

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2015 APR -2 P 2:00

NOTE: If the regular meeting of the City Council, scheduled for APRIL 6, 2015 at 8:00 PM in the Council Chambers, 2nd Floor, City Hall, 140 Main Street, is cancelled due to inclement weather, the City Council will instead meet on Thursday, APRIL 9, 2015 at 8:00 PM in Council Chambers, 2nd Floor, City Hall, 140 Main Street, to discuss the same agenda items posted below for the APRIL 6, 2015 meeting.

1. Minutes of the City Council Meeting, March 23, 2015.
2. PUBLIC HEARING: Proposed Zoning Amendment, Chapter 650, Section 26.A(1)(a), Order No. 15-1006130.
3. Communication from the Mayor re: OPEB Trustees Recommendation.
4. Communication from the Mayor re: OPEB transfer request in the amount of \$5,000,000.00 which will mark the inaugural deposit towards the City's unfunded post-employment liability, better known as OPEB.
5. Communication from the Mayor re: Police Department transfer request in the amount of \$112,488.00 which moves funds from Fringes to Sick Leave Buy Back and Sergeants to fund the contractually obligated sick leave buyback due to two retiring members of the Police Department.
6. Communication from the Mayor re: Fire Department transfer request in the amount of \$7,244.24 which moves funds from Fringes to Sick Leave Buy Back to fund the contractually obligated sick leave buyback due to a retiring member of the Fire Department.
7. Communication from the Mayor re: Mayor's office transfer request in the amount of \$5,610.25 to fund the sick leave buyback and unused vacation payout due to a departing member of his staff.
8. Communication from City Solicitor Rider re: Application for Special Permit from Digital Federal Credit Union to amend Special Permit, Order No. 03-10047B, by removing condition #7 in proper legal form, Order No. 14/15-1006011D, X14/15-1006053C.
9. Communication from City Solicitor Rider re: Application for Special Permit from Digital Federal Credit Union to operate an electronic message center sign pursuant to City Code, §526-13 in proper legal form, Order No. 14/15/1006053C, X14/15-1006011D, X03-10047B.
10. Application, Fuel Storage License, Discount Gas, 50 Main St., to increase Fuel Storage capacity from 15,000 to 18,000 gallons.
11. Application for renewal of Junk Dealers/Second Hand License, Theresa Denoncourt Smith, d/b/a Hint of Class Consignment Inc., 72B Hosmer St.
12. Application for renewal of Junk Dealers/Second Hand License, ecoATM, Inc., 601 Donald Lynch Blvd.
13. Application for renewal of Junk Dealers/Second Hand License, Jean Rabelo, d/b/a Post Road Used Auto Parts of Marlboro, Inc., 785 Boston Post Rd.
14. Petition of Mass Electric Company and Verizon New England Inc. to install new p22-50 to be set approximately 52' from existing p23 and 175' from existing p22. Full narrative is attached.
15. Communication from Central Mass. Mosquito Control Project re: Annual Reports.
16. Communication from Central Mass. Mosquito Control Project re: Commencement of Mosquito Larval Control in Marlborough.
17. Minutes, School Committee, March 10, 2015.
18. Minutes, Planning Board, March 9, 2015.
19. Minutes, Zoning Board of Appeals, January 6, 2015.
20. Minutes, Traffic Commission, February 24, 2015.

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.

21. Minutes, Community Development Authority, Personnel Committee, January 15 & February 10, 2015, Special Board Meeting, February 18 & March 5, 2015, and Regular meetings, December 18, 2014 & January 9, 2015.
22. Minutes, OPEB Trust, March 3, 2015.
23. CLAIMS:
 - a. Paul Priestley, 20 Crestwood Ln., other property damage.
 - b. Kieran Moore, 99 Clearview Dr., other property damage.
 - c. Luis Saquich, 26 Boudreau Ave #1, pothole or other road defect claim.
 - d. John & Maryann Furtado, 30 Pheasant Hill Rd., other property damage.
 - e. Clifford Bodenweiser, 51 Leoleis Dr., other property damage.
 - f. Richard Sebeika, 86 Cloverhill St., residential mailbox claim 2(a).
 - g. Judith Hayes, 92 Porter Rd., other property damage.
 - h. Lisa McCarthy, 615 Berlin Rd., other property damage.
 - i. Carla White, 64 Morrissey Rd., residential mailbox claim 2(a).
 - j. Lindsay Spada, 80 Ripley Ave., pothole or other road defect claim

REPORTS OF COMMITTEES:

24. That the City Council review with the Mayor and DPW Commissioner the practice of charging homeowners for work performed by city employees, and including individual manpower hours and hourly rates for municipal vehicles, in connection with repairs to water /sewer service problems and other services involving work in the public street or way.Submitted by Councilor Delano

UNFINISHED BUSINESS:

From Urban Affairs Committee

25. **Order No. 14/15-1006011D (X14/15-1006053C, X03-10047B) - Application for Special Permit to modify existing Special Permit issued to Digital Federal Credit Union, 853-865 and 905 Donald Lynch Boulevard on June 16, 2003, to remove Condition #7 prohibiting LCD signs on the property. Motion made by Councilor Tunnera, seconded by the Chair, to approve the amended Special Permit, as amended. The motion carries 4-0.**
26. **Order No. 14/15-1006053C (X14/15-1006011D, X03-10047B) - Application for Sign Ordinance Special Permit, Digital Federal Credit Union, 865 Donald Lynch Boulevard, to operate an electronic message center sign at its bank branch located at 865 Donald Lynch Boulevard. Motion made by Councilor Tunnera, seconded by Chair, to approve as amended. The motion carries 4-0.**

Motion made by Councilor Tunnera, seconded by Chair, to request a suspension of the rules at the next regular City Council meeting to refer both orders to the City Solicitor for proper legal form. The motion carries 4-0.

From City Council

27. **Order No. 14/15-1005997C - TURF FIELD BOND in the amount of \$3,855,059.00 (three million eight-hundred fifty-five thousand and fifty-nine) dollars for appropriation of the construction of a synthetic turf athletic field, new track and concession stand at the Whitcomb Middle School Field. Recommendation of the City Council to table until the April 6, 2015 City Council meeting. Councilor Elder recused.**

28. **Bond for \$3,095,000.00 for the Hudson Street Landfill Redevelopment. Recommendation of the City Council to table until the April 6, 2015 City Council meeting. Councilor Elder recused.**
- **15-1006089-1 - The Finance Committee voted 4-0 to approve the communication from the Mayor requesting a vote to permanently dedicate the land, which contains a portion (Lot 2) containing 11.3 acres of Hudson Street Landfill property located on Hudson Street and shown on Marlboro Assessors Maps as Map 30, Parcel 4, as taken by the City of Marlboro on October 5, 1959 for purposes of a public dump and other municipal purposes, to park and recreation purposes under the provisions of MGL c.45, s.3; and further that, as so dedicated, said property is hereby placed under the care, custody, management and control of the City of Marlboro Recreation Commission.**
 - **15-1006089-2A - The Finance Committee voted 4 - 0 to approve a 15 year bond for the construction of municipal outdoor recreational facilities in the amount of \$3,095,000.00. The Finance Committee approved recommending the suspension of the rules at the March 9, 2015 City Council meeting to request the advertisement of the bond. Bond was advertised on March 14, 2015.**
 - **15-1006089-3 - The Finance Committee voted 4 – 0 to approve the “Proposed resolution to apply for and accept a grant from the Executive Office of Energy and Environmental Affairs, for the Hudson Street Landfill recreation facility.” It is resolved the Mayor be, and hereby is, authorized to apply for and accept a PARC grant from the Executive Office of Energy and Environmental Affairs; and that the Mayor be, and hereby is, authorized to take such other actions as are necessary to carry out the terms, purposes and conditions of the PARC grant to be administered by the Recreation Commission of the City of Marlboro; and that the Resolution shall take effect upon its passage.**



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

MARCH 23, 2015

Regular meeting of the City Council held on Monday, MARCH 23, 2015 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 8:45 PM.

Council President Pope recognized Cub Scout Pack 31, Den 8 who were in attendance and working on their Citizenship in the Community Merit Badges.

ORDERED: That the minutes of the City Council meeting MARCH 9, 2015, **FILE**; adopted.

ORDERED: That the Communication from the Mayor re: Intermunicipal Agreement and Grant Acceptance from the Prevention and Wellness Trust Fund, **MOVED TO AFTER REPORT OF COMMITTEES**; adopted.

ORDERED: That the Communication from DPW Commissioner, John Ghiloni, re: Request for Possible Purchase of a Parcel of Land on New St., Order No. 15-1006090, **MOVED TO ITEM 23**; adopted.

ORDERED: That the Communication from City Solicitor, Donald Rider re: request for Executive Session for the purpose of discussing litigation strategy in a Special Permit dispute involving property on South St., **MOVED TO AFTER REPORTS OF COMMITTEES**; adopted.

ORDERED: That the Application for Renewal of Junk Dealers/Second Hand License, Antoine Bitar, d/b/a Hannoush Jewelers, 601 Donald Lynch Blvd., refer to **PUBLIC SERVICES COMMITTEE**; adopted.

ORDERED: That the Communication from NStar d/b/a Eversource re: Filing a Request with the MA Department of Utilities to Increase Gas Distribution Rates, **FILE**; adopted.

ORDERED: That the Minutes Conservation Commission, January 29 & February 19, 2015, **FILE**; adopted.

ORDERED: That the Minutes, Planning Board, February 23, 2015, **FILE**; adopted.

- ORDERED: That the Minutes, School Committee, February 24, 2015, **FILE**; adopted.
- ORDERED: That the Minutes, Board of Assessors, February 11, 2015, **FILE**; adopted.
- ORDERED: That the Communication from Amica, on behalf of Joren Reyes, 57 Simmons St., Andrea Finn, 285 Church St., Craig Brown, 19 Fish Ln., Betina Bucciarelli, 849 Boston Post Rd., Apt 8c, Alphonse Niski, 60 Heatherwood Dr., Linda Spooner, 389 Cook Ln., Louise Elias, 79 Deerfield Run, Unit 79, & Edith Sussman, 25 Canterbury Way, refer to **LEGAL DEPARTMENT**; adopted.
- ORDERED: That the Communication from Hanover Insurance Group, on behalf of Kerri Grainger, 30 Karopulios Dr., Catherine Young, 64 Deerfield Run, Unit 69, Joseph Kenosian, 721 Stow Rd., Suzanne Neubauer, 453 Bigelow St., Richard Tomanek, 19 Water St., Jessica Steinburg, 51 Violetwood Cir., & Navin Patel, 61 Foley Rd., refer to **LEGAL DEPARTMENT**; adopted.
- ORDERED: That the Communication from Union Mutual of Vermont Companies, on behalf of Joan Connor, 47 Crystal Brook Way, Unit G, refer to **LEGAL DEPARTMENT**; adopted.
- ORDERED: That the following CLAIMS, refer to the **LEGAL DEPARTMENT**; adopted.
- a. Sean McDonald, 10 Stonehill Rd Rd., pothole or other road defect claim.
 - b. Robert Steadman, 18 Phippen Rd., other property damage.
 - c. J. W. Carney, Jr., 34 Chestnut Terrace, Newton, pothole or other road defect claim.
 - d. Richard Bonina, 39 Gregoire Dr., residential mailbox claim 2(a).
 - e. J. Dawson Milne, 121 Farrington Ln., residential mailbox claim 2(b).
 - f. Frederick Ferris, 122 Farrington Ln., residential mailbox claim 2(b).
 - g. Steven Burnett, 106 Farrington Ln., residential mailbox claim 2(b).
 - h. Nin Guan, 22 Muir Way, residential mailbox claim 2(b).

Reports of Committees:

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

Meeting Name: City Council Urban Affairs Committee

Date: March 10, 2015

Time: 5:30 PM

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

Convened: 5:30 PM

Adjourned: 6:30 PM

Present: Councilor Clancy (Acting Chair); Urban Affairs Committee Members Councilors Landers, Tunnera, and Page; Councilors Robey and Pope

Absent: Chairman Delano (recused)

Also Present: Donald Rider, City Solicitor; Robert Camacho, Building Commissioner; David McCay, Mirick O'Connell; John LaHair, Public Relations Manager, Digital Federal Credit Union (DCU)

Reports of Committees cont'd:

Order No. 15-1006011B (X14-1006053, X03-10047B): Application for Special Permit to modify existing Special Permit issued to Digital Federal Credit Union, 853-865 and 905 Donald Lynch Boulevard on June 16, 2003, to remove Condition #7 prohibiting LCD signs on the property.

The committee first reviewed Order No. 15-1006011B, the application for a Special Permit to modify an existing Special Permit issued to Digital Federal Credit Union, 853-865 and 905 Donald Lynch Boulevard on June 16, 2003, to remove Condition #7 prohibiting LCD signs on the property.

Chairman Clancy read through Condition #7 prohibiting LCD signs from the Special Permit granted to DCU in June 2003. The condition read as follows: "Signage on the Site shall not exceed the As-of-Right square footage, height, mechanical, lighting and setback requirements as outlined in the City of Marlborough Sign Ordinance. There shall be no moving parts, message boards, liquid crystal displays (LCD's) or equivalent features on the signs on the Site."

Mr. McCay explained the applicant is seeking relief from Condition #7 in the Special Permit granted to DCU in June of 2003. Chairman Clancy read the proposed wording to replace Condition #7 in the original Special Permit, "The locations and design of any signage shall be reviewed and approved by the City of Marlborough in accordance with the Sign Ordinance of the City of Marlborough."

The applicant agreed to make the word locations singular in form as suggested by the City Solicitor such that the proposed wording would be, "The location and design of any signage shall be reviewed and approved by the City of Marlborough in accordance with the Sign Ordinance of the City of Marlborough."

The committee further discussed the addresses of the properties with regards to the assigned street addresses and Assessor's Map and Parcel assignments. Chairman Clancy stated they wish to identify the correct parcels so the Special Permit will be applied properly. Chairman Clancy further stated if there was a change in numbering since the Special Permit is referred to the Legal Department for proper form, any corrections would be noted on it by them.

Motion made by Councilor Tunnera, seconded by the Chair, to approve the amended Special Permit, as amended. The motion carries 4-0.

Order No. 14-1006053A (X14-1006011B, X03-10047B): Application for Sign Ordinance Special Permit, Digital Federal Credit Union, 865 Donald Lynch Boulevard, to operate an electronic message center sign at its bank branch located at 865 Donald Lynch Boulevard.

The committee next reviewed Order No. 14-1006053A, the application for a Sign Ordinance Special Permit, Digital Federal Credit Union, 865 Donald Lynch Boulevard, to operate an electronic message center sign at its bank branch located at 865 Donald Lynch Boulevard.

Chairman Clancy confirmed with the Building Commissioner that the applicant's existing sign fell under the definition of a double-faced sign according to City of Marlborough General Code Chapter 526 Signs.

Reports of Committees cont'd:

Chairman Clancy read through the Decision on a Sign Ordinance Special Permit, Findings of Fact and Ruling.

On #3, the “display area of 24 square feet” should be changed to “display area of 24.77 square feet” as noted in Attachment 1 of the application.

The applicant appeared before the Planning Board on February 12, 2015 requesting a variance with regards to the dimensional area ratio (33% vs. 25%). Chairman Clancy read through the letter from the Planning Board and the applicant agreed to the conditions set forth in the letter dated February 17, 2015 as well as being in agreement with all conditions of the sign ordinance as it currently exists.

Chairman Clancy read through a revised Finding of Fact #1 which includes the map and parcel number, “The Applicant is owner of the property located at Assessor’s Map 50, Parcel 9 at 865 Donald J. Lynch Boulevard, Marlborough, Massachusetts (the “Site”).

Chairman Clancy read through the Special Permit with the following additions/amendments to the language, Finding of Fact #4 includes “February 12, 2015” as the date the Planning Board issued a variance decision for the Sign. And section D2 includes language for recordation of deed.

Motion made by Councilor Tunnera, seconded by Chair, to approve as amended. The motion carries 4-0.

Motion made by Councilor Tunnera, seconded by Chair, to request a suspension of the rules at the next regular City Council meeting to refer both orders to the City Solicitor for proper legal form. The motion carries 4-0.

Motion made by Councilor Tunnera, seconded by Chair, to adjourn. The motion carries 4-0. The meeting adjourned at 6:30.

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

Meeting Name: City Council Operations & Oversight Committee

Date: March 16, 2015

Time: 5:30 PM

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

Convened: 6:11 PM

Adjourned: 6:50 PM

Present: Chairman Elder; Operations & Oversight Committee Members Councilors Delano and Landers; Councilors Clancy, Robey, and Pope

Also Present: Mayor Arthur Vigeant; Richard Langlois, Superintendent, Marlborough Public Schools; Michael Bergeron, Executive Director of Finance & Operations, Marlborough Public Schools

Reports of Committees cont'd:

Order No. 15-1006128: That WHEREAS having convened in an open meeting on March 9, 2015 the CITY COUNCIL of the CITY OF MARLBOROUGH, MA in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form BY NO LATER THAN APRIL 10, 2015 for the RICHER ELEMENTARY SCHOOL LOCATED AT 80 FOLEY ROAD, MARLBOROUGH, MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future to include PRIORITY 7: REPLACEMENT OF OR ADDITION TO OBSOLETE BUILDINGS IN ORDER TO PROVIDE FOR A FULL RANGE OF PROGRAMS CONSISTENT WITH STATE AND APPROVED LOCAL REQUIREMENTS AS DETERMINED IN THE JUDGMENT OF THE AUTHORITY; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City of Marlborough to filing an application for funding with the Massachusetts School Building Authority, NOW THEREFORE the City Council of the City of Marlborough hereby authorizes the Superintendent to submit a Statement of Interest to the Massachusetts School Building Authority for the above-specified project.

The Operations and Oversight Committee along with Councilors Clancy, Robey and Pope met with Mayor Arthur Vigeant, Superintendent Richard Langlois and Michael Bergeron, MPS Director of Finance & Operations for a discussion of the request from the Mayor for the City of Marlborough to file a Statement of Interest for Marlborough Public Schools with the Massachusetts School Building Authority (MSBA). Those in attendance agreed on the importance of submitting a Statement of Interest with the Massachusetts Building Authority for either renovation to or replacement of Richer Elementary School to meet the needs of the current student population.

