



## **Town of Arlington Select Board**

### **Meeting Agenda**

April 27, 2020

7:15 PM

Conducted by Remote Participation

1. Executive Order on Remote Participation
2. Update: Town Meeting and Annual Town Election  
Diane M. Mahon, Chair

#### **CONSENT AGENDA**

3. Minutes of Meetings: April 13, 2020
4. Reappointment: Arlington Historic District Commissions, At-Large Member  
Charles Barry (term to expire 6/30/2023)
5. Request: Contractor/Drainlayer License  
A. T. Paving LLC, 43 Vivien Street, Revere, MA
6. Request: Contractor/Drainlayer License  
G. W. Gately, Inc., 1 Summit Street, Woburn, MA

#### **APPOINTMENTS**

7. Arlington Historic District Commissions, Jason/Gray District  
Dr. Alison Johnson (term to expire 6/30/2023)
8. Arlington Historic District Commissions, Broadway District  
Beth Melofchik (term to expire 6/30/2023)

#### **LICENSES & PERMITS**

9. For Approval: Food Vendor License  
Anthony's East Side Deli, 159 Massachusetts Avenue, Sarbjit Saini

#### **TRAFFIC RULES & ORDERS / OTHER BUSINESS**

10. For Approval: Proposal for Community Block Grant Subcommittee Funding  
Jo Anne Preston, Town Meeting Member Precinct 9

11. For Approval: Acceptance of Bequest from the Marian D.H. Sylvester Trust for the Mount Pleasant Cemetery  
Phyllis L. Marshall, Town Treasurer
12. Acceptance of Gift for AFD and APD: Meal Gift Cards from Anonymous Donor  
Douglas W. Heim, Town Counsel
13. For Approval: Removal of Trees on Front Green @ Arlington High School  
Adam W. Chapdelaine, Town Manager

#### **WARRANT ARTICLE HEARINGS**

14. For Approval:  
Article 50 Endorsement of CDBG Application

#### **VOTES & COMMENTS**

Discussion and Vote: Town Meeting and Warrant Article Votes & Comments in COVID-19 Emergency, including Votes or Re-Votes on Articles 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 78, 79, 80, 81, 82, and 83

Please note that the Board does not intend to hold substantive hearings on remaining articles at this time. The Select Board instead will consider a vote to recommend no action on all non-financial warrant articles including articles previously heard and refile them as Select Board articles for a future Special Town Meeting. The vote being considered represents the Board's intent to hold future public hearings on all articles for eventual discussion at that future Town Meeting.

Douglas W. Heim, Town Counsel  
Adam W. Chapdelaine, Town Manager

#### **CORRESPONDENCE RECEIVED**

15. Request Temporary Amendment to Traffic Rules and Orders / Mandatory Sidewalk Use  
Brian Ristuccia, 73 Rhinecliff Street

#### **NEW BUSINESS**

#### **EXECUTIVE SESSION**

Next Scheduled Meeting of Select Board May 4, 2020

You are invited to a Zoom webinar.

When: Apr 27, 2020 07:15 PM Eastern Time (US and Canada)

Topic: Select Board Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/96623667649>

Or iPhone one-tap :

US: +16468769923,,96623667649# or +13126266799,,96623667649#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 312 626 6799 or +1 301 715 8592 or +1 346 248 7799 or +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 966 2366 7649

International numbers available: <https://zoom.us/u/aJ78ZrGGQ>

**\*Notice to the Public on meeting privacy\*** In the interests of preventing abuse of videoconferencing technology (i.e. Zoom Bombing) all participants, including members of the public, wishing to engage via the Zoom App must register for *each meeting* and will notice multi-step authentication protocols. Please allow additional time to join the meeting. Further, members of the public who wish to participate without providing their name may still do so by telephone dial-in information provided above.

Members of the public are asked to send written comment to amaher@town.arlington.ma.us

Documents regarding agenda items will be made available via Novus Agenda and the Town's Website.

<https://www.mass.gov/doc/open-meeting-law-order-march-12-2020/download>



## Town of Arlington, Massachusetts

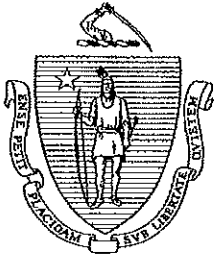
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### Executive Order on Remote Participation

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Executive_Order_on_Remote_Participation.pdf	Executive Order on Remote Participation





OFFICE OF THE GOVERNOR  
**COMMONWEALTH OF MASSACHUSETTS**  
STATE HOUSE • BOSTON, MA 02133  
(617) 725-4000

**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

**ORDER SUSPENDING CERTAIN PROVISIONS  
OF THE OPEN MEETING LAW, G. L. c. 30A, § 20**

**WHEREAS**, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus ("COVID-19"); and

**WHEREAS**, many important functions of State and Local Government are executed by "public bodies," as that term is defined in G. L. c. 30A, § 18, in meetings that are open to the public, consistent with the requirements of law and sound public policy and in order to ensure active public engagement with, contribution to, and oversight of the functions of government; and

**WHEREAS**, both the Federal Centers for Disease Control and Prevention ("CDC") and the Massachusetts Department of Public Health ("DPH") have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

**WHEREAS**, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise authority over public assemblages as necessary to protect the health and safety of persons; and

**WHEREAS**, low-cost telephone, social media, and other internet-based technologies are currently available that will permit the convening of a public body through virtual means and allow real-time public access to the activities of the public body; and

**WHEREAS** section 20 of chapter 30A and implementing regulations issued by the Attorney General currently authorize remote participation by members of a public body, subject to certain limitations;

**NOW THEREFORE**, I hereby order the following:

(1) A public body, as defined in section 18 of chapter 30A of the General Laws, is hereby relieved from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body for interested members of the public through adequate, alternative means.

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

A public body must offer its selected alternative means of access to its proceedings without subscription, toll, or similar charge to the public.

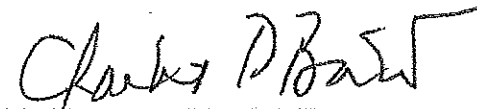
(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

(3) A public body that elects to conduct its proceedings under the relief provided in sections (1) or (2) above shall ensure that any party entitled or required to appear before it shall be able to do so through remote means, as if the party were a member of the public body and participating remotely as provided in section (2).

(4) All other provisions of sections 18 to 25 of chapter 30A and the Attorney General's implementing regulations shall otherwise remain unchanged and fully applicable to the activities of public bodies.

This Order is effective immediately and shall remain in effect until rescinded or until the State of Emergency is terminated, whichever happens first.

Given in Boston at 6:40 PM this 12th day of  
March, two thousand and twenty.

A handwritten signature in dark ink, appearing to read "Charles D. Baker". The signature is written in a cursive style with a horizontal line underneath it.

CHARLES D. BAKER  
GOVERNOR  
Commonwealth of Massachusetts



## **Town of Arlington, Massachusetts**

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### **Update: Town Meeting and Annual Town Election**

#### **Summary:**

Diane M. Mahon, Chair



## **Town of Arlington, Massachusetts**

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### **Minutes of Meetings: April 13, 2020**

#### **ATTACHMENTS:**

	Type	File Name	Description
▢	Reference Material	4.13.2020_draft_minutes.pdf	Draft Minutes 4.13.2020



## Select Board Meeting Minutes

Date: April 13, 2020

Time: 7:15 PM

Location: Conducted by Remote Participation

Present: Mrs. Mahon, Chair, Mr. Dunn, Vice Chair, Mr. Curro, Mr. Hurd, Mr. DeCoursey  
Also Present: Mr. Chapdelaine, Mr. Heim, Ms. Maher

### 1. Executive Order on Remote Participation

Mrs. Mahon opened the meeting by explaining that due to the current State of Emergency, to lower the risk of the spread of COVID-19, the Town has been advised and directed by the Commonwealth to suspend public gatherings, and as such the Governor's orders suspends the requirement of the Open Meeting Law to have all meetings in a public and accessible location. Public bodies may meet entirely remotely as long as the public can access the meeting. The meeting reference materials and how to access the remote meeting are posted on the Town's website. The Chair asked participants that would like to speak, to use their full name rather than a nickname.

Mrs. Mahon wanted to go over some business ground rules for effective and clear conduct of the meeting and to ensure accurate meeting minutes:

The Chair will introduce each speaker on the agenda, after they conclude their remarks; Mrs. Mahon will ask each member of the Board for their remarks or a motion. Please wait until your name is called. Please remember to mute your phone or computer when you are not speaking and to speak clearly. For any response, please wait until the Chair yields to you and state your name before speaking. Anyone wishing to speak to someone must do so through the Chair.

### 2. Organizational Meeting for the Purpose of Electing a Chair and Vice Chair

Diane M. Mahon, Chair

Mr. Heim explained that we are in very unusual circumstances. He stated that Marie Krepelka, Board Administrator was unable to be with them at this meeting. Under the organizational meeting typically the Board Administrator would serve as chair of the meeting only for the purpose of the organizational meeting. Mr. Heim stated that if the Board is comfortable he would proceed as the pro tem chair for the purposes of this limited discussion. Mr. Heim asked each member of the Board if they had any comment on Mr. Heim serving as the chair during this agenda item. Mr. Curro made a motion for

the Town Counsel to serve as chair pro tem in the absence of the Board Administrator and a roll call vote was taken on the motion by Mr. Heim.

Mr. DeCoursey:     yes  
Mr. Hurd:            yes  
Mr. Curro:           yes  
Mr. Dunn:            yes  
Mrs. Mahon:          yes

Mr. Heim explained that the Select Board's policy is that the chair and vice chair of the Board serve for one year. It is also the Board's policy that the organizational election of a new chair and vice-chair happens following the Annual Town Election; the Annual Town Election has been postponed to June. Mr. Heim stated that the Board can either elect a new chair until the election happens or the Board can take a vote to maintain the current chair and vice chair until such time as the Town Election is held.

Mr. DeCoursey stated that Mr. Heim laid out the conflict in the Select Board handbook very well and explained that he feels the one year requirement needs to give way to the Annual Town Election and he would be in favor of maintaining the current chair and vice chair until the Town Election occurs. The remainder of the Board was in agreement with maintaining the current chair and vice chair until the election occurs.

Mr. Curro moved to suspend the Select Board Policies for the purpose of deferring our organizational meeting until the first meeting following the Annual Town Election.

A roll call vote was taken on the motion by Mr. Heim.

Mr. DeCoursey:     yes  
Mr. Hurd:            yes  
Mr. Curro:           yes  
Mr. Dunn:            yes  
Mrs. Mahon:          yes

SO VOTED (5-0)

Mr. Curro moved to take an additional vote to close the organizational meeting and return to the regular meeting. Mr. Heim noted that Mrs. Mahon and Mr. Dunn continue to serve as chair and vice-chair of the Select Board respectively.

A roll call vote was taken on the motion by Mr. Heim.

Mr. DeCoursey:     yes  
Mr. Hurd:            yes  
Mr. Curro:           yes  
Mr. Dunn:            yes  
Mrs. Mahon:          yes

SO VOTED (5-0)

## **CONSENT AGENDA**

3. Minutes of Meetings: March 23, 2020; March 30, 2020  
Mr. Curro moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mr. DeCoursey:     yes

Mr. Hurd:           yes

Mr. Curro:          yes

Mr. Dunn:          yes

Mrs. Mahon:         yes

SO VOTED (5-0)

## **CITIZENS OPEN FORUM**

Sean Harrington, 16 Lafayette Street, wanted to address the Health Department's notice in regards to masks being worn in grocery stores and convenience stores and he feels it is important to note that individuals are still touching their masks with their hands as well as individuals not knowing how to properly take masks off. Mr. Harrington stated that it is important that the Town take action to try and educate the public on how to properly take off masks, not to touch your face with a mask on and if you are using a scarf or alternative to clean thoroughly after each wear.

Mr. Harrington also stated that as a member of the Election Modernization Study Group they have received a lot of feedback from citizens about the dates and precincts in regards to voting areas. He strongly suggests that the Board keeps as many of the polling locations as possible open as having one or two locations open makes it a lot easier for one individual to contract COVID-19.

Lynette Martyn, 18 Eustis Street, stated that she participated in the Election Modernization meeting where there was a lot of concern and anxiety about how the elections are going to be held. She explained that there were a lot of creative ideas to be explored and asked if there would be a place where citizens can collaborate with the Select Board Members on how the poll workers will be protected as well as the hours. She stated there was some conversation about extending the day so there is less crowding as well as getting the message out to people. Lastly she wondered if Arlington has any plans to protect our low-wage workers employed in Arlington as essential businesses.

Elizabeth Dray, 130 Jason Street, explained that we have less than 8 weeks to develop a new way for Arlington to vote. She stated that we have to marshal all of our resources including all of the employees whose job descriptions have been made temporarily irrelevant to build the network we need to reach out to voters beyond the traditional



ways to develop a creative way to ensure a smooth well-run inclusive election that focuses equally on education access to absentee ballots and a safe way to return the ballot or vote at the polls. Mrs. Dray stated that it could be expensive and asked if there is money from the State that could help pay for this or money that could be reallocated within the Town. She stated that her biggest concern is that Arlington will fall back on their traditional channels of communication and that the result will be disenfranchisement of the Arlington voters.

James O'Connor, 63 Overlook Road, Chair of the Election Modernization Group stated that with the help of someone he would be able to make the meeting they had last week public for people to be able to view. He stated that it was constructive overall and wanted the Board to be made aware of the fact people have asked if there would be another meeting and some participants wanted to know if they had any authority over the upcoming election.

Beth Melofchik, 20 Russell Street, would like to give a shout out to James O'Connor who ran a very excellent meeting last week for the Election Modernization Group and stated that the public at that meeting was very appreciative of the opportunity to speak. She recommends to the Board as well as the public to watch the meeting when it is made available.

## **TRAFFIC RULES & ORDERS / OTHER BUSINESS**

### **4. COVID-19 Response Update**

Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine explained that he knows some of the residents who spoke in citizens open forum raise concerns specific to our preparation or our response to the COVID-19 pandemic. Mr. Chapdelaine stated that they have been managing this from a public health point of view right from the start and what they do when they receive requests for consideration is they discuss those with our leadership team who consists of the Director of Health and Human Services, Director of Public Health, Police Chief, Fire Chief, Town Manager, and we also have representation from the Economic Development Coordinator as well as other members of the Planning and IT staff and the Deputy Town Manager and the Human Resources Director. Mr. Chapdelaine stated that in regards to tonight's education about proper wearing of a face mask as well as sanitization of certain areas in Town he will bring this up with the leadership team tomorrow and from the public health point of view determine what the right approach may be.

Mr. Chapdelaine added that our Board of Health Staff continues to work seven days a week and nearly 12 hour days in managing the response to this crisis. Mr. Chapdelaine

stated that as of today there are 87 positive cases in the town. The Board of Health Staff is not only advising us in terms of the restrictions and enforcing those restrictions with businesses across Arlington but they are contact tracing people who may have been in contact with those positive cases. Mr. Chapdelaine stated that they meet virtually at 12 o'clock every day to discuss what the message will be that day. He stated that they announced today the requirement of grocery store workers, pharmacy workers and convenience store workers to wear masks while working and also issuing a strong recommendation for residents to wear masks whenever they're outside. They are also asking residents of senior housing that whenever they are coming to congregate areas in those senior housing complexes that they wear masks as well. Mr. Chapdelaine stated that they will continue to issue guidance as things go forward and will continue to determine whether further restrictions are necessary on a daily basis. They are continuing to monitor the use of the bike path under the recreational paths and whether or not based on the intensity of usage if it's a safe thing to keep it open. Finally they are trying to continue to find ways to connect with people in Town and answer questions and concerns they have about this pandemic. Tomorrow they are going to launch their first virtual town forum at 2:00 p.m. which will focus on small businesses and nonprofits.

Mr. Dunn spoke in regards to the Annual Town Election and stated that there are two possible tracks, one being the regular track which is people show up at the polling locations and they vote. He explained that there will have to be some alternative locations to some of the regular locations and he spoke with Marie Krepelka, Board Administrator who is on top of the possible location changes and is already thinking about the alternatives and she feels like she will be able to get enough poll workers to staff the locations. Mr. Dunn stated that the second track would be the absentee ballot version where the ballots would all be mail in. Mr. Dunn feels like the Town Manager's office is uniquely suited to help us with that as well as the IT Department and also some of the other offices such as Town Counsel. Mr. Dunn stated that he feels it is appropriate to ask the Town Manager to help with what he calls the second lane of voting.

Mr. Curro stated that his remarks are similar to Mr. Dunn's and he feels that the first issue that has been raised is getting out the word about the Election. Mr. Curro refers to this as a public-private partnership between the Town where we set the election date and we're administering the elections and using those traditional communications channels to get out the word to the media. Mr. Curro stated that the administration of the election itself, which is traditionally a partnership within Town government, is also very important. Mr. Curro agrees that appointing the Town Manager and his office as the point person to help coordinate between the parties makes sense. Mr. Curro also recommends keeping as many of the polling locations open as possible to help mitigate

contamination. Mr. Curro stated that the Select Board has precedent for sending out postcards with special notifications to each registered voter when their polling locations have changed.

Mr. Hurd stated that to him the number of polling locations is determined on how many poll workers we can get to staff the locations. Mr. Hurd believes that if we can keep as many open as possible it would be a safer option because there is a lot less contact individually.

Mr. DeCoursey stated that he is in agreement with his colleagues but is focusing more on the second aspect of remote voting which we know is going to be new and we can work with the Clerk's Office to provide assistance if it is welcome and through our IT Department to get the links to the absentee ballot applications. Mr. DeCoursey stated that Chapter 45 that allowed us to move the election actually allows for any form of communication expressing a desire to vote to be used in the same manner as an absentee ballot application. Mr. DeCoursey explained that notifying the public and making sure people know whether it's the absentee ballot application or it is a request that they can obtain a ballot. Also in Chapter 45 is providing notice to the public that we have changed the date and if there are changes to the number of polling locations we should get that word out.

Mr. Heim stated that citizens can email a request for an absentee ballot. He explained that the problem is that there is supposed to be some kind of signature affixed to it. You may email, fax or write but under the law they are requiring there to be some form of a signature. The Assistant Town Clerk has been recommending that people fill out the form and attach it as a PDF. Mr. Heim stated that the other legal constraint that we are trying to get some flexibility and clarity on is that last year we sent out some communications that were candidate statements by Town Meeting Members. That issue was vetted with the Office of Campaign and Political Finance who gave us an okay because they were Town Meeting Members and a lot of the ethics and campaign finance laws don't apply as clearly for the Town Meeting Offices as they do to other elected offices. As a general rule the Town is not allowed to expend the Town's money in support of a political candidate. Mr. Heim stated that the dilemma is figuring out how much latitude the Office of Campaign and Political Finance will give us.

Mr. Curro moved to direct the Town Manager be the liaison between the Departments in regards to the Town Election.

A roll call vote was taken on the motion by Mr. Heim.

Mr. DeCoursey:     yes

Mr. Hurd:            yes

Mr. Curro: yes  
Mr. Dunn: yes  
Mrs. Mahon: yes

SO VOTED (5-0)

5. Discussion & Vote: An Act to Address Challenges Faced by Municipalities and State Authorities Resulting from COVID-19, Chapter 53 of the Acts of 2020

Diane M. Mahon, Chair

Adam W. Chapdelaine, Town Manager

Douglas W. Heim, Town Counsel

Mr. Chapdelaine briefed the Board. He explained that this was a municipal relief bill that was championed by some of our local legislators which the Governor signed recently that provides relief for municipal government ranging from Town Meeting postponement powers being expanded for the Town Moderator; budgetary flexibility being provided to cities and towns as well as the ability to push back certain tax payment dates as well as the ability to waive the penalties and interest for certain payments due to the Town. Mr. Chapdelaine stated that there may be a time in the future that the Board would like to come back and talk about certain parts of the budgetary flexibility that this relief bill has granted. Mr. Chapdelaine stated that it is premature to talk about, if we are able to have Town Meeting before June 30<sup>th</sup> and put a budget in place much of those pieces of flexibility will not be needed. If we are not able to conduct a Town Meeting before June 30<sup>th</sup> we may need to come back and visit some areas. However the Town would like to recommend certain areas of relief in terms of tax payment dates, penalties and interest. Mr. Chapdelaine stated that this was put together by Deputy Town Manager Sandy Pooler in consultation with Treasurer and Collector Phyllis Marshall.

Deputy Town Manager, Sandy Pooler stated that there is a comprehensive bill that provided relief on many areas. Mr. Pooler stated that we would be talking about Sections 10 and 11 in Chapter 53. Section 10 allows us to change the due date of our fourth quarter property tax bills and make that due date June 1<sup>st</sup> and recommend and request that the Board approve this. Mr. Pooler stated that this would give people time to get their tax payments made within a reasonable time and we would receive them by the end of the Fiscal Year. Section 11 is the waiver of payment of interest or other penalties in the event of a late payment is made. This would include excise tax, general assessments, water rate or annual sewer rate charges. Mr. Pooler stated that they are recommending that the Board approve this section as it applies to water and sewer bills, which would make their due date essentially June 29<sup>th</sup>. Mr. Pooler stated that they are not looking to extend the due date for the tax bills or excise bills at this time mostly because of cash flow issue; they want to make sure we get enough revenue in before the end of the year. Mr. Pooler stated that they have already received an email from the largest mortgage company payer asking if we are going to postpone the two dates

either to June 1<sup>st</sup> or the end of June. He stated that they think there is a chance that the mortgage companies will delay payment. Mr. Pooler stated that expanding that farther didn't seem like it was going to help a lot of people.

Mrs. Marshall stated that they have already started to discuss what needs to happen out of the Treasurer's Office. She stated that they are working on how these matters can be addressed and how they can meet their needs.

Mr. DeCoursey moved to extend the fourth quarter payment deadline for real estate and property taxes from May 1<sup>st</sup> to June 1<sup>st</sup>.

Mr. DeCoursey moved to extend the application filing deadline from April 1<sup>st</sup> to June 1<sup>st</sup> for the purpose of Chapter 59 Section 59.

A roll call vote was taken on the motion by Mr. Heim.

Mr. DeCoursey: yes

Mr. Hurd: yes

Mr. Curro: yes

Mr. Dunn: yes

Mrs. Mahon: yes

SO VOTED (5-0)

Mr. DeCoursey moved to waive the penalties and interest for the late payment of water and sewer charge through June 30<sup>th</sup>.

A roll call vote was taken on the motion by Mr. Heim.

