENSE #10827

1. LOT 1	2. LOT 2	3. LOT 3	4. LOT 4	5. LOT 5	6. LOT 6	7. LOT 7	8. LOT 8	9. LOT 9	10. LOT 10

CHUCKS CHARTERED
SURVEYING & ENGINEERING
416 MAIN STREET
FOXBOROUGH, MA
508-547-4744

DR. ARNE JR. GENERAL
SURVEYOR
SERVING ELLEN BURTON
FOR THE CITY OF MARLBOROUGH
508-547-4744

THOMAS
DEFRISO
P.E.

LOTTING PLAN
DEFINITIVE PLAN
"HOBBS LANDING"
MARLBOROUGH, MA

SCALE	1" = 100'
DATE	
FILE NAME	
PROJECT	
DRAWN BY	
CHECKED BY	
DATE	

SHEET 02 OF 2

SUPERVISION APPROVED SUBJECT TO
CONDITIONS CONTAINED IN THE COVENANT
AND THE DECISION DOCUMENT, BOTH
RECORDED HEREWITH.
MARLBOROUGH PLANNING BOARD

[Signatures]
DATE *[Date]*

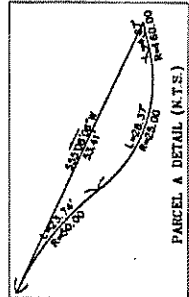
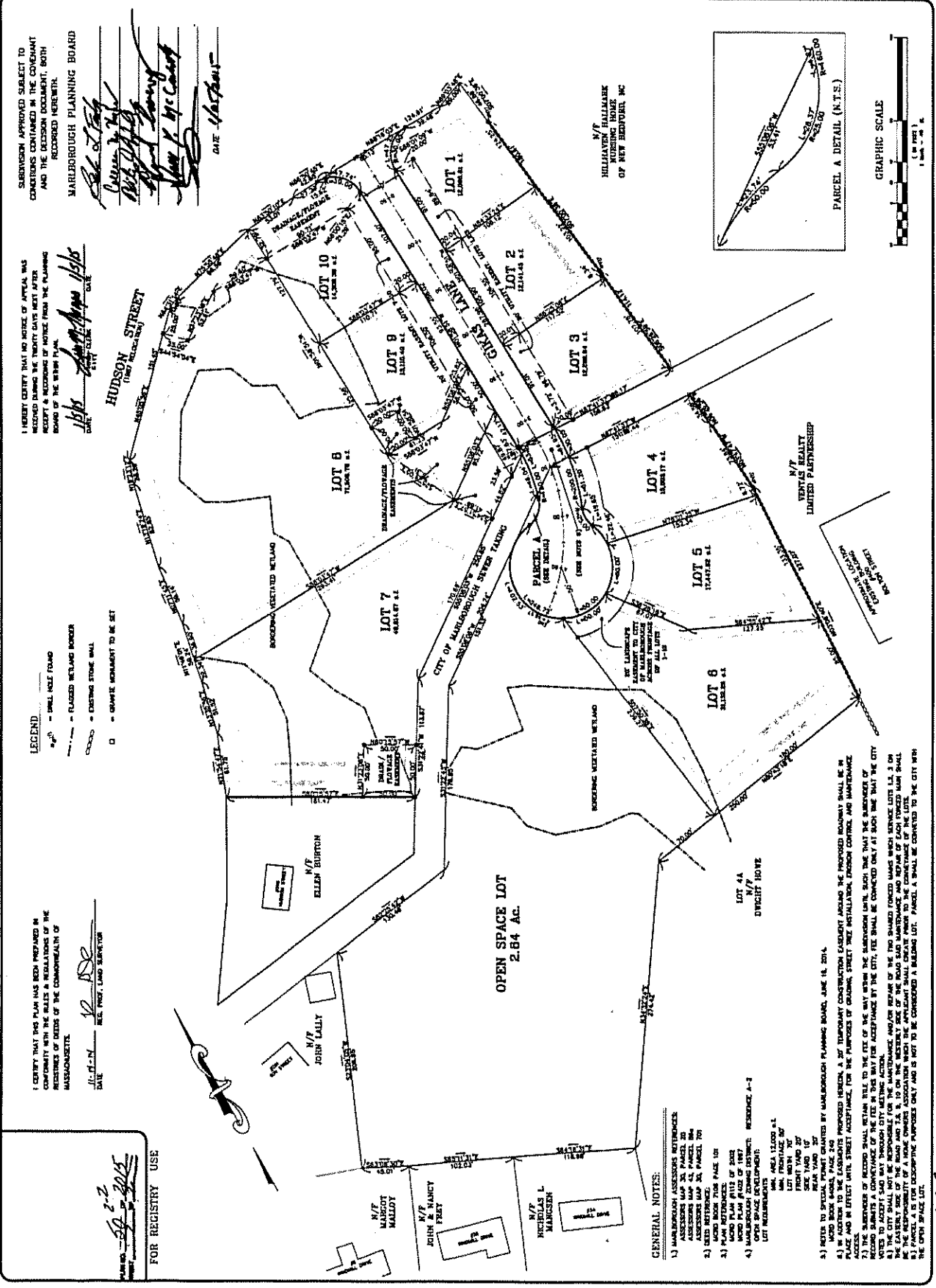
I HEREBY CERTIFY THAT NO NOTICE OF APPEAL WAS
RECEIVED DURING THE TWENTY DAY PERIOD AFTER
RECEIPT & RECORDING OF NOTICE FROM THE PLANNING
BOARD OF THE WITHIN PLAN.

[Signature]
DATE *[Date]*

LEGEND:
--- DWELLING UNIT FOOTING
--- FLAGGED WETLAND BINDER
--- EXISTING STONE WALL
O - GRANITE MONUMENT TO BE SET

I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN
CONFORMITY WITH THE RULES & REGULATIONS OF THE
REGISTERED PROFESSIONAL SURVEYORS OF THE COMMONWEALTH OF
MASSACHUSETTS.

[Signature]
DATE *[Date]*
REL. PROF. LAND SURVEYOR



- GENERAL NOTES:
- 1) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1
 - 2) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1
 - 3) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1
 - 4) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1
 - 5) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1
 - 6) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1
 - 7) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1
 - 8) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1
 - 9) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1
 - 10) MARLBOROUGH ZONING DISTRICT: RESIDENCE A-1

5022

Number of Pages: 2

Return to:

QUITCLAIM DEED

HOWE'S LANDING DEVELOPERS, LLC, a Massachusetts limited liability company with a principal place of business at 1881 Worcester Road, Suite 200, Framingham, Massachusetts 01701 ("Grantor"),

for consideration of less than ONE HUNDRED DOLLARS (\$100.00)

grants to the **CITY OF MARLBOROUGH**, a municipal corporation with offices at 140 Main Street, Marlborough, Massachusetts 01752 ("Grantee")

with **QUITCLAIM COVENANTS**,

the land in Marlborough, Middlesex County, Massachusetts shown as "OPEN SPACE LOT 2.84 Ac." and as "PARCEL A" on Sheet D2 of 2 in a plan entitled " 'Howe's Landing' a Definitive Subdivision Plan in Marlborough, Massachusetts, Date: August 11, 2014, Prepared for: Chris Christopher, Sage Investors Inc., Prepared by: Thomas DiPersio, Jr. & Associates Inc.," which plan was last revised on November 26, 2014 and is recorded with the Middlesex South District Registry of Deeds as Plan No. 50 of 2015 (the "Plan") and to which reference may be had for a more particular description of said Lot and Parcel.

Said Open Space Lot contains 2.84 acres, more or less, according to said Plan. Said Parcel A contains 0.0048 acres, more or less.

In accordance with Condition 10.a of the "Certificate of Vote Definitive Subdivision Plan Howe's Landing Hudson Street" of the City of Marlborough Planning Board dated December 1, 2014 and recorded with said Registry in Book 64831, Page 355, said Open Space Lot is conveyed subject to the restriction that it shall remain as permanently protected open space. The Open Space Lot is conveyed to the Grantee under the provisions of Mass. Gen. Laws c. 40, § 8C and is to be managed and controlled by the Marlborough Conservation Commission for the purposes of the promotion and development of natural resources, watershed protection, passive recreation, and conservation.

In accordance with Condition 10.c of the "Certificate of Vote Definitive Subdivision Plan Howe's Landing Hudson Street" of the City of Marlborough Planning Board dated December 1, 2014 and recorded with said Registry in Book 64831, Page 355, said Parcel A is conveyed subject to the restrictions 1) that the Grantor shall retain and grant to a homeowners association the right to access Parcel A in order for the homeowners association, and not the Grantee, to maintain and repair the force main, including the force main manhole located on Parcel A, which services Lots 7, 8, 9 and 10 on the westerly side of the proposed subdivision road; and 2) that the homeowners association, and not the Grantee, shall maintain and repair the force main, including the force main manhole located on Lot 4, which services Lots 1, 2 and 3 on the easterly side of the proposed subdivision road.

For title, see Deed from Sage Investors, Inc. to Grantor dated April 16, 2015 and recorded with said Registry on April 21, 2015 in Book 65244, Page 455.

Executed at Framingham, Massachusetts this ____ day of _____, 2016.

HOWE'S LANDING DEVELOPERS, LLC

By: _____
John R. Parsons, Jr., its manager

By: _____
Victor C. Galvani, its manager

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss

On this ____ day of _____, 2016, before me, the undersigned Notary Public, personally appeared John R. Parsons, Jr. and Victor C. Galvani, managers as aforesaid, and proved to me through satisfactory evidence of identification, which was [] photographic identification with signature issued by a federal or state governmental agency, [] oath or affirmation of a credible witness, [] personal knowledge of the undersigned, to be the persons whose names are signed on the preceding or attached document, and acknowledged to me that each one signed it as a duly authorized manager of Howe's Landing Developers, LLC, voluntarily for its stated purpose, before me.

Notary Public

ORDERED:

That the City Council of the City of Marlborough, pursuant to the provisions and conditions of Mass. Gen. Laws c. 40, § 8C, does hereby accept from Howe's Landing Developers, LLC, a Massachusetts limited liability company, a deed of the land in Marlborough, Middlesex County, Massachusetts shown as "OPEN SPACE LOT 2.84 Ac." and as "PARCEL A" on Sheet D2 of 2 in a plan entitled " 'Howe's Landing' a Definitive Subdivision Plan in Marlborough, Massachusetts, Date: August 11, 2014, Prepared for: Chris Christopher, Sage Investors Inc., Prepared by: Thomas DiPersio, Jr. & Associates Inc.," which plan was last revised on November 26, 2014 and is recorded with the Middlesex South District Registry of Deeds as Plan No. 50 of 2015 (the "Plan") and to which reference may be had for a more particular description of said Lot and Parcel. Said Open Space Lot contains 2.84 acres, more or less, according to said Plan. Said Parcel A contains 0.0048 acres, more or less.

In accordance with Condition 10.a of the "Certificate of Vote Definitive Subdivision Plan Howe's Landing Hudson Street" of the City of Marlborough Planning Board dated December 1, 2014 and recorded with said Registry in Book 64831, Page 355, said Open Space Lot is conveyed subject to the restriction that it shall remain as permanently protected open space. The Open Space Lot is conveyed to the City of Marlborough under the provisions of Mass. Gen. Laws c. 40, § 8C and is to be managed and controlled by the Marlborough Conservation Commission for the purposes of the promotion and development of natural resources, watershed protection, passive recreation, and conservation.

In accordance with Condition 10.c of the "Certificate of Vote Definitive Subdivision Plan Howe's Landing Hudson Street" of the City of Marlborough Planning Board dated December 1, 2014 and recorded with said Registry in Book 64831, Page 355, said Parcel A is conveyed subject to the restrictions 1) that the Grantor shall retain and grant to a homeowners association the right to access Parcel A in order for the home owners association, and not the City, to maintain and repair the force main, including the force main manhole located on Parcel A, which services Lots 7, 8, 9 and 10 on the westerly side of the proposed subdivision road; and 2) that the homeowners association, and not the City, shall maintain and repair the force main, including the force main manhole located on Lot 4, which services Lots 1, 2 and 3 on the easterly side of the proposed subdivision road.

Acceptance of this open space is subject to all terms and conditions of a special permit granted on or about June 16, 2014 by the Marlborough Planning Board and recorded at said Registry in Book 64065, Page 240, and a subdivision approval approved on or about December 1, 2014 by the Marlborough Planning Board and recorded at said Registry in Book 64831, Page 355, each of which is incorporated herein by reference.

ADOPTED

In City Council
Order No. 16-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:



City of Marlborough Commonwealth of Massachusetts

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2014 JUN 18 P 3:28



Bk: 64065 Pg: 240 Doc: DEC18
Page: 1 of 8 08/12/2014 02:14 PM

PLANNING BOARD
Barbara L. Fenby, Chair
Colleen M. Hughes
Phillip J. Hodge
Edward F. Coveney
Sean N. Fay
Shawn McCarthy
Brian DuPont

Melissa Irish - Secretary
Phone: (508) 460-3769
Fax: (508) 460-3736
Email: M.Irish@marlborough-ma.gov

PLANNING BOARD Granting of Special Permit Concept Plan Open Space Development DECISION

The Planning Board of the City of Marlborough voted to **GRANT** a special permit to Sage Investors, Inc. on June 16, 2014 under Chapter 650, Section 28 of the Marlborough Zoning Ordinance, Open Space Developments.

NAME OF APPLICANT:

Sage Investors, Inc.
Mr. Chris Christopher
446 Main St, 8th Floor
Worcester, MA 01608

LOCATION OF PROPERTY:

Hudson Street
Assessor's Maps: 30 Parcel 20
43 Parcel 86C
Portion of Map 30 Parcel 701

VOTE:

In Favor: All
In Opposition: None

DECISION FILED WITH CITY CLERK:

JUNE 18, 2014

Return to:
Sandra R. Austin, Esq.
40 Mechanics St.
Suite 305
Marlborough, MA
01752

APPEALS

Appeals, if any, shall be made pursuant to M.G.L. Ch. 40A, Section 17, and shall be filed with twenty (20) days after the date of the filing of this Notice of the Decision in the Office of the City Clerk of the City of Marlborough.

Barbara L. Fenby, Chairperson

This is to certify that twenty (20) days have passed since the filing of the within decision and no appeal has been filed with this office.

Given at Marlborough this 9th day of July, 2014

Given under Chapter 40A, Section 17 of the General Laws

A TRUE COPY
ATTEST:

City Clerk

City of Marlborough Commonwealth of Massachusetts



PLANNING BOARD

Barbara L. Fenby, Chair
Colleen M. Hughes
Phillip J. Hodge
Edward F. Coveney
Brian DuPont
Sean N. Fay
Shawn McCarthy

Melissa Irish - Secretary
Phone: (508) 460-3769
Fax: (508) 460-3736
Email: MlIrish@marlborough-ma.gov

DECISION ON AN OPEN SPACE DEVELOPMENT SPECIAL PERMIT HUDSON STREET

June 16, 2014

The Planning Board of the City of Marlborough (the "Planning Board") hereby certifies that, on June 16, 2014, it voted to approve an Open Space Development Special Permit for Sage Investors, Inc. for property located on Hudson Street owned by Dwight Howe et al., pursuant to § 650-28 of the Marlborough City Code, as follows:

PROCEDURAL FINDINGS:

1. On September 9, 2013, an application was filed on behalf of the Sage Investors, Inc., having a principal place of business of 446 Main Street, 8th Floor, Worcester, MA 01608 (the "Applicant"), for an open space development special permit, pursuant to the City of Marlborough Code Zoning Ordinance § 650-28 (the "Ordinance") and M.G.L. Chapter 40A. The application (the "Application") was filed with the Planning Board, the City Clerk of the City of Marlborough (the "City"), and the City offices as identified in § 650-28H(4)(c).
2. The proposed open space development (the "Proposed Development") consists of ten (10) single family housing units, as shown on a concept plan, entitled "Concept Plan Open Space Layout of Land in Marlborough, MA," prepared by Thomas Land Surveyors, 265 Washington Street, Hudson, MA 01749, dated March 22, 2013 (the "Concept Plan"). The Proposed Development is located on Hudson Street and is in part owned by Dwight Howe, Jr., Mary Howe Schwartz, Deborah A. Sawvelle and Ellen L. Burton (collectively, "Howe"), as further depicted on the City Assessor's Map (the "Assessor's Map") as Map 30, Parcel 20

BK-4137
Pg: 479

BK-7106
Pg: 101

and Map 43, Parcel 86C; as well as on the portion of City-owned property which is adjacent to and separates the above two (2) Parcels, and which is further depicted on the Assessor's Map as a portion of Map 30, Parcel 701.

3. The Concept Plan was based on a conventional subdivision layout, entitled "Concept Plan Conventional Layout of Land in Marlborough, MA," prepared by Thomas Land Surveyors, 265 Washington Street, Hudson, MA 01749, dated March 22, 2013 (the "Conventional Plan"), which was also filed with the Concept Plan as required by the Ordinance.
4. The Proposed Development is situated in the Residential A-2 zoning district. Open space development is allowed in the Residential A-2 zoning district.
5. After notice and publication was duly provided pursuant to the applicable provisions of M.G.L. Chapter 40A and the applicable provisions of the Ordinance, a public hearing on the Application commenced on December 2, 2013. The Planning Board closed the public hearing on December 2, 2013.
6. The Concept Plan was further amended on December 31, 2013 and March 4, 2014 to incorporate details addressing comments of the City Engineer and the Conservation Commissioner, as well as details from a 2014 Resource Area Delineation.
7. Planning Board members Barbara Fenby, Colleen Hughes, Clyde Johnson, Sean Fay, Phillip Hodge and Shawn McCarthy were present for the public hearing.
8. Planning Board members Barbara Fenby, Colleen Hughes, Sean Fay, Phillip Hodge and Shawn McCarthy deliberated on the Application at duly authorized meetings on March 24, May 19, June 2, and June 16, 2014.
9. At its meetings on February 10, 2014, April 7, 2014, and May 19, 2014, the Planning Board granted requested extensions of the date required for its decision to April 8, 2014 and subsequently to June 16, 2014 and June 19, 2014, respectively.

PROJECT FINDINGS:

1. The Proposed Development consists of two (2) lots owned by Howe and depicted on the Assessor's Maps as Map 30, Parcel 20 and Map 43, Parcel 86C, as well as one lot owned by the City, namely, Map 30, Parcel 701.
2. The Planning Board has determined that the City, by granting to Elmer Howe, and his heirs and assigns which include the current Howe owners, the right of way across Map 30, Parcel 701, gave its binding consent that those heirs and assigns would be able to use Map 30, Parcel 20 in conjunction with Map 43, Parcel 86C for residential development. Accordingly, pursuant to § 650-28D(2) of the Ordinance, the City, as owner of the fee interest in Map 30, Parcel 701, has granted its binding consent for the Proposed Development.

3. In seeking approval of the Concept Plan, the Applicant proposes to build ten (10) single family homes; to convey to the City 2.84 acres of permanently protected open space; and to convey to the City, for its use as a dedicated walking trail, any and all right, title and interest the Applicant has in Map 30, Parcel 701 which is in excess of that required for the road and utility area associated with the proposed subdivision road.
4. The Proposed Development, as conditioned by the conditions set forth herein, is consistent with the applicable provisions of M.G.L. Chapter 40A and § 650-28 of the Ordinance.
5. The Proposed Development meets the common open space requirements of § 650-28F.
6. The Proposed Development meets the general requirements of an open space development of the Ordinance § 650-28D.
7. The Proposed Development meets the dimensional and intensity requirements of an open space development set forth in § 650-28E of the Ordinance.
8. The Planning Board specifically finds, in accordance with the requirements of § 650-28H(8) of the Ordinance that:
 - a. the Proposed Development meets the objectives of an open space development set forth in § 650-28B of the Ordinance;
 - b. the Proposed Development meets the design criteria of an open space development set forth in § 650-28H(7)(b) of the Ordinance.
 - c. the Proposed Development will not have a substantial or undue adverse effect upon adjacent property or the character of the neighborhood.

Pursuant to § 650-28H(7)(a) of the Ordinance, the Planning Board determines that the Proposed Development, with the conditions set forth hereinafter, is at least as beneficial to the City as a conventional plan based on the design guidelines and evaluation criteria set forth in §650-28H(7)(b) of the Ordinance.

CONDITIONS:

The Planning Board on June 16, 2014, by a vote of 5 to 0, approved the Concept Plan as described above, subject to the following conditions:

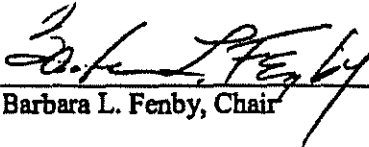
1. The Applicant shall submit a definitive subdivision plan to the Planning Board for the Proposed Development, based on the Concept Plan, for which the Planning Board shall hold a public hearing and render a decision within ninety (90) days in accordance with M.G.L. Chapter 41 and § 650-28H(3)(b) of the Ordinance.

