



Town of Arlington Select Board

Meeting Agenda

December 8, 2025

7:15 PM

Members of the public may access the hybrid meeting via Select Board Chambers, Zoom, or ACMI

CONSENT AGENDA

1. Minutes of Meetings: November 3, 2025; November 10, 2025
2. Executive Session Minutes: July 21, 2025
3. For Approval: 20b Exemption for Two Municipal Roles
Officer Meredith Gallagher
4. Reappointment
Parks and Recreation Commission
Josh Fenollosa (Term to Expire: 06/30/2028)
5. Request: Special (One Day) Beer & Wine License, December 13, 2025 @ Robbins Memorial Town Hall for Winter Market
Thomas Allen
6. Request: Special (One Day) Beer & Wine License, 1/13/26, 1/27/26, 4/14/26, 4/29/26, 5/5/26, and 5/13/26, @ The Mill Cafe for Community Education Event
Jen Rothenberg
7. Winter Snowflakes Banners
Beth Locke, Executive Director
Arlington Chamber of Commerce
8. Black History Month Banners
Ramsha Baluch, DEI Director

APPOINTMENTS

9. Civilian Police Advisory Commission
Silvia Dominguez
(Term to Expire: 12/31/2028)
10. Human Rights Commission
Marie Meslin (she/her/hers)
(Term to Expire: 10/31/2026)

LICENSES & PERMITS

11. For Approval: Wine & Malt Alcohol License
Rumruai Munkong Chokdee Inc., d/b/a Sumen, Tarita Charoenvesyankul, 444 Massachusetts Avenue.
12. For Approval: Class I Licenses
MAG Retail Holdings - WCH LLC, d/b/a McGovern Chevrolet, Matt McGovern, 1125 Massachusetts Avenue

MAG Retail Holdings - HMD LLC, d/b/a McGovern Hyundai of Arlington, Matt McGovern, 1165 Massachusetts Avenue

OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

13. Arlington Community Electricity Plan Updates
Talia Fox, Sustainability Manager
14. Discussion and Vote: Outdoor Restaurant and Retail Permit Application Rules and Regulations
15. For Approval: Elm Tree Removal @ 53 Churchill Avenue
Paul Pandolfo
16. Discussion and *Vote: Date for 2026 Override Election *(Pending LRPC Update)
Michael Cunningham, Town Counsel
17. Status of Select Board Executive Session Minutes
Michael Cunningham, Town Counsel

CORRESPONDENCE RECEIVED

18. Safe Walking Routes to School Maps
19. Town Manager Vacation "Buy Back"
20. Town of Arlington Host Community Agreement Letters

NEW BUSINESS

Next Scheduled Meeting of Select Board December 22, 2025

When: Dec 8, 2025 07:15 AM Eastern Time (US and Canada)

Topic: Select Board Meeting

Register in advance for this webinar:

https://town-arlington-ma-us.zoom.us/webinar/register/WN_fhzTuhDKTwu5Crm_ReggUw

After registering, you will receive a confirmation email containing information about joining the webinar.

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.



Town of Arlington, Massachusetts

Minutes of Meetings: November 3, 2025; November 10, 2025

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	11.03.2025_draft_minutes.pdf	Draft 11.3.2025 Minutes
▢	Reference Material	11.10.2025_draft_minutes.pdf	Draft 11.10.2025 Minutes



Select Board Meeting Minutes

Date: Monday, November 3, 2025

Time: 7:15P.M.

Location: Members of the public may access the hybrid meeting via the Select Board Chambers, Zoom, or ACMI

Present: Mrs. Mahon, Chair, Mr. Hurd, Vice Chair, Mr. DeCoursey, Mr. Helmuth, Mrs. Morgan

Also Present: Mr. Feeney, Mr. Cunningham, Ms. Maher

1. Organizational Meeting for the Purpose of Electing a New Vice Chair

Diane M. Mahon, Chair

Mrs. Mahon called for nominations for Select Board Vice Chair.

Mr. DeCoursey made a nomination to appoint John Hurd as Select Board Vice Chair.

Mr. DeCoursey moved to close the nominations.

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

Mr. DeCoursey: yes

Mrs. Morgan: yes

Mr. Helmuth: yes

Mr. Hurd: yes

Mrs. Mahon: yes

SO VOTED (5-0)

Mr. DeCoursey moved to appoint Mr. John Hurd for Select Board Vice Chair.

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

Mr. DeCoursey: yes

Mrs. Morgan: yes

Mr. Helmuth: yes

Mr. Hurd: yes

Mrs. Mahon: yes

SO VOTED (5-0)

PROCLAMATION

Children's and Teen's Grief Awareness Month

The Select Board issued a proclamation recognizing November 2025 as Children's and Teens Grief Awareness Month and November 20, 2025, as Grief Awareness Day in Arlington. The proclamation acknowledges the impact of grief on young people and highlights the important support provided by the Children's Room, a local organization

founded in Arlington that offers grief counseling and resources to children, teens, and their families. Board members shared personal stories about the Children's Room's positive influence, and representatives from the organization described its growth, mission, and services. The proclamation calls on residents, schools, and organizations in Arlington to foster a supportive community for grieving youth and their families.

Mr. DeCoursey moved approval.

SO VOTED (5-0)

AGENDA ITEMS

2. Vote: Confirmation of Treasurer Appointment

James Feeney, Town Manager

The Select Board discussed the appointment of Arlington's new treasurer/collector. Town Manager Jim Feeney presented Lynn Gallagher as the candidate, highlighting her three years of experience in the treasurer's office and strong educational credentials (including a Master of Science in Taxation and a Master of Science in Business Administration). Ms. Gallagher also has significant experience with municipal finance, onboarding staff, and bank reconciliation. She shared her professional background and commitment to serving the Arlington community.

Mr. Helmuth moved approval.

SO VOTED (5-0)

3. End of Year Budget Report

Ida Cody, Comptroller

The FY2025 End-of-Year Budget Report showed free cash certified at a record \$22,737,640, up \$2.1 million from last year. This surplus was driven by \$2.5 million in appropriation turnbacks, \$8.1 million in general fund revenue surplus, and about \$11 million carried forward from the prior year. All departments operated within their budgets, with only two reserve fund transfers: \$230,000 for Fire Department retirement buyouts and \$144,000 for Facilities. Revenues exceeded expectations in several areas, including motor vehicle excise tax (\$1.3M over projection), meals and hotels taxes, building permits, ambulance fees (up \$600,000), parking violations (doubling to \$500,000), rental income, and interest earnings (\$3.5M). Marijuana tax revenues fell short, but enterprise funds all closed with healthy retained earnings, with recreation showing particularly strong results. Building permit growth was attributed to solar panel and EV charger installations. Unspent balances in major funds and salary reserves were carried forward. Overall, the town ended FY2025 in a very strong financial position, reflecting conservative budgeting and diverse revenue growth.

Mr. Hurd moved approval.

SO VOTED (5-0)

4. Discussion and Vote: Senior Citizen Means Tested Property Tax Exemption Amount Board of Assessors

Dana Mann, Director of Assessment

The Select Board, joined by the Board of Assessors, discussed the Senior Citizen Means Tested Property Tax Exemption for fiscal year 2026. The exemption helps income-eligible

seniors reduce their property tax burden. The Board of Assessors reported 35 applicants this year, with 29 approved (others were declined due to exceeding income or asset limits). Several exemption percentage options were presented, ranging from 50% to 200%; the percentage chosen affects both the tax relief provided and the potential risk of disqualifying applicants from related state programs (notably the state "circuit breaker" program).

The board and staff discussed the importance of keeping the exemption percentage consistent to avoid creating situations where seniors gain a higher benefit one year but lose more valuable state benefits the next year. Analysis showed that at the 150% exemption level, applicants could be disqualified from both state and local programs, but no such risk existed at the 50% level for current applicants. Compare with other towns, Arlington's current \$250,000 asset limit is similar. After considering whether to raise the percentage to 75% or higher, the Board decided on maintaining the current 50% exemption rate to minimize potential negative impacts on applicants and maintain stability in the program. They requested that next year's analysis include possible scenarios at the 75% exemption level to further inform future decisions. The vote to set the exemption at 50% was unanimous.

Mr. DeCoursey moved to set the exemption at 50%.

SO VOTED (5-0)

CONSENT AGENDA

5. Minutes of Meeting: October 20, 2025

6. Executive Session Minutes: May 20, 2024

7. Request: PFC Christopher Brine Memorial Dedication on Monday, November 10, 2025 @ Windermere Avenue

Philip J. McGovern, Director of Veterans Services

Mr. DeCoursey removed this item from the consent agenda.

The Select Board unanimously approved the dedication of a memorial for Private First-Class Christopher Brine, an Arlington High School graduate who died in combat in Vietnam on April 16, 1967. The dedication ceremony will take place on November 10, 2025, across the street from his childhood home, coinciding with the 250th anniversary of the Marine Corps. During the meeting, board members honored Christopher Brine by sharing his background, reading from an essay he wrote as a senior at AHS about the meaning of sacrifice, and encouraging the community to attend the ceremony to recognize his service and ultimate sacrifice for his country.

Mr. DeCoursey moved approval.

SO VOTED (5-0)

8. Naming of 'No Name Brook'

David Morgan, Environmental Planner and Conservation Agent

9. Request: Special (One Day) Beer & Wine License, November 14, 15, and 16, 2025 @ Saint Athanasius Greek Orthodox Church for Fall Greek Cuisine
Saint Athanasius Greek Orthodox Church/Stefanos Bouboulis, Parish Council President
10. Request: Special (One Day) Beer & Wine License, November 13, 2025, December 4, 2025, February 12, 2026, March 12, 2026, and April 9, 2026 @ The Mill Cafe for Community Education Event
Jen Rothenberg

Mr. DeCoursey moved approval of items 5,6,8-10.

SO VOTED (5-0)

APPOINTMENTS

11. Tree Committee
Karen Thomas-Alyea (she/her/hers)
(Term to Expire: 12/31/2028)

Karen Thomas-Alyea was appointed to the Tree Committee. She introduced herself as a 20-year Arlington resident, noted her experience volunteering with the Adopt-a-Tree program, and expressed concern about increasing stress on town trees due to drier summers. Ms. Thomas-Alyea shared her efforts in organizing volunteers to support tree health, especially at Robbins Farm playground. The Select Board expressed enthusiasm for her appointment, highlighting her professional background in greenhouse gas reduction, her local volunteering, and her positive impact on the community.

Mr. Helmuth moved approval.

SO VOTED (5-0)

12. Zoning Board of Appeals - Associate Member
Nicholas J. Rosenberg
(Term to Expire: 10/31/2028)

Mr. Rosenberg was appointed as an associate member of the Zoning Board of Appeals, with his term expiring in October 31, 2028. Mr. Rosenberg received a strong recommendation from Christian Klein of the ZBA. During the meeting, Mr. Rosenberg introduced himself as a 15-year Arlington resident, parent, attorney, and commercial litigator with considerable experience in land use and zoning matters. He expressed his eagerness to contribute to the board, highlighting his legal expertise and passion for supporting Arlington's growth.

Mr. Hurd moved approval.

SO VOTED (5-0)

13. Arlington Youth Counseling Center Advisory Board
Lauren Schiffer (she/her/hers)
(Term to Expire: 06/30/2028)

Ms. Schiffer, an Arlington resident and clinical social worker with 20 years of experience, shared her background in public health, private practice, and work with children, teens, and young adults. She expressed a desire to give back to the community, utilize her

professional expertise to support the Counseling Center's growth, and build stronger community clinician relationships. The Select Board praised her qualifications and unanimously approved her appointment to the Advisory Board.

Mr. DeCoursey moved approval.

SO VOTED (5-0)

14. Human Rights Commission

Professor Beatrice Manz

(Term to Expire: 10/31/2027)

Professor Manz is an academic with global experience, especially teaching the history of the Middle East and Inner Asia. Professor Manz expressed a commitment to human rights, greater understanding of different prejudices, and fostering mutual respect across divides. The Select Board admired her background and thanked her for her willingness to serve.

Mr. Hurd moved approval.

SO VOTED (5-0)

Lauren Walczyk (she/her/hers)

(Term to Expire: 10/31/2026)

Mr. DeCoursey moved to table.

SO VOTED (5-0)

LICENSES & PERMITS

15. For Approval: Food Vendor License

My Brothers Place Pizza and Roast Beef, Maninder Kaur, 181 Broadway

The Select Board considered and approved a food vendor license for My Brother's Place, a pizza and roast beef restaurant at 181 Broadway. The applicant, Harkirat Singh, is an experienced restaurateur with five other restaurants and emphasized his commitment to high-quality, fresh food and community responsibility. Board members welcomed him, noted the restaurant's longstanding presence in Arlington, and confirmed this was a license for new ownership.

Mr. Hurd moved to approve subject to all standard conditions and fire department re-inspection of the fire suppression system.

SO VOTED (5-0)

OPEN FORUM

TRAFFIC RULES & ORDERS / OTHER BUSINESS

16. Discussion and Vote: Date for 2026 Annual Town Election

Michael Cunningham, Town Counsel

Mr. Cunningham stated that under the Town Bylaws it reads:

"The Annual Town Meeting for the purposes of conducting the regular Town Election of Town officers including Town meeting members, and for the submission of questions to the voters of the Town, if required to be submitted thereat, shall be

held annually on the first Saturday of April unless the Select Board vote not later than February 1 to establish another date in order to better suit the public convenience for reasons it shall determine including, but not limited to, conflicts with the observance of religious holidays. Said election shall be considered part of the Annual Town Meeting held in that year.”

The Select Board unanimously voted to set the date for the 2026 annual town election as Saturday, March 28, 2026. This decision was made in consideration of avoiding conflicts with religious holidays.
SO VOTED (5-0)

17. Discussion and Vote: Date for 2026 Override Election

Michael Cunningham, Town Counsel

The board engaged in a detailed discussion about the timing of the 2026 override election, weighing options such as holding it on the same day as the annual town election (March 28) or on a later date in April or June. Considerations included school staffing and hiring timelines, state budget release schedules, and communication logistics for the public. Although there was input from members favoring different dates, the board ultimately agreed that additional feedback was needed, particularly from the Long-Range Planning Committee. The Town Clerk noted that early December was a preferred, but not an absolute deadline for publishing election details in the census mailing.

Mr. DeCoursey moved to postpone making a final decision on the override election date until their meeting on December 8.
SO VOTED (5-0)

18. Discussion and Vote: Opening of Warrant for Annual Town Meeting 2026

Michael Cunningham, Town Counsel

Mr. Cunningham explained that the Board must take a vote to set the dates that the Town Meeting warrant should open and close. As a point of information for the Board, a review of an interfaith religious calendar does not reveal any readily evident conflicts with the possible April 27, 2026, start date for the Annual Town Meeting. Mr. Cunningham noted that in advance of that the Board must vote the dates to open and close the warrant. As stated in Mr. Cunningham’s memo to the Board, he suggested to open the warrant on December 5, 2025, and close on January 30, 2026.

Mr. Hurd moved to open the Annual Town Meeting Warrant on Friday, December 5, 2025, and close the last Friday on January 30, 2026, Town Meeting will commence on Monday, April 27, 2026.

19. Request: Temporary Relocation of Bus Stop at 190-200 Massachusetts Avenue

Patrick Young

Bandar Development

The temporary relocation of a bus stop located at 190-200 Massachusetts Avenue, was discussed due to necessary sidewalk closures for a building demolition and construction project at that address. The development team (Summit Real Estate and their construction manager) explained that public safety required the bus stop to be moved for about eight months. Working with Town staff and the MBTA, they presented two main

relocation options: (1) in front of Derby Farm (losing four parking spaces) and (2) near Egerton Road (losing two parking spaces).

Board members expressed concerns about local parking impacts, traffic congestion, and the feasibility of using the right turn lane in front of the Capitol Theatre instead (which would require further MBTA review). Ultimately, because the MBTA had not considered all possible alternatives, especially the right turn lane, the board voted to postpone the decision to their next meeting. They requested that the Town Manager coordinate with the MBTA to get feedback on using the Capitol Theatre location and explore options to recoup some lost parking if Derby Farm is chosen. The development team, though eager to proceed, agreed to the timeline.

Mr. Hurd moved to table until the 11/10 meeting.

SO VOTED (5-0)

NEW BUSINESS

Mrs. Mahon reported that the Massachusetts Water Resources Authority (MWRA) announced plans to downgrade water quality classifications for the Alewife Brook and Charles River, which could allow more sewage (CSO) discharges for cost reasons. She expressed concern and urged the Town Manager and Counsel to explore options to respond to MWRA's proposal, noting local and media opposition.

Mr. DeCoursey welcomed his parents, Anne and Joe DeCoursey, back as Arlington residents after a 42-year absence.

Mr. Hurd moved to adjourn at 9:52p.m.

SO VOTED (5-0)

Next Scheduled Meeting of Select Board November 3, 2025

A true record attest.

Ashley Maher

Board Administrator

11/3/2025

Agenda Item	Documents Used
1	
Proclamation	Children's Room Proclamation
2	
3	End of Year Budget Report Reference
4	Senior Means Tested Memo Presentation

5	10.20.2025 Draft Minutes
6	Draft Executive Session Minutes 5.20.2024
7	Brine Memorial Reference CR Reference
8	Memo from Planning Department
9	Greek Church Special One-Day Beer & Wine Application
10	Community Education Special One-Day Beer & Wine Application
11	Tree Committee Appointment Reference
12	Zoning Board of Appeals Appointment Reference
13	Arlington Youth Counseling Center Appointment Reference
14	Human Rights Appointment Reference Human Rights Appointment Reference
15	My Brothers Place FV Application My Brothers Place FV Inspection Reports
16	Memo from Legal Department
17	Memo from Legal Department
18	Memo from Legal Department
19	MBTA Comments Town Comments – Email



Select Board Meeting Minutes

Date: Monday, November 10, 2025

Time: 7:15P.M.

Location: Members of the public may access the hybrid meeting via the Select Board Chambers, Zoom, or ACMI

Present: Mrs. Mahon, Chair, Mr. Hurd, Vice Chair, Mr. DeCoursey, Mr. Helmuth, Mrs. Morgan

Also Present: Mr. Feeney, Mr. Cunningham, Ms. Maher

1. Discussion and Vote: MWRA/Cambridge/Somerville Updated CSO Control Plan(s) Comment Letter

Patrick Herron, Mystic River Watershed Association, Executive Director

The Board received updates and public input on the MWRA, Cambridge, and Somerville Combined Sewer Overflow (CSO) Control Plans, with specific attention to Alewife Brook. Representatives from the Mystic River Watershed Association and Save the Alewife Brook highlighted deficiencies in the latest MWRA draft plan, citing concerns that it lacked sufficient ambition to protect public health and property from sewage overflows, especially as climate change increases risks. The advocates urged the Board to oppose any lowering of water quality standards and to call for more robust CSO controls, including sewer separation and green stormwater infrastructure. Board members discussed the substance and specificity of a comment letter to the MWRA, agreeing overall to advocate for the "highest achievable" CSO control ideally, meeting a "25-year storm" standard, and to request clearer presentation of viable alternatives and cost estimates.

Mr. DeCoursey moved to authorize the chair to work with members and staff to finalize and submit the comment letter in advance of the regulatory deadline.

SO VOTED (3-0)

Mr. Helmuth formally recused himself, and Mr. Hurd joined the meeting after its scheduled start.

2. Discussion and Vote: Boston Harbor Cleanup Support Letter

Patrick Herron, Mystic River Watershed Association, Executive Director

The Board discussed a request from Patrick Heron, Executive Director of the Mystic River Watershed Association, to consider sending a letter supporting the organization's motion to intervene in an ongoing federal case regarding the Boston Harbor cleanup and control

of combined sewer overflows (CSOs). Mr. Heron explained the importance of participating directly in legal proceedings to represent Arlington's and the watershed's interests, especially since key cleanup goals have yet to be met. Board members expressed general support for the mission but agreed with Mr. DeCoursey that it would be premature to endorse the intervention without first seeing the actual motion to be filed. Town Counsel advised that once the motion was filed, it would be distributed for the board's review.

Mr. DeCoursey moved to table the discussion until the motion is available, with plans to revisit the support letter at their December 8 meeting. SO VOTED (4-0)

Mr. Hurd joined the meeting after its scheduled start.

3. Discussion and Vote: Property Tax Classification - Tax Rate

Dana Mann, Director of Assessments

Mary Winstanley-O'Connor, Board of Assessors, Chair

The Select Board engaged in a detailed discussion with the Board of Assessors regarding the property tax classification and the tax rate for Fiscal Year 2026. Chair Mary Winstanley O'Connor and Director of Assessments Dana Mann explained the components and calculations leading to the proposed tax rate of \$10.67 per \$1,000 of assessed property value, outlining factors such as the previous year's levy limit, Proposition 2½, new property growth, and school debt exclusions. They compared Arlington's rate and average tax bills to neighboring communities, noting Arlington's relatively lower rate and strong municipal services. The team also addressed questions about new developments contributing to tax growth, the impact of residential exemptions, abatement activity, and the handling of the overlay account. After a thorough review, including discussion on classification options and their implications for residential and commercial properties, the Select Board unanimously voted to set the residential factor at one and to approve the tax rate at \$10.67 for FY26.

Mr. Helmuth moved to set the tax rate at \$10.67 with a residential factor of 1.

SO VOTED (5-0)

CONSENT AGENDA

4. Small Business Saturday Proclamation

5. Request: Special (One Day) Beer & Wine License, November 22, 2025 @ Robbins Memorial Town Hall for Book Rack Event

Michael Buglio / Book Rack

6. Request: Special (One Day) Beer & Wine License, November 29, 2025 @ Whittemore Robbins House for Private Event

Judy Rakowsky

7. Request: Special (One Day) Beer & Wine License, December 21, 27, and 28, 2025
@ 422 Summer Street for Event

Lauren Corsino

Mr. Hurd moved approval.

SO VOTED (5-0)

LICENSES & PERMITS

8. For Approval: Common Victualler License

Greek Habits, 478 Massachusetts Avenue, Georgia Nikolakakos

The Select Board considered and approved a common victualler (restaurant) license for Greek Habits, located at 478 Massachusetts Avenue. The new owner, Georgia Nikolakakos, appeared before the board to explain that she was taking over the business from her sister, who wished to focus more on her family. Ms. Nikolakakos highlighted her extensive experience in the restaurant industry and her commitment to continuing the successful operation of Greek Habits, which she and her sister had run together for the past year and a half. Board members praised the restaurant's contributions to the Arlington community and expressed their appreciation for the quality of its food and service.

Mr. Hurd moved approval.

SO VOTED (5-0)

APPOINTMENTS

9. Youth Counseling Center Advisory Board

Mary Kowalczyk (Term to Expire: 1/31/2027)

Ms. Kowalczyk introduced herself as an Arlington resident working for the Cambridge Public Health Department and explained that she had collaborated with the Youth Counseling Center (YCC) for the past year, which led to her selection as a potential board member. Members of the Select Board expressed their gratitude and enthusiasm for her willingness to volunteer, noting that YCC is a unique and vital organization in the community. The board praised her dedication to youth mental health and community service, officially welcoming her to the advisory board and acknowledging the valuable expertise she will bring from her professional and volunteer experiences. Ms. Kowalczyk expressed gratitude for the opportunity and described YCC as an incredible resource for Arlington.

Mr. Helmuth moved approval.

SO VOTED (5-0)

OPEN FORUM

No members of the public spoke during open forum.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

10. Discussion and Vote: Order of Takings for the Stratton Safe Routes to School Project

Jim Feeney, Town Manager

The board discussed the Order of Takings related to the Stratton Safe Routes to School Project, which aims to provide accessible and safe walking routes for children and pedestrians traveling to the Stratton School. The project requires the town to acquire a combination of fee takings, permanent easements, and temporary easements affecting 56 properties, to facilitate the construction and ensure compliance with federal requirements for projects receiving state and federal funding. The total appraised cost for the necessary property interests was reduced from initial estimates to \$457,800 after review and negotiation with MassDOT, largely due to a shorter temporary easement duration and appraisal updates. These takings will allow sidewalk, ramp, and crosswalk improvements, and were authorized by three separate board votes: to sign the order of taking, the notice of taking, and to allow the town manager to accept compensation donations. Town staff and MassDOT representatives were thanked for their detailed collaboration and efforts in bringing costs down and moving the project forward on schedule.

Mr. Hurd moved the following three motions:

- Approve and sign the Order of Taking document to be recorded at the Registry of Deeds.
- Approve the Notice of Taking document for future execution.
- Authorize the Town Manager to accept just compensation donations as the authorized Town signatory on the Certificate of Donation document.

SO VOTED (5-0)

11. Discussion and Vote: Temporary Relocation of Bus Stop at 190-200 Massachusetts Avenue

Patrick Young, Bandar Development

The Board discussed the temporary relocation of a bus stop at 190-200 Massachusetts Avenue due to an adjacent private construction project requiring the space. The board, alongside the town manager and representatives from the MBTA and the project's developers, reviewed three main relocation options: two would move the bus stop to different sections along the 180 block of Mass Ave, each impacting several parking

spaces, and a third, preferred option would relocate the stop into the right-hand turn only lane, which would not affect parking but required special MBTA operational approval. Board members prioritized minimizing parking disruptions while ensuring accessibility and safety. The board required the developer to update the construction management plan to ensure safe pedestrian passage during the project and requested regular communication on progress and accessibility concerns such as temporary sidewalk closures.

Mr. Hurd moved to approve option three, the right-turn lane, as their primary choice, contingent on MBTA approval, and option one as a backup if option three was not approved. SO VOTED (5-0)

12. Discussion and Vote: Two On-Street Parking Spaces as Short-Term Parking or Loading Spaces at 1025 Massachusetts Avenue
Matthew Maggiore, The Maggiore Companies

Developer and building manager Matthew Maggiore explained that this request was a permanent condition for two on-street parking spaces as short-term or loading spaces. This request arises from the comprehensive permit for the newly constructed 50-unit residential building, which is expected to open for occupancy by early January. The board clarified that the new parking conditions would come into effect once the building is occupied, rather than immediately. Board members recognized the successful progress and quality of construction at the site.