Motion made by Councilor Delano, seconded by Councilor Landers, to favorably recommend the authorization of the filing of the Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA), under a suspension of the City Council Rules if necessary. Vote 3-0

Motion made by Councilor Delano, seconded by Chair, to adjourn. The motion carries 3-0. The meeting adjourned at 6:50PM.

Suspension of the Rules requested – granted

ORDERED: That 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. 14/15-1006011C, refer to **CITY SOLICITOR TO PLACE IN PROPER LEGAL FORM FOR APRIL 6, 2015 CITY COUNCIL AGENDA**; adopted.

Suspension of the Rules requested – granted

ORDERED: That the Application for Sign Ordinance Special Permit from 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, Order No. 14/15-1006053B, refer to **CITY SOLICITOR TO PLACE IN PROPER LEGAL FORM FOR APRIL 6, 2015 CITY COUNCIL AGENDA**; adopted.

Suspension of the Rules requested – granted

ORDERED: That WHEREAS having convened in an open meeting on March 23, 2015, prior to the closing date, the CITY COUNCIL of the CITY OF MARLBOROUGH, MA in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form BY NO LATER THAN APRIL 10, 2015 for the RICHER ELEMENTARY SCHOOL LOCATED AT 80 FOLEY ROAD, MARLBOROUGH, MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future to include PRIORITY 7: REPLACEMENT OF OR ADDITION TO OBSOLETE BUILDINGS IN ORDER TO PROVIDE FOR A FULL RANGE OF PROGRAMS CONSISTENT WITH STATE AND APPROVED LOCAL REQUIREMENTS AS DETERMINED IN THE JUDGMENT OF THE AUTHORITY; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City of Marlborough to filing an application for funding with the Massachusetts School Building Authority, NOW THEREFORE the City Council of the City of Marlborough hereby authorizes the Superintendent to submit a Statement of Interest to the Massachusetts School Building Authority for the above-specified project.

APPROVED; adopted.

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

No one requested to be recorded in opposition.

ORDERED: That the following documents which comprise the Intermunicipal Agreement and Grant Acceptance from the Prevention and Wellness Trust Fund, refer to **OPERATIONS AND OVERSIGHT COMMITTEE**; adopted.

ORDERED: That It is moved, in conformance with the provision of section 21(a)(3) of Chapter 30A of the General Laws of the Commonwealth, that the Marlborough City Council conduct an executive session for the purpose of discussing litigation strategy in a special permit dispute involving a property on South Street, as an open meeting may have a detrimental effect on the litigating position of the City Council, and the chair hereby declares that an open meeting may have that effect.

It is further moved and stated that the City Council will re-convene in open session after the executive session, **APPROVED**; adopted.

Yea: 11-Nay: 0

Yea: Delano, Page, Elder, Tunnera, Irish, Clancy, Landers, Ossing, Pope, Robey & Oram

ORDERED: That the Reappointments of Kelly French and Michael Gibson to the Youth Commission for terms to expire three years from date of approval and the appointment of Sharon Buckley to the Youth Commission for a term to expire two years from date of approval, **APPROVED**; adopted.

ORDERED: That the Reappointment of Greg Mitrakas and Appointment of David Bouvier to the License Board for terms to expire six years from date of approval, **APPROVED**; adopted.

ORDERED: That the Appointment of Pat Gallier to the Council on Aging to fill the balance of the term of Lynn Anderson which is due to expire on May 2, 2017, **APPROVED**; adopted.

ORDERED: That the Appointment of Paul Sliney as the tenant's representative on the Community Development Authority (CDA) for a three year term to commence at the expiration of Ms. Swartz's term which is March 12, 2015, **APPROVED**; adopted.

ORDERED: That the Appointment of David Manzello as Principal Assessor for a term to expire three years from date of confirmation, **APPROVED**; adopted.

ORDERED: That the Reappointment of Mark Gibbs as IT Department Head, for a term to expire three years from date of approval, **APPROVED**; adopted.

ORDERED: That the Reappointment of Cynthia Panagore-Griffin as Assistant City Solicitor, for a term to expire three years from date of approval, **APPROVED**; adopted.

ORDERED: That the Appointment of Robert Camacho as Building Commissioner for a term to expire three years from date of appointment, **APPROVED**; adopted.

Councilor Irish recused.

ORDERED:

Pursuant to MGL c. 30B, § 16(e)(2), the City Council of the City of Marlborough hereby determines that advertising for the proposed purchase of a certain parcel of land containing 1,750 s.f., more or less, on New Street, Marlborough, MA 01752, will not benefit the City's interest because of the unique qualities and location of the property as hereinafter defined.

The parcel is identified as Map 69, Parcel 194 of the Assessors Map of the City of Marlborough.

The parcel is further identified in a deed recorded in the Middlesex South District Registry of Deeds at Book 61935, Page 108.

The property satisfies the requirements of said MGL c. 30B, § 16(e)(2), because the property: (a) is directly adjacent to the new Marlborough Senior Center; (b) provides a small structure that can house maintenance equipment needed at the adjacent Artemus Ward Park; and (c) is located in a residential neighborhood in which the City wishes to eliminate this parcel's future use as a commercial property.

It is further ordered that the Mayor is authorized to enter into negotiations for the purchase of the property so identified, subject to the availability of sufficient funds or an appropriation as required, and an affirmative two-thirds vote of the City Council prior to a binding agreement of sale.

The price of any purchase that may ensue from this Order shall not exceed Thirty-Five Thousand Dollars (\$35,000.00).

Pursuant to MGL c. 7C, § 38, the persons having a beneficial interest in this parcel, as set forth in said Book 61935, Page 108, is 11 New Street LLC, 662 Moody Street, Waltham, MA 02453. The maximum proposed purchase price is \$35,000.00, subject to such conditions as may be negotiated.

APPROVED; adopted.

ORDERED: That the Fire Department transfer request in the amount of \$30,000.00 which moves funds from and to various accounts as noted in the attached spreadsheet to contract with a search firm to assist in the hiring of a new Fire Chief, **APPROVED;** adopted.

CITY OF MARLBOROUGH BUDGET TRANSFERS --										
DEPT:		Fire Department				FISCAL YEAR:		2015		
FROM ACCOUNT:						TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$52,950.00	\$15,000.00	14001002	50062	DPW-Finance Assistant	\$30,000.00	12200003	53140	Fire-Contract Services	\$0.00	
Reason:		Position vacant until recently				To fund a consultant for a Fire Chief search				
\$7,362.50	\$3,100.00	11520004	53150	Personnel-Advertising						
Reason:		Advertising costs lower than anticipated								
\$1,900.00	\$1,900.00	15270004	53140	HS-Contract Services						
Reason:		Funds available								
\$50,000.00	\$10,000.00	61075206	59080	Water-Interet Expense						
Reason:		Interest expense will be lower than anticipated								
	\$30,000.00	Total			\$30,000.00	Total				

ORDERED: That the Health Department transfer request in the amount of \$25,500.00 which moves funds from and to various accounts as noted in the attached spreadsheet to fund the final transition of the Health Department reorganization, **APPROVED;** adopted.

CITY OF MARLBOROUGH BUDGET TRANSFERS --										
DEPT:		Board of Health				FISCAL YEAR:		2015		
FROM ACCOUNT:						TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$13,891.65	\$5,000.00	15120001	50391	Part-Time Nurse	\$24,000.00	15120001	50605	Sanitarian/Admin	\$16,503.83	
Reason:		Funds availabe due to prior vacancy				To fund new director at proposed salary thru 6/30/15				
\$22,166.55	\$4,500.00	16100001	50470	Childrens Librarian	\$1,500.00	15120001	50611	Assistan Sanitarian	\$29,755.01	
Reason:		Funds availabe due to prior vacancy				To fund two Asst Sanitarains thru 6/30/15				
\$28,115.75	\$2,000.00	16100003	51259	Reference Librarian Part-Time						
Reason:		Funds availabe due to prior vacancy								
\$72,704.69	\$4,000.00	16100003	51261	Part-Time Library Clerks						
Reason:		Funds availabe due to prior vacancy								
\$35,400.00	\$10,000.00	11330002	50770	Comptroller-Sr Clerk						
Reason:		Funds availabe due to prior vacancy								
	\$25,500.00	Total			\$25,500.00	Total				

ORDERED: That the Building Department transfer request in the amount of \$10,000.00 which moves funds from Contract Services to Assistant Building Inspector for the hiring of a temporary, full-time Local Inspector in the Building Department, **APPROVED**; adopted.

CITY OF MARLBOROUGH BUDGET TRANSFERS -										
DEPT:		Building Department				FISCAL YEAR:		2015		
FROM ACCOUNT:						TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$13,225.44	\$10,000.00	12410004	53140	Contract Services	\$10,000.00	12410001	50260	Asst Bldg Inspector	\$55,148.08	
Reason:		Available funds				To fund a temporary asst building inspector thru 6/30/15				
	\$10,000.00	Total			\$10,000.00	Total				

Councilor Irish recused.

ORDERED: That the following mid-year transfer requests from Comptroller's Office, Police Department, DPW, Public Facilities, Legal Department, & Fire Department **APPROVED**; adopted, with explanations noted within the following spreadsheets

CITY OF MARLBOROUGH BUDGET TRANSFERS -										
DEPT:		Comptroller				FISCAL YEAR:		2015		
FROM ACCOUNT:						TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$35,400.00	\$7,000.00	11330002	50770	Senior Clerk	\$520.00	11610002	50770	Senior Clerk	\$16,014.41	
Reason:		Surplus				Treasurer Payroll Calculation Error				
\$32,667.86	\$16,000.00	11940006	51860	Widows Pensions	\$23,900.00	11410004	57038	Pers Prop Valuation Serv	\$33,000.00	
Reason:		Surplus				Contractual Support on Personal Property Values				
\$350,783.13	\$55,900.00	60075206	59050	Interest Expense - Sewer	\$20,000.00	11930006	57410	Property Liability Insurance	\$20,833.25	
Reason:		Surplus				Additional Coverage & Rate Increase				
					\$1,480.00	11550001	50213	Network Engineer	\$29,008.33	
Reason:						Recalculate for step increase				
					\$33,000.00	11980006	51752	Medicare Insurance	\$74,244.29	
Reason:						Recalculate for payroll costs				
	\$78,900.00	Total			\$78,900.00	Total				

CITY OF MARLBOROUGH BUDGET TRANSFERS –										
DEPT:	Police									FY: 2015
		FROM ACCOUNT:					TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$1,127,393	\$85,000.00	12100001	50420	Police Officers	\$85,000.00	12100003	51310	OT - Regular	\$87,905	
	Reason:	Surplus due to vacancies and injuries					Deficit due to high number of injuries and other leave			
\$174,684	\$1,000.00	12100001	50510	Police Lieutenants	\$1,000	12100006	55882	Meals for Prisoners	\$1,364	
	Reason:	Surplus due to injury					Higher than expected number of long term prisoners			
\$174,684	\$12,000.00	12100001	50510	Police Lieutenants	\$12,000	12100003	51490	Holiday	\$74,418	
	Reason:	Surplus due to injury					Deficit due to pay increases and weekday holidays			
\$174,684	\$1,000.00	12100001	50510	Police Lieutenants	\$1,000.00	12100006	57340	Dues and Subscriptions	\$2,300	
	Reason:	Surplus due to injury					Increased dues rates			
\$174,684	\$1,000.00	12100001	50510	Police Lieutenants	\$1,000	12100006	52010	Translation Service	\$1,300	
	Reason:	surplus due to injury					High translator usage			
	\$100,000.00	Total			\$100,000.00	Total				

CITY OF MARLBOROUGH BUDGET TRANSFERS –										
DEPT:	Police									FY: 2015
		FROM ACCOUNT:					TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$16,130	\$1,300.00	12100001	50435	Police Specialists	\$1,300.00	12100006	53816	ACO Callout	\$192	
	Reason:	Surplus due to unfilled positions					Deficit due to higher call out frequency			
\$16,130	\$1,000.00	12100001	50435	Police Specialists	\$1,000	12100004	53817	Kenel Services	\$1,188	
	Reason:	Surplus due to unfilled positions					Higher than expected kenneling services			
	\$2,300.00	Total			\$2,300.00	Total				

CITY OF MARLBOROUGH										
BUDGET TRANSFERS -										
DEPT:		Department of Public Works				FISCAL YEAR:		2015		
FROM ACCOUNT:						TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$25,000	\$25,000	14001106	59570	Chapter 90 Construction	\$1,895	14001103	51240	Temporary Part-time (Eng)	\$3,865	
		Reason: Anticipated surplus				Anticipated funds for season help program				
\$329,399	\$8,040	14001303	50740	Equipment Operators	\$500	14001103	51310	Overtime-regular (Eng)	\$729	
		Reason: Money available due to previous vacancy				Anticipated cost to cover remainder of FY15				
					\$22,605.00	61090006	54620	Maintenance-trenches	\$9,756	
						Anticipated cost to permanently repair water trenches				
					\$6,500	14001301	50690	Foreman (Sts)	\$97,042	
						Anticipated cost to cover remainder of FY15				
					\$1,040	14001303	51240	Temporary Part-time (Sts)	\$1,760	
						Anticipated funds for seasonal help program				
					\$500	14001303	51310	Overtime-regular (Sts)	\$814	
						Anticipated cost to cover remainder of FY15				
	\$33,040	Total			\$33,040	Total				

CITY OF MARLBOROUGH									
BUDGET TRANSFERS --									
DEPT:					FISCAL YEAR:				
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$329,399	\$36,610	14001303	50740	Equipment Operators	\$8,000	14001304	53140	Contract Services	\$0
				Reason: Money available due to previous vacancy				Anticipated cost to cover remainder of FY15	
\$29,492	\$4,700	14001401	50690	Foreman	\$10,000	14001305	55310	Highway Construction Mat.	\$21,343
				Reason: Money available due to previous vacancy				Anticipated cost to cover remainder of FY15	
					\$1,650	14001306	55400	Sidewalk Maintenance	\$108
								Anticipated cost to cover remainder of FY15	
					\$16,960	61090006	54620	Maintenance-trenches	\$9,756
								Anticipated cost to permanently repair water trenches	
					\$1,450	14001403	51240	Summer Part-time (FI)	\$3,560
								Anticipated funds for season help program	
					\$900	14001403	51470	Interim Foreman (FI)	\$664
								Anticipated cost to cover remainder of FY15	
					\$2,350.00	61090006	54620	Maintenance-trenches	\$9,756
								Anticipated cost to permanently repair water trenches	
	\$41,310	Total			\$41,310	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:					FISCAL YEAR:				
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$138,599	\$25,000	14001501	50690	Foreman	\$15,000	14001503	51240	Temporary Part-time (FPC)	\$13,675
	Reason:	Money Available due to W.C.				Anticipated funds for season help program			
\$310,185	\$7,900	14001503	50740	Equipment Operator	\$2,000	14001503	51310	Overtime-Regular (FPC)	\$5,005
	Reason:	Money Available due to W.C.				Emergency response as well as weekend burials			
					\$2,000	14001503	51470	Interim Foreman (FPC)	\$2,281
						Anticipated cost to cover remainder of FY15			
					\$6,000	14001504	53140	Contract Services	\$17,616
						Anticipated cost to cover remainder of FY15			
					\$200	14001503	51990	Meal Allowance	\$108
						Anticipated cost to cover remainder of FY15			
					\$1,700	14001504	53810	Insect & Pest Control	\$72
						Anticipated cost to cover remainder of FY15			
					\$6,000	14001505	54610	General Material (FPC)	\$1,156
						Anticipated cost to cover remainder of FY15			
	\$32,900	Total			\$32,900	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS -									
DEPT:					FISCAL YEAR:				
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$310,185	\$21,100	14001503	50740	Equipment Operator	\$8,000	14001506	58420	Guardrail & Fencing (FPC)	\$934
		Reason: Money Available due to W.C.				Anticipated cost to cover remainder of FY15			
\$6,160	\$6,000	60081004	52570	Service Contract	\$13,100.00	61090006	54620	Maintenance-trenches	\$9,756
		Reason: Anticipated surplus				Anticipated cost to permanently repair water trenches			
\$116,197	\$12,900	60081006	55950	East Waste Water Treat Plt.	\$6,000	60080003	51380	Overtime-Water/Sewer (SS)	\$1,804
		Reason: Anticipated surplus				Police			
\$30,338	\$720	60085006	55980	West Wastes Water Treat Plt.	\$2,000	60081003	51310	Overtime-Regular (EWTP)	\$8,234
		Reason: Anticipated surplus				Higher than anticipated system repairs			
					\$900	60081003	51470	Interim Foreman (EWTP)	\$41
						Anticipated cost to cover remainder of FY15			
					\$10,000.00	61090006	54620	Maintenance-trenches	\$9,756
						Anticipated cost to permanently repair water trenches			
					\$720	60085003	51470	Interim Foreman (WWTP)	\$33
						Anticipated cost to cover remainder of FY15			
	\$40,720	Total			\$40,720	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:					FISCAL YEAR:				
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$56,293	\$50,000.00	60086006	52935	Solid Waste Disposal	\$20,000.00	60086006	53142	Protection Services	\$0
	Reason:	Anticipated surplus				Anticipated cost to cover remainder of FY15			
\$109,621	\$105,600.00	61090006	52322	Water-Marlboro Plant	\$30,000.00	61090006	54620	Maintenance-trenches	\$9,756
	Reason:	Anticipated surplus				Anticipated cost to permanently repair water trenches			
\$82,017	\$12,000.00	61090001	50690	Foreman	\$30,000.00	61090003	51310	Overtime-Regular	\$19,733
	Reason:	Money available due to retirement				Higher than anticipated system repairs			
					\$5,600.00	61090006	54620	Maintenance-trenches	\$9,756
						Anticipated cost to permanently repair water trenches			
					\$70,000.00	61090006	55740	Water Meters	\$5,001
						Replacement for stopped residential meters.			
					\$5,000.00	61090003	51240	Summer Part-time	\$3,062
						Adding additional temporary help for hydrant painting program			
					\$7,000.00	61090003	51380	Overtime-Water/Sewer Police	\$615
						Higher than anticipated system repairs			
	\$167,600	Total			\$167,600	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:					FISCAL YEAR:				
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$82,017	\$9,000.00	61090001	50690	Foreman	\$4,000.00	61090003	51470	Interim Foreman	\$1,467
	Reason:	Money available due to retirement				Anticipated cost to cover remainder of FY15			
					\$5,000.00	61090003	51990	Meal Allowance	\$42
						Anticipated cost to cover remainder of FY15			
\$50,000	\$50,000	60080004	53110	Legal Service	\$50,000.00	61090006	54620	Maintenance-trenches	\$9,756
	Reason:	Anticipated surplus				Anticipated cost to permanently repair water trenches			
\$10,000	\$10,000.00	60086006	58654	Hazmat Collection Day	\$10,000.00	61090006	54620	Maintenance-trenches	\$9,756
	Reason:	Anticipated surplus				Anticipated cost to permanently repair water trenches			
\$12,000	\$6,000.00	60086006	52940	Transfer Station	\$6,000.00	61090006	54620	Maintenance-trenches	\$9,756
	Reason:	Anticipated surplus				Anticipated cost to permanently repair water trenches			
\$20,000	\$20,000.00	14001004	53140	Contract Services	\$20,000.00	61090006	54620	Maintenance-trenches	\$9,756
	Reason:	Anticipated surplus				Anticipated cost to permanently repair water trenches			
\$40,096	\$3,500.00	14001001	50600	DPW Commissioner	\$3,500.00	61090006	54620	Maintenance-trenches	\$9,756
	Reason:	Money available due to step increases				Anticipated cost to permanently repair water trenches			
	\$98,500	Total			\$98,500	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:					FISCAL YEAR:				
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$39,525	\$6,000.00	14001101	50640	City Engineer	\$62,500.00	61090006	54620	Maintenance-trenches	\$9,756
	Reason:	Money available due to step increases				Anticipated cost to permanently repair water trenches			
\$21,835	\$3,300.00	60080001	50580	Assistant Chemist					
	Reason:	Money available due to previous vacancy							
\$34,475	\$800.00	60080001	50630	Assistant Commissioner					
	Reason:	Money available due to step increases							
\$125,027	\$8,700.00	60081001	50850	Sewer Tr. Plt. Operator					
	Reason:	Money available due to previous vacancy							
\$104,633	\$8,700.00	60085001	50850	Sewer Tr. Plt. Operator					
	Reason:	Money available due to previous vacancy							
\$151,411	\$35,000.00	14001406	54830	Fuel & Lubricant					
	Reason:	Anticipated surplus due to fluctuation in fuel cost							
	\$62,500	Total			\$62,500	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:					FISCAL YEAR:				
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$3,330	\$3,330.00	61090003	51440	Education Incentive	\$7,639.86	61090006	55740	Water Meters	\$5,001
		Reason: Money available due to previous vacancy				Replacement for stopped residential meters.			
\$310	\$309.86	60080003	51920	Sick Leave Buy Back					
		Reason: Anticipated surplus							
\$4,226	\$4,000.00	61090006	54280	Water Billing					
		Reason: Anticipated surplus							
	\$7,640	Total			\$7,640	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:					FISCAL YEAR:				
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$44,148.00	\$2,000.00	11920001	50690	Foreman	\$500.00	11920002	50520	Principle Clerk	\$8,406.00
		Reason: Suprius due to vacancy				Anticipated funds to cover remainder of fiscal year			
					\$1,500.00	11920001	50385	Electrician	\$19,648.00
		Reason: Anticipated funds to cover remainder of fiscal year							
	\$2,000.00	Total			\$2,000.00	Total			

