

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2014 DEC 31 A 10:12

1. Organizational Meeting.
2. Minutes of the City Council Meeting, DECEMBER 15, 2014.
3. Communication from the Mayor re: Addition to the Proposed Salary Ordinance/Health Department.
4. Communication from the Mayor re: Gift received by the Council on Aging in the amount of \$1,000.00 from Cummings Property's Employment Directed Giving Program to be used as indicated in the Mayor's letter.
5. Application for Special Permit from Attorney Bergeron on behalf of NPG Management LLC, to install two drive-through service windows which will be part of the new Dunkin Donuts building located at 525 Maple St.
6. Communication from Central MA Mosquito Control Project District re: Proposed FY2016 Preliminary Budget.
7. Minutes, Planning Board, November 17, & December 1, 2014.
8. Minutes, License Board, October 29, 2014.
9. Minutes, Traffic Commission, November 25, 2014.
10. CLAIMS:
  - a. Karin Kirby, 44 Minehan Ln., other property damage.

REPORTS OF COMMITTEES:

UNFINISHED BUSINESS:

**From City Council**

11. **Order No. 14-1005962A – Amendment to the City Code Relative to the Municipal Finance Department Appointment Terms. City Council Ordered Advertisement of the Municipal Finance Department Appointment Terms. Legal Ad was published December 23, 2014.**
12. **Order No. 14-1006006A – Downtown Zoning Committee Parking Fine Increase Recommendation. City Council Ordered Advertisement of Proposed Parking Fine Increase. Legal Ad was published December 23, 2014.**



**CITY OF MARLBOROUGH  
OFFICE OF CITY CLERK**

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

**DECEMBER 15, 2014**

Regular meeting of the City Council held on Monday, DECEMBER 15, 2014 at 8:00 PM in City Council Chambers, City Hall. City Councilors Present: Pope, Oram, Ossing, Robey, Delano, Page, Elder, Tunnera, Irish, Clancy, and Landers. Meeting adjourned at 8:22 PM.

**ORDERED:** That the minutes of the City Council meeting DECEMBER 1, 2014, **FILE**; adopted.

**ORDERED:** That the **PUBLIC HEARING** On the Petition of NGrid and Verizon New England, Inc. to install new primary riser P20-50 to be located 23' off roadway in between existing P20 and P21 Ames St. Also to install 2-4" conduits encased in concrete, one primary pull box and underground cable along Ames St. Conduit system will be installed 3' back of curb on the north side of the roadway. This installation is required to provide electrical service to new multifamily residential development – The Preserve at Ames, Order No. 14-1006034. All were heard who wish to be heard, hearing recessed at 8:04 PM.

**Councilors Present: Pope, Ossing, Oram, Robey, Delano, Page, Elder, Tunnera, Irish, Clancy & Landers.**

**ORDERED:** That the **PUBLIC HEARING** On the Petition of National Grid and Verizon New England, Inc. to relocate joint owned P.5 on Norwood St. 4' north and install sidewalk guy. Existing pole is deteriorated and will be relocated further away from customer's driveway entrance, Order No. 14-1006012. All were heard who wish to be heard, hearing recessed at 8:08 PM.

**Councilors Present: Pope, Ossing, Oram, Robey, Delano, Page, Elder, Tunnera, Irish, Clancy & Landers.**

**MOTION made by Councilor Clancy to move Items 11& 12 to Item 4 – Carries**

**ORDERED:** That the **Public Hearing** set for December 15, 2014, On the Application for Special Permit to modify existing Special Permit issued to Digital Federal Credit Union, 853-865 and 905 Donald Lynch Blvd. on June 16, 2003, to remove Condition #7 prohibiting LCD signs on the property, Order No. 14-1006011, X03-10047B, be and is herewith **CONTINUED TO A DATE TO BE SET IN JANUARY 2015.**

**Councilor Delano recused from Items 4, 11 & 12.**

ORDERED: That there being no objection thereto set **MONDAY, JANUARY 26, 2015** as **DATE FOR A NEW PUBLIC HEARING AFTER OPENING CURRENT PUBLIC HEARING** on the Application for Sign Ordinance Special Permit; Digital Federal Credit Union, 865 Donald Lynch Blvd, to operate an electronic message center sign at its bank branch located at 865 Donald Lynch Blvd., be and is herewith refer to **URBAN AFFAIRS COMMITTEE, PLANNING BOARD AND ADVERTISE.**

**Councilor Delano recused from Items 4, 11 & 12.**

ORDERED: That the Mitigation Payment Acceptance from Atlantic Management in the amount of \$150,000.00 which moves funds from Undesignated to Sewer Maintenance to fund needed sewer upgrades for redevelopment project at 200 Forest St, refer to **FINANCE COMMITTEE**; adopted.

FROM:

Acct. # 10000-35900	\$150,000.00
Undesignated Fund	

TO:

Acct. # 19300006-55650	\$150,000.00
Sewer Maintenance	

ORDERED: That Fire Department transfer request in the amount of \$53,214.30 which moves funds from Fringe to Sick Leave Buy Back to fund the sick leave buy back for a retiring member of the Fire Department, refer to **FINANCE COMMITTEE**; adopted.

FROM:

Acct. # 11990006-51500	\$53,214.30
Fringe	

TO:

Acct. # 12200003-51920	\$53,214.30
Sick Leave Buy Back	

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Sustainable Materials Recovery Program Municipal Grant in the amount of \$19,100.00 and Clean Energy Project Grant in the amount of \$26,300.00 awarded to DPW for purchasing recycling containers & related public education materials and replacement of the boiler at the Millham Water Treatment Plant respectively; adopted.

ORDERED: That the "Panther Trail" Conceptual Plan, refer to **OPEN SPACE COMMITTEE**; adopted.

ORDERED:

**EMINENT DOMAIN ORDER OF TAKING**

WHEREAS, the City Council of the City of Marlborough has determined that the public welfare and safety necessitates that the City acquire the legal interest in certain portion of D'Angelo Drive, being a cul-de-sac located at the westerly terminus thereof, by which the City accesses the Cedar Hill Pumping Station, and that said access requires the taking by eminent domain of the fee simple interest in said certain parcel of land located on D'Angelo Drive, as more particularly described herein; and,

WHEREAS, in order to promote the public welfare, safety and necessity, it is necessary to take by Eminent Domain the fee simple interest in the herein described land; and,

NOW, THEREFORE, IT IS HEREBY ORDERED that the City Council of the City of Marlborough, acting in accordance with the power and authority conferred by the City Charter, Division 1, Section 30, Massachusetts General Laws, Chapter 79 and every power and authority thereto enabling, does hereby take by Eminent Domain the fee simple interest in the following described land and all trees and brush thereon.

**DESCRIPTION OF LAND TAKEN**

A certain parcel of land located at the westerly terminus of D'Angelo Drive in Marlborough, Middlesex County, Massachusetts and being shown as Lot 1B on a plan entitled "Plan of Land In Marlborough, Mass. Property of the Johnson Trust, Scale 1:40", dated Sept. 25, 1983, Surveyed by Drake Associates, Inc. Civil Engineers, Land Surveyors, 770 Grove Street, Framingham, Mass." and recorded with the Middlesex South Registry of Deeds as Plan 1074 of 1984.

Meaning and intending to take and taking by Eminent Domain the fee simple interest in the land shown as Lot 1B as described on the aforementioned plan, which land is a portion of the land described in the deed recorded at the Middlesex South Registry of Deeds in Book 11533, Page 556.

OWNER: Johnson Trust

The land consisting of Lot 1B, as referred to in the description above is also shown on the City of Marlborough Assessors Map as a portion of D'Angelo Drive on Map 118. The total land area being taken consists of 8,761 +/- square feet.

**AWARD**

The City Council hereby makes the following award of damages for the owner of record:

<u>Owner</u> :	Johnson Trust
<u>Assessors' Map/Parcel</u> :	D'Angelo Drive, shown on Map 118
<u>Area</u> :	8,761+ <u>SF</u>
<u>Award</u> :	\$1.00

Refer to **LEGISLATIVE AND LEGAL AFFAIRS COMMITTEE**; adopted.

ORDERED: That the Communication from Assistant City Solicitor Panagore-Griffin re: Proposed Order to Grant an Easement to the Massachusetts Electric Company, **MOVED TO ITEM 27**; adopted.

ORDERED: That the Minutes, Board of Assessors, June 3, 2014, **FILE**; adopted.

ORDERED: That the Minutes, Traffic Commission, October 28, 2014, **FILE**; adopted.

ORDERED: That the Minutes, Zoning Board of Appeals, November 18, 2014, **FILE**; adopted.

ORDERED: That the Minutes Conservation Commission, October 16 & November 6, 2014, **FILE**; adopted.

ORDERED: That the Minutes, Marlborough High School Council, December 3, 2014, **FILE**; adopted.