2. The Applicant shall, upon definitive subdivision plan approval, file a Notice of Intent with the Conservation Commission for any work proposed within the 100 foot wetland buffer zone. The Applicant shall comply with all conditions of the Marlborough Conservation Commission, as set forth in any Order of Conditions for the Proposed Development.
3. The Applicant at its expense shall record a copy of this Open Space Development Special Permit at the Middlesex South District Registry of Deeds, and shall forthwith provide to the Planning Board and the Solicitor's office a copy of the Permit as recorded.
4. The Applicant shall, pursuant to § 650-28G of the Ordinance, convey to the City, subsequent to the approval of the definitive subdivision plan of this Development and prior to the issuance of any building permits, a 2.84 parcel of land shown on the Concept Plan as "Open Space" which shall be preserved for conservation, passive recreational use, and preservation of open space.
5. To enable the City to create a walking path connecting Bolton Street to Hudson Street and to allow for the Open Space parcel to access the pathway system, the Applicant shall, upon completion of the subdivision, convey to the City any and all right, title and interest the Applicant has in Map 30, Parcel 701 which is in excess of that required for the road and utility area associated with the proposed subdivision road. Further, the Applicant shall convey to the City a ten (10)-foot-wide easement for the walking path to cross through the proposed Lot 7 at or near where it abuts the property at 295 Hudson Street.
6. The Applicant shall pay to the City of Marlborough the sum of five thousand dollars (\$5,000) to be allocated for the City's Conservation Maintenance Fund to support the future maintenance of the open space parcel at the time it conveys the open space parcel to the City.
7. Any future change, modification or amendment to the Proposed Development as may be approved by the Planning Board shall be in accordance with the requirements of M.G.L. Chapter 40A, M.G.L. Chapter 41, § 81W, the Planning Board's Rules and Regulations, and/or § 650-28 of the Ordinance, as appropriate.
8. Applicant shall take necessary precautions to ensure that it does not injure or damage the City's sewer trunk line during Applicant's construction process, and Applicant shall indemnify and hold the City harmless in the event of such injury or damage.
9. The City shall retain the right to temporarily obstruct and, if necessary, to close the subdivision road whenever the City shall deem it necessary to do so in the course of any repairs or improvements of the sewer trunk line.

10. All conditions herein shall apply to Applicant, its successors and assigns, and its successors in title to the Proposed Development shown on the Concept Plan.

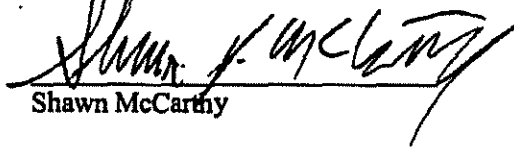
RECORD OF VOTE:

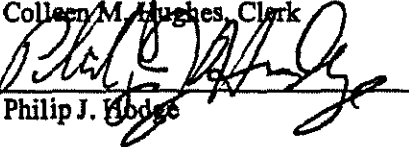
The following members of the Planning Board voted on June 16, 2014 to approve this Open Space Development Special Permit:


Barbara L. Fenby, Chair


Sean M. Fay


Colleen M. Hughes, Clerk


Shawn McCarthy


Philip J. Hodge

CERTIFICATE

I hereby certify that twenty (20) days have elapsed since the filing of the above-referenced decision in the Office of Marlborough City Clerk on June 18, 2014, and that no notice of an appeal of that decision has been filed with my office.

A True Copy Attest: 
Lisa M. Thomas
Marlborough City Clerk

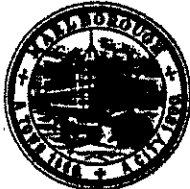
July 9, 2014
Date

AG

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

City of Marlborough Commonwealth of Massachusetts

2014 DEC -3 P 2:53



PLANNING BOARD

Barbara L. Fenby, Chair
Colleen M. Hughes
Phillip J. Hodge
Edward F. Coveney
Brian DuPont
Sean N. Fay
Shawn McCarthy

Melissa Irish - Secretary
Phone: (508) 460-3769
Fax: (508) 460-3736
Email: MIrish@marlborough-ma.gov



2015 00010623
Bk: 64831 Pg: 355 Doc: VOTE
Page: 1 of 6 01/23/2015 12:02 PM

Please refer to:

Sandra R. Austin, Esq.
40 Mechanic St., Ste 305
Marlborough, MA 01752

CERTIFICATE OF VOTE DEFINITIVE SUBDIVISION PLAN HOWE'S LANDING HUDSON STREET

December 1, 2014

Pursuant to § 650-28 of the Marlborough City Code, the Planning Board of the City of Marlborough (the "Planning Board") hereby certifies that on December 1, 2014 it voted to approve a Definitive Subdivision Plan for an Open Space Residential Subdivision, for which this Board had granted a Special Permit on June 16, 2014 to Sage Investors, Inc. for property located on Hudson Street owned by Dwight Howe et al., as follows:

PROCEDURAL FINDINGS:

1. On August 18, 2014, an application (the "Application") was filed on behalf of the Sage Investors, Inc. with a principal place of business of 446 Main Street, 8th Floor, Worcester, MA 01608 (the "Applicant"), pursuant to M.G.L. c. 41, § 81W, and the Planning Board's Rules and Regulations Governing the Subdivision of Land in Marlborough (the "Rules and Regulations"), seeking approval of a ten (10) single family housing unit definitive subdivision plan as shown on a plan entitled "HOWE'S LANDING' A DEFINITIVE SUBDIVISION PLAN IN MARLBOROUGH, MASSACHUSETTS," prepared by Thomas DiPersio, Jr., & Associates, Inc., 641 Concord Road, Marlborough, Massachusetts, dated August 11, 2014 and last revised on November 26, 2014 (the "Plan"), on land identified

SEE PLANNING 50 OF 2015

on the City of Marlborough's Assessor's Map ("Assessor's Map") as Map 30, Parcel 20 and Map 43, Parcel 86C, located on Hudson Street, owned by Dwight Howe, Jr., Mary Howe Schwartz, Deborah A. Sawvelle, Ellen L. Burton (collectively "Howe"); and on land identified on the Assessor's Map as a portion of Map 30, Parcel 701, owned by the City of Marlborough (the "City") (the lots collectively, the "Development").

2. The Plan was based on the residential subdivision concept plan layout for which an Open Space Special Permit was granted by the Board on June 16, 2014 and recorded in the Middlesex South District Registry of Deeds on August 12, 2014 in Book 64065, Page 240.
3. The Planning Board provided copies of the Application to other City boards and commissions, departments and officials including, but not limited to, the Board of Health, Building Commissioner, Conservation Commission, Department of Public Works, Fire Chief, City Engineer and City Solicitor.
4. The Board of Health of the City of Marlborough made no comment on the Application or the Plan.
5. After notice and publication was provided pursuant to the applicable provisions of M.G.L. c. 41, § 81T of the Subdivision Control Law, and the applicable provisions of the Rules and Regulations, a public hearing on the Application commenced on September 22, 2014. The Planning Board closed the public hearing on September 22, 2014.
6. Planning Board members Barbara Fenby, Colleen Hughes, Sean Fay, Phillip Hodge, Brian DuPont, Edward Coveney and Shawn McCarthy were present for the public hearing.
7. The Plan was further amended on September 25, 2014, November 7, 2014, November 14, 2014 and November 26, 2014 to incorporate details and to address the comments and requirements of City Engineer Evan Pilachowski and the Planning Board.
8. Planning Board members Barbara Fenby, Colleen Hughes, Sean Fay, Phillip Hodge and Shawn McCarthy deliberated on the Application at duly authorized meetings on October 16, November 3, and November 17; and Planning Board members Barbara Fenby, Sean Fay, Shawn McCarthy and Edward Coveney so deliberated on December 1, 2014.

PROJECT FINDINGS:

1. The subject property consists of two (2) lots owned by Howe identified on the City Assessors Maps as follows: Map 30, Parcel 20 and Map 43, Parcel 86C; as well as one lot owned by the City and identified as a portion of Map 30, Parcel 701, over which Howe has a general right of way for the express purpose of

access to and from the lands abutting on the City's sewer trunk line, subject to two (2) limitations:

- a. the right of way granted by the City to Howe shall at all times be so exercised as not to injure the sewer or works of the City; and
 - b. the City may cause the land over which the right of way is located to be temporarily obstructed or closed whenever its officers or employees shall deem it necessary to do so, in the course of repairs or improvements of the City's sewerage works.
2. The City, as owner of the fee interest in Map 30, Parcel 701, has, within the meaning of § 650-28.D(2) of the Marlborough City Code, granted its binding consent for the Development, as the Development is normal development of the Howe's land and the easement owned by Howe is a general right of way for the express purpose of access to and from the lands abutting on the City's sewer trunk line, subject to the two limitations set forth in ¶ 1 immediately above.
 3. In seeking approval of the amended Plan and in accordance with the Open Space Special Permit, the Applicant proposes to build ten (10) single family homes; to convey to the City 2.84 acres of permanently protected open space; to convey to the City, for the City's use as a dedicated walking trail, Applicant's right, title and interest in the right of way as well as any and all underlying interest Applicant owns in the sewer trunk line area (Map 30, Parcel 701) which is in excess of that required for the road and utility area associated with the proposed subdivision road; and to convey to the City so-called Parcel A, subject to conditions set forth below.
 4. The Development, as governed by the conditions set forth in this Certificate of Vote, is consistent with the applicable provisions of the Subdivision Control Law and the Rules and Regulations.
 5. The Development, as governed by the conditions of this Certificate of Vote, will not present a public safety hazard to the City or surrounding properties.

WAIVERS:

After the public hearing and deliberations on the amended Plan, the Planning Board did on December 1, 2014, by a vote of 4 in favor and 0 opposed, grant the following waivers to the Rules and Regulations, in connection with the Plan, as amended (citations below are to the Marlborough City Code, Chapter A676, entitled "Subdivision Regulations"):

- 1) **Section 676-12 Streets, C. Width**
REQUIRED: 50 FEET FOR ALL SECONDARY ROADS
ALLOWED: 40 FEET FOR THE PROPOSED SUBDIVISION ROAD

2) Section 676-12 Streets, D. Grade

REQUIRED: 8% MAXIMUM GRADE FOR SECONDARY STREET (OTHER THAN LANES) WITH 75' LEVELLING AREA

ALLOWED: 10% MAXIMUM GRADE FOR THE PROPOSED SUBDIVISION ROAD WITH 50' LEVELLING AREA

3) Section 676-12 Streets, E. Dead-end streets

REQUIRED: 3% MAXIMUM GRADE WITHIN 75' OF RADIUS POINT OF THE TURN AROUND AREA

ALLOWED: 5% MAXIMUM GRADE WITHIN 75' OF RADIUS POINT OF THE TURN AROUND AREA

4) Section 676-24 Street and roadway, B

REQUIRED: 32 FEET FOR SECONDARY ROADS (OTHER THAN LANES) (26 FEET FOR LANES)

ALLOWED: 28 FEET FOR THE PROPOSED SUBDIVISION ROAD

5) Appendix F, as referenced in Section 676-20 and Section 676-23:

REQUIRED: 5' PLANTING STRIP EACH SIDE OF ROADWAY

ALLOWED: NO PLANTING STRIP, DUE TO REDUCED RIGHT OF WAY WIDTH

The Planning Board granted these waivers after determining that such action is in the public interest and not inconsistent with the intent and purpose of the Subdivision Control Law and with the Rules and Regulations.

CONDITIONS:

The Planning Board on December 1, 2014, by a vote of 4 to 0, approved the Plan, as amended, as described above, subject to the following conditions:

1. Prior to their installation, all final landscaping, signage and/or improvements within the subdivision road's right of way shall be approved by the City Engineer.
2. The Applicant shall install vertical granite curbing in lieu of sloped granite curbing throughout the Development.
3. The Applicant shall comply with all conditions of the Marlborough Conservation Commission, as set forth in any Order of Conditions for the Development.
4. The Applicant shall provide for a Performance Guarantee, in a manner acceptable to the Planning Board, to ensure that the required improvements will be constructed and/or installed in accordance with the approved Plan.
5. The Applicant shall record at the Middlesex South District Registry of Deeds an executed copy of this Certificate of Vote and of the approved Plan, and shall forthwith provide those copies to the Planning Board and the Solicitor's office.


6. Any future change, modification or amendment to the approved Plan, as may be approved by the Planning Board, shall be in accordance with the requirements of M.G.L. Chapter 41, § 81W.
7. Applicant shall take necessary precautions to ensure that it does not injure or damage the City's sewer trunk line during the Applicant's construction process, and Applicant shall indemnify and hold the City harmless in the event of such injury or damage.
8. The City shall retain the right to temporarily obstruct and, if necessary, to close the subdivision road whenever the City shall deem it necessary to do so in the course of repairs or improvements of the City's sewer trunk line.
9. The City shall not be responsible for the maintenance and/or repair of the two shared forced mains which service lots 1, 2 and 3 on the easterly side of the road, and 7, 8, 9 and 10 on the westerly side of the road. Said maintenance and repair of each forced main shall be the responsibility of a home owners association which the Applicant shall create prior to the conveyance of any lot.
10. Applicant:
 - a. shall convey to the City 2.84 acres of permanently protected open space;
 - b. shall convey to the City, for the City's use as a dedicated walking trail, Applicant's right, title and interest in the right of way as well as any and all underlying interest Applicant owns in the sewer trunk line area (Map 30, Parcel 701) which is in excess of that required for the road and utility area associated with the proposed subdivision road; and
 - c. shall convey to the City so-called Parcel A, except that Applicant shall retain and grant to a home owners association the right to access Parcel A in order for the home owners association, and not the City, to maintain and repair the force main, including the force main manhole located on Parcel A, which services Lots 7, 8, 9 and 10 on the westerly side of the proposed subdivision road. In addition, the homeowners association, and not the City, shall maintain and repair the force main, including the force main manhole located on Lot 4, which services Lots 1, 2 and 3 on the easterly side of the proposed subdivision road.
11. Applicant shall grant to the City a 20-foot wide landscaping easement across the frontage of all lots (Lots 1 through 10).
12. All conditions herein shall apply to Applicant, its successors and assigns, and to its successors in title to the Development.

RECORD OF VOTE:

The following members of the Planning Board voted on December 1, 2014 to approve the Plan, as amended:

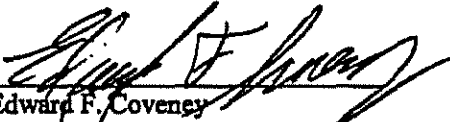


Barbara L. Fenby, Chair



Sean N. Fay

Colleen M. Hughes, Clerk



Edward F. Coveney

Philip J. Hodge




Shawn McCarthy

Brian DuPont

CERTIFICATE

I hereby certify that twenty (20) days have elapsed since the filing of the above-referenced Certificate of Vote in the Office of Marlborough City Clerk on December 3, 2014, and that no notice of an appeal of that decision has been timely filed with said Office.

A True Copy Attest: 

Lisa M. Thomas
Marlborough City Clerk

December 24, 2014
Date

WILLIAM F. BREWIN, JR.
ATTORNEY AND COUNSELLOR AT LAW
277 MAIN STREET
MARLBOROUGH, MA 01752

TEL: (508) 460-3484
FAX: (508) 624-4599
E-MAIL: WBREW@VERIZON.NET
WWW.BREW@LAW.COM

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2016 JAN 28 P 4: 22

VIA HAND DELIVERY

January 28, 2016

Mayor Arthur G. Vigeant City of Marlborough City Hall 140 Main Street Marlborough, MA 01752	City Council City of Marlborough City Hall 140 Main Street Marlborough, MA 01752
Board of Assessors City of Marlborough City Hall 140 Main Street Marlborough, MA 01752	Conservation Commission City of Marlborough City Hall 140 Main Street Marlborough, MA 01752
Planning Board City of Marlborough City Hall 140 Main Street Marlborough, MA 01752	BY CERTIFIED MAIL Peter Church Director of Forest Stewardship Commonwealth of Massachusetts Department of Conservation and Recreation 251 Causeway Street Suite 600 Boston, MA 02114

RE: NOTICE PURSUANT TO M.G.L. c 61 §8 OF INTENT TO SELL FOR USE
OTHER THAN FOREST LAND
421 BOLTON STREET, MARLBOROUGH, MA
ASSESSOR'S MAP: 30-13 and 30-14

Dear Mayor Vigeant and others,

Please be advised that this office represents Richard C. Cochrane and Jill E. Cochrane (the "Cochranes"), owners of two lots at 421 Bolton Street, Marlborough, Massachusetts (the "Property").

Page 2
Mayor Vigeant
January 28, 2016

The Cochranes hereby provide notice pursuant to M.G.L. c 61 §8 of their intent to sell the Property for use other than Forest Land. The Cochranes have executed a Purchase and Sale Agreement dated January 15, 2016 with an effective date of January 19, 2016 to sell the above referenced land to BSL Marlborough Development, LLC for \$1,500,000.00.

I also enclose the following:

1. Certified copy of an executed Purchase and Sale Agreement specifying the purchase price and all terms and conditions of the proposed sale;
2. Statement of intent to sell;
3. Statement of proposed use of the land; and
4. Location and acreage of the land.
 - a. Boundary Survey Plan dated May 24, 2013 Prepared For Richard.C. and Jill E. Cochrane, by Hancock Associates, Lot 30-13 14.82 AC, Lot 30-14 .62 AC
 - b. City of Marlborough Assessor's Map
 - c. City of Marlborough GIS Map

The Boundary Plan shows Map 30, Lot 13 as being 14.82 acres +/- and the City Assessor's Map 30 shows Lot 13 as being 10.95 acres.

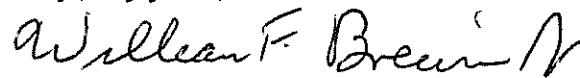
The name, address and telephone number of the landowner is as follows:

Richard C. Cochrane
Jill E. Cochrane
2 Turtle Creek Circle
Shrewsbury, MA 01545
1-508-925-5653

Please proceed with the review of a first refusal option under M.G. L. c 61 § 8.

Please feel free to contact me with any questions you may have.

Very truly yours,



William F. Brewin, Jr.

WFB/vjd
Enclosures

cc: Richard C. Cochrane
Jill E. Cochrane

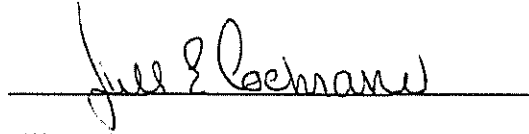
Statement of Intent to Sell

We, Richard C. Cochrane and Jill Cochrane, of 421 Bolton Street, Marlborough, Massachusetts hereby state that we intend to sell property at 421 Bolton Street, Marlborough MA containing approximately 15 acres to BSL Marlborough Development, LLC for the price of One Million Five Hundred Thousand Dollars (\$1,500,000.00). The property is identified on the City of Marlborough Assessor's Map as Map 30, Parcel 13 and Map 30, Parcel 14 and is described in a deed recorded in the Middlesex South Registry of Deeds, Book 59195, Page 233.

Executed this 27 day of January, 2016.



Richard C. Cochrane

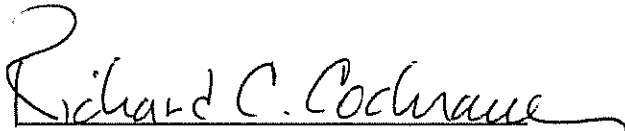


Jill Cochrane

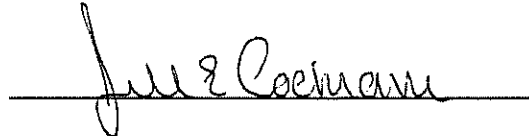
Statement of Proposed Use of Land

We, Richard C. Cochrane and Jill Cochrane, hereby state that the proposed use of the land at 421 Bolton Street, Marlborough, Massachusetts pursuant to the Purchase and Sale Agreement dated January 19, 2016 is "to develop an assisted living community containing not less than 50 assisted living and memory care units together with associated common area amenities and related site improvements".

Executed this 27 day of January, 2016.



Richard C. Cochrane



Jill Cochrane

ARNCO SIGN CO INC.
1133 SOUTH BROAD ST
WALLINGFORD CT 06492
2/2/16

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2016 FEB -3 A 9:32

City of Marlborough MA
140 Main St
Marlborough MA 01752
att: Steven Kerrigan, City Clerk Office

Mr. Kerrigan

Please place the sign application for the Hilton Garden Hotel at 170 Forest St on the agenda for the next City Council meeting. I understand the meeting is Monday 2/8/16.

If there are any questions, I can be reached at my cell phone, which is :

Thank you



2/2/16

Marc R Cohen
Arnco Sign Co Inc.
1133 South Broad St
Wallingford CT 06492



City of Marlborough BUILDING DEPARTMENT

140 Main Street
Marlborough, Massachusetts 01752

RECEIVED
JAN 06 2016
[Handwritten initials]

Date: 1/6/16

Permit No. SP-2016-0001

Address/Location of Sign 170 Forest St

Name of Business HILTON GARDEN INN

Name of Owner of Business HILTON HOTEL Corporation Telephone _____

Type of Sign: (check off which applies)

Flat Wall Free Standing Awning Banner Projecting

Does this site have a Special Permit YES NO

Is this a replacement of a same size existing sign(s) YES NO

Dimensions Sign: Sign A

Length 57'-5 1/4" Width 5'-6" Height (Free Standing) _____ Area 320 sq'

Location of Sign on Bld. North _____ South _____ East West _____

Dimensions Façade:

Length 260' + Width 55'-0" Area 13,750

M. R. O. L.
Signature of Responsible Party Telephone _____

Installer Company ARNO STANCO Telephone _____

1133 So Broad St Waltham MA 02492
ARNO MARC@gmail.com
Email

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

M. R. O. L.
Signature

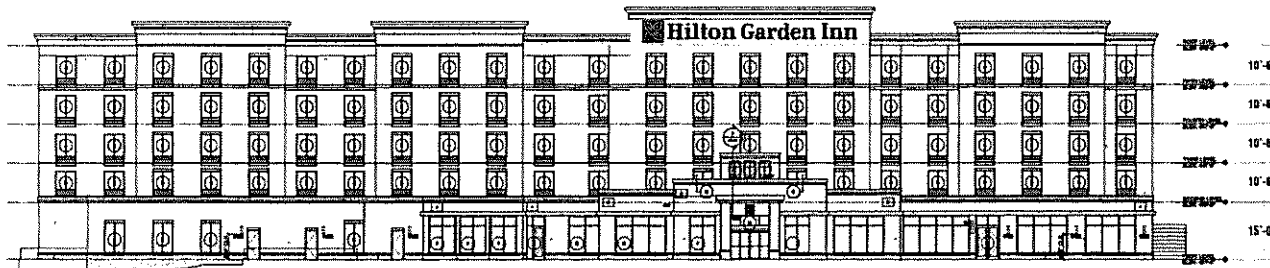
1/6/16
Date

Cost of Sign(s) 12,000

Permit Fee \$ 50⁰⁰

PROPOSED EAST ELEVATION

**SALES PRESENTATION ONLY
SITE SURVEY REQUIRED PRIOR TO FINAL PRODUCTION!**



FULL EAST ELEVATION

Scale: 1/32" = 1'-0"



PARTIAL EAST ELEVATION

Scale: 1/16" = 1'-0"

**B EAST ELEVATION
30 Inch floor**



Hospitality Headquarters:
334 INDUSTRIAL PARK RD.
BLUEFIELD, VA 24605

877-779-9977

www.mcsign.com

CLIENT
Hilton Garden Inn
HILTON GARDEN INN
178 FOREST STREET
MARLBOROUGH, MA 01752

PAGE NUMBER	TICKET NO.	DATE
1	301820	8/25/15
SEAN WESTPHAL LAUREN YEN		CA
HILTON GARDEN INN 2510 MAVERICK - MARLBOROUGH		

DATE	REVISIONS
10/9/15 SJ	Added floor; Added partial elevation enlarged on page

Sign On.

