

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2012 MAR -8 P 5:14

1. Minutes of the City Council Meeting, February 27, 2012.
2. PUBLIC HEARING On the Petition from National Grid to replace and relocate existing utility P.61 24' south east of present location toward property line of house 522 on Pleasant St. Along with this pole, P. 61-89 will be relocated to new location on private property, Order No. 12-1004065.
3. CONTINUED PUBLIC HEARING On the Application for Special Permit from Rossella Mercuri, on behalf of Sprint, for modification of a wireless facility located at 115 Onamog St, Order No. 12-1004032B.
4. PUBLIC HEARING On the Application for Special Permit from Rossella Mercuri, on behalf of Sprint, for modification of a wireless facility located at 2 Mount Royal Dr., Order No. 12-1004064.
5. Communication from the Mayor re: Whitcomb School transfer request in the amount of \$492,562.00 which moves funds from Undesignated to Building Repair and Maintenance to fund the auditorium renovation and energy upgrades.
6. Communication from the Mayor re: Evergreen Cemetery transfer request in the amount of \$50,000.00 which moves funds from Undesignated to Evergreen Cemetery to fund expansion design for the cemetery.
7. Communication from the Mayor re: Legal Services transfer request in the amount of \$45,000.00 which moves funds from Long Term Debt Principal-Multi Purpose Bond to Legal Services to fund contracted legal services for the remainder of FY2012.
8. Communication from the Mayor re: City Council's opinion of Line Item Budget presentation.
9. Communication from the Mayor re: Approval of Draft Tax Increment Financing (TIF) from TJX Companies, Inc.
10. Communication from the Mayor re: City Collector Deborah Puleo's retirement.
11. Communication from the Mayor re: appointment of Councilor Robert Tunnera to the Commission on Disabilities.
12. Communication from Helen Downey re: Disclosure of Financial Interest by Special Municipal Employee and Approval.
13. Resubmission of application for Taxi License, Asia Rowland, d/b/a Marlborough Taxi, with address defined for business as 225 Cedar Hill St., Suite 200, Order No. 12-1004083A.
14. Application for Junk Dealer's License, Jason Deni, d/b/a Fifth Avenue Jewelry, 601 Donald Lynch Blvd.
15. Minutes, Traffic Commission, January 31, 2012.
16. Minutes, Planning Board, February 13, 2012.
17. CLAIMS:
 - A. Theresa Venzina, 60 Grant St., other property damage
 - B. Christopher Eddy, 20 Beauregard Circle, other property damage
 - C. Najat Sandabad, 294 South St., residential mailbox claim 2(a)
 - D. John Farley, 352 Simpson Rd., residential mailbox 2(a)

REPORTS OF COMMITTEES:

18. ORDERED: That the Operations and Oversight Committee invite Police Chief Leonard to attend a committee meeting affording him the opportunity to publicly discuss the details leading to the voluntary separation from employment with the City of Marlborough by former Police Detective Derek Johnson.Submitted by Councilor Delano

UNFINISHED BUSINESS:

From Personnel Committee

19. **Order No. 12-1004059 – Appointment of Patricia Carlson and Cheryl Soucy to the Commission on Disabilities for a term of three years from date of approval. Recommendation of the Personnel Committee is to approve the appointments, 3-0.**
20. **Order No. 12-1004060 – Appointment of Stephen P. Leduc and Sally Swartz to the Community Development Authority for a term of three years from date of approval. Recommendation of the Personnel Committee is to approve the appointments, 3-0.**

From City Council

21. **Order No. 12-1004079 – Proposed Ordinance on Residential Mailbox Claim Procedure. Recommendation of the City Council is to advertise. Proposed Ordinance was advertised on March 2, 2012.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY ADDING TO SECTION 7-13 OF CHAPTER 7 OF ARTICLE II THE FOLLOWING NEW PARAGRAPH:

Any written claim presented to the City of Marlborough alleging that a residential mailbox has been damaged by the operation of a snow plow shall be granted upon written confirmation provided by the Department of Public Works to the Legal Department that City of Marlborough snow plow operations were in effect during the date when, and on the street where, the claimed mailbox damage occurred; provided, however, that such claim must be accompanied both by an auto-dated photograph(s) of the damaged mailbox as well as by a paid receipt showing the actual cost of the mailbox's repair or replacement; and provided, further, the maximum amount of reimbursement shall be set at Seventy-Five and 00/100 (\$75.00) Dollars, except that in the absence of such photograph(s) and/or such paid receipt, the maximum amount of reimbursement shall be set at Thirty and 00/100 (\$30.00) Dollars. This paragraph shall be applicable to only those mailbox claims accruing on or after March 1, 2012.



**CITY OF MARLBOROUGH
OFFICE OF CITY CLERK**

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

FEBRUARY 27, 2012

Regular meeting of the City Council held on Monday, FEBRUARY 27, 2012 at 8:00 p.m. in City Council Chambers, City Hall. City Councilors present: Ossing, Pope, Oram, Robey, Delano, Jenkins, Elder, Tunnera, Seymour, Clancy, and Landers. Meeting adjourned at 8:15 PM.

ORDERED: Minutes of the City Council Meeting, FEBRUARY 13, 2012, **FILE AS AMENDED**; adopted.

ORDERED: That the City Council president recognized Boy Scout Troop 303 for the Citizenship and Community Merit Badges and group of Marlborough High School students including alumni ensuring their voices are heard, **FILE**; adopted.

ORDERED: That the **PUBLIC HEARING** On the Application for Special Permit from Rossella Mercuri, on behalf of Sprint, for modification of a wireless facility located at 115 Onamog St, Order No. 12-1004032A, **CONTINUED UNTIL MARCH 12, 2012**; adopted.

Councilors Present: Ossing, Pope, Oram, Robey, Delano, Jenkins, Elder, Tunnera, Seymour, Clancy & Landers.

ORDERED: That the IT transfer request in the amount of \$180,000.00 which moves funds from Undesignated to Capital Outlay-IT Equipment for the purpose of upgrades throughout the IT network, refer to **FINANCE COMMITTEE**; adopted.

FROM:

Acct. # 1000-35900 \$180,000.00
Undesignated Fund

TO:

Acct. # 19300006-58618 \$180,000.00
IT Equipment

ORDERED: That Building Department transfer request in the amount of \$4,000.00 which moves funds from Custodian to Gross OT due to a vacancy in the custodial staff, refer to **FINANCE COMMITTEE**; adopted.

FROM:

Acct. # 11920003-50560 \$4,000.00
Custodian

TO:

Acct. # 11920003-51300 \$4,000.00
Gross OT

ORDERED: That the City Clerk transfer request in the amount of \$659.79 which moves funds from Sick Leave Buy Back to Election Programming associated with programming for the Presidential Primary, **APPROVED**; adopted.

FROM:

Acct. # 11610003-51920 \$659.79
Sick Leave Buy Back

TO:

Acct. # 11620004-53932 \$659.79
Gross Election Programming

ORDERED: Under authority of MGL Chapter 44, Section 53A, the City Council hereby **APPROVES** the Emergency Management Grant in the amount of \$3,000.00 to support upgrades and/or purchases of equipment on an authorized list provided by Federal Emergency Management Agency (FEMA) as well as related training expenses; adopted.

ORDERED: That the Massachusetts Department of Environmental Protection (Mass DEP) Grants of which the first grant is for \$105,000.00 and the second grant is to provide 80 hours of technical assistance awarded to DPW, refer to **FINANCE COMMITTEE**; adopted.

ORDERED: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARLBOROUGH THAT THE CODE OF THE CITY OF MARLBOROUGH, AS AMENDED, BE FURTHER AMENDED BY ADDING TO SECTION 7-13 OF CHAPTER 7 OF ARTICLE II THE FOLLOWING NEW PARAGRAPH:

Any written claim presented to the City of Marlborough alleging that a residential mailbox has been damaged by the operation of a snow plow shall be granted upon written confirmation provided by the Department of Public Works to the Legal Department that City of Marlborough snow plow operations were in effect during the date when, and on the street where, the claimed mailbox damage occurred; provided, however, that such claim must be accompanied both by an auto-dated photograph(s) of the damaged mailbox as well as by a paid receipt showing the actual cost of the mailbox's repair or replacement; and provided, further, the maximum amount of reimbursement shall be set at Seventy-Five and 00/100 (\$75.00) Dollars, except that in the absence of such photograph(s) and/or such paid receipt, the maximum amount of reimbursement shall be set at Thirty and 00/100 (\$30.00) Dollars. This paragraph shall be applicable to only those mailbox claims accruing on or after March 1, 2012.

ADVERTISED; adopted.

ORDERED: That the following notification from the City Clerk re: 2012 Presidential Primary Election Call, **FILE**; adopted.

That the City Clerk be and is herewith directed to have proper notices issued notifying the VOTERS of the City of Marlborough that the **PRESIDENTIAL PRIMARY ELECTION** will be held in the polling locations as noted below on **TUESDAY, MARCH 6, 2012** as follows: President, State Committee Man, State Committee Woman and Ward Committee members.

THE POLLS WILL OPEN AT 7:00 A.M. AND WILL CLOSE AT 8:00 P.M.