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

- A. Elaine Alden, 70 Kelleher St., pothole or other road defect.
- B. Doris Montoya, 479 Farm Rd., residential mailbox claim 2(a)
- C. James Burgarella, 76 O'Grady Rd., residential mailbox claim 2(b)

Reports of Committees:

THERE WERE NO REPORTS OF COMMITTEES.

ORDERED: That the following Capital Outlay Requests in the amount of \$1,356,628.00 to fund equipment that would qualify for five year capital bonds for DPW, Police Department and Emergency Management, **APPROVED**; adopted.

FROM:

Acct. # 10000-35900	\$1,356,628.00
Undesignated Fund	

TO:

Acct. # 19300006-58731	\$1,191,826.00
DPW Equipment	
Acct. # 19300006-58593	\$77,952.00
Dept. Equipment Police	
Acct. # 19300006-58596	\$86,850.00
Emergency Management	

ORDERED: That the Council on Aging transfer request in the amount of \$23,992.00 which moves funds from COA-Clerk and DPW-Finance Assistant to COA-Senior Clerk to fund a Senior Clerk position at the Council on Aging, **APPROVED**; adopted.

FROM:

Acct. # 15410002-50141	\$16,942.00
Council on Aging Clerk	
Acct. # 14001002-50062	\$7,050.00
DPW-Finance Assistant	

TO:

Acct. # 15410002-50770	\$23,992.00
Council on Aging-Senior Clerk	

**ORDERED:** That the Health Department transfer request in the amount of \$20,000.00 which moves funds from Mayor-Audit Services and Comptroller-Senior Clerk to Board of Health Contract Services to fund food compliance, inspectional services, and plan reviews of new food establishments, **APPROVED**; adopted.

**FROM:**

Acct. # 11210004-53080 \$18,500.00

Mayor-Audit Services

Acct. # 11330002-50770 \$1,500.00

Comptroller Senior Clerk

**TO:**

Acct. # 15120004-53140 \$20,000.00

Board of Health Contract Services

**ORDERED:** That the Fire Department transfer request in the amount of \$159,777.53 which moves funds from and to various account as noted in the attached spreadsheets to mostly fund the sick leave and vacation buyback for a retiring member and to fund the overtime account which has received higher than projected usage, **APPROVED**; adopted.

CITY OF MARLBOROUGH											
BUDGET TRANSFERS -											
	DEPT:	Fringe					FISCAL YEAR:	15			
		FROM ACCOUNT:					TO ACCOUNT:				
Available										Available	
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:		Balance	
\$400,000.00	\$65,940.30	11990006	51500	Fringe	\$65,940.30	12200003	51920	Sick Leave		\$188,850.00	
	Reason:	Retirement payout of sick leave									
\$400,000.00	\$68,698.80	11990006	51500	Fringe	\$68,698.80	12200001	50450	Firefighter		\$2,334,099.21	
	Reason:	Payout of vacation buy back									
	\$134,639.10	Total			\$134,639.10	Total					

CITY OF MARLBOROUGH											
BUDGET TRANSFERS -											
	DEPT:	FIRE					FISCAL YEAR:	15			
		FROM ACCOUNT:					TO ACCOUNT:				
Available										Available	
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:		Balance	
\$2,334,099.21	\$25,138.43	12200001	50450	Firefighter	\$25,138.43	12200003	51300	Overtime		\$106,355.69	
	Reason:	Transfer is available due to 111F payments									
	\$25,138.43	Total			\$25,138.43	Total					

**ORDERED:** That the DPW transfer request in the amount of \$24,630.00 which moves funds from Fringes to Sick Leave Buy Back to fund obligations due to a retiring member, **APPROVED;** adopted.

CITY OF MARLBOROUGH									
BUDGET TRANSFERS -									
DEPT:		DPW - Water Division				FISCAL YEAR:		2015	
FROM ACCOUNT:						TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$400,000.00	\$24,630.00	11990006	51500	Fringes	\$24,630.00	61090003	51920	Sick Leave Buy Back	\$16,500.00
	Reason:	Sick Leave Buy Back					Retirement		
	\$24,630.00	Total				\$24,630.00	Total		

**Note: There was no action taken on Order No. 14-1005997. Turf Field Bond in the amount of \$3,855,059.00 and remains the Finance Committee.**

President Pope requested a recess at 8:18 PM and returned to open meeting at 8:19 PM; adopted.

**ORDERED:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH, ACTING UPON A RECOMMENDATION OF THE MAYOR, THAT THE CODE OF THE CITY OF MARLBOROUGH (HEREINAFTER, THE "CITY CODE"), AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

- I. Section 67-10, entitled "Comptroller-Treasurer; appointment, term and duties" is hereby amended by deleting paragraph A. in its entirety and inserting in place thereof the following:
  - A. The Mayor shall, subject to confirmation of the City Council, appoint a Comptroller-Treasurer for a term of three years to expire the day following his/her approval by the City Council. The Comptroller-Treasurer will be the Chief Financial Officer of the City and shall perform the duties of the Treasurer as set forth in the General Laws of the Commonwealth of Massachusetts, the Code of the City of Marlborough and shall further comply with all other statutes, regulations and ordinances relative to his/her duties as Comptroller-Treasurer.
- II. Paragraph A. of Section 67-11, entitled "Tax Collector; appointment, terms, and duties", is hereby amended as follows:
  - a. In the first sentence of said paragraph, by deleting the word "annually" and inserting in place thereof the words "for a two year term to expire the day following his/her approval by the City Council."; and
  - b. In the second sentence of said paragraph, by deleting the word "He" as it appears and inserting in place thereof the words "The Tax Collector," and by deleting the word "him" and inserting in place thereof the words "him/her," so that said second sentence shall be as follows: "The Tax Collector shall perform all the duties required of him/her as set forth in the General Laws of the commonwealth."

**ORDERED ADVERTISED;** adopted.

**ORDERED:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH, ACTING UPON A RECOMMENDATION OF THE MAYOR, THAT § 586-44 OF ARTICLE VI, ENTITLED "PENALTIES FOR PARKING VIOLATIONS," OF THE CODE OF THE CITY OF MARLBOROUGH (HEREINAFTER, THE "CITY CODE"), AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

By striking from paragraph B. the figure "\$15" and inserting in place thereof the following figure: "\$25".

**ORDERED ADVERTISED;** adopted.

**ORDERED:** That the City of Marlborough grant a permanent utility easement, to be executed by the Mayor on behalf of the City, to the Massachusetts Electric Company (a/k/a "NGrid"), as described in the attached Grant Of Easement and as shown on the sketch attached to said Grant as "Exhibit A," entitled "Massachusetts Electric Southeast District, Hopedale; Feeder: 311W4; District Engineer: Bruce Kut; Work Location: 32 New Street, Marlboro, Ma; DATE: 07/24/14; EASEMENT DRAWING: 17321479," for the purposes of installing, constructing, reconstructing, repairing, replacing, adding to, maintaining and operating the transmission of high and low voltage electric current and for the transmission of intelligence by means of overhead and underground systems, consisting of, but not limited to, a line of six (6) poles with wires and cables strung upon and all necessary anchors, guys and appurtenances, consisting of buried wires and cables and lines of wires and cables installed in underground conduits, manholes, transformers, and vaults, said overhead and underground systems being further described in the attached Grant Of Easement, which shall be recorded at the Middlesex South District Registry of Deeds, and as located, or to be located, in, under, through, over, across and upon certain parcels of land situated on the southerly end of New Street, the southerly end of Orchard Street, the easterly side of Hayden Street, the westerly side of Liberty Street, and the northerly side of South Street, being more particularly shown on Assessor's Map 69, Parcel 394 and on Assessor's Map 81, Parcel 190A.

**APPROVED;** adopted.

**ORDERED:** There being no further business, the regular meeting of the City Council is herewith adjourned at 8:22 PM.



*City of Marlborough*  
*Office of the Mayor*

140 Main Street  
Marlborough, Massachusetts 01752  
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RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH  
DEC 31 A 8: 51

*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

*Patricia Bernard*  
EXECUTIVE SECRETARY

December 31, 2014

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

**Re: Addition to the Proposed Salary Ordinance / Health Department**

Honorable President Pope and Councilors:

As you know, our Health Department is in a time of positive evolution and reinvention. Over the past several months, the city has benefitted from the wisdom of two experienced and proven Public Health professionals in Dr. Sam Wong and Mr. Steve Ward.

After much consideration and consultation with the Board, it is now time to move forward in establishing a permanent presence to lead our Health Department and work with our Board of Health on the issues before them.

Therefore, I have enclosed for your consideration an amendment to my proposed salary ordinance that updates the title of "Sanitarian" to "Director of Public Health" and establishes a new salary that I believe will allow the city to attract qualified candidates to the job. Although the appointing authority for this position remains with the Board of Health per Mass. General Law, my hope is to have a new, permanent Department Head in place later this winter.