Partner with the best.



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LED ILLUM. CHANNEL LETTERS

Scale: 3/16" = 1'-0"

320 Square Feet

SALES PRESENTATION ONLY
SITE SURVEY REQUIRED PRIOR TO FINAL PRODUCTION!

A EAST ELEVATION
48 inch linear



LIGHT COLOR BUILDING LETTERS

LIGHT COLORED BUILDING-RED DAY/RED NIGHT

5" (127mm) DEEP LETTERS (REMOTE PWR. SUPPLY)

.040" (1mm) THK. ALUM. RETURNS with .063" (1.6mm) THK. ALUM. CAD CUT BACKS. RETURNS PAINTED AKZO 354C2 SILVER METALLIC (SAMPLE AVAILABLE UPON REQUEST) / GLOSS FINISH. LETTER INTERIORS PAINTED with STARBRIGHT LIGHT ENHANCING PAINT.

.177" (4.5mm) THK 3RK32 RED CYRO SG FACES
1" (25.4mm) STANDARD RED JEWELITE RETAINERS (OR APPROVED EQUIV.) TO BE USED PER MANUFACTURER'S RECOMMENDATIONS.

LETTERS ILLUMINATED with RED L.E.D. (G.E. OR APPROVED EQUIV.).
INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

Logo:

.177" (4.5mm) THK WRT30 WHITE CYRO SG FACES
with 1st SURFACE 3M (OR APPROVED EQUIV.) 3630-73 RED VINYL BACKGROUND / "FLORET" DESIGN CUT OUT OF RED VINYL OVERLAY - WHITE SHOWS THRU.
1" (25.4mm) STANDARD RED JEWELITE RETAINERS (OR APPROVED EQUIV.) TO BE USED PER MANUFACTURER'S RECOMMENDATIONS.

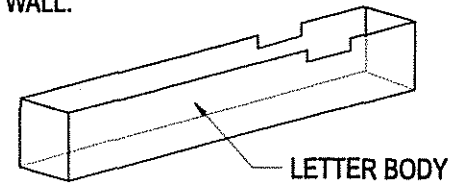
LOGO ILLUMINATED with WHITE L.E.D. (G.E. OR APPROVED EQUIV.).
INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

QUANTITY:

(1) One channel letterset required for east elevation

ALL ILLUMINATED SIGNAGE REQUIRE THE CLIENT'S ELECTRICIAN TO FURNISH & INSTALL A COMPLETE PHOTOCELL AND/OR TIME CLOCK TO ALLOW SIGNS TO OPERATE AT DESIGNATED INTERVALS. HOWEVER, SIGN SHALL NEVER OPERATE ON A 24/7 BASIS.

.040" (1mm) THK. ALUM. BRIDGE COVER. PAINT TO MATCH WALL.



TYPICAL BRIDGE DETAIL



Hospitality Headquarters:
334 INDUSTRIAL PARK RD.
BLUEFIELD, VA 24605
877-779-9977
www.mcsign.com

CLIENT: **Hilton Garden Inn**
HILTON GARDEN INN
170 FOREST STREET
MARLBOROUGH, MA 01752

PAGE NUMBER	TICKET NO.	DATE	DATE	REVISIONS
3	201820	6/25/15		
PROJECT MANAGER	DESIGNER			
BEAM WESTPHAL LAUREN VERRI	CA			
HILTON GARDEN INN 201 (FMAV) HIL - MARLBOROUGH				

Sign On.™
Partner with the best.



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City of Marlborough BUILDING DEPARTMENT

140 Main Street
Marlborough, Massachusetts 01752

JAN 06 2016
[Signature]

Date: 1/6/16

Permit No. SP-2016-0002

Address/Location of Sign 170 Forest St

Name of Business Hilton Garden Inn

Name of Owner of Business Hilton Hotel Corp Telephone _____

Type of Sign: (check off which applies)

Flat Wall Free Standing Awning Banner Projecting

Does this site have a Special Permit YES NO

Is this a replacement of a same size existing sign(s) YES NO

Dimensions Sign: Sign B

Length 2'-6" Width 2'-6" Height (Free Standing) _____ Area 5 sq'

Location of Sign on Bld. North _____ South _____ East West _____

Dimensions Façade:

Length 750' Width 55'-0" Area 13,750

[Signature] _____
Signature of Responsible Party Telephone

Installer Company Arduco Signs Inc. Telephone _____
1133 South Road St Wallingford CT 06492
Arduco Mgmt@gmail.com
Email

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

[Signature] _____
Signature Date 1/6/16

Cost of Sign(s) \$1500-00 Permit Fee \$ 50

S/F ILLUM. FLORET

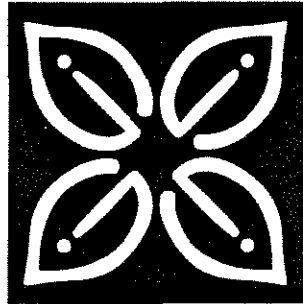
Scale 1" = 1'-0"

6.3 Square Feet

**SALES PRESENTATION ONLY
SITE SURVEY REQUIRED PRIOR TO FINAL PRODUCTION!**

**B EAST ELEVATION
30 Inch floret**

2'-6"



2'-6"

QUANTITY:

(1) One S/F floret required for east elevation

ALL ILLUMINATED SIGNAGE REQUIRE THE CLIENT'S ELECTRICIAN TO FURNISH & INSTALL A COMPLETE PHOTOCELL AND/OR TIME CLOCK TO ALLOW SIGNS TO OPERATE AT DESIGNATED INTERVALS. HOWEVER, SIGN SHALL NEVER OPERATE ON A 24/7 BASIS.

ILLUMINATED LOGO SECTION

(1) 120v, 20a CIRCUIT(S) REQ'D
INSTALL PRIMARY(IES) PER N.E.C.

U.L. LABELS REQUIRED
INSTALL SIGNAGE PER N.E.C.

U.L. 2161 COMPLIANT

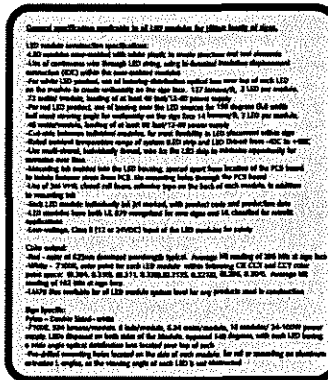
FABRICATED 5" (127mm) DEEP PRE-FORMED ALUMINUM CHANNEL LOGO.

1" (25.4mm) RED JEWELITE (OR APPROVED EQUIV.) RETAINERS.
.177" (4.5mm) THK WRT30 WHITE CYRO SG FACE
W/ 1st SURFACE 3M (OR APPROVED EQUIV.) 3630-73 RED VINYL BACKGROUND / "FLORET" DESIGN CUT OUT OF RED VINYL OVERLAY - WHITE SHOWS THRU.

OUTSIDE RETURNS PAINTED AKZO 354C2 SILVER METALLIC (SAMPLE AVAILABLE UPON REQUEST) / GLOSS FINISH
- INSIDE SIGN PAINTED LIGHT ENHANCING WHITE.

SIGN INTERNALLY ILLUMINATED W/
WHITE L.E.D. (G.E. OR APPROVED EQUIV.)
TO BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.

SIGN MOUNTED FLUSH TO BUILDING FASCIA -
ATTACH TO WALL WITH NON-CORROSIVE
FASTENERS AS REQUIRED PER WALL CONSTRUCTION.



.040" (1mm) THK. ALUM. RETURN, PAINTED AKZO 354C2 SILVER METALLIC (SAMPLE AVAILABLE UPON REQUEST)

1" (25.4mm) RED JEWELITE RETAINER (OR APPROVED EQUIV.) TO BE USED PER MANUFACTURERS RECOMMENDATIONS.

.177" (4.5mm) THK WRT30 WHITE CYRO SG FACE.

WHITE L.E.D. MODULE (G.E. OR APPROVED EQUIV.) TO BE INSTALLED PER MANUFACTURERS RECOMMENDATIONS

.063" (1.6mm) THK. ALUM. CAD CUT BACKS

(2) 1/4" (6.4mm) DIA. WEEP HOLES IN BOTTOM OF CABINET. PROVIDE LIGHT SHIELDS OVER EACH WEEP HOLE.

5" (127mm)

14AWG GROUND WIRE TO BACK EQUIPMENT GROUND

SBC-6 SOLDERLESS 6ga COPPER SPLIT-BOLT CONNECTOR

14AWG GROUND WIRE TO ALL LETTER GROUND WIRES IN GROUP

SECONDARY WIRING BETWEEN LETTERS

POWER SUPPLY ON BACK OF WALL IN GALT. TRANSF. BOX.

J-BOX BEHIND WALL



Hospitality Headquarters:
334 INDUSTRIAL PARK RD.
BLUEFIELD, VA 24605
877-779-9977
www.mcsign.com

CLIENT
Hilton Garden Inn
HILTON GARDEN INN
178 FOREST STREET
MARLBOROUGH, MA 01752

PAGE NUMBER	TICKET NO.	DATE	DATE	REVISIONS
4	261829	10/9/15		
DESIGNER				
BEAN WERTPHAL LAUREN VERU SI				
ESTIMATE NUMBER				
HILTON GARDEN INN 2515 MARLBOROUGH - MARLBOROUGH				

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Sign On.
Partner with the best.





City of Marlborough BUILDING DEPARTMENT

140 Main Street
Marlborough, Massachusetts 01752

JAN 06 2016

Date: 1/6/16

Permit No. SP-2016-00023

Address/Location of Sign 170 Forest St

Name of Business Hilton Garden Inn

Name of Owner of Business Hilton Hotel Corp Telephone _____

Type of Sign: (check off which applies)

Flat Wall Free Standing Awning Banner Projecting

Does this site have a Special Permit YES NO

Is this a replacement of a same size existing sign(s) YES NO

Dimensions Sign: Sign C

Length 2'-2" Width 1'-8" Height (Free Standing) _____ Area 36 sq

Location of Sign on Bld. North _____ South _____ East _____ West

Dimensions Façade:

Length 250'-" Width 55'-0" Area 13,750 sf

[Signature]
Signature of Responsible Party Telephone _____

Installer Company Aenco Sign Co Telephone _____
1133 So Broad St Walling CT 06492

AencoManc@gmail.com
Email

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

[Signature]
Signature

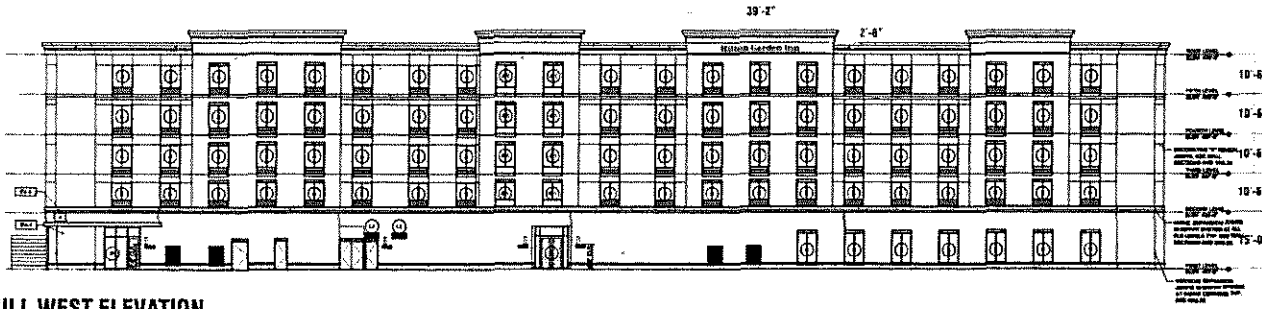
1/6/16
Date

Cost of Sign(s) 6000⁰⁰

Permit Fee \$ 50⁰⁰

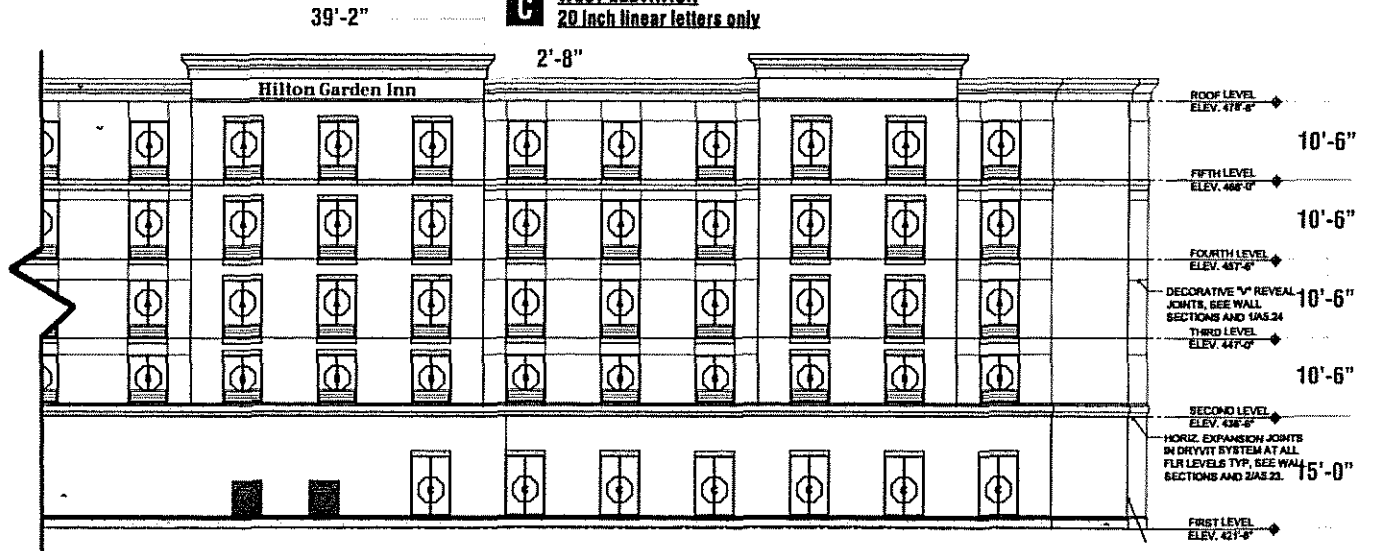
PROPOSED WEST ELEVATION

**SALES PRESENTATION ONLY
SITE SURVEY REQUIRED PRIOR TO FINAL PRODUCTION!**



FULL WEST ELEVATION
Scale: 1/32" = 1'-0"

C WEST ELEVATION
20 Inch linear letters only



PARTIAL WEST ELEVATION
Scale: 1/16" = 1'-0"



Hospitality Headquarters:
334 INDUSTRIAL PARK RD.
BLUEFIELD, VA 24605
877-779-9977
www.mcsign.com

CLIENT
Hilton Garden Inn
ACCOUNT
HILTON GARDEN INN
178 FOREST STREET
MARLBOROUGH, MA 01752

PAGE NUMBER	TICKET NO.	DATE	DATE	REVISIONS:
2	361820	10/15/15		
FOR COMPANY		DESIGNER		
BEAN WESTPHAL LAUREN VERRI		AF		
FOR FAN LEASE				
HILTON GARDEN INN 2815 MARVIER - MARLBOROUGH				

Sign On.
Partner with the best.



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LED ILLUM. CHANNEL LETTERS

Scale: 1/2" = 1'-0"

35.3 Square Feet

SALES PRESENTATION ONLY
SITE SURVEY REQUIRED PRIOR TO FINAL PRODUCTION

G WEST ELEVATION
20 Inch Linear Letters only

G = 1'-8"

Hilton Garden Inn

21'-2-1/8"

7'-7"

7-1/4"

8'-3-1/2"

8-3/8"

4'-0"

LIGHT COLOR BUILDING LETTERS

LIGHT COLORED BUILDING-RED DAY/RED NIGHT

5" (127mm) DEEP LETTERS (REMOTE PWR. SUPPLY)

.040" (1mm) THK. ALUM. RETURNS with .063" (1.6mm) THK. ALUM. CAD CUT BACKS. RETURNS PAINTED AKZO 354C2 SILVER METALLIC (SAMPLE AVAILABLE UPON REQUEST) / GLOSS FINISH. LETTER INTERIORS PAINTED with STARBRIGHT LIGHT ENHANCING PAINT.

.177" (4.5mm) THK 3RK32 RED CYRO SG FACES
1" (25.4mm) STANDARD RED JEWELITE RETAINERS (OR APPROVED EQUIV.) TO BE USED PER MANUFACTURER'S RECOMMENDATIONS.

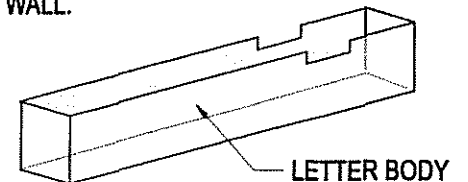
LETTERS ILLUMINATED with RED L.E.D. (G.E. OR APPROVED EQUIV.). INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

QUANTITY:

(1) One channel letterset required for west elevation

ALL ILLUMINATED SIGNAGE REQUIRE THE CLIENT'S ELECTRICIAN TO FURNISH & INSTALL. A COMPLETE PHOTOCELL AND/OR TIME CLOCK TO ALLOW SIGNS TO OPERATE AT DESIGNATED INTERVALS. HOWEVER, SIGN SHALL NEVER OPERATE ON A 24/7 BASIS.

.040" (1mm) THK. ALUM. BRIDGE COVER. PAINT TO MATCH WALL.



TYPICAL BRIDGE DETAIL



Hospitality Headquarters:
334 INDUSTRIAL PARK RD.
BLUEFIELD, VA 24605
877-779-9977
www.mcsign.com

CLIENT:	PAGE NUMBER:	TICKET NO.:	DATE:	DATE:	REVISIONS:
Hilton Garden Inn	5	361820	10/15/15		
ADDRESS:	PROJECT MANAGER:	DESIGNER:			
HILTON GARDEN INN 170 FOREST STREET MARLBOROUGH, MA 01752	SEAN WESTPHAL LAUREN VERI	AF			
	ELECTRONIC FILE NAME:				
	HILTON GARDEN INN 2015 MAR 03 - MARLBOROUGH				

Sign On.
Partner with the best.

CLIENT SIGNATURE & APPROVAL DATE:

NOTE: PRINTS ARE THE EXCLUSIVE PROPERTY OF "MCSIGN COMPANY". ANY UNAUTHORIZED USE OR DUPLICATION WILL RESULT IN A 20% CHARGE PER OCCURANCE PER THE VALUE OF THE DISPLAY. © MC SIGN CO 1998



MIRICK O'CONNELL

ATTORNEYS AT LAW

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CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2016 FEB -3 P 4:55

Arthur P. Bergeron
Mirick O'Connell
100 Front Street
Worcester, MA 01608-1477
abergeron@mirickoconnell.com
t 508.929.1652
f 508.463.1385

February 3, 2016

HAND DELIVERED

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

Re: Proposed Zoning Amendment

Dear Councilor Clancy:

I represent Ryan Development LLC, the prospective buyer of approximately 43.6 acres of land located along Route 20, opposite R.K. Centre, currently owned by Marlborough/ Northborough Land Realty Trust. The property is located entirely within the Business (B) Zoning District.

As noted in the enclosed Letter of Authorization, Marlborough/ Northborough Land Realty Trust, whose property would be affected by this proposal, requests that the City Council consider amending the Zoning Ordinance as specified in the attached Proposed Order. Please refer this matter to the Planning Board and take the appropriate steps for review by the City Council.

Pursuant to City Council Order No. 91-3822A, I am notifying you that Mirick O'Connell is representing Ryan Development LLC in this matter before the City Council.

Very truly yours,

Arthur P. Bergeron

APB/



200 Wheeler Road
Burlington, MA 01803

January 19, 2016

Office of the City Council
City of Marlborough
City Hall
140 Main Street
Marlborough, Massachusetts 01752

RE: Overlay District Affecting 43.6 Acres, Route 20, Marlborough, MA

Dear Members of the City Council,

Please be advised that the undersigned, Marlborough/Northborough Land Realty Trust c/o The Gutierrez Company (the "Owner") is the owner of the above-referenced property in Marlborough, Massachusetts more particularly described on the plan attached hereto as Exhibit A (the "Property"), and does hereby authorize Mirick, O'Connell, DeMallie & Lougee, LLP, of Westborough, Massachusetts to submit to City Council for consideration the following proposed Overlay District affecting the Property .

Thank you for your time and attention to this matter.