POLLING LOCATIONS ARE AS FOLLOWS:

WARD ONE: Prec. 1 and 2 Francis J. Kane School, 520 Farm Rd.
WARD TWO: Prec. 1 and 2 Francis J. Kane School, 520 Farm Rd.
WARD THREE: Prec. 1 Masonic Hall, 8 Newton St. (corner of Main/Newton Sts.), rear

WARD THREE: Prec. 2	Raymond J. Richer School, 80 Foley Rd., Rm. 103
WARD FOUR: Prec. 1 and 2	Boys & Girls Club, 169 Pleasant St.
WARD FIVE: Prec. 1	Senior Center, 250 Main St.
WARD FIVE: Prec. 2	Masonic Hall, 8 Newton St. (corner of Main/Newton Sts.), rear
WARD SIX: Prec. 1 and 2	11T Charles W. Whitcomb School, 25 Union St., Library
WARD SEVEN: Prec. 1 and 2	Hildreth School Gymnasium, 85 Sawin St.

ORDERED: That there being no objection thereto set **MONDAY, MARCH 26, 2012**, as date for a **PUBLIC HEARING** for the Application for Special Permit from Attorney Sem Aykanian, on behalf of Marlborough Savings Bank, to modify Special Permit, Order No.09-1002152C, to allow operation of the drive-through teller from 8:00 AM to 8:00 PM seven days per week, and operation of the drive-through ATM 24 hours per day, seven days per week, refer to **URBAN AFFAIRS COMMITTEE AND ADVERTISE**; adopted.

Councilor Delano abstained

ORDERED: That the Communication from Attorney Bergeron on behalf of the Melanson Group, Inc. re: Walker Estate, Open Space Development, **FILE**; adopted.

ORDERED: That the Application for Junk Dealer's License, Thomas Zampini d/b/a Metal Man Recycling LLC, 51 Lacombe St., refer to **PUBLIC SERVICES COMMITTEE**.

ORDERED: That the Application for Taxi License, Asia Rowland, d/b/a Marlborough Taxi, address to be determined if granted license, **REFER TO BACK TO CITY CLERK TO CONTACT APPLICANT AND OBTAIN A BUSINESS ADDRESS**; adopted.

ORDERED: That the Minutes, Planning Board, January 23, 2012, **FILE**; adopted.

ORDERED: That the Minutes, Traffic Commission, December 20, 2011, **FILE**; adopted.

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

A. Kathleen Thompson, 244 Simpson Rd., residential mailbox claim 2(b)

Reports of Committees:

Councilor Tunnera reported the following out of the Personnel Committee:

Order No. 12-1004059 – Appointment of Patricia Carlson and Cheryl Soucy to the Commission on Disabilities for a term of three years from date of approval. Recommendation of the Personnel Committee is to approve the appointments, 3-0.

Order No. 12-1004060 – Appointment of Stephen P. Leduc and Sally Swartz to the Community Development Authority for a term of three years from date of approval. Recommendation of the Personnel Committee is to approve the appointments, 3-0.

ORDERED: That the Police Department transfer request in the amount \$154,000.00 be amended as the \$25,000.00 transfer request which moves funds from Stabilization Public Safety Account to Police Overtime is no longer need at this time; therefore the transfer request in the amount of \$129,000.00 which moves funds from Police Officers to Regular OT, **APPROVED**; adopted.

FROM:

Acct. # 12100001-50420 \$129,000.00
Police Officers

TO:

Acct. #1210003-51310 \$129,000.00
Regular Overtime

ORDERED: That the Fire Department transfer request in the amount of \$34,004.00 which moves funds from 2011 Long Term Debt Interest to Fire-Sick Leave Buy Back to fund unbudgeted benefits associated with an employee's retirement, **WITHDRAWN**; adopted.

FROM:

Acct. # 60075106-58964 \$34,004.00
2011 Long Term Debt interest

TO:

Acct. # 12200003-51920 \$34,004.00
Fire-Sick leave Buy Back

ORDERED: That the Fire Department transfer requests in the amount of \$3,140.00 which moves funds from Longevity to Sick Leave needed to fund benefits associated with an employee's retirement, \$4,568.00 which moves funds from Longevity to Vehicle Repair associated with vehicle repair and maintenance and \$15,432.00 which moves funds from EMT to Vehicle Repair associated with vehicle repair and maintenance, **APPROVED**; adopted.

FROM:

Acct. # 12200003-51430 \$3,140.00
Longevity

Acct. # 12200003-51430 \$4,568.00
Longevity

Acct. # 12200003-51480 \$15,432.00
EMT

TO:

Acct. # 12200003-51920 \$3,140.00
Sick Leave

Acct. #12200006-52560 \$4,568.00
Vehicle Repair

Acct. #12200006-52560 \$15,432.00
Vehicle Repair

ORDERED: That the Notification from the Massachusetts Division of Conservation Services pertinent to the Memorial Beach project not being selected for funding for FY2012, **FILE**; adopted.

ORDERED: That the transfer request in the amount of \$303,805.00 which moves funds from Long Term Debt Interest to Curb Containers and \$574,240.70 which moves funds from Multi Purpose Bond to Curb Containers for the purpose of purchasing the containers for automated curbside collection of solid waste and recyclables, **TABLED IN COMMITTEE**; adopted.

FROM:

Acct. # 60075106-58964	\$303,805.00
Long Term Debt Interest	
Acct. # 60071106-59963	\$574,240.70
Multi Purpose Bond	

TO:

Acct. # 19300006-58100	\$303,805.00
Curb Containers	
Acct. # 19300006-58100	\$574,240.70
Curb Containers	

ORDERED: There being no further business, the regular meeting of the City Council is herewith adjourned at 8:15 p.m.



IN CITY COUNCIL

Marlborough, Mass., _____

FEBRUARY 13, 2012

ORDERED:

That there being no objection thereto set **MONDAY, MARCH 12, 2012**, as date for a **PUBLIC HEARING** on the Petition from National Grid to replace and relocate existing utility P.61 24' south east of present location toward property line of house 522 on Pleasant St. Along with this pole, P. 61-89 will be relocated to new location on private property, be and is herewith refer to **PUBLIC SERVICES**.

ADOPTED

ORDER NO. 12-1004065



IN CITY COUNCIL

Marlborough, Mass., FEBRUARY 27, 2012

ORDERED:

That the PUBLIC HEARING On the Application for Special Permit from Rossella Mercuri, on behalf of Sprint, for modification of a wireless facility located at 115 Onamog St, Order No. 12-1004032A, be and is herewith **CONTINUED UNTIL MARCH 12, 2012.**

Councilors Present: Ossing, Pope, Oram, Robey, Delano, Jenkins, Elder, Tunnera, Seymour, Clancy & Landers.

(IN WIRELESS COMMUNICATIONS COMMITTEE)

ADOPTED

ORDER NO. 12-1004032B



IN CITY COUNCIL

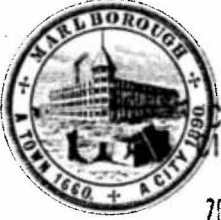
Marlborough, Mass., ~~FEBRUARY 13, 2012~~

ORDERED:

That there being no objection thereto set **MONDAY, MARCH 12, 2012**, as date for a **PUBLIC HEARING** for the Application for Special Permit from Sprint for modification of a wireless facility located at 2 Mount Royal Dr., be and is herewith refer to **WIRELESS COMMUNICATIONS COMMITTEE AND ADVERTISE.**

ADOPTED

ORDER NO. 12-1004064



City of Marlborough

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Office of the Mayor

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140 Main Street

Marlborough, Massachusetts 01752

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

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Arthur G. Vigeant
MAYOR

Michael C. Berry
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

March 8, 2012

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

Re: Whitcomb School Auditorium

Honorable President Pope and Councilors:

I am submitting for your approval the following transfer request to fund the Whitcomb School Auditorium renovations and energy upgrades:

- 1) Transfer in the amount of \$492,562.00 from 10000-35900 (Undesignated Fund) to 19300006-54310 (Building Repair & Maintenance).

Please do not hesitate to contact my office with any questions.

Sincerely,

Arthur G. Vigeant
Mayor

TRANSFER REQUEST

AVAILABLE BALANCE	AMOUNT	FROM ACCOUNT		TO ACCOUNT			AMOUNT AVAIL		
		ORG C	OBJECT	ACCOUNT DESCRIP	AMOUNT	ORG CODE	OBJECT	ACCOUNT DESCRIP	
				Undesignated Fund				Capital Outlay	
\$ 3,592,143.00	\$ 492,562.00	10000	35900	Undesignated Fund	\$ 492,562.00	19300006	54310	Build Repair & Maint.	\$ -

\$ 492,562.00

Reason To Fund Whitcomb School Auditorium renovations & Energy Upgrades. Please see attached request from Mayor

RECREATION PROJECTS

PUBLIC FACILITIES

Whitcomb School Auditorium renovations	\$	350,000
Energy Upgrades	\$	200,000
Prior Year Bond Surplus 300-42506-55961 Parking Deck	\$	(57,438)
44s7(3A) Total Twenty Year Building Renovation Bond	\$	492,562



City of Marlborough

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Office of the Mayor

140 Main Street

2012 MAR -8 P 4: 51
Marlborough, Massachusetts 01752

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Arthur G. Vigeant
MAYOR

Michael C. Berry
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

March 8, 2012

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

Re: Transfer Request – Evergreen Cemetery

Honorable President Pope and Councilors:

I am submitting for your approval the following transfer request to fund the expansion design for Evergreen Cemetery:

- 1) Transfer in the amount of \$50,000.00 from 10000-35900 (Undesignated Fund) to 19300006-58316 (Evergreen Cemetery).