Mr. DeCoursey: yes

Mr. Hurd: yes

Mr. Curro: yes

Mr. Dunn: yes

Mrs. Mahon: yes

SO VOTED (5-0)

6. For Approval: Letter of Support for All-America Road Designation from the Federal Highway Administration's National Scenic Byways Program

Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine explained that this is simply a letter of support to consider signing. They are asking the Board to be part of nominating the Battle Road Scenic Byway for the All-America Road Designation. Mr. Chapdelaine stated that the Scenic Byway which runs through several communities was designated as a Scenic Byway in 2006 and now there is an opportunity for the Battle Road Scenic Byway to be designated as an all-America Road and they are looking for the Board's support.

Mr. Curro moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mr. DeCoursey: yes  
Mr. Hurd: yes  
Mr. Curro: yes  
Mr. Dunn: yes  
Mrs. Mahon: yes

SO VOTED (5-0)

#### 7. Discussion: May 2020 Select Board Meetings

Mrs. Mahon recommended May 4<sup>th</sup> and May 18<sup>th</sup> as future Board meetings. Mr. Dunn stated that the Board still has a handful of Town Meeting warrant articles that need to be heard and trying to figure out how to get those in may be hard. Mrs. Mahon stated that the CDBG public meeting needs to be held by May 15<sup>th</sup> and then we will have the subsequent Federal Cares Act CDBG funding, which would be heard on the same night. Mrs. Mahon stated that the next scheduled meetings of the Select Board will be May 4<sup>th</sup> and May 18<sup>th</sup>.

### **NEW BUSINESS**

Mr. Heim stated that he wanted to thank the people who are working so hard in the Health Department as well as our first responders. He would also like to thank his workers compensation staff who are responsible for line of duty claims and have been doing a terrific job trying to stay on top of things to make sure that any of our injured workers are still getting paid.

Mr. Chapdelaine stated that from the federal stimulus bill that was passed several weeks ago there is a pretty significant influx of additional CDBG money the Town will be receiving approximately \$600,000 to help in the response to this crisis. They will be meeting with the CDBG Sub-Committee on Wednesday morning at 10:00 a.m. any recommendations from that Committee will be brought before this Board.

Mr. DeCoursey would like to thank our Health Department, our first responders and healthcare workers in general for all the work that they are doing during this crisis. Mr. DeCoursey shared a quote from Governor Cuomo who was quoting President Roosevelt "Courage is not the absence of fear but rather the assessment that something else is more important than fear"

Mr. Hurd wanted to thank everyone that has been working so hard to keep people safe and just to remind people that a lot of our restaurant establishments are still working hard to provide takeout and delivery services we've been using a number of them and they have been doing a great job to continue to provide food services throughout the Town but in a healthy and safe way.

Mr. Curro wanted to remind everyone that we won't have the marathon, the Red Sox, the Patriots Day Parade, the reenactment, or the visits by Paul Revere and William

Dawes but we do have a lot of people that are working hard to defend our community against this new virus. Mr. Curro shared that his brother is a first responder in another community who tested positive for COVID-19 and stated the very real risk our first responders, grocery workers and our health care workers are taking. He wanted to thank them as well as the residents who are working hard to follow the social distancing guidelines.

Mrs. Mahon reiterated in regards to the Federal Cares Act of CDBG money and she anticipates they will have conversations around the guidelines that they have to follow. Mrs. Mahon also spoke regarding assistance to low-income renter businesses here in Arlington that are impacted. Mrs. Mahon would like to thank ACMI who have been going through this process with the Select Board and other departments and committees. She stated that they have candidate profiles available on their website that citizens can view for the upcoming Election on June 6<sup>th</sup>. Mrs. Mahon also thanked all the first responders and reminded the citizens at home to continue to practice social distancing.

Next Scheduled Meeting of Select Board April 27, 2020

Mr. Dunn moved to adjourn at 8:48 p.m.

A roll call vote was taken on the motion by Mr. Heim.

Mr. DeCoursey:     yes

Mr. Hurd:            yes

Mr. Curro:           yes

Mr. Dunn:            yes

Mrs. Mahon:          yes

SO VOTED (5-0)

A true record attest

Ashley Maher  
Administrative Assistant

4/27/2020

Agenda Item	Documents Used
1	Executive Order
2	
3	Draft Minutes 3.23.2020 Draft Minutes 3.30.2020
4	

5	H4598 Final Bill summary Reference Delayed Tax Payment Reference
6	Scenic Bylaw Committee All-American Road Designation Request
7	May 2020 Calendar





## Town of Arlington, Massachusetts

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### Reappointment: Arlington Historic District Commissions, At-Large Member

#### Summary:

Charles Barry (term to expire 6/30/2023)

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	S._Makowka_Reappointment.pdf	Recommendation from AHDC Chair
▢	Reference Material	C._Barry_reference.pdf	C. Barry meeting notice



## ARLINGTON HISTORIC DISTRICT COMMISSIONS

c/o Planning & Community Development

Attn: AHDC

Carol Greeley, Executive Secretary

730 Mass. Ave.

Arlington, MA 02476

March 24, 2020

Select Board

c/o Marie Krepelka

Town Hall, 2nd floor

730 Mass. Ave.

Arlington, MA 02476

**Re: Notice of Resignations, Change of Appointment, and Nominations of new Commissioners to fill vacant seats on the Arlington Historic Districts Commission**

Dear Ms. Krepelka,

The Arlington Historic Districts Commission (AHDC) has recently received a notice of resignations from Commissioners Mr. Stuart Lipp and Ms. Cynthia Hamilton. Mr. Lipp was an At-Large member of the Commission and Ms. Hamilton represented the Broadway Historic District for many years. The AHDC would like to thank Stuart and Cynthia for their service to the Commissions and the Town.

Based on votes of the AHDC, I am asking the Select Board to approve the following appointments to fill these vacant seats:

**At-Large:** In order to fill the At-Large appointment vacated by Mr. Lipp, the AHDC requests that the current resident member of the Jason/Gray Historic District, Mr. Charles Barry, be appointed as an At-Large Member of the Commissions. Mr. Barry has ably represented the Jason/Gray District for many years and the Commissions feel strongly that his appointment to the At-Large seat will allow him better leverage his considerable experience on behalf of the AHDC.

**Jason/Gray District:** In order to fill the vacated Jason/Gray resident member seat, the AHDC requests that the Board appoint Dr. Alison Johnson, a resident of the Jason/Gray District, 24 Jason Street. Her background information is enclosed.

**Broadway District:** In order to fill the vacated Broadway resident member seat, the AHDC has solicited residents of the Broadway District to serve on the Commissions but have not been able to do so from this very small District. Pursuant to the provisions of the Town Bylaw, the AHDC requests that the Board appoint Ms. Beth Melofchik, 20 Russell Street, to fill this vacancy. Her background information is enclosed.

We continue to solicit interest for the existing vacancies in the Avon Place and Central Street District resident member positions and will forward our recommendation to the Selectmen as soon as possible.

Sincerely,

Stephen Makowka  
Chair, AHDC

cc: Carol Greeley (Exec. Secretary), John Worden (Secretary)

## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

April 14, 2020

Charles Barry  
Arlington, MA 02476

Re: Reappointment: Arlington Historic District Commissions, At-Large Member

Dear Mr. Barry:

Please be advised that the Select Board will be discussing your reappointment to the above-named at their meeting conducted by remote participation on Monday, April 27th at 7:15 p.m. Although it is not a requirement that you join this virtual meeting, you are invited to do so.

Information which includes the link to the meeting will be available at the bottom of the Select Board Agenda as well as on the Town Calendar when the meeting is posted Thursday, April 23rd by 7:00 p.m.

Please contact this office by e-mail, [freidy@town.arlington.ma.us](mailto:freidy@town.arlington.ma.us), if you have any questions.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:fr



## **Town of Arlington, Massachusetts**

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### **Request: Contractor/Drainlayer License**

#### **Summary:**

A. T. Paving LLC, 43 Vivien Street, Revere, MA

#### **ATTACHMENTS:**

	Type	File Name	Description
▢	Reference Material	Memo_from_Engineering_A.T_Paving_LLC.pdf	Engineering Memo
▢	Reference Material	AT_Paving_LLC_Application.pdf	Application



Engineering Division

TOWN OF ARLINGTON  
Department of Public Works  
51 Grove Street  
Arlington, Massachusetts 02476  
*Office (781) 316-3320 Fax (781) 316-3281*

## MEMORANDUM

To: Select Board  
From: Engineering Division  
Re: Approved Contractor License  
Date: April 16, 2020

Dear Board Members,

Reference is hereby made to an application by Priscila Godoi of A.T Paving LLC to be accepted as an Approved Contractor in the Town of Arlington.

Contact information is as follows:

A.T Paving LLC  
43 Vivien Street  
Revere, MA 02151  
Priscila Godoi  
Phone: 617-501-7879  
Email: a.tpaving@hotmail.com

Upon review of the provided references supplied by the contractor, we recommend approval and issuance of an Approved Contractor and Drainlayer license.

Regards,

William C. Copithorne, P.E.  
Assistant Town Engineer

cc: Wayne Chouinard, Town Engineer  
File



# TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

## APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

**Directions:** Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

### Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☐ Water ☐ Sanitary Sewer ☐ Stormwater Drainage ☐ Sewer/Drain Inspection ☐ Driveway Work ☐ Curb/Sidewalk Work

### Applicant Information

Applicant/Firm Name: \_\_\_\_\_

Select One: ☐ Corporation ☐ Partnership ☐ Proprietorship ☐ Other: \_\_\_\_\_

Street Address: \_\_\_\_\_ City/Town: \_\_\_\_\_ State: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Length of Time in Business under the same Firm Name: \_\_\_\_\_

Full Name(s) of Principal(s): \_\_\_\_\_

Primary Contact Person: \_\_\_\_\_

### Experience/Previous Work

Nature of Typical/Standard Work: \_\_\_\_\_

Have you ever performed this type of work in Arlington: ☐ Yes ☐ No

If Yes, Please provide Location: \_\_\_\_\_ Approximate Date: \_\_\_\_\_

Total Amount of such construction this year: \_\_\_\_\_

Total Amount of such construction last year: \_\_\_\_\_

Total Amount of such construction next previous year: \_\_\_\_\_

### Municipal References - Please Attach Written Reference Letters

Municipality: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Municipality: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Municipality: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

### Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: \_\_\_\_\_ Phone: \_\_\_\_\_

Federal Tax ID or Social Security #: \_\_\_\_\_

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

### Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: \_\_\_\_\_ Date: 04/25/19



## **Town of Arlington, Massachusetts**

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### **Request: Contractor/Drainlayer License**

#### **Summary:**

G. W. Gately, Inc., 1 Summit Street, Woburn, MA

#### **ATTACHMENTS:**

	Type	File Name	Description
▢	Reference Material	Memo_from_Engineering_G.W._Gately__Inc.pdf	Engineering Memo
▢	Reference Material	G.W._Gately__Inc._Renewal.pdf	Application



Engineering Division

TOWN OF ARLINGTON  
Department of Public Works  
51 Grove Street  
Arlington, Massachusetts 02476  
*Office (781) 316-3320 Fax (781) 316-3281*

## MEMORANDUM

To: Select Board  
From: Engineering Division  
Re: Approved Contractor License  
Date: April 16, 2020

Dear Board Members,

Reference is hereby made to an application by George W. Gately, Jr. of G. W. Gately, Inc., to be accepted as an Approved Contractor in the Town of Arlington.

Contact information is as follows:

G. W. Gately, Inc.  
1 Summit Street  
Woburn, MA 01801  
George W. Gately, Jr.  
Phone: 617-590-4021  
Email: gwgately@comcast.net

As a previously approved contractor in good standing, and upon review of the provided references, we recommend approval and issuance of an Approved Contractor and Drainlayer license.

Regards,

William C. Copithorne, P.E.  
Assistant Town Engineer

CC: File





# TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

## APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

**Directions:** Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

### Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☐ Sewer/Drain Inspection ☒ Driveway Work ☒ Curb/Sidewalk Work

### Applicant Information

Applicant/Firm Name: GW Gately Inc  
Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other: \_\_\_\_\_  
Street Address: 1 Summit St City/Town: Woburn State: MA  
Primary Phone: 617-590-4021 E-mail: GWGately@Comcast.net  
Length of Time in Business under the same Firm Name: 37 years  
Full Name(s) of Principal(s): George W Gately Jr  
Primary Contact Person: Same

### Experience/Previous Work

Nature of Typical/Standard Work: Sewer and Water Connections  
Have you ever performed this type of work in Arlington: ☒ Yes ☐ No  
If Yes, Please provide Location: Many jobs - none recently Approximate Date: \_\_\_\_\_  
Total Amount of such construction this year: 30,000 in Arlington +  
Total Amount of such construction last year: None in Arlington  
Total Amount of such construction next previous year: None in Arlington

### Municipal References - Please Attach Written Reference Letters

Municipality: Woburn  
Primary Contact Name: Jay Duran Email: Jduran@CityOfWoburn.com  
Municipality: Winchester  
Primary Contact Name: Paul Gangi Email: p.gangi@winchester.us  
Municipality: Arlington  
Primary Contact Name: Lisa Matarazzo Email: l.matarazzo@Arlington.org

### Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: Northern Bank & Trust Phone: 781-937-5414  
Federal Tax ID or Social Security #: \_\_\_\_\_

**Note to Town Staff: Redact Social Security # before releasing document**

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

### Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: George W Gately Jr Date: 4/9/20

Reset Form

Print Form



## Town of Arlington, Massachusetts

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### Arlington Historic District Commissions, Jason/Gray District

#### Summary:

Dr. Alison Johnson (term to expire 6/30/2023)

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	S._Makowka_Appointments.pdf	Recommendation from AHDC Chair
▢	Reference Material	A._Johnson_reference.pdf	A. Johnson Reference



## ARLINGTON HISTORIC DISTRICT COMMISSIONS

c/o Planning & Community Development

Attn: AHDC

Carol Greeley, Executive Secretary

730 Mass. Ave.

Arlington, MA 02476

March 24, 2020

Select Board

c/o Marie Krepelka

Town Hall, 2nd floor

730 Mass. Ave.

Arlington, MA 02476

**Re: Notice of Resignations, Change of Appointment, and Nominations of new Commissioners to fill vacant seats on the Arlington Historic Districts Commission**

Dear Ms. Krepelka,

The Arlington Historic Districts Commission (AHDC) has recently received a notice of resignations from Commissioners Mr. Stuart Lipp and Ms. Cynthia Hamilton. Mr. Lipp was an At-Large member of the Commission and Ms. Hamilton represented the Broadway Historic District for many years. The AHDC would like to thank Stuart and Cynthia for their service to the Commissions and the Town.

Based on votes of the AHDC, I am asking the Select Board to approve the following appointments to fill these vacant seats:

**At-Large:** In order to fill the At-Large appointment vacated by Mr. Lipp, the AHDC requests that the current resident member of the Jason/Gray Historic District, Mr. Charles Barry, be appointed as an At-Large Member of the Commissions. Mr. Barry has ably represented the Jason/Gray District for many years and the Commissions feel strongly that his appointment to the At-Large seat will allow him better leverage his considerable experience on behalf of the AHDC.

**Jason/Gray District:** In order to fill the vacated Jason/Gray resident member seat, the AHDC requests that the Board appoint Dr. Alison Johnson, a resident of the Jason/Gray District, 24 Jason Street. Her background information is enclosed.

**Broadway District:** In order to fill the vacated Broadway resident member seat, the AHDC has solicited residents of the Broadway District to serve on the Commissions but have not been able to do so from this very small District. Pursuant to the provisions of the Town Bylaw, the AHDC requests that the Board appoint Ms. Beth Melofchik, 20 Russell Street, to fill this vacancy. Her background information is enclosed.

We continue to solicit interest for the existing vacancies in the Avon Place and Central Street District resident member positions and will forward our recommendation to the Selectmen as soon as possible.

Sincerely,

Stephen Makowka  
Chair, AHDC

cc: Carol Greeley (Exec. Secretary), John Worden (Secretary)

## ALISON FRANK JOHNSON

Department of History  
Harvard University  
Minda de Gunzburg  
Center for European Studies  
27 Kirkland Street  
Cambridge, MA 02138  
Office phone:

Department of Germanic  
Languages & Literatures  
Harvard University  
Barker Center 345  
12 Quincy Street  
Cambridge, MA 02138  
Office phone:

Arlington, MA 02476

### ACADEMIC APPOINTMENTS

#### **Harvard University**

Professor of History and of Germanic Languages and Literatures  
Professor of History since January 2012  
Professor of Germanic Languages and Literatures since September 2017  
John Loeb Associate Professor of the Social Sciences, Department of History, 2008 – 2012  
Assistant Professor, Department of History, 2005 – 2008  
Chair, Department of Germanic Languages and Literatures, July 2019 – June 2022

#### **University of Wisconsin-Madison**

Assistant Professor, Department of History, January 2002 – June 2005

### EDUCATION

Harvard University, PhD in History, September 1996 – November 2001  
Harvard University, AM in History, March 1998  
Williams College, BA *magna cum laude* with Honors in German Studies, 1989-1993  
Concentration in Russian and East European Studies; Dean's List, all semesters; Phi Beta Kappa

### PUBLICATIONS

"Europe without Borders: Environmental and Global History in a World without Continents," Forum on European History after the Global Turn, *American Historical Review* (forthcoming)

"The Strange, Sad Case of the 'Bosnian Christian Girl': Slavery, Conversion, and Jurisdiction on the Habsburg-Ottoman Border," *Austrian History Yearbook* 51 (2020)

"The Bureaucracy of Honor: The Habsburg Consular Service and the History of Emotions," *Administory: Zeitschrift für Verwaltungsgeschichte / Journal for the History of Public Administration* 3 (December 2018), 164-184

As Alison Frank:

"The Children of the Desert and the Laws of the Sea: Austria, Great Britain, the Ottoman Empire, and the Mediterranean Slave Trade in the Nineteenth Century," *American Historical Review* 117, no. 2 (April 2012), 410-444

"The Air Cure Town: Commodifying Mountain Air in Alpine Central Europe," *Central European History* 44, no. 2 (June 2012), 185-207

"Continental and Maritime Empires in an Age of Global Commerce," *East European Politics and Societies* 25, no. 4 (November 2011), 779-784

"Environmental, Economic, and Moral Dimensions of Sustainability in the Petroleum Industry in Austrian Galicia," *Modern Intellectual History* 8, no. 1 (April 2011), 171-191

"The Petroleum War of 1910: Standard Oil, Austria, and the Limits of the Multinational Corporation," *American Historical Review* 114, no. 1 (February 2009), 16-41

\* Reviewed in H-Diplo, 9 October 2009 (Nicole Phelps)

"The Pleasant and the Useful: Pilgrimage and Tourism in Habsburg Mariazell," *Austrian History Yearbook* 40 (2009), 157-182

\* Winner, 2009 R. John Rath Prize for the Best Article in the *Austrian History Yearbook*

*Oil Empire: Visions of Prosperity in Austrian Galicia*. Cambridge, MA: Harvard University Press, 2005  
(Paperback edition: September 2007)

Winner, 2006 Barbara Jelavich Book Prize

Winner, 2006 Austrian Cultural Forum Book Prize

Co-Winner (with Marci Shore), 2006 Polish Studies Association Book Prize

## **CO-AUTHORED PUBLICATIONS**

Donald Kagan, Steven Ozment, Frank Turner, and Alison Frank, *The Western Heritage*. 11<sup>th</sup> edition.  
New York: Pearson, 2013

\* Chapters 16-25, 30

## **BOOK REVIEWS**

Deborah R. Coen, *Climate in Motion: Science, Empire, and the Problem of Scale*. Chicago: University of Chicago Press. 2018. Featured Review in *American Historical Review* (forthcoming, 2020)

John Deak, *Forging a Multinational State: State Making in Imperial Austria from the Enlightenment to the First World War*. Stanford: Stanford University Press. 2015. *Central European History* (March 2016)

Johannes Feichtinger and Gary Cohen, eds., *Understanding Multiculturalism: The Habsburg Central European Experience*. New York: Berghahn Books. 2014. *American Historical Review* (October 2015)

"Our American Model? U.S.-Habsburg Relations and European Race." Review of Nicole Phelps, *U.S.-Habsburg Relations from 1815 to the Paris Peace Conference: Sovereignty Transformed*. Cambridge: Cambridge University Press. 2013. *Passport: The Society for Historians of American Foreign Relations Review* (April 2014)

Larry Wolff, *The Idea of Galicia: History and Fantasy in Habsburg Political Culture*. Stanford: Stanford University Press. 2011. *Central European History* (March 2012)



"Towards a Great German Oil Empire." Review of Dietrich Eichholtz, *Krieg um Öl: Ein Erdölimperium als deutsches Kriegsziel (1938-1943)*. Leipzig: Leipziger Universitätsverlag. 2006. H-German, H-Net Reviews (January 2009)  
<http://www.h-net.org/reviews/showpdf.php?id=23080>

Andrew Beattie, *The Alps: A Cultural History*. Oxford: Oxford University Press, 2006. *Central European History* (June 2008)

Philipp Ther, *In der Mitte der Gesellschaft: Operntheater in Zentraleuropa 1815-1914*. Vienna and Munich: Oldenbourg Verlag. 2006. *American Historical Review* (June 2008)

Titus Köckel, *Deutsche Ölpolitik, 1928-1938*. Berlin: Akademie Verlag. 2005. *German History* 26, no. 2 (April 2008)

Daniel Unowsky, *The Pomp and Politics of Patriotism*. West Lafayette, IN: Purdue University Press, 2005. *Austrian History Yearbook* 38 (2007)

Christopher Hann and Paul Robert Magocsi, eds., *Galicja: A Multicultural Land*. Toronto: University of Toronto Press. 2005. *Slavic Review* 66, no. 1 (Spring 2007)

"New Perspectives on the "Tragedy on the Drava."" Review of Harald Stadler, Martin Kofler, and Karl C. Berger, *Flucht in der Hoffnungslosigkeit: Die Kosaken in Osttirol*. Innsbruck, Vienna, Bolzano: StudienVerlag. 2005. H-German, H-Net Reviews (January 2007)  
<http://www.h-net.org/reviews/showrev.cgi?path=182101174507651>

"Hunger, Anger, and Internal Enemies in WWI Vienna." Review of Maureen Healy, *Vienna and the Fall of the Habsburg Empire: Total War and Everyday Life in World War I*. Cambridge: Cambridge University Press. 2004. H-German, H-Net Reviews (July 2005)  
<http://www.h-net.org/reviews/showrev.cgi?path=217401128703532>.