Sincerely,



Arthur J. Gutierrez, Jr., Trustee
Marlborough/Northborough Land Realty Trust

PROPOSED CITY COUNCIL ORDER

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 by adding a new Section 650-35 as follows:

ARTICLE VI

§650-35 – HOSPITALITY AND RECREATION MIXED USE OVERLAY DISTRICT

A. Purpose and Objectives

- (1) The Hospitality and Recreation Mixed Use Overlay District (herein, also a “HRMUOD”) allows the application of supplemental land use controls within the boundaries of a certain overlay district, subject to City Council approval (hereinafter any reference to City approval shall be deemed to mean approval by the City Council) as an alternative to land use controls that exist in the underlying district(s). The establishment goals of the Hospitality and Recreation Mixed Use Overlay District are to enhance land use development and encourage desired growth patterns for the benefit of the public health, safety and welfare, by promoting integrated, pedestrian friendly, mixed use development to allow for the development of housing, retail and workplaces within close proximity of each other consistent with the stated economic development objectives of the City (collectively, herein “Mixed Use Developments” or “MUD”).
- (2) For the purposes of this section, the HRMUOD shall be superimposed on the other districts existing at the time that any land in any said underlying district is also included in the HRMUOD. The HRMUOD district is located on the southerly side of Boston Post Road West (Route 20) to the west of Glenn Street to Ames Street, containing approximately 43.6 acres as indicated on the City Zoning Map and more particularly described in Exhibit “A” annexed hereto and incorporated by reference herein.
- (3) For the purposes of the Zoning Ordinance, a “Mixed Use Development” or “MUD” shall include any eligible use set forth in Section E, below, which may be commingled into a single structure or structures with other eligible uses or may be located in separate structures on the site subject to any restrictions and/or limitations set forth in the Development Agreement described in Section C(2) below. Accordingly, Mixed Use Developments shall benefit the public health, safety and welfare, through the sharing of parking lots and driveway curb cuts, to minimize the amount of impervious paved parking areas, to reduce traffic congestion, to reduce automobile trips, and accordingly to improve air quality.

B. Authority of Permit Granting Authority

- (1) The City Council shall be the Permit Granting Authority for Special Permit Approval in the HRMUOD where applicable. In all instances, a development which proceeds under the HRMUOD overlay is subject to Site Plan Approval in accordance §270-2 of the Marlborough City Code, with the exception that the City Council shall be the Permit Granting Authority for Special Permit, where applicable, and Site Plan Approval in the HRMUOD.
- (2) The City Council may elect to vary the dimensional and parking requirements of this Section by Site Plan Approval if, in their opinion, such change shall result in an improved project and will not nullify or substantially derogate from the intent or purpose of this section. This authority continues subsequent to occupancy.

C. Master Concept Plan

- (1) The property owner/developer of the HRMUOD shall, prior to or simultaneously with, the first application for approval of a site plan and/or special permit, where applicable, for the HRMUOD, file the following with the City Council for approval:
 - (a) A Master Concept Plan (“Master Plan”) which shall in a general manner show:
 - (i) The location and areas of proposed development;
 - (ii) Proposed open space (usable or natural);
 - (iii) Proposed site access curb cuts off of Boston Post Road West; and
 - (iv) Proposed building “envelope(s)” where construction is anticipated to occur (excluding internal site driveways).
 - (b) A table showing approximate acres and calculations of the following:
 - (i) Total land area of each development area (building envelope area);

- (ii) Total development limitations, if any, of uses in any developable area;
- (iii) Total maximum development (square footage/use limitations); and
- (iv) Approximate number of parking spaces for the entire HRMUOD District.

The Master Plan shall be approved by a super majority (2/3) vote of the City Council at a public meeting and shall thereafter become the general development plan governing development at the HRMUOD. The Master Plan may be amended from time to time by a super majority vote (2/3) of the City Council by application from the property owner/developer to reflect changing development conditions.

- (2) A Development Agreement in recordable form binding upon the developer/property owner. The Development Agreement shall be approved by a super majority (2/3) vote of the City Council prior to the issuances of the first permit/site plan approval for development within the HRMUOD, which shall contain, without limitation:
 - (a) Required mitigation (including traffic demand management initiatives), to address the impacts arising out of the use and occupancy of the proposed project, or if at the time of execution such impacts are not known, the methodology for assessing and addressing such impacts as the development of the HRMUOD progresses.
 - (b) Restrictions on development areas and such other development limitations as may be agreed upon.
 - (c) Proposed phasing of the development of the HRMUOD.
 - (d) Obligations with respect to pedestrian and vehicular interconnectivity within the HRMUOD to facilitate pedestrian access and parking efficiencies.
 - (e) The authority of the City Council to retain the necessary professionals to assist in their review of development applications.

The Development Agreement shall govern the implementation of the Master Plan and development at the HRMUOD.

D. Exclusivity/Control

Except as specifically provided herein, uses and provisions of Article V of Chapter 650 (Zoning) relating to the underlying zoning district not otherwise impacted by this Section (§650-33 et. seq.) shall continue to remain in full force and effect, provided however that the City Council shall be the Special Permit Granting and Site Plan Approval Authority, if applicable. This Section (§650-35 et. seq.) of the Zoning Ordinance exclusively controls the establishment, development, and design of any MUD undertaken in the HRMUOD and supersedes any other provision of the Zoning Ordinance (except the provisions of the Water Supply Protection District, provided that the maximum total impervious surface coverage for the HRMUOD shall be 60% calculated on the entire land area of the HRMUOD and not on an individual lot basis). In the event of any conflict between the provisions of this Section (§650-35 et. seq.) and any other provision of the Zoning Ordinance, the provisions of this Section shall govern and control.

E. Eligible Uses

Except as specifically set forth below, all uses permitted in the Business B and Limited Industrial Districts either as of right or by special permit in accordance with §650-17 of the Zoning Ordinance are permitted in the HRMUOD. If a use requires a special permit under §650-17, Table of Use Regulations, such use shall continue to require a special permit under this Section.

- (1) The following additional uses are also permitted BY-RIGHT in the HRMUOD:
 - (a) Medical office and diagnostic medical laboratories appurtenant to offices of physicians, optometrists, dentists, and other medical professionals
 - (b) Retail sales and services – up to 75,000 square feet of gross floor area per establishment
 - (c) Hotels and motels
 - (d) Hotels with conference facilities and commercial uses
 - (e) Public or Private commercial establishment, indoor/outdoor commercial recreation, recreation grounds, movie theatres or places of amusement
 - (f) Mixed Use, offices
 - (g) Consumer service establishments complimentary to the other principal uses at the property
 - (g) Restaurant, café with or without table service (including outside seating and service) with or without drive-thru, provided that said facilities have no dedicated driveway with a curb cut on a public way
 - (h) Health, sports and fitness clubs (indoor and/or outdoor) and related facilities

- (i) Self-service laundry
 - (j) Dry Cleaning (pick up and drop off only)
 - (k) Car Washes
 - (l) Drive through facilities associated with retail (e.g. banks; pharmacies) and food services, provided that said facilities have no dedicated driveway with a curb cut on a public way
 - (m) Veterinary Hospitals
 - (n) Assisted Living
- (2) The following additional uses are also permitted BY-SPECIAL PERMIT in the HRMUOD:
- (a) Multifamily dwelling (non-age restricted)
 - (b) Multifamily Dwelling for Senior Housing/Age Restricted Housing (55+)
 - (c) Drive through facilities associated with retail (e.g. banks; pharmacies) and food services, having a dedicated driveway with a curb cut on a public way
- (3) The foregoing Sections notwithstanding, the uses set forth as follows are expressly PROHIBITED in the HRMUOD:
- (a) Adult entertainment, including an adult bookstore, adult video store, adult paraphernalia store, adult movie theatre, or adult live entertainment establishment
 - (b) Tattoo and body piercing parlors and shops
 - (c) Dye Works
 - (d) Biosafety Level 4 laboratories, as defined by the United States Center for Disease Control and Prevention
 - (e) Establishments for construction in such services as, but not limited to, building, building maintenance, plumbing, landscaping, electrical, masonry, carpentry, well drilling
 - (f) Electroplating, metal finishing
 - (g) Hazardous and toxic chemical manufacturing
 - (h) Trucking terminal and distribution center

- (i) Automotive sales
- (j) Retail gasoline, oil and lubrication stations
- (k) Commercial bakeries
- (l) On site sales and rental of heavy machinery and vehicles
- (m) Any activity or use directly or indirectly involving, without limitation, the dispensing, use, sale, growing, storage or transportation of medical marijuana, including any medical marijuana treatment center
- (n) Any on-site facility or clinic devoted to the treatment of substance addiction, including any narcotic detoxification and/or maintenance facility.

F. Dimensional Requirements

The HRMUOD shall be subject to the dimensional standards in accordance with Article VII of the Marlborough Zoning Ordinance with the following exceptions:

- (1) The HRMUOD shall consist of one or more lots. There is no minimum acreage requirement for a lot to be a part of the Hospitality and Recreation Mixed Use Overlay District.
- (2) Minimum Lot Frontage measurement shall be no less than fifty (50) feet for any lot wholly located within the boundaries of the HRMUOD.
- (3) Minimum Front Yard measurement shall be no less than twenty (20) feet for any lot wholly located within boundaries of a HRMUOD.
- (4) Maximum building height in HRMUOD shall not exceed 80 feet.
- (5) Maximum Lot Coverage shall be calculated on the entire land area of the HRMUOD and not on an individual lot basis, and shall not exceed 80 percent of the total area of the HRMUOD.
- (6) Notwithstanding anything contained herein to the contrary, there shall be no setback requirements or planting strips required as to internal lot lines within the HRMUOD.

G. Parking, Curb Cut and Landscaping Requirements.

Except as otherwise provided in this section, parking and circulation requirements shall conform with the provisions of §650-47, §650-48 and §650-49 of the Zoning Ordinance.

- (1) General - In the HRMUOD adequate off-street parking shall be provided. The City Council and the applicant shall have as a goal for the purposes of defining adequate off-street parking, making the most efficient use of the parking facilities

to be provided and minimizing the area of land to be paved for this purpose. In implementing this goal the City Council shall consider complementary or shared use of parking areas by activities having different peak demand times, and the applicant shall locate adjacent uses in such a manner as will facilitate the complementary use of such parking areas. Implementation of such complementary use of parking areas may result in permitted reductions in the parking requirements

- (2) Parking Locations - Parking may be provided at ground level, underground or in a parking garage. Parking garages can be free standing or as part of buildings dedicated to other permitted uses.
- (3) Parking in the HRMUOD shall be at a minimum of 1 parking space per 333 s.f. of Net Floor Area. Each space shall be no less than 8' x 16'. Aisle widths shall be a minimum of 11' for one way travel lanes and 22' for two way travel lanes.
- (4) Continuous landscaping strips shall be provided no less than 10' to the right of way line on any STREET.
- (5) Parking Spaces for Each Dwelling Unit - There shall be a minimum of 1.5 parking spaces for each dwelling unit.
- (6) Granting of Relief from Parking, Curb Cut and Landscaping Regulations - The City Council may, during the Site Plan Approval process, waive any of the foregoing requirements or the requirements of Sections §650-47, §650-48 and §650-49 if it makes a finding that to do so will enhance the overall design of the HRMUOD.

H. Signage

Signs allowed in the HRMUOD Zoning District. The following signs are allowed in the HRMUOD district.

1. A maximum of two (2) wall signs, individual letter signs, logo signs or projecting signs affixed to a building for each store, business or tenant. No sign shall project above the highest line of the roof, parapet or building. Each wall sign, individual letter sign, or roof sign shall not exceed an area of 2.5 square feet for each linear foot of the storefront, business front or occupied tenant space for each applicable business or tenant advertised. In the event that a storefront, business front or occupied tenant space occupies more than one front of a building, the longest front shall be utilized to calculate the total area per wall sign, individual letter sign, logo sign or projecting sign (up to a maximum of two (2)). The total area as calculated herein shall be the applicable maximum area for each sign and not split between the two.
2. Projecting signs shall not project more than 6 feet from the building.

3. Illumination, including internal illumination with translucent faces, shall be permitted for wall signs, individual letter signs, logo signs or projecting signs provided under this section.
4. Any business, tenant, or storefront may divide any allowed exterior sign(s) affixed to a wall of the building, to which it is entitled or hereinabove provided, into separate signs affixed to and parallel to such wall provided however that the aggregate area of the separate signs shall not exceed the maximum area allowed under this section for a single exterior sign on the same front.
5. A lot in an HRMUOD Zoning District shall be allowed one free standing pole, ground or pylon sign for every 350 linear feet of cumulative frontage on a street or way, provided that each freestanding sign shall be subject to the following dimensional and lighting requirements:
 - a. The total allowed illuminated cabinet square feet of signage shall not exceed 200 s.f. per side, per free standing sign, exclusive of any electronic messaging board as provided in subsection (e) herein and exclusive of any sign embellishments, structure and address panels located thereon;
 - b. The height of any freestanding sign shall not exceed thirty (30) feet from the ground measured directly at the sign base;
 - c. No freestanding sign shall be located closer than five (5) feet from any property line provided that there shall be no setback requirements to interior lot lines within the HRMUOD;
 - d. Signs, logos or cabinets may be either externally illuminated or internally illuminated with translucent or transparent faces;
 - e. Electronic Messaging Boards may be included on any freestanding sign provided that the Municipality shall be entitled to 7 hours per week of messaging content during regular business hours for each electronic messaging board provided, provided that there shall be no more than one electronic messaging board per freestanding sign. Full color messages shall be permitted on any electronic messaging board and message content may change at intervals to be determined by the property owner but in no event more frequently than once every ten (10) seconds.
6. During construction, one free standing pole, ground or pylon sign per 500 linear feet of cumulative frontage on a street or way, or wall sign where applicable, may be erected or installed advertising the rental, lease or sale of the premises, or portions thereof provided that said signs shall be removed within seven (7) days of the rental, lease or sale of the premises (or applicable portions thereof).
7. The City Council may elect to vary the requirements of this Section during the Site Plan Approval process if, in their opinion, such change shall result in an improved project and will not nullify or substantially derogate from the intent or purpose of this section.

I. Application

- (1) Special Permits - An application for a Special Permit for a use in the Mixed Use Development in the HRMUOD shall comply with the requirements of §650-59 et. seq. of the Zoning Ordinance.
- (2) Site Plan Approval
 - (a) Application - An application for Site Plan Approval shall comply with the requirements of the City Code, Article II, Permits and Approvals, §270-2 et. seq.

J. Site Plan Approval Design Criteria

An application for Site Plan Approval under this §650-35 shall adhere to the following design criteria:

- (1) Compliance of sidewalks with Americans with Disabilities Act (ADA) design standards;
- (2) The placement of utilities and wiring underground, to the extent practical;
- (3) The placement of HVAC equipment, fans, generators, and other site related structures and items so that they are not visible on roofs or building frontage areas, or that such features are suitably screened from view;
- (4) Pedestrian amenities - sidewalks to provide access between parking areas and uses, and between sites;
- (5) Lighting – The Applicant shall consider the following standards when designing a lighting plan:
 - (a) The use of lighting should be integrally designed as part of the built environment and should reflect a balance for the lighting needs with the contextual ambient light level and surrounding nighttime characteristics which are appropriate for the uses;
 - (b) The lighting designers shall consider utilizing lighting designs with automatic controls systems wherever possible;
 - (c) Architectural lighting may be utilized to highlight special site features and areas;
 - (d) Landscape lighting may be utilized to accent landscaping and special site features;

(e) All lighting proposed shall be sensitive to the night sky, utilizing Illuminating Engineering Society of North America (IESNA) guidance for any lighting design;

(f) On-site lighting shall not be directed towards Glen Road;

(g) A lighting plan, as applicable, shall be included with any application for Site Plan Approval.

Concurrent with any public hearing/meeting associated with a Site Plan Approval, the applicant shall make a presentation to the City Council to present the proposed architectural design and shall consider the comments and input from the City Council. A final building elevation shall be submitted. prior to the close of the public meeting.

K. Standards for Roadways, Drainage and Water Supply Protection

- (1) Roadways – Internal HRMUOD roadways shall be private ways and shall be maintained by the owners/developers of the HRMUOD and portions thereof. Private ways within the HRMUOD, to the extent feasible, shall be constructed using the methods and materials prescribed in the Rules and Regulations for the Subdivision of Land in the City, but shall not be required to conform to the subdivision standards or dimensional requirements thereof, provided that those private roadways shall be adequate for the intended vehicular and pedestrian traffic and shall be maintained by the owner/developer or an association of owners.
- (2) Storm Water Management System - The HRMUOD shall have a storm water management system designed in accordance with the Rules and Regulations for the Subdivision of Land in the City and the Department of Environmental Protection's Storm Water Management Guidelines, as amended.
- (3) The HRMUOD shall comply with the provisions of §650-24 Water Supply Protection District. The City Council may waive the provisions of §650-24 F(8) with regard to a fifty-foot no disturbance/buffer zone to a wetland within the Zone A, if upon a review of additional information provided a similar or greater protection is provided to the water supply with a buffer less than fifty-feet but in no case less than 20 feet.

L. Amendments

After approval, the owner/developer may seek amendments to the approved permits. Minor amendments to a Special Permit may be granted by a super majority (2/3) vote of the City Council Major amendments to a Site Plan Approval may be granted by a majority vote of the City Council, and minor amendments to a Site Plan Approval may be granted by the Building Commissioner. It shall be a finding of the City Council, not subject to dispute by the applicant, whether a requested amendment to a Special Permit is deemed to be a major amendment or a minor one. In general, a minor modification shall not produce more than a material increase in

the scale of a project nor produce more than a material increase in impact on City services, the environment or the neighborhood. A modification shall be considered Minor in all cases if its effect does not result in a ten (10%) percent variation from the applicable approval. If it is determined that revisions to a Special Permit are not minor, per Section 650-59 of the Zoning Ordinance, an application for a revised Special Permit shall be filed, and a public hearing shall be held in the same manner as required for a new application, subject to the fee schedule under Subsection C(3)(f) of Section 650-59. Major amendments to a Site Plan Approval shall not require a public hearing.

EXHIBIT A

Assessors Map 78, Parcel 12

Assessors Map 78, Parcel 14

Assessors Map 78, Parcel 38

Assessors Map 78, Parcel 39

Assessors Map 89, Parcel 77



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CITY OF MARLBOROUGH

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

2016 FEB -2 A 9 39

**Lisa M. Thomas
City Clerk**

MARLBOROUGH, MA

DATE: 02/02/2016

To the City Council:

Owner Name: Gercielle Costa

Residential Address: 100 Granger BLVD apt 301

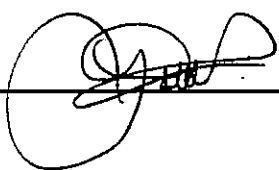
Telephone Number: _____

Business Name: Brazcom Wireless Inc

Business Address: 223 b main st, Marlborough MA 01752

Business Telephone Number: 508 624 6411

Email Address: _____

Owner Signature: 

The above-signed _____ respectfully requests that he/she be

granted a Junk Dealer/Second Hand Dealer License.

In City Council



MIRICK O'CONNELL

ATTORNEYS AT LAW

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CITY OF MARLBOROUGH

2016 FEB -4 A 10:33

February 4, 2016

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

Re: special permit to 110 Pleasant LLC, Order # X 10-1002683B and 11-1002923F, and NO.
15/16-1006395A

Dear Councilor Clancy:

In confirmation of representations I made to the members of the Urban Affairs Committee on Feb. 2, 2016 regarding the above-referenced matter, I am confirming to the City Council that the 6-foot high stockade fence required to be constructed around the dumpster(s) at the above-referenced project will be installed by my client 110 Pleasant LLC on or before May 1, 2016. We will be asking the Building Commissioner to defer any enforcement action regarding this matter until after that date.

Very truly yours,



Arthur P. Bergeron

MIRICK, O'CONNELL, DEMALLIE & LOUGEE, LLP

WORCESTER | WESTBOROUGH | BOSTON

www.mirickoconnell.com



**CITY OF MARLBOROUGH
RECREATION DEPARTMENT**

239 Concord Road
Marlborough, Massachusetts 01752
Tel (508) 624-6925 FAX (508) 624-6940
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

COMMISSIONERS
Brenda Calder
Thomas Evangelous
Robert Kays, Chairman
Nancy Klein
Mark Vital
Dennis Zilembo

2016 JAN 22 P 3:35

DIRECTOR
David T. Grasso

PROGRAM MANAGER
Charles Thebado

September 09, 2015

Pursuant to notice duly filed with the City Clerk, a meeting of the Parks and Recreation Commission was held at 4:00pm., at the Recreation Commission Office.

Present were Commission Members: Chairman Kays, Commissioner Calder, Commissioner Klein, Commissioner Vital and Commissioner Evangelous.

Also attending: Recreation Director David Grasso, Recreation Program Manager, Chuck Thebado, General Foreman Chris White, and Marlborough residents, Mrs. Georgina Chamberlain, Mr. Mark Oram, Ms. Barbara Curtis, Mrs. Fagan.

Approval of minutes 04-08-15:

On a motion duly made by Commissioner Klein and seconded by Commissioner Calder, it was unanimously:
VOTED: To accept 04-08-15 minutes.

Memorial Beach: Mrs. Georgina Chamberlain and Mr. Mark Oram:

Mr. Oram stated that he and his fellow attending lifeguard parents would like to present some serious concerns and issues during their young adult children's summer employment at Memorial Beach. The parents praised the Recreation Department for a job well done. Their concern is safety, since the Beach is open 24 hours and free of charge during operating hours. They stated the lifeguards had to deal with patrons yelling at them and refusing to obey the rules. There seemed to be public drinking and needles found at the beach during night time hours. They suggested parking fees to be reinstated in order to enter the beach. This will provide more control. They also recommended parking lot guards, policing, walkie-talkies among all beach employees and an adult presence at all times during operating hours. Another recommendation from the parents was to suggest that the beach gates be locked when lifeguards go off duty at 6:45pm for the 2016 season.