Mr. DeCoursey moved approval SO VOTED (5-0)

13. Discussion and Vote: Arlington Center Safety Zone
Jim Stubbe, Transportation Advisory Committee, Chair
Scott Smith, Transportation Advisory Committee

The Arlington Center Safety Zone proposal, presented by Scott Smith of the Transportation Advisory Committee, recommended establishing a 20-mph safety zone along Massachusetts Avenue from the high school to the main fire station. This stretch was identified due to its high volume of pedestrian and bicycle activity, numerous MBTA bus routes, businesses, and several recent crashes involving vulnerable users. The committee considered various boundary options, ultimately choosing to begin the zone near the high school, where community use and after-hours activity are significant, and to end it near the fire station. The signage plan calls for 20-mph signs placed strategically, including after major intersections and before uncontrolled crosswalks, with "End Safety Zone" signs marking the transition back to the default 25-mph speed limit. The board discussed the implications for driver behavior, placement of signs, and the importance of

layered traffic calming measures, ultimately approving the recommended safety zone to enhance safety for all roadway users in the Arlington Center area.

Mr. Hurd moved approval.

SO VOTED (5-0)

14. Discussion and Vote: Irving Street Safety Zone

Jim Stubbe, Transportation Advisory Committee, Chair

The Board considered the establishment of a 20-mph safety zone on Irving Street, stretching approximately a quarter mile from Jason Street to Pleasant Street. This proposal was brought forward by the Transportation Advisory Committee (TAC), which identified the segment as a well-used route with significant pedestrian activity due to the adjacent park and children's center, as well as being a frequent cut-through for drivers. Despite a low number of reported accidents, the TAC emphasized the narrow, hilly nature of the street and the presence of many vulnerable users, including children and pedestrians, as factors necessitating stronger safety measures. The safety zone will be marked with clear signage at both ends and at key entry points and is part of a broader effort to improve safety around Arlington's parks and residential streets.

Mr. DeCoursey moved approval.

SO VOTED (5-0)

NEW BUSINESS

Mrs. Mahon brought up the topic of including information for Arlington seniors about tax relief options on the upcoming local census, both as a question and as an educational tool. She suggested coordinating with Town Counsel to ensure it's legal and plans to circulate the final list of options for board review if allowed. Mrs. Mahon concluded with a brief report on a recent town event honoring Private First-Class Chris Brine, referencing board members and community participation, and reminded the board to send ideas for census questions to Mr. Diggins and Town Clerk.

Mr. Hurd mentioned the recently installed speed bump on Jason Street and safety concerns related to it, suggesting a potential need for further action.

Mr. Hurd moved to adjourn at 9:37p.m.

SO VOTED (5-0)

Next Scheduled Meeting of Select Board December 8, 2025

A true record attest.

Ashley Maher

Board Administrator

11/10/2025

Agenda Item	Documents Used
1	MWRA Draft Letter
2	Boston Harbor Cleanup Draft Letter
3	Memo from Assessors Tax Classification Booklet
4	Small Business Saturday Proclamation
5	Special One-Day Beer & Wine Application
6	Special One-Day Beer & Wine Application
7	Special One-Day Beer & Wine Application
8	Greek Habits – CV Application Inspection Reports
9	M. Kowalczyk Reference
10	Presentation Notice of Taking Order of Taking ROW Plans Certificate of Donation
11	Presentation MBTA Comments Town Comments – Email
12	Letter from Maggiore Construction 1025 Mass Ave Plan
13	Arlington Center Safety Zone Memo Presentation
14	Irving Street Safety Zone – Memo Presentation



Town of Arlington, Massachusetts

Executive Session Minutes: July 21, 2025

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	07.21.2025_ES_draft_minutes.pdf	Draft 07.21.2025 ES Minutes



Select Board
Executive Session Meeting Minutes

Date: Monday, July 21, 2025

Time: 7:00PM

Location: Members of the public may access the hybrid meeting via the Select Board Chambers, Zoom, or ACMI

Present: Mrs. Mahon, Chair, Mr. Diggins, Vice Chair, Mr. Hurd, Mr. DeCoursey, Mr. Helmuth

Also Present: Mr. Feeney, Mr. Cunningham, Ms. Maher

EXECUTIVE SESSION

To discuss and consider the acquisition of land parcels and or rights in land parcels to obtain and secure a public right of way, including, as needed, permanent or temporary easements in and around the Stratton Elementary School area, for the purpose of placing sidewalks in connection with the Commonwealth's Safe Routes to School Program.

Michael Cunningham, Town Counsel

The Board discussed appraisal concerns related to property easements for the Safe Routes to School project at Stratton School and directed the Town Manager to follow up with the appraiser and MassDOT regarding valuation and cost reduction options.

Mr. DeCoursey moved to adjourn executive session at 8:00p.m.

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

Mr. DeCoursey: yes

Mr. Diggins: yes

Mr. Helmuth: yes

Mr. Hurd: yes

Mrs. Mahon: yes

SO VOTED (5-0)

Next Scheduled Meeting of Select Board August 18, 2025

A true record attest.

Ashley Maher

Board Administrator



Town of Arlington, Massachusetts

For Approval: 20b Exemption for Two Municipal Roles

Summary:

Officer Meredith Gallagher

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	M.G._Disclosure_Form.pdf	Disclosure Form

**DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)**

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Meredith Gallagher
Title/ Position	Patrol Officer
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Arlington Police Department
Agency Address	112 Mystic Street Arlington, MA
Office phone:	781-643-1212
Office e-mail:	mgallagher@town.arlington.ma.us
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	February 12, 2024
BOX # 1	ELECTED MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am an elected municipal employee.
Write an X beside your financial interest.	<p><input type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. OR</p> <p><input checked="" type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a municipal contract is:</p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
BOX # 2	NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am a non-elected municipal employee.
Write an X beside your financial interest.	<p><input type="checkbox"/> STATEMENT # 1: I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.</p> <p>My financial interest in a municipal contract is:</p> <p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p>-- OR --</p> <p><input checked="" type="checkbox"/> STATEMENT # 2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a municipal contract is:</p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p>

	<p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	<p>Arlington High School Athletics Department</p> <p>869 Massachusetts Avenue Arlington, MA</p>
Please put in an X to confirm these facts.	<p>"My Municipal Agency" is the municipal agency that I serve as a municipal employee.</p> <p>The "contracting agency" is the municipal agency that made the contract.</p> <p><input checked="" type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
FILL IN THIS BOX OR THE BOX BELOW	<p>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</p> <p>- Please explain what the contract is for.</p> <p>Arlington High School Girls Varsity Ice Hockey Head Coach</p>
FILL IN THIS BOX OR THE BOX ABOVE	<p>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</p> <p>- Please identify the person or entity that has the contract with the municipal agency.</p> <p>- What is your relationship to the person or entity?</p> <p>- What is the contract for?</p>
What is your financial interest in the municipal contract?	<p>- Please explain the financial interest and include the dollar amount if you know it.</p> <p>\$5,251 (Athletics Stipend – Category B, Step 1)</p>
Date when you acquired a financial interest	December 1, 2025
What is the financial interest of your immediate family?	<p>- Please explain the financial interest and include the dollar amount if you know it.</p> <p>N/A</p>
Date when your immediate family acquired a financial interest	N/A
Write an X to confirm each statement.	<p>FOR A CONTRACT FOR PERSONAL SERVICES –</p> <p>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input checked="" type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee.</p> <p><input checked="" type="checkbox"/> The services are not required as part of my regular duties as a municipal employee.</p> <p><input checked="" type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>

Employee signature:	Meredith J. Gallagher
Date:	12/3/2025

Attach additional pages if necessary.

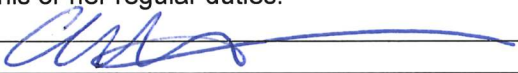
NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	<u>Elizabeth C. Homan, Ph.D</u>
Title/ Position	<u>Superintendent of Schools</u>
Municipal Agency:	<u>Arlington Public Schools</u>
Agency Address:	<u>14 Mill Brook Drive, Arlington, MA 02476</u>
Office Phone:	<u>781-316-3501</u>
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties. 
Signature:	
Date:	<u>December 4, 2025</u>

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,
BOARD OF SELECTMEN OR TOWN COUNCIL**

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	
Office Phone:	
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.



Town of Arlington, Massachusetts

Reappointment

Summary:

Parks and Recreation Commission

Josh Fenollosa (Term to Expire: 06/30/2028)

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Fenollosa_J._Reappointment_Letter_Redacted.pdf	Reference

OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR
JOHN V. HURD, VICE CHAIR
STEPHEN W. DECOURCEY
ERIC D. HELMUTH
JANE P. MORGAN



730 MASSACHUSETTS AVENUE
TELEPHONE 781-316-3020
FAX 781-316-3029
sbadmin@town.arlington.ma.us

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

MEMORANDUM

November 20, 2025

Josh Fenollosa

[REDACTED]
Arlington, MA 02476

Re: Reappointment: Parks and Recreation Commission

Dear Josh:

Please be advised that the Select Board will be discussing your reappointment to the Parks and Recreation Commission at their meeting conducted via hybrid format on Monday, December 8th at 7:15pm. Although it is not a requirement that you attend this meeting, you are invited to do so.

The meeting will take place in the Select Board Chambers. The link to the meeting and other information will be available at the bottom of the Select Board Agenda, as well as on the Town Calendar, where the meeting will be posted on Thursday, December 4, 2025, by 7:00pm.

Please contact this office by e-mail, sbadmin@town.arlington.ma.us, if you have any questions.

Thank you.

Very truly yours,
SELECT BOARD

A handwritten signature in black ink, appearing to read "Caroline Kalogeropoulos".

Caroline Kalogeropoulos
Administrative Assistant



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, December 13, 2025 @ Robbins Memorial Town Hall for Winter Market

Summary:

Thomas Allen

ATTACHMENTS:

Type	File Name	Description
Reference Material	Allen_T_Winter_Market_OneDayLicense_121325_Redacted.pdf	Reference



Office of the Select Board
Licensing Board for the Town of Arlington
Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts 02476
Telephone: (781)316-3020 | Email: onedaylicense@town.arlington.ma.us

SPECIAL (ONE DAY) ALCOHOLIC BEVERAGES LICENSE APPLICATION INSTRUCTIONS

MUST BE SUBMITTED 21 DAYS PRIOR TO THE EVENT

Please email the application to: onedaylicense@town.arlington.ma.us

1. Applicants Information

- a. Name: Thomas Allen
- b. Email: [REDACTED]
- c. Phone Number: [REDACTED]
- d. Address: [REDACTED] Arlington MA 02474
- e. Event Coordinator: Carmine Granucci
- f. Organization Name (if applicable): Arlington Brewing Company
- g. Organization Address: 251 Lowell St, Arlington MA 02474
- h. If applied this calendar year, how many times? (granted or denied): 11 granted, 1 denied

2. Responsible Manager Information (CANNOT ingest any alcohol)

- a. Name: Thomas Allen
- b. Date of Birth: [REDACTED]
- c. 24 Hour Phone Number: [REDACTED]
- d. Address: [REDACTED] Arlington MA 02474

3. Event Information

- a. Venue Location (ex. Town Hall): Town Hall
- b. Venue Address: 730 Massachusetts Avenue
- c. Date(s): December 13
- d. Time(s): Noon-5pm
- e. Number of people expected: 300
- f. Event Coordinator (if applicable): Carmine Granucci

Please note the number of people expected may require crowd manager(s) / police detail(s) to be on site.

- g. Type of Event? (ex. Wedding, Fundraiser, etc.): Winter Market
- h. Event is: ☐ Private ☒ Open to the Public
- i. Event Admission Fee (if applicable): Free Admission
- j. Admission policy for patrons under 21 years of age?
☐ No Entry ☒ Other: All ages event

4. Alcohol Information (Alcohol Service Certifications **MUST** be submitted as well)
- Name of Massachusetts wholesaler (the alcohol **must** be purchased from a Massachusetts approved wholesaler; wholesaler list can be found on www.mass.gov/abcc): ABC Beer Inc dba Arlington Brewing Company
 - Date of Alcohol Delivery: Dec 13 - immediately before event
 - Date of Alcohol Pick Up: Dec 13 - immediately after event
 - How will excess alcohol be disposed of: ABC Beer will take excess beer away after conclusion of event
 - Alcohol Serving Time(s): noon - 4:30pm
 - Alcohol Servers (Names & Dates of Birth, Servers must be 21): see attached for roster
 - Type of Alcohol: ☒ **Beer & Wine** ☐ **All Alcohol** (non-profit only)
 - If Non-Profit please provide IRS code:
 - Alcohol will be: ☒ **Sold**; Price: \$9/pint ☐ **Given Away**

Have you requested:

- ☐ Police Detail(s) (required for events of 150+)
- ☐ Crowd Manager(s) / Fire Marshal(s) (required for 100+)

Required Supporting Documents:

- ☒ TIPS Certification(s) or Equivalent Certification(s)
- ☒ Completed Security Plan Page
- ☒ Insurance Policy (with the "Town of Arlington" listed as additionally insured)

Submit this completed form and filing fee to the Select Board AT LEAST 21 days before your event. Take into consideration the Select Board's meeting schedule as you may have to submit the application sooner than 21 days (arlingtonma.gov/selectboard). All special one-day applications must go before the Select Board at a public hearing, and your attendance may be required at the public hearing.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signatory cannot be a Town of Arlington employee unless it is a Town of Arlington event.

Signature: 

Printed Name: Thomas Allen

Email: 

Please email the application to: onedaylicense@town.arlington.ma.us

SECURITY PLAN FOR SPECIAL (ONE DAY) ALCOHOL LICENSE

Please answer all the following questions in full. Please complete all questions as the Arlington Police Department will review this page and consider any recommendations or concerns. Failure to abide by any rules, regulations, or requirements may result in the revocation or denial of the license.

1. Responsible Manager (name & phone number): Thomas Allen [REDACTED]
2. Parking Information: _____
There is a Town Hall parking lot on the Academy Street side of the building.
There is parking available on all streets around Town Hall during weekend hours.
3. Crowd Control: Several members of our staff are certified crowd managers and we
have extensive experience safely managing events with large crowds,
including previous events at town hall.
4. Management of possible unruly patrons: Unruly or intoxicated patrons will be
refused alcohol service and politely asked to leave. If necessary, police detail will be
notified of disruptive attendees.
5. How alcohol will be restricted from underaged persons: _____
All persons purchasing alcohol must be 21 years or older, verified by TIPS server.
6. Alcohol Servers (Names & Dates of Birth, Servers must be 21): _____
See attached for roster

7. Other: _____

FOR OFFICE USE ONLY

For Police Chief, Operations Commander, or Designee:

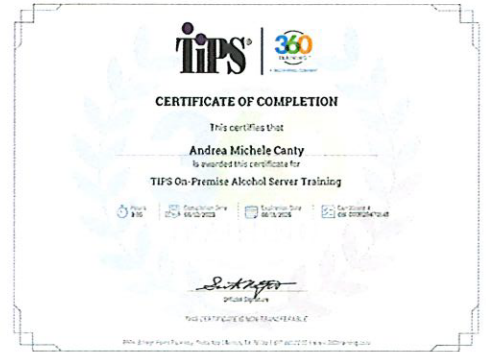



Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Signature & Date: _____

POLICE COMMENTS:

Request 2 Details.

Arlington Brewing Company TIPS Certified Servers

Name	DOB	TIPS Number	Expiration	Certificate Image
Andrea Canty		ON-000029470145	2026-08-11	
Ben Amidon		ON-000029351468	2026-07-25	
Carmine Granucci		ON-000028688490	2026-04-28	
Christina Hurley		ON-000037317360	2028-04-28	

Christina Valeri

ON-000037271790

[2028-04-22](#)



Gabriella Lawrence

ON-000037304153

[2028-04-27](#)



Isabella Scopetski

ON-000034197022

[2027-07-10](#)



Jackie Leaf

ON-000029445866

[2026-08-08](#)



Joshua Tallman

ON-000037598127

[2028-05-28](#)



Marc Stiller

ON-000028757561

[2026-05-07](#)



Mica Heanue

ON-000037616915

[2028-05-31](#)



Nick Gallo

ON-000029215842

[2026-07-07](#)



Owen Callaghan

ON-000028752473

[2026-05-28](#)



Peter Caradonna

ON-000028876919

[2026-05-22](#)



Rob Chalmers

ON-000033717753

[2027-06-05](#)



Rori Friedman

ON-000029190454

[2026-07-04](#)



Steve Tsou

ON-000037234419

2028-04-17



Tim Robinson

ON-000029256841

2026-07-12



Tom Allen

ON-000027678573

2026-02-08



Tony Dellovo

ON-000037234687

2028-04-19



Travis Richter



ON-000033154765

2027-03-26





ABCBEER-01

MDAVENPORT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/6/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Allen Insurance and Financial	CONTACT NAME:		
	PHONE (A/C, No, Ext): (800) 439-4311	FAX (A/C, No):	
	E-MAIL ADDRESS: info@allenif.com		
INSURED ABC Beer, Inc. DBA Arlington Brewing Company 251 Lowell St Arlington, MA 02474	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Tri State Insurance Co		31003
	INSURER B : Hartford Insurance Group		29459
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		ADL5571028-12	10/5/2025	10/5/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ADA5591438-12	10/5/2025	10/5/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			ADL5571028-12	10/5/2025	10/5/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	04WECBD1VUX	1/30/2025	1/30/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.I. EACH ACCIDENT \$ 500,000 E.I. DISEASE - EA EMPLOYEE \$ 500,000 E.I. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability	X		ADL5571028-12	10/5/2025	10/5/2026	Each Occurrence 1,000,000
A	Liquor Liability	X		ADL5571028-12	10/5/2025	10/5/2026	Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Town of Arlington included as an Additional Insured in regards to the general liability & liquor liability for ongoing operations when required by written contract or written agreement

CERTIFICATE HOLDER

CANCELLATION

Town of Arlington
c/o Town Manager
730 Mass Avenue
Arlington, MA 02476

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



Town of Arlington, Massachusetts

**Request: Special (One Day) Beer & Wine License, 1/13/26, 1/27/26, 4/14/26, 4/29/26, 5/5/26, and 5/13/26,
@ The Mill Cafe for Community Education Event**

Summary:

Jen Rothenberg

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Rothenberg_J._One_Day_License_Jan_Apr_May_2026_Redacted.pdf	Reference



Office of the Select Board
Licensing Board for the Town of Arlington
Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts 02476
Telephone: (781)316-3020 | Email: onedaylicense@town.arlington.ma.us

SPECIAL (ONE DAY) ALCOHOLIC BEVERAGES LICENSE APPLICATION INSTRUCTIONS

MUST BE SUBMITTED 21 DAYS PRIOR TO THE EVENT

Please email the application to: onedaylicense@town.arlington.ma.us

1. Applicants Information

- a. Name: Jen Rothenberg
- b. Email: [REDACTED]
- c. Phone Number: [REDACTED]
- d. Address: AHS, 869 Mass. Ave.
- e. Event Coordinator: Jen Rothenberg
- f. Organization Name (if applicable): ACE
- g. Organization Address: AHS, 869 Mass Ave.
- h. If applied this calendar year, how many times? (granted or denied): 10 granted

2. Responsible Manager Information (CANNOT ingest any alcohol)

- a. Name: Jen Rothenberg
- b. Date of Birth: [REDACTED]
- c. 24 Hour Phone Number: [REDACTED]
- d. Address: AHS/ACE 869 Mass Ave.

3. Event Information

- a. Venue Location (ex. Town Hall): Mill Cafe
- b. Venue Address: 14 Mill Street
- c. Date(s): January 13, 27, April 14, 29, May 5, 13
- d. Time(s): 7:30 - 9:30 pm
- e. Number of people expected: 15
- f. Event Coordinator (if applicable): Jen Rothenberg

Please note the number of people expected may require crowd manager(s) / police detail(s) to be on site.

- g. Type of Event? (ex. Wedding, Fundraiser, etc.): Wine and tequila tastings
- h. Event is: ☒ **Private** ☐ **Open to the Public**
- i. Event Admission Fee (if applicable): \$85(wine), \$95(whiskey) *Classes are offered to the community through ACE. Students pay a fee online which includes tastings of mixed drinks & snacks*
- j. Admission policy for patrons under 21 years of age?
☒ **No Entry** ☐ **Other:** _____

4. Alcohol Information (Alcohol Service Certifications MUST be submitted as well)

- a. Name of Massachusetts wholesaler (the alcohol **must** be purchased from a Massachusetts approved wholesaler; wholesaler list can be found on www.mass.gov/abcc): Main Street Wine Imports + Kappys by Robert.
- b. Date of Alcohol Delivery: Due to small class sizes, he only buys 4-5 bottles.
- c. Date of Alcohol Pick Up: _____
- d. How will excess alcohol be disposed of: Robert takes them home and uses remaining alcohol in other classes
- e. Alcohol Serving Time(s): 7:30-9:15
- f. Alcohol Servers (Names & Dates of Birth. Servers must be 21):
Robert Lubling [REDACTED]
certificate attached
- g. Type of Alcohol: ☐ Beer & Wine ☒ All Alcohol (non-profit only)
i. If Non-Profit please provide IRS code: [REDACTED]
- h. Alcohol will be: ☒ Sold; Price: \$85 or \$95/student ☐ Given Away

Have you requested:

- ☐ Police Detail(s) (required for events of 150+)
- ☐ Crowd Manager(s) / Fire Marshal(s) (required for 100+)

Required Supporting Documents:

- ☒ TIPS Certification(s) or Equivalent Certification(s)
- ☒ Completed Security Plan Page
- ☒ Insurance Policy (with the "Town of Arlington" listed as additionally insured)

Submit this completed form and filing fee to the Select Board AT LEAST 21 days before your event. Take into consideration the Select Board's meeting schedule as you may have to submit the application sooner than 21 days (arlingtonma.gov/selectboard). All special one-day applications must go before the Select Board at a public hearing, and your attendance may be required at the public hearing.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signatory **cannot** be a Town of Arlington employee unless it is a Town of Arlington event.

Signature: [Signature]

Printed Name: Jennifer Rothenberg

Email: [REDACTED]

Please email the application to: onedaylicense@town.arlington.ma.us

SECURITY PLAN FOR SPECIAL (ONE DAY) ALCOHOL LICENSE

Please answer all the following questions in full. Please complete all questions as the Arlington Police Department will review this page and consider any recommendations or concerns. Failure to abide by any rules, regulations, or requirements may result in the revocation or denial of the license.

1. Responsible Manager (name & phone number): Jan Rothenberg
2. Parking Information: on street
3. Crowd Control: only 15 students
4. Management of possible unruly patrons: _____
5. How alcohol will be restricted from underaged persons: Registration only event
6. Alcohol Servers (Names & Dates of Birth Servers must be 21):
Robert Lublin [REDACTED]
7. Other: I've attached our security plan that was coordinated with Officer Ratan. Class location and size is the same for all events.

FOR OFFICE USE ONLY

For Police Chief, Operations Commander, or Designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Signature & Date:

POLICE COMMENTS:

Off. Lopez J. Ratan 11/19/25



To: Office of the Select Board

From: Jen Rothenberg, Director, Arlington Community Education

Date: March 26, 2025

We are submitting this security plan at the request of Officer Corey Rateau.

Arlington Community Education, which is part of the Arlington Public Schools, would like to offer wine and gin tastings classes at the Mill Cafe (14 Mill Street, Arlington), which would be closed to the public during the classes. Classes include one TIPS-certified instructor (Robert Lublin) and up to 14 students. No one under 21 will be allowed to register or be allowed in the cafe during the classes. Students provide their DOB at registration, and Robert can check IDs. Water and snacks are served with the alcohol, and small quantities are given to taste. Robert strictly controls the pours since they are tastings and always monitors students to ensure they don't drink too much. There would be no impact to traffic.

Arlington Community Education
A self-supporting program of the Arlington Public Schools

869 Mass. Ave., Arlington 02476 781-316-3568

ArlingtonCommunityEd.org



50ARLINNH

RGUIDO

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/31/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Emery & Webb, Inc. 989 Main Street Fishkill, NY 12524	CONTACT NAME:	
	PHONE (A/C, No, Ext): (845) 896-6727	FAX (A/C, No): (845) 896-6877
INSURED Highrock Covenant Church - Arlington 735 Mass Avenue Arlington, MA 02476	E-MAIL ADDRESS: info@emerywebb.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: GuideOne Mutual	NAIC # 15032
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			1432320	9/15/2025	9/15/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate is issued as proof of coverage. Policy includes \$1,000,000 Host Liquor Liability.

CERTIFICATE HOLDER

CANCELLATION

Town of Arlington	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE



A 360TRAINING COMPANY

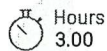
CERTIFICATE OF COMPLETION

This certifies that

Robert Lublin

is awarded this certificate for

TIPS On-Premise Alcohol Server Training



Hours
3.00



Completion Date
03/05/2025



Expiration Date
03/04/2028



Certificate #
ON-000036320765

Official Signature

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | www.360training.com

(CUT HERE)

(CUT HERE)



Issued: 03/05/2025
Certificate #: ON-000036320765

Robert Lublin

CERTIFIED

Expires: 03/04/2028



Phone: 800-438-8477
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature _____



Town of Arlington, Massachusetts

Winter Snowflakes Banners

Summary:

Beth Locke, Executive Director
Arlington Chamber of Commerce

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Banner_Application.pdf	Banner Application
▢	Reference Material	Banner_Design.png	Banner Designs
▢	Reference Material	Banner_Schedule.pdf	Banner Schedule



Office of the Select Board
Licensing Board for the Town of Arlington
Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts 02476
Telephone: (781)316-3020 | Email: sbadmin@town.arlington.ma.us

Temporary Banner Permit Application

Banners must be approved by the Select Board and submitted at least three weeks before the requested hanging date.

Arlington Chamber of Commerce

Name of Organization/Sponsor

P.O. Box 193, Arlington

info@arlcc.org

Address

E-mail

Beth Locke

617-429-2558

Name of Applicant

Telephone

Banner Information

Event Name: Winter Snowflakes

Event Date(s): December 1 - January 30

Installation Date: Approx. Dec. 1

Date Removed: Approx. Jan. 30

Requested Location: Arlington Center

Banner Message: Snowflake images

Banner Material: Vinyl

Required Attachments

☒ Banner Design, Color, Wording and Dimensions

Banner Location

☐ Capitol Square (38 single sided poles. Banner size cannot exceed 30in x 24in)

☒ Center (10 double sided poles. Banner size cannot exceed 5ft x 36in)

☐ Heights (12 single sided poles. Banner size cannot exceed 45in x 23 ½ in)
The top sewn brass eye loop needs to be 2 ¾ in.