John Czaplicka, ed., *Lviv: A City in the Crosscurrents of Culture*. Cambridge, MA: Harvard University Press. 2002. *Austrian History Yearbook* 35 (2004)

## **FELLOWSHIPS AND AWARDS**

Everett Mendelsohn Excellence in Mentoring Award, 2019 (nominated by Benjamin Goossen, Matthew Sohm, Colleen Anderson, Brandon Bloch, Tomasz Blusiewicz, Madeleine Dungy, Erin Hutchinson, Brendan Karch, James McSpadden, Carolin Roeder, Sarah Sadlier, Liat Spiro, Megan Duncan Smith, and Madeleine Williams)

Guest, Institute for Human Sciences (*Institut für die Wissenschaften vom Menschen*), Vienna, May 2018  
 Phi Beta Kappa Teaching Prize, May 2017

Fellow, Institute for Human Sciences (*Institut für die Wissenschaften vom Menschen*), Vienna, 2014-2015 (deferred)

Abby and George O'Neill Senior Faculty Research Grant, 2013-2014

R. John Rath Prize for the Best Article in the *Austrian History Yearbook*, 2009

Harvard University Center for the Environment Seed Grant, Summer 2009

Research Enabling Grant, Summer 2008  
 Clark Fund Grant, Summer 2008  
 American Council of Learned Societies Fellowship, 2007-2008  
 Davis Center for Russian and Eurasian Studies Junior Faculty Research Grant, 2007-2008  
 Roslyn Abramson Award (for teaching), 2007  
 William F. Milton Fund Research Grant, 2007  
 Barbara Jelavich Book Prize, 2006  
 Austrian Cultural Forum Book Prize, 2006  
 Polish Studies Association Orbis Book Prize in Polish Studies, 2006  
 Harvard Academy Junior Faculty Development Grant, Summer 2006  
 University of Wisconsin Graduate School Research Council Project Grant, Summer 2005  
 DAAD Center for German and European Studies Research Collaborative Grant, 2003-2005  
 Border and Transcultural Studies Undergraduate Course Development Grant, Spring 2004  
 Fulbright Scholarship, Internationales Forschungszentrum Kulturwissenschaften (Vienna, Austria),  
 Winter 2003-2004  
 University of Wisconsin Graduate School Research Council Project Grant, Summer 2003  
 University of Wisconsin Center for European Studies Travel Grant, Summers 2002 & 2003  
 Austrian Cultural Forum Prize for Best Dissertation in Austrian Studies, 2001-2002  
 Jacob K. Javits Fellowship, 1997 – 2001  
 Harvard Ukrainian Research Institute Writing Grant, Fall 2001  
 Krupp Foundation Graduate Summer Travel Grant (Paris), Summer 2001  
 Derek Bok Certificate of Distinction in Teaching (Fall 1998, Spring 1999, Fall 2000, Spring 2001)  
 Program for the Study of Germany and Europe, Dissertation Research Grant, 1999 – 2000  
 Harvard University History Department Traveling Fellowship (Vienna), Fall 1999  
 Harvard Ukrainian Research Institute Summer Traveling Grant (Vienna), Summer 1999  
 Foreign Languages and Areas Studies Fellowship (Ukrainian), Summer 1999  
 Program for the Study of Germany & Europe, Opportunity Grant (Vienna), January 1999  
 Program for the Study of Germany & Europe, Opportunity Grant (Prague), Summer 1998  
 Center for European Studies Language Training Grant (German), Summer 1997  
 Harvard University (Bayard Cutting) Fellowship, 1996 – 1997  
 Fulbright Scholarship (Poland), 1993 – 1994  
 Erastus C. Benedict, 1821 First Prize for Excellence in German (Williams), June 1993

### **COURSES TAUGHT**

Harvard University

- *German Empires, 1848-1948*. Lecture (listed in both History and German)
- *Austrian History in Literature*. Conference course (New in Spring 2020)
- *Central Europe, 1740-1918: Empires, Nations, States*. Lecture (cross-listed in Slavic)
- *The End of Communism in Eastern Europe and the USSR* (with Terry Martin). Gen Ed
- *Fin-de-Siècle Vienna*. Research seminar (cross-listed in German)
- *Nationalism and Socialism in 20<sup>th</sup> Century Central Europe*. Lecture
- *Central and Eastern European History*. Graduate seminar (cross-listed in Slavic)
- *From Coffee to Coal: Global History Through Commodities*. Freshman seminar
- *Commodities in International History*. Reading seminar

- *Environmental History of Europe and the World*. Graduate proseminar
- *Oil, Energy, and the Environment*. Conference course
- *Readings in Central European History*. Graduate proseminar
- *Histories of the Future*. Graduate seminar in General Education
- *Colloquium on Teaching Practices*. Graduate seminar on pedagogy

University of Wisconsin-Madison

- *Modern Europe and the World, 1815 - Present*. Lecture.
- *Citizenship and Identity in Central Europe*. Interdisciplinary graduate seminar.
- *Oil: Local and Global Histories*. Undergraduate seminar.
- *History of Germany, 1871 – Present*. Lecture.
- *Competing Empires: Russia and Austria-Hungary, 1815-1918*. Graduate seminar.
- *History of Central Europe, 1648-1918*. Lecture.
- *Viennese Modernism*. Undergraduate seminar.

**SERVICE**

**National and International:**

Outside reader for promotion/tenure reviews for Boston College, New York University, University of South Carolina, Brown University, City University of New York, Rhodes College, Rutgers University, Southern Methodist University, Stanford (2019), Tel Aviv University, University of Arizona, University of California-Davis, University of Chicago, University of Notre Dame, University of Oregon/Robert Clark Honors College, Vanderbilt University, University of Wisconsin-Madison (2019)

Manuscript referee: Bloomsbury, Cambridge University Press, Cornell University Press, Harvard Center for European Studies Working Paper Series (2019) Harvard University Press (2019), Indiana University Press, Oxford University Press, Routledge, Stanford University Press, *American Historical Review*, *Austrian History Yearbook*, *Business History Review*, *Central European History*, *Economic History Yearbook* (2019), *Environmental History*, *Historical Journal*, *Hungarian Historical Review*, *Journal of Agricultural History*, *Journal of Contemporary History*, *Slavic Review*

[manuscript review of Lukasiewicz, 2019]

Evaluator/Reviewer: European Research Commission; FNP Prize, Foundation for Polish Science (Fundacja na rzecz Nauki Polskiej); Copernicus Prize, German Research Foundation and Foundation for Polish Science; The German Israeli Foundation for Scientific Research and Development; European Research Council, American Academy in Berlin, Austrian Science Foundation (Fonds zur Förderung der wissenschaftlichen Forschung) (2019), Foundation for Polish Science, Vienna Science and Technology Fund (Wiener Wissenschafts-, Forschungs- und Technologiefonds), Social Sciences Research Council

Scientific Advisory Board of the Institute for Modern and Contemporary History, Austrian Academy of Sciences (Österreichische Akademie der Wissenschaften), Vienna, 2017-2021

Book Manuscript Workshop for Mate Rigo, Yale University Singapore, 2019

H-German Advisory Board, 2009-2017

Selection Committee, Director of the Institute for Modern and Contemporary History, Austrian Academy of Sciences (Österreichische Akademie der Wissenschaften), Vienna, 2016

Chair, Center for Austrian Studies Dissertation Prize Committee, 2016



Selection Committee, Józef Tischner Fellowships for Polish and Polish-American Scholars, Institut für die Wissenschaften von Menschen, Vienna, 2011, 2012, 2013, 2014, 2015, 2016, 2018  
 Member, tenure/promotion committee, Maria Fritsche (Norges teknisk-naturvitenskapelig universitet/Norwegian University of Science and Technology), 2015  
 Chair, Barbara Jelavich Book Prize Selection Committee, 2015  
 Barbara Jelavich Book Prize Selection Committee, 2013, 2014  
 Selection Committee, IIE Fulbright Program (Austria and Switzerland), 2009, 2010, 2011  
 Board of Advisors, Botstiber Institute for Austrian-American Studies, 2008-2011  
 Joseph Rothschild Book Prize Committee (Association for the Study of Nationalities, "Russia, Eastern Europe or Eurasia in which substantial attention is paid to questions of ethnicity and/or nationalism"), 2009-2010, 2011-2012  
 Hans Rosenberg Book Prize Committee, 2009  
 Faculty Advisor, State Department, Junior Faculty Development Program, 2002-2003

**Harvard University (Faculty of Arts and Sciences):**

Search Committee, Slavic Languages and Literatures (one tenure-track position), 2019  
 Standing Committee on Athletic Sports, 2017-2018, 2018-2019, 2019-2020  
 Selection Committee, Mahindra Humanities Center's Mellon Seminar Postdoctoral Fellowship, 2018  
 Standing Committee on European Studies, 2010-2015, 2016-2018, 2019-2020  
 Committee on Unrecognized Single-Gender Social Organizations, Spring 2017  
 Faculty Council Docket Committee, 2015-2016  
 Faculty Council, 2013-2016  
 Standing Committee on Undergraduate Educational Policy (Educational Policy Committee), 2015-2016  
 Tenure Review Committee, History of Science (Rebecca Lemov), 2015-2016  
 Robinson Hall Renovation/Space Committee, Spring 2016, Fall 2016, Spring 2017  
 Graduate Fellowships Committee, Center for European Studies, 2016  
 Task Force on the Prevention of Sexual Violence, 2014-2016  
 Center for European Studies Steering Committee, 2006-2007, 2009-2010, 2011-2012, 2013-2014, 2016-2017  
 Chair, FAS Committee on Sexual Misconduct Policy and Procedure, Spring 2014- Spring 2015  
 Chair, Working Group on Education and Training (Subcommittee of the Task Force on the Prevention of Sexual Violence), Fall 2015  
 Co-Chair (with Stephanie Khurana), Sexual Assault Task Force Subcommittee on Outreach and Communications, 2014-2015  
 Associate Director, Center for History and Economics, 2011-2014  
 Standing Committee on General Education, 2011-2013, Spring 2014, Fall 2014  
 Associate Director, Center for History and Economics, 2011-2014  
 Graduate Policy Committee, 2013-2014  
 Advisory Selection Committee for Dean of GSAS, Spring 2012  
 Graduate Fellowships Committee, Center for European Studies, Spring 2013  
 Standing Committee on the Degree of Master of Arts in Regional Studies – Russia, Eastern Europe, and Central Asia, 2006-present  
 Executive Committee of the Davis Center for Russian and Eurasian Studies, 2007-present  
 Steering Committee of the Weatherhead Initiative in Global History, 2011-present  
 Center for History and Economics Steering Committee, 2009-2014  
 Co-Chair, German Study Group, Center for European Studies, 2008-2012  
 Hoopes Prize Committee, Social Sciences, 2010, 2011, 2012, 2013

Co-Chair, Russian and Eastern European History Workshop, 2005-present  
Faculty Affiliate, Environmental Science and Public Policy, 2007-present  
Editorial Board, CES Working Paper "Open Forum" Series, 2010-present  
Consortium for Energy Policy Research at Harvard, Harvard Kennedy School, 2009-present  
August Zaleski Memorial Lecture Series Committee, 2012-present  
Humanities Sub-Committee of the Committee on General Education, 2009-2011  
Wendell Prize Committee, 2009-2010  
Session Leader: "Balancing Teaching and Research," New Faculty Institute, 2007, 2008, 2009, 2010  
Center for European Studies Dissertation Writing Fellowship Committee, 2008-2009  
Center for European Studies Summer Travel Fellowship Committee, 2008-2009  
Harvard College Fulbright Grants Evaluation Committee, 2006-2007, 2008-2009  
Davis Center for Russian & Eurasian Studies Graduate Research Travel Grants Committee, 2006-2007  
Goldman Undergraduate Research Travel Grants Selection Committee, 2006-2007  
Junior Faculty Forum (to advise Social Sciences Dean David Cutler), 2006-2007  
Center for European Studies Undergraduate Summer Travel Grant Committee, 2006  
Committee to create Certificate in European Studies, 2006

**Harvard University History Department:**

Chair, Modern German History Search committee (one tenure-track position), 2019-2020  
Director of Graduate Studies, 2015-2018  
Chair, Graduate Admissions Committee, 2017-2018, 2016-2017, 2015-2016, 2013-2014  
Planning Committee, 2017-2018, 2016-2017, 2015-2016  
Curriculum Committee, 2017-2018, 2016-2017, 2015-2016, 2011-2012, 2008-2009  
Fellowships Committee, 2017-2018, 2016-2017, 2015-2016, 2006-2007  
Department Seminar Committee, 2017-2018, 2016-2017, 2015-2016  
College Fellows / Prize Instructors Committee, 2018, 2017, 2016  
ADUS Committee, 2017  
Tenure Review Committee for Ian J. Miller (Modern Japan), 2013-2014  
Modern Germany Search committee (one tenure-track position, joint with Social Studies), 2012-2013  
Board of Examiners, 2011-2012  
Graduate Admissions Committee, 2009-2010  
Latin America Senior Search Committee (two tenured positions), 2008-2010  
German Language Proficiency Exam, 2009, 2010, 2012, 2013, 2015, 2017, 2018, 2019  
Co-Chair, International History Seminar, 2008-2009  
Modern Russia Search Committee (one tenure-track position), 2006-2007

**Harvard University Department of Germanic Languages and Literatures:**

Department Chair, July 2019-June 2022  
Tenure Review Committee for Racha Kirakosian, Fall 2019  
Chair, Search Committee (one tenure-track position), 2019-2020  
Review Committee for Lisa Parkes (Senior Lecturer), 2019-2020  
Graduate Admissions Committee, 2019-2020  
Walz Prize Committee, 2019-2020  
Blume Prize Committee, undergraduate and graduate, 2019-2020  
Section Leader, two professional development workshops, 2019  
Member, Targeted Search Committee for Fatima Naqvi, Spring 2018 - Fall 2018  
Chair, Promotion to Associate Professor Subcommittee for Racha Kirakosian, Spring 2018

Examiner, general exam for Jermain Heidelberg, Spring 2018

Examiner, general exam for Sina Hoche, Spring 2018

**Community:**

Chair & Trustee-at-Large, Board of Trustees, Harvard Yard Child Care Center, 2011-2012

President, Board of Trustees, Harvard Yard Child Care Center, 2008-2009

Board of Trustees, German International School Boston, 2007-2008

PTO, Brackett Elementary School, 2008-2016; Bishop Elementary School, 2018-2019

**INVITED LECTURES & PRESENTATIONS**

In 2020: University of North Carolina-Chapel Hill, University of Wisconsin-Madison, Tel Aviv University, Uppsala University

In 2019: Brown University, Vanderbilt University, "The Emperor, the Minister, and the Executioner: Capital Punishment in the Late Habsburg Monarchy"; Yale University; Princeton University

In 2018: Museum of Fine Arts, Boston "Vienna 1900-1918: The World Turned Upside Down"; Temple Shalom, Newton, MA

Before 2018: Boston College; Bowdoin College; Brown University; City University of New York; Columbia University; Cornell University; Georgetown University; Ludwig-Maximilian University (Munich, Germany); Museum of Fine Arts, Boston; New York University; Princeton University; Salem Athenæum; Stanford University; Technisches Museum Wien (Vienna, Austria); University of California-Berkeley; University of Chicago; University of Miami; University of Minnesota; University of Pennsylvania; University of Southern California; University of Vienna (Austria); Yale University

**SELECT PAPERS & LECTURES (SINCE 2012)**

"Violent Emotions: Honor and Bureaucracy in the Habsburg Consular Service," Brown University, 6 May 2019

"The Emperor, the Minister, and the Executioner: Capital Punishment in the (Late) Habsburg Monarchy," Vanderbilt History Seminar, Vanderbilt University, 18 February 2019

"The Emperor and the Executioner: Capital Punishment in the Habsburg Monarchy," Yale University, 15 February 2019

"Genealogy of a Genocide," Commentary on Omer Bartov, *Anatomy of a Genocide: The Life and Death of a Town Called Buczacz*, University of Massachusetts-Amherst, 5 December 2018

"Assassination, Amnesty, and the End of the Death Penalty in Austria," The Decline and Fall of the Habsburg and Ottoman Empires Conference, New York University, November 2018

"The Emperor, the Minister, and the Executioner: Capital Punishment in the Habsburg Monarchy," Association for Slavic, East European, & Eurasian Studies, Chicago, IL, November 2017

"Austria-Hungary's Global Networks," Cambridge History of the Habsburg Monarchy Workshop, European University Institute, Florence, Italy, May 2017

- “A Sea of Troubles: Habsburgs on the Mediterranean,” New York University, March 2017
- “Trieste 1900,” Fin-de-Siècle Vienna: The State of the Art, Center Austria, University of New Orleans, New Orleans, Louisiana, October 2016
- “Trieste Traffic: German Chemists, Austrian Smugglers, and the Cocaine Epidemic in India (1900-1914),” Humboldt University: Imperial Port Cities in the Age of Steam: Towards a Comparative History of Entanglements, Berlin, Germany, July 2016
- “The Adriatic Origins of the Austrian Lloyd,” University of Minnesota: Rethinking the Adriatic: Movements of People and Goods, Middle Ages to the Present, Minneapolis, Minnesota, May 2016
- “Austria and the Transportation Revolution of the 1830s,” Association for Slavic, East European, & Eurasian Studies, Boston, MA, November 2013
- “The Strange, Sad Case of Mara Illic: Slavery and Conversion at the Meeting of Two Empires,” Princeton Institute for International and Regional Studies' research community “Empires: Domination, Collaboration and Resistance,” Princeton, NJ, January 2013
- “The Oceanic Turn: Recharting Slavic, East European, and Eurasian Studies,” Association for Slavic, East European, & Eurasian Studies, New Orleans, LA, November 2012
- “The Contradictions of Free Trade Imperialism: Cocaine Smuggling from Austria to India, 1908-1914,” Empire Interrupted Conference, NYU in Prague, March 2012
- “Austria and the Mediterranean Slave Trade,” presented at the Commodities in Eastern Europe Conference, Austin, Texas, March 2012
- “Slavery and Conversion in the Revolutionary Era,” Keynote address, Consortium on the Revolutionary Era Conference, Baton Rouge, Louisiana, February 2012

## **ADVISING**

### **Harvard University**

#### **Graduate Students:**

Primary Advisor (History, unless otherwise noted)

- Colleen Anderson (PhD 2017)
- Tomasz Blusiewicz (PhD 2017)
- Madeleine Dungy (PhD 2017)
- Manuel Gebhardt (G3, German)
- Ben Goossen (G6)
- Carolin Roeder (PhD 2017)
- Matthew Sohm (G6)
- Stephen Walsh (PhD 2014)

## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

April 14, 2020

Dr. Alison Johnson

Arlington, MA 02474

Re: Appointment: Arlington Historic District Commissions, Jason/Gray District

Dear Dr. Johnson:

As a matter of the standard appointment procedure, the Select Board requests that you attend a virtual meeting of the Select Board conducted by remote participation, on Monday, April 27th at 7:15 p.m.

It is a requirement of the Select Board that you join this virtual meeting. This will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Information which includes the link to the meeting will be available at the bottom of the Select Board Agenda as well as on the Town Calendar when the meeting is posted Thursday, April 23rd by 7:00 p.m.

Please contact this office by e-mail, [freidy@town.arlington.ma.us](mailto:freidy@town.arlington.ma.us), if you have any questions.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:fr



## Town of Arlington, Massachusetts

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### Arlington Historic District Commissions, Broadway District

#### Summary:

Beth Melofchik (term to expire 6/30/2023)

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	S._Makowka_Appointments.pdf	Recommendation from AHDC Chair
▢	Reference Material	B._Melofchik_reference.pdf	B. Melofchik Reference



## ARLINGTON HISTORIC DISTRICT COMMISSIONS

c/o Planning & Community Development

Attn: AHDC

Carol Greeley, Executive Secretary

730 Mass. Ave.

Arlington, MA 02476

March 24, 2020

Select Board

c/o Marie Krepelka

Town Hall, 2nd floor

730 Mass. Ave.

Arlington, MA 02476

**Re: Notice of Resignations, Change of Appointment, and Nominations of new Commissioners to fill vacant seats on the Arlington Historic Districts Commission**

Dear Ms. Krepelka,

The Arlington Historic Districts Commission (AHDC) has recently received a notice of resignations from Commissioners Mr. Stuart Lipp and Ms. Cynthia Hamilton. Mr. Lipp was an At-Large member of the Commission and Ms. Hamilton represented the Broadway Historic District for many years. The AHDC would like to thank Stuart and Cynthia for their service to the Commissions and the Town.

Based on votes of the AHDC, I am asking the Select Board to approve the following appointments to fill these vacant seats:

**At-Large:** In order to fill the At-Large appointment vacated by Mr. Lipp, the AHDC requests that the current resident member of the Jason/Gray Historic District, Mr. Charles Barry, be appointed as an At-Large Member of the Commissions. Mr. Barry has ably represented the Jason/Gray District for many years and the Commissions feel strongly that his appointment to the At-Large seat will allow him better leverage his considerable experience on behalf of the AHDC.

**Jason/Gray District:** In order to fill the vacated Jason/Gray resident member seat, the AHDC requests that the Board appoint Dr. Alison Johnson, a resident of the Jason/Gray District, 24 Jason Street. Her background information is enclosed.

**Broadway District:** In order to fill the vacated Broadway resident member seat, the AHDC has solicited residents of the Broadway District to serve on the Commissions but have not been able to do so from this very small District. Pursuant to the provisions of the Town Bylaw, the AHDC requests that the Board appoint Ms. Beth Melofchik, 20 Russell Street, to fill this vacancy. Her background information is enclosed.

We continue to solicit interest for the existing vacancies in the Avon Place and Central Street District resident member positions and will forward our recommendation to the Selectmen as soon as possible.

Sincerely,

Stephen Makowka  
Chair, AHDC

cc: Carol Greeley (Exec. Secretary), John Worden (Secretary)

## Beth Melofchik

Arlington, MA 02474

### CAREER HIGHLIGHTS

Former federal regulator of J visa exchange programs for international students and professionals. Extensive management, policy and regulatory experience. Oversaw SEVIS eligibility and compliance. Demonstrated skills in international intercultural programming and networking. Proficient in foreign languages. Strengths include superior strategic and critical thinking skills, high motivation and awareness of the challenges of diverse cultures. Professional accomplishments include:

- State Department Franklin Award for strengthening the administration and policy guidance of a category of J visa exchange visitor program (approximately 27,000 participants)
- Designed and implemented study tours of the U.S. for official guests of the State Department.
- Established and directed international academic study office within the framework of a transitional socialist university system. Developed courses, recruited instructors, and successfully negotiated contracts between the US organization and the Czech university.
- Coordinated competing Czech university service bureaucracies so that they met contract requirements. Doubled enrollment in program, and convinced recalcitrant local bureaucracy that growth was to its advantage.