The parents thanked and commended Mr. Grasso, the Recreation Department, Chief Mark Leonard for how fast they moved addressing their concerns and helping to resolve safety issues at the beach.

The Commission thanked the parents and stated they will take their recommendations into consideration for the 2016 season.

Parks Report:

Mr. White stated the Parks are doing a great job keeping up with all the fields and parks, including Memorial Beach.

- Kelleher field lights out.
- Started marking fields for fall soccer.
- Memorial Beach – we have one of our staff members picking up trash on a daily basis.

The Commission thanked Mr. Grasso, Mr. Thebado, and Mr. White for their updated report.

Meeting adjourned at 5:01pm.

Attest to: Simela Perdikomatis


Senior Clerk/Commission Secretary

2016 JAN 22 P 3:35

**CITY OF MARLBOROUGH
CONSERVATION COMMISSION**

Minutes

December 17, 2015 (Thursday)

Marlborough City Hall – 3rd Floor, Memorial Hall

7:00 PM

Present: Ed Clancy- Chairman, Karin Paquin, Lawrence Roy, John Skarin, David Williams, and Priscilla Ryder - Conservation Officer was also present.

Absent: Allan White and Dennis Demers.

Minutes: The Minutes of November 19, 2015 and December 3, 2015 were approved unanimously as written.

Public Hearings:

Request for Determination of Applicability

22 Robert Rd. - Rakesh Kamal

Bill Halsing of Land Planning, Inc and Rakesh Kamal, the owner were both present. Mr. Halsing explained that the proposal is to add an addition to the house and extend the driveway to reach the new garage under which will be part of the house. Work at the closest point is 35' to the wetlands. The wetlands were delineated by New England Ecological Services. Ms. Ryder indicated she was in agreement with the delineation. The new addition will have a full foundation; all excess materials will be hauled off site. They will use compost socks as the erosion control method on this site. The majority of the house is outside the 100' buffer zone, but the driveway and portion of the addition falls within this zone. As noted above no work is closer than 35'. After some discussion, the Commission voted unanimously 5-0 to issue a negative Determination of Applicability with standard conditions.

Notice of Intent

Bolton St. - The City of Marlborough DPW

Erynn Dayhoff from Oxbow Associates, Bruce Saluk of Bruce Saluk and Associates, and Evan Pilachowski, City Engineer were all present. Ms. Dayhoff explained that the proposal is to rehabilitate the culvert on Bolton St. (Rte. 85) at Ft. Meadow Reservoir. The wetlands were delineated and the resource areas identified were bank, Bordering Vegetated Wetland (BVW), land under water, and Bordering Land Subject to Flooding (BLSF). She provided the amounts of each which were to be altered as shown in the Notice of Intent (NOI). The plan shows a location for the replication area on the city's conservation land (The Grove). The area is infested with bittersweet, poison ivy and phragmites. The restoration will remove these invasives in the area shown on the plan and the area will be seeded with a native wetland mix, as well as shrubs- both highbush

blueberry and sweet pepper bush. All other resource areas have only temporary impacts as outlined in the NOI.

Mr. Pilachowski explained the culvert repair will include the use of an appoxy lining to help seal the culvert and prevent the fines from washing out which is the concern at this point. Mr. Saluk arrived and explained the dewatering process for the culvert. They will use 1 ton sand bags to create an area next to the culvert that can be dewatered to keep it dry. They will run the hose to the catch basin on Blaiswood Ave. It was noted that the catch basin and drainage system on Blaiswood Ave. will need to be inspected prior to use to be sure it is clean and can carry the water capacity the pump will discharge. If necessary, they will replace the drainage on Blaiswood Ave. to ensure proper capacity. The preparation for the appoxy is to clean/wash the inside of the culvert. A portion is stone in the center and the other sections are concrete on either end. The cleaning will take several days, and the culvert will need to be dry, once dry and clean the appoxy can be applied. The only restriction is that the air temperature needs to be 40 degrees or higher for the material to cure. The appoxy is nontoxic and is approved for use in water supplies and in water lines. The dewatering system will use a 600 gal/minute pump in order to manage the water coming in from the reservoir and groundwater seeping up. There was a long discussion about the pump system placement and process. The “cofferdam type system” will include sandbags and tarping and will be large enough to allow for dewatering and entering to clean the walls and apply the appoxy. Pumps will be monitored to ensure the water is clean before it is discharged into the catch basin, a settling system will be used. A turbidity control system will need to be defined by the contractor. There was some discussion about any impacts to fisheries, but it was determined the only area that will be dewatered is under the culvert and the duration of the project is only 3 weeks, so there should be no impact to fisheries. Ms. Ryder asked about flooding issues. Mr. Saluk indicated they had taken some elevations at the first house on Blaiswood Ave. that has experienced flooding in the past. Based on these elevations, he is confident the project mitigation and sandbags/tarp system as proposed will not have an impact on these neighbors. After some additional discussion and no further questions, the Commission closed the hearing and asked Ms. Ryder to draft a set of conditions for review at the January 7th meeting.

Notice of Intent (Continuation)

Corner of Lizotte Dr. and Williams St. – Lake Williams Marsh LLC (212-1165) (Map 91, Parcel 40)

Peter Lavoie from Guerriere and Halnon, Inc. working for the owners, explained that the wetland was re-delineated by Scott Goddard, who then called Ms. Ryder to inspect. Ms. Ryder did the inspection last week and agreed with the one change in the line. She explained that the soil delineation was much more definitive than the vegetation. Mr.

Lavoie explained that the plans were adjusted based on this wetland line change. He also eliminated the retaining wall since the Commission had expressed concern about being able to develop it without impacting the wetland. This caused a few changes to the drainage, parking lot configuration and based on other comments addition of a sidewalk connection. The Commission asked that the following information be provided at the next meeting: a construction sequencing plan; erosion control location and details, snow storage plans, landscaping plans and dewatering plan (since the elevation of the wetland is only 4' below the foundation elevation this will likely be needed). Mr. Lavoie suggested they will put up orange snow fence, silt fence and compost socks.

The chairman opened the discussion to the audience:

- Mr. Welton (?) who lives at the corner on Clover Hill St. mentioned that the area across the street where this is proposed has always been WET. He can't understand why anyone would build on such a small space – described as one acre.
- Mr. Nelson also of across the street asked for clarification on construction and protection of the wetlands. The Commission indicated that is why a construction sequencing plan is needed, so they can evaluate that.

The Commission continued the hearing to the January 21st meeting to give Mr. Lavoie time to get input from the engineering department and provide the updated plans noted above.

Certificates of Compliance

- 212-997 Residence @ Assabet Ridge - Mr. Bill Keating was present from Toll Brothers. He noted that the catch basins that were identified as needing to be cleaned during the site inspection this week with Ms. Ryder will be cleaned on Wednesday Dec. 23rd. Ms. Ryder explained that she had done a site visit and inspected the detention basins, drainage, and confirmed that all the erosion controls had been removed. All ongoing conditions have been met as well. The Commission asked several questions and then agreed that a Certificate of Compliance was appropriate, however they would ask Ms. Ryder to hold the Certificate until she can confirm that the catch basins noted above were cleaned. The Commission voted unanimously 5-0 to issue a full Certificate of Compliance with ongoing conditions as required.
- 212-998 714 Farm Rd. - Ms. Ryder noted that the catch basins and underground detention system is to be cleaned next week. The Commission noted that the cul-de-sac was to be loamed and seeded. They would like to know when this will be done, which will complete the project. The Commission continued this item until further information is provided.

- 212-1134 75 Lakeshore Dr. - Chairman Clancy noted that he had done an inspection and the lot looks stable and everything looks good. Ms. Ryder noted the same. An as-built plan was submitted. The Commission voted unanimously 5-0 to issue a full Certificate of Compliance for this project.

Discussion/Correspondence/Other Business:

- Final Environmental Impact Report – Beacon – North – Draft - Ms. Ryder noted that this is still being drafted, she will e-mail to the Commission when complete.

Project Updates: None

Meetings – Next Conservation meetings – January 7th and 21st, 2016 (Thursdays)

Adjournment

There being no further business the meeting was adjourned at 9:05 PM

Respectfully submitted,


Priscilla Ryder *PR*
Conservation Officer

**MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752**

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Call to Order

April 27, 2015 A 9:32

The Meeting of the Marlborough Planning Board was called to order at 7:00pm in Memorial Hall, 3rd Floor City Hall 140 Main Street, Marlborough, MA. Members present included; Sean Fay, Colleen Hughes, Philip Hodge, Brian DuPont, Shawn McCarthy & Edward Coveney.

Barbara Fenby was absent.

Also in attendance were Board Secretary Melissa Irish & City Engineer Evan Pilachowski. Mr. Hodge was appointed "Acting Chair".

1. Meeting Minutes:

A. Regular Meeting April 6, 2015

On a motion made by Mr. Coveney, seconded by Mr. Dupont it was voted to approve the minutes of the April 6, 2015 regular meeting as amended. Motion carried with Mr. Fay, Ms. Hughes and Mr. Hodge abstaining.

2. Chair's Business:

A. Complaint Received Regarding 116 Worster Drive (Ongoing Issue)

On a motion made by Mr. Fay, seconded by Ms. Hughes it was voted to waive the reading of the multipage complaint. Motion carried.

After much discussion on a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to invite the developer to the next regularly scheduled meeting May 4, 2015 to discuss the issue regarding the "Open Space" Parcel which has not been turned over to the City and to request guidance from the Legal Department regarding the identity of the enforcing authority and possible remedies and guidance. Motion carried.

It was noted to have this appear on the next regularly scheduled agenda.

B. Request Date Change for Public Hearing Re: Subdivision Rules and Regulations Changes

Ms. Hughes read the correspondence from Solicitor Rider into the record.

On a motion made by Mr. DuPont, seconded by Mr. Fay it was voted to move the Public Hearing date from May 18 to June 1, 2015. Motion carried.

3. Approval Not Required:

A. 169 Boston Post Rd East/ 4 Phelps Street Decision

Ms. Hughes read the favorable recommendation from the Engineering Department into the record.

On a motion made by Mr. McCarthy, seconded by Mr. Coveney it was voted to accept the recommendation place it on file as well as endorse the plan. Motion carried.

B. Resubmittal ANR Forest St/Simarano Dr Lot 1D-1

Attorney Gadbois presented the ANR to the Board. Members of the Site Plan Review Committee

need to present a recommendation to the Board regarding this proposal.
On a motion made by Mr. Fay, seconded by Mr. Coveney the plan was referred to the Engineering Department for review. Motion carried.

C. Submittal ANR 130 Dean Road

Ms. Hughes read the application into the record.
Attorney Gadbois presented the plan to the Board. The parcel in question is actually the access to a much larger lot wholly located within the Town of Hudson. The owner of the Hudson lot would like to incorporate the Marlborough land into the lot to allow for an anticipated safer access to the lot.

On a motion made by Ms. Hughes, seconded by Mr. Fay it was voted to refer the plan to Engineering Department for review. Motion carried.

4. Public Hearings: 7:15pm

A. Proposed Zoning Amendment Number of Affordable Units

City Council Order 15-1006130

The Public Hearing was opened at 7:15pm Ms. Hughes read the notice into the record. The hearing was taken in the traditional 4 stages:

Presentation

Those speaking in favor

Those speaking in opposition

Questions from Board Members

Presentation:

Attorney Arthur Bergeron presented to the Board the same presentation he had given at the City Council. The presentation was an electronic Power Point presentation (a Paper copy of the presentation is available in the Planning Board office). The overriding question was “does Marlborough have an affordability problem? The answer to the question was twofold and in the guise of a math problem. Attorney Bergeron concluded that Marlborough doesn’t have an affordability problem in the true sense of the term; however there are many units that will be falling from the State approved listing of affordable units awarded to the City through the States version of the term “Affordable”.

The proposed amendment to the Zoning Ordinance would allow developers to have an “opt-out” option when constructing projects over 20 units. The current ordinance is the 15% of any development over 20 units must be deemed as affordable units. The proposed ordinance will allow for an “opt out” or “buy out option at the cost of \$50,000.00 per unit that would have been required by the 15% rule.

In this case the amount of the “buy out” for the overlook project of 60 Condominiums will be \$450,000.00. It is the proposal of Attorney Bergeron that the funds be paid to the Hotels tax account which by definition of the account allows for Economic Development, not necessarily the production of “Affordable” dwelling units. The City could also decide on its own to create an alternative fund in which to place the funds.

Those speaking in favor: None

Those speaking in opposition:

Ms. Julia Lopez, 137 Howe Street

Ms. Lopez had a question, "Is there a war against poverty in this Town?" She feels that this is all to save corporations money and it is a tragic disservice to the community.

Questions from Board Members:

Mr. DuPont noted that the 10% requirement of affordable housing was only 1 of 2 means to calculate affordability.

Mr. DuPont also questioned the link between affordable housing and economic development.

Ward One City Councilor Joe Delano was in attendance and chose to respond to the question. In short there is not an official link between the two however utilizing that account gives the City more flexibility on utilizing the funds.

Mr. Hodge noted that it was an interesting presentation however he does not agree with "high jacking" the funds for development other than housing. Developers are better equipped than the City to produce housing units so we should leave in place the financial incentive for actual production as opposed to opting out at a low cost.

Mr. Fay noted that he was concerned with the unlimited discretion given to future City Councils, and did not favor the addition of a sunset clause.

Mr. McCarthy questioned if renovation of existing buildings would fall into the affordability requirement. The simple answer was no.

Ms. Hughes questioned if the funds went into the "Room Tax Account" what would be allowed out of that fund, Purchasing, Constructing of units or Operation costs of the MEDC?
The answer was it is up to the City Council to appropriate the funds by a simple majority vote for a use of their choosing.

The Public Hearing was closed at 8:05pm.

On a motion made by Ms. Hughes seconded by Mr. Coveney item 5D was moved up in the agenda.

D. Commonwealth Heights Subdivision Update/Request for Extension

Attorney Gadbois and Mr. Scott Weiss were in attendance for this item.

Attorney Gadbois presented to the Board the tax information as signed by Collector Fox, as well as the Construction schedule that had been presented to him by Mr. Weiss. Mr. Weiss stated that the original builder for the project had abandoned the project when the economy faltered. The owner is currently looking to secure another builder. To that end however Mr. Weiss again stated that he has no qualm to construct the development according to the new proposed construction/technical standards.

It was also noted that it is required to submit a construction schedule in the City approved format.

Ms. Hughes read into the record the request from Attorney Gadbois for an additional 10 day extension in order to produce the City approved construction schedule as well as work out a

letter outlining the agreed upon changes to the construction standards.

On a motion made by Mr. Coveney, seconded by Ms. Hughes the 10 day extension was granted as requested. Motion carried.

It was noted to keep this on the next regularly scheduled meeting agenda for updates.

On a motion made by Mr. Coveney, seconded by Ms. Hughes item 5C was moved up on the agenda.

C. Request for Recalculation of Bond Amount for Walker Brook Estates

Ms. Hughes read the request of Mr. Melanson for the recalculation of the Bond amount for Walker Brook Estates into the record.

Mr. Melanson was available in attendance to answer any questions pertaining to the request.

On a motion made by Mr. Coveney, seconded by Ms. Hughes the request was referred to the Engineering Department. Motion carried.

5. Pending Sub Division Plans: Updates and Discussion:

A. Engineers Report:

City Engineer Pilachowski reported out to the Board on several matters including: Boston Scientific bond reduction request. Ms. Hughes read the favorable recommendation into the record. On a motion made by Mr. Fay, seconded by Mr. Coveney this item is to be on the next regularly scheduled meeting agenda for action. Motion carried.

The new owners of the Howe's Landing Subdivision have met in a preconstruction format with the Engineering Department this subdivision is looking to get underway and will be submitting for lot releases soon.

Letters to 3 active subdivisions have been sent out to Blackhorse Farms, Cider Mill Estates and Mauro Farms, the only one to respond to the department currently is the Cider Mill Subdivision.

B. Jelico Homes Stow Road Information

Ms. Hughes read the project outline from the City Engineer into the record.

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to forward the outline to the Legal department asking for an opinion as to the legitimacy of the request from Jelico Homes, the subdivision would require waivers as well as a variance for both created lots to be considered as buildable, does this set the precedent of a self-created hardship? Motion carried.

It was noted to keep this on the next regularly scheduled meeting agenda.

C. Request for Recalculation of Bond Amount for Walker Brook Estates

This item was moved up in the agenda.

D. Commonwealth Heights Subdivision Update/Request for Extension

This item was moved up in the agenda.

6. Preliminary/Open Space Submissions/Limited Development Subdivisions: None

7. Definitive Subdivision Submission: None

8. Signs: None

9. Unfinished Business:

A. Blackhorse Farms Update

This item was covered earlier in the agenda under item 5A

It was noted to keep this on the next regularly scheduled meeting agenda for updates.

B. Mauro Farms Update

This item was covered earlier in the agenda under item 5A

It was noted to keep this on the next regularly scheduled meeting agenda for updates.

10. Informal Discussions: None

11. Correspondence: None

12. Public Notices of other Cities and Towns:

A. Town of Berlin, Planning Board Public Hearing May 4, 2015

B. Town of Southborough, Planning Board Public Hearing May 18, 2015

C. Town of Sudbury, Planning Board Public Hearing April 29, 2015

D. Town of Framingham, Notice of Deciion

On a motion made by Ms. Hughes, seconded by Mr. McCarthy it was voted to accept the notices A-D and place on file. Motion carried.

Adjournment: On a motion made by Mr. DuPont, seconded by Mr. Coveney it was voted to adjourn at 9:05pm. Motion carried.

Respectfully submitted,

Colleen Hughes
Clerk

/mai

2016 JAN 25 A 9 33
June 15, 2015

**MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752**

Call to Order

The Meeting of the Marlborough Planning Board was called to order at 7:00pm in Memorial Hall, 3rd Floor City Hall 140 Main Street, Marlborough, MA. Members present included; Sean Fay, Colleen Hughes, Barbara Fenby, Shawn McCarthy & Edward Coveney.

Also in attendance were Board Secretary Melissa Irish & City Engineer Evan Pilachowski.

Philip Hodge & Brian DuPont were absent

1. Meeting Minutes:

A. Regular Meeting May 4, 2015 (tabled at May 18 Meeting)

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to approve the minutes of the May 4, Regular Meeting as amended. Motion carried

B. Regular Meeting June 1, 2015

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to approve the minutes of the June 1, Regular Meeting as amended. Motion carried.

2. Chair's Business:

A. Correspondence from Planning Board to FRE Building Co., Inc.

Ms. Hughes read the correspondence from the Board to FRE Builders into the record.

On a motion made by Mr. Fay, seconded by Mr. Coveney the correspondence was accepted and placed on file. Motion carried.

It is the wish of the Board to utilize the optional meeting from the meeting calendar for June 29, 2015. That meeting will have an agenda item for action on the existing Blackhorse Farms bond if there is no formal request for an extension filed by the developer..

3. Approval Not Required:

A. 698 Pleasant Street Map 28 Parcel 12

Ms. Hughes read the request and supporting correspondence supplied by Mr. Lewis regarding this proposed ANR plan.

Mr. Lewis F. Clark Jr. was in attendance to present the plan.

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to accept the correspondence and place it on file as well as refer the plan to Engineering for review. Motion carried.

4. Public Hearings: 7:15pm

A. Scenic Road Joint Hearing with Tree Warden Christopher White

The Public Hearing was opened at 7:17pm Ms. Hughes read the notice into the record. The hearing was taken in the traditional 4 stages:

Presentation

Those speaking in favor

Those speaking in opposition

Questions from Board Members

Presentation was done by Mr. Timothy Collins Assistant City Engineer, City of Marlborough. Mr. Christopher White Tree Warden for the City of Marlborough was also in attendance. The presentation was done in a Power Point format. An electronic version of the presentation is available from the Engineering Department.

Speaking in Favor:

Mr. Christopher White Tree Warden City of Marlborough spoke in favor of the tree removal/wall relocation plan as presented. This location previously had a public hearing in 2007 the trees listed now would not have qualified for a hearing at that point they would have been a part of typical clearing and grubbing. With 8 years passing since the last hearing the trees have grown and now qualify.

Speaking in Opposition:

Attorney Edward T. Brigham is representing his daughter Jody Brigham of 392 Farm Road, Marlborough.

Ms. Brigham was approached to grant a temporary easement for the widening of the road and wall relocation. She has not agreed to the temporary easement yet. She does not want the trees removed from her property, she does not agree with the replacements offered to her. She is concerned about her privacy, life quality and street noise with the trees removed.

Mr. Christopher Russ of 580 Farm Rd questioned what the replacement trees would be and what the size would be.

Tree Warden White responded that the replacement trees will be 3 1/2"-4" caliper and of similar type. If a maple tree is removed a maple tree is replaced, or an ornamental variety tree is planted.

Questions from the Board Members:

Mr. McCarthy questioned if the end result was going to mirror the other end of Farm Road? Tree Warden White stated that was the intent.

The Public Hearing was closed at 7:38pm

5. Pending Sub Division Plans: Updates and Discussion:

A. Engineers Report:

City Engineer Pilachowski reported out to the Board that an email was received on Thursday from Avidia Bank regarding the knox box issue on the gate however since the gate has been displaced ie knocked down, the issue is clearly in the Banks court as of now.

B. Jelico Homes 626 Stow Rd (August 19, 2015)

Ms. Hughes read the Engineering Departments letter of review into the record.

On a motion made by Mr. Fay, seconded by Ms. Hughes it was voted to accept the correspondence and place it on file. Motion carried.

This item is to be placed on the next meeting agenda for discussion (June 29, 2015)

6. Preliminary/Open Space Submissions/Limited Development Subdivisions: None

7. Definitive Subdivision Submission: None

8. Signs:

A. Food Truck Festival Off Premise Signs

Ms. Hughes read the sign application denial into the reconrd.