Please do not hesitate to contact my office with any questions.

Sincerely,

Arthur G. Vigeant
Mayor

TRANSFER REQUEST

AVAILABLE BALANCE	AMOUNT	FROM ACCOUNT		TO ACCOUNT			AMOUNT AVAIL
		ORG C	OBJECT ACCOUNT DESCRIP	AMOUNT	ORG CODE	OBJECT ACCOUNT DESCRIP	
		Undesignated Fund		Capital Outlay			
\$ 3,592,143.00	\$ 50,000.00	10000	35900 Undesignated Fund	\$ 50,000.00	19300006	58316 Evergreen Cemetery	\$ -
				\$ 50,000.00			

Reason To fund expansion design of Evergreen Cemetery. Please see attached request from Mayor



City of Marlborough

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Office of the Mayor

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Arthur G. Vigeant
MAYOR

Michael C. Berry
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Patricia Bernard
EXECUTIVE SECRETARY

March 8, 2012

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

Re: Transfer Request – Legal Services

Honorable President Pope and Councilors:

I am submitting for your approval the following transfer request to fund contracted legal services for the remainder of FY2012:

- 1) Transfer in the amount of \$45,000.00 from 60071106-59963 (Long Term Debt Principal - Multi Purpose Bond) to 11510004-53110 (Legal Services).

Please do not hesitate to contact my office with any questions.

Sincerely,

Arthur G. Vigeant
Mayor

TRANSFER REQUEST

	FROM ACCOUNT				TO ACCOUNT				
AVAILABLE BALANCE	AMOUNT	ORG CODE	OBJECT	ACCOUNT DESCRIP	AMOUNT	ORG CODE	OBJECT	ACCOUNT DESCRIP	AMOUNT AVAIL
				Long Term Debt Principal				LEGAL	
\$ 805,292.00	\$ 45,000.00	60071106	59963	2011 Multi Purpose Bond	\$ 45,000.00	11510004	53110	Legal Services	\$ 12,765.00

Reason: To fund contracted legal services for the remainder of FY 12

Approved

Dept Head



Approved

Dept Head





City of Marlborough

Arthur G. Vigeant
MAYOR

Office of the Mayor

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CITY OF MARLBOROUGH

Michael C. Berry
EXECUTIVE AIDE

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www.marlborough-ma.gov

Patricia Bernard
EXECUTIVE SECRETARY

March 8, 2012

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

Re: Line Item Budget

Honorable President Pope and Councilors:

I am seeking the opinion of the City Council as it relates to a line item budget presentation. In a conversation with Councilor Ossing, I let him know that I would welcome this approach but only if the Council would welcome this change with me.

I welcome your thoughts and opinions on this matter and would be happy to answer any questions you may have.

Sincerely,

Arthur G. Vigeant
Mayor



City of Marlborough
Office of the Mayor

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Marlborough, Massachusetts 01752
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March 8, 2012

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

Re: The TJX Companies, Inc.

Honorable President Pope and Councilors:

I am pleased to submit for your approval a draft Tax Increment Financing (TIF) proposal from The TJX Companies, Inc ("TJX").

This represents a potentially significant step forward for the city in terms of our economic development and job creation initiatives. I want to thank the work of President Pope and the Marlborough Economic Development Corporation for helping to put the city in a position to attract more businesses to our community.

I look forward to partnering with you in the coming months to finalize a mutually beneficial agreement with TJX that benefits all parties.

Please do not hesitate to contact my office with any questions.

Sincerely,

Arthur G. Vigeant
Mayor



March 7, 2012

Honorable Arthur G. Vigeant
Mayor of Marlborough
Marlborough City Hall
140 Main Street, 4th Floor
Marlborough, MA 01752

Subject: The TJX Companies, Inc. - Notice of Intent to Apply to the MA Economic Development Incentive Program

Dear Mayor Viegant:

As you know, The TJX Companies, Inc. ("TJX" or "the Company") is in the final stage of a site selection process to house the Company's future headquarter operations (the "Project").

During the past several months TJX has met with you, representatives of your administration and the Marlborough Economic Development Corporation ("MEDC") to discuss the parameters of a Tax Increment Financing ("TIF") Agreement, should TJX decide to move all or a portion of its headquarter operations to Marlborough, MA.

As a result of your leadership and Marlborough's clear support of the Project, we recently agreed to pursue local approval of a TIF Agreement on property located at 300-400 Puritan Way that was formerly occupied by Fidelity Investments ("Fidelity Site"). The configuration of the Fidelity Site and its 700,000 square feet of office space is such that it can accommodate both a single headquarters site or a significant component of a "dual-site" headquarters operation.

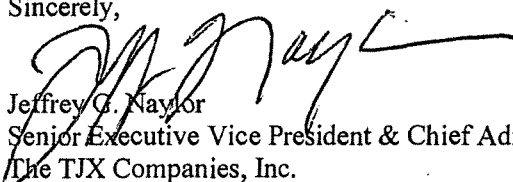
The agreed upon parameters of the proposed TIF Agreement are as follows:

- 20-year TIF Agreement scheduled to commence on 07/01/14 and conclude on 06/30/34
- 20 year exemption schedule of 100%, 100%, 90%, 90%, 90%, 80%, 80%, 80%, 70%, 70%, 70%, 60%, 60%, 60%, 50%, 25%, 20%, 15%, 10%, 5% for each year respectively.

Local approval of the TIF Agreement and Puritan Way Economic Opportunity Area ("EOA") will allow TJX to pursue state tax incentives authorized under the Massachusetts Economic Development Incentive Program ("EDIP"). The EDIP's combined state and local tax incentives will serve to partially offset Massachusetts generally higher business costs.

Thanks once again for all your support regarding TJX's pursuit of a TIF Agreement with the City of Marlborough. I, along with the rest of the TJX Team, look forward to working with you, your administration, the Marlborough City Council and Marlborough Economic Development Corporation to finalize this proposed TIF Agreement.

Sincerely,


Jeffrey G. Naylor
Senior Executive Vice President & Chief Administrative Officer
The TJX Companies, Inc.

cc: Honorable Patricia Pope, Marlborough City Council President
Arthur Bergeron, Chairman, Marlborough Economic Development Corporation
Daniel C. Brogie, Senior Assessor, City of Marlborough
Arthur Robert, Regional Director, MA Office of Business Development

**TAX INCREMENT FINANCING AGREEMENT
BETWEEN
THE CITY OF MARLBOROUGH
AND
THE TJX COMPANIES, INC.**

This **TAX INCREMENT FINANCING AGREEMENT** (the “TIF Agreement” or the “Agreement”) is made as of this ____ day of _____ 2012 by and between the City of Marlborough (the “City”), The TJX Companies, Inc. (the “Corporation”).

WHEREAS, the City is a Massachusetts municipal corporation acting through its City Council having its principal office located at 140 Main Street, Marlborough, MA 01752; and

WHEREAS, the Corporation is a Delaware corporation having its principal U.S. corporate headquarters located at 770 Cochituate Road, Framingham, MA 01701, and is authorized to do business in Massachusetts; and

WHEREAS, the Corporation plans as follows:

- 1) to acquire land and renovate buildings presently located across two tax parcels and containing ± 76.08 acres at 300 and 400 Puritan Way, Marlborough, MA 01752, as further depicted on Marlborough City Assessor’s Map 112, Lots 6A and Map 112, Lot 6 respectively (land and buildings to be collectively known as the “Facility”).

WHEREAS, the Facility is to be located within the boundaries of the Marlborough-Framingham Regional Economic Target Area (ETA) (as that term is used in Massachusetts General Laws, Chapter 23A, Section 3D, and referred to below as the “ETA”); and

WHEREAS, the Facility is located within the Puritan Way Economic Opportunity Area (EOA) (as that term is used in Massachusetts General Law, Chapter 23A, Section 3E, and referred to below as the “EOA”); and

WHEREAS, the Corporation expects to re-locate to the Facility 1,600 permanent full-time jobs presently located at 500 Old Connecticut Path, Framingham, MA and 118 Flanders Road, Westborough, MA 01581; and, beginning on the effective date of this agreement, to create 75 new permanent full-time jobs open to qualified residents of Marlborough and the ETA; and

WHEREAS, the purchase of and renovations to the Facility are estimated to result in an initial capital investment of \$117.2 million in combined acquisition, soft, real property and personal property costs (the “Project”); and

WHEREAS, the parties to the Agreement are desirous of entering into a Tax Increment Financing (TIF) Agreement in accordance with the Massachusetts Economic Development Incentive Program (EDIP) and Chapter 23A of the Massachusetts General Laws; and

WHEREAS, the City strongly supports increased economic development to provide additional jobs for residents of Marlborough and the ETA, to expand business within the City, and to develop a healthy economy and stronger tax base; and

WHEREAS, the Project and its related job creation will further the economic development goals and criteria established for the ETA and EOA; and