☐ Other (if not utilizing all banners in one location please specify which banner numbers will be used):

After this application has been approved at a Select Board Meeting, you are responsible for having the banner made and taking it to the Public Works Department a week prior to the installation date. They are located at 51 Grove Street and can be contacted at 781-316-3100.

Beth Locke
(Signature of Responsible Party)

11/4/25
(Date)



Banner Schedule - 2026

MONTH	EVENT
December 2025	Winter Snowflakes - 12/1/2025 - 1/30/2026
January	
February	Black History Month - 1/31/2026 - 3/1/2026
March	
April	Patriots' Day 2026 - 4/1/2026 - 5/15/2026
May	
June	
July	
August	
September	
October	
November	
December	



Town of Arlington, Massachusetts

Black History Month Banners

Summary:

Ramsha Baluch, DEI Director

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	BHM_- Banner_Application_and_Locations.pdf	Banner Application and Locations
▢	Reference Material	BHM_Banners_Designs.pdf	Banner Designs
▢	Reference Material	Banner_Schedule.pdf	Banner Schedule



Office of the Select Board
Licensing Board for the Town of Arlington
Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts 02476
Telephone: (781)316-3020 |Email: sbadmin@town.arlington.ma.us

Temporary Banner Permit Application

Banners must be approved by the Select Board and submitted at least three weeks before the requested hanging date.

Name of Organization/Sponsor

Address

E-mail

Name of Applicant

Telephone

Banner Information

Event Name: _____

Event Date(s): _____

Installation Date: _____ Date Removed: _____

Requested Location: _____

Banner Message: _____

Banner Material: _____

Required Attachments

- ☐ Banner Design, Color, Wording and Dimensions

Banner Location

- ☐ Capitol Square (38 single sided poles. Banner size cannot exceed 30in x 24in)
- ☐ Center (10 double sided poles. Banner size cannot exceed 5ft x 36in)
- ☐ Heights (12 single sided poles. Banner size cannot exceed 45in x 23 ½ in)
The top sewn brass eye loop needs to be 2 ¾ in.
- ☐ Other (if not utilizing all banners in one location please specify which banner numbers will be used): _____

After this application has been approved at a Select Board Meeting, you are responsible for having the banner made and taking it to the Public Works Department a week prior to the installation date. They are located at 51 Grove Street and can be contacted at 781-316-3100.

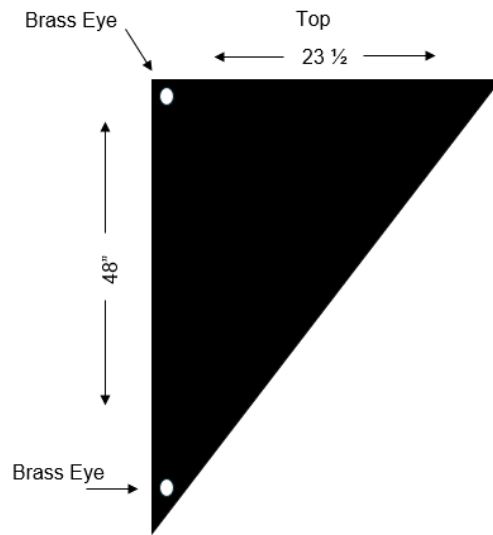
(Signature of Responsible Party)

(Date)

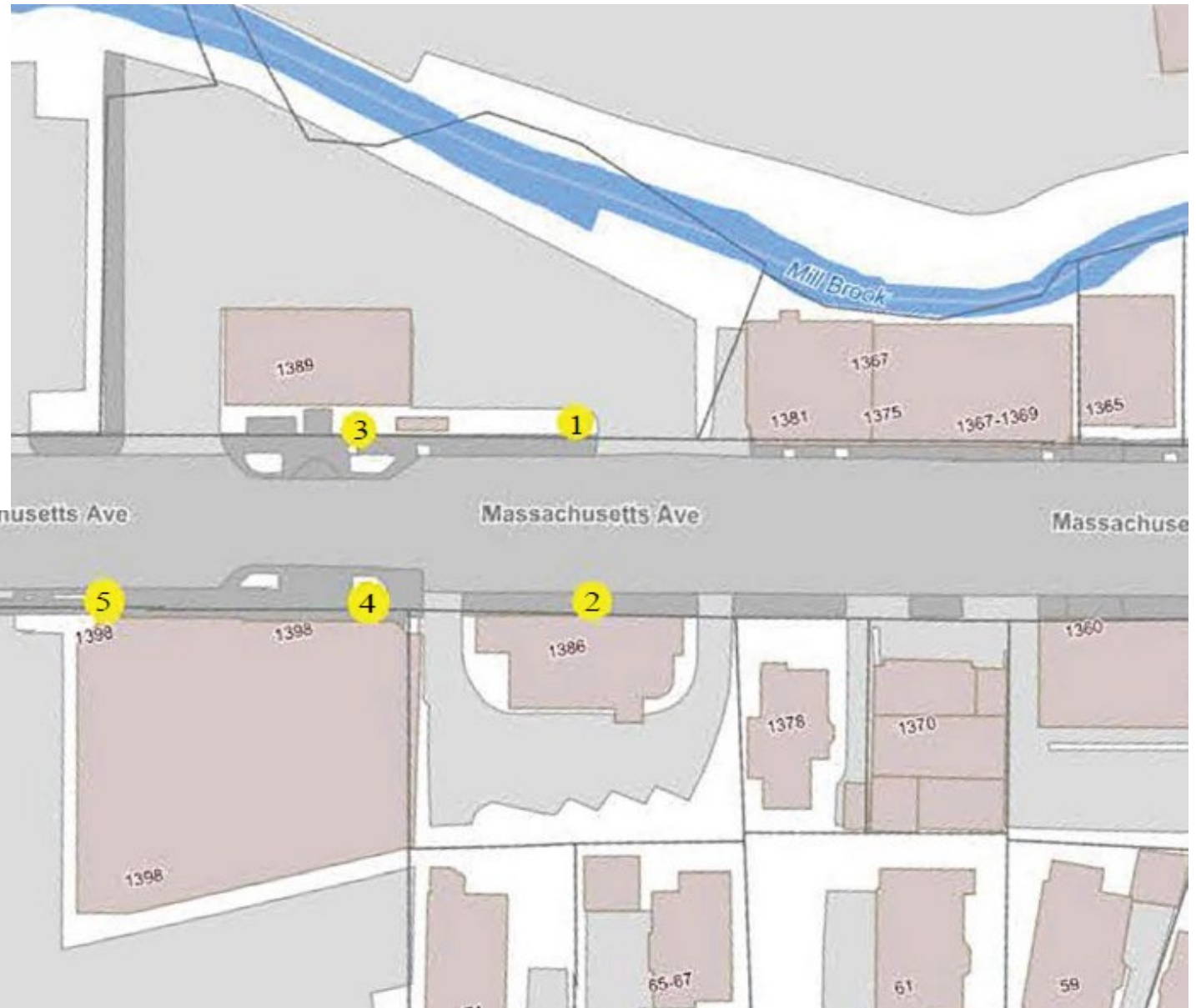
Capitol Square Banner Locations



Heights Banner Locations

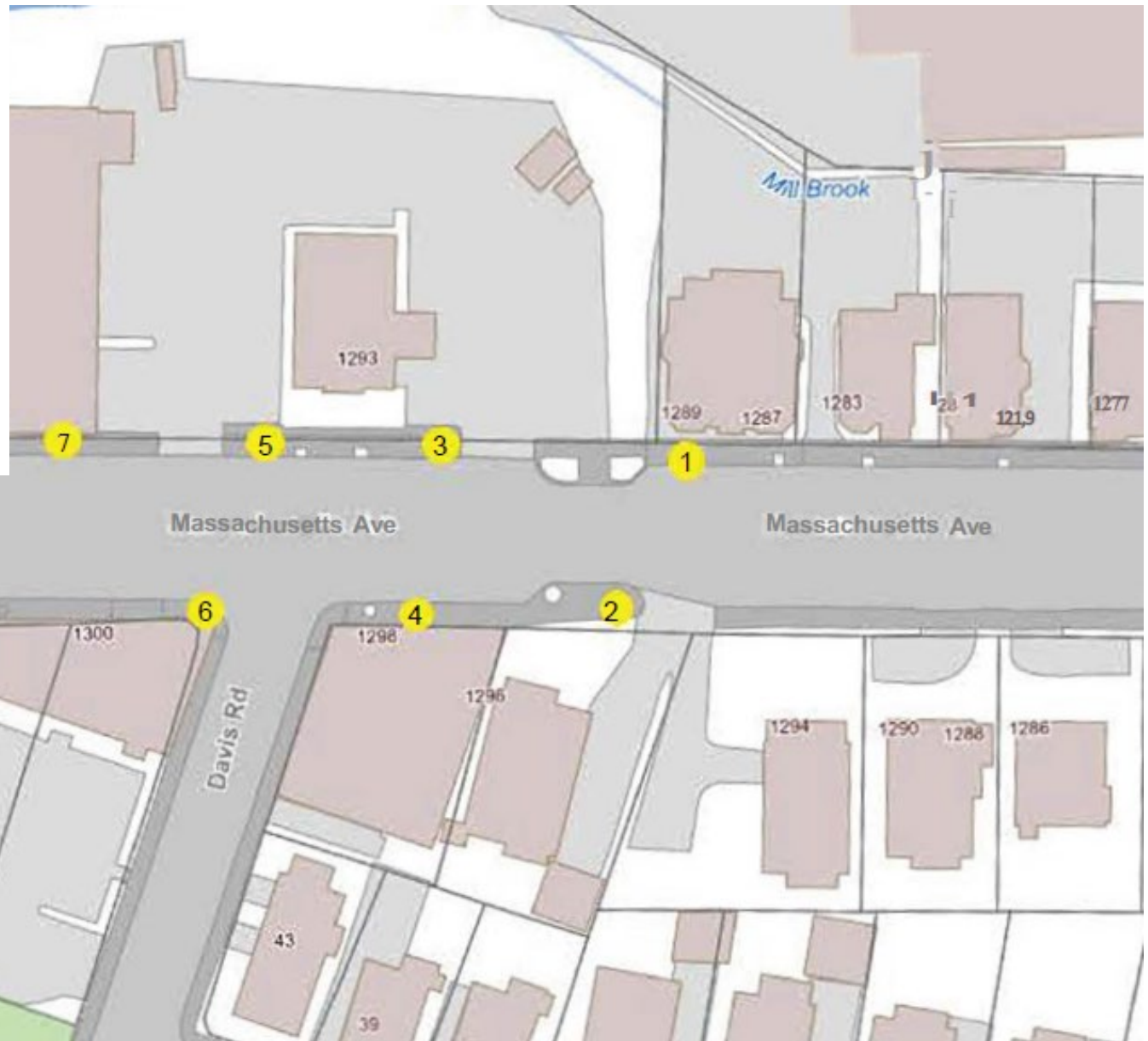
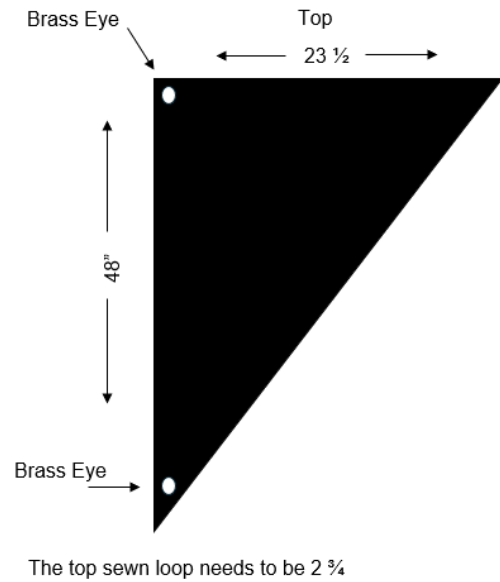


The top sewn loop needs to be 2 1/4"



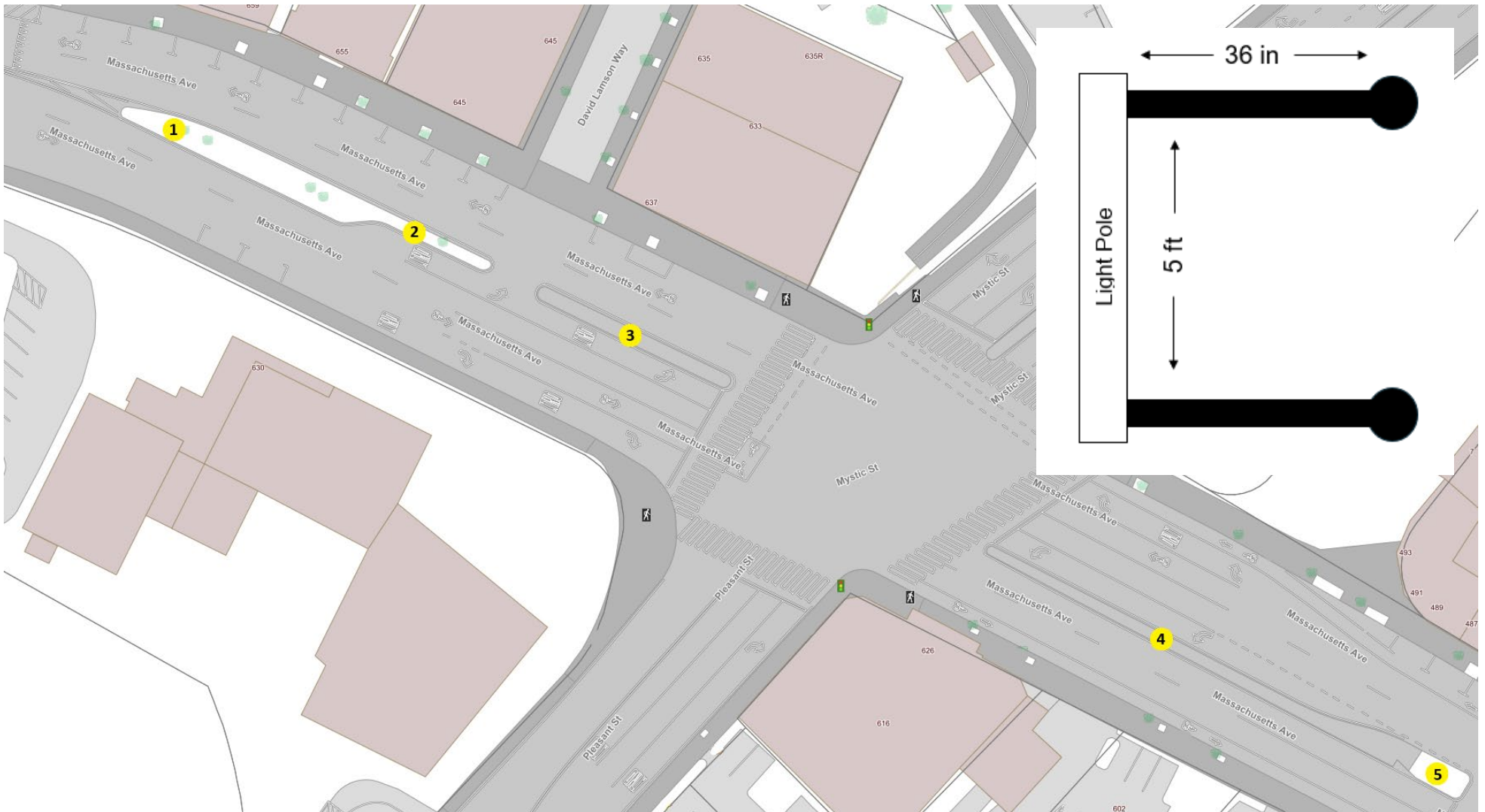
Heights West = 5 Poles
MBTA Terminal

Heights Banner Locations



Heights East = 7 Poles
Penzy Spice

Center Banner Locations



Center East and West = 5
Double Sided Banners
Total = 10 Banners

Center Banner Locations



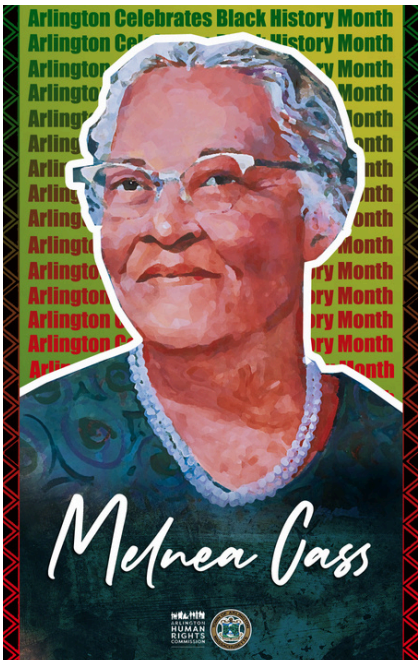
**Center East and West = 5
Double Sided Banners
Total = 10 Banners**



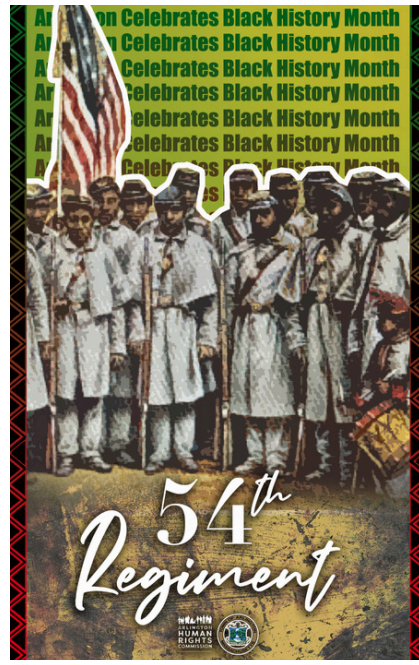
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2



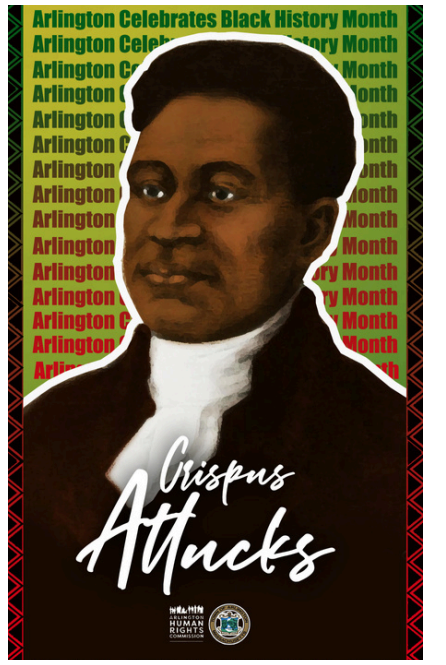
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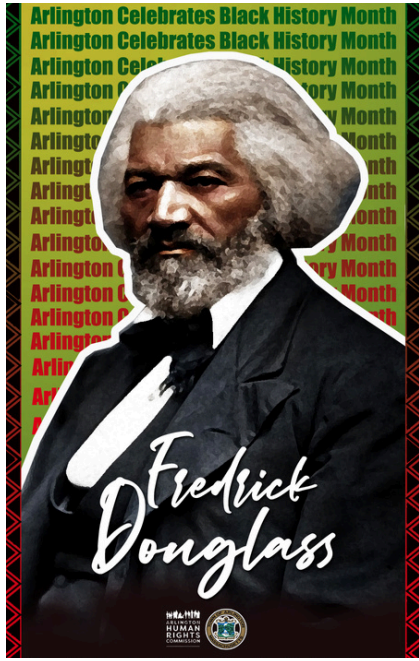
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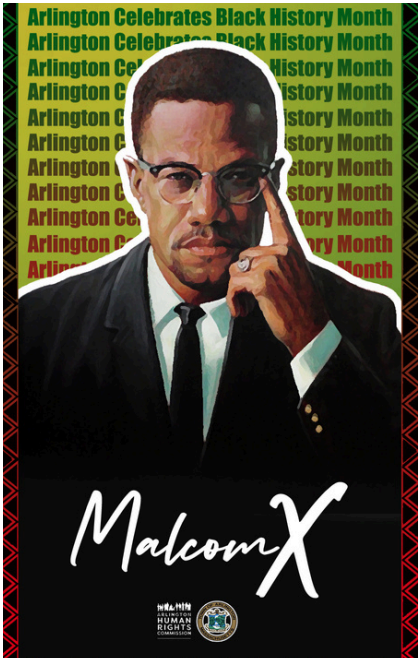
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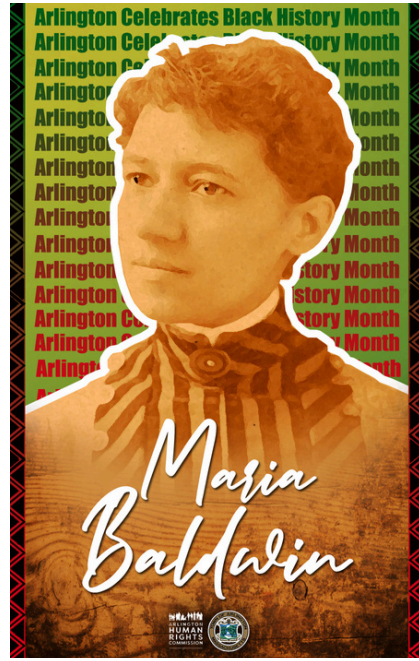
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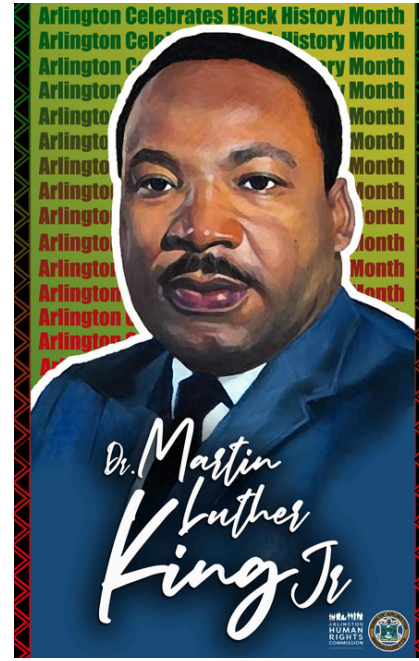
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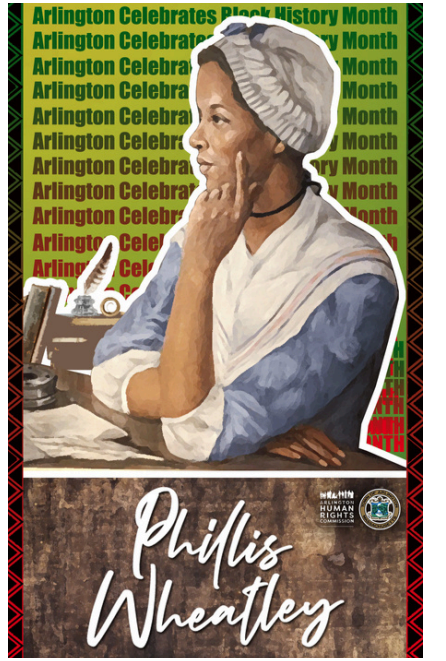
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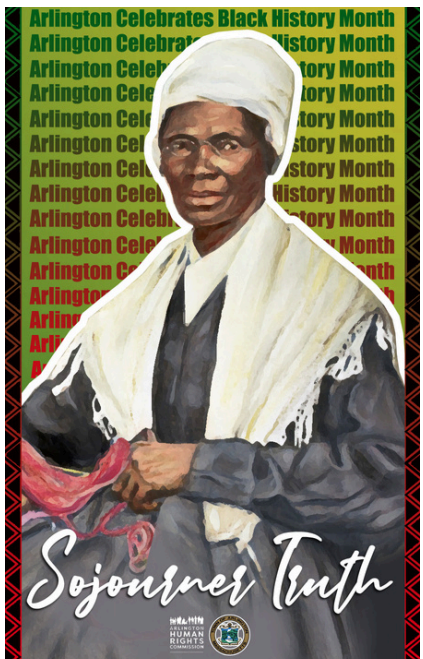
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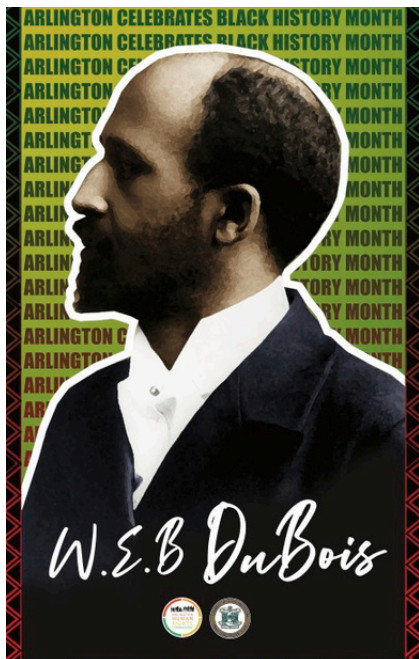
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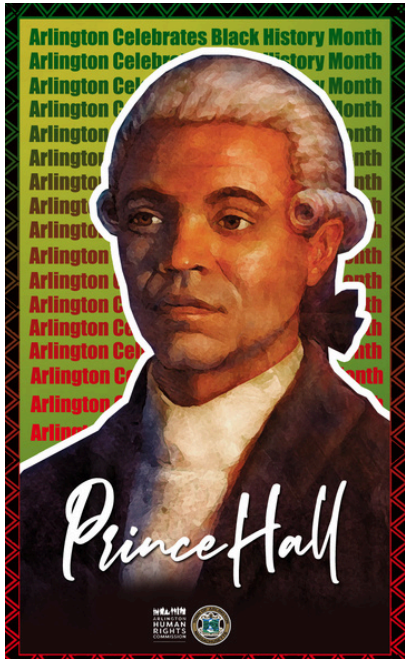
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13