In attendance to discuss the request were:

Ms. Anne-Marie Aigner – Executive Producer from Food Truck Festivals of America

Ms. Paige Grinnell of Food Truck Festivals of America

Mr. Chuck Thebado representing the City of Marlborough

The event date is August 15, 2015 and is planned to take place in the Municipal Parking lot on the corner of Main St and South Bolton St. The lot is owned by the Community Development Authority for the City of Marlborough.

The festival is requesting 8 off premise directional signs (dimensions 24"x18"x34") to be installed on the day of the event only. The signs will be removed on the same day. The requested locations are:

- 133 West Main Street (St. Mary's Credit Union)
- 1 Northboro Road (St. Mary's Credit Union)
- 133 S. Bolton Street (St. Mary's Credit Union)
- Corner of Maple and Mill Street (City Owned Parcel)
- Corner of Bolton and Union Street
- SE Corner Granger /West Main Street
- Corner of Boston Post Rd East & Farm Road
- 377 Elm Street Marlborough Historical Society

The first three requested locations have already granted their permission for use of the land for the one day placement. The remaining land owners have been approached however the formal permission has not yet been granted.

The secondary request is for placement of a 25'x3" temporary banner.

The requested dates for the banner are August 9-15, 2015. The requested placement location is the Municipal Parking Garage located directly behind City Hall facing Granger Boulevard. That location is also owned by the Community Development authority for the City of Marlborough.

After discussion it was the wish of the Board to request formal written permission from the C.D.A for placement of the requested signage for the requested dates. This item is to be placed on the next agenda for discussion. The proponents need not be present at the meeting.

9. Unfinished Business:

A. Blackhorse Farms Update

City Engineer Pilachowski stated he has not had any contact with the developer.

This was covered under item 2A.

It was noted to keep this on the next regularly scheduled meeting agenda for updates.

B. Mauro Farms Update

City Engineer Pilachowski noted that he has received a new erosion control document from their engineer. The Conservation Officer needs to visit the site. The street lights have still not been

placed. Progress seems to have stalled.

It was noted to keep this on the next regularly scheduled meeting agenda for updates.

C. MEDC Signage suggestions/discussion

Michael McGuire was in attendance representing the MEDC. He reported to the Board that since Mr. Cummings was travelling on business he had a short update. MEDC is currently working on draft language to present to the Board it is the intent to have it available for the next meeting.

10. Informal Discussions: None

11. Correspondence: None

12. Public Notices of other Cities and Towns:

A. Town of Sudbury, Board of Appeals Notice of Decision (2)

B. Town of Southborough, Site Plan Review/Scenic Road Public Hearing

June 15, 2015

On a motion made by Ms. Hughes, seconded by Mr. Fay it was voted to accept the notices A-B and place on file. Motion carried.

Item 4A was revisited:

On a motion made by Mr. Fay, seconded by Mr. Coveney it was voted to approve all of the tree work and wall reconstruction/relocation as presented by the City of Marlborough Engineering Department during the public hearing. Motion carried.

Adjournment: On a motion made by Mr. McCarthy, seconded by Mr. Coveney it was voted to adjourn at 8:17pm. Motion carried.

Respectfully submitted,

Colleen Hughes
Clerk

/mai

2015 JAN 25 A 9 33

**MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752**

Call to Order

December 7, 2015

The Meeting of the Marlborough Planning Board was called to order at 7:00pm in Memorial Hall, 3rd Floor City Hall 140 Main Street, Marlborough, MA. Members present included: Barbara Fenby, Sean Fay, Brian DuPont, Philip Hodge & Shawn McCarthy.

Edward Coveney & Colleen Hughes were absent.

Mr. DuPont is "Acting Clerk".

Also in attendance were Board Secretary Melissa Peltier & City Engineer Evan Pilachowski.

1. Meeting Minutes:

A. Regular Meeting November 16, 2015

On a motion made by Mr. Hodge, seconded by Mr. McCarthy it was voted to accept and place on file the minutes of the November 16, 2015 Regular Meeting. Motion carried with Mr. DuPont and Mr. Fay abstaining.

2. Chair's Business:

A. Discussion/Update regarding Planning Board Application Form

Chairperson Fenby noted the updated application form has been delivered to each member. After discussion amongst the members present a few minor modifications were requested. An updated version will be available for the next regularly scheduled meeting.

3. Approval Not Required: None

4. Public Hearings: 7:15pm None

5. Pending Sub Division Plans: Updates and Discussion:

A. Engineers Report

City Engineer Pilachowski passed out an updated Subdivision Status Report and updated the Board on the Walker Brook Estates Subdivision (2 foundations in, 1 home framed)
On a motion made by Mr. DuPont, seconded by Mr. Hodge it was voted to accept the Updated Subdivision Report and place it on file. Motion carried.

B. Howes Landing Reporting from Legal Department (Tri-Partite and Deed)

Solicitor Rider noted that his office has reviewed the proposed Tri-Partite Agreement as well as the Open Space Parcel(s) Quitclaim Deed. Changes had been made to the Tri-Partite agreement and approved by the developers' attorney. This item is in proper form for signing by the Board. The Quitclaim Deed is also in proper form however this is not an item signed or accepted by the Planning Board this item must be forwarded to the City Council for acceptance.

On a motion made by Mr. Fay, seconded by Mr. DuPont it was voted to endorse the Tri-Partite Agreement, as well as forward a letter to the City Council indicating full compliance of the wording in the Quit Claim Deed. Motion carried.

C. Howes Landing Request for Lot Releases.

On a motion made by Mr. Fay, seconded by Mr. DuPont it was voted to approve the lot releases as presented. Motion carried.

6. Preliminary/Open Space Submissions/Limited Development Subdivisions: None

7. Definitive Subdivision Submission: None

8. Signs: None

9. Unfinished Business:

A. Blackhorse Farms Update

City Engineer Pilachowski noted that he visited the site and noted no movement with the exception of evidence that the surveyors have started working on the site.

It was noted to keep this on the next regularly scheduled meeting agenda for updates.

B. Mauro Farms Update

Prior to discussions commencing Mr. Fay noted his conflict for the record.

i Request from Developer bond reduction and maintenance period start

Mr. DuPont read the request form the developer into the record.

On a motion made by Mr. Fay, seconded by Mr. DuPont is was voted to accept the correspondence and place it on file as well as request of the developer the additional information regarding the status of taxes and blight.

ii Correspondence from City Solicitor

Mr. DuPont read the correspondence from the City Solicitor into the record.

On a motion made by Mr. Fay, seconded by Mr. DuPont it was voted to accept the correspondence and place it on file.

City Engineer Pilachowski noted that of the extensive punch list provided to the developer only one item has been completed. City Engineer Pilachowski is against allowing the maintenance period to start.

Regarding the property marker dispute (encroaching on the right of way) Three (3) options for correction were put forth by the developer.

Of all three options only Option 3 was acceptable to the majority of the Board. Option 3 tasks the developer with approaching all property owners on Reagan Lane (the affected street) and securing from each individual property owner an easement encompassing the 6" of disputed area along each individual "front yard".

Should the developer fail to secure easement rights over 100% of the affected lots than the Second option would be brought to the table which includes the reconstruction of the street front

areas of the lots. This option would be intrusive to the property owners and potentially quite expensive to the developer.

Chairperson Fenby noted that each Board member should go out to the site to view the issue for themselves.

It was noted to keep this on the next regularly scheduled meeting agenda for updates.

10. Informal Discussions: None

11. Correspondence:

A. Final Environmental Impact Report Beacon North (CD Format)

Mr. DuPont read the correspondence from the City Conservation Officer Priscilla Ryder into the record.

On a motion made by Mr. Fay, seconded by Mr. Hodge it was voted to accept the correspondence and place it on file. Motion carried.

12. Public Notices of other Cities and Towns:

A. Town of Sudbury Board of Appeals Notices (10)

B. Town of Hudson Zoning Board of Appeals Public Hearing (2), Notice of Decision (2)

C. Town of Southborough Planning Board Modification to Site Plan

D. Town of Framingham Planning Board Notices (4)

On a motion made by Mr. DuPont, seconded by Mr. Hodge it was voted to accept all notices and place them on file. Motion carried.

Adjournment: On a motion made by Mr. McCarthy, seconded by Mr. DuPont it was voted to adjourn at 7:54pm. Motion carried.

Respectfully submitted,

Brian DuPont
Acting Clerk

/mai

2016 JAN 26 A 9:21

**MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752**

Call to Order

January 11, 2016

The Meeting of the Marlborough Planning Board was called to order at 7:00pm in Memorial Hall, 3rd Floor City Hall 140 Main Street, Marlborough, MA. Members present included: Barbara Fenby, Colleen Hughes, Sean Fay, Brian DuPont, Philip Hodge & Edward Coveney.

Shawn McCarthy was absent

Also in attendance were Board Secretary Melissa Peltier & Assistant City Engineer Timothy Collins.

Officer Selection:

Mr. DuPont acting as Chairperson Pro Tem opened the nominations for Clerk.

Mr. Fay nominated Ms. Hughes as Clerk, seconded by Mr. Hodge. Nominations were closed and Ms. Hughes was elected by unanimous vote.

Chairperson Pro Tem opened the nominations for Chairperson.

Ms. Hughes nominated Dr. Barbara Fenby as Chairperson, seconded by Mr. Fay. Nominations were closed and Dr. Fenby was elected by unanimous vote.

1. Meeting Minutes:

A. Regular Meeting December 21, 2015

On a motion made by Mr. Fay, seconded by Mr. DuPont it was voted to accept and place on file the minutes of the December 21, 2015 Regular Meeting as amended. Motion carried with Ms. Hughes abstaining.

2. Chair's Business:

A. Information regarding Sign Codes and Supreme Court Ruling

On a motion made by Mr. Fay seconded by Ms. Hughes it was voted to accept the correspondence and place it on file. Motion carried.

On a motion made by Mr. Hodge seconded by Mr. Coveney it was voted to propose to the City Council to set up a small joint committee to start working through the sign ordinance, to address the sign variance process and procedure for off premise temporary signs.

B. Proposed meeting schedule January 2016 only

The City Council has set the meetings for January to be the 11th and 25th. The Planning Board agrees to the dates. The Planning Board will vote on the full year's meeting calendar once it is approved by the City Council. The next meeting of the Planning Board will be January 25, 2016.

Chairperson Fenby noted she will be meeting with Mr. Cummings of the MEDC on Wednesday. She will inform the Board what the meeting was about at the next meeting.

3. Approval Not Required:

A. Atlantic-Marlboro Realty, LLC 200 Forest Street (February 1, 2016)

Mr. Will Parks, Civil Engineer for SMMA presented the plan to the Board.

This plan will shift property lines within the overlay district to enlarge the proposed retail parcel, as well as shift the internal line for 2 results way.

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to refer the plan to Engineering for review. Motion carried.

4. Public Hearings: 7:15pm None

5. Pending Sub Division Plans: Updates and Discussion:

A. Engineers Report

Assistant City Engineer Timothy Collins updated the Board by handing out an updated Subdivision status sheet. Assistant City Engineer Collins also informed the Board the the Street acceptances for both Long Drive and Bouffard Dr “died” in committee at the end of the last legislative session by not being carried forward to the current session.

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to resubmit to the Council the original letters requesting approval as well as keep this item on all future agendas until this issue is rectified. Motion carried.

Assistant City Engineer Collins continued his report with the information that the following “Open Space” Subdivisions owe taxes on their Open Space parcels:

- Water’s Edge
- Erin’s Run
- Orchard Estates III
- Forest Trail

Walker Brook Estates is being fined by the Conservation Officer for discharge of Dirty Water into the brook.

Westridge Estates “in front of Cider Mill Estates” has starting clearing lots for possible construction.

6. Preliminary/Open Space Submissions/Limited Development Subdivisions: None

7. Definitive Subdivision Submission: None

8. Signs: None

9. Unfinished Business:

A. Blackhorse Farms Update

Assistant City Engineer Collins noted that the developer is stock piling materials on the cul de sac lots from the 2 lots under construction. This stockpiling is resulting in a dirty/muddy roadway. The developer is being made of aware of the issue via letter and is being required to clean up the road.

B. Mauro Farms Update

Assistance City Engineer Collins noted that the developer has sent communication to the City noting that they are unable to acquire the required easements for each individual homeowner as originally thought. The developer will commence with “Option 2” as it was outlined to the City in the Spring.

10. Informal Discussions: None

11. Correspondence: None

12. Public Notices of other Cities and Towns:

- A. Town of Framingham, Planning Board, Notices (3)
- B. Town of Hudson, Zoning Board of Appeals, Notices (2)
- C. Town of Southborough, Planning Board, Notice (1)

On a motion made by Ms. Hughes, seconded by Mr. Hodge it was voted to accept notices A-C and place them on file. Motion carried.

Adjournment: On a motion made by Mr. DuPont, seconded by Mr. Coveney it was voted to adjourn at 7:31pm. Motion carried.

Respectfully submitted,

Colleen Hughes
Clerk

/mai

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2015 JAN 27 A 10:28



**CITY OF MARLBOROUGH
OFFICE OF TRAFFIC COMMISSION
140 MAIN STREET
MARLBOROUGH, MASSACHUSETTS 01752**

Traffic Commission Minutes

The Regular Meeting of the Traffic Commission was held on Tuesday, November 24, 2015 at 10:00 a.m. in the City Council Committee Room, City Hall. Members present: Chairman - Police Chief Mark Leonard, DPW Commissioner John Ghiloni, Fire Chief Kevin Breen and City Clerk Lisa Thomas. Also present: City Engineer Evan Pilachowski and local resident Bill Wyscka. Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Tuesday, October 27, 2015.

MOTION was made, seconded, duly VOTED:
TO APPROVE.

2 – New Business

Chief Leonard requested a suspension of rules to move New Business Agenda Item b up on the agenda. – All in favor.

2b) Winter parking ban exemption request, 169 Lincoln St.

Local resident Bill Wyscka was in attendance for this issue. He had made a verbal request to Chief Leonard. He owns the property at the corner of Lincoln St. and Short St. It is a legal 2 family home, however, there is only parking for one unit. Parking is available on Short Street when the parking ban is not in effect. Most of the abutters are single family homes and have their own driveways. The previous tenant was parking on the grass, however, Pam Wilderman from Code Enforcement said they can't do this anymore. Mr. Wyscka said he also talked to Chris LaFreniere from Engineering to see if he could replace the driveway. He found, however, that there is no opportunity for a variance to expand the driveway.

Mr. Wyscka said that he has owned the home for 3 years and that the property was very run down when he bought it. It sits empty every winter because no one wants to rent it with nowhere to park. It is becoming a burden to him. The tenants are supposed to park at the municipal lot but it's just too far if the sidewalks aren't clear or if the tenant has children. He owns a plow and a snow blower and keeps the property cleared but it just doesn't work for the tenants.

Chief Leonard said that we see this problem every year when the winter parking ban goes into effect. If the Traffic Commission were to allow an exemption for one house it would "open up a can of worms" as others would be requesting the same thing. At the last meeting the Traffic Commission discussed an exemption for the house next door to Mr. Wyscka's. This situation is different, however, because it applies to a handicapped individual. Mr. Wyscka has been allowing the neighbor to park in his driveway when it is vacant.

Lisa Thomas asked if there could be some type of compromise made with Code Enforcement to again allow parking on the property. Mr. Wyscka said this really wasn't the best option. The previous tenant had a "beat up" car and was able to drive over the curbing to get onto the grass. Chief Leonard also said that if there was some type of exemption allowed, all vehicles would still need to be removed from the street in an actual snow or ice emergency. Mr. Wyscka said this would make a big difference if he could tell tenants that they have to move their cars in a storm vs. not being able to park at the house for three months. It was noted that most of the houses on the street have driveways and that potentially exempting a section of the street would only involve 3 – 4 houses. It was also discussed that the driveway is off of Lincoln Street and is newly repaved. Chief Leonard advised that he would talk to Pam Wilderman and see if anything could be worked out.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to discuss the issue the issue with Pam Wilderman of Code Enforcement.

2a) Request for Blind Driveway sign at 391 Farm Rd.

Chief Leonard advised that he has not had a chance to look at this issue yet.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to take a look at the driveway at this address.

2c) Parking in downtown area – discussion.

The Traffic Commission began talking about this issue at the last meeting. Commissioner Ghiloni said that the CDC handles the day to day operations, however, they do want the Traffic Commission to be involved with the regulating their parking areas. This item will be kept on the agenda for further discussion.

MOTION was made, seconded, duly VOTED to keep this item on the Agenda for future discussion.

2e) Mill St. parking restriction.

Pam Wilderman brought this issue up at the last meeting. Fire Chief Breen and Commissioner Ghiloni drove out to the area after the meeting. They said that it was very clear that the business knew they were being watched. Tim Collins was not at the meeting but gave Evan Pilachowski a GIS map and a copy of an old regulation he found from September 16, 1993 to bring to the meeting. Mr. Collins had also added some handwritten language to the regulation to be discussed.

MOTION was made, seconded, duly VOTED to TABLE for the next meeting when Tim Collins is attendance to discuss the issue in more detail.

2d) River St. parking restriction.

MOTION was made, seconded, duly VOTED to TABLE for the next meeting when Tim Collins is attendance to discuss the issue in more detail.

3-Old Business

3b) High School parking regulations

Tim Collins and Commissioner Ghiloni have reviewed the regulations but have not yet finalized it with Chief Leonard.

MOTION was made, seconded, duly VOTED:
To TABLE.

3c) Stop signs on Bigelow St.

Evan Pilachowski advised that the new speed signs are currently being installed. The process is moving along.

MOTION was made, seconded, duly VOTED:
To TABLE.

3e) Towing vehicles from municipal lots for snow removal.

Chief Leonard advised that he and Commissioner Ghiloni need to work on this issue. From a Police Department standpoint it is mainly the notification piece that needs to be addressed. Chief Leonard again explained that the problem that occurred last year was that vehicles were towed from municipal lots in the middle of the night and some of those lots were not property signed and people said that they were not aware that they had to move their cars. In one instance, the vehicle in question had commercial plates and officers were unable to determine who to notify to move the vehicle.

It was discussed that the lots are sometimes not plowed until 1, 2 or 3 days after a storm. Temporary signage alerting vehicle owners as to the plowing schedule would hopefully work to keep the lots clear.

MOTION was made, seconded, duly VOTED:
To TABLE for further discussion.

3f) Communication from Janet Vigeant Re: Brigham St. traffic concerns

Janet Vigeant outlined her concerns in her e-mail to Chief Leonard. She is hoping to see "25 mph rolling speed bumps to effectively slow down traffic to the posted speed limit." She also said that "Signage and lane striping will not slow down the traffic if pedestrians or bikers on the side of the road do not slow the traffic down." Chief Leonard advised that he has spoken to Ms. Vigeant and told her that the Traffic Commission is not in favor of speed bumps. He did discuss center line striping with her though.

Chief Leonard had an officer take a look at the roadway and it appears that one direction is well posted with signage (from Maple to DeSimone to Jericho) the opposite side appears to be lacking in signage.

Evan Pilachowski advised that the traffic counts from Brigham Street and West Hill Road have now been completed. Upon review, they are not even close to meeting the warrants for a truck exclusion. Commission Ghiloni thought there was also a question on a solid yellow line. Perhaps additional signage and striping will help.

MOTION was made, seconded, duly VOTED to TABLE for now as ENGINEERING is still reviewing the issue.

3g) No parking regulation, Williams St.

Tim Collins sent an e-mail to Chief Leonard advising that on busy court days cars are now parking on the new sidewalk. He also included a photograph.

MOTION was made, seconded, duly VOTED to TABLE for the next meeting when Tim Collins is available for further discussion.

3h) Traffic pattern, parking deck behind City Hall.

MOTION was made, seconded, duly VOTED To TABLE as the Traffic Commission needs to check if they have authority to make the lower level One Way.

3i) West Hill Road Traffic Counts

Engineering has completed the traffic counts and found that this roadway does not even come close to meeting the warrants for a truck exclusion. The original complaint was relative to speed Enforcement and the Police Department is aware of the issue.

MOTION was made, seconded, duly VOTED to ACCEPT and PLACE on FILE.

3j) Request for parking restriction exemption at 71 Maplewood Ave

Chief Leonard is still working on the best way to address this issue. He doesn't feel that an exemption here would be setting a precedent as it involves an elderly/handicapped individual.

MOTION was made, seconded, duly VOTED:

To TABLE.

3k) Traffic concerns, New St. at Granger Blvd.

Chief Leonard continues to received feedback that this area is a problem. Any time there is an event (such as the recent election) at the new Senior Center traffic flow becomes an issue. There was a discussion about the possibility of making a right turn only out of Newton Street onto Granger. The other problem noted is with the speed of cars coming from West Main onto Granger Blvd. when another car is slowing to turn right onto New Street.

Evan Pilachowski advised that Engineering can maybe work on this. Chief Leonard said that serious changes would need to be made to this roadway to make this turn safer. More of a T-intersection would need to be created with a 90 degree turn. Short of that, the best way to address it would probably be to make a no right turn onto New Street from Granger Blvd. and a right turn only out of New Street onto Granger Blvd. This is really the only way to avoid the conflict. Chief Leonard asked if a traffic study has ever been done here. Commissioner Ghiloni feels that this is definitely something that needs to be done. All agreed that as more events are held here the problem will only continue. It is something that needs to be monitored. Chief Leonard asked if there were any interns available at the DPW who could take on this project.

MOTION was made, seconded, duly VOTED to REFER to Commissioner Ghiloni to find someone to conduct a study.

3l) Traffic blocking intersection on East Main St. at Hosmer St.