### PROFESSIONAL EXPERIENCE

**U. S. DEPARTMENT OF STATE**, Washington, DC

**2007 –2012**

*Bureau of Educational and Cultural Affairs, Exchange Coordination and Designation  
Management and Program Analyst*

Responsible for administrative, policy and regulatory oversight of 170 exchange visitor program sponsors/ 27,000 participants. Designated companies in SEVIS to administer J-visa exchange visitor programs, served as a liaison with other federal agencies, DHS, USCIS and the public, advised on J-visa status issues, reviewed applications, performed sponsor research, reinstatements, analyzed compliance trends in SEVIS, investigated complaints regarding designated sponsors, researched in the fields of education and international exchange, made policy recommendations, coordinated external relations with sponsors.

**MERIDIAN INTERNATIONAL CENTER**, Washington, DC

**2001 – 2007**

*Program Officer*

Designed and implemented multi-week projects within the high profile International Visitor Leadership Program for the Department of State for current and future world leaders addressing topics such as human rights advocacy, leadership development, rule of law, media, role of religion, privatization, historic preservation, arts and NGO management. Intercultural fluency and expertise. Supervised volunteer programmers in 91 offices across the U.S.

**BIG BROTHERS BIG SISTERS INTERNATIONAL**, Philadelphia

**April -December 2000**

*International Program Consultant, Resources*

Networked & researched in Central & East European NGO arena for potential sources of support for implementation of the one-to-one mentoring model directed towards continued successful development of civil societies. Designed a proposal to implement the one-to-one mentoring model in Russian orphanages, accepted by funder for \$100,000.

**AMERICAN AUSTRIAN FOUNDATION**, Vienna, Austria

**1997- 1998**

*Assistant to Director*



Served as liaison between DeWitt Wallace Center for Communications and Journalism, Duke University, the Commission on Radio and Television Policy, East and Central Europe, international policy makers and media representatives. Assisted former Vice-Chancellor of Austria, contacting journalists throughout Russia, Central and Eastern Europe, to ensure full regional representation at the 1998 Commission. Served as liaison with regional Soros Foundation offices coordinating the international medical program of AAF for physicians from the former Soviet Union.

**CHARLES UNIVERSITY, Prague, Czech Republic** **1992-1996**

***Director, Council Study Center - Council on International Educational Exchange***

Facilitated educational and cultural development of program. Established library. Managed budget, submitted quarterly reports and wrote annual program assessments. Acted as advocate for faculty during salary negotiations. Planned cultural excursions.

**ACTR, HERZEN INSTITUTE, Leningrad, USSR**

**1988-1989**

***Assistant Resident Director***

Provided logistical support and counseling to a group of 25 US exchange students. Negotiated and organized health care for students in Leningrad and Moscow.

**BRYN MAWR COLLEGE, Bryn Mawr, PA**

**1988**

***Assistant Director, Russian Summer School***

Directed marketing, recruited participants and managed budget. Served as academic-administrative liaison. Coordinated classes, visiting lecturers and film series. Acted as college representative for visiting foreign delegations.

**BRYN MAWR COLLEGE AND HAVERFORD COLLEGE**

**1987-1992**

***Instructor, Department of Russian (Concurrent with other positions)***

Conducted class instruction, compiled material, tested and graded for intensive 1<sup>st</sup> and 2<sup>nd</sup> year Russian course. Demonstrated extensive skills in foreign language teaching methodology.

## **EDUCATION**

**M.A. - Russian Language and Literature, Bryn Mawr College, Bryn Mawr, PA**

## OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR  
DANIEL J. DUNN, VICE CHAIR  
JOSEPH A. CURRO, JR.  
JOHN V. HURD  
STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE  
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TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

April 14, 2020

Beth Melofchik

Arlington, MA 02474

Re: Appointment: Arlington Historic District Commissions, Broadway District

Dear Ms. Melofchik:

As a matter of the standard appointment procedure, the Select Board requests that you attend a virtual meeting of the Select Board conducted by remote participation, on Monday, April 27th at 7:15 p.m.

It is a requirement of the Select Board that you join this virtual meeting. This will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Information which includes the link to the meeting will be available at the bottom of the Select Board Agenda as well as on the Town Calendar when the meeting is posted Thursday, April 23rd by 7:00 p.m.

Please contact this office by e-mail, [freidy@town.arlington.ma.us](mailto:freidy@town.arlington.ma.us), if you have any questions.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:fr



## Town of Arlington, Massachusetts

---

### For Approval: Food Vendor License

#### Summary:

Anthony's East Side Deli, 159 Massachusetts Avenue, Sarbjit Saini

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Anthony_s_East_side_Deli_-_ _Inspection_Reports.pdf	Inspection Reports
▢	Reference Material	Anthony_s_East_Side_Deli_-_ _FV_Application.pdf	Food Vendor Application

## LICENSE APPLICATION REPORT

Type of License: Food Vendor License

Name of Applicant: Sarbjit S. Saini d/b/a Anthony's East Side Deli

Address: 159 Massachusetts Avenue

The following Departments have **no objections** to the issuance of said license:

- Police \_\_\_\_\_
- Fire \_\_\_\_\_
- Health \_\_\_\_\_
- Building \_\_\_\_\_
- Planning \_\_\_\_\_

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police \_\_\_\_x\_\_\_\_
- Fire \_\_\_\_x\_\_\_\_
- Health \_\_\_\_x\_\_\_\_
- Building \_\_\_\_x\_\_\_\_
- Planning \_\_\_\_x\_\_\_\_

The following Departments have **objections** to the issuance of said license:  
(see attached)

- Police \_\_\_\_\_
- Fire \_\_\_\_\_
- Health \_\_\_\_\_
- Building \_\_\_\_\_
- Planning \_\_\_\_\_

**OFFICE OF THE SELECT BOARD  
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Select Board by, April 22, 2020  
**ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.**

Location: 159 Massachusetts Avenue  
Applicant's Name: Sarbjit S. Saini  
D/B/A: Anthony's East Side Deli  
Telephone: 781-325-3525  
Department: Sent Via E-mail

Date: 3/17/2020

**MEETING DATE: April 27, 2020**

Inspected By:

**RE: FOOD VENDOR LICENSE**

Police  
Fire  
Board of Health  
Building  
Planning

**INSPECTION REPORT SECTION:**

**Building**

All building changes need permits.  
All sign changes need approval and sign permit.  
Window signs cannot exceed 25% of window or fine lines will be levied.  
Certificate of Occupancy is needed - \$100 fee.  
The Director of Inspectional Services has no objection to the issuance of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk.

**Plumbing**

The Inspector of Plumbing and Gasfitting has no objection to the issuance of this license.  
All Plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by a licensed contractors.

**Electrical**

The Inspector of Wires has no objection to the issuance of this license  
The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval of the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

**APPLICANT SIGNATURE SECTION:**

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: 

Date: 4-21-20



## Arlington Fire Department Town of Arlington

Administrative Office

411 Massachusetts Ave, Arlington, MA 02474

Phone: (781) 316-3803 Fax: (781) 316-3808

Email: rmelly@town.arlington.ma.us

Ryan Melly  
Deputy Fire Chief

### Checklist for food sales ownership conversion.

- All exit signs and emergency lights must be tested and in good working order
- FACP **must** have annual test paperwork on hand and be free of trouble and alarm signals
- Sprinkler system (if present) shall have current inspection tag
- All extinguishers must be hung with signs and a current inspection tag
- "K" extinguisher mounted and tagged in the kitchen area if using fat to cook
- All exits and exit paths must be in proper working order and free from storage
- No storage of excess combustibles allowed inside building or near exit ways
- Hoods must have current inspection/cleaning sticker attached
- Kitchen extinguishing systems must have current inspection tags
- If Ansul or Sprinklers present FACP must report to monitoring company
- Address must be clearly visible from the street
- Electrical panels must be accessible from floor to ceiling for the entire width
- Call for inspection after all has been completed 781-316-3803

---

### APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: \_\_\_\_\_

Date: 4-21-20



**OFFICE OF THE SELECT BOARD  
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Select Board by, April 22, 2020  
**ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.**

Location: 159 Massachusetts Avenue  
Applicant's Name: Sarbjit S. Saini  
D/B/A: Anthony's East Side Deli  
Telephone: 781-325-3525  
Department: Sent Via E-mail

Date: 3/30/2020

**MEETING DATE: April 27, 2020**

Inspected By:

**RE: FOOD VENDOR LICENSE**

Police  
Fire  
Board of Health  
Building  
Planning---Ali Carter, Economic Development Coordinator

**INSPECTION REPORT SECTION:**

The application is for a food vendor license for Anthony's East Side Deli. This business is located in a B3 Village Business zoning district and is an appropriate use for the neighborhood. The application is for a change of management but all other aspects of the business remain unchanged.


The Department has no objection to the issuance of a food vendor license to this business.

Any changes in signage, including signs in the window, and changes to the façade of the building may be subject to review by this Department. The Applicant is reminded that all signs, including re-lettering of the existing signs require a permit issued by the Building Department. Other provisions of the Zoning Bylaw may apply as determined by the Building Inspector.

---

**APPLICANT SIGNATURE SECTION:**

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: 

Date: 4-21-20

# ARLINGTON POLICE DEPARTMENT

**Juliann Flaherty**  
Acting Chief of Police



POLICE HEADQUARTERS  
112 Mystic Street  
Telephone 781-316-3900

*Town of Arlington*  
MASSACHUSETTS 02474

March 17, 2020

On Tuesday, March 17, 2020 at 2:30 PM, I called and spoke with Sarbjit Saini regarding this application for a Food Vendor License for the Anthony's Eastside Deli, located at 159 Mass Ave. Saini stated that there will be no changes to the restaurant at this time. Saini stated that he will be running the day to day operations of the business.

I advised Sarbjit Saini that the Board of Selectmen may be conducting C.O.R.I and S.O.R.I checks during the application process.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Food Vendor License for the Anthony's Eastside Deli.

Respectfully Submitted,

Detective Edward DeFrancisco

---

## APPLICANT SIGNATURE SECTION:

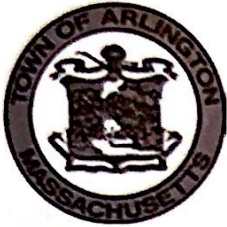
I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: 

Date: 4-21-20

*"Proactive and Proud"*





**Town of Arlington**  
**Department of Health and Human Services**  
**Office of the Board of Health**  
27 Maple Street  
Arlington, MA 02476

Tel: (781) 316-3170  
Fax: (781) 316-3175

**MEMO**

To: Select Board  
From: Kylee Sullivan, Health Compliance Officer  
Date: April 21, 2020  
RE: Board of Health Comments for Select Board Meeting on April 27, 2020

---

Please accept the following as comments from the Office of the Board of Health:

**Anthony's East Side Deli: 159 Massachusetts Avenue**  
**Food Vendor License**

- This Establishment has submitted a plan review application to the Health Department. The Department is in the process of reviewing the application. A new permit will not be issued until plans are approved and a final pre-operational inspection has been conducted to ensure compliance with the Food Code.

---

**APPLICANT SIGNATURE SECTION:**

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: \_\_\_\_\_

Date: 4-21-20

**OFFICE OF THE SELECT BOARD**

730 Massachusetts Avenue  
Town of Arlington  
Massachusetts 02476-4908

(781) 316-3020  
(781) 316-3029 fax

**\$60.00 Filing Fee**

Inspections Dept. at 51 Grove St. must review completed application before returning to this office.

**APPLICATION**

*To the Licensing Authorities of the Town of Arlington*

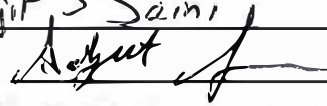
The Undersigned hereby makes application for a

- ☐ COMMON VICTUALLER LICENSE (Eat In)  
☒ **FOOD VENDOR LICENSE (Take Out Only)**

Location 159 Massachusetts Ave  
Name of Applicant Sarbjit S Saini  
Corporate Name (if applicable) Skan Enterprises Inc.  
D/B/A Anthony's East Side Deli  
Date 3-10-20

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

- A. It is understood that the Board is not required to grant the license.
- B. no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Select Board, and, furthermore, any work done is done at the applicant's risk, and
- C. in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Select Board a thirty day notice of his intention to sell same before such application will be acted upon by the Select Board.
- D. That the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Print Name Sarbjit S Saini  
Signature Name   
Phone (Home) \_\_\_\_\_ (Business) \_\_\_\_\_  
Email SSSaini325@gmail.com

INFORMATION RELATIVE TO APPLICATION

Breakfast  
Yes ☐ No ☒  
Lunch  
Yes ☒ No ☐  
Dinner  
Yes ☒ No ☐  
Do you own the property? Yes ☐ No ☒ Tenant at Will ☐ Lease ☒ 5 (years)

Hours of Operation:

Day Monday - Saturday Hours 10:30am - 11:00pm  
Day Sunday Hours 10:30am - 10:00pm  
Day \_\_\_\_\_ Hours \_\_\_\_\_

Floor Space \_\_\_\_\_ Sq. Ft. Seating Capacity (if any) N/A  
Parking Capacity (if any) N/A spaces Number of Employees 4  
List Cooking Facilities (and implements)  
\_\_\_\_\_  
\_\_\_\_\_

Will a food scale be in use for sale of items to the public? Yes ☐ No ☒  
Will catering services be provided by you? Yes ☒ No ☐

*The following items must be submitted with the application:*

1. Layout Plan of Facility & Fixtures	Date Received _____
2. Site Plan (obtained at Bldg. Dept., 51 Grove St.)	Date Received _____
3. Outside Facade and Sign Plan (dimensions, color)	Date Received _____
4. Menu	Date Received _____
5. Maintenance Program	Date Received _____

If the facilities are not yet completed, provide estimated cost of work to be done \$ \_\_\_\_\_

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Select Board for approval:

Date \_\_\_\_\_ Time \_\_\_\_\_  
Board Action: Approved Yes ☐ No ☐

## APPLICANT'S RESUME

### Food Business Experience of Applicant

From 2000 to 2010  
 Employee Nikita Enterprises D/B/A Khusboo  
 Sole Owner Balbir Saini Location Lexington  
 Partnership \_\_\_\_\_ Type Food Indian  
 Corporation Nikita Enterprises Number of Employees 6

From 2003 to 2006  
 Employee Nikita Industries D/B/A Kushik  
 Sole Owner Balbir Saini Location Belmont  
 Partnership \_\_\_\_\_ Type Food Indian  
 Corporation Nikita Industries Number of Employees 6

List any other information that you feel will assist in the review of this application.

I have worked in multiple restaurants  
and owned them with family in the past  
years.

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name Sarbjit Singh Saini Name \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

DESCRIPTION OF APPLICANT

DESCRIPTION OF APPLICANT

Born in the U.S., Yes \_\_\_\_\_ No \_\_\_\_\_ Born in the U.S., Yes \_\_\_\_\_ No \_\_\_\_\_  
Born Where \_\_\_\_\_ Born Where \_\_\_\_\_  
Date of Naturalization \_\_\_\_\_ Date of Naturalization \_\_\_\_\_  
Male or Female \_\_\_\_\_ Male or Female \_\_\_\_\_  
Date of birth \_\_\_\_\_ Date of birth \_\_\_\_\_  
Photo 1 inch b



*The Establishment*

Sole Ownership

Corporation Base

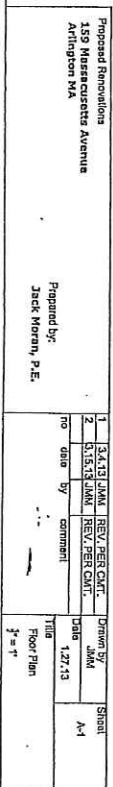
or of Partners

**(Once approved, please go to Clerk's Office for Business Certificate)**

*Corporate Information Required:*

President Sarbjit Singh Saini  
Secretary \_\_\_\_\_  
Treasurer \_\_\_\_\_  
Name Address Zip

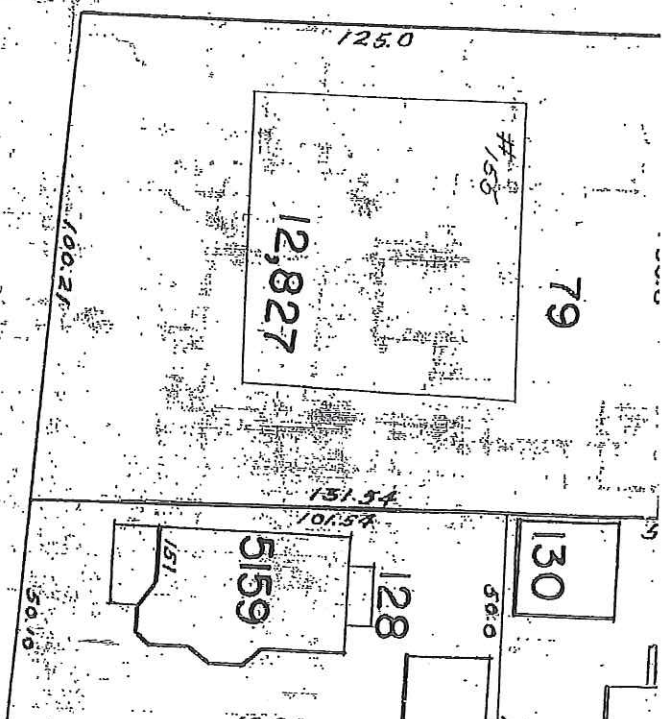
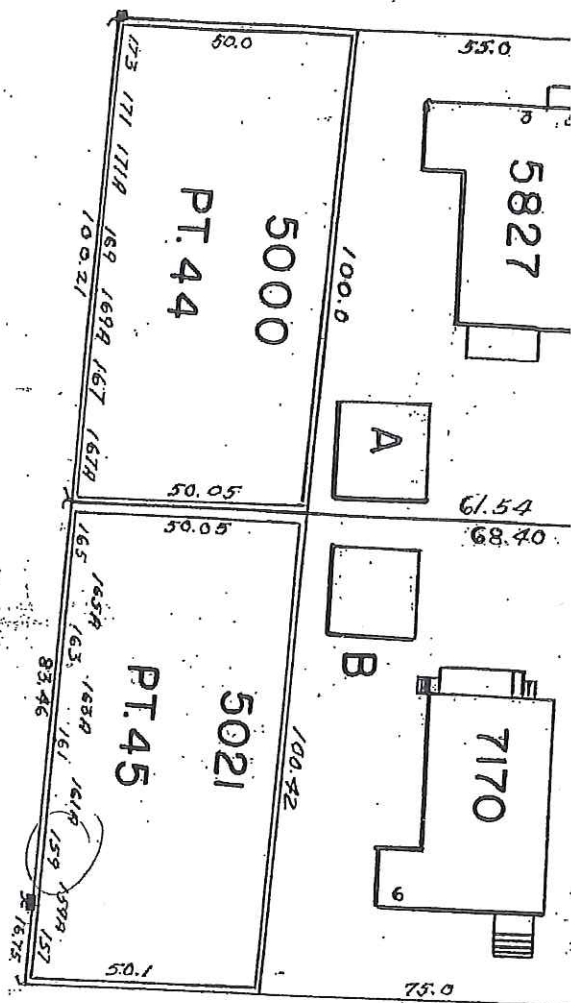




no	date	by	comment
1	3.4.13	JMM	REV. PER CMT.
2	3.15.13	JMM	REV. PER CMT.

Drawn by	JMM
Date	1.27.13

MASSACHUSETTS









Anthony's East Side Deli  
159 Massachusetts Ave.  
Arlington, MA 02474

At Anthony's East Side Deli, we use top-shelf domestic and imported cold cuts. We take care in preparation, which enables you to present, with confidence, any of our platters.

So next time you're planning an event, add a touch of class from Anthony's East Side Deli!

EAST SIDE DELI

Anthony's

Catering Menu

Hours of Operation:

Monday: 8 am - 5 pm  
Tuesday: 8 am - 6 pm  
Wednesday: 8 am - 6 pm  
Thursday: 8 am - 8 pm  
Friday: 8 am - 8 pm  
Saturday: 7:30 am - 5 pm  
Sunday: 7:30 am - 1 pm

159 Massachusetts Avenue, Arlington MA 02474  
P: 000-000-0000 F: 000-000-0000  
www.XXXXXXXXXX.com

## FRAPPES & FROZEN YOGURT

Make our own Frappés ..... 6.25

Make your own Frozen Yogurt ..... 4.50

**STEP 1:** Pick from Vanilla or Chocolate, Sugar Free

**STEP 2:** Pick your favorite flavors to mix-in

### Frappes & Frozen Yogurt Flavors \$1.00

Almond	Coconut	Kit Kat	Pineapple
Almond Joy	Coffee	M&M	Pistachio
Banana	Cookie Dough	Mango	Raspberry
Blackberry	Crackling Oat Bran	Marshmallow	Reese's
Blueberry	Decaf Coffee	Milky Way	Snickers
Brownie	Granola	Mint	Strawberry
Butterfinger	Grapenuts	Mocha	Twix
Chesecake	Heath Bar	Oreo	Vanilla Wafer
Chocolate Chips	Honey	Peach	Walnut
Chocolate	Graham	Peanut Butter	York
Chip Cookie	Cracker	Peppermint	Peppermint
Cinnamon			Patty

### Frozen Yogurt Toppings \$1.00

Butterscotch	Chocolate Syrup	Sprinkles Rainbow
Caramel	Gummi Bears	Whipped Cream
Cherries	Sprinkles Chocolate	

Anthony's East Side Deli

\$20 off \$100

Catering or Platter Order

159 Massachusetts Ave. Arlington, MA 02474  
P: 000-000-0000

EAST SIDE DELI

Anthony's



Before placing your order, please inform your server if a person in your party has a food allergy.

## Sandwiches

Italian .....	\$6.25
Hot Italian (Spicy) .....	\$6.75
Roast Beef & Cheese .....	\$6.75
American .....	\$5.95
Turkey & Cheese .....	\$6.25
Prosciutto & Provolone .....	\$6.95
Ham & Cheese .....	\$5.95
Caprese (Tomato & Mozzarella) .....	\$6.55
Pastrami & Cheese .....	\$6.55
Corned Beef & Cheese .....	\$5.95
Salami & Cheese .....	\$6.25
Chicken & Cheese .....	\$6.25
Bologna & Cheese .....	\$5.55
Meatball .....	\$6.25
Chicken Cutlet Parm .....	\$6.75
Eggplant Parm .....	\$6.50
Tuna Salad .....	\$6.25

## Call for Daily Specials

XXX-XXX-XXXX

All items subject to a 5% meals tax.