14



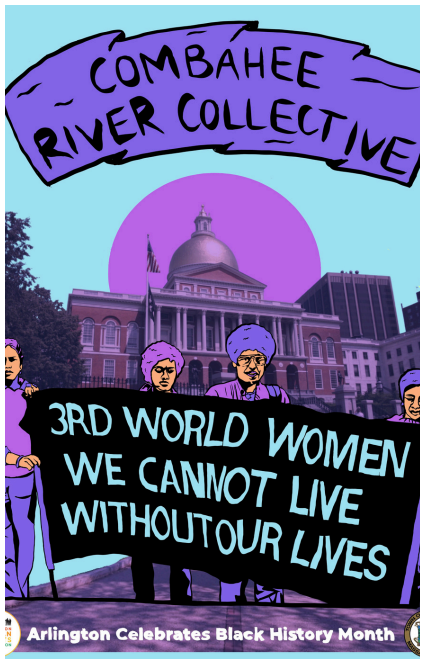
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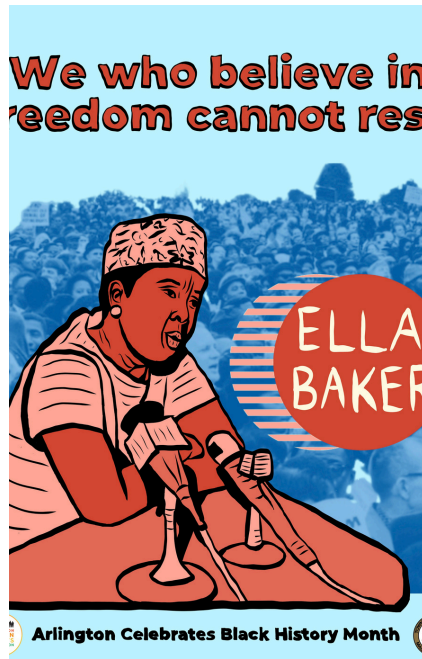
Joey James
Artist



Arlington Celebrates Black History Month
BHM POSTER KEY



16



17



18



19



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21



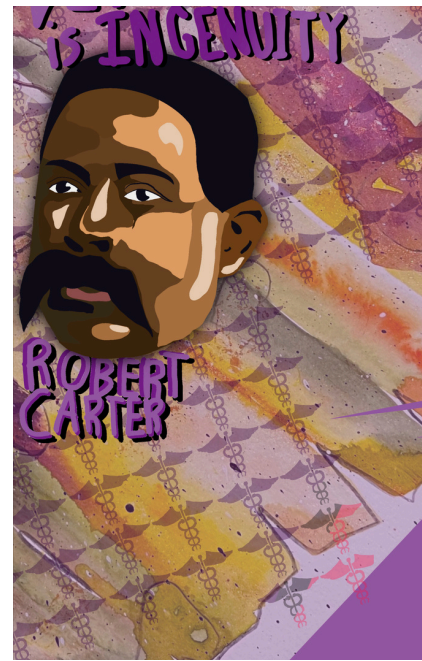
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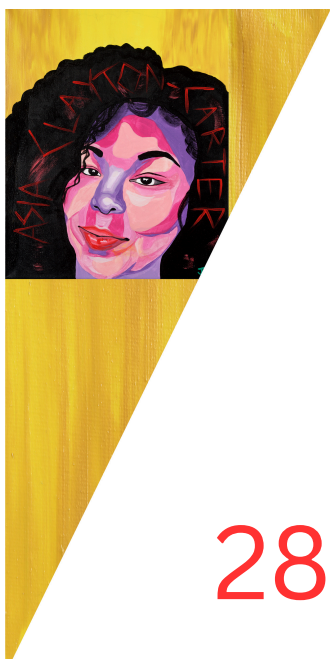
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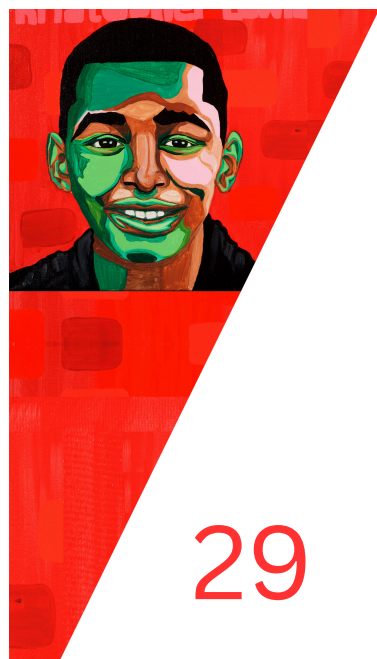
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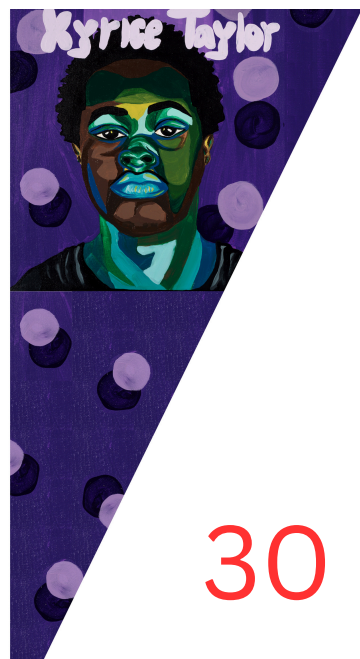
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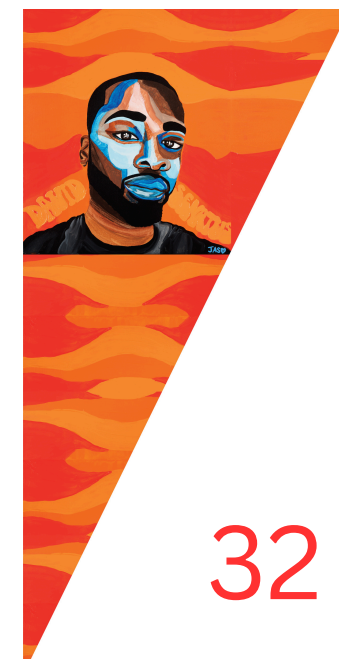
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32



33

Rachel Domond



Artist



Remi Antunes & Malik Harding

Artists

Jasmine Milton



Artist



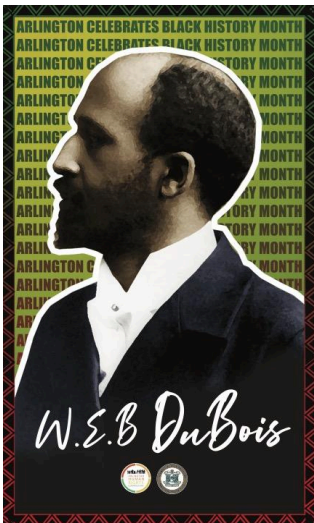
Arlington Celebrates Black History Month
BHM POSTER KEY

"Arlington Celebrates Black History Month" By Joey James



Joey James is an experienced Graphic Designer from Boston with a BFA in Graphic Design from Massachusetts College of Art and Design. He has over 7 years of experience in his field with a passion for all art forms.

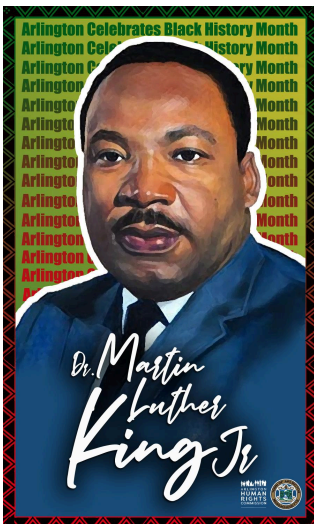
Joey James' field of expertise is in Logo design, Posters, Flyers, Banners, Business Cards, Brochures, Music Marketing, Magazines and Marketing Presentations. His goal is to bring the customer's vision to full color and life while giving them high quality work with his experience in Graphic Designing.



WILLIAM EDWARD BURGHARDT (W.E.B.) DU BOIS

Writer, teacher and activist, DuBois lifetime began just after the eradication of slavery and ended during the era of the 1960s civil rights battles. The prolific Great Barrington, Mass., native attended Harvard and became the first African American to earn a Harvard PhD. He also gained recognition for his 1903 book "The Souls of Black Folk" and went on to co-found the National Association for the Advancement of Colored People (NAACP).

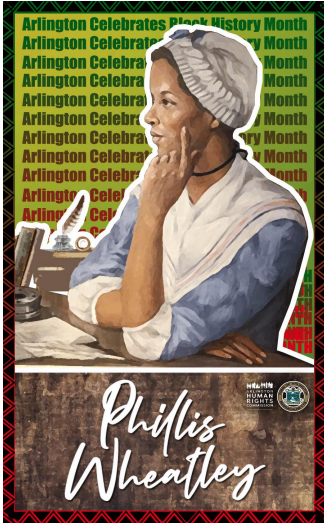
(Banner #1)



MARTIN LUTHER KING, JR.

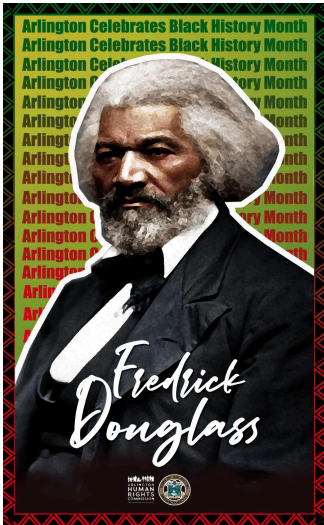
King came to Boston in 1951 to earn his Ph.D. in theology at Boston University. There he found a spiritual mentor in Howard Thurman, dean of the school's Marsh Chapel, who exposed King to the philosophy of nonviolence. During his four years in Boston, King met his future wife, Coretta Scott, who was a student at the New England Conservatory of Music.

After he became established as a leader of the civil rights movement, King returned to Boston several times to give speeches, make broadcast appearances, and lead a 1965 march from Roxbury to Boston Common to protest school desegregation. On that same visit, he addressed a joint session of the Massachusetts Legislature. He and his family also sometimes vacationed at Oak Bluffs on Martha's Vineyard. **(Banner #2)**



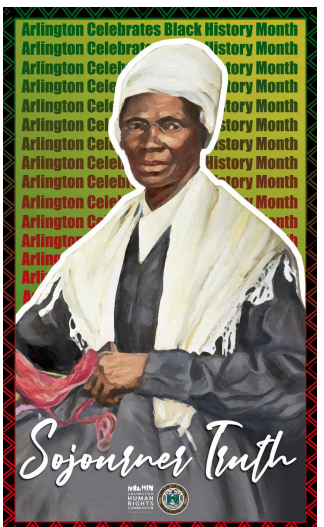
PHILLIS WHEATLEY

Phillis Wheatley is notably the first person of African descent to publish poetry in the English language—an incredible feat for the era (1750s-1780s) considering she was both a woman and a slave. Unusually, she received an education in the home of her progressive master when most slaves could neither read nor write. She began scripting poetry while she was still a young girl, publishing her first poem, “On Messrs. Hussey and Coffin,” in 1767 at the age of 15, and then her first book "Poems on Various Subjects, Religious and Moral." It's also interesting to note that the bulk shipment of the book was aboard the Dartmouth from London, the same ship carrying the same chests of tea that fate would have floating in the waters of Boston Harbor. **(Banner # 3)**



FREDERICK DOUGLASS

This abolitionist and orator knew the power of words. He traveled across the globe speaking about his experiences as a slave in Baltimore. Douglass began his career in Massachusetts, speaking first at the Massachusetts Antislavery Society's annual meeting in Nantucket in 1841, shortly after settling in New Bedford. Two decades later, he recruited blacks across the Northeast to fight in the Civil War, even enlisting two of his sons in the Massachusetts 54th regiment. **(Banner #4)**



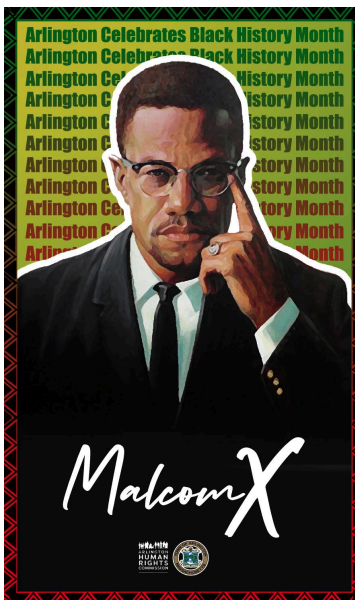
SOJOURNER TRUTH

Sojourner Truth (c.1797 - 1883) was born enslaved in New York. After escaping to freedom with her young daughter in 1826, Truth became one of the most significant and well-known abolitionists of her time. A passionate advocate for women's rights and reform, Sojourner Truth moved to Florence, Massachusetts in 1843. **(Banner #5)**



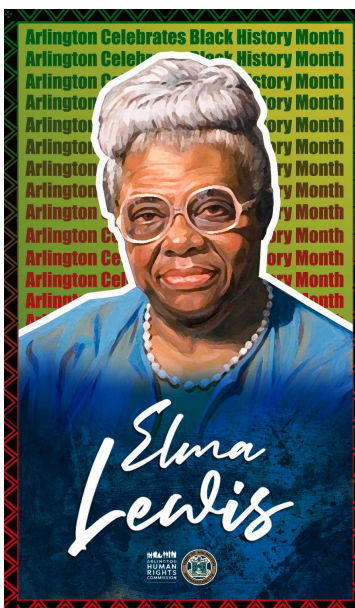
DR. GEORGE FRANKLIN GRANT

The second African American to graduate from Harvard School of Dental Medicine, Dr. George Franklin Grant was born to former slaves from Oswego, New York. He moved to Boston to continue his studies. Grant was an avid golfer and was the first to patent the golf tee. Grant is buried at Mount Pleasant Cemetery in Arlington, MA **(Banner #6)**



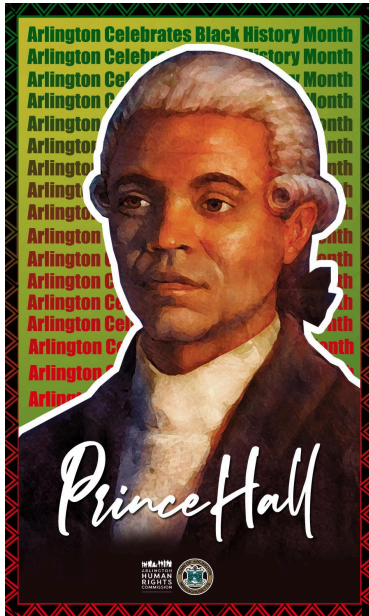
MALCOLM X

Malcolm X — or Malcolm Little, as he was known in his early life — spent part of his teens and 20s in Roxbury. After being arrested for breaking and entering and larceny, he served out his sentence in a number of Massachusetts jails and prisons, during which time he educated himself using a prison library and first learned about the teachings of the Nation of Islam. Malcolm X later went on to become a regional minister in the Nation of Islam, which included a mosque in Roxbury. **(Banner #7)**



ELMA LEWIS

The Elma Lewis School of Fine Arts was founded during the 1950s and welcomed black youths to enroll in theater, dance, music and visual arts classes. Two decades later, with a mission to make the arts widely accessible to Boston's black community, Lewis created the National Center of Afro-American Artists, a complex that joined her school with a newly formed art museum, still in existence today. For her dedication to her heritage, Lewis was awarded 30 honorary doctoral degrees, a Presidential Medal for Art, and was named a MacArthur Fellow as well as a Visionary Elder by the National Visionary Leadership Project. **(Banner #8)**

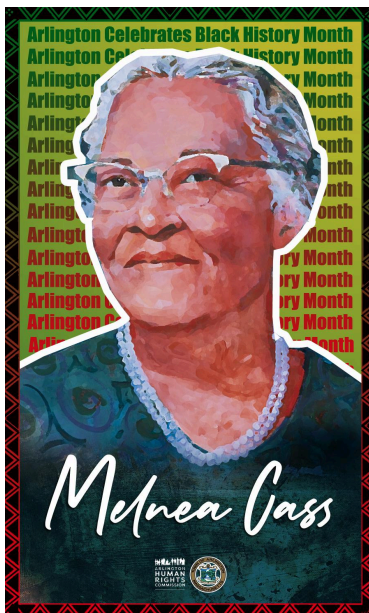


PRINCE HALL

Bostonian, 18th-century abolitionist and free black man is recognized for progressive ideals and efforts to gain equality. As a lobbyist for public education, he helped organize a community school in the Beacon Hill home of his son when Hall's petition for equal access was denied. Ultimately, this became the Abiel Smith School, which today houses the Museum of African American History. Hall also influenced his contemporaries into becoming freemasons, a division that still bears his name: Prince Hall Freemasonry.

In Boston in 1776, Prince Hall founded the Masonic Lodge. In 1864, Grand Master William B. Kendall of the Prince Hall Grand Lodge deeded the Gardner Street parcel he had purchased in 1856 to his lodge's Masonic Order.

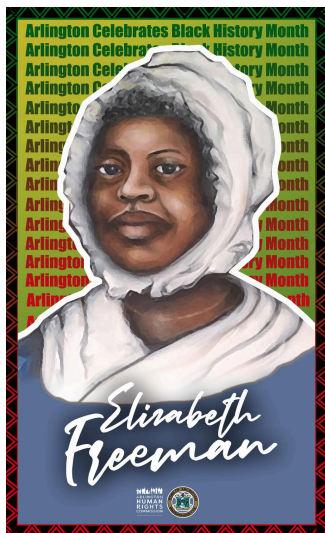
Black Americans needed a place to bury their loved ones. The property was to be put in trust to be used exclusively as a Masonic burial ground to be known as Prince Hall Cemetery. Records indicate it was in use until about 1897 when for unknown reasons, it fell into disuse and as time passed it was forgotten. **(Banner #9)**



MELNEA CASS

In 1920, when the 19th Amendment passed and women earned the right to vote in 1920, 24-year-old Cass organized black women to register and encouraged them to express their views. The social activist rallied for racial justice, protesting publicly, working for groups like the NAACP and founding organizations locally like the Freedom House, which took efforts to keep her Roxbury neighborhood clean and safe. From 1962-64, the "First Lady of Roxbury" served as the president of the Boston branch of the NAACP and was also actively involved in the desegregation of Boston schools.

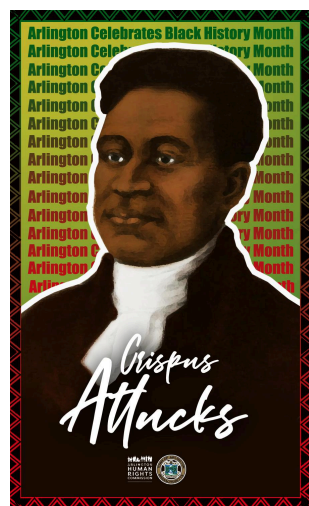
(Banner #10)



ELIZABETH FREEMAN (1742- 1829)

Elizabeth Freeman, also known as “Mumbet”, “Bett”, and “Mum Bett” was born a slave and sold to the Ashley family in Sheffield, Massachusetts as a teenager. She was one of the first slaves in Massachusetts to sue for her freedom, and win. In what is known as the *Brom and Bett vs. Ashley*, Freeman and another slave Brom sued the Ashley family in 1781 in the Court of Common Pleas in Great Barrington for their freedom from the family after being abused by them. Freeman approached her lawyer Theodore Sedgewick because she recognized the implications of Article 1 of the Massachusetts Constitution after hearing it read aloud: “All men are born free and equal, and have certain natural, essential, and unalienable rights.” After earning her freedom she worked as a

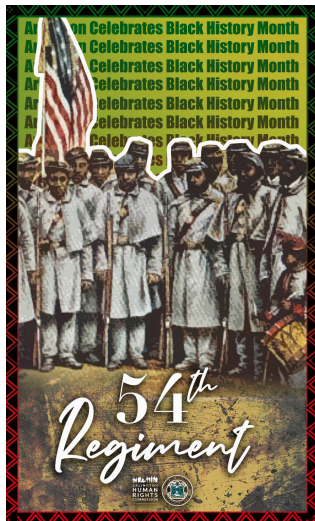
governess for the Sedgewicks before moving into her own house in Stockbridge, Massachusetts where she lived as a healer, midwife and nurse before passing in 1829. She is buried in the Stockbridge Cemetery. **(Banner #11)**



CRISPUS ATTUCKS

At over six feet tall, Crispus Attucks, the son of a slave and Wampanoag Indian, cast a daunting shadow. His last name, "Attucks," is of Indigenous origin, deriving from the Natick word for “deer”. Today, we remember his name because he was one of the five victims of the 1770 Boston Massacre. Attucks and other townspeople were protesting the British-imposed Townshend Acts faced-off with the Redcoats in a skirmish, he was the first to be fatally shot.

(Banner #12)



THE 54TH REGIMENT

An estimated 5,000 African Americans fought in the American Revolution and the War of 1812, but it wasn't until 1863 that the U.S. government officially accepted them into service. The North's first all-black volunteer infantry, the 54th Regiment, headed out from Boston under the leadership of Colonel Robert Gould Shaw, a 20-something white commander. Hundreds of soldiers of the 54th, including Shaw, were fatally wounded at South Carolina's Fort Wagner, but all proved their patriotism to their countrymen by fighting with valor and bravery. **(Banner #14)**

“Fighting for Social Justice” by Rachel Domond

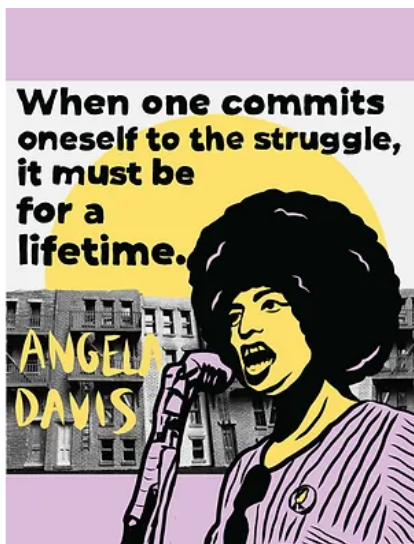


Rachel Domond is a queer Black woman, community organizer, urban farmer, and self-taught artist based in Roxbury (Boston), Massachusetts, originally from East Arlington. Her art combines elements of those pieces of her identity, exploring issues of land, food justice and sovereignty, community, and liberation politics. She looks to Black women and their ancestral relationship to the Earth, particularly those of Quisqueya (or Haiti, where her paternal ties are rooted) as inspiration in creating her pieces. Rachel's primary medium is acrylic paint, though she also plays with colored pencils and is interested in experimenting with mixed media in the future.



The Combahee River Collective was a Black feminist lesbian socialist organization active in Boston from 1974 to 1980. The Collective argued that both the white feminist movement and the Civil Rights Movement were not addressing their particular needs as Black women and, more specifically, as Black lesbians. The Collective are perhaps best known for developing the Combahee River Collective Statement, a key document in the history of contemporary Black feminism and the development of the concepts of identity politics as used among political organizers and social theorists.

(Banner #16)

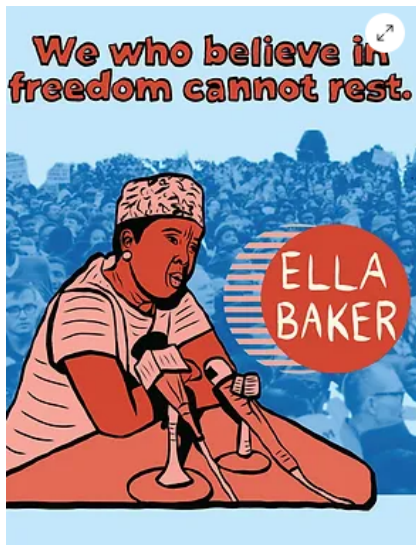


Educator and activist **Angela Davis** (1944-) became known for her involvement in a politically charged murder case in the early 1970s. Influenced by her segregated upbringing in Birmingham, Alabama, Davis joined the Black Panthers and an all-black branch of the Communist Party as a young woman. She became a professor at UCLA but fell out of favor with the administration due to her ties. Davis was charged with aiding the botched escape attempt of imprisoned black radical George Jackson and served roughly 18 months in jail before her acquittal in 1972. After spending time traveling and lecturing, Davis returned to the classroom as a professor and authored several books. (Source: History.com) **(Banner #21)**

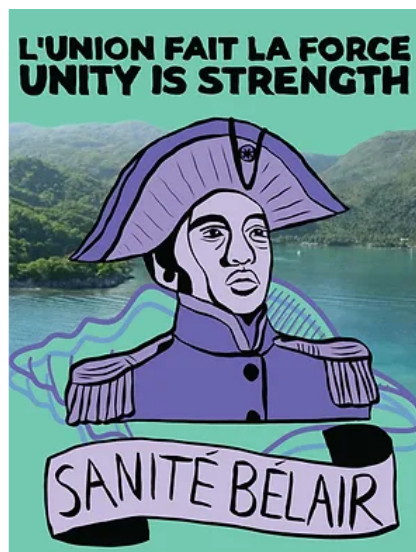


Marielle Franco (July 27, 1979 – March 14, 2018) was a Brazilian politician, sociologist, feminist, socialist, and human rights activist. After earning a master's degree in public administration from the Fluminense Federal University, she served as a city councilor of the Municipal Chamber of Rio de Janeiro for the Socialism and Liberty Party (PSOL) from January 2017 until her death.