Over the past few months, the Board of Health has had preliminary discussions with the Town of Hudson to explore potential regionalization opportunities and efficiencies that may be gained by working together through a joint department. In concept, this innovative idea is intriguing and worth pursuing. However, the Board and I are in agreement that the timing and logistics of such an effort are not ideal given our critical need for a full-time manager in the office.

I look forward to answering any questions you may have. Thank you in advance for your consideration.

Sincerely,

  
Arthur G. Vigeant  
Mayor

ORDERED:

Be it ordained by the City Council of the City of Marlborough, acting upon a recommendation of the Mayor, that the Code of the City of Marlborough (hereinafter, the "City Code"), as amended, be further amended by amending in Chapter 125, entitled "Personnel," Section 6, entitled "Compensation Schedule," as follows:

- A. The title of "Sanitarian" shall be replaced with "Director of Public Health."
- B. This salary schedule shall take effect upon passage.

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7 / Max
	<i>Start</i>	<i>6 months of service</i>	<i>1 year of service</i>	<i>2 yrs. of service</i>	<i>3 yrs. of service</i>	<i>4 yrs. of service</i>	<i>5 yrs. of service</i>
Director of Public Health	\$78,142.00	79,704.84	\$81,298.94	\$82,924.91	\$84,583.41	\$86,275.08	\$88,000.00

ADOPTED  
In City Council  
Order No. 14-

Adopted

Approved by Mayor  
Arthur G. Vigeant  
Date:

A TRUE COPY  
ATTEST:



Print

<b>PART I</b> ADMINISTRATION OF THE GOVERNMENT
<b>TITLE XVI</b> PUBLIC HEALTH
<b>CHAPTER 111</b> PUBLIC HEALTH
<b>Section 30</b> Agents; appointment; inspections

Section 30. Boards of health may appoint agents or directors of public health to act for them in cases of emergency or if they cannot conveniently assemble, and any such agent or director shall have all the authority which the board appointing him had; but he shall in each case within two days report his action to the board for its approval, and shall be directly responsible to it and under its direction and control. An agent or director of public health appointed to make sanitary inspections may make complaint of violations of any law, ordinance or by-law relative to the public health.



*City of Marlborough*  
*Office of the Mayor*

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

*Arthur G. Vigeant*  
MAYOR

*Michael C. Berry*  
EXECUTIVE AIDE

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*Patricia Bernard*  
EXECUTIVE SECRETARY

December 31, 2014

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

**Re: COA Gift Acceptance**

Honorable President Pope and Councilors:

I am pleased to inform you that the Marlborough Council on Aging (COA) has received a gift in the amount of \$1,000.00 from Cummings Property's Employee Directed Giving Program.

Through this generous donation, the COA is fortunate to have the discretion to use the money as needed. The funds will be used to purchase two Ping Pong tables and supplies for the new senior center, as well as a sound system for the exercise room.

Enclosed is the relevant backup information and paperwork. I respectfully request your acceptance of this gift so that the funds may be utilized as soon as possible. Thank you for your consideration.

Sincerely,

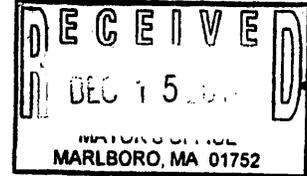
Arthur G. Vigeant  
Mayor



# City of Marlborough

## Council on Aging and Senior Center

250 Main Street  
Marlborough, MA 01752  
Tele (508) 485-6492 Fax (508) 460-3726



December 15, 2014

To: Mayor Vigeant

I would like to submit a donation for the amount of \$1000.00 from Cummings Property's Employee Directed Giving Program. We are fortunate to have the discretion to use as best needed and these funds will be used to purchase two Ping Pong tables and supplies as well as a sound system for our exercise room for the new senior center.

Sincerely,

Jennifer Claro  
Council on Aging Director

CITY OF MARLBOROUGH  
NOTICE OF GRANT AWARD

DEPARTMENT: Council on Aging DATE: 12-15-2014

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Jennifer Claro

NAME OF GRANT: Employee Directed Giving Program

GRANTOR: Cummings Property

GRANT AMOUNT: \$1000.00

GRANT PERIOD: Use as needed

SCOPE OF GRANT/  
ITEMS FUNDED Used for the area of greatest need  
Ping pong tables + supplies + sound system for  
new senior center

IS A POSITION BEING  
CREATED: n/a

IF YES: CAN FRINGE BENEFITS BE PAID FROM GRANT? \_\_\_\_\_

ARE MATCHING CITY  
FUNDS REQUIRED? n/a

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

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

ANY OTHER EXPOSURE TO CITY?  
n/a

IS THERE A DEADLINE FOR CITY COUNCIL APPROVAL: n/a

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

November 24, 2014

Marlborough Council on Aging  
250 Main Street  
Marlborough, MA 01752

Dear Marlborough Council on Aging,

We are delighted to present Marlborough Council on Aging with the enclosed donation of \$1,000 to be used for the area of greatest need. This gift is being made at the recommendation of and in honor of:

**Raymond Forse**, 30 Briarwood Lane Apt 12, Marlborough, MA 01752-2509

Cummings Properties, through its **Employee Directed Giving** program, is recognizing all colleagues who are regular full-time employees of the Cummings organization, including the firm's affiliated New Horizons retirement communities in Marlborough and Woburn. Each of these valued staff members was recently invited to designate a local charity to receive a \$1,000 donation from the Company. As a result, we are pleased to distribute a total of **\$326,000** this week to nonprofits like yours that are making a meaningful difference in the communities where our staff members live.

Along with this gift, please accept our sincere gratitude for your valuable work, as well as our very best wishes for your organization's continued success.

If you have any questions about this contribution, please contact Communications Specialist Julie DeSilva at 781-932-7093 or [cpcom@cummings.com](mailto:cpcom@cummings.com). More information about the program, including a full list of local charities benefiting from Employee Directed Giving, is available on our website, [www.cummingsproperties.com/employee\\_directed\\_giving.htm](http://www.cummingsproperties.com/employee_directed_giving.htm).

Sincerely,

CUMMINGS PROPERTIES, LLC



Dennis A. Clarke  
President and CEO

P.S. In the interest of conserving your time and funding, we request that you please not add our organization to your mailing lists for fundraising requests and informational updates. We do not generally make contributions in response to mass mailings, and while we are very interested in the good work so many nonprofits are doing in our local communities, we are unable to read all of the many newsletters, event notices, and other announcements that arrive with increasing frequency via both email and postal mail. *Thank you.*

VOID VOID VOID

Cummings Properties, LLC  
Woburn Cash Mgmt LLC., Escrow Agent  
200 West Cummings Park  
Woburn, MA 01801

Danversbank  
One Conant Street  
Danvers, MA 01923

53-7116  
2113

Date  
11/20/2014

Check No.  
1156146

Check Amount  
1,000.00

VOID VOID VOID

One Thousand AND 00/100 Dollars

Pay to the order of:

MARLBOROUGH COUNCIL ON AGING

VOID IF NOT CASHED WITHIN 120 DAYS WITHIN DATE OF ISSUE

VOID VOID VOID

250 MAIN STREET  
MARLBOROUGH, MA 01752

VOID

*Ernestif*

SECURITY FEATURES INCLUDED. DETAILS ON BACK

⑈ 1156146 ⑈

⑆ 211371162⑆ 35 406804 ⑈

CITY OF MARLBOROUGH  
OFFICE OF THE CITY CLERK

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

APPLICATION TO CITY COUNCIL FOR ISSUANCE OF SPECIAL PERMIT

DEC 30 P 2:10

1. Name and address of Petitioner or Applicant:

NGP Management LLC, 3 Pluff Avenue, North Reading, MA 01864

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

525 Maple Street, Map 104, Parcel 37 (former Registry of Motor Vehicles property)

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

Gwenliz Realty Trust, c/o Robert Arcieri, Trustee, 75 East Main Street, Westborough, MA 01581

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

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

Article V Section 650-14 Paragraph B Sub-paragraph 2

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

CA – Commercial and Automotive

7. Specific reason(s) for seeking Special Permit

The Applicant seeks to install two (2) drive-through service windows.

The drive-through service windows will be part of a new Dunkin Donuts restaurant building on the property.

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

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

Arthur P. Bergeron (BRF)

Signature of Petitioner or Applicant

Address: NGP Management LLC, By its attorneys  
Arthur P. Bergeron and David K. McCay  
Mirick O'Connell  
100 Front Street  
Worcester, MA 01608

Telephone No. 508-791-8500

Date: \_\_\_\_\_

City Clerk's Office

LIST OF NAMES AND ADDRESS OF ABUTTERS  
AS REQUESTED ON THE APPLICATION FOR SPECIAL PERMIT OF:

**NGP Management LLC**

---

(Name of Petitioner)

FOR THE ISSUANCE OF SPECIAL PERMIT BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH UNDER CHAPTER 650, ZONING, OF THE CODE OF THE CITY OF MARLBOROUGH.