## Something Different

### A La Maria

Eggplant and Chicken Cutlet Parrigiana ..... \$6.95

### Chicken Cordon Bleu

Chicken Cutlet Topped with Ham  
and Swiss Cheese ..... \$6.95

### Chicken Cutlet B.L.T.

Chicken Cutlet Topped with Bacon,  
Lettuce and Tomato ..... \$6.95

### Honey of a Sandwich

Honey Glazed Ham, Honey Glazed Turkey,  
Swiss Cheese and Honey Mustard ..... \$6.95

### Marauder

Black Pepper Pastrami, Lean Bacon,  
Topped with Swiss Cheese ..... \$6.95

### Sicilian

Prosciutto, Sopressata, Genoa Salami,  
and Provolone Cheese ..... \$6.95

### The Broadway

Prosciutto, Tomato, Mozzarella, Basil, Oil ..... \$6.95

## Calzones

Calzones require 24 hours notice.

Ham & Cheese .....	\$13.95
Italian Cold Cuts .....	\$13.95
Pepperoni & Cheese .....	\$13.95
Spinach & Ricotta .....	\$13.95
Turkey & Cheese .....	\$13.95
Salami & Cheese .....	\$13.95
Chicken Parmigiana .....	\$13.95

## Soups & Salads

Ask for our daily selection of delicious soups.

### Garden Salad

Iceberg Lettuce Topped with Fresh Tomatoes,  
Cucumber and Roasted Red Peppers,  
accompanied with your Choice of Dressing .... \$5.95

### Antipasto

Chunks of Mortadella, Prosciutto, Sopressata  
and Provolone Cheese, Served over a  
Bed of Lettuce ..... \$6.95

### Chef Salad

Cutted Ham, Turkey and Cheese Served over  
a Bed of Lettuce ..... \$6.25

### Caesar Salad

Fresh Bed of Lettuce Topped with Croutons,  
Dressed with Caesar Dressing .... \$6.25

### Grilled Chicken Caesar Salad

Fresh Bed of Lettuce Topped with Croutons  
and Tender Chicken Breast,  
Dressed with Caesar Dressing ..... \$6.95

## Breakfast Sandwiches

Served all day

Egg & Cheese .....	\$5.49
Egg, Cheese, Ham or Bacon .....	\$5.99
Imported Ham, Egg & Provolone Imported Ham with Provolone Cheese, Melted in Egg on a Whole Wheat Waffle .....	\$4.99
Egg, Cheese, Ham & Bacon Imported Ham, Bone's Ham Bacon, Land O Lakes American Cheese on a Croissant or Wrap .....	\$4.99

Substitutions are welcome. Additional charges may apply.



Before placing your order, please inform your server if a person in your party has a food allergy.

## Italian Cold Cut Platter

Salami, Capicola, Balled Ham, Roast Beef, Roasted Turkey, American Cheese, Provolone Cheese, Swiss Cheese, Assorted Olives, \$39.99 Per Person (10 person minimum)

Substitutions are welcome - Additional charges may apply. Finger Rolls may be added for an additional \$0.50 per person. Finger Rolls require 24 hour notice.

## Antipasto Trays

Prosciutto, Genoa Salami, Capicola, Provolone Cheese, Olives, Marinated Mushrooms, Marinated Artichoke Hearts.

12" Tray Serves 8-10 people

\$39.95

## Salad Trays

All Salad Trays feed 15-20 people

Field of Greens

\$24.99

Crisp Romaine or Iceberg lettuce topped with tomatoes, carrots and red onions

Caesar Salad

\$28.99

Fresh bed of Romaine lettuce topped with crunchy croutons

Grilled Chicken Caesar Salad

\$34.99

Fresh bed of Romaine lettuce topped with crunchy croutons and tender, grilled chicken breast

Insalata Caprese Salad

\$39.95

A simple salad made of fresh mozzarella, fresh tomatoes, basil, and extra virgin olive oil

## Heat n' Serve Party Trays

5 lb Tray Feeds 8-10 People  
10 lb Tray Feeds 15-20 People

Please give one (1) day notice on all Heat n' Serve Party Trays

Tray	5 lbs	10 lbs
Chicken Parmigiana	\$29.95	\$59.95
Chicken Cutlets (plain)	\$24.95	\$54.95
Meatballs & Sauce	\$24.95	\$49.95
Eggplant Parmigiana	\$24.95	\$49.95
Ziti with Sauce	\$24.95	\$49.95
Ziti with Meatballs	\$24.95	\$54.95
Chicken, Ziti & Broccoli	\$29.95	\$59.95
Ravioli	\$26.95	\$52.95
Tortellini	\$27.95	\$54.95
Lasagna	\$28.95	\$56.95
Chicken Cutlet (piece)	\$4.89 per lb	

Meatballs

\$3.99 lb

Meatballs with Sauce

\$4.99 lb

Marinara Sauce

\$1.99 (8 oz)  
\$2.99 (16 oz)  
\$5.99 (32 oz)

## Six Foot Long Subs

One 6-Foot Long Sub Feeds 30 People

6-Foot Long Subs require 24 Hours notice

Italian \$69.99  
American \$79.99  
Roast Beef \$84.99

All meals subject to 5% meals tax.

## Finger Sandwiches

Choose from an assortment of Chicken Salad, Tuna Salad or Seafood Salad, attractively arranged for you.

\$22.99 per dozen

## Cheese Trays

12" Assorted Cheese Tray  
Serves 8 - 10 People  
\$33.95

## Homemade Calzones

All Calzones require 24 hours notice.

Ham & Cheese \$13.95  
Italian Cold Cuts \$13.95  
Pepperoni & Cheese \$13.95  
Spinach & Ricotta \$13.95  
Turkey & Cheese \$13.95  
Salami & Cheese \$13.95  
Chicken Parmigiana \$13.95

## Side Orders by the Pound

Potato Salad  
Tuna Salad  
Macaroni Salad  
Macaroni & Cheese  
(Call for Pricing)



The owners of Anthony's East Side Deli grew up in East Arlington and pledge to offer our customers the freshest and highest quality products available — always doing so with a smile!

We look forward to providing excellent service and building relationships with our patrons.

Thank you for choosing Anthony's East Side Deli.

### Hours of Operation:

Monday:	8 am - 5 pm
Tuesday:	8 am - 6 pm
Wednesday:	8 am - 6 pm
Thursday:	8 am - 8 pm
Friday:	8 am - 8 pm
Saturday:	7:30 am - 5 pm
Sunday:	7:30 am - 1 pm

### Coupons

Anthony's East Side Deli

Buy 1 Lunch  
(Sandwich, Chips & Soda)  
Get 2nd Lunch 1/2 Price

Anthony's East Side Deli

10% Off  
Any Cold Cut Order Over \$30

## Anthony's East Side Deli Offers:

Full Deli  
Featuring Boar's Head Premium  
Delicatessen Meats and Cheeses

Party Platters & Trays  
Italian Specialty Products

Gift Baskets



For more information, call or visit us on the Web at:

[www.XXXXXXXXXX.com](http://www.XXXXXXXXXX.com)

# Anthony's

EAST SIDE DELI

Offering the freshest  
Italian meats,  
cheeses, sandwiches,  
salads and specialty  
products in a  
friendly atmosphere  
and convenient  
location.

Fresh, quality  
items... from our  
family to yours.

159 Massachusetts Avenue, Arlington MA 02474

P: 000-000-0000 F: 000-000-0000

- **MONDAY AM:** CLEAN ALL WORK AREA WALLS BOTH DELI AREA AND KITHEN AREA
- **MONDAY PM:** CLEAN WORK COUNTERS, TOPS OF REFRIG UNITS, SLICERS AND WASH FLOORS USING CLEANERS RINSE AND DISINFECTENT
- **TUESDAY AM:** CLEAN ALL WORK AREA WALLS BOTH DELI AREA AND KITHEN AREA
- **TUESDAY PM:** CLEAN WORK COUNTERS, TOPS OF REFRIG UNITS, SLICERS AND WASH FLOORS USING CLEANERS RINSE AND DISINFECTENT
- **WEDNESDAY AM:** CLEAN ALL WORK AREA WALLS BOTH DELI AREA AND KITHEN AREA
- **WEDNESDAY PM:** CLEAN WORK COUNTERS, TOPS OF REFRIG UNITS, SLICERS AND WASH FLOORS USING CLEANERS RINSE AND DISINFECTENT. LAY LARGE PARCHMENT PAPER ACROSS ALL ITEMS IN LOWER IN LOWER PORTION OF MEAT CASE.
- **THURSDAY AM:** CLEAN ALL WORK AREA WALLS BOTH DELI AREA AND KITHEN AREA
- **THURSDAY PM:** CLEAN WORK COUNTERS, TOPS OF REFRIG UNITS, SLICERS AND WASH FLOORS USING CLEANERS RINSE AND DISINFECTENT
- **FRIDAY AM:** CLEAN ALL WORK AREA WALLS BOTH DELI AREA AND KITHEN AREA
- **FRIDAY PM:** CLEAN WORK COUNTERS, TOPS OF REFRIG UNITS, SLICERS, WASH FLOORS, REMOVE ALL PACKACKING MATERIALS, ETC. CLEAN ALL SURFACES. CONDENCE, REPLACE ALL ITEMS.

- **SATURDAY AM:** CLEAN ALL WORK AREA WALLS BOTH DELI AREA AND KITCHEN AREA
- **SATURDAY PM:** CLEAN WORK COUNTERS, TOPS OF REFRIG UNITS, SLICERS AND WASH FLOORS USING CLEANERS RINSE AND DISINFECTANT
- **SUNDAY AM:** REMOVE ALL ITEMS FROM THE 2 DELI DISPLAY CASES AND SANITIZE AND CLEAN INSIDE AND OUTSIDE.
- **SUNDAY PM:** CLEAN SANDWICH BAR . REMOVE EVERYTHING FROM SANDWICH BAR AND CLEAN ALL TOP SURFACES WITH BLEACH SOLUTION. CLEAN RESERVOIR BELOW SANDWICH BAR WITH BLEACH SOLUTION REPLACE EVERYTHING. EMPTY AND RINSE DRAINAGE BUCKET AND BUS TUB . CLEAN ALL SURFACES WITH BLEACH SOLUTIONS.



## Town of Arlington, Massachusetts

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### For Approval: Proposal for Community Block Grant Subcommittee Funding

#### Summary:

Jo Anne Preston, Town Meeting Member Precinct 9

#### ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	J._Preston_e-mail.pdf	J. Preston reference
▣	Reference Material	P._Schlichtman_ref.pdf	P. Schlichtman reference



SELECTED BY  
ARLINGTON  
2020 APR 15 PM 1:12

-----Original Message-----

From: JO ANNE PRESTON <[ja-preston@comcast.net](mailto:ja-preston@comcast.net)>  
To: achapdelaine <[achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)>; jraitt  
<[jraitt@town.arlington.ma.us](mailto:jraitt@town.arlington.ma.us)>; Dmahon <[Dmahon@town.arlington.ma.us](mailto:Dmahon@town.arlington.ma.us)>  
Sent: Wed, Apr 15, 2020 8:20 am  
Subject: Proposal for Community Block Grant Subcommittee funding

Adam and Jenny,

I learned of this meeting and the additional federal funds at the Select Board meeting this last Monday. I conferred with Chief Flaherty yesterday and wrote up this proposal for discussion this morning.

Would you please send this proposal to the other members of the subcommittee?

Thank you,

Jo Anne Preston

TO: Adam Chapendelaine, Jenny Raitt and Community Block Grant Subcommittee

RE: Funding Request for Medford/Chestnut Street Traffic Calming Project

Summary: This proposal seeks \$125,000. In funding from the recently allocated funds for a consultant to research and design traffic calming measures at the pedestrian crossings at Medford/Chestnut Street intersections. For many years these crossings have been found to be increasingly dangerous by those who need to use them, most frequently by the over 100 low-income senior residents of the HUD Arlington Housing Authority building, Chestnut Manor.

The recent car accident which killed a senior citizen who was in the Chestnut Street crosswalk brought renewed attention to the need to improve pedestrian safety. Meetings with Police Chief Flaherty concluded that making physical changes in the street scape by employing traffic calming measures would be the most effective way to increase pedestrian safety.

This consultant would work with the traffic expert at CPCD, Department of Public Works, the Arlington Police Department, and representatives from the neighborhood including at least one from the Chestnut Manor Tenants Association to design a plan which would result in greater pedestrian safety at the Medford street/Chestnut Street crossings. The Traffic Advisory Committee was not included because it already has a long waiting list of projects to review which means it would not be able to give this time-sensitive project its immediate attention plus its focus is on regulatory traffic controls.

Narrative: Over 100 low-income seniors live in the AHA's Chestnut Manor Building located at Medford Street and Chestnut Street. Bordered by Mount



Pleasant Cemetery in back and a large apartment complex and other buildings on the left, the seniors must cross the Medford Street/Chestnut Street intersections to visit their churches, Arlington Center shops, and Whittemore Park.

These crossings have proven to be very dangerous with many near accidents and just last December 31st, a 70 year -old woman using a cane was killed in the crosswalk by a car traveling at the posted speed limit. She was on her way to mass at the Saint Agnes church.

This tragic accident brought needed attention to the problems with the intersections by the police department. The department began posting police cars there on a regular basis. Despite the attention of police, some residents have told me that they no longer leave the building.

A traffic calming project will eliminate the need for constant police presence by making physical changes to the street scape. These changes intentionally force drivers to slow down. Neighboring municipalities such as Somerville, Cambridge, Belmont, Lexington have successfully used traffic calming to increase pedestrian safety. These measures include raised crosswalks, speed tables, neckdowns, and in-cross-walks lights.

Police Chief Flaherty has been long concerned about these dangerous crosswalks and as the Town Meeting for precinct 9 in which these crosswalks are located, I have had a number of lengthy discussions with her about them, both in person and on the telephone.

In our discussions, we noted that since the car involved in the recent accident was traveling at the speed limit, no increased law enforcement would have prevented that accident or additional future accidents. Consequently, we reviewed a number of possible traffic calming measures that have been used successfully in other towns and concluded that a consultant could inform the town which of the possible measures would work best at these intersections.

In terms of availability of CBG funds, one possibility is that the \$125,000. for annual DPW Curb Ramp Program be delayed for a year and the monies put forward toward a Traffic Calming Program for the Medford Street/Chestnut Street pedestrian crossings.

These funds would allow the town to meet the immediate need of allowing low-income senior citizens to access their churches, stores, and parks. The DPW could contribute in-kind assistance from the engineering department and implement the design. The police department traffic division could contribute traffic statistics and regulation to aid the consultant in the study and act as organizational home. However, neither of them has funds available for a traffic calming study and design.

Jo Anne Preston

Town Meeting member Precinct 9

Original Message-----

From: Paul Schlichtman <[paul@schlichtman.org](mailto:paul@schlichtman.org)>  
To: [jflaherty@town.arlington.ma.us](mailto:jflaherty@town.arlington.ma.us); Diane Mahon  
<[dianemahon@verizon.net](mailto:dianemahon@verizon.net)>; [DMahon@town.arlington.ma.us](mailto:DMahon@town.arlington.ma.us); Adam  
Chapdelaine <[achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)>  
Sent: Sun, Apr 26, 2020 11:09 pm  
Subject: Chestnut Street crossing issues

Good evening:

I have been shown the attached concept for pedestrian safety for Chestnut Street. I am writing to tell you why I think Option 2 is absolutely unacceptable.

Option 1 provides improvements for the intersection of Chestnut Street and Chestnut Terrace. The diagram states that Option 1 is not preferred, as it is too close to a signalized intersection.

The problem with that argument is that crossing at the signalized intersection is difficult and dangerous. It is difficult because it takes three light cycles to cross Chestnut Street (Cross from curb to first island. Cross from first island to second island. Cross from second island to curb.)

Making matters worse, any effort to cross from the northeast corner involves traversing a roadway that operates more like a freeway on-ramp than an element of a signalized intersection. When drivers approach to make the right from Chestnut when the light is red, you can watch their eyes track to Mystic Street traffic for an opportunity to merge, and they often fail to stop.

For this reason, I avoid crossing at this signalized intersection. I go out of my way to cross at Chestnut Terrace instead. Eliminating that crosswalk would be a horrible inconvenience when I am trying to walk toward Mystic Street and Massachusetts Avenue.

I notice many other people walking from Mystic Street who choose to avoid crossing at Mystic and Chestnut, and choose to cross at Chestnut Terrace.

There is certainly a need for improving pedestrian safety on Chestnut Street. Removing the crosswalk is a step backwards.

Paul Schlichtman  
Arlington School Committee  
[paul@schlichtman.org](mailto:paul@schlichtman.org)

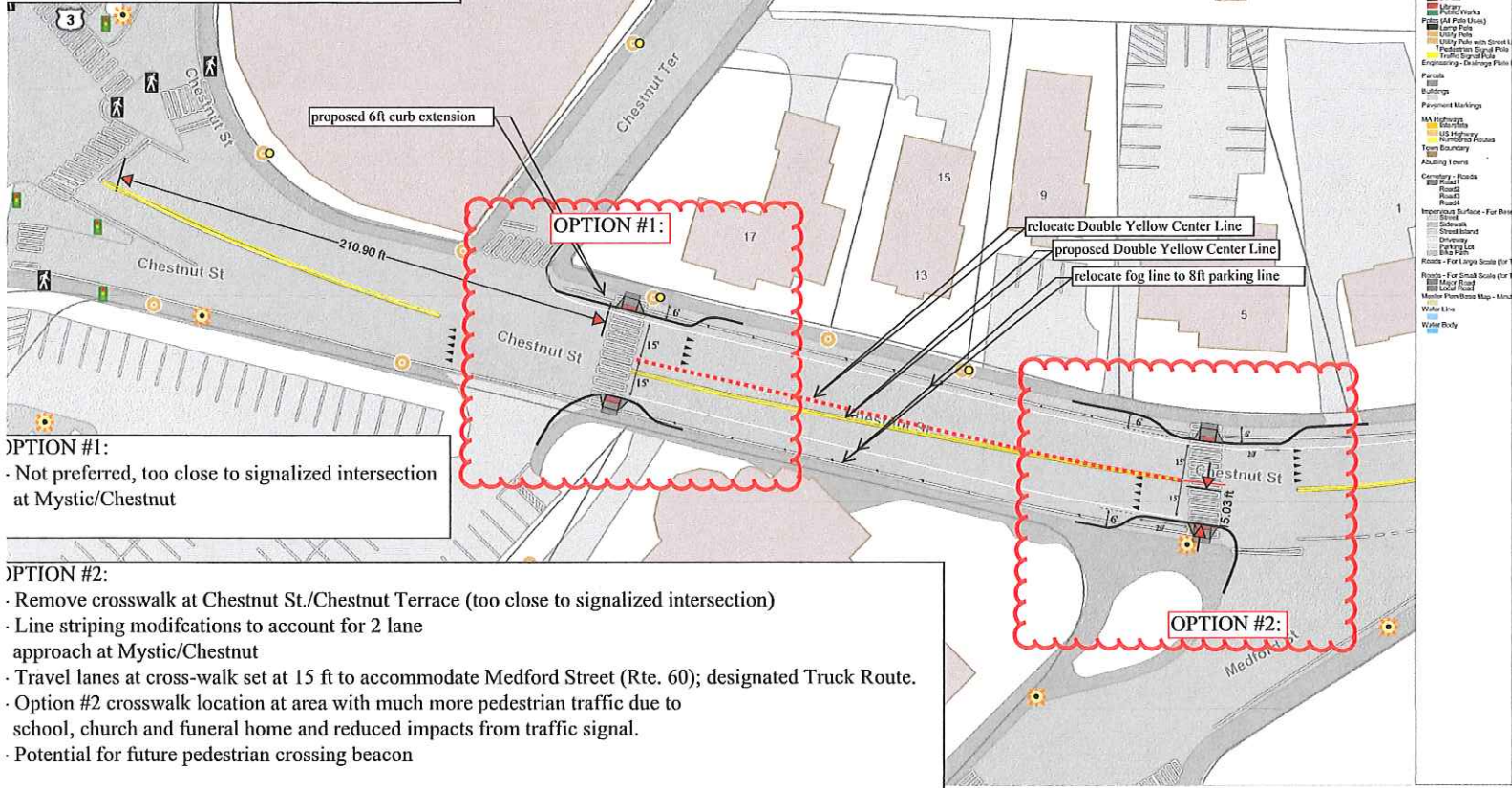
"We must develop and maintain the capacity to forgive. He who is devoid of the power to forgive is devoid of the power to love. There is some good in the worst of us and some evil in the best of us. When we discover this, we are less prone to hate our enemies." - Dr. Martin Luther King, Jr.

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Baseball Progress Monitoring:  
<http://www.schlichtman.com/baseball.html>



- Curb Extension Standards:**
- 1) 6 ft extension from existing curb line
  - 2) 20ft clear area for sight visibility approaching cross-walk



Chestnut St. Pedestrian Safety Concept



## Town of Arlington, Massachusetts

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### For Approval: Acceptance of Bequest from the Marian D.H. Sylvester Trust for the Mount Pleasant Cemetery

#### Summary:

Phyllis L. Marshall, Town Treasurer

#### ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Select_Board_Memo_Mt._Pleasant_Cemetery_4.2020.pdf	Letter from P. Marshall
▢ Reference Material	3-23-20_Letter_to_Mount_Pleasant_Cemetery.pdf	Letter to Mount Pleasant Cemetery
▢ Reference Material	Mount_Pleasant_Cemetery_Appointment.pdf	Mount Pleasant Appointment
▢ Reference Material	4._Copy_of_Deed_of_Trust_by_Marian_D.H._Sylvester.pdf	Copy of Trust



*Office of the Treasurer & Collector of Taxes*

***Town of Arlington, Massachusetts  
730 Massachusetts Avenue  
Arlington, MA 02476***

***Telephone Number: 781-316-3031  
Facsimile Telephone: 781-316-3039***

**Phyllis L. Marshall  
Treasurer & Collector of Taxes**

Memorandum

Date: April 24, 2020  
To: Diane M. Mahon, Select Board Chair  
From: Phyllis L. Marshall, Treasurer – Collector   
Subject: Acceptance of Bequest from the Marian D. H. Sylvester Trust for the Mount Pleasant Cemetery

The Trust of Marian D. H. Sylvester has included a bequest to the Mount Pleasant Cemetery for care of the Donor's grandfather's lot known as the "Paul Francesco Dodge Lot". The Trustee for the Estate passed away without any descendants and appointment of a successor Trustee as requested. Since the Mount Pleasant Cemetery is the qualified beneficiary described in the "Appointment of Trustee" document, the Town of Arlington has been asked to agree to the appointment of Deborah L. Lincoln to serve as the Trustee of the Trust.