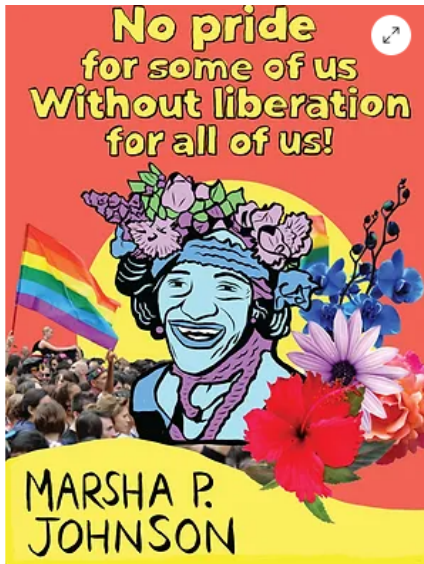
On 14 March 2018, while in a car after delivering a speech, Franco and her driver were shot multiple times and killed by two murderers in another vehicle, north of Rio de Janeiro. Franco had been an outspoken critic of police brutality and extrajudicial killings, as well as the February 2018 federal intervention by Brazilian president Michel Temer in the state of Rio de Janeiro which resulted in the deployment of the army in police operations. In March 2019, two former police officers were arrested and charged with the murder of Marielle Franco. **(Banner #19)**



Ella Josephine Baker (December 13, 1903 – December 13, 1986) was an African-American civil rights and human rights activist. She was a largely behind-the-scenes organizer whose career spanned more than five decades. In New York City and the South, she worked alongside some of the most noted civil rights leaders of the 20th century, including W. E. B. Du Bois, Thurgood Marshall, A. Philip Randolph, and Martin Luther King Jr. She also mentored many emerging activists, such as Diane Nash, Stokely Carmichael, Rosa Parks, and Bob Moses, whom she first mentored as leaders in the Student Nonviolent Coordinating Committee (SNCC). **(Banner #17)**



Suzanne Bélair, called Sanité Bélair, (1781 – 5 October 1802), was a female Haitian Freedom fighter and revolutionary, lieutenant in the army of Toussaint Louverture. Born an affranchi in Verrettes, Haiti, she married Brigade Commander and later General, Charles Bélair in 1796. She was an active participant in the Haitian Revolution, became a sergeant and later a lieutenant during the conflict with French troops of the Saint-Domingue expedition. **(Banner #20)**



Marsha “Pay it No Mind” Johnson (1945-1992) was a Black trans woman who was a force behind the Stonewall Riots and surrounding activism that sparked a new phase of the LGBTQ+ movement in 1969. Along with Sylvia Rivera, she established the Street Transvestite Action Revolutionaries (STAR) in 1970--a group committed to supporting transgender youth experiencing homelessness in New York City. Marsha P. Johnson was tragically murdered on July 6, 1992 at the age of forty-six. Her case was originally closed by the NYPD as an alleged suicide, but transgender activist Mariah Lopez fought for it to be reopened for investigation in 2012. Marsha P. Johnson is now one of the most venerated icons in LGBTQ+ history, and has been celebrated in a series of books, documentaries, and films. (Source: glsen.org) (Banner #18)

Black Business Throughout History by Remi Antunes & Malik Harding



Remi Antunes a 10-year-old activist, athlete, musician and business owner from Medford, MA. Remi has been an advocate for many injustices since a very young age. She knows, from a firsthand perspective, the need for equity and understanding. In 2020, she and her brother started a business called Speak Our Peace where they create hand drawn clothing designs that speak to social justice, unity and peace. Speak Our Peace was featured in the Harvard Gazette, and their apparel is sold in local stores in Arlington and Cambridge. A portion of the proceeds have been donated to youth homeless shelters in Boston. Remi was selected as a recipient of the LaCroix Sparkling Star Scholarship, which is given to young people who have a strong passion for giving back, helping others, and leading with kindness. Remi and Malik have also co-founded the Fayerweather Sun, a school newsletter produced monthly that is a collection of articles, poems, facts, and other submissions written by students addressing topics of activism. Remi cares deeply about making the world a better place and hopes to help create awareness about topics that will work towards that. In her spare time, she loves to read, play sports, explore outside, and play with her brother.



Malik Harding is a 10-year old artist, activist, and game inventor from Medford, MA. Malik cares deeply about nature, animals, and creating a better world. He is the co-founder of his school's Activism Club. More recently, he and Remi started a newsletter for their school focused on social and environmental justice. They collect articles from other students and write, design, and publish the newsletter monthly. Malik has been passionate about art and design from a very young age. He expresses himself through his art that ranges from landscape painting, to animation, to portraits, and abstract art. In 2020 he developed and designed a card game called "Taco Chef" that he sold at local gift shops. He donated 20% of proceeds to the World Wildlife Fund. Malik was asked by WWF to be featured on their "Ask-a-Scientist" show where he interviewed chief scientist Rebecca Shaw. In 2021 Malik was featured on WCVB Channel 5 News for his art and game. That summer, he was also able to have a solo art exhibit at Colleen's Ice Cream in Medford. Malik continues to explore all sorts of different media from writing, to design, to video, to animation while finding ways he can be an activist and leader in his communities.

From the Artists:

"Our designs feature five banners that show very influential and historic Black business people from the 18th and 19th centuries, a time when slavery was just ending. These leaders helped make it possible for other Black people to start businesses, which was something that was not easy to do especially in the 18th and 19th centuries.

We collaborated and came up with the designs together. We started with doing research to find influential Black people from Boston that were also business owners and revolutionaries. We decided on our leaders, which are William Monroe Trotter, Eliza Ann Gardner, Robert Carter, Josephine St. Pierre Ruffin, and Prince Hall. Malik drew each of their portraits using historical photos we found.

Remi drew some of the words as well as the images representing their business connection in the background. Malik used backgrounds of ink paintings he has made behind each person to give each person a color that works for them. Then we used the icons for each business in the backgrounds with the ink paintings to show each business. For

our last banner we focused on the message that ties all of these leaders together: "Black Business is Trailblazing". As young, Black leaders, we believe that being a part of the movement toward peace, justice and freedom inspires others to do the same. We know that we can create paths for other young leaders from all different backgrounds while helping our communities. Being a leader does not only take courage, it also takes passion, creativity, persistence, perseverance, and most of all, believing in the one and only, YOU."
(Banner #22)



WILLIAM MONROE TROTTER --

April 7, 1872 – April 7, 1934

William Monore Trotter was a newspaper editor and real estate businessman based in Boston, Massachusetts. In 1901, he founded the Boston Guardian, an independent African-American newspaper and contributed to the formation of the National Association for the Advancement of Colored People (NAACP).

(Banner #23)



ROBERT CARTER 1847 - January 13, 1908

Robert H. Carter III was an American pharmacist. He was the first African American certified pharmacist from Massachusetts. By 1871, Carter worked for druggist and chemist William P. S. Caldwell on 49 Purchase Street.

(Banner #24)



JOSEPHINE RUFFIN 1842 – 1924

Josephine Ruffin was an African-American publisher, journalist, civil rights leader and suffragist. Ruffin founded and was the editor of the Woman's Era, the first national newspaper published by and for African-American women. She also wrote for the black weekly paper, The Courant, and became a member of the New England Woman's Press Association.

In 1910, Ruffin helped form the National Association for the Advancement of Colored People (NAACP). She was one of the charter members of the NAACP.

(Banner #25)



ELIZA ANN GARDNER

May 28, 1831 – January 4, 1922

Eliza Ann Gardner was an African-American abolitionist, religious leader and women's movement leader from Boston, Massachusetts. As a young woman, Gardner became active in her church and in the anti-slavery movement while making her living as a dressmaker, and later as keeper of a boarding house. In 1876 she founded the Zion Missionary Society in New England to raise funds to send missionaries to Africa. Gardner is referred to as the "mother" of the organization, which later came to be known nationally as the Ladies' Home and Foreign Missionary Society.

(Banner #26)



PRINCE HALL 1735/8—1807

Prince Hall was an American abolitionist and leader in the free black community in Boston. He founded Prince Hall Freemasonry and lobbied for education rights for African American children.

In Boston, Hall worked as a peddler, caterer, and leatherworker, owning his own leather shop. In April 1777, he created five leather drumheads for an artillery regiment of Boston. Hall is considered the founder of "Black Freemasonry" in the United States, known today as Prince Hall Freemasonry. A cemetery in Arlington is a burial place for members of the Prince Hall Grand Lodge F&AM.

(Banner #27)

“Young People Leading the New Civil Rights Movement”

***In Loving Memory* by Jasmine Milton**



In *Loving Memory* is a series of paintings used to bring visibility to those who are most vulnerable; black kids who are missing or dead in Massachusetts. When black people go missing in Massachusetts, who is looking for them? We commonly see people showcased in the news fit a specific demographic, and thus receive more assistance from law enforcement. With the lack of support, people are forced to seek help elsewhere at a cost they cannot afford. With private investigators out of the question, these families instead may call on their family members and other advocates for

help spreading the word, but to no avail. The racial disparities in treatment of these cases remain a hindrance for black and low income communities.

Color theory is used to challenge the dichotomy between who these people were and how they were perceived. In fact, most of these kids have impacted their community in positive ways that deserve more recognition. Their portraits are painted, raw, with quick gestural strokes, on top a smooth, dynamic backdrop. By using bright colors, mixed with color blocking methods, we are able to identify the complexity of these peoples' lives. Narrating the real stories of these individuals instead of a picture painted by their persecutor.

About 40% of missing persons cases involve people of color, according to The Black and Missing Foundation. This number may change when adding in Latino and Asian populations. The Black and Missing Foundation's co-founder Derrica Wilson said people of color sometimes get misclassified when they go missing. Labeling them as “criminals”, “endangered runaways”, and showing their mugshots, are tactics used to shame these people for having problems. As if having a criminal background, or being a runaway, equates to being worthless. The artwork in this series suggests differently. These people were athletes, mothers, activists, students, leaders, go-getters and otherwise worthy.

So this begs the question, **when black people go missing, who is looking for them?**



Kristopher
2021

Acrylic on Canvas

Kristopher Lewis was a sweet young boy from Dorchester, who loved hanging out with his friends. He was a 13 year old student at the Joseph Lee School when he disappeared. Last seen getting off his school bus, he never made it home. His mother couldn't sleep looking for her son; handing out fliers, gathering search parties, and calling news reporters. To no avail, he has not been found. Learn more here:

(Banner #29)



David
16"x20"
2021

Acrylic on Canvas

David Senatus was a well-loved teammate and friend. He had a big personality with a great smile. He was a star athlete in Belmont High School's Rugby team. He had the funniest sense of humor, was compassionate, and well respected. He died in what has been called an "accidental drowning". What started off as a fun trip to Utah hanging out with friends, ended in sorrow because he "could not be saved" according to law enforcement.

(not placed)



Asia
16"x20"
2021

Acrylic on Canvas

Asia Clayton-Carter was last seen on May 24, 2021. She is a 15 year old female from Springfield, MA. She is biracial; Black and White, with blonde hair and brown eyes. There is no record of her story in the media resulting in having no support in finding her.

(Banner #31)



Jahaira
16"x20"
2021

Acrylic on Canvas

Jahaira DeAlto was a transgender woman activist that touched the lives of everyone in her community. She fought for transgender rights and was honored at a conference of the Massachusetts Office of Victim Assistance in 2019. She was the Mother of House of Balenciaga, and took care of those who needed her. Jahaira says "I am the mother who raised the children whose rainbow sparkled too brightly and blinded their birth moms,". On May 2, 2021 She was fatally stabbed by a man in her home. **(Banner #33)**



Jalajhia
16"x20"
2021

Acrylic on Canvas

Jalajhia Finklea, 18, New Bedford native went missing in October 2020. She was taken by a man she knew across state lines and later found murdered in FL. MA state police obtained phone records leading them to her killer detailing his story of how he "snapped", resulting in his death by cop. As rumors circulate, we're still uncovering details of this story. **(Banner #30)**



Kyrice
16"x20"
2021

Acrylic on Canvas

Kyrice Taylor was a black 19 yr old male from Mattapan, MA. He was last seen on March 24, 2020. Not much of his story is told online, and he last posted on his soundcloud and twitter in February, one month before his reported disappearance. **(Banner #32)**

Banner Schedule - 2026

MONTH	EVENT
December 2025	Winter Snowflakes - 12/1/2025 - 1/30/2026
January	
February	Black History Month - 1/31/2026 - 3/1/2026
March	
April	Patriots' Day 2026 - 4/1/2026 - 5/15/2026
May	
June	
July	
August	
September	
October	
November	
December	



Town of Arlington, Massachusetts

Civilian Police Advisory Commission

Summary:

Silvia Dominguez

(Term to Expire: 12/31/2028)

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Dominguez_S_Police_Civilian_Appointment_Request_Redacted.pdf	Reference

OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR
JOHN V. HURD, VICE CHAIR
STEPHEN W. DECOURCEY
ERIC D. HELMUTH
JANE P. MORGAN



730 MASSACHUSETTS AVENUE
TELEPHONE 781-316-3020
sbadmin@town.arlington.ma.us

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

December 1, 2025

Silvia Dominguez
Arlington, MA 02474

Re: Civilian Police Advisory Commission

Dear Silvia:

As a matter of the standard appointment procedure, the Select Board requests that you attend the Select Board meeting conducted by hybrid format, on Monday, December 8, 2025, at 7:15 p.m.

It is a requirement of the Select Board that you join this hybrid 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.

You may attend the meeting in-person or virtually. The meeting will take place in the Select Board Chambers. The link to the meeting and other information will be available at the bottom of the Select Board Agenda as well as on the Town Calendar when the meeting is posted on Thursday, December 4th, at 7:00 p.m.

Please do not hesitate to contact me by e-mail, sbadmin@town.arlington.ma.us, if you have any questions.

Thank you.

Very truly yours,
SELECT BOARD

A handwritten signature in cursive script that reads "Ashley Maher".

Ashley Maher
Board Administrator

SILVIA DOMÍNGUEZ, Ph.D.

Northeastern University
Department of Sociology & Anthropology
Center for International Affairs and World Cultures

CURRENT POSITION

- Associate Professor of Sociology, Department of Sociology and Anthropology, Northeastern University
- Associate Professor of Sociology and Human Services, Department of Sociology and Anthropology, Northeastern University
- Visiting Professor, Department of Sociology, Boston University
- Assistant Professor of Sociology and Human Services, Department of Sociology and Anthropology, Northeastern University
- Faculty Fellow, Urban Health Research Institute. Northeastern University
- Faculty Fellow, Brudnick Center for the Study of Conflict and Violence, Northeastern University
- Ford Foundation Diversity Post Doctoral Fellow, School of Social and Family Dynamics. Arizona State University.
- Graduate Teaching Fellow, Boston University School of Social Work
- Bertha Reynolds, Graduate Teaching Fellow, Graduate School for Social Work, Smith College
- Graduate Teaching Fellow, Department of Sociology. Boston University.

EDUCATION

- Ph.D. , Sociology and Social Welfare Policy, Boston University, May 2005

Dissertation Topic: "Latina Immigrants in Public Housing: Race Relations, Social Networks and Access to Services"

French Language, La Sorbonne, Paris. Cours de Civilisation Française.

French Language, Université de Montréal, Communication Orale

M.S.W., Boston College, Forensic Psychiatric Social Work, Minor in Research

. B.A., Boston College, Sociology and Psychology

RESEARCH AND TEACHING INTERESTS

Inequality, Race, Immigration, Poverty, Violence, Social Networks, and Qualitative Research Methods.

PUBLICATIONS

Journal Articles

Domínguez, S., Weffer-Elizondo, S. E., & Embrick, D. (2024). Camouflaging colonialism: a Case Study of a NeoColonial Museum. *Visual Studies*, 1-20.

Domínguez, Silvia, Simón E. Weffer, and David G. Embrick. (2020) "White sanctuaries: White supremacy, racism, space, and fine arts in two metropolitan museums." *American Behavioral Scientist* 64, no. 14 (2020): 2028-2043.

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<https://doi.org/10.1108/IJSSP-11-2018-0186>

* Recipient of the 2019 Southwestern Sociological Association Distinguished Published Paper Award

Petruzzi, Liana J., Samuel J. Pullen, Brittany CL Lange, Lindsey Parnarouskis, Silvia Dominguez, Benjamin Harris, Nicole Quiterio, et al. (2018) "Contributing risk factors for substance use among youth in post-conflict Liberia." *Qualitative Health Research* (2018: 1049732318761863.

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- Barboza, G., Dominguez, S., Pinder, J. (2017). Trajectories of Post-Traumatic Stress and Externalizing Psychopathology among Maltreated Foster Care Youth: A Parallel Process Latent Growth Curve Model. *Child Abuse and Neglect*, 72, 370-382.
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- Barboza GE, Domínguez S, Chance E. (2016) Physical victimization, gender identity, and suicide risk among transgender men and women. *Preventive Medicine Reports*. 2016 Dec 31; 4:385-90.
- Barboza, Gia Elise, and Silvia Dominguez. (2016) "Using Behavioral Risk Factor Data as a surveillance tool to monitor the prevalence of initiation, continuation, and completion of Human Papilloma Virus vaccination in children." *Data in brief* 7 1614-1616.
- Pullen, Samuel J., Liana Petruzzi, Brittany CL Lange, Lindsey Parnarouskis, Silvia Dominguez, Benjamin Harris, Nicole Quiterio, et al. (2016). "A qualitative analysis of substance use among Liberian youth: Understanding behaviors, consequences, and protective factors involving school youth and the school Milieu." *International journal of Mental Health & psychiatry* 2, no. 1

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Domínguez, Silvia, and Celeste Watkins. (2013) "Creating Networks for Survival and Mobility: Social Capital among African-American and Latin-American Low-I Income Mothers." *Social Problems*. 50(1):111-135.

***Awards:** Finalist, Rosabeth Moss Kanter Award for Excellence in Work-Family Research, Center for Families at Purdue University and the Boston College Center for Work and Family, 2005; Honorable Mention

*Section on Race, Gender, and Class, Distinguished Contribution to Scholarship (Article) Award, American Sociological Association, 2005.

NON-REFEREED ARTICLES

Domínguez, Silvia. (2008) "Race Relations and Immigration in Boston." American Sociological Association. *Footnotes*. 37(6) July/August.
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*Award: Honorary Mention, Book Award. Latino Section. American Sociological Association. 2014.

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Dominguez, Silvia 2016. Book Review of *Social Support* by Mario Small. Oxford University Press.

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Dominguez, Silvia 2008. Book Review of *Caribbean Journeys: Ethnography of Migration and Home in Three Family Networks* by Karen Fog Olwig. *Journal of American Sociology*. Volume 115, Issue 2, p 632-634, September 2009.

Dominguez, Silvia 2008. Book Review of Kathleen Odell Korgen's *Prospectus for (How) Does Race Still Matter?* Sage. February 2008.

Dominguez, Silvia 2007. Solicited Book Review of *Not Working: Latina Immigrants, Low-Wage Jobs, and the Failure of Welfare Reform* by Alejandra Marchevsky and Jeanne Theoharis. *Journal of Contemporary Sociology*. 36(2): 136-137.

Dominguez, Silvia 2006. Solicited Book Review of *Women's Health: New Frontiers in Advocacy & Social Justice Research* by Elizabeth Cartwright and Pascale Allotey, Editors, Haworth Press.

Dominguez, Silvia 2001. Book Review of *Empowering Women of Color* by Lorraine Gutierrez and Ann Lewis. *Journal of Ethnic and Cultural Diversity in Social Work* 2001. 1:97 100.

ENCYCLOPEDIA ENTRIES

Domínguez, Silvia. 2008. "Social Capital and Social Work. **Encyclopedia of Social Work**. Oxford University Press. 2008. 34-38.

RESEARCH / POLICY REPORTS / OPINION

Dominguez, Silvia 2012. *Substance Abuse in Liberia*. Chester Pierce Global Psychiatry Center, MGH

Dominguez, Silvia 2009. "Sexual and Gender-Based Violence." *Mental Health Policy for Liberia*. Co-authored with David Henderson, Edward Wang, Richard Mollica, and Jim Lavelle. The Liberian Government ratified the policy.

Dominguez, Silvia 2007. Nathan Rickels and Hortensia Amaro. "The Health Care Experiences of African-American Veterans." Boston Public Health Commission. Boston, MA.

Dominguez, Silvia 2000. "Ethnic Disparities in Substance Abuse Treatment." Boston Alcohol and Substance Abuse Programs. Boston, MA.

Dominguez, Silvia 1997. "Programming for Children in Community Development Corporations." Local Initiatives Support Corporation. Boston, MA.

Dominguez, Silvia 1995. "Youth Violence Prevention Initiatives." Massachusetts Department of Public Health. Boston, MA.

Dominguez, Silvia 1994. "Is Social Work Interested in Latinos?" National Association of Social Workers, Massachusetts Chapter. Boston, MA.

WORKS IN PROGRESS

Dominguez, Silvia. Towards Structural Competency. Under R/R with the Journal of Race and Ethnicity.

Dominguez, Silvia. A Table of Two Projects: Human Services Bridging to Immigrants in Public Housing. To be submitted to a peer-reviewed journal.

Domínguez Silvia "Beyond the White-Black Dichotomy in Intergroup Conflict: The Case of Latin-American Immigrants Integrated into an Irish-American Public Housing Development." To be submitted to a peer-reviewed journal.

Dominguez, Silvia and David Embrick. More than Just Insults: Rethinking Current Social Science Contributions to Better Understanding Racial Microaggressions. Book under contract with New York University Press.

ACADEMIC AWARDS AND HONORS

2014 Honorable Mention for best book, Getting Ahead: Social Mobility, Public Housing and Immigrant Networks. Latino Section of the American Sociological Association.

2011 Guest, Humanities Center, Northeastern University; Book Release Party, Getting Ahead: Social Mobility, Public Housing and Immigrant Networks.

2011 Guest Presenter, The Latino Cultural Center, and the Snell Library "Meet the Author" Series, Northeastern University; Book Reading, Getting Ahead: Social Mobility, Public Housing, and Immigrant Networks.

2010 Recognized by the United States Census Bureau as an Ethnography Expert on low-income Latino populations.

- 2009 – 2010 Recipient, Ford Foundation Post-Doctoral Diversity Fellowship.
- 2007 – 2009 Health Disparities Fellow, National Institutes of Health.
- 2006 – 2007 Finalist, Kellogg’s Health Scholars Program, Harvard School of Public Health.
- 2006 Urban Health Research Institute Fellowship, Northeastern University.
- 2005 Finalist with Celeste Watkins, Rosabeth Moss Kanter Award for Excellence in Work-Family Research, Center for Families at Purdue University, and the Boston College Center for Work and Family.
- 2005 Honorable Mention with Celeste Watkins, Distinguished Contribution to Scholarship (Article) Award, American Sociological Association, Race, Gender, and Class Section.
- 2004 Dissertation Proposal Award, Community, Families, and Work Research Institute at Brandeis University.
- 2002 Dissertation Fellowship. American University Women
- 2001 Dissertation fellowship, the US Department of Housing and Urban Development
- 2001 Dissertation Fellowship. Woodrow Wilson

ADDITIONAL PROFESSIONAL AFFILIATIONS

-  The Chester Pierce MD Center for Global Psychiatry
Massachusetts General Hospital – Harvard University Medical School
-  Harvard University, Summer Institute, Cambridge, MA
Participant, Multidisciplinary Program in Inequality and Social Policy
-  Brandeis University, Waltham, MA
Dissertation Fellow, Women’s Studies Research Center
-  Institut National D’Etudes Demographiques, Paris, France
Visiting Research Fellow, Immigration Studies with Patrick Simon
-  **Centre de Recherche sur L’Habitat, Université de Paris, Paris, France**
Visiting Research Fellow, Urban Sociology and Public Housing with Marie Helene Bacque

RESEARCH EXPERIENCE

PRINCIPAL INVESTIGATOR

- Sexual and Gender-Based Violence in Liberia. Chester Pierce Global Psychiatry Program, Massachusetts General Hospital, Harvard University Medical School.
- Campus Center for Violence Against Women - SOCU324 Team Project. Conducted focus groups to evaluate students' readiness to confront sexual violence. IRB approved.
- Cultural Identity among Young Adults (Work in Progress): Collect cultural identity essays from students to write multiple manuscripts. IRB approved.
- Latina Immigrants in Public Housing: Race Relations, Social Networks and Access to Services. Ph.D. Dissertation, Boston University.
- Substance Abuse: Disparities in Services, Boston Alcohol and Substance Abuse Programs, Boston, MA.
- Community Development Corporations; Youth Programs, Local Initiatives Support Corporation, Boston, MA.
- Is Social Work Open to Latinos? National Association of Social Workers, Massachusetts Chapter.

CO-INVESTIGATOR

- Experiences of Discrimination among African-American Veterans. Hortensia Amaro, Nathan Rickles. Urban Health Research Institute. Northeastern University.

RESEARCH ASSOCIATE

- The Three-City Study of Moving to Opportunity: Causal Mechanisms and the Next Generation, PIs: Xavier Briggs, MIT; John Goering, CUNY and Susan Popkin, The Urban Institute.

RESEARCH ASSISTANT

- Evaluation of the Man-Alive Intervention, County Jail No. 7, San Francisco, CA, PI: James Gilligan, M.D.

█ Evaluation of State Wide Violence Prevention Initiatives, Massachusetts Department of Public Health, Boston, MA.

█ Support Systems of Employed Substance Abusers, Center for Work and Family, Boston University. Boston, MA.

█ Comparative Social Policy Field Study of the Mental Health System of Delivery in Cuba. Written report and video produced. Boston College Graduate School of Social Work. Boston, MA.

█ Comparative Qualitative Study of Ten-Year-Old Children across School Systems titled "Children's Views on Nuclear War." Co-authored a paper and a presentation. Boston College Department of Psychology. Boston, MA.

NEIGHBORHOOD AND FAMILY ETHNOGRAPHER

█ Three-City Study of Moving to Opportunity: Causal Mechanisms and the Next Generation, PIs: Xavier Briggs, MIT; John Goering, CUNY, and Susan Popkin, The Urban Institute.

█ Welfare, Children & Families: A Three City Study, PIs: Ronald Angel, Linda Burton, P. Lindsay Chase-Landsdale, Andrew Cherlin, Robert Moffitt, and William J. Wilson.

SUBMITTED GRANTS

█ Dr. Tracy Robinson). Creating clinical interventions for microaggressed patients. Tier 1 Provost Grant. Non-Funded. \$49,000

INVITED ACADEMIC LECTURES/TALKS

INTERNATIONAL

Dominguez, Silvia. 2010. "Using Social Networks to Study the Adaptation of migrants." Social Network Analysis Institute, Santiago, Chile.

Dominguez, Silvia. 2010 "Domestic Abuse and the Reproduction of Poverty." Department of Sociology, University of Toronto, Toronto, Canada (March 2010)

Dominguez, Silvia. 2009 "Social Networks and Immigrants." International Summer School. Ruhr-Universitat Bochum, Bochum, Germany (October 2009)

NATIONAL

Dominguez, Silvia. 2016. "The heterogeneity of ties among Low-Income Women" Northeastern University

Dominguez, Silvia. 2016. "Transnational Ties." Harvard University. (Spring, 2016)

Dominguez, Silvia. 2016. "Research on Latin American Women in Public Housing" Ever to Excel: All Things Social Work. Boston College. September 17, 2016

Dominguez, Silvia. 2015. "Qualitative Social Networks." Harvard University. (September 4, 2015).

Dominguez, Silvia. 2014. "Getting Ahead: Social Mobility, Public Housing and Immigrant Networks," Simmons College.

Dominguez, Silvia. 2013. "A Social Theory of Trauma: Implication for Global Mental Health." Chester Pierce Global Psychiatry Division, Massachusetts General Hospital. (December 6, 2013).