CITY OF MARLBOROUGH BUDGET TRANSFERS -										
DEPT:		Legal				FISCAL YEAR:		2015		
		FROM ACCOUNT:				TO ACCOUNT:				
Available										Available
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:		Balance
\$350,783.13	\$156,000.00	60075206	59050	Interest Expense-Sewer	\$136,000.00	11510004	53110	Legal Services		\$15,481.55
	Reason:	Surplus				Anticipated costs to cover thru year end				
\$11,422.30	\$500.00	11510006	57600	Claims & Judgements	\$20,000.00	11510006	53880	Registry of Deeds		\$175.00
	Reason:	Anticipated surplus				Anticipated costs to cover thru year end				
					\$500.00	11510006	57100	Instate Travel		\$52.26
	Reason:					Anticipated costs to cover thru year end				
	\$156,500.00	Total			\$156,500.00	Total				

CITY OF MARLBOROUGH BUDGET TRANSFERS -										
DEPT:		Fire Department				FISCAL YEAR:		2015		
		FROM ACCOUNT:				TO ACCOUNT:				
Available										Available
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:		Balance
\$1,339,078.66	\$44,380.99	12200001	50450	Firefighter	\$32,389.25	12200001	50130	Fire Chief		\$22,588.51
	Reason:	Funds available due to vacant new hire position				To fund Fire Chief thru 6/30/15				
					\$11,991.74	12200001	50335	Deputy Chiefs		\$123,113.56
	Reason:					To fund Deputy Chief thru 6/30/15				
	\$44,380.99	Total			\$44,380.99	Total				

ORDERED: That the Employee Retirements transfer request in the amount of \$58,170.18 which moves funds from and to various accounts as noted in the attached spreadsheets to fund sick leave buyback and unused vacation payouts for retiring employees, **APPROVED**; adopted.

CITY OF MARLBOROUGH BUDGET TRANSFERS --										
DEPT:		Police				FISCAL YEAR:		2015		
Available Balance		FROM ACCOUNT:				TO ACCOUNT:				Available Balance
	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:		
\$240,730.90	\$20,165.18	11990006	51500	Fringes	\$20,165.18	12100003	51920	Sick Leave Buy Back	\$8,886.30	
				Sick leave buy back				Retirement		
	\$20,165.18	Total			\$20,165.18	Total				
CITY OF MARLBOROUGH BUDGET TRANSFERS --										
DEPT:		Board of Health				FISCAL YEAR:		2015		
Available Balance		FROM ACCOUNT:				TO ACCOUNT:				Available Balance
	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:		
\$240,730.90	\$13,375.00	11990006	51500	Fringes	\$12,375.00	15120001	50605	Sanitarian/Admin	\$12,954.06	
				Vacation and sick leave buy back				Retirement		
					\$1,000.00	15120003	51920	Sick Leave Buy Back	\$3.82	
								Retirement		
	\$13,375.00	Total			\$13,375.00	Total				
CITY OF MARLBOROUGH BUDGET TRANSFERS --										
DEPT:		DPW - Streets Division				FISCAL YEAR:		2015		
Available Balance		FROM ACCOUNT:				TO ACCOUNT:				Available Balance
	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:		
\$240,730.90	\$24,630.00	11990006	51500	Fringes	\$24,630.00	14001303	51920	Sick Leave Buy Back	\$0.00	
		Reason:	Sick Leave Buy Back					Retirement		
	\$24,630.00	Total			\$24,630.00	Total				

ORDERED: That the Assistant Sanitarian's starting step commence at Step 1, **APPROVED**; adopted.

ORDERED: That the Bond Request for \$3,095,000.00 for the Hudson Street Landfill Redevelopment, **TABLED UNTIL THE APRIL 6, 2015 CITY COUNCIL MEETING**; adopted.

The Finance Committee reviewed the Mayor's letter dated January 22, 2015 for bond request in the amount of \$3,095,000.00 to fund the fields at the Hudson Street Landfill. Councilor Elder abstained from participating. The Finance Committee took the follow actions:

- **15-1006089-1 - The Finance Committee voted 4-0 to approve the communication from the Mayor requesting a vote to permanently dedicate the land, which contains a portion (Lot 2) containing 11.3 acres of Hudson Street Landfill property located on Hudson Street and shown on Marlboro Assessors Maps as Map 30, Parcel 4, as taken by the City of Marlboro on October 5, 1959 for purposes of a public dump and other municipal purposes, to park and recreation purposes under the provisions of MGL c.45, s.3; and further that, as so dedicated, said property is hereby placed under the care, custody, management and control of the City of Marlboro Recreation Commission.**
- **15-1006089-2A - The Finance Committee voted 4 - 0 to approve a 15 year bond for the construction of municipal outdoor recreational facilities in the amount of \$3,095,000.00. The Finance Committee approved recommending the suspension of the rules at the March 9, 2015 City Council meeting to request the advertisement of the bond. Bond was advertised on March 14, 2015.**
- **15-1006089-3 - The Finance Committee voted 4 – 0 to approve the “Proposed resolution to apply for and accept a grant from the Executive Office of Energy and Environmental Affairs, for the Hudson Street Landfill recreation facility.” It is resolved the Mayor be, and hereby is, authorized to apply for and accept a PARC grant from the Executive Office of Energy and Environmental Affairs; and that the Mayor be, and hereby is, authorized to take such other actions as are necessary to carry out the terms, purposes and conditions of the PARC grant to be administered by the Recreation Commission of the City of Marlboro; and that the Resolution shall take effect upon its passage.**

The Finance Committee acknowledged that the Mayor will only move forward with the project if private investment is obtained to offset the cost of the project. The Mayor will update the City Council with the funding sources to offset the cost of the bond prior to any construction activities.

Councilor Elder recused.

ORDERED: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CITY CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY AMENDING 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 years. of service</i>	<i>3 years. of service</i>	<i>4 years. of service</i>	<i>5 years. 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

APPROVED; adopted.

First Reading, suspended; Second Reading, adopted; Passage to Enroll, adopted; Passage to Ordain; adopted. No objection to passage in one evening.

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, AS AMENDED, BE FURTHER AMENDED AS FOLLOWS:

- A. Section 7-35, entitled "Duties", is hereby amended by deleting the words "City Solicitor" wherever it appears and inserting in place thereof the words "City Auditor;"
- B. Section 7-35, is also hereby amended by deleting in its entirety subparagraph (4) of paragraph B., and by renumbering subparagraph (5) of said paragraph B. so as to become subparagraph (4); and
- C. Section 116-2 is hereby amended by deleting the phrase "as required by § 7-35 B.(4) of this Code" and by placing a period after the word "Officer."

APPROVED; adopted.

First Reading, suspended; Second Reading, adopted; Passage to Enroll, adopted; Passage to Ordain; adopted. No objection to passage in one evening.

ORDERED:

TURF FIELD BOND

That the sum of \$3,855,059.00 (three million eight-hundred fifty-five thousand and fifty-nine) dollars be and is hereby appropriated for the construction of a synthetic turf athletic field, new track and concession stand at the Whitcomb Middle School Field and 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 \$3,855,059.00.

Pursuant to the provisions of Chapter 44, Section 7 (3) of the Massachusetts General Laws as amended, each issue of such bonds or notes shall be payable in not more than fifteen (15) years from its date of issue.

TABLED UNTIL APRIL 6, 2015 CITY COUNCIL MEETING; adopted.

Councilor Elder recused.

ORDERED: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CITY CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY AMENDING CHAPTER 125, ENTITLED "PERSONNEL, SECTION 6, ENTITLED COMPENSATION SCHEDULE," AS FOLLOWS:

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>
Fire Chief	-	-	-	-	-	-	\$160,000.00
Building Commissioner	\$87,021.00	\$88,761.42	\$90,536.65	\$92,347.38	\$94,194.33	\$96,078.21	98,000.00

Councilor Irish recused.

APPROVED; adopted.

First Reading, suspended; Second Reading, adopted; Passage to Enroll, adopted; Passage to Ordain; adopted. No objection to passage in one evening.

ORDERED: There being no further business, the regular meeting of the City Council is herewith adjourned at 8:45 PM.



IN CITY COUNCIL

Marlborough, Mass., MARCH 9, 2015

ORDERED:

Be it ordained by the City Council of the City of Marlborough that the Code of the City of Marlborough, as most recently amended, be further amended by amending the Zoning Ordinance as follows:

1. Replacing Section 650-26.A(1)(a) in its entirety with the following:
 - (a) Number of affordable units. The development shall (i) provide that at least 15% of the dwelling units to be constructed for home ownership or rental purposes will be made available at affordable prices to home buyers or renters, or (ii) if authorized by a majority vote of the City Council, provide a sum equal to \$50,000 per affordable dwelling unit that would have been required hereunder, to be deposited in the fund for economic development created by Chapter 126 of the Acts of 2011, or another fund designated by the City Council.

Be and is herewith refer to **URBAN AFFAIRS COMMITTEE, PLANNING BOARD, AND ADVERTISE PUBLIC HEARING FOR MONDAY, APRIL 6, 2015.**

ADOPTED

ORDER NO. 15-1006130



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2015 APR -2 A 10:48

City of Marlborough

Office of the Mayor

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

Arthur G. Vigeant
MAYOR

Michael C. Berry
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 2, 2015

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

RE: OPEB Trustees Recommendation

Honorable President Pope and Councilors:

Enclosed for your approval is the recommendation from the city's OPEB Board of Trustees pursuant to "Article 14" of City Council Order No. 13-1005335C. The Trustees have met several times to assess and evaluate the city's options as it relates to the investment policies of our OPEB contributions.

As you will see from the enclosed correspondence, they have provided us a document summarizing the benefits and drawback regarding our options. Based on their findings, the utilization of an independent company provides the best value to the city while still maintaining control of the portfolio.

I want to thank the members of our OPEB Board of Trustees for their hard work and diligence. I also want to thank the City Council for your forward thinking and willingness to work with me to address this important issue.

Should you have any questions, please do not hesitate to let me know.

Sincerely,

Arthur G. Vigeant
Mayor

CITY OF MARLBOROUGH OPEB TRUSTEES RECOMMENDATION

March 31, 2015

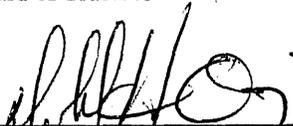
Dear Mayor Vigeant,

Please accept the following document from the Other Post-Employment Benefits (OPEB) Trustees regarding the initial investment policy according to City Council Order No. 13-1005335C article 14. The Trustees would appreciate your positive recommendation for this document to be submitted to the City Council for approval. The Trustees have done our due diligence as a committee and feel that this document is a valid investment policy for the OPEB Trust Fund to proceed with in order to fund the City's liability. The Trustees have compiled a list of pros and cons (see attached) which assisted us with our decision. Additionally the OPEB Trustees recommend the following timeline to fund the OPEB Trust:

- Submit Trustee recommendation to Council April 6, 2015
- Council Approves OPEB Trust Policy Statement May 18, 2015
- Invest OPEB Trust fund monies June 1, 2015.

The Trustees thank you for this opportunity and look forward to your favorable recommendation.

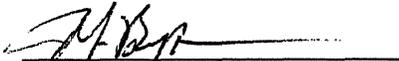
Sincerely,
Board of Trustees



Michael H. Ossing
Trustee (Member, City Council)



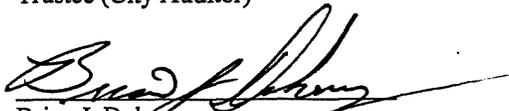
Alfred G. Weaver
Trustee (Appointee of Mayor)



Michael E. Bergeron
Trustee (Finance Director, Marlborough Public School Department)



Diane L. Smith
Trustee (City Auditor)



Brian J. Doherty
Trustee (City Treasurer)

At this time the Trustees are recommending using an independent contractor (Bartholomew & Company Incorporated) to invest the OPEB trust funds according to the initial investment policy. The trustees have recommended using Bartholomew & Company Incorporated as their investment manager. We carefully considered all options and decided on them for several reasons as shown on the Pros and Cons chart below:

	Pros	Cons
PRIT	Professionally managed portfolio	No say on investment risk
(Pension Reserves	Highest managed fund portfolio	3 year commitment
Investment Trust)		Cost 1%
PARS	Professionally managed portfolio	No say on investment risk
(Public Agency	Trust agreement IRS approved	Pooled funds with no control if sold
Retirement Services)	30 Years of experience	New to municipal market
		Cost .37% with Vanguard
		Cost .50% with US Bank
		Not locations close by
Independent	Keep fiduciary responsibility	
(Bartholomew)	Separately managed accounts	
	We control risk	
	Cost .35% declines as fund increases	
	82 OPEB municipal clients in Mass.	
	Funds held under City's name	
	Service location in Massachusetts	
	Credit for existing account	
	No commitment	

CITY OF MARLBOROUGH
OPEB TRUST INVESTMENT POLICY STATEMENT

The primary purpose of this Investment Policy Statement (the “IPS”) is to provide a clear understanding regarding the City of Marlborough’s (the “City”) OPEB Trust’s (the “Trust”) investment objectives, performance goals, and risk tolerance.

A. Scope

This IPS applies to all funds that are separately designated as long-term OPEB funds for the City or any of its separately identified enterprises. Any additional contributions to the Trust will be maintained in the same manner.

B. Authority

Massachusetts General Law Chapter 32B, Section 20 allows a city, town, district, county or municipal lighting plant to set up a special trust fund, the Other Post Employment Benefits (OPEB) Liability Trust Fund. The governmental unit’s treasurer is the custodian of the fund or in the case of a light plant, an officer designated by the board. Investment of fund monies by the custodian must be consistent with the prudent person standard set forth in Massachusetts General Law Chapter 203C for private trust funds. Interest earned on the investment of fund monies belongs to the fund.

C. Diversification

The following asset classes can be included in the Trust in order to construct a diversified investment portfolio that is both prudent and appropriate given the City’s actuarial assumed discount rate, target rate of return, investment objective, and risk tolerance. The investment parameters and asset allocation definitions that will govern the Investment Manager of the diversified portfolio are included in the addendums to this IPS.

Equities

The primary objective of the Trust’s equity allocation is to provide long-term total returns that are, at a minimum, consistent with appropriate broad market indexes through full market cycles.

The Investment Manager of the diversified portfolio can purchase and manage the equity allocation using individual equities, such as domestic common stocks, preferred stocks, and/or American-Depository Receipts (ADRs).

The Investment Manager can also utilize other investments such as, mutual funds, exchange traded funds, closed-end funds, etc. Total equity exposure is able to include, both domestic and international equities, both developed and emerging countries and geographic regions, as well as large-, mid-, and small-market capitalization weighted companies. Direct holdings of common stock, preferred stock, and/or ADRs in any one company should not exceed 5% of the market value of the invested portfolio.