I respectfully request your favorable consideration and vote.

Cc: Adam Chapdelaine, Town Manager  
Douglas Heim, Town Attorney  
Marie Krepelka, Board Administrator

# Morgan Lewis

**Sara A. Wells**

Partner

+1.617.341.7720

sara.wells@morganlewis.com

March 23, 2020

Via E-Mail (pmarshall@town.arlington.ma.us) and Regular Mail

Phyllis Marshall

Mount Pleasant Cemetery

70 Medford Street

Arlington, MA 02474

Dear Phyllis:

I am writing to you as the Mount Pleasant Cemetery is a beneficiary of the Marian D.H. Sylvester Trust dated June 24, 1965, as amended on July 13, 1965 ("Marian's Trust"). I am attaching a copy of the Trust and its Amendment for your records.

In case you are not familiar with this trust, I wanted to give you some background. Marian D.H. Sylvester died in May 1967, leaving one daughter, Elizabeth H.S. Robinson. In Marian's Trust, after several specific bequests, the remaining assets were held for Elizabeth's benefit (after a small monthly income distribution to Marian's half-sister, Deborah C. Tripp, ended with her death in 1972). Upon Elizabeth's death in 2000, the remaining assets were held for the benefit of Elizabeth's son, Clayton Robinson. Clayton also served as the Trustee.

Clayton died on March 10, 2020 without any descendants, naming his cousin, Deborah Lakso Lincoln, as his Personal Representative, and I am assisting her with the administration of his Estate. Upon Clayton's death, Marian's Trust held assets with a value of approximately \$5.5 million. Now that Clayton has died, a successor Trustee of Marian's Trust needs to be appointed so that the trust assets can be distributed to the successor beneficiaries.



Article Sixth of Marian's Trust states that, upon Clayton's death, the trust assets will be distributed as follows:

- 75% will be divided amongst various individuals; and
- 25% will be distributed in various amounts to multiple charities, including 4% thereof to the Mount Pleasant Cemetery, "for the care of the Donor's grandfather's lot known as the Paul Francesco Dodge Lot" (so 1% of the total Trust assets).

Article Eleventh of Marian's Trust names Old Colony Trust Company (now Bank of America) as the successor Trustee to Clayton, but given that this trust is now terminating, they would like to decline to serve. Thus, under the Massachusetts Uniform Trust Code, the beneficiaries may appoint a successor Trustee. Given that Debbie, Clayton's Personal Representative, is handling the other Robinson family affairs, she has offered to serve as Trustee to file any final income tax returns and distribute the assets to the beneficiaries.

**Morgan, Lewis & Bockius LLP**

One Federal Street  
Boston, MA 02110-1726  
United States

 +1.617.341.7700  
 +1.617.341.7701

March 23, 2020

Page 2

In order for Debbie to be able to terminate Marian's Trust, I am enclosing a Trustee Appointment for you to sign as a beneficiary and return to me in the enclosed envelope. Note that we must receive this document from all beneficiaries for Debbie to be appointed, otherwise she will have to petition the Probate Court to be appointed (which will likely take a lengthy amount of time given the closures).

Once we receive this document from all beneficiaries, we will follow-up with next steps regarding your distributions. If you have any questions, please don't hesitate to call or email.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sara A. Wells".

Sara A. Wells

SAW/dml

Enc.



**The Marian D.H. Sylvester Trust**

**Appointment of Trustee**

Reference is made to The Marian D.H. Sylvester Trust created by Marian D.H. Sylvester (the "Donor") by instrument of trust dated June 24, 1965, as amended on July 13, 1965 (the "Trust"), of which Clayton S. Robinson was Trustee.

WHEREAS, Clayton S. Robinson died on or about March 10, 2020;

WHEREAS, ARTICLE ELEVEN of the Trust names Old Colony Trust Company to serve as Trustee if Clayton S. Robinson ceases to serve as Trustee;

WHEREAS, after several names changes and mergers, Old Colony Trust Company is now known as Bank of America, National Association;

WHEREAS, Bank of America, National Association, has declined to serve as Trustee of the Trust;

WHEREAS, the Trust does not name any further successor Trustees or method of appointing successor Trustees;

WHEREAS, Paragraph (c)(2) of Section 704 of the Massachusetts Uniform Trust Act states that when there is a vacancy in Trustee and the Trust does not name any further successors, a successor Trustee shall be appointed by unanimous agreement of the qualified beneficiaries;

WHEREAS, upon the death of Clayton S. Robinson, the qualified beneficiaries of the Trust are listed in ARTICLE SIX;

WHEREAS, Mount Pleasant Cemetery is the qualified beneficiary described in Paragraph (2)(xi) of ARTICLE SIX of the Trust, who will receive 1% (4% of 25%) of the remaining trust assets;

NOW THEREFORE, the Mount Pleasant Cemetery appoints Deborah L. Lincoln of Lunenburg, Massachusetts, to serve as Trustee of the Trust.

Executed on \_\_\_\_\_, 2020.

Mount Pleasant Cemetery

By: \_\_\_\_\_  
Its: \_\_\_\_\_

I, MARIAN D. H. SYLVESTER, the Donor named in a certain Deed of Trust by me to ELIZABETH H. S. ROBINSON, Trustee, dated June 24, 1965, do hereby, pursuant to Article Twelve of said Deed of Trust, amend the provisions thereof in the following respects:

I strike out subparagraph 5. of Article Five of said Deed of Trust and substitute in lieu thereof the following:

"5. After the death of the survivor of the Donor's daughter and the Donor's son-in-law, from time to time to pay such part or parts of the principal of the trust property to or apply the same for the benefit of such of the issue of the Donor's daughter as the Trustee in his or its sole discretion may deem necessary or desirable for the maintenance, support, health or education of any of the issue of the Donor's daughter; provided that if the Donor's grandson, Clayton S. Robinson, shall at any time become the Trustee hereunder, he shall not during his trusteeship have the power to pay to himself or apply principal for his own maintenance, support, health or education. Payments or applications of principal hereunder need not be made equally nor by right of representation nor should they be considered as advancements."

Save as changed hereby, I ratify and confirm all of the provisions of said Deed of Trust and reaffirm my right to vary, modify, or revoke said Deed of Trust at any time.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 13th day of July, 1965.

/s/ Marian D. H. Sylvester

In token of her assent to the provisions of said Deed of Trust as hereinbefore amended, ELIZABETH H. S. ROBINSON has hereunto set her hand and seal on this 13th day of July, 1965.

/s/ Elizabeth H.S. Robinson

Executed in Duplicate.

DEED OF TRUST

I, MARIAN D. H. SYLVESTER, of Hanover, Plymouth County, Commonwealth of Massachusetts, (hereinafter called "the Donor"), hereby assign, transfer and deliver to ELIZABETH H. S. ROBINSON, of said Hanover, (hereinafter with her successor or successors called "the Trustee"), the personal property listed in the Trustee's receipt of even date herewith, and the Trustee agrees to hold such property, together with any additional property which may hereafter be transferred to the Trustee by the Donor during her lifetime or by her will or by any other person during such person's lifetime or by such person's will, and together with the proceeds of any life insurance policies of which the Trustee hereunder may be the beneficiary, in trust nevertheless, for the following purposes:

ARTICLE ONE: This trust may at any time and from time to time be altered, amended or revoked by the Donor in the manner hereinafter described.

ARTICLE TWO: During the lifetime of the Donor the Trustee shall pay to or apply for the benefit of the Donor so much of the net income from and such part or parts of the principal of the trust property as the Donor may from time to time request in writing or as the Trustee may deem necessary or convenient for the maintenance, support and well-being of the Donor. Any net income not so paid or applied may in the discretion of the Trustee be added to principal at the end of each fiscal year of the trust.

ARTICLE THREE: Upon the death of the Donor, the Trustee shall:

A. Pay to such of the following-named persons as shall then be living the sum appearing after their respective names:

1. To the Donor's daughter, Elizabeth H. S. Robinson (hereinafter referred to as "the Donor's daughter"), the sum of Twenty-five

Thousand Dollars (\$25,000).

2. To the Donor's son-in-law, G. Elliott Robinson (hereinafter referred to as "the Donor's son-in-law"), the sum of Twenty-five Thousand Dollars (\$25,000).

3. To the Donor's grandson, Clayton S. Robinson, the sum of Twenty-five Thousand Dollars (\$25,000).

4. To Gladys Heathcote McLeod, now of Lake Pearl, Wrentham, Massachusetts, the sum of Three Hundred Dollars (\$300).

5. To Reta McLeod, now of Hanover, Massachusetts, the sum of Three Hundred Dollars (\$300).

6. To Alice Torrey Firrell, now of 165 Woodside Avenue, Winthrop, Massachusetts, the sum of Five Hundred Dollars (\$500).

7. To Janet Clark, now of 21 Francis Street, Newton Highlands, Massachusetts, the sum of Three Hundred Dollars (\$300).

8. To Florence I. Hill, now of 54 Oakland Street, Medford, Massachusetts, the sum of Five Hundred Dollars (\$500).

9. To Lucia Millet Edlund, now of 312 South Street, West Bridgewater, Massachusetts, the sum of Five Hundred Dollars (\$500).

10. To Susan Dodge Bowles Gehlert, now of 691 Elbow Lane, Meshaminy, Pennsylvania, the sum of One Hundred Dollars (\$100).

11. To Ella Stewart, widow of Robert Stewart, now of Washington Street, Hanover, Massachusetts, the sum of Five Hundred Dollars (\$500).

12. To Harriet Smith Fowler, now of 1355 Chestnut Street, Clarkston, Washington, the sum of One Hundred Dollars (\$100).

13. To Alice Dole, widow of Walter I. Dole, now of 31 Hobson Street, Brighton, Massachusetts, the sum of Five Hundred Dollars (\$500).

14. To Marietta Dodge Howland Pacillo, wife of George H.

Fucillo, now of 72 Williams Street, Rockland, Massachusetts, the sum of One Thousand Dollars (\$1,000).

15. To the Donor's niece, Mary B. M. Keith, now of 143 Copeland Street, West Bridgewater, Massachusetts, the sum of Five Thousand Dollars (\$5,000).

16. To Ava Phinney Robinson, now of 48 North Pearl Street, Brockton, Massachusetts, the sum of Five Thousand Dollars (\$5,000).

17. To Mary Millet, widow of John Howland Millet, formerly of 743 North Rosh, Anaheim, California, the sum of Five Hundred Dollars (\$500).

18. To Clifford L. Ward, Jr., D.O., now of 30 Indian Trail, North Scituate, Massachusetts, the sum of Five Hundred Dollars (\$500).

19. To Elizabeth R. Lakso, now of 108 Highland Street, Lunenburg, Massachusetts, the sum of Five Hundred Dollars (\$500).

20. To Deborah Ann Lakso, daughter of said Elizabeth R. Lakso, the sum of One Hundred Dollars (\$100).

B. Pay to each of the following-named persons the sum appearing after his or her name, or, if he or she is not then living, to his or her then living issue by right of representation:

1. To said Mary B. M. Keith, the sum of Two Thousand Dollars (\$2,000).

2. To the Donor's niece, Ruth D. M. Bowles, now of Butler Pike (Route 2), Ambler, Pennsylvania, the sum of Five Thousand Dollars (\$5,000).

3. To John H. Tripp, now of 10 Russell Lane, Simsbury, Connecticut, the sum of Two Thousand Dollars (\$2,000).

4. To Harriette Bacon, wife of William D. Bacon, now of 105 Green Street, Needham, Massachusetts, the sum of One Thousand Dollars (\$1,000).

5. To Sarah Elizabeth Bacon, daughter of said Harriette Bacon, the sum of Five Hundred Dollars (\$500).

C. Pay as follows:

1. To Episcopal City Mission, Joy Street, Boston, Massachusetts, the sum of Five Hundred Dollars (\$500).
2. To First Congregational Church of Hanson, Massachusetts, in memory of the Donor's grandfather, Freeman Parker Howland, the sum of Two Thousand Dollars (\$2,000).
3. To Union Chapel of Brant Rock, Marshfield, Massachusetts, in memory of the Donor's parents, Charles William Howland and Mariesta Dodge Howland, the sum of One Thousand Dollars (\$1,000).

ARTICLE FOUR: Upon the death of the Donor, the Trustee shall:

A. If any one or more of the Donor's daughter, the Donor's son-in-law, or any issue of the Donor's daughter shall then be living, retain all of the remaining trust property for the purposes hereinafter set forth in Article Five, or,

B. If neither the Donor's daughter, nor the Donor's son-in-law, nor any issue of the Donor's daughter is then living, the Trustee shall dispose of all of the remaining trust property to the persons and organizations and in the proportions hereinafter set forth in Article Six.

ARTICLE FIVE: The Trustee shall hold and dispose of the property retained pursuant to the provisions of Article Four A hereof for the following purposes:

1. To pay quarterly to the Donor's half-sister, Deborah C. Tripp, now of Bryantville, Massachusetts, or apply for her benefit from the net income of the trust property the sum of Three Hundred Dollars (\$300) or twenty per cent (20%) of the net income for the quarter, whichever amount shall be the lesser.

2. To pay the balance of the net income or all thereof after

the death of said Deborah C. Tripp, at least as often as quarterly to or apply the same for the benefit of the Donor's daughter.

3. After the death of the Donor's daughter, or, if she is not living at the time of the Donor's death, to pay the balance of the net income or all thereof after the death of Deborah C. Tripp, at least as often as quarterly to or apply the same for the benefit of the Donor's son-in-law.

4. After the death of the survivor of the Donor's daughter and the Donor's son-in-law, or, if neither of them is living at the time of the Donor's death, to pay the balance of the net income or all thereof after the death of said Deborah C. Tripp, at least as often as quarterly to or apply the same for the benefit of the issue of the Donor's daughter by right of representation.

5. After the death of the survivor of the Donor's daughter and the Donor's son-in-law, from time to time to pay such part or parts of the principal of the trust property to or apply the same for the benefit of such of the issue of the Donor's daughter as the Trustee in its sole discretion may deem necessary or desirable for the maintenance, support, health or education of any of the issue of the Donor's daughter. Payments or applications of principal hereunder need not be made equally nor by right of representation nor should they be considered as advancements.

6. If at any time following the death of the survivor of the Donor's daughter and the Donor's son-in-law, there shall be failure of issue of the Donor's daughter, all of the net income of the trust property shall be paid to or applied for the benefit of said Deborah C. Tripp.

7. Upon the death of the last survivor of the Donor's daughter, the Donor's son-in-law, the child or children of the Donor's daughter, and said Deborah C. Tripp, the Trustee shall pay over or transfer the principal of

the trust property and any then undistributed income by right of representation and free of trust to the then living issue of the Donor's daughter, or, in default of such issue, as the survivor of the Donor's daughter and the Donor's grandson, Clayton S. Robinson, may by her or his last will appoint and unless such will shall specify to the contrary, the general residuary clause of such will shall be deemed to be an exercise of said power of appointment. In default of any such appointment by the Donor's daughter or the Donor's grandson, the said property and income shall be disposed of in accordance with Article Six hereof.

ARTICLE SIX: Any property to be disposed of under this Article Six pursuant to the provisions of Article Four B shall be disposed of, free of trust, except as hereinafter noted, as follows:

1. Three-quarters (3/4) thereof shall be paid over or transferred in equal shares to each of the following-named persons as shall be living at the time for distribution; provided, however, that (except in instance of Harriette Bacon) the then living issue of any of said persons then deceased shall take by right of representation the same share their parent or ancestor would have taken if then living:

- i. Said Deborah C. Tripp
- ii. Said Mary B. M. Keith
- iii. Said Ruth D. M. Bowles
- iv. Said Sarah Elizabeth Bacon
- v. Said Susan Dodge Bowles Gehlert
- vi. Said Harriette Bacon
- vii. Said Deborah Ann Lakso

2. The remaining one-quarter (1/4) thereof shall be paid over or transferred as follows:

1. Eight per cent (8%) thereof to Squanto Council, Boy



Scouts of America.

ii. Eight per cent (8%) thereof to said Episcopal City Mission.

iii. Eight per cent (8%) thereof to Arthritis and Rheumatism Foundation, Boston, Massachusetts.

iv. Eight per cent (8%) thereof to American Cancer Society, Inc., Boston, Massachusetts.

v. Eight per cent (8%) thereof to Massachusetts Heart Association, Inc., Boston, Massachusetts.

vi. Eight per cent (8%) thereof to National Foundation for Infantile Paralysis, Inc., Boston, Massachusetts.

vii. Eight per cent (8%) thereof to New England Home for Crippled Children, Inc., Newton, Massachusetts.

viii. Eight per cent (8%) thereof to Children's Medical Center, Inc., Boston, Massachusetts.

ix. Eight per cent (8%) thereof to said Union Chapel of Brant Rock.

x. Four per cent (4%) thereof to Mount Vernon Cemetery, Abington, Massachusetts, for the care of the lot of the Donor's father and mother, the said Charles William Howland and Marietta Dodge Howland.

xi. Four per cent (4%) thereof to Mount Pleasant Cemetery, Arlington, Massachusetts, for the care of the Donor's grandfather's lot known as the Paul Francesco Dodge Lot.

xii. Four per cent (4%) thereof to Animal Rescue League, Boston, Massachusetts.

xiii. Four per cent (4%) thereof to Boston Symphony Orchestra, Inc., Boston, Massachusetts.

xiv. Twelve per cent (12%) thereof to said First Congregational Church of Hanson.

If any of the organizations hereinbefore named in subparagraph 2 of this Article Six have ceased to exist at the time for distribution hereunder, the share of each such organization shall be distributed proportionately among the then existing organizations.

ARTICLE SEVEN: Notwithstanding anything to the contrary hereinbefore contained, the Trustee is authorized to pay to the Donor's executor or any administrator with her will annexed such sum or sums out of the principal or income of the trust property, or both, as said executors or administrator may certify in writing to the Trustee to be necessary to pay any or all state or federal income, gift, inheritance, legacy, succession or estate taxes owing or arising upon the death of the Donor, whether with respect to present or future interests in property, to property passing under the Donor's will, to property received or held under this trust or otherwise, and to pay legacies, lawful debts, funeral expenses and expenses of administration of the Donor's estate.

ARTICLE EIGHT: To the extent the same shall not have been paid by the executor of the Donor's will or any administrator with her will annexed, the Trustee shall have full power and authority to compromise, settle, adjust, and pay any inheritance or legacy tax becoming due after the death of the Donor in respect of any future interest hereunder, and in the event of such compromise, shall pay the same from the principal of the trust property.

ARTICLE NINE: Neither the income nor the principal of the trust property held hereunder shall be alienable by any beneficiary, other than the Donor, either by anticipation, assignment or by any other method and the same shall not be subject to be taken by his or her creditors by any process whatever.

ARTICLE TEN: The Trustee is hereby specifically authorized but

not required to pay any sum or sums distributable to any minor hereunder directly to such minor or to his or her parent, parents or legal guardian on his or her behalf, or to apply or expend such sum or sums in such manner as the Trustee may deem for the benefit of such minor; and any such payment, application or expenditure on behalf of such minor shall be a complete discharge of the Trustee with respect thereto.

ARTICLE ELEVEN: If the Donor's daughter shall for any reason cease to serve as the Trustee, the Donor's son-in-law shall, upon indicating his acceptance of the trusts hereunder by an instrument in writing to be annexed hereto, become the Trustee, or, if he shall fail so to accept or having so accepted for any reason cease to serve, the Donor's grandson, Clayton S. Robinson, shall, upon indicating his acceptance in the manner aforesaid, become the Trustee. If all three of the Donor's daughter, son-in-law and grandson shall for any reason cease to serve as the Trustee hereunder, or, in the case of the Donor's son-in-law or grandson, fail to accept the trusts hereunder and become the Trustee, Old Colony Trust Company of Boston, Massachusetts, shall upon its acceptance of the trusts hereunder in the manner aforesaid become the Trustee. No Trustee hereunder shall ever be required to furnish any surety or sureties on her, his or its official bond.

ARTICLE TWELVE: The Donor reserves to herself the power during her lifetime by written instrument deposited with the Trustee at any time or from time to time to withdraw all or any part of the principal of the trust property and to revoke the terms of this deed of trust or, with the written assent of the Trustee for the time being, to vary or modify the same, but any such withdrawal, removal, revocation, variation or modification shall not affect any lawful act which shall have been done by the Trustee before each such written instrument had been deposited with the Trustee.

**ARTICLE THIRTEEN:** Any trustee hereunder may resign by an instrument in writing delivered or mailed to the Donor during her lifetime and thereafter to the beneficiary or beneficiaries of full age then entitled to the income of the trust property or any part or share thereof.