Dominguez, Silvia. 2013. "Immigrants, Social Networks and Mobility." Recent Immigration Initiatives: Resolutions & Challenges, An Interdisciplinary Dialogue. St John's University. New York. (November 22, 2013).

Dominguez, Silvia. 2013. "Getting Ahead: Social Mobility, Public Housing and Immigrant Networks," St John's University, Department of Sociology Fall Colloquium. (November 21, 2013).

Dominguez, Silvia. 2013. "Cultural Differences and Implications for Global Mental Health." Chester Pierce Global Psychiatry Division, Massachusetts General Hospital. (June 28, 2013).

Dominguez, Silvia. 2013. "Getting Ahead: Social Mobility, Public Housing, and Immigrant Networks," City, Neighborhood and Society series exploring social-science approaches to urban issues. Bates College, Maine. (May 9, 2013)

Dominguez, Silvia. 2013. "The Refugee Roots of the Boston Bombers." Starr Forum: Marathon Bombing -The Global Context. MIT Center for International Studies. (May 1, 2013).

Dominguez, Silvia. 2013. "How I Have Negotiated an Interdisciplinary Career and Research." Hazel Dick Leonard Inaugural Research Symposium. Simmons College. Boston, MA. (April 12, 2013)

Dominguez, Silvia. 2013. "Frameworks from Interdisciplinary Research." Keynote Address. 18th Annual Urban Students Forum at the University of Wisconsin at Milwaukee. (March 27, 2013)

Dominguez, Silvia. 2011. "Getting Ahead." Lectures in Planning Series, Graduate School of Architecture, Planning and Preservation, Columbia University, New York, NY (December 6, 2011).

Dominguez, Silvia. 2011. "Author Meets Critic: Getting Ahead: Social Mobility, Public Housing and Immigrant Networks." Southern Sociology Society Annual Meeting, Jacksonville, CA (April 2011)

Dominguez, Silvia. 2011. "Social Flow: How Immigrants Get Ahead." Empowering our Immigrant Neighbors, Part II: Agenda for Action, St. John's University, Queens, NY (March 2011)

Dominguez, Silvia. 2011. "Sexual and Gender-Based Violence." Rockefeller University, New York, NY (March 2011)

Dominguez, Silvia. 2010. "Sexual and Gender-Based Violence in the Lives of Low-Income Women." Conference of Ford Fellows, Ford Foundation, Anaheim, CA (October 2010)

Dominguez, Silvia. 2009. "Social Flow: A Framework that Explains How Immigrants Get Ahead." Conference of Ford Fellows, Ford Foundation, Anaheim, CA (October 2009)

Dominguez, Silvia. 2007. "Relocation and Mental Health Effects: The Role of Mental Health in the MTO Population." Moving to Opportunity: Lessons from Katrina, Quinnipiac University, Hamden, CT (April 23, 2007)

REGIONAL

Dominguez, Silvia. 2017. No Mas Bebes, Faculty discussant., Latinx Cultural Center. Northeastern University. October 2017

Dominguez, Silvia. 2016. "Microaggressions in the Academy." 440 Curry Student Center. Northeastern University. Advanced Office of Faculty Development. Thursday, October 13,

Dominguez, Silvia. 2016. "Barriers and Opportunities: Latin-American Immigrant Women Getting Ahead in Public Housing in Boston." Boston College, Boston, MA (September 17, 2016).

Dominguez, Silvia. 2016. "Transnational Ties in Public Housing." Harvard University. (March, 17, 2016)

- Dominguez, Silvia. 2012. "Social Flow Intervention." Disrupting the Poverty Cycle: Emerging Practices to Achieve Economic Mobility. Crittenton Women's Union Conference. Boston, MA. (May 1, 2012).
- Dominguez, Silvia. 2011. "Barriers and Opportunities: Latin-American Immigrant Women Getting Ahead in Public Housing in Boston." Boston University, Boston, MA (October 24, 2011)
- Dominguez, Silvia. 2011. "Social Flow: A Framework for Understanding Social Mobility." Boston University School of Social Work, Boston, MA (September 27, 2011)
- Dominguez, Silvia. 2011. "Sexual and Gender-Based Violence among Dominican Immigrants in New York, Boston, and the Dominican Republic." Urban Health Research Institute, Northeastern University, Boston, MA (February 2011)
- Dominguez, Silvia. 2010. "El Tren de La Muerte." Latino Cultural Center, Northeastern University, Boston, MA (February 2010).
- Dominguez, Silvia. 2009. "Sexual and Gender-Based Violence." Research Exchange, Northeastern University, Boston, MA (December 2009)
- Dominguez, Silvia. 2009. "Latinos and the Future: Notes from the 2009 Census." Hispanic Heritage Month, Latino Cultural Center, Northeastern University, Boston, MA (October 2009)
- Dominguez, Silvia. 2009. "Heterogeneity and Homogeneity in Networks and Social Policy." Urban Research Exchange, School of Urban Policy and Urban Affairs, Northeastern University, Boston, MA (September 2009)
- Dominguez, Silvia. 2009. "The Role of Mental Health in the Moving to Opportunity Policy." Urban Health Research Institute, Northeastern University, Boston, MA (March 26, 2009)
- Dominguez, Silvia. 2009. "Immigrants and Health." Boston University School of Public Health, Boston, MA (March 5, 2009).
- Dominguez, Silvia. 2009. "Social Networks Can Make You or Break You." Socio-Cultural Series at the Latino Cultural Center, Northeastern University, Boston, MA (February 26, 2009).
- Dominguez, Silvia. 2008. "A Tale of Two Projects: Bridging Latin-American Women in Public Housing." Social Welfare Analysis Colloquium, Boston University, Boston, MA (October 30, 2008).

Dominguez, Silvia. 2004. "Do Girls Rule in Schools?" 25th Anniversary Conference of the Women Studies Program at Brandeis University, Waltham, MA (November 2004)

Dominguez, Silvia. 2000. "Losing Face, Saving Face: An Issue in the Etiology of Multiple Murders," Ninth Annual Meeting of the International Association for Forensic Psychotherapy, Boston, MA (2000)

Dominguez, Silvia. 1999. "Control or Liberation: The Role of Social Workers with Excluded Populations." Smith College Summer Institute, Northampton, MA (1999)

Dominguez, Silvia. 1994.. "Internalized Oppression: Effect on Social Workers of Color," Keynote Address, NASW Conference, Boston, MA (1994)

Dominguez, Silvia. 1995. "The Anglo-Saxon Core and Cultural Implications in Community Organizing." Boston University Graduate School of Social Work, Boston, MA (1995).

Dominguez, Silvia. 1995. Violence: Socio-cultural Aspects," Cambridge Hospital, Cambridge, MA (1995)

Dominguez, Silvia. 1997. "Culturally Competent Advocacy." Framingham Latino Coalition, Framingham, MA(1997)

Dominguez, Silvia. 1997. Latinas and Substance Abuse." Massachusetts Department of Public Health, Boston, MA (1997)

Dominguez, Silvia. 1994 "The Neo-Liberal Economic System: Effects on Inner Cities and the Drug Economy." Massachusetts Department of Public Health, Boston, MA
Dominguez, Silvia. (1994)

Dominguez, Silvia. 1991. "Cognitive Treatment and Self-Mutilation in Lock Up." Keynote Speaker, Massachusetts Conference on Forensic Mental Health, Boston, MA Dominguez, Silvia. (1991).

Dominguez, Silvia. 1991. "Dealing with Self-Mutilation in Lock-up." Hampden County House of Correction, Springfield, MA (1991).

REFEREED CONFERENCE PRESENTATIONS

INTERNATIONAL

Dominguez, Silvia. **"We are not left behind: the global consumer market and sexual economic exchange in Monrovia."** Association for Humanist Sociology. November 1-5. 2017 Habana, Cuba.

Dominguez, Silvia. **"A Tale of Two Projects: Human Service Providers and the Integration of Immigrants."**

International Social Network Analysis Conference, St Pete's Beach, Florida (2011)

International Social Network Analysis Conference. Riva Del Garda, Italy (2010)

Dominguez, Silvia. **"Social Flow: A Network Approach to the Social Mobility of Immigrants."**

International Social Network Analysis Conference, San Diego, CA (2009)

Dominguez, Silvia. **"Transnational Ties as Tools for Negotiating Poverty and Identity."**

International Social Network Analysis Conference, St. Petersburg, FL (2008)

Dominguez, Silvia. **"The Other Side of Acculturation: Mixed Methods in Social Network Research Session."**

International Social Network Analysis Conference, Corfu, Greece (2007)

Dominguez, Silvia. **"Violence as a Family Tradition: Relationship to Poverty across Generations."**

Co-presented with Diane Purvin.

Paper presented at the Résovi International Conference on Violence against Women, Montreal, Canada (2006)

Dominguez, Silvia. **"Qualitative Social Network Analysis Science."**

Co-presented with Michael Johnston.

International Social Network Analysis Conference, Vancouver, Canada (2006)

Dominguez, Silvia. **"A Tale of Two Projects: Neighborhoods, Social Capital, and Forced Integration."**

Society for the Study of Social Problems Conference, Montreal, Canada (2006)

Dominguez, Silvia. **"Avenging the Injuries of Class on Strangers: A Theoretical Look at Multiple Murderers."**

Co-presented with Eric Madfis.

Society for the Study of Social Problems Conference, Montreal, Canada (2006)

Dominguez, Silvia. **"Public Housing: Barrier or Opportunity."**

Co-presented with Tenille Allen.

International Sociological Association, Milan, Italy (2003)

Dominguez, Silvia. **"Driving under the Influence: A Culturally Responsive Treatment Curriculum."**

24th Inter-American Psychological Congress, Santiago, Chile (1993)

Dominguez, Silvia. **"Cognitive Frames and Self-Mutilation."** 24th Inter-American

Psychological Congress, Santiago, Chile (1993)

NATIONAL

Dominguez, Silvia. **"The Role of Forensic Evaluations in Deportations."** Humanist Sociology Conference, Detroit, 2018.

Dominguez, Silvia. **"A Tale of a Project: White Space and Immigrants."** American Sociological Association. Seattle, 2016.

Dominguez, Silvia. **"Helping Up, Helping Out: Exploring the Network Heterogeneity of Low-Income African- and Latin-American Women."** Co-presented with Tennille Allen. American Sociological Association, Las Vegas, NV (2011)

Dominguez, Silvia. **"Heterogeneity in the Social Networks of Low-Income Women."** Co-presented with Tennille Allen. American Sociological Association, Atlanta, GA (2010)

Dominguez, Silvia. **"It is All About Who You Know: Social Capital and Health in Low-Income Communities."** Co-presented with Tammi Arford. Eastern Sociological Association, Boston, MA (2010)

Dominguez, Silvia. **"Bridging to Latin-American Immigrants in Public Housing."** Regional Session on the Disadvantaged of Boston. American Sociological Association, Boston, MA (2008)

Dominguez, Silvia. **"How Social Services Respond to Immigrants, Social Capital and Cultural Capital and the Agency in Immigrants."** Co-presented with Xavier De Souza Briggs. Thematic Session on Immigrants, Social Networks, and Work, American Sociological Association, Boston, MA (2008)

Dominguez, Silvia. **"The Other Side of Acculturation."** American Sociological Association, New York, NY (2007)

Dominguez, Silvia. **"Violence as a Family Tradition: Relationship to Poverty across Generations."** Co-presented with Diane M. Purvin. Eastern Sociological Society, Philadelphia, PA (2007)

Dominguez, Silvia. **"The Health Care Experiences of African-American Veterans."** Co-presented with Nathan Rickles. Eastern Sociological Society, Philadelphia, PA (2007)

Dominguez, Silvia. **"A Tale of Two Projects: Neighborhoods, Social Capital, and Forced Integration."** 34th Annual Conference of the National Association of Ethnic Studies in San Francisco, CA (2006)

Dominguez, Silvia. **“Avenging the Injuries of Class on Strangers: A Theoretical Look at Multiple Murderers.”** Co-presented with Eric Madfis. Eastern Sociological Society Meeting, Boston, MA (2006)

Dominguez, Silvia. **“Comparing the Resource Attainment Strategies of African-American Latin-American Low-Income Mothers.”** Co-presented with Celeste Watkins. American Sociological Association Meeting, Anaheim, CA (2001).

Dominguez, Silvia. **“Unpacking Social Isolation: Comparing the Resource Attainment Strategies of African-American & Latin-American Low-Income Mothers.”** Co-presented with Celeste Watkins. Institute for Women’s Policy Research, Washington, D.C. (2001)

Dominguez, Silvia. **“Control or Liberation: The Role of Social Workers with the Excluded Populations.”** Smith College Summer Institute, Northampton, MA (1999)

Dominguez, Silvia. **“Youth Violence: An Empowering Alternative.”** American Sociological Association, San Francisco, CA (1998)

Dominguez, Silvia. **“The New Labor Structure: Social Psychological Implications.”** American Sociological Association, San Francisco, CA (1998). Society for the Study of Social Problems, San Francisco, CA (1998)

ADDITIONAL CONFERENCE PARTICIPATION

ORGANIZER

With Betina Hollstein, Qualitative and Mixed Methods Social Network Research Sessions at the International Social Network Analysis Conference, Brighton, England, June 2015.

With Betina Hollstein, Qualitative and Mixed Methods Social Network Research Sessions at the International Social Network Analysis Conference, St Pete Beach, FL, February 18-23, 2014.

Latino Sociology Section program session in American Sociological Association Annual Conference in Denver, CO, August 2012.

With Rosalyn Negron, Qualitative and Mixed Methods Social Network Research Sessions at the International Social Network Analysis Conference, Hamburg, May 21- 26, 2013.

With Betina Hollstein, Qualitative Social Network Research Sessions at the International Social Network Analysis Conference, Redondo Beach, CA, March 12- 18, 2012.

With Betina Hollstein, Qualitative Social Network Research Sessions at the International Social Network Analysis Conference, St Pete Beach, February 8-13, 2011.

Organizer and Presider, Latinos and Public Policy Session,
American Sociological Association, Atlanta, GA, August 14-17, 2010.

With Betina Hollstein, Qualitative Social Network Research Sessions at the International Social Network Analysis Conference, Riva del Garda, Italy, June 26 to July 2, 2010.

With Betina Hollstein, International Conference on Mixing Methods in Social Network Research. Humboldt University. Berlin, Germany. January 30-31, 2009.

With Betina Hollstein and Willie McKether, Qualitative Social Network Research Sessions at the International Social Network Analysis Conference, San Diego, CA, March 10-15, 2009.

Thematic Session on Immigrants, Social Networks and Work, with Roberto Fernandez, Xavier De Souza Briggs, Mario Small, Cecilia Menjvar, and Mary Waters, American Sociological Association, Boston, MA, August 2008.

Mesa Hispana: forum for social network researchers from Spanish-speaking countries at the International Social Network Analysis Conference, St. Petersburg, FL, January 22-28, 2008.

With Betina Hollstein, Qualitative Social Network Research Sessions at the International Social Network Analysis Conference, St. Petersburg, FL, January 22-28, 2008.

With Betina Hollstein, Qualitative Social Network Research Sessions at the International Social Network Analysis Conference, Corfu, Greece, May 1-7, 2007.

OTHER CONFERENCE PARTICIPATION

2015 Qualitative Social Networks Workshop, INSNA

2015 Qualitative Social Networks Workshop, INSNA

2014 with Betina Holstein, Mixed Methods and Social Networks Workshop, INSNA

2013 with Betina Holstein, Mixed Methods and Social Networks Workshop, INSNA

2012 with Betina Holstein, Mixed Methods and Social Networks Workshop, INSNA

DISCUSSANT

Silvia Dominguez & Van Tran, conversation Eastern Sociological Association Meeting, Boston March 2017.

Mini Conference: Immigration and Race in Neighborhoods and Public Spaces. Eastern Sociological Association Meeting, Boston, March 2017.

“Social Capital.” Discussant. American Sociological Association. Seattle 2016

"Illegality, Youth, and Belonging," Harvard Graduate School of Education, Cambridge, MA.
October 25-26, 2013

"Transnational Migrant Networks and Social Support."

International Conference on Transnational Social Support, Mainz, Germany, October 4-5, 2011.

"Worlds without Work: Latina/o/os in Urban America."

American Sociological Association, Boston, MA, August 1, 2010.

"Informal Economy: Migration and Citizenship".

Eastern Sociological Association, Boston, MA, March 21, 2010.

Violence against Immigrants Conference.

Brudnick Center, Northeastern University, Boston, MA, November 3, 2006.

"Latino Immigrants and Social Networks."

Embracing Diversity: Latino Immigration and the Transformation of American Society,
Harvard University, Cambridge, MA, October 13-14, 2006.

EXTERNAL GRANTS

Submitted

- | | |
|------|--|
| 2014 | The Robert Wood Johnson Foundation: New Connections: Discriminatory Stress among Immigrants. Pilot grant. |
| 2014 | NSF. White Mothers and Black Mothers of Black/White Children. With Tracy Robinson. (\$100,000) |
| 2014 | The Deleterious Consequences of Everyday Racial Microaggressions: Comparing African Americans and Black Immigrants in Post-Civil Rights America with David Embrick. Tier 1. |
| 2013 | Understanding substance abuse in post-conflict Liberia: Building sustainable, culturally responsive mental health infrastructure—tier 1. |
| 2012 | United Nations Women. <i>Sexual Violence in Liberia</i> Concept Paper. January 2012. |
| 2011 | NIJ Grant Proposal , Funding Opportunity Number NIJ-2011-2824.
<i>Sexual and Gender Based Violence and Police-Community Relations in Dominican Neighborhoods</i> Submitted by Silvia Domínguez and Ana Liberato, April 6, 2011 (\$351,270). |

2011 Boundaries and Bridges: Mapping Urban Embeddedness and University-Community Engagement. Liza Weinstein, Daniel Hewett, and Silvia Dominguez
Tier 1.

The Robert Wood Johnson Foundation: New Connections. Grant: Increasing Diversity of RWJF Programming, Junior Investigators Program.

Urban Studies Foundation and Urban Studies Journal: Seminar Series Competition. Competitive grant to fund proposed conference at Northeastern University; proposed conference title: **Urban Marginality and the Tourist.Encounter.** Submitted by Liza Weinstein, Silvia Domínguez, and Doreen Lee (\$30,350).

AWARDED



Awarded funding from Humboldt University, Berlin, the Berlin Graduate School of Social Sciences (BGSS), and the Ph.D. program for Socio-economic and Statistical Studies (SESS), run by the German Academic Exchange Service and the German Science Foundation. Applied to a conference of contributors to the book **Combining Mixed Methods in Social Network Studies**, which I co-edited with Betina Hollstein. The conference took place in January 2009 at the European Academy in Berlin, Germany (EU 15,000).



Grantee, National Institutes of Health, Loan Forgiveness Program. This highly competitive award pays 50% of outstanding student loans up to \$35,000 per year for two years in exchange for research and scholarship; the study addressed the role of violence in health disparities.



Grantee, Urban Health Research Institute, Summer Grant in exchange for participation in a study on African-American veterans and discrimination in health care.



The Missy Carter Doctoral Dissertation Award, Brandeis University, Community, Families, and Work Program (\$4,000).



Dissertation Fellowship, American Association of University Women (\$20,000).



Eileen Blackey Doctoral Fellowship, National Association of Social Workers Foundation (\$8,000).



Woodrow Wilson National Fellowship in Women's Studies (\$7,500).

	Dissertation Grant , United States Department of Housing and Urban Development (\$20,000).
	Hubie Jones Urban Social Work Fellowship , Boston University (\$5,000).
	Bertha Reynolds Fellowship , Smith College (\$24,000).
	National Institute of Mental Health Grant , University of Michigan, Inter-University Consortium for Political and Social Research, Summer Evaluation Research Program.
	Minority Fellows Program , National Institutes of Mental Health.
	Teaching Fellowship , Boston University, Graduate School of Arts and Sciences, Department of Sociology.

INTERNAL GRANTS

SUBMITTED

2012-2013	Understanding Substance Abuse and HIV in Post-Conflict Liberia with Christina Lee. Law and Health Policy.
2012-2013	Micro-aggressions among Professional Asian, Black, and Latina Women with Tracy Robinson. Law and Health Policy
2012-2013	Understanding Substance Abuse in Liberia. Tier 1 with Tiffany Kim and Diana Ramirez
2011-2012	Social Entrepreneurship and Sexual Abuse in Liberia. Tier 1. With Gia Barboza, Hotensia Amaro and William Tita.

FUNDED

2008 - 2009	Faculty Advancement Grant , Office of the Provost, Northeastern University; granted for attendance at January 2009 workshop of authors participating in book, Combining Mixed Methods in Social Network Studies , co-edited by Silvia Domínguez and Betina Hollstein in Berlin, Germany.
2006 – 2007	Research and Scholarship Development Grant , Office of the Provost, Northeastern University; grant to research “ Violence as a Family Tradition: Relationship to Poverty across Generations ” (\$7,600).

TEACHING/ADVISING

COURSES TAUGHT

Dialogue of Civilizations: Ethnography and Social Network Analysis. Universidad de Sevilla, Universidad Autonoma de Barcelona. Summer 2016.

GCWS: **Gender, Marginalization and Health**. The Graduate Consortium in Women's Studies. MIT.

SOCL1241: **Violence and Society**: Department of Sociology and Anthropology. Northeastern University.

SOCL7257: **Immigration in Urban America**, Department of Sociology and Anthropology. Northeastern University.

HUSV2350: **Ethnic Relations, Cultural Identity and Human Services**, Human Services Program. Northeastern University.

SOCL3487: **Applied Sociology: Practice and Theory**, Department of Sociology and Anthropology. Northeastern University.

PPUA7232: **Immigration and Urban America**, School of Public Policy and Urban Affairs. Northeastern University.

SOCU520: **Race, Gender and Class: Qualitative Approaches to Intersectional Analysis**, Department of Sociology and Anthropology. Northeastern University.

SOCG256: **Race, Ethnicity and Health in the United States**, Department of Sociology and Anthropology. Northeastern University.

SOCG256: **Field Methods in Urban Society**, Department of Sociology and Anthropology. Northeastern University.

SR743: **Research Methods I**, Boston University School of Social Work

506B: **Brief Interventions**, Smith College School of Social Work (21 Students)

SSW334: **Racism in the United States: Implications for Social Work Practice**, Smith College School of Social Work.

SOC207: **Introduction to Ethnic, Race and Minority Relations**, Department of Sociology. Boston University

506B: **Brief Interventions**, Smith College School of Social Work

SSW334: **Racism in the United States: Implications for Social Work Practice**, Smith College School of Social Work

506B: **Brief Interventions**, Smith College School of Social Work

SSW334: **Racism in the United States: Implications for Social Work Practice**, Smith College School of Social Work

506B: **Brief Interventions**, Smith College School of Social Work

DIRECTED STUDIES

Spring 2014 SOCLXXX: Independent Study with Tracy A Corley

Spring 2013 SOCLXXX: Independent Study: Global Mental Health (with Hannah Einstein)
Human Services and International Relations.

Fall 2012 SOCLXXX: Independent Study: Gender and Globalization (with Diane Ramirez)
Department of Sociology and Anthropology

Spring 2011 SOCL4992: **Independent Study- Post Conflict Societies** (with Gabrielle Murphy), Department of Sociology and Anthropology

Spring 2006 SOCL7976: **Independent Study – Mass Murderers** (with Eric Madfis),
Department of Sociology and Anthropology

Spring 2006 SOC951: **Independent Study – Latinos and the Media** (with Tanisia Santos),
Department of Sociology and Anthropology

GRADUATE SUPERVISION

GRADUATE STUDENT TEACHING ASSISTANTS

2017	Tibrine DaFonseca, Ethnography and Social Networks , Dialogue of Civilizations (Summer 2017)
2017	Marhabo Saparoba, Violence and Society (Spring 2017)
2016	Anjuli Fahlberg Violence and Society (Spring 2016)
2016	Diana Ramirez, Ethnography and Social Networks , Dialogue of Civilizations. (Summer 2016)
2016	Baran Karsak, Violence and Society (Fall 2016)
2008-2009	Shannon Campbell Ethnic Relations, Cultural Identity and Human Services (Fall 2008-Spring 2009)
2009	Supervised Autumn Mathias as Graduate Student Teaching Assistant for Ethnic Relations, Cultural Identity, and Human Services (Spring 2009)
2007	Supervised Francesca Gilkey as Graduate Student Teaching Assistant for Race, Ethnicity and Health (Fall 2007)
2006	Supervised Caroline Gildey as Graduate Student Teaching Assistant for Race, Ethnicity and Health (Fall 2006)

Ph.D. COMMITTEES

2015-2016	Vicky Shaw, Department of Sociology and Anthropology, Northeastern University (Director of Thesis)
2015-2016	Liana Tuller, Department of Sociology and Anthropology, Northeastern University (Qualifying Exam and Dissertation committee)
2016	Miguel Montalva. Department of Sociology and Anthropology, Northeastern University (Qualifying Exam)
2013	Florencia Gabriela, Department of Political Science, Northeastern University. (PhD. Committee)
2011-	Amanda Crabb, Department of Sociology and Anthropology, Northeastern University (Ph.D. Committee)
2010-	Brandy Hubbard, Department of Sociology and Anthropology, Northeastern University (Comprehensive Exam Committee)
2010-	Megan Doran, Department of Sociology and Anthropology, Northeastern University (Comprehensive Exam Committee)
2010	Jennifer Lowe, Department of Sociology and Anthropology, Northeastern University (Comprehensive Exam and Ph.D. Committee)
2008	Sara Cope, Department of Sociology and Anthropology, Northeastern University (Comprehensive Exam Committee)
2008-2009	Trish Morris, Department of Sociology and Anthropology, Northeastern University (Ph.D. Committee)
2008	Linda Christen, Department of Sociology and Anthropology, Northeastern University (Comprehensive Exam Committee)

- 2007 Francesca Gilkey, Department of Sociology and Anthropology, Northeastern University (Comprehensive Exam Committee) "Urban Health Disparities: Do Neighborhoods Matter?"
- 2005 Christina Braidotti, Department of Sociology and Anthropology, Northeastern University (Comprehensive Exam and PhD Committee) "Towards a Sociology of Trauma."