WHEREAS, by letter dated March 12, 2012, the Mayor recommended the TIF Plan and the TIF Agreement to the Marlborough City Council;

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and contingent upon receipt of authorization from the City Council and in accordance with applicable law, the parties hereby agree as follows:

A. THE CITY'S OBLIGATIONS

1. The City Council approved the provisions of this TIF Agreement on April 9, 2012, pursuant to the Resolution attached hereto. The City hereby authorizes the Mayor to execute this TIF Agreement on the City's behalf, and to monitor and enforce compliance by the Corporation with this TIF Agreement's terms. The Mayor is authorized to act for and on behalf of the City in proceedings relating to the approval of this Agreement by the EACC.
2. A Tax Increment Financing exemption (the "Exemption") is hereby granted to the Corporation by the City in accordance with Chapter 23A, Section 3E, Chapter 40, Section 59, and Chapter 59, Section 5, Clause Fifty-first, of the Massachusetts General Laws. The Exemption shall be for a period of twenty (20) years (the "Exemption Term"), commencing on July 1, 2014 (the beginning of fiscal year 2015) and ending on June 30, 2034 (the end of fiscal year 2034). The Exemption shall pertain to real property taxes, according to the following schedule:

**FACILITY'S REAL AND PERSONAL PROPERTY TAX
EXEMPTION SCHEDULE**

<u>Fiscal Year</u>	<u>Exemption Percentage</u>
2015	100%
2016	100%
2017	90%
2018	90%
2019	90%
2020	80%
2021	80%
2022	80%
2023	70%
2024	70%
2025	70%
2026	60%
2027	60%
2028	60%
2029	50%
2030	25%
2031	20%
2032	15%
2033	10%
2034	5%

3. The base valuation for the Facility shall be the assessed valuation of the Facility (collectively, Building plus Land, as hereinbefore defined) in the base year.

The base year is the fiscal year immediately preceding the fiscal year in which the TIF Agreement commences. As provided in 760 C.M.R. 22.05(4)(d), see 402 C.M.R. 2.22, the Project shall become eligible for the Exemption on the July 1st following the date on which the EACC approves the TIF Plan, which is expected to be June 26, 2012. However and in order to accommodate the planned renovations to the Facility, the commencement date for TIF Agreement shall be delayed for twenty-four (24) months. Therefore, the exemption is expected to commence on July 1, 2014, which is the beginning of fiscal year 2015. Accordingly, the base year for this TIF Agreement is fiscal year 2014. Consequently, the base valuation for real property pertinent to the Facility, will be determined as of January 1, 2013.

4. The base valuation shall be adjusted annually by an adjustment factor, which reflects increased commercial and industrial property values within the community, as provided in Chapter 40, Section 59 of the Massachusetts General Laws and in 760 C.M.R. 22.00, see 402 C.M.R. 2.22. This adjusted base valuation will remain fully taxable (i.e., the Tax Increment Financing Exemption shall not apply to or be calculated with respect to the adjusted base valuation and no portion of the adjusted base valuation shall be eligible for exemption from Chapter 59 property taxation) throughout the term of this TIF Agreement. Only the increased value or “increment” created by improvements will be the amount eligible for exemption from taxation.

B. THE CORPORATION’S AND THE PROPERTY OWNER’S OBLIGATIONS

1. The City is granting the Tax Increment Financing Exemption for the Project in consideration of the following commitments:
 - a. The Corporation agrees to acquire the property and make capital improvements for a total commitment of approximately \$117.2 million, and to timely pay all municipal permit fees required in connection with such improvement and investment;
 - b. The Corporation agree to timely pay all of the taxes owed to the City over the term of this TIF Agreement; and
 - c. The Corporation agrees to re-locate to the Facility approximately 1,600 permanent full-time jobs presently located at 500 Old Connecticut Path, Framingham, MA and 118 Flanders Road, Westborough, MA 01581; and, beginning on the effective date of this agreement, to create 75 new permanent full-time jobs, as that term is defined in 402 C.M.R. 2.03, according to the following schedule:

<u>Fiscal year(s)</u>	<u>Minimum Cumulative New Permanent Full-Time Employee Requirement</u>
2015 (as of 6/30/15)	31
2016 (as of 6/30/16)	38
2017 (as of 6/30/17)	59
2018 (as of 6/30/18)	68
2019 (as of 6/30/19)	75

Such employees shall be exclusive of those permanent full-time employees currently employed at the Corporation's facilities at 500 Old Connecticut Path, Framingham, MA, 118 Flanders Road, Westborough, MA 01581, and 770 Cochituate Road, Framingham, MA who will re-locate to the Facility. In meeting its cumulative new permanent full-time employee commitment above, and consistent with all federal, state and local laws and regulations, the Corporation agrees to use reasonable commercial efforts to open new permanent full-time jobs at the Facility to qualified residents of Marlborough and then the regional ETA as outlined in the Workforce Analysis and Job Creation Plan section of the MA EDIP Enhanced Expansion Project Application submitted to the City by the Corporation in connection with the Corporation's request for a Tax Increment Financing Exemption.

2. The Corporation shall submit annual written reports on job creation and maintenance at, job relocation to, and new investments at the Facility to the City of Marlborough Board of Assessors and Mayor and to the Economic Assistance Coordinating Council by the end of September of each year with respect to the immediately preceding fiscal year during which this TIF Agreement is in effect. Reports shall be submitted for fiscal year 2015, and for every fiscal year thereafter falling within the term of this TIF Agreement; thus, the report for fiscal year 2015, ending on June 30, 2015, shall be submitted by the end of September 2015. In addition to information that may be required by the Economic Assistance Coordinating Council pursuant to 402 C.M.R. 2.14, the annual report shall include:
 - (a) Employment levels at the Facility at the beginning and end of the reporting period, with a designation of which employees are net new employees as of the effective date of this agreement and which employees were employed by the Corporation prior to the effective date of this agreement;
 - (b) The specific number of ETA and Marlborough residents respectively employed at the Facility at the beginning and at the end of the reporting period;
 - (c) A full accounting of the reasonable commercial efforts made by the Corporation to open new permanent full-time jobs at the Facility to qualified residents of Marlborough and then to the regional ETA;
 - (d) A narrative of the reasonable efforts made by the Corporation to solicit Marlborough businesses, vendors and suppliers to participate in requests for quotations for goods and services to be purchased by the Corporation as part of the Project, including but not limited to the improvements to the Facility, as well as the purchase of new machinery and equipment as part of the Project;
 - (e) The Corporation's financial contribution to the City (including property taxes, motor vehicle excise taxes, and water and sewer fees) for the fiscal year; and
 - (f) A description of any private investment, including but not limited to donations and/or perpetual maintenance of land for recreational purposes, made by the Corporation for the benefit of the community during the reporting period.

During the term of this TIF Agreement, the Corporation will also provide the City with any information related to the Project, and/or to the Corporation's improvements to the Facility, which the parties mutually agree should be provided.

3. The Tax Increment Financing Exemption percentage applicable to the schedule above will automatically be adjusted downward in any particular fiscal year that the Corporation does not meet the minimum cumulative new permanent full-time employee requirements described above. Under this Paragraph 3, the exemption percentage applicable to the schedule above will be changed for the fiscal year beginning after the job requirement date, utilizing the following formula:

$$\left(\frac{\text{Actual Cumulative New Permanent Full-Time Job Level}}{\text{Minimum Cumulative New Permanent Full-Time Job Requirement}} \right) \times \text{Scheduled Exemption Percentage} = \text{Actual Exemption Percentage}.$$

For example, if the actual cumulative new permanent full-time employee level at the end of FY 2017 is 100 instead of 200, then the real property exemption percentage applicable for FY 2018 would actually be $(100/200) \times 90\%$, or 45%.

The exemption percentages applicable to the exemption schedule above will, for later fiscal years, revert back to the original schedule if the Corporation restores the job level based on the minimum cumulative new permanent full-time job requirement for that later year. If the Corporation meets or exceeds its minimum cumulative new permanent full-time employee requirements, the exemption schedules will not change.