(Abutters as defined in §650-59, Section 4H, **Powers and Procedure of Special-Permit Granting Authorities**)

**SPECIAL PERMIT-SUMMARY IMPACT STATEMENT**

Applicant's Name: NGP Management LLC Address: 3 Pluff Avenue, North Reading, MA 01864

Project Name: 525 Maple Street Dunkin Donuts Address: 525 Maple Street

1. PROPOSED USE: (describe) Restaurant with two (2) drive-through service windows

2. EXPANSION OR NEW: New

3. SIZE: floor area sq. ft. 2,615 1<sup>st</sup> floor 2,615 all floors 2,615

# buildings 1 # stories 1 lot area (s.f.) 41,249 s.f. +/-

4. LOT COVERAGE: 71 % Landscaped area: 29 %

5. POPULATION ON SITE: Number of people expected on site at anytime:  
Normal: 6 employees and 12 customers Peak period: 12-14 employees and 30 customers

6. TRAFFIC:  
(A) Number of vehicles parked on site:  
During regular hours: 15 Peak period: 41

(B) How many service vehicles will service the development and on what schedule?  
Daily delivery via box truck around 4:00 a.m. Large truck delivery once or twice per week.

7. LIGHT: How will the development be lit at the exterior? How much light will leave the property and enter the abutting property? Site lighting will be full cut-off, shoe box style fixtures mounted on 18-foot poles. The building will be fitted with accent lighting and appropriate lighting at the building entrances. Light will not trespass onto abutting property.

8. NOISE:  
(A) Compare the noise levels of the proposed development to those that exist in the area now.  
Some additional noise from customers' cars and drive-through orders

(B) Described any major sources of noise generation in the proposed development and include their usual times of operation. Customer/server communications in the drive-through line; daily delivery via box truck around 4:00 a.m. Large truck delivery once or twice per week.

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

10. WATER AND SEWER: Describe any unusual generation of waste. N/A

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

**\*Attach additional sheets if necessary**



**CITY OF MARLBOROUGH  
MARLBOROUGH, MASSACHUSETTS 01752**

City Hall

140 Main St.

Marlborough, Massachusetts 01752

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

President and Members City Council

Date: \_\_\_\_\_

**SPECIAL PERMIT APPLICATION  
CERTIFICATION BY PLANNING DEPARTMENT**

Project Name: 525 Maple Street Dunkin Donuts

Project Use Summary: Restaurant with two (2) drive-through service windows

Project Street Address: 525 Maple Street

Plate: 104 Parcel: 37

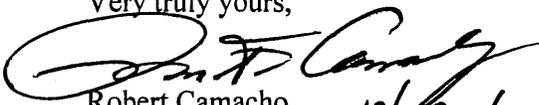
Applicant/Developer Name: NGP Management LLC

Plan Date: May 16, 2014 Revision Date: December 22, 2014

Dear President and Members:

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

Very truly yours,

  
Robert Camacho *12/29/2014*

Interim Building Commissioner

Application Fee to submit to  
City Clerk's office

\$ 500.00

*per Review of site plan Committee*  
City Clerk's Office

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



**Lisa M. Thomas  
City Clerk**

Dear Applicant,

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

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

3 SETS	OFFICE OF THE CITY CLERK	<u>✓</u>
1 SET	POLICE CHIEF	<u>✓</u>
1 SET	FIRE CHIEF	<u>✓</u>
1 SET	CITY ENGINEER	<u>✓</u>
1 SET	CITY PLANNER	<u>✓</u>
1 SET	CONSERVATION OFFICER (IF WETLANDS AFFECTED)	<u>✓</u>
1 SET	BUILDING INSPECTOR	<u>✓</u>
12 SETS	OFFICE OF THE CITY COUNCIL	<u>✓</u>

  
\_\_\_\_\_  
Signature

12/30/14  
\_\_\_\_\_  
Date

Thank you for your cooperation in this matter.

Sincerely,

*Lisa M. Thomas*  
*City Clerk*

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



**Lisa M. Thomas  
City Clerk**

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

**Company Name**

*Gwen/ie Realty TRUST*

**Owner Name/Officer Name of LLC or Corporation**

*Robert Arcueri - Trustee*

**Owner/Officer Complete Address and Telephone Number**

*75 E. MAIN ST*

*Westboro MA. 01581*

*(508) 898-0100*

**Signature of Applicant**

*Robert Arcueri*

**Attorney on behalf of Applicant, if applicable**

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

*[Signature]*

**Tax Collector**

*Treasurer*

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



**Lisa M. Thomas  
City Clerk**

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

**Company Name**

NGP Management, LLC

**Owner Name/Officer Name of LLC or Corporation**

Constantine G. Scriuanos

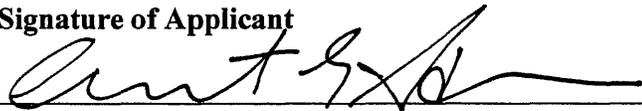
**Owner/Officer Complete Address and Telephone Number**

3 Pluff Avenue

N. Reading, MA 01864

978-898-1333

**Signature of Applicant**



**Attorney on behalf of Applicant, if applicable**

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



**Tax Collector**

Treasurer

2014 DEC 18 A 9 08

**District Name: CENTRAL MASS. MOSQUITO CONTROL PROJECT**

**NOTICE OF PUBLIC MEETING TO PRESENT AND DISCUSS  
ITS PRELIMINARY PROPOSED BUDGET FOR FY2016**

Notice is hereby given that the Central Mass. Mosquito Control Project (the "District") will hold an informational public meeting at the time and place indicated below in order to present and discuss the District's preliminary proposed budget for **FY2016**, and to receive comments and answer questions from the public and local public officials in connection therewith.

1. Date: January 14, 2015 [not later than March 1<sup>st</sup>]
2. Time: 11:00am
3. Location: Northboro Free Library, 34 Main St. Northboro, MA 01532. parking is off Patty Lane. Snow date: January 15, 2015; same time 7 location.
4. A copy of the District's preliminary proposed budget is available for inspection during regular business hours at the following location(s):  
111 Otis street, Northboro, MA 01532 and online at <http://www.cmmcp.org/fy16mtg.htm>
5. **The total preliminary dollar amount that the District is proposing for FY2016 is \$2,029,800.** The chart found below highlights the preliminary budget request by the district for the coming year with pertinent budget information that fully describes the "total trust fund account" budget amount available for the District to expend in FY2016.

A.	B.	C.	D.	E.	F.	G.	H.	I.
District Name	Number of Employees	FY2016 Preliminary Proposed Budget Amount	FY2016 % Increase towards Operating Budget	FY2016 % Increase towards Capital Budget	FY2016 Total % Increase Over Certified FY2015 Budget (Add D + E)	FY2015 Estimated Balance Forward /Rollover Amount	FY2015 Actual Budget Revenues	FY2016 Total Funding Available in Trust Account (Add C + G)
CMMCP	23	\$2,029,800	2.15%	0.0%	2.15%	\$100,000	\$1,986,933	\$2,129,800

6. The member municipalities within the District together with each municipality's estimated proportionate share thereof expressed both as a percentage and as a dollar amount, are as set forth on Form SRB-1, Page 2. **As of the date of this notice, the District is comprised of 39 municipalities as listed on Form SRB-1, Page 2.**

If the composition of the District changes because one or more municipalities join or withdraw from the District, the total preliminary budget will be adjusted pro rata.

7. Copies of the preliminary proposed budget will be available for inspection at the meeting, at which reasonable time will be accorded to those in attendance to ask questions and to offer comments.

*Comments may also be sent directly to the Board via the Executive Director by April 15<sup>th</sup>.*

8. A copy of this Notice, together with a copy of the preliminary budget proposed, has been delivered or mailed to the Chief Administrative Officer, Chief Executive Officer, to the Finance Committee of each member municipality having a finance committee, and to the State Reclamation and Mosquito Control Board.