**ARTICLE FOURTEEN:** Without in any way limiting by implication or otherwise other powers conferred hereby or by law, the Trustee and her successor or successors are hereby respectively granted the following powers:

To sell any part of the real or personal property of the trust, at public or private sale for cash or on credit or to exchange the same on such terms as they respectively deem advisable without obtaining the license of any court so to do;

To borrow for the purposes of the trust and to mortgage or pledge any real estate or personal property as security therefor, no mortgages or pledges to be under obligation to see to the application of the money so loaned;

To lease any of the trust property, although for a term which may extend beyond the probable termination of the trust, with or without option to purchase;

To foreclose by entry or otherwise, extend, assign or give partial releases from and discharge mortgages of real estate;

To collect income, interest, dividends, rents and profits;

To sign, seal, execute and deliver all proper and necessary conveyances and instruments for the above purposes or any of them without obtaining a license from any court so to do;

To carry out any contract which the Donor may have made for the sale or purchase of any real estate or personal property and to execute the necessary conveyances thereof;

To grant options for the sale or exchange of any property;

To vote in person or by proxy upon all stocks or other securities held;

To participate in any plan of reorganization, including consolidation or merger, to deposit any property of the trust under any such plan of reorganization or with any protective or reorganization committee, to delegate to such committee discretionary power with relation thereto, to pay a proportionate part of the expenses of such committee and any assessment levied under any such plan and to accept and retain new securities received in pursuance of any such plan;

To exercise all conversion, subscription, voting and other rights

of whatsoever nature appertaining to the property of the trust and to pay such sums as they may deem advisable in connection therewith;

To cause the securities held by them to be registered in the name of a nominee or in their own names without disclosing their fiduciary capacity or in street certificates and without liability in so doing;

To employ upon such terms as they may approve any servants and agents and, without limiting the generality of the foregoing, any accountants, auditors, appraisers, brokers, corporate custodians or depositaries, investment counsel or advisers and attorneys-at-law or in fact in connection with the management and execution of the trusts hereunder and to pay from the trust funds the reasonable compensation of such persons;

To take any steps and do any acts they may deem necessary or proper for the due care and management of the trust;

To take any proceedings at law or in equity with reference to or in any matter concerning the trust and to represent the interest of the trust in any proceedings with power to compromise and refer to arbitration any dispute in any way affecting the same, without obtaining the approval of any court as to do;

To compromise, adjust, settle and pay, in their sole and uncontrolled discretion, any taxes assessed against them in their fiduciary capacities;

To invest and reinvest the property of the trust at any time, in such property as they deem proper even though such property is of such a nature or of such an amount or both as would not ordinarily be considered suitable as a trust investment, and including power to invest in any common trust fund of which any trustee for the time being hereunder is also a trustee;

To receive any property in the Donor's estate at the time of her death or acquired by her executors by purchase or otherwise and to retain the same without liability for so doing even though it be of a nature or in an amount in one investment, or both, such as would not ordinarily be considered a proper trust investment;

To allot, in any distribution or division of the trust, any part or parts of the property held by them in the actual state of investment thereof for the time being in or towards satisfaction of any share thereof, and to determine the value for the purposes of such allotment of every or any part of such property and, if they deem it advisable, to sell any part or parts or all thereof for the purposes of allotting the proceeds in money, their respective decisions as to the value of any property so transferred or distributed to be final, and binding and conclusive upon all persons interested hereunder;

To determine what is capital and what is income as to all dividends, rights, stock dividends, proceeds and accretions of or to the property of the trust and to apportion the same and to allocate the charges to be made between or against capital and income in accordance with generally accepted accounting principles.

**ARTICLE FIFTEEN:** In computing net income, the Trustee shall deduct

from the gross income all expenses properly chargeable to income and shall include in such expenses reasonable compensation for her, his or its services as Trustee hereunder, provided, however, if any portion of such compensation is computed on the basis of the principal, that portion shall be chargeable to principal.

**ARTICLE SIXTEEN:** The Trustee is hereby authorized from time to time to accept any gift, bequest or devise of property from any other person or persons to be added to and administered as part of the trust property hereunder, but the Trustee shall not be required to do so unless the property which is the subject of such gift, bequest or devise is acceptable to the Trustee.

IN WITNESS WHEREOF, I, the said MARIAN D. H. SYLVESTER, have hereunto set my hand and seal this 24th day of June, 1965.

/s/ Marian D. H. Sylvester

COMMONWEALTH OF MASSACHUSETTS

Plymouth, ss.

June 24, 1965.

Then personally appeared the above-named MARIAN D.H. SYLVESTER and acknowledged the foregoing instrument to be her free act and deed, before me

/s/ Gilman P. Welsh (NOTARIAL SE  
Notary Public

My commission expires: March 10, 1967

In token of her acceptance of the trusts hereinbefore set forth, the said ELIZABETH H. S. ROBINSON has hereunto set her hand and seal on this 24th day of June, 1965.

/s/ Elizabeth H.S. Robinson  
Elizabeth H. S. Robinson

Executed in Duplicate.



## **Town of Arlington, Massachusetts**

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### **Acceptance of Gift for AFD and APD: Meal Gift Cards from Anonymous Donor**

#### **Summary:**

Douglas W. Heim, Town Counsel





## **Town of Arlington, Massachusetts**

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### **For Approval: Removal of Trees on Front Green @ Arlington High School**

#### **Summary:**

Adam W. Chapdelaine, Town Manager

#### **ATTACHMENTS:**

	Type	File Name	Description
▢	Reference Material	AHSBC_Trees_Reference.pdf	Reference
▢	Reference Material	Tree_Removal_Objections.pdf	Objections



Jeffrey Thielman, Chair  
Arlington High School Building Committee  
869 Massachusetts Avenue  
Arlington, MA Office of the Superintendent

To: Arlington Select Board

As part of the Arlington High School Project tree, removal on the front green is included as part of the scope of work. See the attached Letter and drawing from Crosby Schlessinger Smallridge LLC Landscape Architect for the Arlington High School Project. The trees scheduled to be removed are indicated on the drawing.

The Tree Warden held a public hearing on February 26, 2020, and no objections were noted. Subsequent to the hearing, the Town Managers office received objections to the removal of the trees. Per Article 16 of the Tree Protection and Preservation of the Town of Arlington Bylaws trees in the Public Right of Way, only the Select Board has the authority to overrule the tree warden after an objection of a Public Tree Hearing. The Arlington High School Building Committee would request further approval by the Select Board in agreement with the Tree Wardens ruling.

Please advise if any further information is required. We appreciate your consideration.

Respectfully,

A handwritten signature in black ink, reading "Thielman" with a stylized initial "J" and "T" that loops together.

Jeff Thielman  
Arlington High School Building Committee, Chair

Cc:  
Adam Chapdelaine  
Kathy Bodie  
Lori Cowles  
Jim Burrows

**CROSBY | SCHLESSINGER | SMALLRIDGE LLC**

March 23, 2020

Lori Cowles, Principal  
HMFH Architect  
130 Bishop Allen Drive  
Cambridge, MA 02139

Dear Ms. Cowles:

With this letter, we are requesting that an official request be sent to the Town of Arlington Select Board for the approvals of the proposed tree removals as outlined in the attached document, as well as described at the February 26 Arlington Tree Hearing. These removals are necessary for the construction of the proposed Arlington High School, as well as the relocation of utilities to serve both the building as well as the town. The attached diagram indicates which trees will need to be removed for construction of the new school – many are within the footprint of the building. . The significant shade trees along Massachusetts Avenue will be saved as per the tree protection detail shown on the attached plan.

Respectfully Requested,



Deneen Crosby  
Principal





# **TREE REMOVAL AND PROTECTION PLAN** **Arlington High School Building project**

FEBRUARY 26, 2020

**From:** Beth Melofchik <tankmadel@yahoo.com>  
**To:** Tim Lecuivre <tlecuivre@town.arlington.ma.us>  
**Cc:** JO ANNE PRESTON <ja-preston@comcast.net>, Wynelle Evans <evco7@rcn.com>  
**Date:** 02/26/2020 08:32 AM  
**Subject:** 45 Trees AHS, 10am hearing Lyons Hearing room

---

Tim Lecuivre  
Arlington Tree Warden

Dear Tim,

Kindly share a list of the 45 trees, species, DBH, condition, thank you.

Will the combined DBH be replicated elsewhere in town?

I believe strongly that any project on town owned land, on land controlled by the Select Board or other town bodies, any project that utilizes tax payer dollars from town and/or federal coffers should from the inception of the plan seek to preserve and fortify the tree canopy.

All such projects should have an environmental impact statement as part of the approval process.

I would appreciate your insight as to how to institute this moving forward.

If it is possible to save any of the 45 trees that is appreciated.

I trust there is a strict protocol for protecting the adjacent trees during construction along all roads, access points, and on the property.

Kind regards,  
Beth Melofchik  
Town Meeting Member


2-12-20

To Arlington Tree Warden,

We are opposed to the removal of 45 shade  
trees around Arlington High School, & also <sup>of</sup> shade  
trees in Whittemore Park.

John V Bradley

JO ANN Reneker

SAVE all  TREES!

24 Grove St. #2

Arlington MA 02476



**From:** JO ANNE PRESTON <ja-preston@comcast.net>  
**To:** tlecuivre@town.arlington.ma.us  
**Date:** 02/26/2020 08:50 AM  
**Subject:** objection to the removal of the 45 trees at AHS

---

To: Tree Warden

I am concern about the lack of public process during the AHS rebuild meetings regarding the removal of so many trees. Although there was some discussion of the trees to be removed in front, no mention was made of all the ones on right-hand side.

I therefore object to the removal of these trees until there is more public discussion of the need for their removal and the to replace each of these trees.

Thank you,

Jo Anne Preston



## Town of Arlington, Massachusetts

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### For Approval:

#### Summary:

Article 50      Endorsement of CDBG Application

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Memo_to_SB_re_Draft_Report_to_Town_Meeting_and_CDBG-CV.pdf	Memo from Planning Department
▢	Reference Material	CDBG_Report_to_Town_Meeting.pdf	CDBG Draft Report to Town Meeting
▢	Reference Material	FY21_Budget.pdf	FY21 Budget Spreadsheet
▢	Reference Material	Arlington_CDBG_Cares_Letter.pdf	CARES Letter
▢	Reference Material	04152020_Minutes_CDBG_Subcommittee.pdf	CDBG Subcommittee Minutes 04152020



**TOWN OF ARLINGTON**  
DEPARTMENT OF PLANNING and  
COMMUNITY DEVELOPMENT

TOWN HALL, 730 MASSACHUSETTS AVENUE  
ARLINGTON, MASSACHUSETTS 02476  
TELEPHONE 781-316-3090

**MEMORANDUM**

To: Adam Chapdelaine, Town Manager

From: Jennifer Raitt, Director, Planning and Community Development  
Erin Zwirko, Assistant Director, Planning and Community Development

Date: April 13, 2020

RE: Draft Report to Town Meeting (Community Development Block Grant Funding  
Program Year 46) and CDBG allocation via the CARES Act

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Attached please find the draft Report to Town Meeting for endorsement of Community Development Block Grant (CDBG) funding for CDBG Program Year 46, FFY20.

Applications were received in January 2020 for funding requests for the next fiscal year, which were reviewed by the CDBG Subcommittee during meetings on February 7 and February 13, 2020. A 30-day public comment period began on February 27, 2020, and recently ended on March 30, 2020. During the public comment period, a public hearing was held on March 9, 2020. At this time, the CDBG funding allocations are presented to the Select Board for approval.

On March 27, 2020, Congress passed the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). As part of the Act, CDBG entitlement communities were awarded an additional allocation of funding: CDBG-CV. Arlington was awarded \$659,903 to be used in response to the coronavirus pandemic. Funding will be available following Arlington's receipt of the grant contract expected in early May. The CARES Act provided additional federal funds for those most in need and also provides for waivers of statutory requirements related to funding limitations and statutory timelines.

The CDBG Subcommittee met on April 15<sup>th</sup> to discuss the proposed substantial amendment to the PY19 Annual Action Plan in order to program CDBG-CV funds and reprogram PY18 funds. The U.S. Department of Housing and Urban Development (HUD) requires entitlement communities to undertake a substantial amendment of the current fiscal year's Annual Action Plan. Waivers are available to shorten the timeline of a substantial amendment to ensure that these funds can be utilized as soon as possible. As such, the Department of Planning and Community Development does not recommend altering the funding allocation for the upcoming fiscal year in light of the coronavirus pandemic.

We look forward to your comments and feedback on the draft Report to Town Meeting and will be available to answer questions you may have about CDBG-CV funding.

# TOWN OF ARLINGTON



## Report to Annual Town Meeting 2020 Article 50 Endorsement of CDBG Application

We are pleased to submit the Community Development Block Grant (CDBG) application for Program Year 46 (July 1, 2020 through June 30, 2021). Applications were due on January 16, 2020 and reviewed on January 27, 2020 at the Select Board meeting. The CDBG Subcommittee met on February 7, 2020 and February 13, 2020 to review the applications and develop the following budget for the use of CDBG funds. This memorandum describes each of the requests and the recommended budget allocations.

The Town of Arlington expects to receive **\$1,121,767** in new grant funds from the U.S. Department of Housing and Urban Development for the period July 1, 2020 through June 30, 2021. This is an increase of **\$13,527** from the current year's allocation. The Town also anticipates new program income and reprogrammed prior year's CDBG funds that will change the final total. Refer to attached spreadsheet for further details. The following proposed allocations would expend the total anticipated amount of **\$1,247,767**.

This annual funding recommendation is based on an estimation of funding available to the Town and subject to an increase or decrease, depending on federal allocations. Were the Town to receive less than the estimated allocation, the CDBG Subcommittee would suggest that applications be reviewed to calculate a possible reduction in their funding allocation. Were the Town to receive more than the estimated amount, the CDBG Subcommittee would suggest that the additional money will be allocated potentially reassessing the funding available for public service activities within the statutory limit. Should CDBG funding be eliminated, the Town will consider a plan to address service and programming impacts.

The following is a summary of the requests for funds and the corresponding recommended allocations. Each request has been placed into one of six categories: *Affordable Housing, Economic Development, Public Services, Public Facilities, Infrastructure and Parks, Planning, and Administration.*

Projects/activities must meet one of the following HUD National Objectives:

**Low/Moderate Income Area Benefit (LMA):** the project/activity meets the needs of persons residing in an area where at least 33.67% of the residents make a low or moderate income.

**Low/Moderate Income Clientele (LMC):** the activity benefits a group of persons (rather than residents in a particular area) 51% of whom make a low- or moderate-income. The following groups are presumed to make a low- to moderate-income: abused children, battered spouses, elderly persons, and adults meeting the U.S. Bureau of Census' Current Population Reports definition of "severely disabled," homeless persons, illiterate adults and persons living with AIDS.

**Low/Moderate Housing (LMH):** the project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- to moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.

**Slum or Blighted Area (SBA):** the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.

**Spot Blight (SBS):** the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.

#### CDBG Subcommittee

Adam Chapdelaine, Town Manager

Dan Dunn, Select Board Member

Sarah Lee, Resident

Diane Mahon, Select Board Member

Christopher Potter, Resident

Antonette Sacco, Resident

Jennifer Raitt, Director of Planning and Community Development

**Community Development Block Grant  
Annual Action Plan  
July 1, 2020- June 30, 2021**

**AFFORDABLE HOUSING**

**Affordable Housing Portfolio Capital Improvements, Housing Corporation of Arlington:** This request for \$200,000 would be used to make improvements to HCA's portfolio of existing affordable rental housing. This project is expected to benefit nine (9) households and complies with national objective LMH. Funding is recommended at \$200,000.

**Energy Efficiency Program, Town of Arlington/Menotomy Weatherization:** This request for \$100,000 would be used to fund energy efficiency improvements for income qualifying Arlington residents. This program is expected to benefit fifteen (15) households and complies with national objective LMH. Funding is recommended at \$50,000.

**ECONOMIC DEVELOPMENT**

**Workforce Development Grant Program, Town of Arlington/Department of Planning & Community Development:** This request for \$50,000 would provide grant funding to Arlington businesses to offer workforce development education and training as prospective employees. The program will provide local employers with a qualified pool of applicants. This program is expected to benefit to five (5) low-to-moderate income Arlington residents and complies with national objective LMC. Funding is recommended at \$50,000.

**PUBLIC SERVICES**

**Program Support, Arlington EATS:** This request for \$10,000 would provide operating support for their programs to include Arlington Eats Market, Summer & Vacation lunch programs, the Eats School Lunch Debt Payback Program, Low Income Senior Grocery Program and the EATS Snack Program that operates at all Arlington Public Schools. This program support would benefit eighteen hundred (1,800) low to moderate income individuals and complies with national objective LMC. Funding is recommended at \$5,000.

**Scholarship Program, Arlington Boys & Girls Club:** This request for \$20,000 would provide scholarships to income-eligible households who participate in Boys & Girls Club activities. The program provides financial assistance to households with limited resources for such activities as after school care, summer camp, instructional classes, and preschool. Each recipient is also required to share in the cost of the program, based on their ability to pay. This project is expected to benefit 50 individuals and complies with national objective LMC. Funding is recommended at \$19,000.

**Jobs, Jobs, Jobs Program, Arlington Boys & Girls Club:** This request for \$5,000 would fund a summer employment program for income-eligible youth in grades nine, ten, and eleven. Funding would pay for the teens to be employed as recreation assistants at the club and would provide service to other income-qualified youth. The program provides teens the opportunity to learn job skills, including skills



in childcare, and recreation leadership skills. This project is expected to benefit eight (8) individuals and complies with national objective LMC. Funding is recommended at \$4,000.

**Athletic Scholarships, Arlington High School:** This request for \$10,000 would provide athletic scholarships for Arlington High School students. The funds would be used for income-eligible students who cannot afford to pay the annual activity fee for various athletic programs offered. This project is expected to benefit 30 individuals and complies with national objective LMC. Funding is recommended at \$3,800.

**Operation Success Learning Center, Arlington Housing Authority:** This request for \$6,000 would pay for the operating costs of a homework support program for junior high school students living in Menotomy Manor, an Arlington Housing Authority property. Trained volunteers and active and retired teachers from the community provide homework tutoring. This project is expected to benefit 30 individuals and complies with national objective LMA. Funding is recommended at \$6,000.

**Mental Health Counseling and Support Services, Arlington Youth Counseling Center (AYCC):** This request for \$20,000 would subsidize the costs of counseling services to income-eligible households including free and reduced-fee mental health counseling and medication treatment, case management services for vulnerable Arlington residents, and therapeutic groups and support services for victims and survivors of domestic violence. The CDBG allocation defrays the cost of out-of-pocket expenses that are not covered by a client's insurance or is used for children and families that are without support or cannot afford the fee scale. This project is expected to benefit 130 individuals and complies with national objective LMC. Funding is recommended at \$15,000.

**Adult Day Health Services, Council on Aging:** This request for \$6,000 would provide scholarships for elderly to utilize the Adult Day Health Services, through the Cooperative Elder Services, Inc. The program provides a safe and therapeutic adult day care service, meals and other social programs at a very low cost for those who, due to physical and/or psychological limitations, cannot be left alone at home. This project is expected to benefit 20 individuals and complies with national objective LMC. Funding is recommended at \$6,000.

**Transportation Program, Council on Aging:** This request for \$36,500 would fund the transportation services that are offered to Arlington seniors. The transportation program brings seniors to medical appointments and local stores, helping seniors remain independent and active in the community. This project is expected to benefit 284 individuals and complies with national objective LMC. Funding is recommended at \$31,540.

**Volunteer Coordinator, Council on Aging:** This request for \$53,800 would fund the position of Volunteer Coordinator. The coordinator supervises and coordinates volunteers and manages the van and transportation program and is essential to the Council on Aging's mission to engage senior citizens in community participation. The funds received would be used for the base salary of the staff person plus all fringe benefits. This project is expected to benefit 550 individuals and complies with national objective LMC. Funding is recommended at \$52,922.

**Jobs, Jobs, Jobs Program, Fidelity House:** This request for \$5,000 would fund a summer employment program for income-eligible youth in grades nine, ten, and eleven. Funding would pay for the teens to be employed as recreation assistants at Fidelity House and would provide service to other income-qualified youth. The program provides teens the opportunity to learn job skills, including skills in childcare, and recreation leadership skills. This project is expected to benefit five (5) individuals and complies with national objective LMC. Funding is recommended at \$4,000.

**Menotomy Manor Outreach Program, Fidelity House:** This request for \$20,000 would help to defray the cost of programs that Fidelity House manages for the low-income families of Menotomy Manor. This program, created to directly address the developmental needs of Arlington's low-income youth, includes transportation to and from Fidelity House, memberships, participation in all youth programs, on-site programming, and camp memberships for summer day camp. The program's goal is to continue to provide a quality program for 6- to 18-year-olds. This project is expected to benefit 100 individuals and complies with national objective LMC. Funding is recommended at \$20,000.

**Program Scholarships, Recreation Department:** This request for \$15,000 would provide scholarships for activities offered by the Recreation Department. The program provides income-eligible households an opportunity to participate in recreation programs by providing financial assistance to offset the cost of program fees. This project is expected to benefit over 60 individuals and complies with national objective LMC. Funding is recommended at \$6,200.

## **PUBLIC FACILITIES AND IMPROVEMENTS**

**Town Hall Plaza, Town of Arlington Facilities:** This request for \$250,000 would partially fund the restoration of main entry plaza at Arlington's historic Town Hall. The restoration will remove barriers and conditions that present potential accident hazards especially for individuals living with a disability and those over 65 years old. This project is expected to benefit over 9,500 individuals and complies with national objective LMA. Funding is recommended at \$200,000.

**Whittemore Park Revitalization Project, Phase II, Town of Arlington:** This request for \$125,000 would fund accessibility improvements to the Jefferson Cutter House, which is home to the Cyrus Dallin Museum, Arlington Chamber of Commerce, and Cutter Art Gallery and community room. Phase II would include creating a new accessible path to the rear door of the Jefferson Cutter House, as well as, improvements to the rear stairway. This activity complies with national objective LMA. Funding is recommended at \$125,000.

**Capital Funding, Food Link, Inc.:** This request for \$174,859 would fund the purchase and installation of an accessible platform lift to make their facility accessible to all members of the community. Purchase and installation of generator to provide backup power in the event of prolonged power outage(s). Purchase and installation of solar panel system to create an energy efficient building. Banding of the floor slab edges. Repair of existing cracks to building façade, stucco and paint entire building envelope. This project is expected to benefit 3,300 individuals and complies with national objective LMC. Funding is recommended at \$174,859.

**Fit Out Project, Arlington EATS:** This request for \$400,000 would provide funding to support a \$1,000,000 capital campaign and would be applied to the build out/fit out of new space at 117 Broadway to house Arlington EATS new program and market operations quarters. This project is expected to benefit 2,600 individuals and complies with national objective LMC. Funding is not recommended at this time. Staff will work with this applicant to pursue resources for the project.

## **PLANNING**

**Planners, Department of Planning and Community Development:** This request for \$52,335 will fund a portion of the salary and fringe benefits of Department staff working on CDBG-related activities. Duties and responsibilities involve data gathering and analysis, survey creation and implementation, land use planning and zoning activities, affordable housing studies and implementation. All positions serve under the Director of Planning and Community Development. Funding includes salary plus fringe benefits, which are reimbursed to the Town. This activity is exempt from meeting a national objective. Funding is recommended at \$52,335.

**Planning Studies, Department of Planning and Community Development:** This request for \$90,000 will fund three planning activities. A portion will fund an update to the Housing Production Plan, which will expire in November 2021, including but not limited to hiring a consultant to assist in the preparation of that plan. Updating the Housing Production Plan will ensure that the community can proactively address the affordable housing needs and develop strategies to work toward meeting those needs. There are also plans to fund, in part, affordable housing delivery and investigating designating Arlington Center a Neighborhood Revitalization Strategy Area. This activity is exempt from meeting a national objective. Funding is recommended at \$80,000.

**Annual Town Survey, Envision Arlington:** This request for \$2,000 would continue the annual town Census Insert Survey. Data collected from this survey informs policy-setting for the town and other planning activities. This activity is exempt from meeting a national objective. Funding is recommended at \$2,000.