Tim Collins received a reply back from Joseph Frawley of Mass DOT. He advised that the State could try "to make short term timing efforts to address the westbound queue". If this did not address the issue they would have to do a more detailed study. He asked if Tim Collins had any additional feedback on when the backup occurs, i.e. during rush hour on weekdays or Saturday midday for example. This information would help them to adjust the signals properly.

Chief Leonard said that he is guessing that the evening commute is the worst time (4:00 to 6:00pm). The original complaint the Traffic Commission received did not mention a specific time frame. The group will continue to keep an eye on the intersection to see where it stands. They weren't sure if any adjustments had been made to the timing of the lights yet.

MOTION was made, seconded, duly VOTED to TABLE and keep this item on the agenda while the intserction is monitored.

3a) Municipal off street parking regulation.

MOTION was made, seconded, duly VOTED:
To TABLE.

3d) Traffic Commission rules and regulations update.

MOTION was made, seconded, duly VOTED:
To TABLE.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 10:50 am.

Respectfully submitted,

Karen L. Lambert
Records Clerk
Marlborough Police Department

List of documents and other exhibits used at the meeting:

- Meeting Agenda for Tuesday, November 24, 2015. (Including City of Marlborough Meeting Posting.
- Draft of Traffic Commission Minutes from 10/27/15.
- E-mail from Janet Vigeant to Chief Leonard, dated 11/18/15, re: Brigham St. safety concerns.
- E-mail from Joseph Frawley to Tim Collins, dated 10/30/15, re: Marlborough Traffic Issues.
- E-mail from Tim Collins to Chief Leonard, dated 10/28/15, re: Williams Street – Court House Parking (along with a photo of the area)

Additional Handouts:

- GIS Map of Mill Street area – entitled Central Parking Issues.
- Copy of a regulation from September 16, 1993, regarding parking restrictions on Mill Street.

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**CITY OF MARLBOROUGH
OFFICE OF TRAFFIC COMMISSION
140 MAIN STREET
MARLBOROUGH, MASSACHUSETTS 01752**

Traffic Commission Minutes

The Regular Meeting of the Traffic Commission was held on Wednesday, December 16, 2015 at 10:00 a.m. in the City Council Committee Room, City Hall. Members present: Chairman - Police Chief Mark Leonard, DPW Commissioner John Ghiloni and City Clerk Lisa Thomas. Also present: City Engineer Evan Pilachowski, Assistant City Engineer Tim Collins and Members of the Board of Trustees of the Renaissance Lofts, Jo Daly, Kevin Daly, Helen Donis-Keller and Carlos Hernandez. Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Tuesday, November 24, 2015.

MOTION was made, seconded, duly VOTED to TABLE as they were added to the agenda packet this morning and have not yet been reviewed by Traffic Commission Members. A vote will be taken at the next meeting.

2 – New Business

Chief Leonard requested a suspension of rules to move New Business Agenda Item b up on the agenda. – All in favor.

2b) Crosswalk in front of “The Lofts” on Lincoln Street.

Mayor Vigeant and the City Council received an e-mail from Kevin Daly who is on the Board of Trustees of The Renaissance Lofts at 406 Lincoln Street. He was advised to present his issue to the Traffic Commission. Mr. Daly and 3 other Board Members were present at the meeting. In his initial e-mail, he described how dangerous it is to cross at this crosswalk and made several suggestions as to how to make the crosswalk safer. The Board Members also brought a memo entitled “406 Lincoln Street Proposed Crosswalk Improvements” and other supporting documents, including a petition signed by 36 people, both residents and others using the parking lot. They also have concerns about

the speed on Lincoln Street and the fact that there are no noticeable speed limit signs in the area. The Board Members are concerned about the increasing number of dangerous conditions and want to try to do something "before a fatality occurs".

Chief Leonard advised that the Traffic Commission has discussed this issue on several occasions and gave a brief history to the Board Members. He explained that the existing crosswalk is a "midblock crosswalk" and that the Traffic Commission does not normally agree to install these. It was also installed in a location that was not approved when the site was developed. The developers were advised to come before the Traffic Commission before the project was completed. The City made a recommendation for the crosswalk to be further down the street, east of where it is now. However, Chief Leonard does acknowledge that "it is what it is" and it is the "natural spot" where people will cross the street. The Traffic Commission, however, would always suggest going up to the crosswalk at the signalized intersection to safely cross the street.

There was also a discussion on the cost of any improvements. The Board Members had recommended: 1) Posting Speed Limit signs on Lincoln Street. 2) Temporarily implement radar speed display signs alerting motorists of their speed. 3) Improve the visibility of the crosswalk by re-painting it in a bright color and installing solar-powered flashing pedestrian crosswalk signs on both sides of the road which are automatically activated when a pedestrian approaches the crosswalk. Chief Leonard also mentioned the possibility of crosswalk cones as long as "The Lofts" would be responsible for purchasing and maintaining them. The Board Members asked about the availability of any federal funding or grants as there is also an elementary school bus stop in the area.

Evan Pilachowski advised that there is currently no federal money available for something like this. The closest grant was the "Safe Roads to School Grant" which was used for the "walking school bus" program. The money was used for studies rather than physical changes.

Engineering advised that a special speed limit on Lincoln Street is controlled by the State. Tim Collins initially said that the speed limit is 40mph in this area. He then corrected that to a 30mph zone. The best that the City could do is post yellow advisory signs stating "thickly settled 30mph". He checked MUTCD and found that repainting the crosswalk and yield lines would also be allowed. However, it would all have to be maintained by The Lofts as the crosswalk is there for their convenience.

The Traffic Commission has had Crosswalk Signs and Advance Warning signs installed. The Chief has also asked for directed patrols here, however, this is "hit or miss" depending on what actually happens when the officers are present. It was further discussed that this is a busier area now for bikers and walkers with the Rail Trail close by and that the City is trying to improve "walkability". Engineering mentioned they painted the crosswalk on Hudson Street at the Rail Trail with a different type of bright green paint as a test. They had problems in the past with the paint being slippery when wet. This seems to be working here.

Commissioner Ghiloni asked about conditions in the Special Permit at the time of development. Lisa Thomas asked the Board Members if they were aware of any conditions. The Members were not aware of this and asked if they could get a copy of the Special Permit. Lisa Thomas collected e-mail addresses and advised that she would

get this to them. She explained the 20 day appeal process for special permits and said that no one ever filed an appeal. Tim Collins also advised that he would provide a copy of the Site Plan Map and any other pertinent information. The applicant (Deborah Fairbanks) would need to be the one to apply for any modifications.

Chief Leonard advised that the temporary speed signs have been stored for the winter and won't be out again until the spring. Chief Leonard also asked to be copied on the information about the site plan and any special conditions so he can also review the details more closely to see who is responsible for what. He also said that the other night he was traveling on Lincoln Street from Pleasant toward the crosswalk and noted that he would not see a pedestrian crossing at night with the glare from the lights of approaching vehicles. The group discussed a possible spotlight that would be mounted on the building and shine onto the crosswalk to highlight the area at night. This would be the responsibility of the building owner. All agreed that this could be a good idea. Tim Collins mentioned that the only lights addressed by code are those that distract a driver and cause a hazard. There was an issue in the past with a very bright sign at the corner of Walker and Maple.

Commissioner Ghiloni advised that the City can paint the crosswalk but would not be able to spend money on any of the other suggestions, i.e. flashing lights and signals etc. Motion activated signs are very expensive. Chief Leonard also said that the Police Department has now filled the second Community Service Officer position which will be helpful. He also asked the Board Members if someone could confirm the time frame for the most heavily traveled period so he can send an officer down for enforcement. He is assuming it is in the area of 7:30 to 9:30am and 5:00 to 6:30pm. Chief Leonard also encouraged them to get plate numbers of problem vehicles and send them to him. Commissioner Ghiloni also wanted to point out that it is not that the Traffic Commission doesn't want to help them but rather that they get requests like this all the time.

MOTION was made, seconded, duly VOTED to REFER:

- 1) To the POLICE DEPARTMENT for enforcement.
- 2) To the CITY CLERK to forward the Special Permit information
- 3) Back to the Traffic Commission to review any special conditions at the next meeting.
- 4) To the DPW to paint the crosswalk

2a) Chestnut St. Parking regulations.

Tim Collins received a complaint on the placement of a particular sign opposite 116 Chestnut Street. He asked for clarification as he did not understand the problem. When reviewing this problem he noted that some of the signs and regulations did not match. He sent an e-mail confirming what the Traffic Commission had approved and what seemed to be missing. He included a GIS map and wording for the missing regulation. He also had a clearer sign put up near the address in question. He noted that all the signs are up and that people seem to be abiding by them but if there was an issue they can't be ticketed at this point because a regulation is missing. Chief Leonard agreed that this area needs to be officially a No Parking area. If the Traffic Commission approves the wording now, Tim Collins will add it to the list of restrictions for the street.

MOTION was made, seconded, duly VOTED to APPROVE the amended regulation. ALL IN FAVOR.

3-Old Business

3b) High School parking regulations

Tim Collins met with Commissioner Ghiloni to review this issue. He passed out a large map/diagram of the High School parking lot along with wording for the regulations:

- 1) Schedule V: One Way Streets
- 2) Schedule IV: Stop Intersections
- 3) Schedule VIA: Do Not Enter Streets
- 4) Schedule VIII: Tow – Away Zones
- 5) Schedule IX: No Stopping, Standing or Parking Anytime
- 6) Schedule X: Parking prohibited Certain Hours
- 7) Crosswalk Locations

There was some discussion on signage for “Yield to Pedestrians” at the crosswalks rather than a full stop condition for every vehicle. This would make the morning congestion too busy. Currently there is just a crosswalk sign. There was also one change for Tim Collins to make on stop lines and then this issue should all set.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to make the minor changes.

3f) Communication from Janet Vigeant Re: Brigham St. traffic concerns

Tim Collins advised that, according to MUTCD, in order to have a double yellow line the road must have a width of at least 18 feet and an average of 3000 vehicles per day. Brigham Street is 18 feet wide but the recent traffic count shows an average of 2000 vehicles per day. A second need for a double yellow line is to separate traffic. He noted that this also takes an extra foot of width from the roadway and that there is no history of side by side accidents here.

The real area of concern is the curve at Jericho. Mr. Collins noted that there are warning signs here to reduce speed, however, he also found that 3 speed limit signs were missing. All three should go back up this week.

There was another concern with truck traffic here and on West Hill Road. The warrant for a truck exclusion in MUTCD states that 5-8% of the traffic volume must be trucks. The recent traffic count showed that Brigham Street was at 1.6% truck volume and West Hill Road was at 2.9% truck volume. As such, neither street truly qualifies as heavy truck volume.

Chief Leonard asked if there was such a thing as a single yellow line or a single white line. Tim Collins advised that the MUTCD actually states, "A single solid yellow line should not be used on a road as a center line."

MOTION was made, seconded, duly VOTED to REFER to the DPW to be sure the missing speed limit signs do in fact go up. Otherwise, ACCEPT and PLACE on FILE as the roadway does not meet the MUTCD guidelines for striping or a truck exclusion.

3g) No parking regulation, Williams St.

MOTION was made, seconded, duly VOTED:
To TABLE.

3h) Traffic pattern, parking deck behind City Hall.

The Traffic Commission was discussing the possibility of making the lower level one-way, however, there were questions on ownership of the garage and if the Traffic Commission even has the authority to create regulations here. Commissioner Ghiloni said that he sent this information to Chief Leonard after the last meeting.

MOTION was made, seconded, duly VOTED to TABLE until the next meeting so the Chief can review the information.

3m) Winter parking ban exemption request, 169 Lincoln St.

See 3i) below – discussed together.

3i) Request for parking restriction exemption at 71 Maplewood Ave.

These two locations have the same issue and were discussed together. The Traffic Commission advised that there is nothing they can do with regard to an exemption at either location. It is also an issue for many others in the City and if these specific addresses were able to qualify for an exemption, it would open the door to other requests for the same thing.

Chief Leonard did say, however, that he would talk to Pam Wilderman about the possibility of parking on the grass at 169 Lincoln Street as was done in the past.

MOTION was made, seconded, duly VOTED to ACCEPT and PLACE ON FILE.

3e) Towing vehicles from municipal lots for snow removal.

Commissioner Ghiloni advised that he is working on this now. They are planning to use temporary signs to advise when they intend to clear the lots. Chief Leonard definitely wants to see a little more time for notification in order to give people time to move their vehicles accordingly. Commissioner Ghiloni said that the lots don't always need to be completely empty. They can try to work around some cars if it snows during the night.

MOTION was made, seconded, duly VOTED to TABLE.

3l) Request for Blind Driveway sign at 391 Farm Rd.

Tim Collins visited this area and prepared a memo to Chief Leonard outlining his observations and his recommendation. He also included a GIS map and photo, all of which are attached. He noted in his memo that Blind Driveway postings are usually warranted under two conditions 1) in an area where the driveway is not expected and 2) or when a vehicle leaving the driveway cannot see oncoming traffic and therefore has to exit the driveway blindly. He did not find either of these conditions to exist and does NOT recommend posting a blind driveway sign.

Commissioner Ghiloni advised that he viewed the area also and agreed with Mr. Collins. They both felt that maybe it was more of a speeding issue than a driveway issue. A speed issue is something that should be dealt with through enforcement and not by placing a Blind Driveway sign. Now that the road has been widened and the lines are in place, the resident may find it easier to back out of his driveway.

MOTION was made, seconded, duly VOTED to ACCEPT Tim Collins' recommendation and DECLINE the request for a Blind Driveway sign. All in Favor.

3p) Mill St. parking restriction.

It was discussed that the biggest problem here is that no one is adhering to the existing regulations. The property is "loaded with unregistered cars". Tim Collins advised that it is a huge enforcement issue. He believes that there have to be 40 to 50 cars parked there, all of which are unregistered. That's why there is nowhere to park when someone goes to work. He said that maybe it is actually a permit issue and questioned how many vehicles they are allowed to have on the property.

Tim Collins also went down to River Street and found all of the cars parked on the property, however, when he went back again a little later he found 4 unregistered cars on the road. He took a photo and showed it to Chief Leonard.

Lisa Thomas had to leave the meeting at this point and there is no longer a quorum present. This issue will be taken up again at the next meeting.

MOTION was made, seconded, duly VOTED:
To TABLE.

Evan Pilachowski asked to add an item to the agenda for the next meeting. He would like to have a discussion on the Rail Trail specifically with regard to crosswalks and Stop Signs.

He noted that the Rail Trail will eventually connect a 20 mile route and will become much busier.

3c) Stop signs on Bigelow St.

An informal discussion (without a quorum present) continued. Evan Pilachowski confirmed that the speed signs are in place. A blackboard connect message will need to

be sent out to the whole area before any stop signs are removed. He also wanted to add wording to the stop sign poles on the side streets, something to the effect, "cross traffic does not stop". He said that there is an MUTCD sign that can be attached to the pole. The stop signs were never warranted but they were regulated so the Traffic Commission would also need to make a formal vote before removing any of the existing stop signs. The plan is to keep the signs at Robin Hill, Evelina and Nashoba and remove the ones at Shea and Flagg.

MOTION was made, seconded, duly VOTED:
To TABLE.

Informal Discussion Continued

2016 Meeting Schedule (not on the agenda).

Chief Leonard advised that the January meeting is tentatively scheduled for the last Tuesday in January, 1/26/16. He will set the full schedule when he gets the final schedule for the City Council meetings.

Felton Street – Evan Pilachowski was looking for some informal feedback. Currently when you come off Rte. 495 you can take a quick turn onto Felton Street. Beacon North had mentioned the possibility of closing off Felton Street and having to loop around instead. Evan wanted to comment back to them on this issue. He said that comments are due back by January 23rd. Chief Leonard asked if he thought this was necessary at this point. Mr. Pilachowski said that maybe in the next 5 to 10 years but not in the immediate future. Chief Leonard agreed and noted that it also adds response time to the hotels. Mr. Pilachowski's concern is that if there was to be any mitigation money involved this is the time to do it.

3j) Traffic concerns, New St. at Granger Blvd.

MOTION was made, seconded, duly VOTED:
To TABLE.

3k) Traffic blocking intersection on East Main St. at Hosmer St.

MOTION was made, seconded, duly VOTED:
To TABLE.

3a) Municipal off street parking regulation.

MOTION was made, seconded, duly VOTED:
To TABLE.

3d) Traffic Commission rules and regulations update.

MOTION was made, seconded, duly VOTED:
To TABLE.

3n) Parking in the downtown area – discussion.

MOTION was made, seconded, duly VOTED:
To TABLE.

3o) River St. parking restrictions.

MOTION was made, seconded, duly VOTED:
To TABLE.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 11:30 am.

Respectfully submitted,

Karen L. Lambert
Records Clerk
Marlborough Police Department

List of documents and other exhibits used at the meeting:

- Meeting Agenda for Wednesday, December 16, 2015. (Including City of Marlborough Meeting Posting.
- Draft of Traffic Commission Minutes from 11/24/15.
- E-mail from Kevin Daly, member of the Board of Trustees of the Renaissance Lofts, to Mayor Vigeant and the City Council, dated 12/1/15, re: Seeking to address city crosswalk safety concerns. (Forwarded to Chief Leonard from Karen Boule on 12/1/15.)
- E-mail from Tim Collins to Chief Leonard, dated 12/2/15, re: Parking regulations – Chestnut Street (Including a photo and forwarded correspondence with Vinnie Rizzelli.

Additional Handouts:

- Document concerning “406 Lincoln Street Proposed Crosswalk Improvements”.
- Article entitled “Everything you’ve always wanted to know about crosswalks”.
- Various examples of Crosswalk Markings (3 pages).
- Memo from Tim Collins to Chief Leonard, dated 12/16/15, re: Blind Driveway Sign Request - #391 Farm Road including photos and GIS map.
- GIS map of Chestnut St. with the No Parking Regulation indicated along with proposed wording for the regulation.
- Proposed wording for regulations in the High School parking lot, i.e. One Way Streets, Stop Intersections, Do-Not-Enter Streets, Tow-Away Zones, No Stopping, Standing or Parking Anytime, Parking Prohibited Certain Hours and crosswalk Locations.

CITY OF MARLBOROUGH

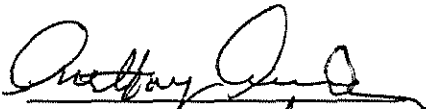
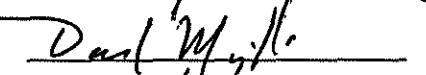

BOARD OF ASSESSORS

MEETING MINUTES: November 30, 2015

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2016 JAN 27 A 11: 34

1. CALL TO ORDER: 1:00 pm
MEMBERS PRESENT: Anthony Arruda, David Manzello, Ellen Silverstein
Also in attendance: Harald Scheid , Regional Assessor and Paula Murphy, Head Clerk
2. MOTION TO ACCEPT: minutes of the September 2 ,2015 meeting : Mr. Arruda, second Ms.Silverstein
Vote: 3-0
3. APPROVE AND SIGN: Chapter Land Applications for FY 2017, Excise Tax Abatements 8/31/15 through 11/27/15
4. DISCUSSION AND VOTE: Senior Tax Deferral Application
Motion to Grant : Mr. Manzello, second Ms. Silverstein
Vote: 3-0
5. DISCUSSION AND VOTE: Release of Overlay Funds for Fiscal years '08,'10,'11,'12' totaling \$1,398,945.46
Motion to Approve: Mr. Manzello, second Mr. Arruda
Vote: 3-0
6. Mr. Scheid reported to the Board that the Revaluation and Recertification process is progressing well.
7. MOTION TO CONCLUDE – Mr. Arruda , second Ms. Silverstein
Meeting Adjourned – 1:25



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2016 JAN 28 P 1:35

**City of Marlborough
License Board**

140 Main Street, Lower Level
Marlborough, MA 01752
(508) 460-3751 FAX (508) 460-3625

**Minutes of the License Board Regular Meeting Held December 16, 2015
City Hall, 1st floor, Council Committee Room**

Attending: Walter Bonin, Chairman; Gregory Mitrakas, Member; David Bouvier, Member and
Tina Nolin, Clerk

Meeting called to order by Chairman Bonin at 7:30 PM

New Business

- 1. One Day Permits** – No One Day Permit requests were submitted
- 2. Application for Change of Manager Fuh Wah Restaurant, Inc. (D/B/A Chin's Garden)**
New Manager Eve Mei was present. Member Mitrakas motioned to approve the application, Member Bouvier seconded – vote to approve was 3-0.
- 3. All Star Auto and All Star Cycles to present a proposed layout of businesses and request the merger of their licenses into one.** (Actual discussion was tables until later in the meeting, about 8:15 in order for Mr. Donnarumma's attorney to be present.)
Present: Benjamin Donnarumma, Owner, Chris Bombara, General Manager & Arthur Bergeron, Esq.
There was much discussion surrounding Mr. Donnarumma's request to merge his current three parcels of land with individual licenses into one cohesive dealership with one license. The overall number of motorcycle and cars would not change, but layout of dealership would change (mockup of the design was presented and entered into file).

Chairman Bonin asked where they stood with conservation regarding the stream and car storage. Attorney Bergeron said the enforcement had been dropped due to a rereading of the regulation. They were still waiting to hear back regarding the stream coverage proposal they had made.

The Board agreed to consider their change of license request once all the details with conservation had been resolved. For the present they asked Mr. Donnarumma to come back to the January meeting to layout their intermediate plan for their current cars and licenses. Meeting is set for January 27, 2015.

**Copies of public documents related to these minutes are available upon request at the
Licensing Board Office at 140 Main Street, Lower Level, Marlborough, MA 01752**

4. Reports from Chairman

Noise issues and Police Calls to Funky Murphy's

Present were Mary Rowe, John Rowe, Kay Rowe and Police Officer Borden Wicks

Ofc. Wicks reported that in fact the police had had 5 calls regarding disturbances at the restaurant and that some of those calls had come from Funky Murphy's themselves. On Thanksgiving Eve, the establishment in a proactive request had hired several officers to be on/around the premise to be keep things under control. Other times the officers had been called the noise on their arrival was deemed to not be at excessive levels – but they had the restaurant close the doors and move them from the parking lot if congregating.