M.A. COMMITTEES

- 2016 Darryl Walker, Department of Sociology, Northeastern University
- 2010 Justin Rice, Department of Journalism, Northeastern University (MA Committee)

UNDERGRADUATE SUPERVISION

UNDERGRADUATE STUDENT RESEARCH

- 2017 Victoria Lee, Honors Student, Northeastern University
- 2017 Sokono Diallo, Human Services, Northeastern University
- 2016-2017 Wentao Zhou, Department of Sociology, Northeastern University
- 2015-2017 Laura Bernstein, Department of Sociology, Northeastern University
- 2015-2016 Juanita Barrera, Department of Sociology, Northeastern University
- 2011 Caroline Rinehart, Department of Sociology, Northeastern University
- 2011 Gabrielle Murphy, Department of Psychology, Northeastern University
- 2010 Gabrielle Murphy, Department of Sociology, Northeastern University
- 2010 Marie Ferer, Department of Sociology, Northeastern University

Ph.D. ADVISING

- 2016- Baran Karsak
- 2016- Miguel Montalva
- 2016- Diana Ramirez

M.A. ADVISING

- 2016- Jazmine Ramon

SERVICE TO THE INSTITUTION

DEPARTMENT SERVICE

- 2011 **Search Committee** for position in Criminal Justice
- 2011-Present **Committee on Graduate Studies (COGS)**, Department of Sociology and Anthropology
- 2010-2011 **Search Committee**, Joint position in Sociology and Criminal Justice
- 2010-Present **Program Development Committee**, Department of Sociology and Anthropology
- 2010- Present **Urban, Inequality and Gender Clusters**, Department of Sociology and Anthropology

2009 **Search Committee**, Sociology Position, Department of Sociology and Anthropology

2008-2011 **Human Services Program**, program development, advising, troubleshooting problem students, attending functions and events.

2005-2011 **Committee on Undergraduate Studies**, Department of Sociology and Anthropology

COLLEGE SERVICE

2010 **M.A. in Global Studies Planning Committee**. College of Humanities and Social Sciences, Northeastern University

2005-2008 **Department of Sociology Representative** to College Council Meeting.

UNIVERSITY SERVICE

2011 Emma Lazarus opening Program at Snell Library “Immigrants and Identity.”

2007-2011 **Latino Cultural Center**; presented in a number of socio-cultural series on subjects including how to benefit from networks, encouraging Latino students to develop relationships across race and class, negotiating family and academic needs, and how Latinos are changing the United States.

2011 **John D. O’Bryan African-American Institute**, panel on supporting the retention of minority students.

2010 **School of Public Policy and Urban Affairs**, dissertation funding.

2010 **Social Science and Careers Event**, Presenter

2007-2009 **Campus Center for Violence Against Women**, Faculty Adviser

2006-2008 **Campus Center for Violence Against Women**; Faculty Advisor and Principal Investigator for course-based IRB-approved team project that conducted focus groups to evaluate students’ readiness to confront sexual violence at the Northeastern campus

SERVICE TO THE DISCIPLINE AND PROFESSION

COMMITTEE/COUNCIL MEMBERSHIPS AND SERVICE

2015– 2016	American Sociological Association (Chair of Committee of the W.E.B. Du Bois Career of Distinguished Scholarship Major Award)
2014 – 2017	American Sociological Association (Committee Member of the W.E.B. Du Bois Career of Distinguished Scholarship Major Award)
2014 – 2015	American Sociological Association (Chair of the Section on Ethnic and Racial Minorities)
2013 – 2014	American Sociological Association (Chair Elect of the Section on Ethnic and Racial Minorities)
2013 – 2014	American Sociological Association (Council Member of Latino Section)
2012 – 2013	American Sociological Association (Chair of Latino Section)
2011 – 2012	American Sociological Association (Chair-Elect, Latino Section)
2010 – 2012	American Sociological Association (Council Member, Human Rights Section)
2009 – 2010	American Sociological Association (Council Member, Latino Section)
2006-Present	Sociologists without Borders (Executive Committee Member).
2006 - 2013	International Network of Social Network Analysis (INSNA) ; (developed and organized the qualitative and mixed method sessions for the annual meeting?
2006 - 2013	REDES , the Spanish-speaking component of INSNA (organized Spanish-speaking sessions at the annual meeting to integrate researchers from Mexico, Spain, and Latin America)

EDITORIAL BOARDS

2014- Present	Editorial Board, Journal of Contemporary Sociology
2014- Present	Advisory Editor, Journal of Social Problems .
2013- Present	Advisory Board. Latina(o) Sociology Series . New York University Press
2005- Present	REDES, Revista Hispana para el Analisis de Redes Sociales

2011-Present **Contemporary Readings in Law and Social Justice**

RESEARCH PROPOSALS REVIEWER

2015 - **Ford Foundation**
2008 - 2013 **National Science Foundation**
2008 **Israeli National Science Foundation**
2008 **Sage and Haworth Publishers**
2007 **Reviewer for HUD's Office of University Partnerships, Doctoral**
 Dissertation Research Grant Applications

MANUSCRIPT REVIEWS

2004-2011 Social Problems, Sociological Quarterly, Family Relations, Journal of
 Cultural Diversity & Ethnic Minority Psychology, City &
 Community, Contemporary Sociology, Journal of American
 Sociological Association, American Sociological Review, REDES.

PROFESSIONAL MEMBERSHIPS AND AFFILIATIONS

American Sociological Association
Sociologists Without Borders
Sociologists for Women in Society
Society for the Study of Social Problems
International Network for Social Network Analysis
Eastern Sociological Association
Center for Women's Policy Research
Association d'études et de recherches sur les relations interethniques et les migrations

ADDITIONAL PROFESSIONAL DEVELOPMENT

2010 **The Robert Wood Johnson Foundation, New Connections, Princeton, NJ;**
 Invited Participant, Fourth Annual Symposium, June 16-18;
 Invited Participant, Research and Coaching Clinic, November 5-7

2010 **Grant Writing Development, Bentley College IN THE NEWS**

2009 New York's PBS Latin Television; participant in live broadcast discussion on
 how violence by narco-traffickers is impacting the flow of immigrants and
 their qualification for refugee status.

2009 World Beat, MIT radio station; live interview.

2008 Radio Caracol; in Spanish, live interview on the attempts to criminalize youth wearing sagging pants and the secondary effects such action would have on their families. Radio Caracol is heard in Mexico, Panama, Colombia, Chile, Los Angeles, and Miami. ASA Footnotes, February 2008.

RELATED PROFESSIONAL EXPERIENCE

1995 - Present Private Practitioner, Forensic Evaluator, Cambridge, MA

Provided clinical and social services to individuals, couples, and families. Served a majority of immigrant and minority populations. Conduct evaluations and give expert witness testimony on civil rights violations.

1996 - 2000 Consultant Supervisor, Alcohol and Substance Abuse Programs, Boston, MA

Outpatient alcohol and substance abuse program; developed, coordinated, and supervised substance abuse services.

1996 - 1997 Consultant, Dorchester Youth Collaborative, Dorchester, MA. Provided technical assistance to gang prevention program development.

1996 - 1997 Urban Core Coordinator, Harvard Pilgrim Health Care, Waltham, MA

Evaluated, coordinated, referred, and supervised treatment protocols of members at Boston Medical Center, Brookside Community Health, and South Jamaica Plain Community Health Centers.

1995 - 1997 Consultant/Evaluator, Merit Behavioral Care, Newtown, PA

For accreditation, conducted cross-country evaluation and inspection of administrative and clinical policies and the treatment delivery of mental health services in facilities, according to state and federal regulations.

1989 - 1996 Latino Program Coordinator, Alcohol and Substance Abuse Programs, Boston, MA

Developed addiction, crisis intervention, dual diagnosis, HIV prevention, and domestic abuse services through individual, couples, family, and group treatment.

1991 – 1995 Psychotherapist, Medco Behavioral Care, Waltham, MA

As part of the Employee Assistance Program, I conducted evaluations and provided therapy or referral services to individuals, couples, and families. I also certified all managed mental health care clients. Conducted Critical Incident Stress debriefing following aircraft accidents, Federal Aviation Administration.

1985 - 1991

**Director of Psychiatric Services, Prison Mental Health Service,
Massachusetts Correctional Institution - Norfolk, Norfolk, MA**

Supervised and coordinated a multi-disciplinary team of psychiatrists, psychologists, and social workers who performed homicide, suicide, and psychiatric illness prevention. Coordinated psychiatric services for Longwood Addictions Treatment Center, Bay State, Pondville Correctional Centers, Boston, and South Middlesex Pre-release Centers. Supervised graduate social work interns.

SERVICE TO THE COMMUNITY

Advisory Leadership Committee, Liberia's Center for Excellence in Mental Health

Member, 2009 – present

Community Legal and Counseling Center, Cambridge, MA

Advisory Board Member, 2004 – present

Board of Directors Member, 1998 – 2004

Feinstein International Center, Tufts University, Boston, MA

Under the direction of Lynellyn D. Long, Ph.D., implemented mentoring initiatives for formerly sexually trafficked women, 2009

National Association of Social Workers, Massachusetts Chapter, Boston, MA

First Vice President for Policy Analysis and Formulation, 1997 -2000

Executive Board Member, 1996 - 2000 Board of Directors Member, 1994 - 2000

Leadership Committee Member, Ethnic and Racial Affairs, 1993 - 2000

Latinos Unidos Por la Prevencion, Cambridge, MA

Co-founder/Organizer

Grassroots organization to enhance the development of viable and sustainable Latin communities across Massachusetts. Organized three yearly conferences that brought together people doing prevention work with Latinos in Massachusetts. 1992 – 1998.

Cambridge Youth Guidance Center, Cambridge-Somerville, MA

Board of Directors Member and Strategic Planning Committee Member. 1996 – 1998

LANGUAGES, LICENSURES, AND SKILLS

Fluent in English and Spanish; working knowledge of French

Forensic Evaluator

Licensed Independent Clinical Social Worker - MA LICSW # 1017562

QSR N6 Qualitative Analysis Software



Town of Arlington, Massachusetts

Human Rights Commission

Summary:

Marie Meslin (she/her/hers)

(Term to Expire: 10/31/2026)

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Meslin_Reference.pdf	Reference



**Town of Arlington
Office of the Town Manager**

**James Feeney
Town Manager**

**730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010**

MEMORANDUM

DATE: December 2, 2025
TO: Members of the Select Board
SUBJECT: Appointment to the Human Rights Commission

This memo is to request the Board's approval of my appointment of Marie Meslin, Arlington, MA, as a member on the Human Rights Commission with a term expiration date of 10/31/2026.

A handwritten signature in blue ink, consisting of stylized loops and a long horizontal stroke.

Town Manager

OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR
JOHN V. HURD, VICE CHAIR
STEPHEN W. DECOURCEY
ERIC D. HELMUTH
JANE P. MORGAN



730 MASSACHUSETTS AVENUE
TELEPHONE 781-316-3020
sbadmin@town.arlington.ma.us

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 24, 2025

Marie Meslin
Arlington, MA 02474

Re: Appointment: Human Rights Commission

Dear Marie:

As a matter of the standard appointment procedure, the Select Board requests that you attend the Select Board meeting conducted by hybrid format, on Monday, December 8, 2025, at 7:15 p.m.

It is a requirement of the Select Board that you join this hybrid 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.

You may attend the meeting in-person or virtually. The meeting will take place in the Select Board Chambers. The link to the meeting and other information will be available at the bottom of the Select Board Agenda as well as on the Town Calendar when the meeting is posted on Thursday, December 4th, at 7:00 p.m.

Please do not hesitate to contact me by e-mail, sbadmin@town.arlington.ma.us, if you have any questions.

Thank you.

Very truly yours,
SELECT BOARD

A handwritten signature in cursive script that reads "Ashley Maher".

Ashley Maher
Board Administrator

MARIE MESLIN

EXECUTIVE SUMMARY

Collaborative impact leader with 15+ years building transformational programs at the intersection of innovation, capital access, racial equity, gender equity, and social impact. Proven expertise spans consulting and training services for mission-driven organizations, leadership development programming for diverse leaders, youth development initiatives engaging 2,000+ young people, and advocacy work reducing barriers to equity across Massachusetts and beyond. Dual US-French national with deep cross-cultural experience spanning four continents. Expert in program design with impact measurement and strategic facilitation that drives organizational outcomes. Successfully scaled nonprofits and led multi-stakeholder initiatives building thriving communities across diverse local and global ecosystems. Focused on creating joyful cultures and developing collaborative teams that deliver results. Lover of pastries and cups of tea.

KEY QUALIFICATIONS FOR CHIEF IMPACT OFFICER

YW BOSTON REQUIREMENT	MARIE'S EXPERIENCE
15+ years progressive leadership in mission-driven organizations	✓ 15+ years building social impact programs, leading nonprofits, and scaling ventures serving diverse communities
Program strategy, design, evaluation & scaling initiatives	✓ Designed comprehensive program curricula, facilitated cross-institutional collaborations, and built impact measurement frameworks scaling programs from local to national reach
Strong analytical skills & data-informed decision making	✓ Innovation and insights based background leveraging data insights to grow team and organizational budget 40%
Strong track record advancing racial & gender equity	✓ Founded Fellowship for Female Founders (90+ women, 50% WOC) who raised 1M+ ; built Investment & Inclusion Series addressing equity in investing
Executive leadership & team management	✓ Led teams of 500+ student leaders, 2000+ ventures, 500+ mentors + managed \$2M budget, and served as President/Executive Director building thriving ecosystems
Cross-functional collaboration & facilitation	✓ Facilitated multi-stakeholder strategic + educational workshops, coordinated cross-university programs, and built thriving communities; recognized as 2023 Top Mover & Shaker by Startup Boston

PROFESSIONAL EXPERIENCE

Founder, Lead Consultant & Facilitator

[Good Human Endeavors](#) | [REDACTED]

Strategic consulting and facilitation services for mission-driven organizations focusing on social impact, organizational development, impact and operational excellence.

- Facilitate strategic workshops and lead collaborative planning processes for leaders, businesses, foundations, and nonprofits focused on social impact
- Design and implement organizational strategies including operations, programming frameworks, impact measurement systems, team organization, and board governance

MARIE MESLIN

- Clients include: [The Termeer Institute](#), [Innovate@BU](#), [Transform Power Systems](#), Creator Slate, [Soccer Unity Project](#), and more

Managing Director & Global Entrepreneurship Leadership

[Northeastern University Center for Entrepreneurship Education](#) | [REDACTED]

- Led Center serving 500+ student leaders, 1,000 ventures, and 500+ mentors across 4 global campuses—designed programming frameworks and facilitated cross-campus collaboration
- Developed comprehensive curriculum and impact measurement systems increasing program effectiveness and participation—contributed to elevation from 11th to 10th in Best Entrepreneurship University rankings
- Managed \$2M budget and secured funding through data-driven impact reporting demonstrating measurable outcomes to stakeholders
- Build leadership development programming, with a new mission and strategic direction

Strategic Advisor

[Mayor's Office of Women's Advancement](#) | [REDACTED]

- Advise on strategic initiatives supporting women entrepreneurs and advancing gender equity in Boston's business ecosystem

Leadership Coach & Co-Founder

Get Unstuck | [REDACTED]

- Guide women in leadership roles, early-stage entrepreneurs, and small business owners to breakthrough moments through coaching and strategic planning
- Provide holistic coaching that integrates professional ambition with work-life balance and personal goals

President & Executive Director

[The Capital Network](#) | [REDACTED]

Led 25+ year-old nonprofit democratizing capital access by connecting thousands of startups with investors. Built thriving ecosystem serving entrepreneurs and 300+ active angel investors through strategic programming and community development.

- Designed lifecycle program strategy engaging startups throughout fundraising journey—from pitch preparation through capital raises—delivering targeted education and investor connections at each stage
- Created comprehensive fundraising curriculum (workshops, webinars, toolkits) and facilitated educational programming translating complex capital-raising concepts for diverse founders
- **Founded Fellowship for Female Founders**—designed program serving 90+ underrepresented founders (50% women of color) who collectively raised \$100M+ through structured programming and investor facilitation
- Collaborated with [The VC Inclusion Lab](#) to design and facilitate Investment & Inclusion Series of 10 workshops and conversations addressing equitable access in investment landscape
- **Grew organizational budget by 40%** through data-driven impact measurement demonstrating program outcomes to funders—expanded from Boston to national presence through strategic partnerships

Executive Director

[Greenhorn Connect](#) | [REDACTED]

- Built cross-university entrepreneurship community serving 2,000+ student entrepreneurs across Boston—facilitated connections with mentors, investors, and peers through structured programming
- Designed and facilitated weekly workshops and large-scale events fostering collaboration across institutions and building thriving multi-university ecosystem

Director of Partnerships

[Super Soccer Stars](#) | [REDACTED]

MARIE MESLIN

- Third full-time hire—scaled startup from launch to \$1M+ revenue within two years through strategic partnership development
- Developed partnership communications strategy and built relationships with 100+ schools and recreation departments

Innovation Strategist

Independent Consultant & [What If! Innovation](#) | [REDACTED]

- Trained in ethnographic insights gathering methodology—facilitated workshops and led multinational collaborative projects for Fortune 500 companies ([Nestlé](#), [Unilever](#), [Midea](#)) and nonprofits across Asia, Europe, Middle East, and U.S.
- **'Making It Happen' Lead Coordinator**—facilitated cross-functional collaboration and measured impact of innovation initiatives across diverse stakeholder groups

ADDITIONAL LEADERSHIP & IMPACT

Producer & Co-Director

[Smoke & Apple Films](#) | [REDACTED]

- Creating documentary films elevating underrepresented voices through authentic storytelling

Startup Ecosystem Mentor & Judge

[Harvard Innovation Labs](#), [Boston University BUild Lab](#), [MassChallenge](#), [Black Ambition Prize](#), [Techstars](#) | [REDACTED]

- Facilitated program delivery and provided strategic guidance to 1,000+ social impact businesses through accelerator programs and pitch competitions
- **Named 2023 Top Mover & Shaker by Startup Boston**

EDUCATION & CERTIFICATIONS

Education

Bachelor of Arts, Social Anthropology and Cultural Studies | [Sussex University](#), UK

Ersamus, International Relations and Development Studies | [Universiteit Van Amsterdam](#), Netherlands

Art & Design Foundation, North Oxfordshire School Of Art & Design | UK

Languages: English (Native) | French (Native) | Spanish (Proficient)

Professional Certifications

- **Youth Mental Health First Aid** - [National Council for Mental Wellbeing](#) [REDACTED]
- **Foundations of Humane Technology** - [Center for Humane Technology](#) [REDACTED]
- **Advancing Racial Justice in Organizations** - [Interaction Institute for Social Change](#) [REDACTED]

CORE COMPETENCIES

Program Design & Impact Strategy <ul style="list-style-type: none">• Program design & curriculum development• Impact measurement & evaluation• Data-driven decision making• Program scaling & sustainability	Community Building & Collaboration <ul style="list-style-type: none">• Cross-functional collaboration• Multi-stakeholder facilitation• Community ecosystem development• Workshop design & facilitation
Equity & Social Justice <ul style="list-style-type: none">• Racial equity frameworks• Gender equity advancement• Inclusive program design• Cross-cultural competency	Leadership & Operations <ul style="list-style-type: none">• Executive leadership• Strategic planning & execution• Stakeholder engagement• Budget management (\$2M+)

MARIE MESLIN

VALUES & LEADERSHIP APPROACH

- **Equity-Driven Leadership:** Deep commitment to anti-racism, gender equity, and social justice with proven track record advancing underrepresented communities
- **Systems Thinking:** Approaches complex challenges through systems lens, asking good questions and engaging in deep listening
- **Collaborative Excellence:** Builds strong relationships across teams, stakeholders, and communities through transparent communication and trust-based engagement
- **Strategic Action:** Combines strategic vision with entrepreneurial bias for action, particularly effective in leanly resourced organizations
- **Cultural Humility:** Social anthropology background provides framework for recognizing and respecting diverse beliefs, behaviors, and perspectives across global audiences



Town of Arlington, Massachusetts

For Approval: Wine & Malt Alcohol License

Summary:

Rumruai Munkong Chokdee Inc., d/b/a Sumen, Tarita Charoenvesyangkul, 444 Massachusetts Avenue.

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Sumen_Alcohol_License_App.pdf	Application



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

APPLICATION FOR A NEW LICENSE

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL
LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: ABCC PAYMENT WEBSITE

**PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE
PAYMENT RECEIPT**

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME Rumruai Munkong Chokdee Inc.

ADDRESS 444 Massachusetts Avenue

CITY/TOWN Arlington

STATE MA

ZIP CODE 02474

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input checked="" type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <input type="text"/> | <input type="checkbox"/> Change of DBA |

**THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS
APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL:**

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

APPLICATION FOR A NEW LICENSE

Municipality

ARLINGTON

1. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES

TYPE

CATEGORY

CLASS

On-Premises

\$12 Restaurant

Wine and Malt Beverages

Annual

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

Sumen is a Ramen, Sushi and Donburi restaurant that located in Arlington MA. We searved Ramen, Sushi and Donburi that the customer really eat the food with wine and sake. Many customers when they come to eat at the restaurant they ask for the sake or wine to drink with their food, sometime the customer walk out because we don't have a sake or wine. We have a table for the customer (Family, party and Etc.) with a great atmosphere and music at the restaurant.

Is this license application pursuant to special legislation?



Yes



No

Chapter 276

Acts of 1996

2. BUSINESS ENTITY INFORMATION

The entity that will be issued the license and have operational control of the premises.

Entity Name Rumruai Munkong Chokdee Inc.

DBA Sumen

Manager of Record Tarita Charoenvesyangkul

Street Address 444 Massachusetts Avenue, Arlington, MA 02474

Phone: Email: sumenarlington@hotmail.com

Alternative Phone: Website: https://order.toasttab.com/online/s

3. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

The first floor areas is for a dine-in for the customer sitting and cooking. The basement for dry store area of the commercial building with 1 main entrance, 2 exits into the dining area with seating for 40. Kitchen in the rear. Emergency exit in the rear of building, two restroom on the first floor. Hour of operation are Mon-Sat 11.30 am - 10.00 pm. Sunday 12.00 pm - 09.30 pm.

Total Square Footage: 2,248

Number of Entrances: 1

Seating Capacity: 40

Number of Floors: 2

Number of Exits: 3

Occupancy Number: 1 40

4. APPLICATION CONTACT

The application contact is the person whom the licensing authorities should contact regarding this application.

Name: Tarita Charoenvesyangkul

Phone:

Title: Manager

Email: sumenarlington@hotmail.com

APPLICATION FOR A NEW LICENSE

5. CORPORATE STRUCTURE

Entity Legal Structure	Corporation	Date of Incorporation	12-18-2024
State of Incorporation	Massachusetts	Is the Corporation publicly traded?	<input type="radio"/> Yes <input checked="" type="radio"/> No

6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers - At least 50% must be US citizens;
Off Premises (Liquor Store) Directors or LLC Managers - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

Name of Principal	Residential Address	SSN	DOB
Purichaya Tawinno			
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
President	49	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB
Purichaya Tawinno			
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
Treasurer	49	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB
Purichaya Tawinno			
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
Secretary	49	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB
Tarita Charoenvesyangkul			
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
Vice President	51	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB
Tarita Charoenvesyangkul			
Title and or Position	Percentage of Ownership	Director/ LLC Manager US Citizen	MA Resident
Director	51	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Additional pages attached? ☐ Yes ☐ No

CRIMINAL HISTORY

Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions.

☐ Yes ☒ No

APPLICATION FOR A NEW LICENSE

6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 6A or 6B ever been suspended, revoked or cancelled? Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation

7. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises.

- If the applicant entity owns the premises, a deed is required.
- If leasing or renting the premises, a signed copy of the lease is required.
- If the lease is contingent on the approval of this license, and a signed lease is not available, a copy of the unsigned lease and a letter of intent to lease, signed by the applicant and the landlord, is required.
- If the real estate and business are owned by the same individuals listed in question 6, either individually or through separate business entities, a signed copy of a lease between the two entities is required.

Please indicate by what means the applicant will occupy the premises

Lease

Landlord Name **LCW Arlington Group LLC**

Landlord Phone _____

Landlord Email _____

Landlord Address _____

Lease Beginning Date

01-25-2025

Rent per Month _____

Lease Ending Date

01-25-2035

Rent per Year _____

Will the Landlord receive revenue based on percentage of alcohol sales?

☐ Yes ☒ No

APPLICATION FOR A NEW LICENSE

8. FINANCIAL DISCLOSURE

A. Purchase Price for Real Estate	
B. Purchase Price for Business Assets	
C. Other * (Please specify below)	
D. Total Cost	

*Other Cost(s): (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):"

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial Institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Total:	

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

9. PLEDGE INFORMATION

Please provide signed pledge documentation.

Are you seeking approval for a pledge? ☐ Yes ☒ No

Please indicate what you are seeking to pledge (check all that apply) ☐ License ☐ Stock ☐ Inventory

To whom is the pledge being made?

10. MANAGER APPLICATION

A. MANAGER INFORMATION

The individual that has been appointed to manage and control the licensed business and premises.

Proposed Manager Name **Tarita Charoenvesyangkul** Date of Birth _____ SSN _____
Residential Address _____
Email **sumenarlington@hotmailcom** Phone _____

Please indicate how many hours per week you intend to be on the licensed premises **40**

B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen/Qualified Alien under the Immigration and Nationality Act?

If yes, attach one of the following documents: US Passport, Voter's Certificate, Birth Certificate, Naturalization Papers, Permanent Resident Card "Green Card", or Employment Authorization Document.

Have you ever been convicted of a state, federal, or military crime?

☐ Yes ☒ No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
09-23-22	N/A	Manager	Chokdee Rumruai Munkong Inc.	Thai Oishi

D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ☐ Yes ☒ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature  Date **10 / 30 / 2025**

11. MANAGEMENT AGREEMENT

Are you requesting approval to utilize a management company through a management agreement?

☐ Yes ☒ No

If yes, please fill out section 11.

Please provide a narrative overview of the Management Agreement. Attach additional pages, if necessary.

IMPORTANT NOTE: A management agreement is where a licensee authorizes a third party to control the daily operations of the license premises, while retaining ultimate control over the license, through a written contract. *This does not pertain to a liquor license manager that is employed directly by the entity.*

11A. MANAGEMENT ENTITY

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in the management Entity (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

Entity Name	Address	Phone		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?