**District Name: CENTRAL MASS. MOSQUITO CONTROL PROJECT**  
**FY2016 Proposed Cherry Sheet Assessments Estimates**  
**Based on the preliminary proposed District budget**  
**(2014 Equalized Valuations)**

Name of Municipality	% of Total Budget	District Share Amount*	State Reclamation & Mosquito Control Board Share Amount*	Total Assessment Estimate*
ACTON	3.01%	\$63,175	\$2,109	\$65,283
ASHLAND	1.90%	\$38,568	\$1,287	\$39,855
AUBURN	2.14%	\$43,448	\$1,450	\$44,898
AYER	1.23%	\$24,895	\$831	\$25,725
BERLIN	1.53%	\$30,976	\$1,034	\$32,010
BILLERICA	4.20%	\$85,198	\$2,844	\$88,042
BLACKSTONE	1.39%	\$28,216	\$942	\$29,157
BOXBOROUGH	1.37%	\$27,722	\$925	\$28,648
BOYLSTON	1.88%	\$38,207	\$1,275	\$39,482
CHELMSFORD	3.68%	\$74,778	\$2,496	\$77,274
CLINTON	0.91%	\$18,421	\$615	\$19,036
DRACUT	3.00%	\$60,900	\$2,033	\$62,933
FITCHBURG	3.56%	\$72,292	\$2,413	\$74,705
HOLLISTON	2.54%	\$51,564	\$1,722	\$53,286
HOPEDALE	0.73%	\$14,814	\$494	\$15,303
HOPKINTON	3.60%	\$73,118	\$2,441	\$75,559
HUDSON	1.83%	\$37,046	\$1,236	\$38,282
LANCASTER	3.18%	\$64,525	\$2,154	\$66,679
LEOMINSTER	3.97%	\$80,505	\$2,687	\$83,193
LITTLETON	2.18%	\$44,240	\$1,476	\$45,716
LOWELL	3.12%	\$63,341	\$2,114	\$65,455
LUNENBURG	3.14%	\$63,719	\$2,127	\$65,847
MARLBOROUGH	3.47%	\$70,383	\$2,350	\$72,733
MILFORD	2.33%	\$47,266	\$1,577	\$48,843
MILLBURY	2.04%	\$41,358	\$1,381	\$42,739
MILLVILLE	0.60%	\$12,384	\$409	\$12,652
NATICK	3.27%	\$66,432	\$2,218	\$68,650
NORTHBOROUGH	2.66%	\$53,935	\$1,801	\$55,736
NORTHBRIDGE	2.22%	\$45,152	\$1,507	\$46,659
SHERBORN	2.02%	\$40,972	\$1,367	\$42,340
SHREWSBURY	3.50%	\$71,025	\$2,371	\$73,395
SOUTHBOROUGH	2.07%	\$42,009	\$1,403	\$43,412
STOW	2.20%	\$44,610	\$1,489	\$46,099
STURBRIDGE	4.32%	\$87,610	\$2,925	\$90,535
TEWKSBURY	3.25%	\$65,961	\$2,202	\$68,164
WEBSTER	1.73%	\$35,068	\$1,170	\$36,238
WESTBOROUGH	3.07%	\$62,234	\$2,078	\$64,312
WESTFORD	4.29%	\$87,045	\$2,905	\$89,950
WILMINGTON	2.79%	\$56,685	\$1,892	\$58,577
	100%	\$2,029,800	\$67,748	\$2,097,401

\*Assessment estimates are preliminary and will only be finalized after the State Reclamation & Mosquito Control Board budget certification meeting held annually in May/June.

**MARLBOROUGH PLANNING BOARD  
MARLBOROUGH, MA 01752**

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

**Call to Order**

2014 REG 17, 20140: 32  
**November 17, 2014**

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

Sean Fay was absent.

Also in attendance were Board Secretary Melissa Irish, City Engineer Evan Pilachowski & Assistant City Engineer Timothy Collins.

**1. Meeting Minutes:**

**A. Regular Meeting November 3, 2014**

On a motion made by Ms. Hughes, seconded by Mr. Coveney, it was voted to accept and place on file the minutes of the November 3, 2014 regular meeting.

**2. Chair's Business:**

**A. Acceptance of Bouffard Dr as a public way. Referred by City Council**

Ms. Hughes read the notice into the record

On a motion made by Mr. DuPont seconded by Mr. Coveney it was voted to accept the communication and place it on file as well as refer the communication to the Engineering Department for review with it being reported out at the next regularly scheduled meeting on December 1, 2014. Motion carried.

**B. Thank you from City Council regarding Downtown Village Zoning**

Ms. Hughes read the communication from the City Council President into the record.

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

**C. Re-Endorsement of plan of land from 2012. Land in both Middlesex & Worcester counties**

Ms. Hughes read the communication for Attorney Paul V. Giannetti into the record.

On a motion made by Ms. Hughes, seconded by Mr. Coveney it was voted to accept the communication and place it on file as well as refer the plan to Engineering to verify the plan is exactly the same as the previously endorsed plan. Motion carried.

**3. Approval Not Required:**

**A. Hudson Street Landfill City of Marlborough**

Ms. Hughes read the communication from City Engineer Pilachowski into the record.

City Engineer Pilachowski presented to the board the ANR plan to modify a lot of City owned

land on Hudson Street creating parkland on it. The City has received a Grant to create the park which will require that the land be held for recreational use in perpetuity. By removing a portion of the land to create the park the entire parcel will not be required to be held in perpetuity, thus allowing it to be used in a separate manner in the future.

On a motion made by Mr. McCarthy seconded by Mr. Coveney it was voted to accept the communication and place it on file as well as endorse the plan of land believed to be Approval Not Required Titled Plan of Land (Middlesex County), prepared by: Bruce Saluk and Associates Inc., Owned by The City Of Marlborough, Located on Map 30, Parcel 4. The ANR Plan will create 2 lots. Lot 1 will consist of 24.08 acres and Lot 2 will consist of 11.31 acres.  
Motion carried.

**4. Public Hearings: None**

**5. Pending Sub Division Plans: Updates and Discussion:**

**A. Engineers Report:**

City Engineer Pilachowski noted that the Engineers Report will be combined with item 9.

**B. Howe's Landing Discussion (11-18-14) Request for extension**

Ms. Hughes read the request for extension into the record.

On a motion made by Mr. DuPont seconded by Ms. Hughes it was voted to accept the communication and place it on file as well as grant the extension until December 5, 2014.  
Motion carried.

**C. Howe's Landing decision from Engineering**

Ms. Hughes read the decision from City Engineer Pilachowski into the record.

On a motion made by Mr. DuPont seconded by Mr. Coveney the communication was accepted and placed on file. Motion carried.

**D. Howe's Landing Covenant Review**

On a motion made by Ms. Hughes seconded by Mr. Coveney it was voted to send the proposed covenant as well as the proposed certificate of vote to the Legal Department for review as to proper legal form. Both items will be back before the Board at the next regularly scheduled meeting on December 1, 2014. Motion carried.

**E. Walker Brook Estates Initial Bond Determination**

Ms. Hughes read the recommendation from the City Engineer Pilachowski regarding the setting of the Walker Brook Estates Initial Bond. The recommendation was to set the Bond amount at \$553,000.00.

On a motion made by Mr. Coveney seconded by Mr. Hodge it was voted to accept the Engineers recommendation as reported and set the Initial Bond for the Walker Brook Estates Subdivision at \$553,000.00. 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 reported he was out at this site late last week and that progress has been made and noted.

Ms. Hughes requested that the conditions around the existing fire hydrants be reexamined.

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

**B. Mauro Farms Update**

City Engineer Pilachowski noted that punch list progress has been made specifically relating to placement of bounds, paving and street light installation. Of specific note is the existing drainage issue has been addressed and additional work is required but there is significant progress in that area.

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

**C. Proposed changes to Subdivision Rules and Regulations Submitted by City Engineer. (Information from Legal Department)**

City Solicitor Don Rider noted to the Board that both he and City Engineer Pilachowski have me to discuss the proposed changes to the current rules and regulations and their work is continuing. It is the intent of the Legal Department to give another more indepth report at the next regularly scheduled meeting on December 1, 2014.

**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 (3)**

**B. Town of Sudbury, Zoning Board of Appeals Public Hearing, December 1, 2014**

**C. Town of Berlin, Planning Board Public Hearing, November 18, 2014**

**D. Town of Framingham Planning Board Notice of Decision(1), Public Hearing November 20, 2014**

On a motion made by Ms. Hughes, seconded by Mr. DuPont 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. McCarthy it was voted to adjourn at 7:35pm. Motion carried.

Respectfully submitted,

Collen Hughes  
Clerk

/mai

**MARLBOROUGH PLANNING BOARD  
MARLBOROUGH, MA 01752**

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2014 DEC 16 A 10:32  
**December 1, 2014**

**Call to Order**

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

Philip Hodge, Colleen Hughes & Brian DuPont were absent.

Also in attendance were Board Secretary Melissa Irish, City Engineer Evan Pilachowski & Assistant City Engineer Timothy Collins.

Shawn McCarthy filled in as acting Clerk.

**1. Meeting Minutes:**

**A. Regular Meeting November 17, 2014**

On a motion made by Mr. Coveney, seconded by Mr. Fay, it was voted to table the minutes of the November 17, 2014 regular meeting. Motion carried

On a motion made by Mr. Fay, seconded by Mr. Coveney it was voted to move agenda item 8A up in the agenda. Motion carried.

**8. Signs:**

**A. Festival of Trees – Off Premise/Portable Signs**

Mr. McCarthy read the notice of denial into the record.