4. The Corporation will be in default of its respective obligations under this TIF Agreement if the City determines that the Corporation fails to meet or comply with any of the requirements of Paragraphs 1 or 2 of this Section B or Paragraph 5 or 6 below, and the City further determines that such failure continues or remains uncured for sixty (60) days (or such longer time as the City may deem appropriate under the circumstances) after the date of written notice, provided by the City to the Corporation, explaining in reasonable detail the grounds for or nature of such failure. Upon the City's determination that any default by the Corporation has continued or remained uncured for such period after the date of such written notice, the City may take such action as it deems appropriate to enforce the Corporation's obligations under this TIF Agreement, including but not limited to a request that EACC revoke its certification of the Project for eligibility for a Tax Increment Financing Exemption; any such request would be in addition to the automatic downward adjustment of the exemption schedule described in Paragraph 3 above. Upon any such decertification, the City shall have the right, upon written notice to the Corporation, to terminate the Tax Incremental Financing Exemption benefits described in Paragraph 2 of Section A, commencing as of the fiscal year in which the City has determined the Corporation to be in default or, if such benefits have already been received by the Corporation for the fiscal year in which the City has determined the Corporation to be in default, commencing as of the fiscal year immediately following that fiscal year. Any notice required hereunder shall be sent, certified mail, return receipt requested, or delivered in hand, to the Corporation at the Facility's address (to be determined). Said notice shall be effective upon receipt.
5. If, at any time prior to the expiration of the term on this Agreement, the Corporation or an affiliate no longer occupies or otherwise fails to maintain operations either building on the site, the City shall be entitled forthwith to be paid back by the Corporation a sum equal to a proportionate share of the amount of tax savings, both as to real property and personal property, that had been enjoyed by the Corporation under this Agreement in the fiscal year immediately prior to the fiscal year when the Corporation moves from, vacates, abandons, or otherwise fails to maintain operations at the Facility, according to the following schedule:

CORPORATION'S PAY-BACK SCHEDULE

Fiscal Year When Corporation Moves From, Vacates, Abandons, or Otherwise Fails to Maintain Operations at the Facility	Percentage of Tax Savings from Prior Fiscal Year to be Paid Back to City
2016	90%
2017	80%
2018	70%
2019	60%
2020	50%
2021	40%
2022	30%
2023	20%
2024	10%
2025- 2034	0%

In any event, the City shall be given sixty (60) days' written notice prior to any proposed move from, vacation of, abandonment of, or other failure to maintain operations at, the Facility. Said notice shall identify the prospective new owner; may include information about such prospective new owner which is not otherwise subject to a confidentiality agreement; and shall be given to: Mayor's Office and to the Board of Assessor's Office, City Hall, 140 Main Street, Marlborough, MA 01752. The City shall not, except as required by law, disclose any information provided by the Corporation regarding any proposed disposition of the Facility or any portion thereof by the Corporation.

6. The Corporation shall use reasonable efforts to solicit qualified Marlborough businesses, vendors and suppliers to participate in requests for quotations for goods and services to be purchased by Corporation in regard to the Project.

C. Other Considerations

1. Pursuant to 760 C.M.R. 22.05(8)(d), see 402 C.M.R. 2.22, this Agreement shall be binding upon the Corporation and its successors and assigns, and all subsequent owners of the Facility, so long as the Project's certification has not been revoked by EACC.
2. This Agreement is subject to M.G.L. Chapter 23A, Section 3A-3F inclusive, M.G.L. Chapter 40, Section 59, and M.G.L. Chapter 59, Section 5, Cl.51.
3. Should any part, term or provision of this Agreement be declared to be determined by any court of competent jurisdiction to be illegal or invalid, the validity of the remaining parts, terms, and provisions shall not be affected thereby and said illegal or invalid part, term of provision shall be deemed not to be a part of this Agreement.
4. The effective date of this Agreement shall be June 26, 2012, the (presumptive) date of the Economic Assistance Coordinating Council's approval of the TIF Plan.

WITNESSETH, the execution and delivery of this Agreement by City of Marlborough, the TJX Companies, Inc. as an instrument under seal as of the date first above written.

AGREED TO:

TJX COMPANIES, INC.

By: _____ Dated: _____, 2012
Jeffrey G. Naylor
Senior Executive Vice President & Chief Administrative Officer
The TJX Companies, Inc.

By: _____ Dated: _____, 2012
Ann McCauley
Executive Vice President General Counsel and Secretary
The TJX Companies, Inc.

COMMONWEALTH OF MASSACHUSETTS

_____, ss.

On _____, 2012, before me, the undersigned notary public, personally appeared Jeffrey Naylor and Ann McCauley for the TJX Companies, Inc., and proved to me through satisfactory evidence of identification, which was _____, that he is the person whose name is signed on the preceding or attached document.

Notary Public
Printed Name: _____
My Commission Expires: _____

CITY OF MARLBOROUGH

By: _____ Dated: _____, 2012
Arthur G. Viegant, Mayor
City of Marlborough

COMMONWEALTH OF MASSACHUSETTS

_____, ss.

On _____, 2012, before me, the undersigned notary public, personally appeared Arthur G. Viegant, as Mayor of the City of Marlborough, and proved to me through satisfactory evidence of identification, which was _____, that he is the person whose name is signed on the preceding or attached document.

Notary Public
Printed Name: _____
My Commission Expires: _____

THE MASSACHUSETTS ECONOMIC DEVELOPMENT INCENTIVE PROGRAM

APPLICATION FOR DESIGNATION AS A
SITE SPECIFIC ECONOMIC OPPORTUNITY AREA
FOR

Puritan Way EOA

Located at
300/400 Puritan Way
Marlborough, MA 01752
(Marlborough City Assessor's Map 112, Lots 6 & 6A)

WITHIN THE
Marlborough/Framingham Economic Target Area

March 7, 2012

Proposed by the
City of Marlborough

**APPLICATION FOR DESIGNATION
OF ECONOMIC OPPORTUNITY AREA(S)**

PART A: Applicant Information

1. Please check one:

- This is an application for designation of a new EOA within a previously approved ETA.
 This is a request to amend an EOA previously approved by the EACC.

2. Community submitting this application:

City of Marlborough, MA

Name of proposed EOA(s):

Puritan Way EOA

PART B: Mandatory Requirements for the Proposed EOA

1. Location of Proposed EOA(s): Provide a detailed map of each proposed EOA, indicating the existing streets, highways, waterways, natural boundaries, other physical features along with a legally binding written description of the EOA boundaries (with parcel numbers if appropriate).

The property is located at 300/400 Puritan Way in Framingham, Massachusetts and is listed in the Marlborough City Assessor's files as Map 112, Lots 6 & 6A. Please see the location map, attached as Exhibit A and the legal description attached as Exhibit B.

2. Description of EOA(s): Describe why each proposed EOA was chosen for designation. Include a brief, descriptive narrative of each area which helps to explain the particular situations, issues or reasons why EOA designation is requested.

The proposed EOA consists of property parcels that have been targeted for redevelopment by the TJX Companies, Inc. The 300/400 Puritan Way parcels are outlined on Map 112, Lots 6 & 6A of the Marlborough City Assessor's files. The parcels are zoned for commercial/industrial use and are currently owned by Fidelity Investments. The proposed EOA site meets the definition of a "Decadent Area" due to recent, adverse and substantial changes to the area's business/economic conditions. Such adverse changes are evidenced by the buildings located at 300/400 Puritan Way having been largely vacant for an extended period of time.

A Site Specific EOA designation will help advance the City of Marlborough's efforts to market the current site to an end user other than Fidelity Investments, which has largely vacated the proposed EOA site. The Puritan Way EOA designation will serve to attract new jobs and capital investment to the site, strengthen Marlborough's commercial tax base as well as encourage the highest and best use of a site that now sits largely vacant.

3. Basis for EOA Designation: Check the applicable category or categories (see definitions in attachment at back of application) for each proposed EOA:

The area proposed for designation as an EOA is a "blighted open area."

The area proposed for designation as an EOA is a "decadent area."

The area proposed for designation as an EOA is a "substandard area."

The area proposed for designation as an EOA has experienced a plant closing or permanent layoffs resulting in a cumulative job loss of 2,000 or more full-time employees within the four years prior to the date of filing this application.

4. Effective Time Period for EOA Designation: How long do you propose to maintain the EOA designation? The EOA designation may remain in effect for a minimum of five (5) years and a maximum of twenty (20) years.

The Puritan Way EOA will remain in effect for twenty (20) years.

5. Local Criteria for Designation of EOAs: Describe how each proposed EOA meets your criteria for designation of EOAs, as specified in your application for designation of the ETA.

- EOAs must be locally designated with the approval of the Mayor and Marlborough City Council;
- EOAs must meet all requirements promulgated by the Massachusetts Economic Assistance Coordinating Council ("EACC");
- EOA applications must also be submitted first to the appropriate MA Office of Business Development's (MOBD) Regional Director for review and then forwarded to the EACC for approval;
- EOA applications must identify one or more Regional Economic Development Goals and how the EOA will contribute to the achievement of that goal; and
- EOAs must be comprised of land that is appropriate for economic development.

6. Economic Development Goals: Describe the economic development goals for each proposed EOA during the first five years of EOA designation.

The City of Marlborough has previously adopted the following goal for the Marlborough/Framingham Regional ETA that is applicable to the planned redevelopment of the proposed EOA:

- Utilization of existing blighted/decadent commercial/industrial buildings or sites.

The TJX Companies, Inc. has targeted the proposed EOA to house all or a portion of its future worldwide headquarters operations. The proposed EOA site currently houses underutilized and largely vacant commercial space that was previously occupied by Fidelity Investments.

7. **Local Services: Describe the manner and extent to which the municipality intends to provide for an increase in the efficiency of the delivery of local services within the proposed EOA(s) (i.e. streamlining permit application and approval procedures, increasing the level of services to meet new demand, changing management structure for service delivery).**

The City of Marlborough is a business-friendly community whose municipal officials are always willing to work with businesses to promote economic development and success. City Officials help companies navigate the local permitting and zoning process and expedite these approvals whenever possible. The City of Marlborough implements an expedited review permit review process that is coordinated by the City's Administrative Site Plan Review Committee via the Marlborough Planning Director. The City's Building Inspector, Fire & Police Chiefs as well as other staff professional sit on the Site Plan Review Committee.

The proposed Puritan Way EOA is already adequately serviced by sewer, water, gas, electric, voice data and cable. At this time, no additional services are envisioned for the EOA.