Investing directly in real estate, private placements, letter stock, or initial public offerings is strictly prohibited. The Investment Manager of the diversified portfolio shall not engage directly in margin transactions,

short sales, or any other leveraged or inverse investment vehicles. Mutual funds, exchange-traded funds, and closed-end funds, however, may engage in margin, leverage, and/or short sales. Investing directly in unit-investment trusts (UITs) and business development companies (BDCs) are strictly prohibited.

Fixed Income

The primary objectives of the Trust's fixed income allocation are to preserve capital and generate a reasonable level of cash flow. The secondary objective is to provide price returns that exhibit lower correlation to the broad global equity markets in order to reduce the overall risk of the portfolio.

The Investment Manager of the diversified portfolio can purchase and manage the fixed income allocation using individual bonds that are United States Dollar denominated only. Issuer selection can include domestic corporate bonds and any obligations of the United States Government, the Federal National Mortgage Association (FNMA), the Federal Home Loan Bank (FHLB), the Federal Farm Credit Bureau (FFCB), and the Federal Home Loan Mortgage Company (FHLMC).

The Investment Manager can also utilize other investment vehicles such as, mutual funds, exchange traded funds, closed-end funds, etc. Total fixed income exposure is able to include, both domestic and international bonds, both developed and emerging countries and geographic regions. All fixed income investment vehicles shall be United States Dollar denominated only. Direct holdings of individual corporate bonds in any one company should not exceed 5% of the market value of the invested portfolio; however, this is not applicable to the United States Government and the approved United States Agencies. Lower-quality investments may only be held through diversified vehicles, such as mutual funds or exchange-traded funds.

Investing directly in real estate, mortgages, collateral or non-collateral loans, private placements, fixed income or interest rate futures, or any other specialized fixed income ventures is strictly prohibited. Investing directly in unit-investment trusts (UITs) and business development companies (BDCs) are strictly prohibited.

Alternative Investments

The primary objective of the Trust's alternative allocation is to provide long-term capital appreciation that is less correlated to broad global equity and fixed income indexes.

The Investment Manager of the diversified portfolio can only purchase those strategies that are deemed to be alternative through daily-liquid diversified investment vehicles such as, mutual funds, exchange-traded funds, closed-end funds, etc.

Investing directly in unit-investment trusts (UITs) and business development companies (BDCs) are strictly prohibited.

Cash and Cash Equivalents

Cash will be maintained to provide periodic cash distributions, if and when necessary. Cash will not normally be held as a strategic investment asset, although the Investment Manager may seek to allow cash to build to the maximum level in times of market uncertainty.

D. Specific Risks

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations.

The City will manage credit risk several ways. There will be no limit to the amount of United States Treasury and United States Government Agency obligations.

In regards to fixed-income investments, the City will only purchase investment grade securities. Lower-quality investments may only be held through diversified vehicles, such as mutual funds or exchange-traded funds. Investments in fixed income securities will be made primarily for income and capital preservation.

Custodial Risk

The custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside party.

The City will review the financial institution's financial statements and the background of the sales representative. The intent of this qualification is to limit the City's exposure to only those institutions with a proven financial strength, Capital adequacy of the firm, and overall affirmative reputation in the municipal industry.

Further, all securities not held directly by the City, will be held in the City's name and tax identification number by a third party custodian approved by the Treasurer and evidenced by safekeeping receipts showing individual CUSIP numbers for each security.

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer.

The City will minimize Concentration of Credit Risk by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized. As stated above, securities of a single corporate issuer (with the exception of the United States Government and its Agencies) will not exceed 5% of the portfolio value.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment.

The City will manage interest rate risk by managing duration in the Trust.

Foreign Currency Risk

Foreign currency risk is the risk that changes in foreign monetary exchange rates will adversely affect the fair value of an investment or a deposit.

The City will, as much as feasible, mitigate foreign currency risk.

E. Standards of Care

The standard of prudence to be used by the Treasurer shall be the "Prudent Person" standard and shall be applied in the context of managing an overall portfolio. The Treasurer acting in accordance with written procedures and this IPS, and exercising reasonable due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided the purchases and sale of securities is carried out in accordance with the terms of this IPS.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs; not for speculation, but for investment considering the probable safety of their capital as well as the probable income to be derived.

In addition this section would also apply to M.G.L. Chapter 44 Section 55A which refers to the liability of the Treasurer for losses due to bankruptcy.

F. Ethics

The Treasurer shall refrain from any personal activity that may conflict with the proper execution of the investment program or which could impair or appear to impair ability to make impartial investment decisions. The Treasurer shall disclose to the Mayor any material financial interest in financial institutions that do business with the City. They shall also disclose any large personal financial investment positions or loans that could be related to the performance of the City's investments.

G. Relationship with Financial Institutions

Financial institutions should be selected first and foremost with regard to their financial soundness and stability. Brokers should be recognized, reputable dealers. All cash and securities shall be held in either a bank that is allowable for the deposit of public funds, provided funds on deposit are insured by the Federal Deposit Insurance Corporation (FDIC), or in an Investment Brokerage Account that is insured by the Securities Investor Protection Corporation (SIPC). If a banking institution is selected as manager, the City will subscribe to Veribanc[®], a recognized bank rating service.

The Treasurer shall require any brokerage houses and broker/dealers, wishing to do business with the City, to supply the following information to the Treasurer:

- Annual financial statements
- If acting as a Registered Investment Adviser, Form ADV Part II report
- Errors & Omissions insurance amounting to, at a minimum, the total fair market value of the Trust Funds Portfolio.

- A statement that the Advisor has read the City's IPS and will comply with it on an annual basis
- Annual review all advisors through www.finra.org: Broker Check

H. Reporting Requirements

On a quarterly basis, a report containing the following information will be prepared by the Treasurer and distributed to the Mayor, as appropriate. The quarterly report will include the following information, as a minimum requirement:

- A listing of the individual accounts and individual securities held at the end of the reporting period.
- A listing of the short-term investment portfolio by security type and maturity to ensure compliance with the diversification and maturity guidelines established in the "Diversification" section of this IPS.
- A summary of the income earned on a monthly basis and year-to-date basis shall be reported.
- The Treasurer shall include in the report a brief statement of general market and economic conditions and other factors that may affect the City's cash position.
- The report should demonstrate the degree of compliance with the tenets set forth in the IPS.

I. Performance Measurement and Evaluation

- The individual and custom benchmarks that will be monitored for performance reporting and analysis of the Trust's portfolio are stated and described in the addendums to this IPS.
- It is expected that the respective asset classes of the Trust's diversified portfolio will outperform their respective benchmarks, net of fees and expenses, on a long term (market cycle) basis.

K. Supervision

- The Treasurer will meet with the investment manager(s) as frequently as semi-annually to monitor the performance of the funds and the investment manager(s) compliance with these guidelines. The Treasurer will receive and review portfolio management reports quarterly.
- The Treasurer will review this Investment Policy Statement at least once a year to ensure that it remains appropriate and complete.
- The Treasurer has the option to put the management of funds out for bid periodically, and may consider such option not less frequently than every five years, through a request for information, request for proposal, or similar process as required by law or town policy.

L. Legal References

- Massachusetts General Law Chapter 32B, Section 20
- Massachusetts General Law Chapter 203C, Section 1 through 11

I _____, Treasurer of the City of Marlborough have reviewed this IPS and will manage the City's OPEB Trust under my control in accordance with this IPS and any attached Addendums.

Treasurer's Signature

Treasurer's Printed Name

Date

ADDENDUM #1
INVESTMENT PARAMETERS
AS OF 4/1/2015

The information contained herein shall dictate the long-term asset allocation targets as well as minimum and maximum parameters, when applicable, that will govern the management of the investable portion of the Trust. The methodology for determining specific security and investment strategy definitions is detailed in Addendum #2.

<i>Category</i>	<i>Min</i>	<i>Target</i>	<i>Max</i>
Equity	20%	25%	30%
Domestic Equity	10%	15%	20%
International Equity	5%	10%	15%
Preferred Equity	0%	0%	10%
Balanced	0%	0%	10%
Fixed Income	65%	75%	85%
Domestic Bonds	55%	65%	75%
U.S. Treasuries & Agencies	20%	25%	30%
Corporates & Diversified Investment Vehicles	35%	40%	45%
International Bonds	5%	10%	15%
Alternatives	0%	0%	10%
Cash / Short Term	0%	0%	10%
Total	---	100%	---

Treasurer's Signature

Date

ADDENDUM #2
ASSET ALLOCATION DEFINITIONS
AS OF 4/1/2015

<i>Asset Class</i>	<i>Asset Category</i>	<i>Morningstar Category</i>	
Domestic Equity	Large Cap	Large-Cap Blend	Energy
		Large-Cap Growth	Financial
		Large-Cap Value	Healthcare
		Communications	Industrials
Domestic Equity	Mid Cap	Consumer Cyclical	Technology
		Consumer Defensive	Utilities
		Consumer Staples	Miscellaneous Sector
		Mid-Cap Blend	Mid-Cap Value
Domestic Equity	Small Cap	Mid-Cap Growth	
		Small-Cap Blend	Small-Cap Value
Domestic Equity	Preferred Equity	Small-Cap Growth	
		Preferred Stock	
International Equity	Developed	Foreign Large-Cap Blend	Foreign Small/Mid Blend
		Foreign Large-Cap Growth	Foreign Small/Mid Growth
International Equity	Developed	Foreign Large-Cap Value	Foreign Small/Mid Value
		World Stock	Japan
International Equity	Emerging Markets	Europe	
		Emerging Markets	Pacific/Asia
International Equity	Emerging Markets	India	Pacific/Asia ex-Japan
		Latin America	Miscellaneous Region
International Equity	Emerging Markets	China	
Balanced	Balanced	Aggressive Allocation	World Allocation
		Moderate Allocation	Target Date
		Conservative Allocation	Retirement Income
		Tactical Allocation	
Domestic Bond	Investment Grade	Corporate Bond	Muni National Intermediate
		Inflation Protected Bond	Muni National Long-Term
		Intermediate Gov't Bond	Muni National Short-Term
		Intermediate Term Bond	Muni Single State
Domestic Bond	Investment Grade	Long-Term Bond	Short-Term Bond
		Long-Term Gov't	Short-Term Gov't Bond
		Stable Value	Ultrashort Bond
		Multisector	Multisector Bond
Domestic Bond	High Yield	High-Yield Bond	Bank Loans
		High-Yield Muni	
International Bond	World Bond	World Bond	
	Emerging Markets Bond	Emerging Markets Bond	
Alternatives	Equity Alternatives	Long/Short Equity	Market Neutral
	Equity Alternatives	Private Equity	
	Bond Alternatives	Nontraditional Bond	
	Real Estate	Real Estate	Global Real Estate
	Real Estate	Direct Property	
Alternatives	Managed Futures	Managed Futures	Currency
	Other Alternatives	Arbitrage	Precious Metals
		Hedge Funds	Commodities
		Multi-Alternative	Natural Resources
Trading/Tactical		Bear Market	

Treasurer's Signature _____

Date _____

ADDENDUM #3
PERFORMANCE REPORTING
AS OF 4/1/2015

The information contained herein shall dictate the individual and blended benchmark(s), when applicable, to be utilized in monitoring the performance of the investable assets of the Trust.

<i>Category</i>	<i>Index</i>	<i>Percentage</i>
Equity	MSCI AC World Index	25%
Domestic Equity	---	
International Equity	---	
Preferred Equity	---	
Balanced	---	0%
Fixed Income	Barclays Capital US Aggregate Bond	75%
Domestic Bonds	---	
U.S. Treasuries & Agencies	---	
Corporates & Diversified Investment Vehicles	---	
International Bonds	---	
Alternatives	HFRI Fund of Funds Composite	0%
Cash / Short Term	US T-Bills	0%
Total		100%

Treasurer's Signature

Date



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

RECEIVED *Arthur G. Vigeant*
CITY CLERK'S OFFICE MAYOR
CITY OF MARLBOROUGH
2015 APR -2 A 10:53
Michael C. Berry
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 2, 2015

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

RE: OPEB Transfer Request

Honorable President Pope and Councilors:

Enclosed for your approval is a transfer request in the amount of \$5,000,000.00 that will mark our inaugural deposit towards the city's unfunded post-employment liability, better known as OPEB.

This request represents a giant step for our community towards ensuring we do not saddle future generations with crippling costs associated with pension and retiree health insurance obligations.

Our finance team and I look forward to discussing this matter with you in greater detail. Thank you in advance for your consideration.

Sincerely,

Arthur G. Vigeant
Mayor



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
City of Marlborough
Office of the Mayor

2015 APR -2 A 10 49

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

Arthur G. Vigeant
MAYOR

Michael C. Berry
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 2, 2015

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

RE: Transfer Request – Police Department

Honorable President Pope and Councilors:

Enclosed for your approval is a transfer request in the amount of \$112,488.00 to fund the contractually obligated sick leave buyback due to two (2) retiring members of the Police Department.

Should you have any questions, please do not hesitate to let me know. Thank you in advance for your consideration.

Sincerely,

Arthur G. Vigeant
Mayor



RECEIVED
CITY CLERK'S OFFICE
OF MARLBOROUGH

2015 APR -2 A 10:49

City of Marlborough
Office of the Mayor

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

Arthur G. Vigeant
MAYOR

Michael C. Berry
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 2, 2015

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

RE: Transfer Request – Fire Department

Honorable President Pope and Councilors:

Enclosed for your approval is a transfer request in the amount of \$7,244.24 to fund the contractually obligated sick leave buyback due to a retiring member of the Fire Department.

Should you have any questions, please do not hesitate to let me know. Thank you in advance for your consideration.

Sincerely,

Arthur G. Vigeant
Mayor



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

March 26, 2015

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

Re: Transfer Request

Dear Mayor Vigeant,

I am submitting for your approval a transfer request to fund sick leave buy back for an upcoming retirement. The current account balance is insufficient to fund the sick leave buy back. Retirements are not figured into our sick leave buy back line item.

\$7,244.24 from 11990006-51500 (Fringe) to 12200003-51920 (Sick Leave)

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

Sincerely,

Geoff Herald
Fire Chief



RECEIVED
CLERK'S OFFICE
OF MARLBOROUGH

APR -2 A 10:49

City of Marlborough

Office of the Mayor

140 Main Street

Marlborough, Massachusetts 01752

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

Arthur G. Vigeant
MAYOR

Michael C. Berry
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

April 2, 2015

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

RE: Transfer Request – Mayor's Office

Honorable President Pope and Councilors:

Enclosed for your approval is a transfer request in the amount of \$5,610.25 to fund the sick leave buy back and unused vacation payout due to a departing member of my staff.

Should you have any questions, please do not hesitate to let me know. Thank you in advance for your consideration.

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

2015 APR -2 A 11:43

DONALD V. RIDER, JR.
CITY SOLICITOR

CYNTHIA M. PANAGORE GRIFFIN
ASSISTANT CITY SOLICITOR

ELLEN M. STAVROPOULOS
PARALEGAL

April 2, 2015

Patricia Pope
President
Marlborough City Council

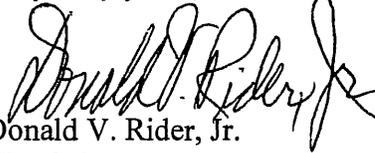
RE: Order No. 14/15-1006011D
X14/15-1006053C
X-03-10047B
Application to Amend Special Permit
Digital Federal Credit Union
835-865 and 905 Donald J. Lynch Boulevard, Marlborough

Dear President Pope and Members:

Pursuant to Chapter 650-59C(13) of the Marlborough Zoning Ordinance, I provide this letter as to the legal form of the City Council's proposed decision on the special permit application submitted by Digital Federal Credit Union. The DCU application seeks to amend the original special permit (Order No. 03-10047B) by removing condition #7, which prohibits signs on the site which have moving parts, message boards, LCDs or equivalent features; and inserting in place thereof a new condition #7 comporting with City Code § 526-13 entitled, Electronic Message Center Signs and Digital Display Signs.

I have enclosed a copy of the proposed decision. I certify that the decision is in proper legal form.

Very truly yours,


Donald V. Rider, Jr.
City Solicitor

Enclosure

cc: David McCay, Esquire

IN CITY COUNCIL

ORDERED:

DECISION ON A SPECIAL PERMIT

IN CITY COUNCIL

Special Permit
Digital Federal Credit Union
Order No. 14/15-1006011E
X14/15-1006053D
X-03-10047B

**DECISION ON A SPECIAL PERMIT
CITY COUNCIL ORDER NO. 14/15-1006011E**

The City Council of the City of Marlborough hereby GRANTS the application to amend a Special Permit to Digital Federal Credit Union (the "Applicant") for the property located at 835-865 and 905 Donald J. Lynch Boulevard, Marlborough, Massachusetts, as provided in this Decision and subject to the following Findings of Fact and Conditions.

FINDINGS OF FACT AND RULING

1. The Applicant is the owner of the property located at 835-865 and 905 Donald J. Lynch Boulevard, Marlborough, Massachusetts, as shown on the Marlborough Assessors Maps as Map 50, Parcels 9, 3A and 3B (the "Site").
2. The Site is subject to a special permit issued by the City Council of the City of Marlborough dated June 16, 2003, Order No. 03-10047B (the "Original Special Permit," attached hereto as Exhibit A).
3. In light of the recent amendment to the City Code creating § 526-13 entitled, Electronic Message Center Signs and Digital Display Signs, the Applicant seeks to amend the Original Special Permit by removing Condition #7 which prohibits signs on the Site which have moving parts, message boards, LCDs or equivalent features; and inserting in place thereof a new Condition #7 comporting with § 526-13 (the "Application").
4. In connection with the Application, the Applicant has submitted a certified list of abutters, filing fees, and the existing approved site plan for the Site entitled, "As-Built Plan, Donald J. Lynch Boulevard Office Park," prepared by Cornerstone Consulting Civil Engineers and Land Surveyors, dated July 20, 2004 (the "Plans").
5. The Plans were certified by the Building Commissioner of the City of Marlborough, acting on behalf of the City Planner for the City of Marlborough, as having

complied with Rule 4, items (a) through (m), of the Rules and Regulations promulgated by the City Council for the issuance of a Special Permit.

6. Pursuant to the Rules and Regulations of the City Council for the City of Marlborough and applicable statutes of the Commonwealth of Massachusetts, the City Council established a date for public hearing on the Application and the City Clerk for the City of Marlborough caused notice of the same to be advertised and determined that notice of the same was provided to abutters entitled thereto in accordance with applicable regulations and law.