Mary Rowe expressed that she had called the police on Thanksgiving Eve because the noise was excessive for the neighbors who live next door and given the hour. There was a large crowd congregating in the parking lot and was not sure if Restaurant was over occupied and thus the patrons were waiting to get in – but the voices carry up the hill. Mary was clear to stress that the crowd was noisy, but not unruly. John Rowe suggested noise may also be due to the no smoking in the building so they come outside to smoke and get talking.

John Rowe also said that he believes that the tone and level of noise changes when a cruiser is spied coming into the lot so the officers do not always get the actual experience. Ofc. Wicks agreed this could happen and acknowledged the neighbors frustration.

Other areas of discussion centered on the abundance of trash that is in the parking lot of Rowe Funeral home on the weekends. When asked about trash occurrence and whether the area was lit enough to see at night the response was it was a consistent occurrence and yes, the lighting was sufficient to see at night, after closing.

Chairman Bonin also entered into the public record a letter from Councilman Elder regarding the neighborhood issues. A copy was also given to the Rowes.

Board requested that Funky Murphy's management be notified to appear at the January Board Meeting to discuss the noise and trash issues that had been brought up at tonight's meeting.

5. Update on Liquor Licenses –

- a. **Overall update** – all licenses have been renewed with the exception of Tailgaters which has closed, First Colony which sold its building site to La Tapatia who had a license already and Sully's First Edition Pub – Mr. Sullivan said he would be in the week of December 28th to pay his fee. He has signed his ABCC renewal in November.

Copies of public documents related to these minutes are available upon request at the Licensing Board Office at 140 Main Street, Lower Level, Marlborough, MA 01752

b. Liquor License of the Four Hundred and One

Discussion involved the status of the license, that taxes had been paid, they needed to get the pledge closed and fully over to Mr. Gillis who was currently working with a broker for the sale. Mr. Gillis did renew for the 2016 year. Board requested that Mr. Gillis be notified to appear at the January Board Meeting to discuss the license.

7. Review minutes –

Special meeting, November 12, 2015

Regular meeting November 18, 2015

Member Bouvier motioned to approve the minutes and place on file, Member Mitrakas seconded. Vote to approve minutes and place on file 3-0.

Motion made to adjourn: 8:45 pm vote: 3-0 for adjournment. Next meeting is Wednesday, January 27, 2016

Respectfully submitted,



Walter Bonin, Chairman



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2016 JAN 28 P 1:35

**City of Marlborough
License Board**

140 Main Street, Lower Level
Marlborough, MA 01752
(508) 460-3751 FAX (508) 460-3625

**Minutes of the License Board Special Meeting Held January 8, 2015
City Hall, 1st floor, Council Committee Room**

Attending: Walter Bonin, Chairman; Gregory Mitrakas, Member; David Bouvier, Member (absent); and Tina Nolin, Clerk

Meeting called to order by Chairman Bonin at 12:02 PM

New Business

1. **One Day Permits** – the following organizations applied for One-Day Permits.
- Tasty Home Cookin' – Ed Walsh

Member Mitrakas motioned for approval, Chairman Bonin seconded Approved 2-0

2. **Correspondence from Trial Court of the Commonwealth**

Member Mitrakas motioned to accept and place on file, Chairman Bonin seconded Approved 2-0

Motion made to adjourn: 12:10 pm vote: 2-0 for adjournment.

Respectfully submitted,

Walter Bonin, Chairman



Marlborough Public Schools

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CITY OF MARLBOROUGH

School Committee

2016 JAN 28 P 4:51

17 Washington Street, Marlborough, MA 01752

Phone (508) 460-3509

• Fax (508) 460-3586

Call to Order

January 12, 2016

1. Chairman Vigeant called the Regular Meeting of the Marlborough School Committee to order at 7:35 pm at the District Education Center, 17 Washington St., Marlborough, MA. Members present included Mr. Geary, Mrs. Hennessy, Mrs. Ryan & Mrs. Bodin-Hettinger, Mrs. Matthews & Mr. Walter.

Also present were Superintendent Langlois, MEA Representative Rupal Patel & Clerk Melissa Peltier.

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

2. **Pledge of Allegiance:** Was led by Chairman Vigeant

3. Presentation:

A. MHS Student Advisory Committee Members

Mr. Jeffrey Slocumb, Representative of the Senior Class, updated the Committee about the College Application Process.

Ms. Heidi DiPersio, Representative of the Sophomore Class, updated the Committee about the Winter Concerts and the upcoming MICCA performances in April.

Mr. Timothy Goliger, Representative of the Freshman Class, updated the Committee about the Mr. Chris Herron Presentation.

B. MCAS Presentation 2015

Ms. Greulich and Ms. Murphy presented to the Full Committee the recently released MCAS scores for the District.

****An electronic version of the presentation is available****

4. **Committee Discussion/Directives:** None

5. **Communications:** None

6. Superintendents Report:

Mr. Langlois gave his report covering a range of topics including: Inauguration Exercises, Winter Concerts, Crisis Management in Schools, NEASC Status Report & WCSA Awards.

7. Acceptance of Minutes:

A. Minutes of December 8, 2015 School Committee Meeting

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the minutes of the December 8, 2015 regular School Committee Meeting as amended. Motion passed 6-0-1.

8. **Public Participation:** None

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www.mps-edu.org

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Marlborough Public Schools

School Committee

17 Washington Street, Marlborough, MA 01752

Phone (508) 460-3509

• Fax (508) 460-3586

9. Action Items/Reports:

A. Business Professionals of America State Conference

Mr. Langlois presented the request to attend the Business Professionals of America State Conference. Mrs. Matthews recused herself from the discussion and vote due to a conflict.

Motion made by Mrs. Bodin-Hettinger, Seconded by Chairman Vigeant to approve the Business Professionals of America State Conference Trip as presented. Motion passed 6-0-2 (Matthews, Vigeant).

B. Disposal of Cafeteria Furniture Surplus

Mr. Bergeron presented the intent to sell off the Cafeteria Surplus Furniture.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to approve the sale of the Cafeteria Surplus Furniture as presented. Motion passed 6-0-1.

C. FY '16 Operating Budget Transfers

Mr. Bergeron presented the requested transfers within the FY '16 Operating Budget.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the FY '16 Operating Budget transfers as requested. Motion passed 6-0-1.

D. Acceptance of the MSAOSA 2015-2018 Contract

Mrs. Matthews presented the MSAOSA Contract, effective dates of the contract August 1, 2015 – August 30, 2018.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the contract as presented. Motion passes 6-0-1.

E. Acceptance of Donations and Gifts

Intel Foundation Matching Grant Program has donated \$295.00 to the Whitcomb Middle School student activity fund.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the donation from the Intel Matching Grant Program of \$295.00. Motion passed 6-0-1.

Adopt a Classroom has donated \$500.00 to the Jaworek School 2nd grade classroom of Mrs. Cunningham.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the donation of \$500.00 to the Jaworek School 2nd grade classroom of Mrs. Cunningham. Motion passed 6-0-1.

SanDisk Corporation has donated \$8,000.00 to the Whitcomb Middle School Sculpture fund.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the donation of \$8,000.00 to the Whitcomb School Sculpture fund. Motion passed 6-0-1.

Mr. & Mrs. Shutzman have donated \$100.00 to the Kane School Library

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the donation of \$100.00 to the Kane School library with gratitude. Motion passed 6-0-1.

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Marlborough Public Schools

School Committee

17 Washington Street, Marlborough, MA 01752

Phone (508) 460-3509

• Fax (508) 460-3586

MA DESE has awarded to the District the FY '16 Early Childhood Special Education Grant in the amount of \$65,581.00.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the FY '16 Early Childhood Special Education Grant in the amount of \$65,581.00. Motion passed 6-0-1.

MA DESE has awarded to the District the FY '16 Early Childhood Special Education Program Improvement Grant in the amount of \$3,500.00.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the FY '16 Early Childhood Special Education Program Improvement Grant in the amount of \$3,500.00. Motion passed 6-0-1.

MA DESE has awarded to the District the FY '16 240 SPED Carryover Grant in the amount of \$108,647.00.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the FY '16 240 SPED Carryover Grant in the amount of \$108,647.00. Motion passed 6-0-1.

10. Reports of School Committee Sub-Committees:

Mrs. Hennessy reported that the Policy Sub Committee had met this evening the next meeting will be January 22, 2016.

11. Members Forum:

Mrs. Hennessy questioned the timeframe and the status of the "turf" field reconstruction at the Whitcomb School.

Chairman Vigeant noted that the City Council had investigated utilizing alternative fill for the field instead of the traditional ground rubber fill however the alternative product was not cost effective. The field project will move forward soon.

Mrs. Bodin-Hettinger questioned the upcoming budget schedule and if information will be coming out from the Mayor's Office soon.

Chairman Vigeant noted that information will be coming out in the next few weeks.

Chairman Vigeant requested consideration to bring the entire process back to the District Education Center so the process could be shown via the local Cable Station.

12. Adjournment: Motion made by Mr. Walter, seconded by Chairman Vigeant to adjourn at 8:51 pm. Motion Passed unanimously.

Respectfully submitted,

Heidi Matthews
Marlborough School Committee

HM/mai

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2016 FEB -1 A 9:21

CITY OF MARLBOROUGH MEETING MINUTES

Meeting: Council on Aging Board of Directors Meeting

Date: Tuesday, January 12, 2016

Time: 8:30 AM

Location: Senior Center, 40 New Street, Conference Room

ATTENDANCE: *Leslie Biggar, Richard Collins, Jim Confrey, Brenda Costa (via teleconference), Richard Cygan, Marie Elwood, Pat Gallier, Judith Kane, Jeanne McGeough, Trish Pope*

Excused Absence: *Sheila Brecken*

- I. CALL TO ORDER at 8:33 am
- II. APPROVAL OF DECEMBER 8, 2015 MINUTES
- III. DIRECTOR'S UPDATE – Trish Pope, Director

The Senior Center sustained some property damage. There were 16 broken windows caused by BB gun activity. The police were notified and are investigating the incidents. The windows were replaced on 1/21 by the builder at no charge.

The first ever class registration took place. The classes are better filled and attended. Good feedback was received from participants in the new classes. The registration process will be reviewed and revised for further improvement, as the system is work in progress.

A code of conduct for the Senior Center will be issued and posted at the Center.

Meals from Quinsigamond Community College begin on 1/25/2016. Lunch will be offered 5 days a week. The first 5 weeks will be at a promotional cost of \$5.00 per meal, then will be increased to \$7.00 per meal after that. On Wednesday's the meal will be family style pasta offering. The Quinsigamond students are parking at Bigelow School.

The new card tables have been received at the Senior Center.

There was a 911 call made for a gentleman who felt dizzy while attending a training in the exercise room at the Center. He was not on an exercise machine at the time.

The first COME2B Dementia Friendly community meeting is scheduled for Thursday, 1/14/2016.

- IV. BOARD UPDATES

A. BAYPATH ELDER SERVICES UPDATE – Brenda Costa

Items from the BayPath board meeting were discussed and the Board Highlights are attached (Att. #1).

B. MY SENIOR CENTER SYSTEM UPDATE – Trish Pope

The system is up and running smoothly. Data is readily available to generate necessary reports.

C. TRANSPORTATION REPORT – Jeanne McGeough

There were 71 trips in December. The 2015 Transportation Summary is attached (Att. #2).

V. NEW/OLD BUSINESS

A. DISCUSS SENIOR CENTER ISSUES AND HAPPENINGS

A question was raised regarding the Friends of the Marlborough Seniors fundraising activities. The cost of the newsletter is offset by proceeds of the gift shop and membership dues.

Valentine's Day party will be held Thursday, 2/11/2016.

B. PREPARE FOR MAYOR'S SENIOR OF THE YEAR

The Senior of the Year process was reviewed by board.

C. VETERANS

Options for increasing participation of veterans at the Senior Center were explored.

VI. MEETING ADJOURNED AT 9:55 am.

The next board meeting is Tuesday, February 9, 2016 at 8:30am in the conference room at the Senior Center, 40 New Street, Marlborough, MA.

Respectfully Submitted,

Brenda Costa, Secretary

**BayPath Elder Services
Board Meeting Highlights
December 16, 2015**

MassHealth Reform

There are no updates on MassHealth reform at this time. The Governor's budget will be released in January.

Consumer Programs

The home care program has 1,275 consumers; SCO, 895 consumers; ICO, 59 consumers; PCA 365 consumers; AFC 16 consumers.

Preservation of Affordable Housing (POAH)

Ms. Alessandro recently met with POAH, a non-profit organization whose mission is to preserve affordable rental housing for low to moderate-income families, individuals with disabilities and older adults. POAH has an office in Boston and currently contracts with Boston Senior Home Care to provide a coordinator to some of their Boston locations. POAH is seeking to contract with BayPath to provide a resident coordinator at their Tribune Apartments location in Framingham. The board voted to approve this contract.

Dementia Friendly Communities

The Dementia Friendly Communities project has hired Cindy Cormier as the part time coordinator for the project. The project has been receiving a lot of local publicity, and we recently filmed a segment for WCVB's Eye Opener in the morning.

Agency Other

BayPath welcomed two new members to its Board of Director's this month; Annette Hamlet as Holliston's COA representative director and Douglas Peck of Southborough as an at-large representative director. We still need COA director representatives from Ashland, Holliston and Westborough.

Light Up the Holidays (LUTH)

BayPath's Light Up the Holidays (LUTH) program brought holiday joy to a record number of consumers this year, delivering gifts to 197 in all, ranging in age from 46 to 100.

BayPath offers a special thanks to long-time LUTH partners TJX and Lifeline for fulfilling 120 wish requests. Also thanks to BayPath board members and staff who provided gifts for an additional 77 consumers.

And much appreciation to BayPath staff members who took time to deliver all these gifts to consumers' homes, as well as all of the members of the Light Up the Holidays committee.

Community Statistics (see below)

Consumers by Town					
Town	ECOP	Choices	Town	ECOP	Choices
Ashland	14	4	Natick	33	20
Dover	2	1	Northborough	9	3
Framingham	69	48	Sherborn	0	1
Holliston	9	6	Southborough	8	0
Hopkinton	8	1	Sudbury	5	3
Hudson	32	18	Wayland	9	5
Marlborough	34	17	Westborough	6	2
ECOP Total = 238					
Choices Total = 129					

Home Delivered Meals

Town	Meals	Town	Meals
Ashland	429	Natick	1,009
Dover	44	Northborough	340
Framingham	3,410	Sherborn	38
Holliston	319	Southborough	256
Hopkinton	179	Sudbury	323
Hudson	1,016	Wayland	371
Marlborough	1,438	Westborough	337

Total = 9,509

MARLBOROUGH SENIOR CENTER TRANSPORTATION SUMMARY CY 2015							
MONTH	SR. CTR	SHOP	OTH	TOT			
JANUARY	15	29	12	56			
FEBRUARY	12	28	11	51			
MARCH	31	34	14	79			
APRIL	20	36	7	63			
MAY	16	27	13	56			
JUNE	14	39	7	60			
JULY	20	26	7	53			
AUGUST	19	38	5	62			
SEPTEMBER	26	34	7	67			
OCTOBER	25	37	10	72			
NOVEMBER	18	47	10	75			
DECEMBER	31	36	4	71			
TOTALS	247	411	107	765			

Marlborough Public Library Board of Trustees
Meeting Minutes

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January 5, 2016
Bigelow Auditorium, Marlborough Public Library

2016 FEB -3 P 1:53

Meeting called to order by Rustin Kyle at 7:05pm

Board Members Present: Tom Abel, Nena Bloomquist, William Brewin, Raymond Johnson, Raymond Hale, Rustin Kyle, Janice Merk, and Robyn Ripley

Also Present: Margaret Cardello, Library Director; Jason Homer, Assistant Director; and John Irish, City Councilor.

Absent: none

Proceedings:

1. **Minutes:** A motion to approve the meeting minutes from the December 1st meeting was passed (Hale/Johnson).
2. **Trust Fund Reports:** A motion to approve the Trust Fund Reports for December was passed (Hale/Johnson).
3. **Director's Report:** (see attached for more details)
 - It is proving difficult to maintain consistent staffing with a pay rate that is less than competitive, specifically the various "clerk" positions. Margaret is looking into how much it would cost to increase the pay rate for several of these positions within the library.
 - Phase One of the new logo is being rolled out now with uniform signage throughout the building and a new look for program announcements and the newsletter. The goal is for a professional look that is maintained throughout the library and all of its communications.
 - A draft brochure about the library's plan to update and/or build is in development. The community is curious about future plans and a brochure to help explain the grant and building process will help spread the word and build support.
4. **Committee Reports:**
 - Foundation:
 - The next Foundation meeting is January 21st at 6:30. An agenda is being developed and should be out soon. Please continue to invite any interested people to the next meeting.
 - Friends:
 - See Attached

- Brigham Family Trust
 - Ray Johnson is the appointed representative of the Library Board of Trustees and reported on the grants awarded to various community programs by the Trust, including a grant to the Friends.

5. Old Business:

- Building Committee
 - Need to get this committee up and running fairly quickly in order to create an RFQ to hire a project manager. Still awaiting nominations to the committee from the mayor and the City Council President. Margaret will request a meeting with the mayor in the next month to move the process along.
 - The Building Program will need to be re-submitted in order to adjust the size down. The original request came in too big at over 50,000 square feet. Margaret and her staff went over the plan again and was able to adjust it down to about 42,000 square feet which is more in line with a community our size. This adjustment is considered a formality and will not in any way impact the project or the time line.
- Trustee Vacancy
 - Margaret has reached out to a couple of people but both declined the opportunity. Rustin will reach out to the Mayor to see if he has anyone he'd like to appoint as Trustee.
- Patron with substantial overdue items
 - Still no response as of yet.
- Video equipment
 - Margaret is still awaiting confirmation that John Ghiloni will purchase the video equipment that the library is unable to install.

6. New Business:

- City Department Head Salary Increases
 - The issue of increasing Department Head salaries was tabled by City Council last session. It should be up again after the new Finance Committee is established, sometime in February. It would be beneficial to have the Library Director salary up to competitive standards. Board members are urged to contact their city councilors on the matter.

- Officer elections
 - This meeting constitutes the board's annual meeting and a motion to renew the current slate of officers for one more year was passed (Merk/Abel).
 - ..1. Rustin Kyle – Chair
 - ..2. Raymond Hale – Vice-Chair
 - ..3. Willian Brewin – Treasurer
 - ..4. Robyn Ripley - Secretary

7. **Adjournment:** A motion to adjourn passed at 8:38pm (Johnson/Kyle).

Minutes submitted by Secretary, Robyn Ripley.



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2016 FEB -4 A 9:21

BOH MEETING MINUTES – 01/05/16

Attending

James Griffin, Chairman
John Curran, Vice Chairman
Robin Williams, Member

Also in attendance: Cathleen Liberty, Director of Public Health, Tina Nolin, Senior Clerk

Meeting called to order 6:30 pm

REVIEW OF MEETING MINUTES

Meeting minutes of November 10, 2015

Motion to accept and place on file the minutes of November 10, 2015 – Member R Williams

Second – Vice Chairman J Curran, MD

3-0 Vote to accept and place on file the minutes of November 10, 2015

PUBLIC HEALTH ISSUES

AFC HACCP Plan

Presented by Director Liberty. Motion to accept variance – Member R Williams, seconded by Vice Chairman J Curran, MD. 3 to 0 vote to approve the AFC HACCP Plan.

Olive Garden ROP Variance Request (Reconsideration)

After much discussion the Board agreed to approve Olive Garden ROP Variance Request. Chairman Griffin motioned to approve the second request from ROP Variance from Olive Garden. Member R Williams seconded. 3-0 Vote to approve the second request from ROP Variance from Olive Garden.

Food Borne Illness – discussion

Director Liberty reviewed the investigation of the Food Borne Illness Investigation that occurred at the Kane Elementary School October 23, 2015 and the future protocol for such events. Food samples that were collected and analyzed did not find contamination.

Tobacco Compliance Checks

Directed Liberty presented that Tobacco Compliance checks had started in Marlborough and that of the 40 city establishments that sold tobacco, 17 were cited for incompliance – selling to a person under 21. All had been notified via order letter and served a \$100 fine.

BOH UPDATES

Substance Abuse Prevention Coalition

Director Liberty informed the Board that the Coalition was going well and had a number of projects and events the works for the future – including a wellness fair.

FDA Grant - PIC Training

Director Liberty informed the Board that the department had received a \$2,500 grant to hold PIC Trainings for city establishments in need of the training.

MONTHLY REPORTS

Nurses Report

Submitted by Director Liberty – report was accepted and approved to be place placed on file.

Sanitarians' report

Submitted by Director Liberty who reported inspectors were on target with all restaurant inspections. Reports were accepted and approved to be place placed on file.

UNKNOWN BUSINESS AT TIME OF MEETING

There was a request from Director Liberty to Vice Chairman Dr. Curran to sign the *Model Standing Orders for Tuberculin Skin Testing – Current as of January 2016*. Documents were signed.

ADJOURN

Motion – to adjourn meeting at 7:06 pm-Chairman Griffin

Second – Vice Chairman J Curran, MD

3-0 vote to adjourn Board of Health Meeting at 7:06 pm

Next Board of Health meeting is set for February 2, 2016 at 6:30 pm in the Council Committee Room

Respectfully submitted,


James Griffin, Chairman

Dated: 2/2/2016

Cc: Board of Health Members
City Council
City Clerk
City of Marlborough Website