8. **Compliance with Community Reinvestment Act: Include a copy of a municipal plan or policy, if any exists, which links the municipality's choice of banking institutions to the bank's compliance with the requirements of the Community Reinvestment Act.**

The City of Marlborough does not currently have a written policy linking its banking policies to compliance with the Community Reinvestment Act.

9. **Project Approval:**

- (a) **Identify the municipal official or group/board which shall be authorized to review project proposals for and on behalf of the municipality.**

The Mayor and Marlborough Economic Development Corporation are authorized to review project proposals on behalf of the City of Marlborough. The Marlborough City Council is the legislative entity that ultimately approves all EOA Designations and Tax Increment Financing Agreements.

- (b) **Indicate the standards and procedures for review of project proposals, including the application procedures, the timeframe for review and determination, and the criteria and process for approval of project proposals. If you intend to use supplemental application material (i.e. municipal cover letter with instructions, job commitment signoff sheet, supplemental questions to be required by the municipality, etc.), it must be mentioned here and must be approved by the Economic Assistance Coordinating Council (EACC). Please attach (if appropriate).**

All projects seeking EACC approval as an EDIP Expansion Project, local execution of a TIF Agreement and local designation for a defined area as an EOA are forwarded to the Marlborough City Council upon recommendation from the Marlborough Economic Development Corporation and the Mayor. The Marlborough City Council will then send the EOA application and proposed TIF Agreement to the TIF Committee, which is comprised of but not limited to: the City Assessor, City Planner

and a member of the City Council for review and approval. Upon review and approval by the TIF Committee, the Marlborough City Council then formally approves the TIF Agreement and EOA Designation. Once the TIF Agreement is executed by the Mayor and the Project's signatory, the EOA application and TIF Agreement are forwarded to the EACC for approval and EDIP Expansion Project certification.

- 10. Intent of Businesses to Locate in EOA: Identify the names and the nature of businesses, if any, that have indicated an intention to locate or expand in the proposed EOA(s). If possible, include letters of intent from the businesses, outlining the number of jobs that would likely be created and providing a timetable for development of the projects.**

The TJX Companies, Inc. is currently envisioning various scenarios for its corporate headquarters. Due to TJX's consistent, year-over-year growth, the company has outgrown its current headquarters in Framingham. TJX is currently pursuing flexible space options that can either house the entire corporate campus or could act as a satellite campus to the current headquarters.

The buildings at 300/400 Puritan Way once housed 4,000 employees and would be able to fulfill TJX's space requirements, regardless of whether TJX pursued a single campus or a split campus option. TJX would have to perform building modifications such as systems, interior design and layout and styling to fit their specifications.

PART C: SPECIAL REQUIREMENT FOR LARGER MUNICIPALITIES

This section must be completed by any municipality or member of a regional ETA with a population that exceeds (50,000) people. The population threshold should be calculated based on the most recent statistics available from the U.S. Bureau of the Census.

Not applicable to the City of Marlborough as according to the U.S. Bureau of the Census, the City's population was 38,499 in 2010.

PART D: COMMITMENT TO PROVIDE LOCAL PROPERTY TAX RELIEF

The municipality completing this application must provide a binding written offer to provide either tax increment financing or a special tax assessment to each certified project located within the proposed EOA(s).

Please attach a copy of the municipality's binding written offer.

- In cities, this shall be in the form of a City Council Order or Resolution, along with a Certified Vote by the City Clerk.**
- In towns with Town Meeting form of government, this shall be in the form of a Town Meeting Motion, along with a Certified Vote by the Town Clerk.**

- **In towns with Town Council form of government, this shall be in the form of a Town Council Order or Resolution, along with a Certified Vote by the Town Clerk.**

Attached as Exhibit C is a certification of the April 9, 2011 Marlborough City Council vote designating the Puritan Way EOA and a Tax Increment Financing Agreement by and between the City of Marlborough and The TJX Companies, Inc.

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EXHIBITS

- Exhibit A: Map of Proposed Puritan Way EOA
- Exhibit B: Legal Description of Puritan Way EOA
- Exhibit C: Marlborough City Council Vote Approving the Puritan Way EOA
- Exhibit D: Definition of “Decadent Area” per MGL Section 121A & 402 CMR 2.03

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EXHIBIT A

Map of Proposed Puritan Way EOA

DRAFT

EXHIBIT B

Legal Description of Puritan Way EOA

DRAFT

EXHIBIT C

Marlborough City Council Vote Approving the Puritan Way EOA

DRAFT

EXHIBIT D

Definition of “Decadent Area” pursuant to MGL Section 121A & 402 CMR 2.03:

Decadent Area: an area which is detrimental to the safety, health, welfare or sound growth of a community because of the existence of buildings which are out of repair, physically deteriorated, unfit for human habitation, obsolete, or in need of major maintenance or repair, or because much of the real estate in recent years has been sold or taken for non-payment of taxes or upon foreclosure of mortgages; or because buildings have been torn down and not replaced and in which under existing conditions it is improbable that the buildings will be replaced; or because of a substantial change in business or economic conditions; or because of inadequate light, air, or open space; or because of excessive land coverage; or because diversity of ownership, irregular lot sizes, or obsolete street patterns makes it improbable that the area will be redeveloped by the ordinary operations of private enterprise; or by reason of any combination of the foregoing conditions.

**TAX INCREMENT
FINANCING
PLAN and ZONE
City of Marlborough**

300-400 Puritan Way

March 2011

DRAFT

I. Location

A. Marlborough/Framingham Regional Economic Target Area (ETA)

The City of Marlborough has proposed the establishment of the Puritan Way Site Specific Economic Opportunity Area (“EOA”) and a Tax Increment Financing Zone (“TIF Zone”) within the Marlborough/Framingham Regional ETA. The EOA will consist of two property parcels located at 300 & 400 Puritan Way.

B. Municipality

City of Marlborough, County of Middlesex, Commonwealth of Massachusetts.

C. TIF Zone

1. Location and Map

The TIF Zone is located at 300-400 Puritan Way and is shown on Map 112, Lots 6 & 6A of the Marlborough City Assessing Department maps. A map detailing the location of the EOA and the TIF Zone is attached as Exhibit A.

2. Legal Description

A legal description of the EOA and the corresponding TIF Zone is attached as Exhibit B.

3. TIF Zone Issues

None.

4. Property Owners within the proposed Zone

300-400 Puritan Way is currently owned by Fidelity Investments. The TJX Companies, Inc. (“TJX” or the “Company”) has targeted 300-400 Puritan Way for redevelopment.

II. Duration of TIF Zone and Plan

The duration of the TIF Zone and Tax Increment Financing Plan (“TIF Plan”) will be for a period of twenty years (Fiscal Years 2015 through 2034). The TIF Plan and Agreement herein shall commence upon final approval of the TIF Plan by the Economic Assistance Coordinating Council (“EACC”). TJX’s eligibility for the tax increment exemption under the proposed Tax Increment Financing Agreement would commence on July 1, 2014.

III. TIF Zone and Economic Development

A. Continued Development Opportunity

Per its proposed TIF Agreement with the City of Marlborough, TJX intends to make capital investments estimated to be worth \$117.2 million within the TIF Zone. The Company also anticipates relocating 1,600 permanent full-time employees to the TIF Zone and to create an additional 75 permanent over the first 5 years of the proposed TIF Agreement.

B. Net Economic Benefit to the City of Marlborough

The benefits of TJX's anticipated investment within the TIF Zone s and that will accrue to the City of Marlborough are considerable and include the following:

- Relocation of 1,600 permanent full-time employees to Marlborough;
- 75 newly created full-time positions over first 5 years of TIF Agreement;
- Significant new capital investment estimated to be \$117.2 million;
- Increase in commercial tax revenues/base; and
- Higher and better use of the existing buildings located within the TIF Zone that are currently largely vacant.

C.-D. Analysis of Proposed and Potential Land Uses and Zoning

The TIF Zone is located within a zoning district that allows for commercial/industrial uses per the City of Marlborough's Zoning Ordinances. TJX's proposed investment and use of the land/property within the TIF Zone will conform with the intent of the zoning district in which the proposed project is located.

IV. TIF Zone Project

A. Private Projects.

The TJX Project is the only private project envisioned for the TIF Zone.

B. Public Projects.

No other projects, public or private, are anticipated for the TIF Zone.

V. Financing for planned TIF Project.

A. Anticipated Financing for the Gorton's Project.

Financing for the proposed TJX Project will be financed from private sources.

B. Anticipated Financing for Other Projects.

No other projects, public or private, are anticipated for the TIF Zone.

VI. Tax Increment Financing.

A. Authorization to Use TIF Financing.

A Marlborough City Council Vote as Certified by the Marlborough City Clerk approving the TIF Agreement, which has been executed by the Marlborough Mayor, as directed by the Marlborough City Council, pursuant to M.G.L. 40 §59 and M.G.L. 59 §5, is provided in Exhibit C.