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

Ms. Janet Licht appeared on behalf of the applicant, (Marlborough Historical Society)

The largest requested signs comprised of 3' X 4' two sided sandwich board style signs.

The sign locations for this style sign are:

133 West Main Street – St. Mary's Credit Union Location

1 Northboro Rd – St. Mary's Credit Union Location

The next requested signs comprised of 3' X 2' two sided lawn style signs.

The sign locations for this style sign are:

Corner of Boston Post Rd & Farm      Approved (ONLY approved if on West side of intersection)

133 South Bolton Street:              Approved

Corner of Maple & Mill              Approved as long as proper owner approval is also granted

Corner of Bolton & Union              Approved (Property owner approval attached)

377 Elm St. (Historical Society)      Approved

The final requested signs comprised of 18" X 24" two sided lawn signs:

There were 15 multiple locations requested.

The sign locations for this style sign are:

57 West Main Street  
7 Ash Street  
113 Hudson Street  
421 Bolton Street  
340 Maple Street  
281 Pleasant Street  
218 Ash Street  
200 Millham Street  
603 Brigham Street  
982 Boston Post Rd East  
80 West Hill Road  
13 Hosmer Street  
23 Central Street  
595 Hosmer Street  
540 Concord Road

On a motion made by Mr. McCarthy seconded by Mr. Coveney it was duly voted to allow for the placement of the above requested signage, also it was requested to phase out the larger 3'X4' sandwich board style signs. Duration of this approval is effective immediately December 1-December 14, 2014. Motion carried.

Requirement of the Board is that the City Seal be affixed to each individually approved sign with the text "Variance approved by the Planning Board 2014" attached.

**2. Chair's Business:**

**A. Re-Endorsement of plan of land from 2012. Land in both Middlesex & Worcester counties**

Mr. McCarthy read the communication from City Engineer Pilachowski into the record.

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

**3. Approval Not Required: None**

**4. Public Hearings: None**

**5. Pending Sub Division Plans: Updates and Discussion:**

**A. Engineers Report:**

City Engineer Pilachowski noted that the LaCombe Street Subdivision is moving right along, all but three properties have signed the waiver of appraisal.

**B. Howe's Landing Decision/Vote (December 5, 2014)**

The Engineering Division has concluded its review of the following Definitive Subdivision plan submission:

HOWE'S LANDING  
A DEFINITIVE SUBDIVISION PLAN IN

MARLBOROUGH, MASSACHUSETTS

DWIGHT HOWE, JR.  
107 KELBER DR  
MARLBOROUGH, MASSACHUSETTS

prepared by  
THOMAS DIPERSIO, JR. & ASSOCIATES, INC  
641 CONCORD RD  
MARLBOROUGH, MASSACHUSETTS

Date: AUGUST 11, 2014 AND LAST REVISED NOVEMBER 26, 2014

After completing my review of the latest revision of the above referenced plan, we offer the following comments as you consider the approval of the definitive subdivision plan and the requested waivers. Our office has been working with Mr. Dipersio to refine the plans to be in accordance with City's subdivision rules and regulations as well as other applicable development standards. We are satisfied that the definitive subdivision plan meets or exceeds the City's requirements with the exception of the requested waivers.

The definitive subdivision plan is requesting five waivers:

1. Article IV, Section B.3(a), (Section 676-12 Streets, C. Width) requested waiver to reduce the right of way width for this proposed secondary street from fifty feet to forty feet. The design of the proposed subdivision includes all infrastructure that is to be publicly owned within the proposed layout and the adjacent landscaping easements.
2. Article IV, Section B.4, (Section 676-12 Streets, D. Grade) requested waiver to increase the maximum allowable grade from 8% to 10% while reducing the levelling area from 75 feet to 50 feet. Increasing the allowable grade is necessary to maintain adequate cover on the existing sewer trunk main that bisects the proposed subdivision. In addition, the 50 foot levelling area that is proposed is at the beginning of the vertical curve at both ends of the proposed road. Because the nature of the vertical curve, there is only a marginal increase in slope for the next 25 feet. Therefore, in effect, there is a 75 foot levelling area, even though a small portion of this area has a slope slightly higher than the maximum slope of 3%.
3. Article IV, Section B.5, (Section 676-12 E. Dead End Streets) requested waiver to increase the maximum grade within 75 feet of the radius point at a dead end street from 3% to 5%. It might be possible to design around this waiver, but in doing so, it would be necessary to extend the road further into the open space within a 100 foot wetland buffer and create a road that is longer than 500 feet. The first point would work against the goal of preserving the open space and protecting our water resources. The second point would create a new condition that would require a waiver to be granted by the Planning Board.
4. Article V, Section B.2, (Section 676-24 Street and Roadway B) requested waiver to decrease the width of the proposed secondary street from 32 feet to 28 feet. The 28 foot wide

road would allow for the installation of all utilities and is consistent with the Alternative Standards #5 as listed in Appendix F of the Subdivision Rules and Regulations.

5. Appendix F, requested waiver to allow a road cross section that is not specifically listed. The proposed cross section for this subdivision most closely resembles the Alternative Standards #5. Besides the items listed above, the major differences are the use of vertical granite curb versus sloped granite curb and the elimination of a five foot wide grass strip behind the sidewalk on both sides of the road. The inclusion of vertical granite curb is seen as an improvement by the Engineering Division. The inclusion of a 20 foot wide landscaping strip would appear to exceed the benefits of the five foot wide grass strip behind the sidewalk.

Please do not hesitate to contact me at 508-624-6910 extension 7200 if you have any questions or need any clarification.

Each Waiver Request (1-5) was taken up individually.

On a motion made by Mr. Fay, seconded by Mr. Coveney it was voted to approve the request of the developer for waiver #1. Motion carried 4-0.

On a motion made by Mr. Fay, seconded by Mr. Coveney it was voted to approve the request of the developer for waiver #2. Motion carried 4-0.

On a motion made by Mr. Fay, seconded by Mr. Coveney it was voted to approve the request of the developer for waiver #3. Motion carried 4-0.

On a motion made by Mr. Fay, seconded by Mr. Coveney it was voted to approve the request of the developer for waiver #4. Motion carried 4-0.

On a motion made by Mr. Fay, seconded by Mr. Coveney it was voted to approve the request of the developer for waiver #5. Motion carried 4-0.

On a motion made by Mr. Fay, seconded by Mr. Coveney it was voted to approve the subdivision as noted with the following 5 waivers in place:

1. Article IV, Section B.3(a)(Section 676-12 Streets, C. Width)  
**Required:** 50 Feet for all secondary road  
**Allowed:** 40 Feet for the proposed subdivision road
2. Article IV, Section B.4, (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. Article IV, Section B.5, (Section 676-12 E. Dead End Streets)  
**Required:** 3% Maximum grade within 75' of radius point of the turnaround area.  
**Allowed:** 5% Maximum grade within 75' of radius point of the turnaround area.

4. Article V, Section B.2, (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:  
**Required:** 5' Planting strip each side of Roadway  
**Allowed:** No planting strip due to reduced right of way width.

The motion carried 4-0.

Approval of the Definitive Plan of Land Titled: Howe's Landing, Definitive Plan, Located in Marlborough, MA.

Applicant: Chris Christopher, Sage Investors Inc., 446 Main Street, Worcester, MA

Property Owner: Dwight Howe Jr., Deborah Sawvelle, May Howe Schwartz, Ellen Burton

Prepared By: Thomas Dipersio, Jr and Associates, 841 Concord Road, Marlborough, MA 01752

Date: August 11, 2014, Final Revision Date: November 26, 2014.

The Planning Board will endorse the definitive plans after the twenty (20) day appeal period, provided no appeal has been recorded and a covenant has been submitted and approved by the Planning Board.

#### **C. Howe's Landing Covenant Review**

On a motion made by Mr. Fay, seconded by Mr. Coveney it was voted to endorse the covenant as amended. Motion carried.

#### **D. Bouffard Dr. Decision from Engineering**

On a motion made by Mr. Coveney, seconded by Mr. McCarthy it was voted to table this item until the next regularly scheduled meeting. (December 15, 2014). Motin carried.

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

**7. Definitive Subdivision Submission: None**

#### **8. Signs:**

##### **A. Festival of Trees – Off Premise/Portable Signs**

This item was moved up in the agenda.

##### **B. Discussion re: Annual Approvals vs. Multiyear Variance Approvals**

Mr. McCarthy presented this idea to the Board. It was his intention to attempt to make the variance process easier for the typical applicant. It appears that the same applicants are in front of the Board annually, for the same events that they hold.

After much discussion/debate it was decided to request that Mr. Cummings of the Marlborough Economic Development Commission be invited to an upcoming meeting (January) to discuss and assess the potential for placement of multiple public use billboard style signs or the creation of a set location for the placement of upcoming event signage.

**9. Unfinished Business:**

**A. Blackhorse Farms Update**

City Engineer Pilachowski reported that he went through the subdivision and has confirmed that the hydrants are quite difficult to see, and he will be in contact with the developer to rectify that situation.