7. The Marlborough City Council, pursuant to Massachusetts General Laws, Chapter 40A, held a public hearing on the application on Monday, February 23, 2015.

8. The Applicant, through its representatives, presented testimony at the public hearing detailing the Application. No individual in attendance at the public hearing spoke in opposition to the Application.

BASED ON THE ABOVE, THE CITY COUNCIL MAKES THE FOLLOWING FINDINGS AND TAKES THE FOLLOWING ACTIONS

A. The Applicant has complied with all Rules and Regulations promulgated by the Marlborough City Council as they pertain to special permit applications.

B. The City Council finds that the proposed use of the Site is an appropriate use and in harmony with the general purpose and intent of the Zoning Ordinance of the City of Marlborough when subject to the appropriate terms and conditions as provided herein. The City Council makes these findings subject to the completion and adherence by the Applicant, its successors and/or assigns, to the conditions more fully set forth herein.

C. The City Council, pursuant to its authority under Massachusetts General Laws Chapter 40A and the Zoning Ordinance of the City of Marlborough, hereby GRANTS the Applicant an Amended Special Permit, SUBJECT TO THE FOLLOWING CONDITIONS, which conditions shall be binding on the Applicant, its successors and/or assigns:

1. The Original Special Permit is amended by removing Condition #7 in its entirety and inserting in place thereof the following:

7) The location and design of any signage on the Site shall be reviewed and approved by the City of Marlborough in accordance with § 526-13 entitled, Electronic Message Center Signs and Digital Display Signs, as set forth in the City Code of the City of Marlborough.

2. In accordance with the provisions of M.G.L. c. 40A, § 11, the Applicant, its successors and/or assigns shall, at its expense, record this Amended Special Permit in the Middlesex South Registry of Deeds after the City Clerk has certified that the twenty-day period for appealing this Amended Special Permit has elapsed with no appeal having been filed, and before the Applicant, its successors and/or assigns, has applied to the Building Commissioner for any building permit that may be required concerning the Sign. The Applicant, its successors and/or assigns shall also furnish proof of recording to the City Solicitor's Office and the City Council immediately subsequent to recording.

3. Except as amended by this Decision, the Original Special Permit remains in full force and effect.

Yea: _____ - Nay: _____ - Absent: _____

ADOPTED
In City Council
Order No. 14/15-1006011E
Adopted: _____ 2015

Approved by Mayor
Arthur Vigeant
Date: _____ 2015

A TRUE COPY
ATTEST: _____ City Clerk

EXHIBIT A



IN CITY COUNCIL

JUNE 16, 2003

Marlborough, Mass.

ORDERED:

NOTICE OF DECISION GRANT OF SPECIAL PERMIT

In City Council
Order No. 03-10047B

Application of:
Capital Group Properties Inc./DLB, LLC,
259 Turnpike Rd - Suite 100
Southborough, MA 01772

Locus:
853 and 905 Donald J. Lynch Blvd.

DECISION

The City Council of the City of Marlborough voted to **GRANT** a Special Permit to Capital Group Properties Inc./DLB, LLC for the construction of an accessory stand-alone credit union/bank facility with one (1) Drive Up ATM window, said structure constructed in front of the approved 126,000 sq.ft office building which is to be fully occupied by Digital Credit Union, based on the Findings of Facts and Conditions attached hereto.

Decision filed: JUNE 20, 2003

The Decision of the City Council was filed in the Office of the City Clerk of the City of Marlborough on the twentieth day of June, 2003.

APPEALS

Appeals, if any, shall be made pursuant to Massachusetts General Laws, Chapter 40A §17 and shall be filed within twenty (20) days after the date of the filing of this Notice of Decision in the Office of the City Clerk of the City of Marlborough, MA.

This is to certify that twenty (20) days have passed since the filing of the within decision and no appeal thereto has been filed with this office.
Given at Marlborough this 11th day of July, 2003.

Given under Chapter 40A Sec.11 of the General Laws.

A TRUE COPY

ATTEST:

City Clerk



IN CITY COUNCIL

Marlborough, Mass., JUNE 16, 2003
PAGE 1

ORDERED:

DECISION ON A SPECIAL PERMIT CITY COUNCIL ORDER NO. 03-10047B

FINDINGS OF FACTS AND RULINGS

- 1) DLB, LLC is hereinafter referred to as the Applicant.
- 2) Applicant is the owner of certain real property located at 853 and 905 Donald J. Lynch Boulevard in Marlborough, MA described as Assessors Map 50, Parcels 3A and 3B, on which Applicant has an approved Site Plan for two office buildings (126,000 sq.ft. and 90,000 sq.ft.). However, Applicant proposes to construct two buildings (126,000 sq.ft. and 70,000 sq. ft.) and a stand alone accessory credit union/bank facility (4952 sq.ft.) with one (1) Drive up ATM window to be constructed in front of the 126,000 sq.ft. building which is to be fully occupied by Digital Credit Union.
- 3) The Applicant filed with the City Clerk of the City of Marlborough an Application for a Special Permit pursuant to the 11/18/02 Edition of the Zoning Ordinance of the City of Marlborough, Section 200-18, paragraph 39 and Order No. 99-8137B, seeking permission for the Drive-up ATM.
- 4) The Site is located in a Limited-Industrial District as adopted by the City Council on July 13, 1999, and the proposed facility is new construction.
- 5) In connection with the Special Permit Application, Applicant filed a detailed Summary Impact Statement, certified list of abutters, filing fee and the required number of copies of the Site Plan.
- 6) The filed Plan was certified by the Director of Planning for the City of Marlborough as having complied with Rule 7, and conforms in all respects to the City Code and to the Rules and Regulations promulgated by the City Council for the issuance of a Special Permit.
- 7) Pursuant to the Rules and Regulations of the City Council and applicable statutes of the Commonwealth of Massachusetts, the City Council established a date for a public hearing for the Special Permit Application and the City Clerk caused to be advertised said date in the Marlborough Enterprise and sent notice of said hearing to abutters entitled to notice under the law.

-continued-



IN CITY COUNCIL

JUNE 16, 2003

Marlborough, Mass., PAGE 2

ORDERED:

- 8) The Marlborough City Council, pursuant to MGL C.40A, held a public hearing on June 2, 2003 concerning the said Application.
- 9) The Applicant presented testimony at the public hearing detailing the application, describing its impact upon municipal services, the neighborhood and traffic. The applicant indicated that the on-site impacts of the new facility would be minimal, and that the off-site impacts would be no different from those resulting from the previously approved site plan for the site.

**BASED UPON THE ABOVE,
THE CITY COUNCIL MAKES THE FOLLOWING FINDINGS
OF FACT AND TAKES THE FOLLOWING ACTIONS:**

- A) The Applicant has complied with all the Rules and Regulations promulgated by the Marlborough City Council as they pertain to the Application.
- B) The City Council finds that the proposed use of the Site is an appropriate use and in harmony with the general purpose and intent of the Zoning Ordinance of the City of Marlborough when subject to the appropriate terms and conditions as provided herein.
- c) The City Council finds, pursuant to its authority under MGL C.40A, **GRANTS** the Applicant a Special Permit to construct and operate the Drive-up ATM Credit Union/Banking service shown on the filed plans, **SUBJECT TO THE FOLLOWING CONDITIONS:**
 - 1) Construction of all structures on the Site is to be in accordance with all applicable Building Codes and Zoning Regulations in effect in the City of Marlborough and Commonwealth of Massachusetts and shall be built according to the Site Plan prepared by Mistry Associates, Inc. Engineering, with final revision dated February 25, 2003, filed with the Special Permit Application and as amended during the Site Plan and Building Permit application process, including but not limited to the Landscape Plan as submitted.
 - 2) The issuance of the Special Permit is further subject to detailed Site Plan Review, in accordance with the City of Marlborough Ordinance, prior to the issuance of the actual Building Permit. Any additional changes, alterations, modifications or amendments as required by Site Plan Review shall be further conditions attached to the Building Permit and no Occupancy Permit shall be issued until all conditions are complied with by the Applicant.

-continued-



IN CITY COUNCIL

JUNE 16, 2003

Marlborough, Mass., PAGE 3

ORDERED:

- 3) The Applicant agrees to comply with all rules, regulations and Ordinances of the City of Marlborough, Commonwealth of Massachusetts and the Federal Government as they may apply to the construction, maintenance and operation of Applicant's facility.
- 4) The location and design of signage and pavement markings shall be reviewed and approved during the Site Plan Review Process in compliance with Rules and Regulations promulgated by the Traffic Commission of the City of Marlborough.
- 5) All terms, conditions, requirements, approvals, plans and drawings required hereunder and as they may be amended, are made a part of and incorporated herein as a condition to the issuance of the Special Permit.
- 6) Site Plan Approval shall be consistent with this Approval.
- 7) Signage on the Site shall not exceed the As-of-Right square footage, height, mechanical, lighting and setback requirements as outlined in the City of Marlborough Sign Ordinance. There shall be no moving parts, message boards, liquid crystal displays (LCD's) or equivalent features on the signs on the Site.
- 8) The Drive-up ATM window shall be allowed to operate 24 (twenty four) hours per day, 7 (seven) days a week, however, any other ATM's located at this Branch shall only be open during the business hours of operation of the Branch. Any changes or deviations from the same shall require a modification of this Special Permit.

APPROVE: Yea: 10 - Nay: 0 (Ward Seven seat vacant)

Yea: Katz, Page, Nawrocki, Pope, Evangelous, Clancy, Hunt, Ossing, Vigeant, Yurkus

ADOPTED

In City Council

Order No. 03-10047B

Adopted June 16, 2003

A TRUE COPY

ATTEST:

City Clerk



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
2015 APR -2 A 11:43
CYNTHIA M. PANAGORE GRIFFIN
ASSISTANT CITY SOLICITOR
ELLEN M. STAVROPOULOS
PARALEGAL

April 2, 2015

Patricia Pope
President
Marlborough City Council

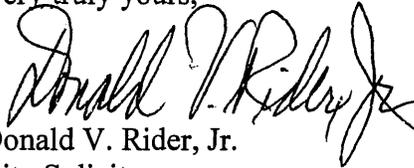
RE: Order No. X14/15-1006053C
14/15-1006011D
X-03-10047B
Application for Special Permit
Digital Federal Credit Union
865 Donald J. Lynch Boulevard, Marlborough

Dear President Pope and Members:

I provide this letter as to the legal form of the City Council's proposed decision on the special permit application submitted by Digital Federal Credit Union. The application seeks permission to operate an electronic message center sign pursuant to City Code § 526-13 entitled, Electronic Message Center Signs and Digital Display Signs.

I have enclosed a copy of the proposed decision. I certify that the decision is in proper legal form.

Very truly yours,


Donald V. Rider, Jr.
City Solicitor

Enclosure
cc: David McCay, Esquire

ORDERED:

DECISION ON A SPECIAL PERMIT

IN CITY COUNCIL

Special Permit
Digital Federal Credit Union
Order No. 15-1006053D
X14/15-6011E
X-03-10047B

**DECISION ON A SIGN ORDINANCE SPECIAL PERMIT
CITY COUNCIL ORDER NO. 15-1006053D**

The City Council of the City of Marlborough hereby GRANTS the application to for a Sign Ordinance Special Permit to Digital Federal Credit Union (the "Applicant") for the property located at 865 Donald J. Lynch Boulevard, Marlborough, Massachusetts, as provided in this Decision and subject to the following Procedural Findings and Findings of Facts and Conditions.

FINDINGS OF FACT AND RULING

1. The Applicant is the owner of the property located at 865 Donald J. Lynch Boulevard, Marlborough, Massachusetts, as shown on the Marlborough Assessors Maps as Map 50, Parcel 9 (the "Site").
2. The Applicant seeks a Sign Ordinance Special Permit, pursuant to Section 526-13 of the Code of the City of Marlborough entitled, Electronic Message Center Signs and Digital Display Signs (the "EMC and Digital Display Sign Ordinance"), to operate an electronic message center sign (the "Sign") at the Site (the "Application").
3. The Sign is a 41-inch by 87-inch double-faced full color electronic message center (EMC) sign, with a display area of 24.77 square feet. The Sign is located on a 17-foot high free-standing pylon sign below an internally-illuminated sign. The Sign installer is Poyant Signs of 125 Samuel Barnet Blvd., New Bedford, Massachusetts 02745.
4. At its meeting on February 12, 2015, the Planning Board issued a variance decision for the Sign, granting variances from certain requirements applicable to the Sign under the EMC and Digital Display Sign Ordinance, with the Applicant agreeing to maintain only the levels allowed for the maximum daytime brightness levels from sunset to sunrise as allowed by the EMC and Digital Display Sign Ordinance and further agreeing to utilize static messages only as allowed by said Ordinance (the "Variances.")
5. In connection with the Application, the Applicant has submitted schematic designs of the Site and a sketch plan showing the location of the Sign on the Site.

6. The Marlborough City Council held a public hearing on the Application on Monday, February 23, 2015.

7. The Applicant, through its representatives, presented testimony at the public hearing detailing the Sign. No individual in attendance at the public hearing spoke in opposition to the Sign.

BASED ON THE ABOVE, THE CITY COUNCIL MAKES THE FOLLOWING FINDINGS AND TAKES THE FOLLOWING ACTIONS

A. The Applicant has complied with all rules and regulations promulgated by the Marlborough City Council as they pertain to application for a special permit under the EMC and Digital Display Sign Ordinance.

B. The City Council finds that the Sign complies with the standards set forth in Section 526-13.B of the EMC and Digital Display Sign Ordinance.

C. The City Council finds, pursuant to Section 526-13.B(16) of the EMC and Digital Display Sign Ordinance, that: all other signage on the Site is in compliance with zoning requirements; the Sign does not create unnecessary visual clutter or constitute signage overload for the lot or surrounding neighborhood or street; the Sign does not substantially block visibility of signs on abutting lots; the Sign does not substantially block solar access of, or the view from, windows of residential dwellings on abutting lots; the proposed illumination is appropriate to the Site and is appropriately located with respect to the character of the surrounding neighborhood; the scale and/or location of the Sign is appropriate; and the dimensions of the Sign comply with the area limitations of the EMC and Digital Display Sign Ordinance, as permitted by the Variances.

D. The City Council, pursuant to its authority under the EMC and Digital Display Sign Ordinance, hereby GRANTS the Applicant a special permit for the Sign, SUBJECT TO THE FOLLOWING CONDITIONS, which conditions shall be binding on the Applicant, its successors and/or assigns:

1. The Sign shall be operated in accordance with the EMC and Digital Display Sign Ordinance of the City of Marlborough.

Yea: _____ - Nay: _____ - Absent: _____

ADOPTED
In City Council
Order No. 15-1006053D
Adopted: _____ 2015

Approved by Mayor
Arthur Vigeant
Date: _____ 2015

A TRUE COPY
ATTEST: _____ City Clerk

PROPERTY ADDRESS:
50 MAIN STREET,
MARLBOROUGH

PROPERTY SIZE: 6030 SF

USE: EXISTING GAS
STATION

DRAWING KEY

TANK 1:
EXISTING 5000 GALLONS

TANK 2:
EXISTING 5000 GALLONS

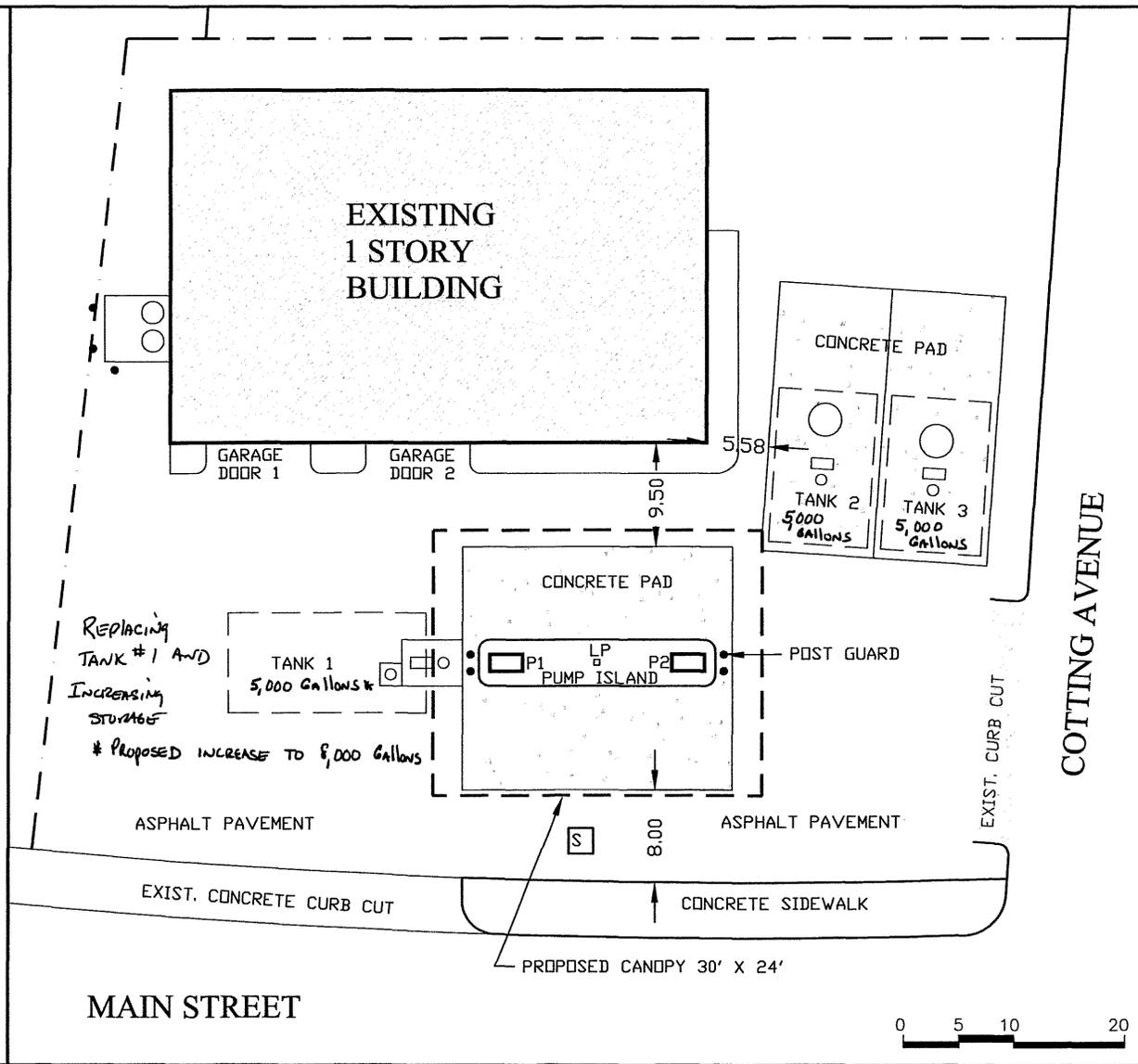
TANK 3:
EXISTING 5000 GALLONS

P1:
EXISTING PUMP 1

P2:
EXISTING PUMP 2

LP:
EXISTING LIGHT POLE

S:
EXISTING SIGN BASE



AADESIGN

AA DESIGN SERVICES LLC
43 MONROE AVENUE
WORCESTER, MA 01602
TEL: 508-769-0579

PROJECT:

GAS STATION

LOCATION:

50 MAIN STREET
MARLBOROUGH, MA

DRAWING:

PARTIAL SITE PLAN
EXISTING

REVISIONS:

DATE: 03-28-2015

SCALE: AS SHOWN

PROJECT NO

SHEET NO

E1

28
#25
K# 1604



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2015 MAR 20 A 10:30

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

**Lisa M. Thomas
City Clerk**

MARLBOROUGH, MA

DATE: 3/16/2015

To the City Council:

Owner Name: Theresa M. Denoncourt Smith

Residential Address: 84 Stow Road, MARLBOROUGH, MA 0152

Telephone Number: _____

Business Name: Hunt of Class Consignment Inc.