VII. Approval of the TIF Project.

A. Approval Process.

All projects seeking EACC approval as an EDIP Expansion Project, local execution of a TIF Agreement and local designation for a defined area as an EOA are forwarded to the Marlborough City Council upon recommendation from the Marlborough Economic Development Corporation and the Mayor. The Marlborough City Council will then send the EOA application and proposed TIF Agreement to the TIF Committee, which is comprised of but not limited to: the City Assessor, City Planner and a member of the City Council for review and approval. Upon review and approval by the TIF Committee, the Marlborough City Council then formally approves the TIF Agreement and EOA Designation. Once the TIF Agreement is executed by the Mayor and the Project's signatory, the EOA application and TIF Agreement are forwarded to the EACC for approval and EDIP Expansion Project certification.

B. Person authorized to execute the TIF Agreement with TJX.

The Mayor of the City of Marlborough is authorized to execute the TIF Agreement, as directed by a vote of the Marlborough City Council.

C. Evidence of Local Approval.

A Marlborough City Council Vote Approving Puritan Way EOA, 300-400 Puritan Way TIF Financing Plan & Zone as Certified by the Marlborough City Clerk and pursuant to M.G.L. 40 §59 and M.G.L. 59 §5, is provided in Exhibit C.

F. EACC Approval.

The request to the EACC for approval of the TIF Plan and Zone and EOA Application is provided as part of this document.

EXHIBITS

- Exhibit A: Map of Puritan Way Economic Opportunity Area (EOA) & 300-400 Puritan Way TIF Financing Plan & Zone
- Exhibit B: Legal Description of 300-400 Puritan Way Site Specific EOA & 300-400 Puritan Way TIF Financing Plan & Zone
- Exhibit C: Marlborough City Council Vote Approving Puritan Way EOA, 300-400 Puritan Way & TIF Financing Plan & Zone as Certified by the Marlborough City Clerk

EXHIBIT A

Map of Puritan Way Economic Opportunity Area (EOA) & 300-400 Puritan Way TIF Financing Plan & Zone

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EXHIBIT B

Legal Description of 300-400 Puritan Way Site Specific EOA & 300-400 Puritan Way TIF Financing Plan & Zone

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EXHIBIT C

City Council Vote Approving Puritan Way EOA, 300-400 Puritan Way & TIF Financing Plan & Zone as Certified by the Marlborough City Clerk

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City of Marlborough

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Office of the Mayor

140 Main Street

2012 MAR - 8 P 4:35
Marlborough, Massachusetts 01752

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

www.marlborough-ma.gov

Arthur G. Vigeant
MAYOR

Michael C. Berry
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

March 8, 2012

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

Re: Retirement of City Collector Deborah Puleo

Honorable President Pope and Councilors:

I regret to inform you that City Collector Deborah Puleo has informed me of her intentions to retire at the end the fiscal year, June 30, 2012.

Ms. Puleo has been in the Collector's Office since 1995 and has helped shepherd the advancing operations of her office to keep up with today's ever changing technology. I am grateful for her dedicated service to the city and I ask that you join me in wishing her well in all future endeavors.

Sincerely,

Arthur G. Vigeant
Mayor



City of Marlborough
Office of the City Collector

140 MAIN STREET
MARLBOROUGH, MA 01752
TELEPHONE (508) 460-3735

Deborah A. Puleo
CITY COLLECTOR

March 7, 2012

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

Dear Mayor Vigeant,

There have been many changes in the Collector's Office since I started in 1995.

We have gone from a 5 person to a three person office while still managing to keep up with the daily workload in a timely fashion.

Since becoming City Collector in 2003, Munis was installed citywide and all our files had to be converted. Some we were able to do electronically, others required a manual conversion.

In 2006, I became Marlborough's first Certified Municipal Collector.

Payments through a lockbox system began in 2006.

I started the foreclosure process on delinquent taxpayers with the aid of D'Ambrosio Brown LLP.

We accepted on-line payments using ACH or credit cards.


We will be accepting credit card payments at the office in the very near future.

The accomplishment of which I am most proud is my collection rate. It has been at 100% for several years.

At this time, I must inform you that I plan to retire as City Collector effective June 30, 2012. I shall be available to offer any assistance needed during the transition period.

It has been a pleasure working for the City of Marlborough. Although I shall not miss the work load, my co-workers and the friendships I have made while at City Hall will be sorely missed.

Sincerely,


Deborah A. Puleo
City Collector



City of Marlborough

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Office of the Mayor

140 Main Street

2012 MAR -8 P 4:56 Marlborough, Massachusetts 01752

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

www.marlborough-ma.gov

Arthur G. Vigeant
MAYOR

Michael C. Berry
EXECUTIVE AIDE

Patricia Bernard
EXECUTIVE SECRETARY

March 8, 2012

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

Re: Appointment of Councilor Tunnera to the Commission on Disabilities

Honorable President Pope and Councilors:

I am submitting for your approval the appointment of Councilor Robert Tunnera of Ward 4 to the Commission on Disabilities. I believe he will be a valued member of this important committee.

Please do not hesitate to contact my office with any questions.

Sincerely,

Arthur G. Vigeant
Mayor

March 8, 2012

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2012 MAR -8 A 11: 34

Patricia Pope
President
Marlborough City Council

RE: Disclosure of Financial Interest

Dear President Pope and Members:

At the direction of the State Ethics Commission, and pursuant to M.G.L. c. 268A § 20(b), please find my disclosure of financial interest (2 pages), which I submit for your approval.

Thank you for your attention to this matter.

Very truly yours,



Helen Downey

Enclosure

cc: Arthur Vigeant, Mayor
Jennifer Claro, Director – Council on Aging
Legal

**DISCLOSURE OF FINANCIAL INTEREST BY MUNICIPAL EMPLOYEE,
CERTIFICATION BY HEAD OF CONTRACTING AGENCY AND APPROVAL
AS REQUIRED BY G. L.C.268A §20(b)**

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Note: You are eligible for this exemption only if you meet all of the following requirements:

- Your regular agency is not the contracting agency or an agency that regulates the activities of the contracting agency;
- You do not participate in or have official responsibility for any of the activities of the contracting agency;
- The contract was made after public notice or competitive bidding;
- You complete, sign, and file with the town or city clerk this disclosure form;

2012 MAR 28 4:28

And, if the contract is for your personal services:

- The services will be provided outside your normal municipal working hours;
- The services are not required as part of your regular duties as a municipal employee;
- You are compensated for the services for not more than 500 hours during a calendar year;
- The head of the contracting agency completes and signs the certificate below.
- The city or town council, board of aldermen, or board of selectmen approve this exemption from '20 below.

2012 MAR 28 4:28
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Name:	Helen Downey
Title or Position:	ART TEACHER
Agency/Department:	MARLBORO PUBLIC SCHOOLS - Whiteomb School
Office Phone:	508-460-3502
Contracting municipal agency:	Council on Aging
Contract is for:	Acrylic Painting Instructor
Financial interest of employee and immediate family:	An hourly compensation (approx 2 hrs a wk) for painting instruction services rendered under independent contractor agreement
Employee Signature:	Helen A Downey
Date:	3/2/12

**CERTIFICATE BY HEAD OF CONTRACTING AGENCY
(if contract is for municipal employee's personal services)**

I certify that no employee of my agency is available to perform the contract services described above as part of his or her regular duties.

Name:	Jennifer C. Claro
Agency:	Marlborough Senior Center
Office Phone:	508-485-6492
Signature:	Jennifer C. Claro
Date:	2-21-12

**APPROVAL OF EXEMPTION
(if contract is for municipal employee's personal services)**

The city or town council, board of aldermen, or board of selectmen approve this exemption from §20.

Signature:	
Date:	

After disclosure (and certification and approval, if needed) are completed and signed, file this form with the city or town clerk. Attach additional pages if necessary.

CITY OF MARLBOROUGH

Marlborough, MA 01752

POSITION AVAILABLE

MARLBOROUGH COUNCIL ON AGING

PART-TIME PAINTING INSTRUCTOR (2 hours per week)

The Council On Aging for the City of Marlborough is seeking a part- time acrylic painting instructor to conduct classes at the Marlborough Senior Center on Tuesdays from 3:30PM to 5:30 PM. Previous teaching experience preferred.

Compensation: Negotiable

Please forward cover letter and resume to:

Personnel Director

City of Marlborough

140 Main Street

Marlborough, MA 01752

Email: personnel_dept@marlborough-ma.gov

Deadline for applications is close of business day: **February 6, 2012**



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

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2012 MAR -6 A 10:58

**Lisa M. Thomas
City Clerk**

**CITY OF MARLBOROUGH
TAXI AND/OR LIVERY SERVICE LICENSE APPLICATION**

I. TYPE OF LICENSE: _____ TAXI _____ LIVERY

2. APPLICANT'S (LICENSEE) INFORMATION:

- A. Name: ASIA ROWLAND
- B. Address: 16 2nd street, Frammingham MA 01702
- C. Business Name: Marlborough Taxi
- D. Business Address: 225 Cedar Hill Street, Suite 200
- E. Telephone Number(s): 508-881-3111 / 781-266-8306

3. NUMBER OF VEHICLES: 5

APPLICANT'S SIGNATURE Nehalka

**CITY OF MARLBOROUGH
TAXI/LIVERY LICENSE**

is hereby granted a Taxi/Livery License as approved by the City Council of the City of Marlborough on . In accordance with the Code of the City of Marlborough, Chapter 568, this License shall expire two (2) years from the date of issue. Application for renewal of said License shall be made to the City Council through the Office of the City Clerk.