## **ADMINISTRATION**

**Community Development Block Grant Administrator, Department of Planning and Community Development:** This request for \$71,551 would fund the salary and fringe benefits of the CDBG Administrator position. This staff person is responsible for the daily financial administration of the CDBG program and coordination of grant activities with program directors. The Administrator is also responsible for maintaining all records and completing the reporting requirements of the CDBG program as required by HUD. This activity is exempt from meeting a national objective. Funding is recommended at \$71,551.

**General Administration, Department of Planning and Community Development:** This request for \$15,000 would fund administrative costs related to overall program development, management, coordination, monitoring, and evaluation. This line item also includes funding legal advertising and training and travel costs for the Administrator. This activity is exempt from meeting a national objective. Funding is recommended at \$15,000.

**COMMUNITY DEVELOPMENT BLOCK GRANT - PROGRAM YEAR 46 (7/1/20-6/30/21)**

<b>CDBG Program Activity</b>	<b>Organization/Department</b>	<b>FY 2021 Request</b>	<b>CDBG Subcommittee Recommendation</b>	<b>National Objective</b>
<b>REHABILITATION/ HOUSING</b>				
1 Affordable Housing Portfolio Capital Improvements	Housing Corporation of Arlington	\$ 200,000	\$ 200,000	LMH
2 Energy Efficiency Program	Dept. of Planning and Community Development + Menotomy Weatherization	\$ 100,000	\$ 50,000	LMH
	<b>Sub-total</b>	<b>\$ 300,000</b>	<b>\$ 250,000</b>	
<b>ECONOMIC DEVELOPMENT</b>				
3 Workforce Development Program	Dept. of Planning and Community Development	\$ 50,000	\$ 50,000	LMC
	<b>Sub-total</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	
<b>PUBLIC SERVICES</b>				
4 Program Support	Arlington EATS	\$ 10,000	\$ 5,000	LMC
5 Scholarship Program	Arlington Boys and Girls Club	\$ 20,000	\$ 19,000	LMC
6 Jobs, Jobs, Jobs Program	Arlington Boys and Girls Club	\$ 5,000	\$ 4,000	LMC
7 Athletic Scholarships	Arlington High School	\$ 10,000	\$ 3,800	LMC
8 Operation Success Learning Center	Arlington Housing Authority	\$ 6,000	\$ 6,000	LMA
9 Mental Health Counseling and Support Services	Arlington Youth Counseling Center (AYCC)	\$ 20,000	\$ 15,000	LMC
10 Adult Day Health Services	Council on Aging	\$ 6,000	\$ 6,000	LMC
11 Transportation Program	Council on Aging	\$ 36,500	\$ 31,540	LMC
12 Volunteer Coordinator	Council on Aging	\$ 53,800	\$ 52,922	LMC
13 Jobs, Jobs, Jobs Program	Fidelity House	\$ 5,000	\$ 4,000	LMC
14 Menotomy Manor Outreach Program	Fidelity House	\$ 20,000	\$ 20,000	LMC
15 Program Scholarships	Recreation Department	\$ 15,000	\$ 6,200	LMC
	<b>Sub-total (FY21 Statutory limit: \$177,182)</b>	<b>\$ 197,300</b>	<b>\$ 168,462</b>	
<b>PUBLIC FACILITIES AND IMPROVEMENTS</b>				
16 Town Hall Plaza	Town of Arlington Facilities Department	\$ 250,000	\$ 200,000	LMC
17 Whittemore Park Revitalization, Phase II	Dept. of Planning and Community Development	\$ 125,000	\$ 125,000	LMC
18 Capital Funding	Food Link, Inc.	\$ 174,859	\$ 174,859	LMA
19 Fit Out Project	Arlington EATS	\$ 400,000	\$ -	LMC
	<b>Sub-total</b>	<b>\$ 949,859</b>	<b>\$ 499,859</b>	
<b>PLANNING</b>				
20 Planners	Dept. of Planning and Community Development	\$ 52,335	\$ 52,335	Exempt
21 Planning Studies	Dept. of Planning and Community Development	\$ 90,000	\$ 80,000	Exempt
22 Annual Town Survey	Envision Arlington	\$ 2,000	\$ 2,000	Exempt
	<b>Sub-total</b>	<b>\$ 144,335</b>	<b>\$ 134,335</b>	
<b>ADMINISTRATION</b>				
23 Grants Administrator (salary + benefits)	Dept. of Planning and Community Development	\$ 71,551	\$ 71,551	Exempt
24 General Administration	Dept. of Planning and Community Development	\$ 15,000	\$ 15,000	Exempt
	<b>Sub-total</b>	<b>\$ 86,551</b>	<b>\$ 86,551</b>	Exempt
	<b>Planning &amp; Administration Sub-total (FY21 Statutory limit: \$237,553)</b>	<b>\$ 230,886</b>	<b>\$ 220,886</b>	
	<b>TOTAL</b>	<b>\$ 1,678,045</b>	<b>\$ 1,139,207</b>	

**Actuals**

CDBG Allocation, Fiscal 2020-2021	\$ 1,121,767
Estimated CDBG Program Income, Fiscal 2020-2019	\$ 66,000
Estimated Re-Programmed CDBG Funds	\$ 60,000
<b>TOTAL Available</b>	<b>\$ 1,247,767</b>
Current CDBG Program Income, Fiscal 2019-20 \$59,445.40 (As of 4/8/2020)	\$ 59,445.40
Public Services Limit (15% of Total Estimated Funds and Prior Year PI)	\$ 177,182
Planning & Administration Limit (20% of Total Estimated Funds and Current Year PI)	\$ 237,553



ASSISTANT SECRETARY FOR  
COMMUNITY PLANNING AND DEVELOPMENT

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
WASHINGTON, DC 20410-7000

April 2, 2020

The Honorable Diane Mahon  
Chair, Board of Selectmen of Arlington  
730 Massachusetts Avenue  
Arlington, MA 02476-4908

Dear Chair, Board of Selectmen Mahon:

I am pleased to inform you of a special allocation to your jurisdiction of Community Development Block Grant funds to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis.

The CARES Act made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds. Of this amount, the Department is immediately allocating \$2 billion based on the fiscal year 2020 CDBG formula. The remaining \$3 billion shall be allocated based on needs using best available data, in the following tranches: \$1 billion shall be allocated to States and insular areas within 45 days of enactment of the Cares Act, and \$2 billion shall be distributed to states and local governments at the discretion of the Secretary. Up to \$10 million will be set aside for technical assistance. Given the immediate needs faced by our communities, the Department has announced the first allocation of funds. Your jurisdiction's allocation is \$659,903.

The CARES Act adds additional flexibility for both the CDBG-CV grant and, in some cases, for the annual FY2020 CDBG grants in these unprecedented times. The public comment period is reduced to not less than 5 days, grantees may use virtual public hearings when necessary for public health reasons, the public services cap is suspended during the emergency, and States and local governments may reimburse costs of eligible activities incurred for pandemic response regardless of the date.

In addition, the CARES Act authorizes the Secretary to grant waivers and alternative requirements of statutes and regulations the Secretary administers in connection with the use of CDBG-CV funds and fiscal year 2019 and 2020 CDBG funds (except for requirements related to fair housing, nondiscrimination, labor standards, and the environment). Waivers and alternative requirements can be granted when necessary to expedite and facilitate the use of funds to prevent, prepare for, and respond to coronavirus.

The Department is developing a notice that will further describes the CARES Act's provisions, a Quick Guide to the CARES Act flexibilities and other provisions, and other resources to enable swift implementation of CDBG-CV grants. As these become available, they will be

posted on HUD's website and distributed to grantees. The Department will also support grantees with technical assistance.

As you develop your plan for the use of these grant funds, we encourage you to consider approaches that prioritize the unique needs of low- and moderate-income persons and the development of partnerships between all levels of government and the private for-profit and non-profit sectors. You should coordinate with state and local health authorities before undertaking any activity to support state or local pandemic response. CDBG-CV grants will be subject to oversight, reporting, and requirements that each grantee have adequate procedures to prevent the duplication of benefits. HUD will provide guidance and technical assistance on DOB and regarding prevention of fraud, waste, and abuse and documenting the impact of this program for beneficiaries.

The Office of Community Planning and Development (CPD) is looking forward to working with you to successfully meet the urgent and complex challenges faced by our communities. If you or any member of your staff has questions, please contact your local CPD Field Office Director or [CPDQuestionsAnswered@hud.gov](mailto:CPDQuestionsAnswered@hud.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'John Gibbs', with a stylized, cursive script.

John Gibbs  
Acting Assistant Secretary  
for Community Planning and Development  
U.S. Department of Housing and Urban Development





**DRAFT**  
**Select Board**  
**CDBG Subcommittee**

Date: April 15, 2020

Time: 10:00 AM to 11:15 AM

Location: Virtual Meeting Held Via Zoom

**Minutes**

Present: Adam Chapdelaine, Select Board Member Dan Dunn, Sarah Lee, Select Board Chair Diane Mahon, Chris Potter, Jenny Raitt, Toni Sacco, Erin Zwirko.

Jenny Raitt opened the virtual meeting by reviewing the process for remote participation in light of the state of emergency in response to the coronavirus pandemic. Jenny opened the public forum for those attendees that had comments.

Lynette Martyn noted that she is interested in the learning more about CDBG and the Town's response to the pandemic. She is glad to see a portion of the CDBG funds providing rental assistance. She suggested a number of ways to advise Arlington residents on its availability and requested information on the public comment period. She wondered if the information could be provided in multiple languages. Select Board Member Dunn explained that there will be time for public comment between this subcommittee meeting and when the final funding recommendation is made to the Select Board. Select Board Chair Mahon indicated that she is working with Jenny and the Town Manager to determine when the funding recommendation comes to the Select Board.

Lynette Culverhouse was curious about how the Town will obtain input from low- and moderate-income households and businesses. She also asked if there was a representative who was low- to moderate-income serving on the subcommittee.

Jo Anne Preston noted that the cross walk from Chestnut Manor over Chestnut Street to the Russell Common lot is unsafe. She stated that she has been discussing a potential project with the Arlington Police Chief on how to improve the crosswalk.

Jenny closed the open forum and provided an introduction of the CARES Act and the CDBG funding that will be allocated to Arlington. She noted that the process is still unfolding through HUD and the local Boston office, and noted that there are a number

of waivers provided to streamline the typical funding process. Jenny asked Erin to provide an overview of the current funding recommendations.

Erin noted that a memo has been prepared with the staff recommendations that cover three items to be discussed with the Subcommittee. The first is the CDBG-CV allocation that Arlington will be receiving in the amount of \$659,903. The staff recommends programming the funding for business assistance for microbusinesses, rental assistance, and for public services that are responding to the pandemic. She noted that the CARES Act removes the public service cap. Erin explained that a substantial amendment would have to be completed to program this funding, but a waiver is allowed to reduce the public comment period to no less than 5 days.

The subcommittee members recommended reducing the amount of funding per household that is eligible in order to help more households. There was also discussion regarding the fact that there is no equivalent eligible activity for homeowners and the care needed to prevent the duplication of benefits.

Erin then provided an overview of the Housing Corporation of Arlington's (HCA) request to cancel the \$150,000 solar project that was funded for this year. Erin noted that Ms. Hallett, HCA Executive Director, provided a letter explaining why the solar project is now infeasible, and that she requests that the funding be reallocated to the capital improvement program and to supplement HCA's Homelessness Prevention Program. Erin explained that this substantial amendment would be bundled with the amendment needed for the CARES Act funding. She also noted that the Homelessness Prevention Program is open to any Arlington resident, not just those who live in HCA units.

The final item to be presented to the Subcommittee is the reprogramming of prior years' funding to be able to support Arlington EATS and the annual curb ramp program. Erin explained that HUD provided a favorable response in support of funding the fit out of Arlington EATS new space at 117 Broadway. The subcommittee did not fund this project earlier this year because of ongoing conversations with HUD. Erin also explained that CDBG has historically funded the annual curb ramp program, but unfortunately, an application was not received from either the DPW or the Disability Commission. Jenny explained that these funds from prior fiscal years were programmed in FY18 to help restart the Housing Rehabilitation Program. The program struggled to restart over this past year and will not be able to move forward at this time. The funds will still need to be expended per HUD timeliness requirements, which is why staff are recommending reprogramming the funds. Both Select Board Chair Mahon and Select Board member Dunn requested semi-annual reporting on unspent funds, and recommended developing a policy regarding the use of unspent funds.

There was then discussion about Ms. Preston's comment about improving the crosswalk on Chestnut Street. The Town Manager reported that DPW will repaint the crosswalk as the paint is faded and worn. He also noted that the Town's transportation planning process suggests that Ms. Preston's letter (attached) will be forwarded to the Transportation Advisory Committee to make design recommendations for the crosswalk

and street. Select Board Chair Mahon recommended that this should be an agenda item from the Select Board's April 27<sup>th</sup> meeting.

Following the completion of the discussion, Select Board Member Dunn made a motion to recommend funding of the three items under discussion with the amendment that the rental assistance be no more than \$2,000 per month for eligible households under the CDBG-CV projects. Select Board Chair seconded. Via a roll call vote, all members of the subcommittee voted yes.

Meeting adjourned at 11:15 AM.



## **Town of Arlington, Massachusetts**

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**Discussion and Vote: Town Meeting and Warrant Article Votes & Comments in COVID-19 Emergency, including Votes or Re-Votes on Articles 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20 21, 22, 23, 24, 25, 26, 27, 78, 79, 80, 81, 82, and 83**

**Summary:**

Please note that the Board does not intend to hold substantive hearings on remaining articles at this time. The Select Board instead will consider a vote to recommend no action on all non-financial warrant articles including articles previously heard and refile them as Select Board articles for a future Special Town Meeting. The vote being considered represents the Board's intent to hold future public hearings on all articles for eventual discussion at that future Town Meeting.

Douglas W. Heim, Town Counsel  
Adam W. Chapdelaine, Town Manager

**ATTACHMENTS:**

Type	File Name	Description
▢ Reference Material	TC_Memo_Town_Meeting_and_Warrant_Article_Votes.pdf	Memo from Town Counsel



**Town of Arlington  
Legal Department**

Douglas W. Heim  
Town Counsel

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Website: [www.arlingtonma.gov](http://www.arlingtonma.gov)

To: Select Board

Cc: Adam Chapdelaine, Town Manager  
John Leone, Town Moderator

From: Douglas W. Heim, Town Counsel

Date: April 22, 2020

**Re: Town Meeting and Warrant Article Votes & Comments in COVID-19 Emergency**

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In light of the COVID-19 State of Emergency on a local, state, and federal level, and the directives and advice of Massachusetts Department of Public Health and the Arlington Health and Human Services Department and Board of Health regarding social distancing and large public gatherings, I write to provide a draft motion for the Board's consideration in advance of an anticipated June 2020 Town Meeting.

As the Board will recall, given the present State of Emergency, you voted to postpone the Annual Town Election until June 6, 2020. Concurrently, the Town Moderator, John Leone announced his intention to postpone Town Meeting from April 27, 2020 to a date to be determined after the Town Election (potentially June 15<sup>th</sup>). In the meantime, the State passed several pieces of emergency legislation which *inter alia* allow 2020 Town Meetings to continue past June 30<sup>th</sup>, and/or permit Town's to continue operating on a 1/12<sup>th</sup> monthly budget in the event they have not passed appropriations articles and closed Town Meeting before June 30<sup>th</sup>.<sup>1</sup>

However, with the State of Emergency and social distancing directives potentially, if not likely to continue into June, after consultation with public health officials, the Town Moderator, the Chair of the Select Board, the Chair of the Finance Committee, the Chair of the Community

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<sup>1</sup> It bears noting under G.L. c. 43A sec. 10, in order for appropriations to be available for July 1<sup>st</sup>, 2020, Town Meeting must approve a budget AND dissolve seven business days in advance of such date; no later than June 22<sup>nd</sup>.

Preservation Act Committee, the Town Manager, the Planning Director and I conferenced to discuss the best means of balancing the need to hold a Town Meeting with the need to consider and protect the public safety of Town Meeting Members, the public, and Town staff. In summary, in order to convene a June Town Meeting as briefly and effectively as possible the proposal before you seeks a vote from the Select Board to effectively table all non-essential articles – 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20 21, 22, 23, 24, 25, 26, 27, 78, 79, 80, 81, 82, 83, with a technical vote of “no action.”

To be clear, “essential articles” are defined as those articles necessary to the financing of the Town government and related appropriations such as approval of CDBG funds expenditures. It is not intended to devalue any non-financial articles including your own sponsored articles. Hence, the stated purpose of all no-action votes regardless of the prior proceedings before you would be the same – that in light of the COVID-19 Emergency, the Select Board recommends no debate or action at this time in the interests of an abbreviated Town Meeting to protect the public health and to allow for the robust debate of all articles at a future meeting. The only votes remaining before you would be on articles 50 (CDBG), 51 (Revolving Funds), 52 (Endorsement of Parking Benefits District Expenditures) and 66 (Community Preservation Plan).

Further, in keeping with that spirit, your vote could include provisions to place all such non-essential 2020 Annual Town Meeting Warrant articles on the warrant for the next regular or special town meeting by vote of the Board, such that their proponents would not be prejudiced by an action taken purely to allow for the safe and efficient conduct of a trimmed-down 2020 Town Meeting in the midst of a public health emergency.

If is inclined to adopt such an approach, suggested motions are as follows:

**VOTED: That no action be taken at the 2020 Town Meeting on Articles 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20 21, 22, 23, 24, 25, 26, 27, 78, 79, 80, 81, 82, and 83.**

**COMMENT:** The Select Board votes “no action” on all non-financial articles before it for the 2020 Annual Town Meeting for the purposes of allowing an abbreviated Town Meeting in light of the COVID-19 public health emergency. The Board offers no qualitative assessment of any of such articles, and hereby commits to placing each of such articles on the next special or annual town meeting warrant as articles of the Select Board for the purposes of discussion.

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## Town of Arlington, Massachusetts

### Request Temporary Amendment to Traffic Rules and Orders / Mandatory Sidewalk Use

#### Summary:

Brian Ristuccia, 73 Rhinecliff Street

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	4.9.2020_Ristuccia_C.R.pdf	4.9.20 Ristuccia C.R.
▢	Reference Material	4.22.2020_Ristuccia_C.R..pdf	4.22.2020 Ristuccia C.R.

Brian Ristuccia  
73 Rhinecliff Street  
Arlington, MA 02476

Town of Arlington Select Board  
730 Mass Ave  
Arlington, MA 02476

April 9, 2020

Re: Traffic Rules and Orders / Mandatory Sidewalk Use

As you may know, many decades ago this board (then known as the Board of Selectmen) enacted traffic rules and orders which made it mandatory for pedestrians to use a sidewalk wherever one is provided. I am respectfully requesting that in light of the current public health emergency, the board vote to amend the rules and orders to temporarily suspend this requirement by striking Article XII Sections 5 (c) and (d).

It has always been a problem that sidewalks are too narrow for folks traveling to pass one another comfortably, particularly when there is snow or one of the travelers involved is using a walker, wheelchair, or other mobility aid. Given that many sidewalks in town are too narrow for pedestrians to pass one another at a safe distance under ordinary circumstances, folks today are finding it increasingly necessary to walk in the street for at least part of their journey in order to maintain the 6 feet of distance recommended by health authorities.

I am also requesting this board empower other town officials or employees to identify points of congestion on busier streets where pedestrians have insufficient space to pass one another safely and automobile traffic is heavy or fast enough to present a safety hazard for people walking in the street and to take remedial action. In these locations, cones, signs, sawhorses, and similar temporary measures could be employed to turn surplus parking or travel lanes into additional space for non-motorized travelers so folks can get around on foot without having to worry about dodging car traffic.

Finally, I realize repealing a largely unenforced traffic rule may seem like a feel-good measure. To be clear, it is not. Rarely enforced laws and regulations can produce seriously bad outcomes for our most vulnerable populations. They can create a situation where a person who is injured by a reckless or unqualified auto driver might be denied or reduced compensation on the argument that they contributed to their injury by engaging in an unlawful activity. For someone of modest means, and without health insurance, the resulting costs may have life altering consequences.

Sincerely,

Brian Ristuccia

Brian Ristuccia  
73 Rhinecliff Street  
Arlington, MA 02476

Town of Arlington Select Board  
730 Mass Ave  
Arlington, MA 02476

April 22, 2020

Re: In Support of Temporary Changes to Streets and Sidewalks for Social Distancing

I am writing in support of our town's ongoing efforts to implement changes to streets and sidewalks consistent with the recommendations contained in the Massachusetts Vision Zero Coalition's April 13 statement to state, city, and town leaders as posted at [https://www.visionzerocoalition.org/covid\\_recommendations\\_for\\_cities\\_for\\_street\\_safety](https://www.visionzerocoalition.org/covid_recommendations_for_cities_for_street_safety)

Our town was among the first to take steps to reduce the public health risk associated with high-touch shared surfaces at pedestrian crossings. I also hear planning has been underway since earlier this month to temporarily repurpose curbside roadway space for non-motorized users where sidewalks are congested. I agree that it is important to take steps so that our townspeople are better able to keep a safe distance from one another in areas where it's not practical to simply cross the street or walk in the roadway to avoid others. I respectfully encourage this board to continue to support these efforts, and to move to ensure our town's traffic rules and orders permit our residents to employ best practices for social distancing.

Sincerely,

Brian Ristuccia



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## **Town of Arlington, Massachusetts**

**NEW BUSINESS**



## Town of Arlington, Massachusetts

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### Next Scheduled Meeting of Select Board May 4, 2020

#### Summary:

You are invited to a Zoom webinar.

When: Apr 27, 2020 07:15 PM Eastern Time (US and Canada)

Topic: Select Board Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/96623667649>

Or iPhone one-tap :

US: +16468769923,,96623667649# or +13126266799,,96623667649#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 312 626 6799 or +1 301 715 8592 or +1 346 248 7799 or +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 966 2366 7649

International numbers available: <https://zoom.us/u/aJ78ZrGGQ>

**\*Notice to the Public on meeting privacy\*** In the interests of preventing abuse of videoconferencing technology (i.e. Zoom Bombing) all participants, including members of the public, wishing to engage via the Zoom App must register for *each meeting* and will notice multi-step authentication protocols. Please allow additional time to join the meeting. Further, members of the public who wish to participate without providing their name may still do so by telephone dial-in information provided above.

Members of the public are asked to send written comment to [amaher@town.arlington.ma.us](mailto:amaher@town.arlington.ma.us)

Documents regarding agenda items will be made available via Novus Agenda and the Town's Website.

<https://www.mass.gov/doc/open-meeting-law-order-march-12-2020/download>