Business Address: 72B Hosmer Street

Business Telephone Number: 508-485-0040

Owner Signature: Theresa Denoncourt Smith

The above-signed Hunt of Class Consignment Inc. respectfully requests that he/she be granted a Secondhand Article Dealer's license.

In City Council



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

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

2015 MAR 23 A 10:27

**Lisa M. Thomas
City Clerk**

MARLBOROUGH, MA

DATE: 3/18/15

To the City Council:

Owner Name: ecoATM, Inc.

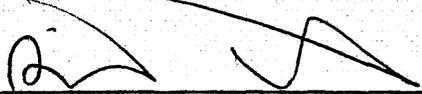
Residential Address: 10121 Barnes Canyon Rd., San Diego, CA 92121

Telephone Number: (858) 766-7239

Business Name: ecoATM, Inc.

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

Business Telephone Number: (858) 766-7239

Owner Signature: 

The above-signed David Mersten respectfully requests that he/she be granted a Junk Dealer's license.

In City Council

Pd
#25- ck # 58143



RECEIVED
City of Marlborough, Massachusetts
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
CITY CLERK DEPARTMENT

2015 MAR 30 A 10:16

Lisa M. Thomas
City Clerk

MARLBOROUGH, MA

DATE: 3/26/15

To the City Council:

Owner Name: JEAN RABELO

Residential Address: 24 CAUSEWAY ST, HUDSON MA

Telephone Number: _____

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

Business Address: 785 BOSTON POST RD

Business Telephone Number: 508-485-1538

Owner Signature: JEAN EL RABELO

The above-signed JEAN RABELO respectfully requests that he/she be granted a JUNK DEALER'S LICENSE license.

In City Council

City Clerks Office

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

Copy

February 20, 2013

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2015 APR -1 A 11:34

To the City Council
of the City of Marlborough, Massachusetts

MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC.

request permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary to be owned and used in common by your petitioners, in the following public way or ways:

Forest Street Pole 22-50

NGRID proposes the installation of new p22-50 to be set approximately 52' from existing p23 and 175' fr existin p22. P22-50 will be used to feed new 3ph xfmr bank and oh quadruplex service to construction trailer at 200 Forest St. Proposed P22-50 will later be used for permanent service to feed pad mount for new Hotel.

Wherefore they pray that after due notice and hearing as provided by law, it be granted joint or identical locations for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked: **MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC.**

Plan No. 18729357 Dated: 03/10/2015

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioners agree to reserve space for one cross arm at a suitable point on each of said poles for the fire, police, telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

MASSACHUSETTS ELECTRIC COMPANY

By: Eric Wedman *EW*
Manager of Distribution Design

VERIZON NEW ENGLAND, INC.

By: Ally E. Doolittle
Manager, R.O.W.

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

February 20, 2013

By the City Council
of the City of Marlborough, Massachusetts

Notice having been given and public hearing held, as provided by law, IT IS HEREBY ORDERED:
that MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC. be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the
11th day of March, 2015

All construction under this order shall be in accordance with the following conditions:-

Poles shall be of sound timber, and reasonably straight, and shall be set substantially at the points indicated upon the plan marked--

Plan No. **18729357** Dated: **03/10/2015** filed with this order.

There may attached to said **MASSACHUSETTS ELECTRIC COMPANY** not to exceed twenty wires and by said **VERIZON NEW ENGLAND, INC.** not to exceed forty wires and four aerial cables, and all of said wires and cables shall be placed at a height of not less than eighteen feet from the ground.

The following are the public ways or parts of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:--

Forest Street Pole 22-50

NGRID proposes the installation of new p22-50 to be set approximately 52' from existing p23 and 175' fr existin p22. P22-50 will be used to feed new 3ph xfmr bank and oh quadruplex service to construction trailer at 200 Forest St. Proposed P22-50 will later be used for permanent service to feed pad mount for new Hotel.

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City of Marlborough, Massachusetts held on the _____ day of _____ 2013

Clerk of Council

Received and entered in the records of location orders of the City of Marlborough, Massachusetts

Book: _____ Page: _____

City Clerk

We hereby certify that on _____ 2013 at _____ o'clock, _____ M.
at _____ a public hearing was held on the petition of the
MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC.

for permission to erect the poles, wires, cables, fixtures and connections described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Companies are permitted to erect poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

Council of the City of

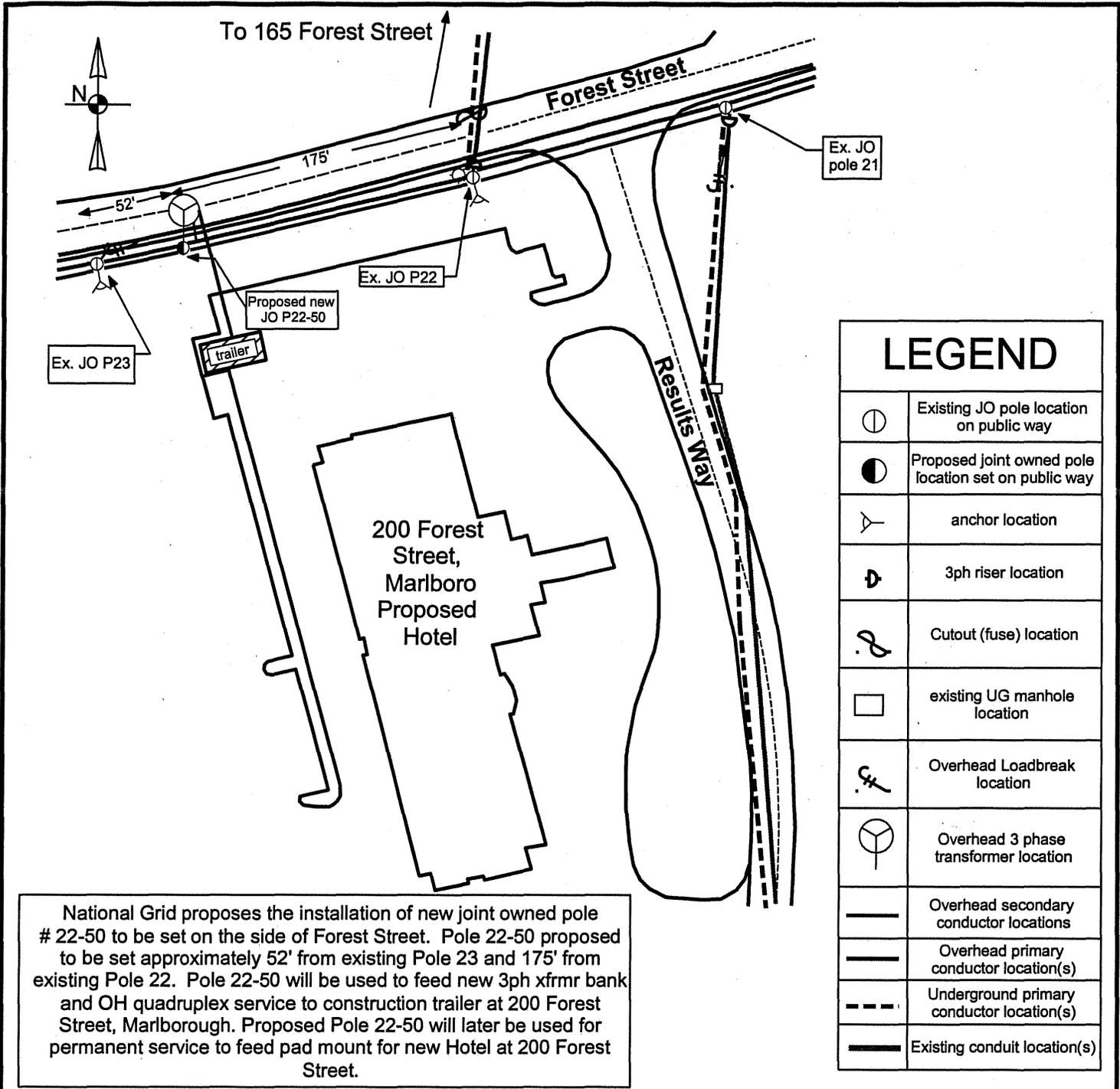
Marlborough, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a joint location order and certificate of hearing with notice adopted by the City Council of the City of Marlborough, Massachusetts, on the _____ day of _____ 2013 recorded with the records of location orders of said City, Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest: _____
City Clerk



LEGEND	
	Existing JO pole location on public way
	Proposed joint owned pole location set on public way
	anchor location
	3ph riser location
	Cutout (fuse) location
	existing UG manhole location
	Overhead Loadbreak location
	Overhead 3 phase transformer location
	Overhead secondary conductor locations
	Overhead primary conductor location(s)
	Underground primary conductor location(s)
	Existing conduit location(s)

National Grid proposes the installation of new joint owned pole # 22-50 to be set on the side of Forest Street. Pole 22-50 proposed to be set approximately 52' from existing Pole 23 and 175' from existing Pole 22. Pole 22-50 will be used to feed new 3ph xfrm bank and OH quadruplex service to construction trailer at 200 Forest Street, Marlborough. Proposed Pole 22-50 will later be used for permanent service to feed pad mount for new Hotel at 200 Forest Street.

JOINT OWNED POLE PETITION	
	Proposed NGRID Pole Locations
	Existing NGRID Pole Locations
	Proposed J.O. Pole Locations
	Existing J.O. Pole Locations
	Existing Telephone Co. Pole Locations
	Existing NGRID Pole Location To Be Made J.O.
	Existing Pole Locations To Be Removed
DISTANCES ARE APPROXIMATE	

nationalgrid
And
Verizon New England, Inc.

Date: 3/10/2015

Plan Number: 18729357

To Accompany Petition Dated: 3/10/15

To The: City Of Marlborough

For Proposed: JO Pole: 22-50 Location: Side of Forest St

Date Of Original Grant: TEXT

MEMO

Central Mass. Mosquito Control Project

www.cmmcp.org



TO: CMMCP Member Town Clerks
FROM: Timothy Deschamps, Executive Director
RE: 2014 CMMCP annual reports
DATE: March 27, 2015

RECEIVED
CITY CLERK'S OFFICE
CITY OF HARLBOROUGH
2015 APR - 1 A 11: 33

CMMCP ANNUAL REPORTS NOW ONLINE

--please distribute in town hall --

The 2014 CMMCP annual reports for all member cities and towns are online on the CMMCP website at this link: <http://www.cmmcp.org/14report.htm>. We ask that you please distribute this memo amongst all offices in town hall.

Hard copies can be printed and delivered upon request – please send an e-mail with the requested number of copies to cmmcp@cmmcp.org. Thank you for cooperation.

 Find us on
Facebook



[http://www.facebook.com
/Central.Mass.Mosquito](http://www.facebook.com/Central.Mass.Mosquito)

follow us on
twitter



[http://www.twitter.com
/CMassMosquito](http://www.twitter.com/CMassMosquito)

MEMO

**Central Mass.
Mosquito Control
Project**

www.cmmcp.org



TO: CMMCP Member Boards of Health
FROM: Timothy Deschamps, Executive Director
RE: 2015 Mosquito Larval Control program
DATE: March 27, 2015

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2015 APR - 1 A 11: 31

COMMENCEMENT OF MOSQUITO LARVAL CONTROL IN YOUR COMMUNITY

Please be advised that the Central Mass. Mosquito Control Project (CMMCP) will begin the 2015 larval mosquito control program **on or about April 1, 2015**. This program will be a continuation of the practices and procedures that have been used in past years. CMMCP will be conducting larval control applications in low-lying swampy areas where mosquito larvae are present using a granular form of Bti (*Bacillus thuringiensis israelensis*), a naturally occurring soil bacterium that specifically targets mosquito larvae. Additional applications will be made during the summer months if larval surveillance determines that additional control efforts are required. Information on Bti and all products used by CMMCP can be found on our website at www.cmmcp.org/pesticide.htm.

Bti is virtually non-toxic to humans, plants and animals. This product is impregnated on coarsely ground corncob granules, and is applied by hand at an application rate of 5-20 lbs/acre. According to information gathered from the EPA website, (<http://www.epa.gov/pesticides/health/mosquitoes/larvicides4mosquitoes.htm>) "*The microbial pesticides (such as Bti) have undergone extensive testing prior to registration. They are essentially nontoxic to humans, so there are no concerns for human health effects with Bti or B. sphaericus when they are used according to label directions.*"

As a reminder, current research shows that the mosquito species most likely to be potential vectors of West Nile Virus (WNV) develop in containers such as rain gutters, bird baths, or any other containers which hold water for more than five days. The public can play a major role in controlling these vectors by eliminating all standing water in containers on their property. CMMCP has distributed educational brochures and bookmarks to area town halls and libraries to educate the public on ways to reduce mosquito emergence from their area. The larval control program in area catch basins targeted at these WNV vectors will begin in mid to late May and will continue throughout the summer. CMMCP also has a tire collection program residents can participate in; www.cmmcp.org/tires.htm.

Notices were sent in January to all City and Town Clerks regarding the pesticide exclusion process. Any residents that would like to exclude their property from mosquito control must contact the local Clerk's office and/or the CMMCP office at (508) 393-3055.

Note: CMMCP will issue additional notices starting in May before residential fogging applications begin. These notices are issued 2 weeks prior to each scheduled month and are available on our website.

**MARLBOROUGH SCHOOL COMMITTEE
MARLBOROUGH, MA 01752**

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2015 MAR 25 A 11: 26

Call to Order

March 10, 2015

1. Chairman Vigeant called the Regular Meeting of the Marlborough School Committee to order at 7:30 pm at the District Education Center, 17 Washington St., Marlborough, MA. Members present included Mrs. Hennessy, Mrs. Ryan, Mrs. Bodin-Hettinger, Mrs. Matthews & Mr. Walter.

Also present were Superintendent Langlois, Clerk Melissa Irish and MEA Representative Carol DeAngeli.

Mr. Geary was absent.

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 Council

Ms. Karine Oliveira, representative of the senior class, spoke regarding the college process.

Ms. Kimberly Baker, representative of the junior class, spoke regarding the Robotics team.

Ms. Susan Rambridge, representative of the sophomore class, spoke regarding STEM and the science fair.

Ms. Heidi DiPersio, representative of the freshman class, spoke regarding the Gallery of African Art.

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

5. **Communications:** None.

6. Superintendents Report:

Mr. Langlois gave his report covering a range of topics including: FY '16 Budget, Food Service, Statement of Interest, APBS Conference, Civil Service Status and School Committee Minutes.

• **Secondary Education**

Mr. Langlois introduced Ms. Maureen Greulich to give an update on the status of Secondary Education. Topics included: MHS Robotics Club Milton Qualifier, Aspen Curriculum Module Training, MHS Science Fair, Professional Growth Opportunities and BPA Student Conference Results.

• **Primary & Elementary Education**

Mr. Langlois introduced Ms. Gabrielle Abrams to give an update on the status of Primary and Elementary Education. Topics included: Mass Cue Conference, FAST Pilot, Kindergarten Registration, Go Math Parent Night, All City Chorus, MCAS Boot Camps, March 12 Early Release Day.

7. Acceptance of Minutes:

A. Minutes of February 24, 2015 Regular School Committee Meeting

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to accept the minutes from the February 24, 2015 Regular School Committee Meeting. Motion passed 5-0-1.

8. Public Participation: None.

9. Action Items/Reports:

A. MHS MCAS Staggered Openings

Mr. Langlois presented the request of Principal Jack to stagger the opening time of the High School during upcoming MCAS testing.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the requested staggered opening times at the High School. Motion passed 5-0-1.

B. MHS Athletic Overnight Trip

Mr. Langlois presented the request of Athletic Director Jeff Rudzinsky to allow the Cheerleading Team to travel to Orlando Florida to take part in the Ultimate International Championships.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the trip for the Cheerleading team to attend the Ultimate International Championships. Motion passed 5-0-1.

C. Acceptance of Donations and Gifts

Adopt a Classroom has donated to Jaworek School (Mrs. Shulman's classroom) the amount of \$500.00.

Motion made by Mrs. Ryan, seconded by Chairman Vigeant to accept the donation by Adopt a Classroom to Jaworek School (Mrs. Shulman's classroom) in the amount of \$500.00. Motion passed 5-0-1.

Adopt a Classroom has donated to Jaworek School (Mrs. Cunningham's classroom) the amount of \$500.00.

Motion made by Mrs. Ryan, seconded by Chairman Vigeant to accept the donation by Adopt a Classroom to Jaworek School (Mrs. Cunningham's classroom) in the amount of \$500.00. Motion passed 5-0-1.