EXPIRATION DATE: _____

A TRUE COPY
ATTEST:

City Clerk



City of Marlborough, Massachusetts
CITY CLERK DEPARTMENT

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CITY OF MARLBOROUGH

2012 MAR -7 A 10:51

Lisa M. Thomas
City Clerk

MARLBOROUGH, MA

DATE: 3/1/12

To the City Council:

Owner Name: JASON DENI

Residential Address: 48 High St. Apt 53 Clinton MA 01510

Telephone Number: 413. 265. 7358

Business Name: 5th AVENUE Jewelry

Business Address: 601 DONALD LYNCH BULD MARLBORO/BERLIN MA 01752

Business Telephone Number: 413. 543. 2737

Owner Signature: [Signature]

The above signed _____ respectfully requests that he/she be
granted a Junk Dealer's License license.

In City Council



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2012 MAR -6 P 12:19

**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, January 31, 2012 at 10:00 a.m. in the City Council Committee Room, City Hall. Members present: Chairman Police Chief Mark Leonard, Acting Fire Chief Fred Flynn and City Clerk Lisa Thomas. Also present: City Engineer Thomas Cullen and Asst. City Engineer Tim Collins, Minutes taken by: Karen Lambert, MPD Records Clerk.

1- Minutes

The minutes of the Traffic Commission meeting of Tuesday, December 20, 2011.

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

2-New Business

(No New Business)

3-Old Business

3d. Traffic Commission rules and regulations update.

Chief Leonard advised that he has received the first draft of the Manual from General Code. He just opened it and has not yet had a chance to do any review. He did notice, however, that the first section looks like conflicts that need to be looked into. Lisa Thomas suggested that she take the draft and scan it and forward it to the group by e-mail. She said that the IT department may be able to put a copy on the network so that all members can work on updating the master. General Code has asked that the revised draft be due back to them in April. Chief Leonard asked if all could review for the March meeting.

MOTION was made, seconded, duly VOTED to REFER to City Clerk, Lisa Thomas to scan the document and forward by e-mail to all members for review and discussion at next meeting.

3e. Communication from Michael Manning.

Tom Cullen advised that this issue should be all set. He believes Ron LaFreniere had actually responded to him directly on the Route 85 / Union Street issue. Joe Frawley, from MA DOT, has advised that he does not know the original reason for installing the "No Turn on Red" sign facing Wilson St. at the Rte. 20/Farm Road/Wilson St. intersection, however, they feel it should remain in place as there is "limited sight distance looking to the left for vehicles turning right out of Wilsons Street." Chief Leonard agrees with the DOT and would like to leave the "no turn on red" sign in place.

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

3g. Parking violation fines.

Lisa Thomas did not have the opportunity to look into this issue. She will try to find the amendment updating the fines from \$10.00 to \$15.00 for the next meeting. Chief Leonard advised that he would like to someday automate parking ticket issuance. He believes that there should be an electronic system with more formal audits in place.

MOTION was made, seconded, duly VOTED to REFER to City Clerk, Lisa Thomas to look into the amendment and report back at next meeting.

3h. Communication from Lynn Royal, re: Request for "Dead End" sign on Cotting Ave.

The dead end sign has been installed and is all set.

MOTION was made, seconded, duly VOTED to REMOVE this item from agenda.

3i) 2012 Traffic Commission meeting schedule.

Chief Leonard provided a schedule of meeting dates for 2012. They are normally scheduled for the last Tuesday of the month at 10:00 a.m. unless otherwise noted. Several of these dates do follow the Monday night City Council Meetings, however, Lisa Thomas said not to worry and she will work around it. The group went on to briefly discuss the open position for a fifth Traffic Commission member. Lisa Thomas asked if Mayor Vigeant was aware that we are one member short. It was also noted that the Commission is still waiting on the status of the wording from Cynthia Panagore Griffin, in Legal, required to change the members of the group.

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

3a. Municipal off street parking regulation.

MOTION was made, seconded, duly VOTED:

To TABLE.

3b. High School parking regulations.

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

3c. Stop signs on Bigelow Street.

Nothing new to report on this issue.

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

3f. Communication from Sgt. Ney, re: Belmont St. parking

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 10:19 am.

Respectfully submitted,

Karen L. Lambert - Records Clerk, MPD

List of documents and other exhibits used at the meeting:

- Meeting Agenda for Tuesday, January 31, 2012

-Includes the following attachments:

*Traffic Commission Meeting Schedule for 2012

*E-Mail from Tom Cullen to Chief Leonard, dated 1/30/12, re: Traffic Commission Agenda Item – Michael Manning along with additional e-mails between Tom Cullen and Joseph Frawley of MA-DOT regarding same.

-Additional Handouts

*Draft of manual from General Code given to Lisa Thomas to scan and distribute to members by e-mail.

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City of Marlborough
Commonwealth of Massachusetts

2012 FEB 28 A 9 31



February 13, 2012
7:00 PM

PLANNING BOARD

Barbara L. Fenby, Chair
Colleen M. Hughes, Clerk
Philip J. Hodge
Edward F. Coveney
Clyde L. Johnson
Sean N. Fay

Carrie Lizotte, Board Secretary

Phone: (508) 460-3769

Fax: (508) 460-3736

Email: CLizotte@marlborough-ma.gov

The Planning Board for the City of Marlborough met on Monday, February 13, 2012 in Memorial Hall, 3rd Floor, City Hall 140 Main Street, Marlborough, MA 01752. Members present: Barbara Fenby, Sean Fay, Colleen Hughes, Philip Hodge, Clyde Johnson and Edward Coveney. Also present: City Engineer Thomas Cullen.

MINUTES

January 23, 2012

On a motion by Ms. Hughes, seconded by Mr. Hodge, it was duly voted, with minor amendments:

To accept and file the meeting minutes.

CHAIRS BUSINESS

APPROVAL NOT REQUIRED PLAN

PUBLIC HEARING

SUBDIVISION PROGRESS REPORTS

City Engineer Update

Mr. Cullen stated that they have approved the as-builds for the West Ridge Subdivision and that the developer still has a few punch-list items that will be completed in the spring. He also discussed Mauro Farm and the conservation issues with water run off. The Conservation Officer has asked for them to provide an independent consultant to review the site and have the developer have a plan in place and completed by March 1, 2012. Ms. Lizotte will forward the email correspondence to the Board.

PENDING SUBDIVISION PLANS: Updates and Discussion

PRELIMINARY/ OPEN SPACE SUBDIVISION SUBMITTALS

93 Framingham Road

Discussion of Ownership

Attorney Arthur Bergeron provided the correspondence that he sent to the City Council President regarding the City's parcel behind his clients proposed subdivision. He stated that if his client is successful in obtaining the special permit for an open space development, then his client will request that the City convey a fee interest in the land behind the Walker Estate. Mr. Bergeron also stated his client will not have an issue asking for an extension of subdivision approval if necessary.

Since this is a special permit application, the Board wants to ask for legal guidance on the following two items; Would the developer need to have the approval in place by the City before the Board can vote on the subdivision and Can the Board grant an extension request on a special permit/open space subdivision.

On a motion by Mr. Fay, seconded by Mr. Coveney it was duly voted:

To accept and file correspondence, to ask the City Solicitor if the Planning Board can act on a subdivision when land is not owned by the developer or a binder is in place and if the Planning Board can accept extension requests on special permit/open space subdivision.

DEFINITIVE SUBDIVISION SUBMISSIONS

SIGNS

Mrs. Lizotte will try to locate a copy of the 2007 proposed sign ordinance.

INFORMAL DISCUSSION

637 Sudbury Street

Matt Hamor, of Hancock Associates, came in to discuss a proposed three lot subdivision plan. He presented a concept plan at the January 9, 2012 meeting and received feedback at that time from the Board. Since then they have met with the Engineering Department to go over some details and after that meeting, he has a new plan in which he presented. With this plan he will be asking for 4 waivers, including right of way be only 40 feet, grades on a 50 foot long leveling area, sidewalk on one side of street and a 22 foot roadway width.

Mr. Hamor discussed the easements and is in the process of working with the neighbors to secure the sewer easement, if an agreement cannot be made, then they could put in septic systems. The existing stone wall in front of the existing home will be continued if the current driveway is moved. Also, there was discussion regarding country drainage, Mr. Cullen commented he was not in favor of this type of drainage.

Mr. Fay requested that the developer explore the possibility of connecting to or preserving the ability to connect to nearby walking trails in their final plans. Mr. Hamor will speak to the Conservation Officer to see if that is possible.

COMMUNICATIONS/CORRESPONDENCE

On a motion by Ms. Hughes, seconded by Mr. Coveney, it was duly voted:

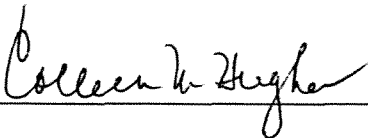
To accept all of the items listed under communications and/or correspondence.

On a motion by Mr. Johnson, seconded by Ms. Hughes, it was duly voted:

To adjourn at 7:30 p.m.

A TRUE COPY

ATTEST:



A handwritten signature in cursive script, reading "Colleen W. Hughes", is written over a horizontal line.

Colleen Hughes, Clerk