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 does not have an update regarding this subdivision.

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

**C. Proposed changes to Subdivision Rules and Regulations Submitted by City Engineer. (Information from Legal Department)**

City Solicitor Don Rider noted to the Board that both he and City Engineer Pilachowski have met to discuss the proposed changes to the current rules and regulations and their work is continuing. It is the intent of the Legal Department to give another more in-depth report at the next regularly scheduled meeting on December 15, 2014.

**10. Informal Discussions:** None

**11. Correspondence:** None

**12. Public Notices of other Cities and Towns:**

**A. Town of Framingham, Planning Board Public Hearing December 4, 2014**

**B. Town of Sudbury, Board of Appeals Decision(s) (5)**

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

**Adjournment:** On a motion made by Mr. Coveney, seconded by Mr. McCarthy it was voted to adjourn at 8:00pm. Motion carried.

Respectfully submitted,

Shawn McCarthy  
Acting Clerk

/mai

**Minutes of the License Board Meeting Held October 29, 2014**

There was a regular monthly meeting of the License Board held on Wednesday, October 29, 2014 at 7:30 pm, City Hall, 3<sup>rd</sup> floor, Memorial Hall.

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Attending were: Walter Bonin, Chairman; Gregory Mitrakas, Member; James Riessle, Member; Linda Goodwin, Secretary.

- 1: Masonic Corp. – Tasty Home Cooking - 7 - One Day ALL Alcohol Permits  
Motion made to approve by James Riessle, seconded by Gregory Mitrakas.  
Motion carried 3-0
- 2: Shrewsbury Special Needs Program – 1 - One Day Beer/Wine Permit  
@ Marlboro Special Olympics – 200 Forest Street  
Motion made to approve by Gregory Mitrakas, seconded by James Riessle.  
Motion carried 3-0
- 3: Makkas Pizza – Dana Crawley – New Owner – Common Victualler  
Motion made to approve new license by Gregory Mitrakas, seconded by James Riessle. Motion carried 3-0
- 4: Extended Sunday Hours – Opening @ 10:00 AM – Package Stores  
Sahajanand Foods d/b/a Marlboro Market – 1 East Main Street  
Marco Brew (Stoney Brook Market) – 27 S.Bolton Street

Effective October 23, 2014 licensed package stores may open at 10:00 a.m. on Sundays. The above mentioned license holders applied to extend there Sunday hours with sales beginning at 10:00 a.m. Motion made to approve by James Riessle, seconded by Gregory Mitrakas. Motion carried 3-0

- 5: Marlborough Country Club – Change of Manager  
From: Scott Campbell To: Jeffery Lawson

Board reviewed application. Motion made to approve change of manager by James Riessle, seconded by Gregory Mitrakas. Motion carried 3-0

**OLD BUSINESS:**

- 6: Minutes– Previous Meeting September, 2014  
Motion made to accept and place on file. Motion made by Gregory Mitrakas, seconded by James Riessle. Motion carried 3-0

Respectfully submitted,

Walter Bonin, Chairman

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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 Tuesday, November 25, 2014 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 James Fortin and City Clerk Lisa Thomas. Also present: City Engineer Evan Pilachowski, Assistant City Engineer Tim Collins, John Shipe of Columbia Design Group, Gregory Russell of VHB, Kevin Maley of Fairfield and local resident Len Beyerssdorfer. Minutes taken by: Karen Lambert, MPD Records Clerk.

**1- Minutes**

The minutes of the Traffic Commission meeting of Tuesday, October 28, 2014.

Karen Lambert brought a revised draft to the meeting as Mr. Pilachowski had made a minor clarification on item 2a) regarding parking on Ames Place.

MOTION was made, seconded, duly VOTED:  
TO APPROVE the amended packet.

*Chief Leonard requested a Suspension of Rules to begin the meeting with Old Business – Agenda Item 3k) as Mr. Shipe, Mr. Russell and Mr. Maley were in attendance for this issue. All in Favor.*

**3-Old Business**

**3k) Crosswalks on Ames St. and Reilly Way**

The above parties had a revised diagram of the project. It now shows the 8 foot crosswalks, a pedestrian walking figure sign and advance warning signs. They advised that there is adequate site distance in both directions, but since they are new crosswalks, the advance warning signs make sense.

Chief Leonard had prepared the revised regulation to add the new crosswalk locations on Reilly Way and Ames Street to the approved list of crosswalk throughout the city.

Mr. Pilachowski also wanted the Traffic Commission to approve the flashing crossing beacon. This will be the first in the City and he wants to make sure they are effective and not overused. The beacon is 3 sided so it faces all directions and flashes for pedestrians in the area. There will be two of them right at the crosswalk and a camera detects a pedestrian approaching and triggers the light, rather than waiting to push the button. The same type of flashing beacon will be installed on Simarano Drive.

The plans will now be resubmitted to Site Plan since the sidewalk has been changed to the opposite site of Ames Street. They should be all set now from a Traffic Commission standpoint.

Lisa Thomas asked Engineering if it was possible to get a copy of the diagram in scanned form so that it can go on the Traffic Commission website and be submitted along with the advertisement. Yes, they will forward a copy electronically.

MOTION was made, seconded, duly VOTED to APPROVE the amended regulation adding the new crosswalk locations and the flashing crossing beacon.

## **2-New Business**

*Chief Leonard requested a Suspension of Rules to begin the new business discussion with item 2c) as Mr. Beyerssdorfer is in attendance for this issue. All in Favor.*

### **2c) Communication from Councilor Tunnera, Re: parking concerns on Northboro Road West @ Elm Ridge Condominiums.**

Mr. Beyerssdorfer was present at the meeting and advised that there are a couple of unmarked commercial vehicles that are frequently parked here overnight. There has always been sporadic parking on Northboro Road West, however, it is now becoming a problem. This is not a parking lot for commercial vehicles. Police were called to the area over the weekend to address the issue, however, the officer advised that there does not appear to be a parking restriction here so there is nothing illegal occurring.

Tim Collins advised that this is not actually a public way controlled by the City. It is a state highway. He advised that Curtis Ave. has the same issue as commercial vehicles are not allowed to park in the condo complex. MA DOT approval would be required to do anything on this road. He advised that our contact there is Joe Crowley. Chief Leonard said he tends to agree with Mr. Beyerssdorfer and does not know why anyone would need to park here and that we will have to contact Joe Crowley for assistance as we can't regulate this area. Chief Leonard said that with the overnight parking ban starting soon we will be able to ticket there, however, it would be best to see if we can get MA DOT to regulate it.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to draft a letter to send to our contact at MA DOT and go from there.

### **2a) Request from Councilor Delano, re: signage near entrance to Villages East on Boston Post Rd.**

Councilor Delano forwarded this request on behalf of the residents of this complex. They were looking for some type of signage near the entrance that would help to slow traffic on Route 20 so they can get in and out more comfortably.

Chief Leonard advised that this may be a state issue also as MA DOT controls this section of Route 20. He noted that the driveway is just past the old Bertucci's and that the Traffic Commission has talked about this driveway in the past. Lisa Thomas asked what the speed limit was here. Chief Leonard advised that he wasn't 100% sure but that he believes it is 30 to 35 MPH. Tim Collins noted that they have an old style street sign that doesn't stand out. Maybe if they had a newer sign that made it look more like a street than a little driveway they may get a better response.

Chief Leonard said that he wants to confirm if we have already sent something to MA DOT on this. He will communicate this to Councilor Delano and advise him of Tim Collins' suggestion to upgrade to the blue street sign.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to see if a request was ever forwarded to MA DOT and to Chief Leonard to follow up with Councilor Delano.

*Chief Leonard requested a Suspension of Rules to discuss an issue not on the Agenda. Gregg Russell, the project engineer for the Route 85 improvements project, was in attendance and asked if he could speak about the project. All in Favor.*

**New Item: Discussion of Route 85 Improvement Project.**

Mr. Russell gave an overview of the project (and showed a diagram) which involves the reconstruction of three existing signals at Walker Street, South Street and the Fire Station. The whole corridor would have raised granite curbing on the sidewalks. They are proposing 12 ft. lanes with 6 ft. shoulders, possibly with a bike lane. He advised that they have done 2 road safety audits and there is currently no formal crossing area. They are looking for the best place for a crosswalk. Mr. Russell is proposing one at the fire station as there is already a signal there. They could have a real stop light for crossing with a rapid flashing beacon and a pedestrian push button.

Chief Leonard mentioned that he has seen a lot of people try to cross further down by Family House of Pizza at lunch time. Mr. Russell advised that they did note this during the audit. They also saw people crossing to and from Dunkin Donuts. Chief Leonard said that it seems to make sense for people to cross near the bldg. at 340 Maple St. It is relatively close to South Street but he doesn't think people would walk up there to cross. The group also discussed the possibility of two crosswalks, the lighted one at the fire station and a midblock crosswalk lower down with the area clearly marked with signage.