Adopt a Classroom has donated to Jaworek School (Mrs. Adamson's classroom) the amount of \$500.00.

Motion made by Mrs. Ryan, seconded by Chairman Vigeant to accept the donation by Adopt a Classroom to Jaworek School (Mrs. Adamson's classroom) in the amount of \$500.00. Motion passed 5-0-1.

Lee and Randy Wilson have donated to the MHS & Whitcomb Jazz Ensembles a Drum Set with a value of \$3,000.00.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept with gratitude the donation of a drum set for the MHS and Whitcomb Jazz Ensembles with a value of \$3000.00. Motion passed 5-0-1.

Target Take Charge of Education has donated to the Richer School the amount of \$251.72.

Motion made by Mrs. Ryan, seconded by Chairman Vigeant to accept the donation by Target Take Charge of Education to the Richer School in the amount of \$251.72. Motion passed 5-0-1.

Target Take Charge of Education has donated to the Whitcomb School the amount of \$593.17. Motion made by Mrs. Ryan, seconded by Chairman Vigeant to accept the donation by Target Take Charge of Education to the Whitcomb School in the amount of \$593.17. Motion passed 5-0-1.

Raytheon Math Moves You has donated to the Whitcomb Middle School Math Department the amount of \$4,000.00.

Motion made by Mrs. Ryan, seconded by Chairman Vigeant to accept the donation with gratitude by Raytheon Math Moves You in the amount of \$4,000.00. Motion passed 5-0-1.

Raytheon Math Moves You has donated to the Whitcomb Middle School After School Math Enrichment the amount of \$1,000.00.

Motion made by Mrs. Bodin-Hettinger, seconded by Chairman Vigeant to accept with extreme gratitude the donation by Raytheon Math Moves You in the amount of \$1,000.00. Motion passed 5-0-1.

NOTE this is a redirection of an award received from Raytheon Math Moves You to Ms. Bernadette LaFollette. Ms. LaFollette passed away unexpectedly and this award is being redirected at the request of her family.

10. Reports of School Committee Sub-Committees:

Mrs. Hennessy noted that the Policy Sub Committee met last Thursday and took up the graduation policy again for the High School. This is still a work in progress.

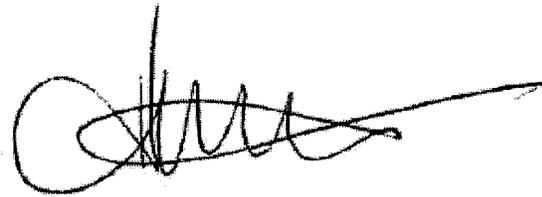
11. Members Forum:

Mrs. Bodin Hettinger noted that the Underclassmen Awards will be on June 11th so as to not conflict with the MCAS testing on June 8.

The entire committee expressed their congratulations to the Boys Basketball team on the great win in the State Semi Finals that afternoon and good luck and best wishes at the Finals this Saturday at the DCU Center. GO PANTHERS!

12. Adjournment: Motion made by Mrs. Matthews, seconded by Chairman Vigeant to adjourn at 8:44 pm the motion passed unanimously.

Respectfully submitted,



Heidi Matthews
Marlborough School Committee

HM/mai

**MARLBOROUGH PLANNING BOARD
MARLBOROUGH, MA 01752**

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Call to Order

Mar 24 2015 10:18 AM

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, Philip Hodge, Edward Coveney, Shawn McCarthy & Brian DuPont.

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

1. Meeting Minutes:

A. Regular Meeting February 23, 2015

On a motion made by Ms. Hughes, seconded by Mr. Fay, it was voted to approve the minutes of the February 23, 2015 regular meeting as amended. Motion carried.

2. Chair's Business:

A. Executive Session for the Purposes of Discussing Potential Litigation on a subdivision located off Cook Lane.

This item was moved down in the agenda.

3. Approval Not Required: None

4. Public Hearings: None

5. Pending Sub Division Plans: Updates and Discussion:

A. Engineers Report:

City Engineer Pilachowski presented to the Board, the request to release the bond for Boston Scientific. The issue is currently still under review, it has been discovered that the water main has been installed too shallowly. Due to it being a private main the issue is being worked through to make clear that if something happens regarding the main it will be the developers' sole responsibility to correct it. The icing issue on Nolan Way has been rectified; it was the result of incorrect grading on a vacant lot in the subdivision.

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 has no update due to the current weather conditions

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

B. Mauro Farms Update

This item was covered in the Engineers Report Item 5A

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 Engineer Pilachowski noted that the sketches are still being worked on. They will be completed soon.

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 Framingham, Planning Board Public Hearing March 19, 2015**
- B. Town of Hudson, Zoning Board of Appeals, Public Hearing March 12, 2015**
- C. Town of Berlin, Zoning Board of Appeals, Public Hearing March 11, 2015**
- D. Town of Northborough, Planning Department Public Hearing March 17, 2015**
- E. Town of Hudson, Zoning Board of Appeals, Notice of Decision February 12, 2015**

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

2. Chair's Business:

A. Executive Session for the Purposes of Discussing Potential Litigation on a subdivision located off Cook Lane.

It is moved, in conformance with the provisions of section 21(a)(3) of Chapter 30A of the General Laws of the Commonwealth, that the Marlborough Planning Board conduct an executive session for the purpose of discussing strategy with respect to threatened imminent litigation of a subdivision located off Cook Lane, as an open meeting may have a detrimental effect on the litigating position of the Planning Board, and the chair hereby declares that an open meeting may have that effect.

It is further moved and stated that the Marlborough Planning Board will reconvene in open session after the executive session.

Roll Call Vote:

Mr. Fay	Yes
Ms. Hughes	Yes
Mr. Hodge	Yes
Mr. McCarthy	Yes

Mr. Coveney Yes
Mr. DuPont Yes
Chairperson Fenby Yes

The Board Entered into Executive Session at 7:07pm

The open session of the Marlborough Planning Board was reconvened at 8:22pm.

Mr. Hodge noted for the record as well as Ms. Hughes that neither would be in attendance for the April 6 meeting. It is noted that MAPC was planning on presenting at that meeting and both members would like to be present to hear it. Would the MAPC consider moving the presentation to the meeting prior (March 23) or the next regular meeting (April 27)?

City Engineer Pilachowski noted that he would inquire however he was aware of a conflict with the March 23 meeting date.

Adjournment: On a motion made by Mr. DuPont, seconded by Mr. Fay it was voted to adjourn at 8:24pm. Motion carried.

Respectfully submitted,

Collen Hughes
Clerk

/mai

Zoning Board of Appeals

Minutes

January 6, 2015

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Approval of Minutes – December 2, 2014 - The Board voted to approve the minutes as written with minor corrections. 2015 MAR 30 P 3:40

Members Present: Paul Giunta-Chairman, Theodore Scott, Thomas Golden and Robert Levine.

Absent: Ralph Loftin

Public Hearing

7:00 PM 12 Gates Ave. – Glaucia V. Reis (Continuation)
Petition: To install a driveway which will exceed the maximum 30% (724 sq. ft.) Lot Coverage (Chapter 650 §41 – Table of Lot Area, yards and Height Structures) for Zoning District Residence B. Proposed Lot Coverage is 842 sq. ft. with a deviation of 118 sq. ft. Also the proposal violates the 30% driveway grade (Chapter 650 §49B(3)). Being Map 57, Parcel 151.

Present this evening was the applicant, Glaucia V. Reis. (a woman speaking for the petitioner at times was also present) The woman was not identified, but may have been, Alda Morans, who sat next to Ms. Reis – 92 Emer Rd. Marlborough, MA from our Dec. 2nd meeting.

The applicant did not present any new plans or information as requested by the Board at the Dec. 2, 2014 meeting.

The stated “hardship” by the applicant:

- The walk to and from the parking lot at Hildreth School every day during the winter parking ban is very tiring.
- The city does not allow parking at the Hildreth School parking lot on a daily basis.
- Sometimes, I had to remove my parked car from the Hildreth School parking lot by 3:00 AM.
- I tried to get new plans as the Board requested from the Dec. 2, 2015 meeting, but could not find anyone to draw up plans for the Jan. 6, 2015 meeting date, because of the holidays.

The Board re-iterated that they need engineered signed plans in order to make an informed decision. They explained to the applicant that a “hardship” must pertain to the soil conditions, topography or shape of the lot. A parking issue as stated above is not a “hardship”.

The Board did mention to the applicant that only 4 members were present this evening and to receive a variance, the applicant must receive 4 affirmative votes. The Board gave the applicant the following options:

- To Withdraw without Prejudice (and the Board explained what that meant)
- To continue this evening with a vote, and if it is denied the petitioner cannot come back for 2 years with the same plan. (the Board explained what that meant)

The Board read into the file an e-mail from Chris LaFreniere, dated December 10, 2014 RE: 12 Gates Ave. driveway variance. Stating in part: "she would have to submit a modified plan showing all proposed changes before our office could re-evaluate the matter".

The applicant stated she would like to construct a permeable paved driveway. She understood water run-off issues must be addressed. The applicant did not understand why her proposal for a driveway would bother anyone.

Board Member, Robert Levine, stated when the applicant purchased the house, she must have had knowledge that there was a parking problem for this lot.

The Board explained to the applicant that even if they go into the expense of having new plans drawn up, they have to make their case to the Board and hopefully, the new plans will help the Board decide and evaluate the petition. The Board also explained that with the revised plans, the Board may or may not grant them a variance. The applicant understood.

The applicant requested an "extension" of time for a decision to be made by the Board. (Note: The Board's decision shall be made within 100 days from the date of the filing of an appeal.) An "extension" will give her ample time to get the revised plans drawn up vs. receiving a Denial from the Board or requesting to Withdraw without Prejudice, and in either case the whole process will have to start from step 1.

The applicant agreed that June 2nd, 2015 will be ample time to have revised plans drawn up.

On a motion by Thomas Golden and second by Theodore Scott, the Board voted 4-0 to grant the applicant an "extension" for a decision to be made by the Board to June 2, 2015.

The Board voted 4-0 to continue the hearing to June 2, 2015 at 7:00 PM.

The meeting was adjourned.

Respectfully submitted


Paul Giunta
Chairman



RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2015 MAR 31 P 12: 52

**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, February 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 and City Clerk Lisa Thomas. Also present: City Engineer Evan Pilachowski, Assistant City Engineer Tim Collins and local resident Mr. James Joubert. Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of December 17, 2014.

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

Note: No meeting held in January. All new business items carried over to this agenda, however, some have already been addressed.

2 – New Business

2a) Communication from Julie Crawford, re: Hardship overnight parking exemption for 12 Gates Ave.

Ms. Crawford sent a request to the Traffic Commission for a “hardship winter parking waiver for my neighbor” at 12 Gates Ave. There is no parking space at this address and the residents are hoping to obtain a variance from the zoning commission to build a parking area on their property. They were advised that the decision won’t be made until late spring. Due to the overnight parking ban, they have been parking at the lot at Hildreth School, however, they have been getting ticketed by police for parking there during the ban.

Chief Leonard advised that he would have referred this issue to the DPW if the Traffic Commission had held a meeting in January. The Chief said that cars have actually been towed from this lot for snow removal. John Ghiloni said that the residents of this address

have already gone before the ZBA (Zoning Board of Appeals) but were advised that they needed to present detailed plans for the new driveway. Tim Collins said that the residents were given until June to get more information together. He said that the main issue is with snow plowing and that even with an exemption, vehicles still have to be moved for snow removal.

Chief Leonard advised that he will contact them and let them know that we have briefly discussed the issue. They may have worked something out by now.

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

2b) Communication from Councilor Tunnera, re: Buses on local roads going to NESC.

Chief Leonard received an e-mail from Councilor Tunnera on this issue and believes that he is referring to Ferrechia Drive. The Chief noted that the Traffic Commission had previously discussed a truck issue in this area and added signage to direct trucks elsewhere. He noted that the issue with the buses "is always a battle". The hotels have been instructed to give directions to the rink away from the neighborhoods. Embassy Suites has a gate in the back with easy access to the neighborhood route. There was discussion as to whether or not this gate was supposed to be kept locked. The Chief believes that employees of Marlborough Hills also park in this lot (by agreement) and use the gate entrance as they do not have enough parking onsite.

Lisa Thomas will search through the Special Permits and see if she can find anything about this gate being kept locked.

MOTION was made, seconded, duly VOTED to REFER to Lisa Thomas to see what she can find out about the gate.

2c) 2015 Traffic Commission meeting schedule.

Chief Leonard included a copy of the schedule for all to review. The meetings are typically held on the last Tuesday of the month, except in December, at 10:00 am. He tried to make sure that they were off nights from the City Council meetings.

Lisa Thomas advised that she would try to let the Chief know in advance if she had any problems around election time.

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

3-Old Business

3e) Parking concerns in the vicinity of 131 Pleasant Street.

Chief Leonard prepared three amendments to the regulations for a vote. They are as follows:

- 1) **DELETE** the current 30 minute parking restriction under “Time Limit Parking” in the area of Chestnut Street.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

- 2) **DELETE** the current parking restriction under “No Stopping, Standing or Parking” on the West Side of Pleasant Street.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

- 3) **ADD** new restriction under “No Stopping, Standing or Parking” to include the West side of Pleasant Street from Chestnut St. to Berlin Rd.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

3f) Pedestrians crossing Granger Blvd. near New St.

Chief Leonard prepared the regulation to add the new crosswalk on Granger Blvd. at Liberty Street under the section on “Crosswalk locations” and presented it for a vote.

MOTION was made, seconded, duly VOTED to APPROVE. All in Favor.

3h) Communication from Councilor Tunnera, Re: parking concerns on Northboro Road West @ Elm Ridge Condominiums.

Tim Collins received an e-mail from Joseph Frawley of MADOT advising that “it is OK for the City of Marlborough to post both sides of Northboro Road – West as NO Parking Anytime within the State Highway layout”. Tim also had a diagram of the area to be posted.

Chief Leonard asked how this should be documented as this is a state regulated area and the City is just installing the signs on their behalf. Tim Collins suggested that we could make a section in our regulations to reference the area in question. The Chief wanted to determine the exact statute so that if his officers were to write a citation they could check off “restricted Zone” and be able to have the section documented if necessary.

Tim Collins advised that he would get this information from Mr. Frawley. He also noted that the signs would be installed when the snow melts.

MOTION was made, seconded, duly VOTED to REFER to ENGINEERING to get the statute information and to the DPW to install the proper signs as per the approval of MA DOT.

3g) Hayden St. /Walker St. traffic concerns.

Update: Tim Collins stated that the stop sign will be installed when the ground is no longer frozen.

3c) Stop signs on Bigelow Street.

Mr. Joubert was in attendance for an update on this issue. Chief Leonard advised that Mr. Pilachowski has provided pricing information on the solar power speed signs. The cost is approximately \$11,000 for the installation of two signs. The Traffic Commission had hoped to install two solar power speed signs, however, it has been determined that only one location receives sufficient sunlight to provide enough power. The second sign would require an alternative power source. The Chief has forwarded this information to the funding contact at DCU and advised that they may reach out to Mr. Pilachowski directly for specifics. They would then purchase the signs and Engineering could assist with installation up to a point.

Mr. Joubert again talked about the fact that there are no crosswalks on Bigelow and that the stop signs should not be there and how he wants them removed. Chief Leonard explained that the Traffic Commission is trying to maintain a balance and do the best we can for the area and go from there. Hopefully, we can now move forward with the funding source and purchase and install two signs. The Traffic Commission had made a representation at the community meeting that if any of the stop signs were to be removed we would do something to try to mitigate the speed issue at the same time.

MOTION was made, seconded, duly VOTED to REFER ENGINEERING to work with DCU on the information necessary to purchase the signs.

3d) Traffic Commission rules and regulations update.

It was discussed that an update needs to be forwarded to General Code as there have been numerous amendments made since the initial setup. Tim Collins said that he is still working on getting the street regulations that the Traffic Commission reviewed previously into organized groupings. He mentioned that there would have to be a public hearing on it. Lisa Thomas also mentioned that everything needs to be advertised in the Main Street Journal. She also wanted to be sure that General Code knew the amendments were coming from the Police Department and not City Hall as they handle two separate categories from the City. A discussion followed about the possibility of coordinating maps with the regulations so that the regulations could be viewed on the actual street and then linked to a document outlining the regulation.

MOTION was made, seconded, duly VOTED to REFER to the POLICE DEPARTMENT to forward the new information to General Code. (Chief Leonard will coordinate this with Karen Lambert, Records Clerk).

Tim Collins asked to discuss a new item not on the Agenda.

New Item: New crosswalk on Williams Street near Court House.

Tim Collins does not like the location of the existing crosswalk and is proposing a new location. It is currently located right in front of the courthouse. It would be better to extend the sidewalk from the parking lot and put a new crosswalk near Robin Drive. He provided an aerial photo of the area with the proposed crosswalk indicated along with the specifications. The new crosswalk would need to be regulated before it can be installed. He noted that the existing crosswalk was never regulated so there is nothing to repeal. Chief Leonard advised that he can create the new regulation and it can be placed on the next agenda for a vote.

MOTION was made, seconded, duly VOTED to REFER to CHIEF LEONARD to prepare the new regulation for the next meeting.

Pam Wilderman, Code Enforcement Officer, stopped in to discuss another item not on the agenda.

New Item: Emergency situation that had just occurred at 87 Fontaine Street.

Pam Wilderman stopped into the meeting to discuss a water main break that had just occurred at this abandoned home. She said that the owner is saying that they are not responsible for any damages. Ms. Wilderman is requesting a bill from everyone who responded to this emergency. The Fire Chief was not present and she will contact him directly. She advised that she is going to send a bill to the mortgage company and hopes to put a lien on the property. She also mentioned that there was an issue with TB a few years ago and wanted anyone who went into the house to be tested for TB.

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.

That there being no further business of the Traffic Commission held on this date, the meeting adjourned at 10:46 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, February 24, 2015 (Including City of Marlborough Meeting Posting).

-Letter from Julie Crawford to the Traffic Commission members, dated 1/7/15, re: Hardship Winter Parking for 12 Gates Ave., Glauca Reis Residence.

-E-mail from Councilor Tunnera to Chief Leonard, dated 1/19/15, re: Concerns about buses using a cut through to the rink.

-Traffic Commission Meeting Schedule for 2015.

-Regulation to amend "Time Limit Parking" on Pleasant Street (deletes existing regulation).

-Regulation to amend "No Stopping. Standing or Parking" on Pleasant Street (deletes existing regulation).

-Regulation to amend “No Stopping, Standing or Parking” on Pleasant Street (adds all of Pleasant Street on West Side from Chestnut St. to Berlin Rd.)

-Regulation to amend “Crosswalk Locations” (Adds Granger Blvd., at Liberty Street to the schedule).

-E-mail from Tim Collins to Traffic Commission Members, dated 1/21/15, re: Main Street Municipal Lot, across from City Hall and Main Street Municipal Lot, west of Bolton Street.

-E-mail chain between Joseph Frawley and Tim Collins, dated 12/11/14 to 2/23/15, re: Route 20 signage.

Additional Handouts

-Diagram of Northboro Road West (within Route 20 layout).

-Aerial photo of Williams Street with proposed crosswalk indicated.

Marlborough Community Development Authority Meeting

2015 MAR 31 P 1:54

Personnel Committee Meeting Minutes

Jan 15, 2015

Meeting came to order at 10:00 AM by Lynn Faust at 211 Main St., Marlborough, MA 01752.

Members present: Lynn Faust and Joyce Torelli were present

Also Present: Eric Asman

Agenda Item	Discussion	Actions and Deliverables
How to approach reorganization	Professionals with years of experience in housing and CD are available in the area to consult with us	Motion by Joyce to investigate other CDAs to see how they are organized Seconded by Lynn Approved.
	Need to scope out consultant requirements	Motion by Joyce that Lynn to draft Seconded by Lynn Approved.
Adjournment 10:45AM		Motion by Joyce Seconded by Lynn Approved.

#####

Respectfully Submitted,

Lynn Faust

2/20/2015

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2015 MAR 31 P 1:54

Marlborough Community Development Authority Meeting

Personnel Committee Meeting Minutes

Feb 10, 2015

Meeting came to order at 9:30 AM by Lynn Faust at 211 Main St., Marlborough, MA 01752.

Members present: Lynn Faust and Joyce Torelli were present

Also Present: Eric Asman

Agenda Item	Discussion	Actions and Deliverables
Discuss Draft of Consultant reqs	Order of items should be tweaked in scope of work	Motion by Joyce that she modify the order for the final product Seconded by Lynn Approved.
Adjournment 10:05AM		Motion by Joyce Seconded by Lynn Approved.

#####

Respectfully Submitted,

Lynn Faust

2/20/2015

Marlborough Community Development Authority

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

MINUTES OF SPECIAL MEETING

2015 MAR 31 P 1:54

Wednesday, February 18, 2015 8:30 a.m.
140 Main St., Mayor's 4th FL Conference Room

Members Present: Mayor Vigeant, Lynn Faust, Joyce Torelli, Sally Swartz, Eric Asman.

Others present: Anne Marie Blake

Meeting opened at 8:38 a.m. by Mayor Vigeant

Lynn Faust announced that she was voice recording the meeting. A discussion followed about the recordings be a permanent record. Lynn said they would be put on disks.

The Mayor insisted written minutes from the Personnel Committee meetings. Lynn passed out minutes but they were incomplete. Lynn asked Joyce to prepare minutes from their meeting. Mayor said that the committee was disbanded, Lynn said that it takes a vote of the board. Lynn submitted and Joyce discussed the consultant's job description and plan. Lynn made a motion for a \$10,000 budget for the consultant, Eric seconded. In the discussion it was suggested that Aldo do the RFP. Mayor called for a roll call vote: Mayor, nay; Eric, yea; Joyce, yea; Sally, yea; Lynn, yea.

Lynn made a motion to keep Anne Marie on as a consultant, Joyce seconded. Anne Marie said that she would do that. The Mayor said that she would need to be a temporary/part-time employee on an as needed basis. Motion passed.

Mayor again reiterated that he wanted the committee minutes.

Meeting adjourned at 8:58 a.m.

Respectfully submitted,

Anne Marie Blake

MCDA Human Resources Consultant

Background:

Marlborough Community Development Authority must restructure its operations due to budget cuts over the past 5 years. It has the charter of an urban renewal agency as under MGL 121B, an economic development and industrial corporation as in MGL 121C, and a housing authority under MGL 121B. Currently, MCDA owns about \$28M in real estate, manages elderly and disabled housing in the City, and has \$2.3M in receivables from decades of redevelopment of residential housing.

As MCDA is no longer a mini-entitlement community and has not received funding for redevelopment in recent years, it is necessary to restructure the organization to:

1. Plan for the housing and redeveloping needs of the city;
2. Enable MCDA to raise funds through grant making;
3. Enable the organization to manage its current housing programs.

Scope of work:

1. Evaluate and specify the competencies, experience levels, and time necessary to enable the MCDA to plan for the housing and redevelopment needs of the city.
2. Evaluate and specify the competencies, experience levels, and time necessary to raise funds through any available and appropriate grant funding.
3. Evaluate and determine if current administration/members meets or can meet the above criteria / current workload.
4. Recommend agencies outside of the MCDA who would provide services the MCDA is lacking, or if necessary hire staff, or funds for consultants to provide needed planning, and administrative tasks.
5. Make a report to MCDA, then to City Council.

Requirements of Candidates:

1. Experienced in Community Development.
2. Experienced in Public Housing.
3. Prior direct management experience in public housing or community development.

CDA SPECIAL BOARD MEETING

March 5, 2015, 3:00 p.m.

140 Main St., 4th FL, Marlborough, MA 01752

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2015 MAR 31 P 1:54

Meeting called to order at 3:01 p.m. by Mayor Vigeant

Members Present: Mayor Vigeant, Lynn Faust, Sally Schwartz, Joyce Torelli, Diane Smith

Others: Douglas Bushman, Anne Marie Blake, Jeff Malakowski for press

Lynn Faust made a motion to approve Housing Bills payable, seconded by Mayor. Passed

Lynn Faust made a motion to approve CDA bills payable, seconded by Mayor. Passed

Motion made by Joyce Torelli to accept the bid of \$61,501 for the sale of Clinton St. from Brian Langelier. 15 Auburn St., Marlborough, seconded by Lynn Faust. Passed

Motion to adjourn at 3:09 p.m. by Lynn Faust.

Respectfully submitted,

Anne Marie Blake
Recording Secretary

MINUTES OF MEETING - AMENDED

2015 MAR 31 P 1:53

Thursday, December 18, 8:30 a.m.
140 Main St., Mayor's 4th FL Conference Room

Members Present: Mayor Vigeant, Lynn Faust, Joyce Torelli, Diane Smith, Brian Doheny, Sally Swartz, Eric Asman.

Others present: Douglas Bushman, Anne Marie Blake, Jenna Milne of Milne,

Meeting opened at 8:32 a.m. by Mayor Vigeant

The minutes of November 22 were accepted as amended.

CDA payables were accepted.

1. Property Committee Report:

The property committee made a motion to reject the offer of \$50,000 for the Winter St. property. Passed .

With regard to Clinton St. the board voted to reject the bid for \$1.00. A discussion followed about the 2 remaining bids of \$35,000 and \$52,000. After a lengthy discussion on the pros and cons of each offer, the board voted to table the decision to the next meeting. The vote was 3 yeas and 2 nays. The Board voted to declare the Winter St. property as surplus and go back out to bid. The vote was 4 yeas and 1 nay

2. Housing Director's Report:

On a motion to approve the Housing bills payable a discussion followed with Lynn Faust questioning the water bills variances between properties. Doug explained they were in line. At one property they had found a toilet that ran all the time and it's since been repaired but that he didn't see that they were out of line for the number of units at each location. He offered to supply a water study to the board.

Jenna Milne, the CPA for the Housing Division was present to review the four housing budgets (667, 689, MRVP and HUD Section 8). On a motion to approve the DHCD budget, Jenna explained that DHCD only issued the budget guidelines this past November for the entire commonwealth and we were six (6) months already into the FY15 budget. She explained that DHCD had approved a 3% cap increase on non-utility line items. The 689 program was within income. In January Doug said they were going to ask for rent increases from the Advocates and DMH as there hadn't been an increase for years.

With regard to the Section 8 budget it would be in balance due to increase in administration fees from HUD from 75% to 78%, decreases in expenses due to doing in-house inspections and the electronic payment system to landlords. In addition Vonnie Morris, the Section 8 coordinator is

paid by both Section 8 and MRVP and the MRVP program also increased the administration fees.

Doug explained that the budget is pro-rated based on the hours worked in each program. Jen told Lynn the allocations are appropriate and common with other Housing Authorities. Marty Nickerson, bookkeeper, is paid by the state and Section 8. Maintenance staff salaries are set by the Dept. of Labor. Benefits are paid to anyone working at least 18.5 hours. Doug said there would be no salary increases for administrative staff.

With regard to property insurance Lynn asked who the insurance was through. Jenna explained that they use insurance from the state as it is bid by DHCD and is the best available cost. Lynn asked if they could check the Mass NARRO rates and was told that no all LHA had to use the insurance company that DHCD authorized.

Lynn spoke about her concern that the MCDA Housing Division was over staffed. She said she has this concern for some time. Doug Bushman stated that to the best of his knowledge that they are down hours from the 2010 fiscal year when there was a full time Deputy Director and that since that time the Board had hired two part-time employees in 2011 the year before he was hired. He also said that the staff is doing much more with less and that in light of the radical new changes in public housing that have come about from the new Massachusetts public housing reform law the demands on both staff and the board are going to radically increased in a matter of weeks and months. Lynn again started a discussion about staffing levels and asked Jenna if they were in line with other housing authorities of similar size. Jen said that they again were in line with other Housing Authorities based on the # of units. Lynn asked Jen to verify this. The FY15 DHCD and Section 8 HCV budgets were approved.

A vote to approve the Section 8 utility allowance was tabled to next meeting in order to verify that recipients were not receiving a utility allowance from Section 8 and fuel assistance. Doug Bushman was authorized to determine if utility assistance would be considered income for purposes of calculating Section 8 utilities.

Lynn questioned why there was overtime for maintenance employees at the Bolton and Pleasant Street Holiday parties both held on Tuesday December 9th. Doug Bushman explained that due to safety and parking issues he strongly believed that extra staff needed to be there to help with parking and arranging tables. In addition, staff was connecting new lights at Bolton Street and the lights at Pleasant Street have not been working in over 10 years but due to a new grant that he applied for and received in November of this year Pleasant Street would have new lights up by January of 2015.

The CDA transition was tabled to staff discussion.

Lynn spoke about redirecting the rents paid by the Council of Aging for their current space at 250 Main Street that is owned by the MCDA-Housing Division. It is estimated that the Council on Aging space will become available sometime during the winter of 2015. Doug talked about getting ready and the steps to lease up the space. Lynn informed Doug that the space didn't belong to Housing but to the CDA and that he shouldn't be counting on the lease money to go into Housing's budget. Jenna (CPA) disputed that stating that the funds for building the COA came from DHCD and was tied into the Liberty Hill Apartments.

The Housing Director's report was accepted.

The Mayor left the meeting for another appointment at 10:00 A.M. Jenna also left several minutes prior to the Mayor leaving.

Lynn brought up the fact that the Board needed to elect a Vice-Chairman, Treasurer and Secretary. Lynn Faust said she would be Vice-Chairman and Eric Asman agreed to be the Treasurer. The Board is still short a Secretary, a state appointee and a general member. Lynn said they should explore using someone from the City Clerk's office to scribe. The board voted to approve Eric and Lynn as new officers.

Lynn brought up the discussion about the reorganization plan and said we were in a mode of downsizing and that we need to combine the CDA staff with the Housing staff as there shouldn't be two separate divisions. She stated that the Board had to be ruthless brutally and act with no emotion in looking at staff changes and reorganizing. She said that the reorganization plan that she received the night before from Doug was unacceptable and emphasized that in the absence of a CDA Director, Doug works for the Board. Doug Bushman stated that he was never charged with writing a reorganization plan but only to have his staff shadow Anne Marie and learn her duties for her term of employment was over on February 28th, 2015.

Lynn suggested the Section 8 coordinator being responsible for the Section 8, 667 and CDA leases, about Anne Marie being the senior financial person and having more experience than Marty and that there should be one financial person for the CDA. She further stated that Anne Marie should take over Marty's duties also because Anne Marie more experienced. Doug Bushman stated that it was apparent that Lynn believed he was competent and qualified to formulate a reorganization plan however, she would not support him as its Executive Director.

Doug Bushman stated that he would be presenting a bill in the area of \$3,000.00 to the next Board meeting for the time staff has spent on the training. A Board member asked if housing staff should not also teach and cross train Anne Marie on their duties; for no final decision has been made about Anne Marie. Doug Bushman reminded the Board that a decision was voted on at the November 2014 Board meeting that Anne's employment was terminating on February 28 of 2015 and while that could be rescinded by the Board he was charged with learning her duties and due to the limited hours of Anne Marie and housing staff there was only time in the next two months to train staff in Anne Marie's duties.

Anne Marie was asked by Eric what her employment intentions were and Anne Marie stated that she would not take any position if that meant that Marty would be let go.

The Board voted to form a Personnel Committee and to also hire a consultant to come up with a plan for reorganization. The Personnel Committee was voted to include Lynn and Joyce who will meet and make recommendations at the next board meeting. No discussion ensued about who was to hire the consultant, and/or what funds were to be dedicated to this project.

3. Financial Manager's Report:

The financial manager reported that the CDA currently had \$162,788.12 in their bank accounts. \$10,000 will need to be transferred to the CDA account on the city's books to cover Anne Marie's salary, vacation pay and sick pay through February 2015.

It was mentioned that we should give the remaining NSP funds back to the state, but no vote was taken.

The Financial Manager's report was accepted.

Meeting adjourned at 10:45 a.m.

Respectfully submitted,

Anne Marie Blake

Marlborough Community Development Authority

2015 MAR 31 P 1:54

MINUTES OF MEETING

Thursday, January 29, 2015 8:30 a.m.
140 Main St., Mayor's 4th FL Conference Room

Members Present: Mayor Vigeant, Lynn Faust, Joyce Torelli, Sally Swartz, Eric Asman.

Others present: Anne Marie Blake, Douglas Bushman, press, 1 other

Meeting opened at 8:32 a.m. by Mayor Vigeant

Minutes of December meeting to be amended
Minutes of January Special Meeting approved
CDA bills payable approved

After a discussion on the Winter Street property and the bids that were received, on a motion by Joyce and seconded by Eric the Board voted to lower the price to \$299,000 and go back out to bid. The motion passed with 4 yeas and a nay from the Mayor. On a motion by Lynn and seconded by Eric, the Board also agreed to three multiple bid due dates, every 30 days.

The Personnel Committee met and Lynn presented background information for hiring a Human Resources Consultant for the restructure, a scope of work for the consultant and requirements of Candidates.

Doug told the Board that due to time constraints the transition was one sided from CDA to Housing. Lynn said that they had requested job description for Doug and that he had not responded. The Mayor then told Lynn that the Personnel Committee meeting was not legal because it was not posted. He then told Lynn to stick to the transition plan. Committee recommended that they receive personnel profiles for all staff in order to hire consultant. The consultant purpose is to make the CDA more effective and they need someone to search for grants money. Eric said it will take an outside person to review everything to improve the CDA's future performance. Lynn made a motion to hire consultant to look at staffing and how it operate to make for effectively in future. Eric seconded. Passed. Joyce make a motion to hire a grant person to find grants to help fulfill the financial needs, Lynn seconded, motion passed.

The Board voted to hold a Special Meeting on Feb 11, 2015 at 8:30 to discuss job description.

Housing Director's Report:

Motion to approve housing bills payable, passed, 1 nay.

Motion to approve smoking policy for State Public Housing, passed. Pleasant & Bolton St. properties tenants may smoke on their decks. Liberty Hill has a smoking area under the awning.

Motion to approve Net Metering Solicitation for 667 Rental Properties, passed. Solicitors to submit proposals, 1 mg watt, company to pay for legal fees.

The draft Sect. 8 Administration Plan will be distributed to Board members in February to be approved at the March meeting

Marlborough Savings Bank account to close, Doug needed more signatures.

Housing Director's report approved with one Nay from Lynn Faust.

Financial Manager's Report:

After the discussion on Winter St. Anne Marie suggested multiple due dates to reduce cost of advertising and making new bid packages. On a motion by Lynn and seconded by Eric, the Board authorized the reissuance of the RFP for Winter St. to include 3 multiple proposal submission dates to allow for continued advertising and receipt of proposals at multiple specified deadlines. Eric looked at a calendar and the dates were set for March 20, April 24 and May 29th. Motion passed.

Clinton St. bids are due on February 24th.

The transition plan continues with training.

Financial Manager's report accepted.

Meeting adjourned at 9:53 a.m.

Respectfully submitted,

Anne Marie Blake

CITY OF MARLBOROUGH
OTHER POST-EMPLOYMENT BENEFITS ("OPEB") TRUST BOARD MEETING

March 3, 2015

Regular Meeting Minutes

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
2015 APR - 1 P 2: 26

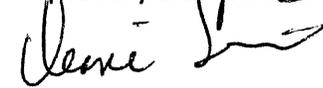
Call to order: 7:00 p.m.

Members Present: Brian Doheny, Diane Smith, Michael Bergeron, Alfred Weaver, Michael Ossing

Members Absent:

- Motion made to accept the minutes of the February 18, 2015 meeting by Michael Bergeron, seconded by Michael Ossing. Approved 5-0.
- Representatives Charles Patterson and Josh Paul from Bartholomew & Company appeared before the board. They handed out their OPEB proposal for the City of Marlborough, gave an informative presentation and answered our questions.
- The board discussed whether it was necessary for a representative from PARS and/or PRIT to come in for a presentation at the next meeting and decided it was not necessary.
- For the next meeting the board will create a list of pros and cons for each company. Create a detailed timeline for the council that will walk them through the process and highlight important dates. Determine how we want to present all the information to the City Council.
- Also at the next meeting the board will determine what investment parameters they all feel comfortable with and create the trust policies for the City of Marlborough.
- Board discussed holding the next meeting March 31, 2015 at 7pm.
- Motion to adjourn at 8:55 p.m.

Respectfully submitted,



Diane Smith