Tim Collins said that we would want the protected crossing at the fire station because then if someone truly wanted a safe place to cross they have the option to choose one. Mr. Russell also suggested a crossing at the Harvard Street area. Chief Leonard asked if there was a study done to show the number of people crossing here. Mr. Russell advised, no not in this area. The study was done further up the road. All agreed that this is a heavily used corridor at certain times of the day and that there is fairly heavy pedestrian traffic at lunch time.

Mr. Russell asked if there were any other specific safety issues that should be addressed. Chief Leonard asked about Framingham Road. The diagram appears to change it to a T intersection. Mr. Russell advised that this location was listed as a "high crash" area but it was determined that many of the crashes actually occurred in parking lots in the area. It is obviously not a safe place to drive though and if it is left the way it is, it won't make it through a safety review.

It was discussed that the area has remained the way it is because there is a cemetery plot at the intersection for a veteran whose body was not returned. The plot is currently marked with a grassy area and a bench. If we can offer to do something special to this area to make it stand out as a veteran's memorial maybe it can be changed. All agreed this was a good idea. Chief Leonard said that whatever they can do to T off the intersection will be helpful. They will need to work with Gary Brown from the Veteran's Affairs office. Tim Collins mentioned that they discussed doing this 4 to 5 years ago when there was a proposal for a Dunkin Donuts going in there, however, it never came together.

Mr. Russell also explained another change taking place at the Walker Street intersection. They are proposing to flip the lane usage on Walker Street. Right now there is a right turn only lane that will become the through lane and the end of Mill Street will be shifted over. The problem now is that when someone is waiting to take a left onto Rte. 85 from Walker, cars coming out of Walker bypass the car waiting to take the left and go straight across the intersection rather than take a right (but are in the right turn only lane). Cars exiting Mill Street think they are turning right and don't expect them to go straight through the intersection. The proposal is for a left turn lane out of Walker rather than a right turn lane.

Mr. Russell also said that the Road Safety Audit showed a sight distance issue here (corner of Walker and Rte. 85). It appears that there is a dumpster on the corner which blocks the site line. Chief Leonard also mentioned the concerns of Mr. Kraft and the problems with the queue at the light and the difficulty getting out of his parking lot at the corner of Mill St. and Rte. 85. It was discussed that there was not much that can be done as far as the roadway goes and that it will mostly have to be handled with light timing changes. The lights here are supposed to be coordinated with the signals at South Street, however, right now they are not. Mr. Russell said that they can definitely look at the timing on the lights & Mill Street to see if they can gain some time for Mr. Kraft and clear the queue.

Mr. Pilachowski advised that they will be meeting with MA DOT next week and that the comments made here by the Traffic Commission are helpful. Hopefully they can proceed with a public hearing in the spring. He noted that the project is on the state's TIP list.

MOTION was made, seconded, duly VOTED to REFER to back to ENGINEERING for further review.

### **Back to New Business**

**2b) Hayden St./Water St. traffic concerns.**

Chief Leonard included an e-mail from local resident, Susan Payne, in the agenda packet and said that he has also received a few other e-mails on this same issue. Chief Leonard replied to her that the Traffic Commission has discussed this issue previously and found that part of the problem was with people having difficulty getting to Ward Park. Directional signs for Ward Park were installed. He also explained to her that Hayden Street does not meet the warrants for four way stop signs. She also mentioned wanting a stop sign at the end of Water Street. Tim Collins advised that this is a T intersection and we can put a stop sign there though it is not required.

Chief Leonard understands that residents have concerns, however, the Traffic Commission determined that since the new senior center and park are still under construction, we need to "wait and see" before any other changes are made. He did advise that a stop sign could be installed at the T-intersection at the end of Water Street if it was missing or just never put up. He would just have to check the regulations first and see if it is included. If not, it will need to be added.

MOTION was made, seconded, duly VOTED to REFER to Chief Leonard to check the regulations for the stop sign on Water Street. All agreed to wait until construction was complete before making any other changes.

### **3-Old Business**

#### **3e) Request for parking restrictions on Brimsmead St. and Tremont St.**

Chief Leonard prepared the revised regulation for the parking restrictions on Brimsmead and Tremont (based on Tim Collins' map and recommendation) and presented in for a vote.

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

#### **3f) Parking concerns in the vicinity of 131 Pleasant Street.**

Chief Leonard received an e-mail from Sgt. McDevitt (4:00pm to midnight shift) on this issue. He wanted to make sure that the Chief was aware of a recent accident involving a city fire truck and a parked car on Pleasant St. There is supposed to be no parking allowed on Pleasant St. between Chestnut St. and Elm St., however, the signs are missing. He noted that there are at least 3 to 6 cars parked on that side of Pleasant St. all the time. The winter parking ban is starting soon which will resolve the issue for now, however, it needs to be addressed.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to check the regulations and put up the signs that are missing.

#### **3g) Request to allow parking on Ames Place near Main Street.**

The owner of Delana's Bakery was looking for time limit parking on Ames Street. Tim Collins passed out a GIS map of the area and advised that there was room for three cars to fit here. The map including notations about measurements, including street width. Fire Chief Fortin advised that if cars were allowed to park on Ames Street there is a

width issue for the ladder truck. As such, parking can't be allowed here. Chief Leonard advised that he would explain this to Mr. Delano.

MOTION was made, seconded, duly VOTED to ACCEPT and PLACE ON FILE. Also to REFER to Chief Leonard to communicate this information to Mr. Delano.

**3h) Pedestrians crossing Granger Blvd. near New St.**

Tim Collins passed out an aerial photo of Granger Blvd. with the proposed crosswalk indicated along with three ground level photos from different angles. He determined that the best location for site distance is at the crest of the hill at Liberty Street. There is nothing there now. He will forward the specifics to Chief Leonard so he can prepare the regulation for the next meeting.

It was also discussed that there should be some form of protection with a light as there would be elderly crossing here due to its proximity to senior housing. Mr. Pilachowski advised that that we could have a pedestrian activated yellow "rectangular rapid flashing beacon."

MOTION was made, seconded, duly VOTED to refer to Tim Collins to provide the necessary information to the Chief so that he can prepare the regulation for the new crosswalk for the next meeting.

**3j) Traffic concerns on Hildreth St. and Curtis Ave.**

As a follow up from the last meeting, Tim Collins advised that signs were installed indicating "truck exclusion ahead" on the west side of East Main and from the other direction. New signs have been erected that make the truck exclusion more clear from all directions. Hopefully this will help to keep trucks off of Hildreth.

**3i) Request for crosswalk on West Main St. near Broad St.**

Tim Collins said that he has a photo from 2000 that shows the crosswalk. There is also a regulation in the manual. We must have forgotten to have it repainted. He advised that it is on Kenny's "radar" to repaint, however, it may not happen until the spring.

MOTION was made, seconded, duly VOTED to REMOVE from the Agenda.

**3a) Municipal off street parking regulation.**

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

**3b) High School parking regulations.**

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

**3c) Stop signs on Bigelow Street.**

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 11:20 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 25, 2014 (Including City of Marlborough Meeting Posting).

-Draft copy of minutes from 10/28/14.

-E-mail from Councilor Delano to Chief Leonard, dated 11/3/14, re: Slow traffic signs.

-E-mail Susan Payne to Chief Leonard, dated 11/6/14, re: Traffic concerns – new Senior Center and Ward Park overhaul along with Chief Leonard’s response, dated 11-6-14.

-E-mail from Len Beyerssdorfer to Councilor Tunnera, dated 11/17/14, re: Northboro Rd. West Parking Problem. Councilor Tunnera forwarded to Chief Leonard 11/17/14.

-E-mail from Sgt. McDevitt to Chief Leonard, dated 11/3/14, re: Parking/Pleasant St.

-E-mail from John Shipe to Evan Pilachowski, dated 11/19/14, re: Ames Street and Traffic Commission Crosswalk Lengths.

-Revised regulation to add crosswalks on Reilly Way and Ames Street.

-Revised regulation adding the parking restriction to Brimsmead Street and Tremont Street.

- Letter forwarded by Ronald Guest, Parking Clerk, to the Traffic Commission, dated 10/24/14, re: Request for parking space from the Housing Division of the C.D.A. Request letter is from Douglas Bushman, MCDA Housing Director, dated 10/20/14.

**Additional Handouts**

-Aerial photo of Granger Blvd. with proposed crosswalk location and advance warning signs indicated.

-Two ground view photos of the area for the proposed crosswalk location (at the crest of the hill) on Granger Blvd and one photo of the proposed crosswalk looking northbound at the end of Liberty Street.

-GIS map of Ames Place indicating parking restriction and proposed space for three cars to park.

-GIS map of Northboro Road West and surrounding area.