☐ Yes ☐ No

If yes, attach an affidavit providing the details of any and all convictions.

11B. EXISTING MANAGEMENT AGREEMENTS AND INTEREST IN AN ALCOHOLIC BEVERAGES

LICENSE

Does any individual or entity identified in question 11A, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages; and or have an active management agreement with any other licensees?

Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

11C. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 11A, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held?

Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

11D. PREVIOUSLY HELD MANAGEMENT AGREEMENT

Has any individual or entity identified in question 11A, and applicable attachments, ever held a management agreement with any other Massachusetts licensee?

Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Licensee Name	License Type	Municipality	Date(s) of Agreement

11E. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Has any of the disclosed licenses listed in questions in section 11B, 11C, 11D ever been suspended, revoked or cancelled?

Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation

11F. TERMS OF AGREEMENT

a. Does the agreement provide for termination by the licensee?

Yes ☐ No ☐

b. Will the licensee retain control of the business finances?

Yes ☐ No ☐

c. Does the management entity handle the payroll for the business?

Yes ☐ No ☐

d. Management Term Begin Date

e. Management Term End Date

f. How will the management company be compensated by the licensee? (check all that apply)

☐ \$ per month/year (indicate amount)

☐ % of alcohol sales (indicate percentage)

☐ % of overall sales (Indicate percentage)

☐ other (please explain)

ABCC Licensee Officer/LLC Manager

Management Agreement Entity Officer/LLC Manager

Signature:

Signature:

Title:

Title:

Date:

Date:

ADDITIONAL INFORMATION

Please utilize this space to provide any additional information that will support your application or to clarify any answers provided above.

We're open a the restaurant for Ramen, Sushi and Donburi in Arlington MA. We're the new restaurant in this location. We really know the customer like to eat our food and drink with sake and wine because when the customer come to dine-in in the restaurant they always asked for a sake and wine with their food. Sometime the customer walk-in to sitting in the restaurant they asked for a wine or sake when we answers to the customer sorry we didn't have right now then they walk-out and leaved our restaurant because they need to eat and drink together. We would like to make our customer enjoin their food and drink when they come to siting dine-in in the restaurant.

Thank you

APPLICANT'S STATEMENT

I, Tarita Charoenvesyangk the: ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP manager
Authorized Signatory

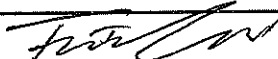
of Rumruai Munkong Chokdee In
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:



Date: 09/25/2025

Title:

Manager

ENTITY VOTE

The Board of Directors or LLC Managers of

Rumruai Munkong Chokdee Inc.

Entity Name

duly voted to apply to the Licensing Authority of

Arlington

City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

Date of Meeting

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input checked="" type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other _____ | <input type="checkbox"/> Change of DBA |

"VOTED: To authorize

Purichaya Tawinno

Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint

Tarita Charoenvesyangkul

Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts.”

A true copy attest,

For Corporations ONLY

A true copy attest,

Terry C. W.
Corporate Officer /LLC Manager Signature

Corporation Clerk's Signature

Tarita Charoenvesyangkul

(Print Name)

(Print Name)

ADDENDUM A

6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST (Continued...)

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

Entity Name

Rumruai Munkong Chokdee Inc.

Percentage of Ownership in Entity being Licensed
(Write "NA" if this is the entity being licensed)

Name of Principal

Residential Address

SSN

DOB

Purichaya Tawinno

Title and or Position

Percentage of Ownership

Director/ LLC Manager US Citizen

MA Resident

Director

49

☒ Yes ☐ No

☒ Yes ☐ No

Name of Principal

Residential Address

SSN

DOB

Title and or Position

Percentage of Ownership

Director/ LLC Manager US Citizen

MA Resident

Name of Principal

Residential Address

SSN

DOB

Title and or Position

Percentage of Ownership

Director/ LLC Manager US Citizen

MA Resident

Name of Principal

Residential Address

SSN

DOB

Title and or Position

Percentage of Ownership

Director/ LLC Manager US Citizen

MA Resident

Name of Principal

Residential Address

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Title and or Position

Percentage of Ownership

Director/ LLC Manager US Citizen

MA Resident

Name of Principal

Residential Address

SSN

DOB

Title and or Position

Percentage of Ownership

Director/ LLC Manager US Citizen

MA Resident

Name of Principal

Residential Address

SSN

DOB

Title and or Position

Percentage of Ownership

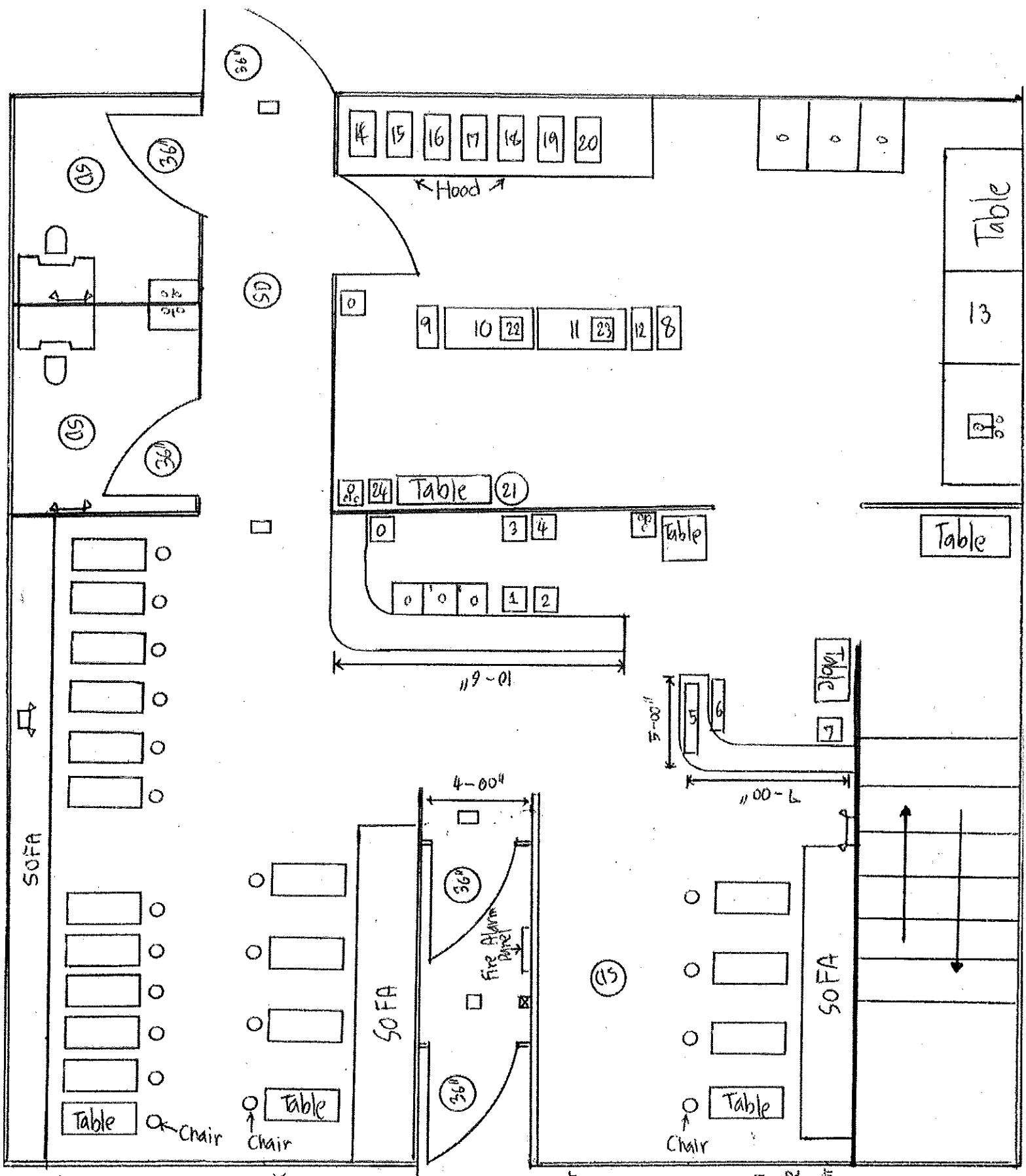
Director/ LLC Manager US Citizen

MA Resident

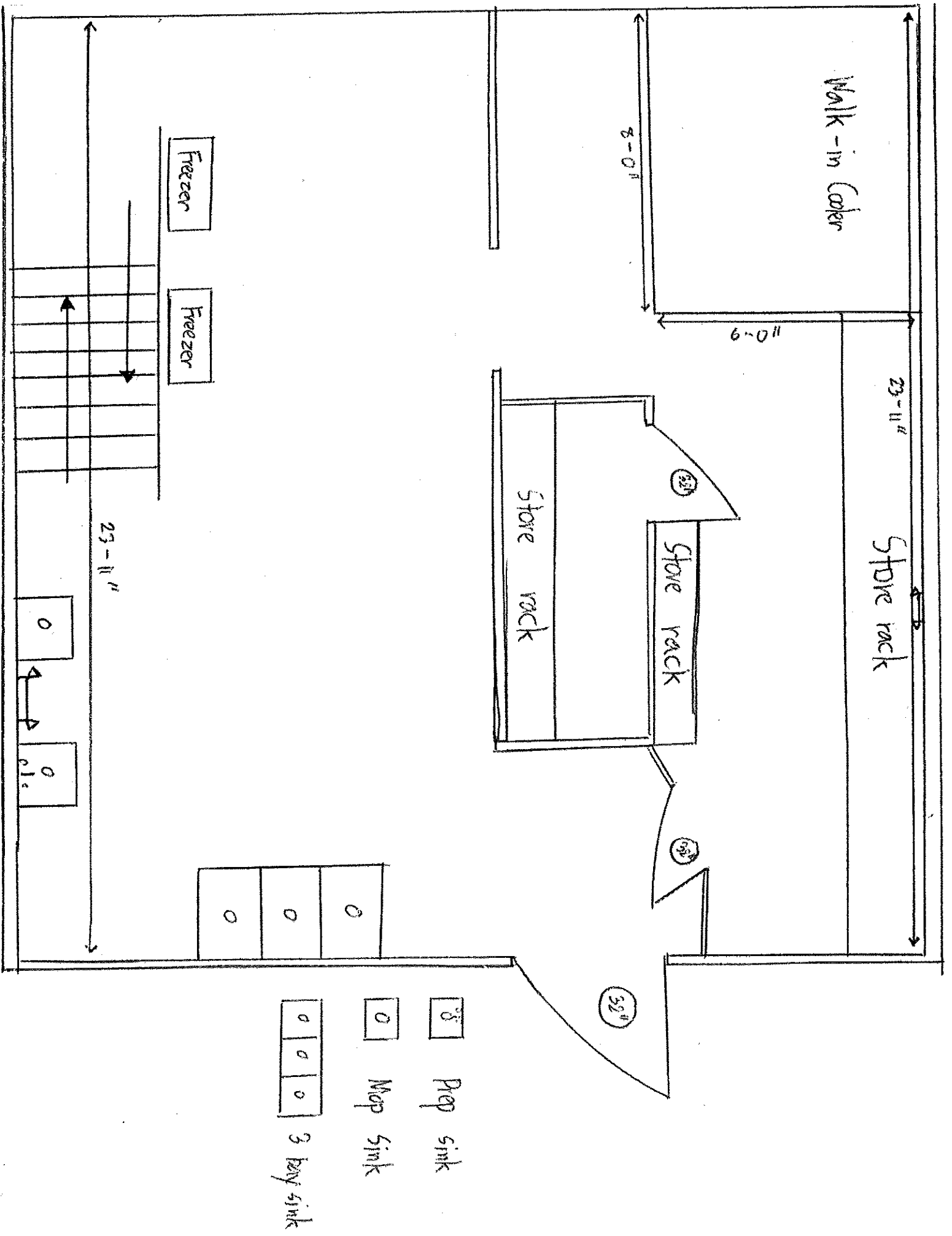
CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?
If yes, attach an affidavit providing the details of any and all convictions.

☐ Yes ☒ No



1. Under refrigerator
2. Ice Maker
3. Under refrigerator
4. Under refrigerator
5. Sushii bar refrigerator
6. Under refrigerator
7. Under Freezer
8. Refrigerator
9. Rice Cooker
10. Sandwich refrigerator
11. Work top freezer
12. meat slicer
13. Dishwasher
14. Stock pot range
15. Pasta boiler
16. 6 burner Counter top
17. Counter top bundle
18. Chef Base refrigerator
19. Fryer
20. Fryer
21. Soup warmer
22. Microwave
23. Microwave
24. Microwave





Town of Arlington, Massachusetts

For Approval: Class I Licenses

Summary:

MAG Retail Holdings - WCH LLC, d/b/a McGovern Chevrolet, Matt McGovern, 1125 Massachusetts Avenue

MAG Retail Holdings - HMD LLC, d/b/a McGovern Hyundai of Arlington, Matt McGovern, 1165 Massachusetts Avenue

ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	Class_I_1125_Mass_Ave_App.pdf	1125 Application
▣	Reference Material	Class_I_1165_Mass_Ave_App.pdf	1165 Application
▣	Reference Material	Inspection_Reports_Signed.pdf	Inspection Reports

RECEIVED BY THE
SELECT BOARD OFFICE
ARLINGTON, MA 02476

Town of Arlington 2025 NOV 19 PM 1:23

Select Board Class I & Class II Application

This is the Class I and Class II application for a license that the Select Board may grant. All license applications to the Arlington Select Board must be accompanied by the following information.

Indicate if the license is: new ☒ transfer ☐ other ☐
change of dba ☐

List type of license (s) applying for:

- ☒ Class I No. of vehicles for display 10 inside showroom, 122 outside (inventory), 16 customer
☐ Class II No. of vehicles for display _____

Business Name (legal): MAG Retail Holdings - WCH LLC dba: McGovern Chevrolet

Please attach copy of business certificate if applying as dba or individual. If business is a corporation or LLC, please attach:

1. Evidence of Good Standing from the Secretary of State's Office.
2. Corporate Vote authorizing business at the location.

Address of premises to be licensed (included zip code): 1125 Massachusetts Ave Arlington MA 02476

Mailing address (if different than above address): _____

Name of individual/applicant authorized to apply for license: Matt McGovern

Business tel. no. of applicant 978-699-3910 Business email: acctmag@mcgovernauto.com

F.E.I.N. (F.I.N.): _____

Please check one of the following:

- ☐ own premises
☒ lease premises
☐ property under P&S

Name and address of property owner if different from license holder:

Yukon Realty Associates LLC 1125 Massachusetts Ave Arlington MA 02476

Name

Address

If applicable, please attach copy of lease and/or Purchase and Sales Agreement

Do you currently hold a similar license? What type? multiple Class I licenses in other MA towns

If yes, name the location(s): see attached list of all McGovern Auto Group MA Class I Dealer License town

Have you previously applied for a license?

Yes ☐

No ☒
Not in Arlington

Have you ever had a license revoked?

Yes ☐

No ☒

If yes, please indicate why: _____

If applying for a Class I or Class II license, please submit a certified plot plan that shows:

1. The number of the vehicles on display 10 inside showroom, 122 outside (inventory), 16 customer
2. The exact location of the vehicles
3. Customer parking
4. Office area

Proposed hours of operation: Please see attached "Hours of Operation" additional sheet for department hours below are sales hours

Monday 9am-7pm

Thursday 9am-7pm

Sunday Closed

Tuesday 9am-7pm

Friday 9am-6pm

Wednesday 9am-7pm

Saturday 9am-5pm

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

Date: 11/18/2025

Signature: _____

I certify that I have read through the conditions included with this license application.

I hereby authorize the Licensing Authority or its agent(s) to make inquiry or investigation, as needed, to verify the information contained in this application.

Date: 11/18/2025

Signature: _____

Applicant Contact Information

This information will be used to contact you regarding the status of the application.

Name: Georgia Mulone

Address: _____

Phone Number: _____

Ema: _____

Please contact the Select Board's Office at (781) 316-3020 if you have any questions regarding application form.

Class I MA Dealer Licenses

McGovern Auto Group

Legal Name	DBA	Address	City/State
MAG Retail Holdings - HND, LLC	McGovern Honda	100 Broadway	Everett MA 02149
MAG Retail Holdings - HYN, LLC	McGovern Hyundai	240 Manley St	Brockton MA 02301
MAG Retail Holdings - SUB, LLC	McGovern Subaru	85 Gosling Road	Newington, NH 03801
MAG Retail Holdings - BMS, LLC	BMW of Shrewsbury	770 Boston Turnpike	Shrewsbury, MA 01545
MAG Retail Holdings - AUS, LLC	Audi Shrewsbury	780 Boston Turnpike	Shrewsbury, MA 01545
MAG Retail Holdings - FRD, LLC	McGovern Ford	1212 Westford St	Lowell, MA 01851
MAG Retail Holdings - ATB, LLC	Autobahn USA	88 Turnpike Rd	Westborough, MA 01581
MAG Retail Holdings - MAR, LLC	Alfa Romeo Motorsports of Boston	1650 Soldiers Field Road	Brighton, MA 02135
MAG Retail Holdings - FFD, LLC	McGovern Ford of Framingham	1200 Worcester Rd	Framingham, MA 01702
Santillii Enterprises INC	McGovern Subaru of Acton	61 Powdermill Rd	Acton, MA 01720
MAG Retail Holdings - HRT, LLC	McGovern Hyundai Route 2	743 North Main St	Leominster, MA 01453
MAG Retail Holdings - HNW, LLC	McGovern Hyundai Route 93	271 Main St	Wilmington, MA 01887
MAG Retail Holdings - KNW, LLC	McGovern Kia of Norwood	105 Boston Providence Turnpike	Norwood MA 02062
MAG Retail Holdings - FSG, LLC	McGovern Ford	1481 Broadway	Saugus, MA 01906
MAG Retail Holdings - ACJDR, LLC	McGovern CJDR of Acton	196 Great Road	Acton, MA 01720
MAG RETAIL HOLDINGS - HMI, LLC	McGovern Hyundai Milford	158 East Main St	Milford, MA 01757
MAG RETAIL HOLDINGS - HYD, LLC	McGovern Hyundai of Danvers	24 Newbury Street	Danvers MA 01923
MAG RETAIL HOLDINGS - GNS, LLC	Genesis of Danvers	24 Newbury Street	Danvers MA 01923
MAG RETAIL HOLDINGS - CPM, LLC	McGovern Chevrolet of Plymouth McGovern Cadillac	137 Samoset St	Plymouth, MA 02360
MAG RETAIL HOLDINGS - CJDRM, LLC	McGovern CJDR of Boston	29 Mystic Ave	Medford, MA 02155
MAG Retail Holdings - FBV, LLC	McGovern Ford of Beverly	420 Cabot S	Beverly, MA 01915

Hours of Operation

Sales Hours

- Monday: 9:00am - 7:00pm
- Tuesday: 9:00am - 7:00pm
- Wednesday: 9:00am - 7:00pm
- Thursday: 9:00am - 7:00pm
- Friday: 9:00am - 6:00pm
- Saturday: 9:00am - 5:00pm
- Sunday: Closed

Service & Parts Hours

- Monday: 7:00AM - 6:00PM
- Tuesday: 7:00AM - 6:00PM
- Wednesday 7:00AM - 6:00PM
- Thursday: 7:00AM - 6:00PM
- Friday: 7:00AM - 6:00PM
- Saturday: 8:00 AM to 4:00 PM
- Sunday: Closed

Unofficial Property Record Card - Arlington, MA

General Property Data

Parcel ID 057.0-0005-0001.0
 Prior Parcel ID 38051 --
 Property Owner YUKON REALTY LLC

Account Number 38051

Mailing Address 1125 MASS AVE

Property Location 1125 MASS AVE

Property Use Auto Sale/Se

Most Recent Sale Date 1/30/2003

Legal Reference 37850-613

City ARLINGTON

Grantor ARLINGTON CENTER GARAGE & SERVICE CORP

Mailing State MA

Zip 02476

Sale Price 1

ParcelZoning I

Land Area 0.712 acres

Current Property Assessment

Card 1 Value Building Value 1,461,700

Xtra Features Value 31,900

Land Value 1,551,100

Total Value 3,044,700

Building Description

Building Style Auto Dealer
 # of Living Units 1
 Year Built 1984
 Building Grade Very Good
 Building Condition Very Good
 Finished Area (SF) 12000
 Number Rooms 0
 # of 3/4 Baths 0

Foundation Type Concrete
 Frame Type Steel
 Roof Structure Flat
 Roof Cover Tar & Gravel
 Siding Conc. Block
 Interior Walls Minimul
 # of Bedrooms 0
 # of 1/2 Baths 4

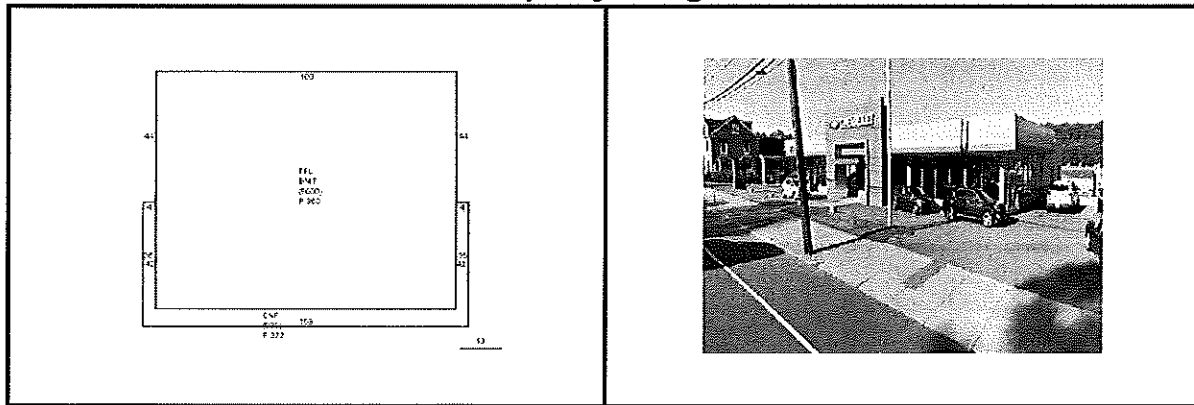
Flooring Type Carpet
 Basement Floor Carpet
 Heating Type Elec Base/B
 Heating Fuel Electric
 Air Conditioning 100%
 # of Bsmt Garages 0
 # of Full Baths 0
 # of Other Fixtures 0

Legal Description

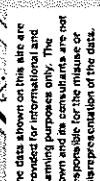
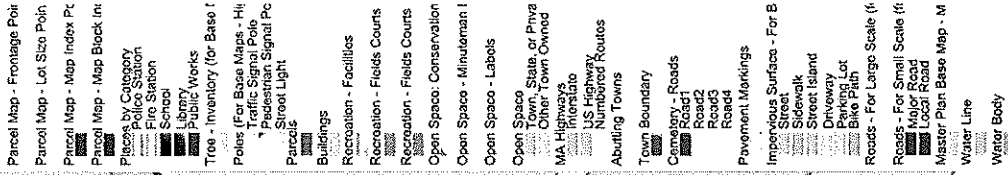
Narrative Description of Property

This property contains 0.712 acres of land mainly classified as Auto Sale/Se with a(n) Auto Dealer style building, built about 1984 , having Conc. Block exterior and Tar & Gravel roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 4 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



Printed on 11/19/2025 at 10:20 AM

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Unofficial Property Record Card - Arlington, MA

General Property Data

Parcel ID 056.0-0003-0002.0

Prior Parcel ID 37542 --

Property Owner YUKON REALTY LLC

Mailing Address 1125 MASS AVE

City ARLINGTON

Mailing State MA Zip 02476

ParcelZoning I

Account Number 37542

Property Location 1125 R MASS AVE

Property Use Auto Sale/Se

Most Recent Sale Date 1/30/2003

Legal Reference 37850-613

Grantor ARLINGTON CENTER GARAGE & SERVICE CORP

Sale Price 1

Land Area 1.899 acres

Current Property Assessment

Card 1 Value Building Value 1,548,300

Xtra Features Value 55,300

Land Value 4,136,500

Total Value 5,740,100

Building Description

Building Style Repair Gar.

of Living Units 1

Year Built 1984

Building Grade Good (-)

Building Condition Average

Finished Area (SF) 29396

Number Rooms 0

of 3/4 Baths 0

Foundation Type Slab

Frame Type Steel

Roof Structure Flat

Roof Cover Tar & Gravel

Siding Brick Veneer

Interior Walls Minimul

of Bedrooms 0

of 1/2 Baths 2

Flooring Type Concrete

Basement Floor N/A

Heating Type Forced H/Air

Heating Fuel Oil

Air Conditioning 0%

of Bsmt Garages 0

of Full Baths 0

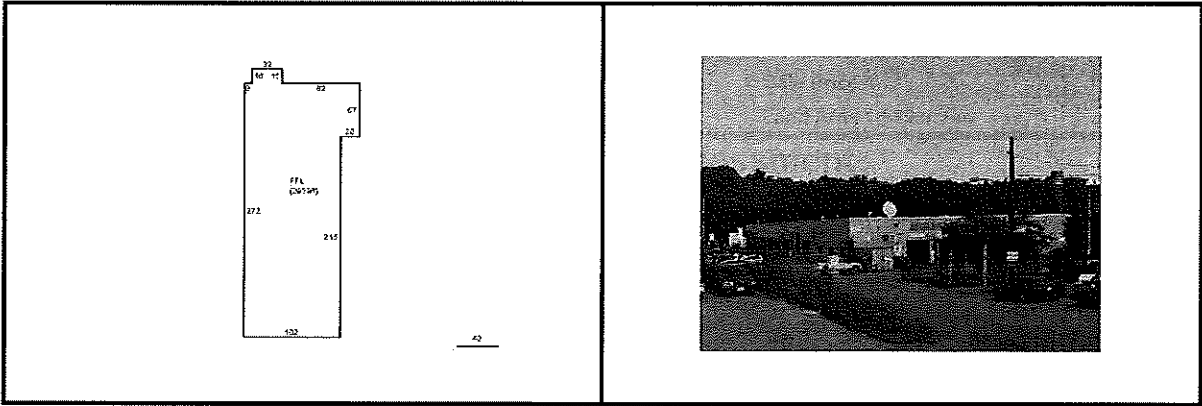
of Other Fixtures 5

Legal Description

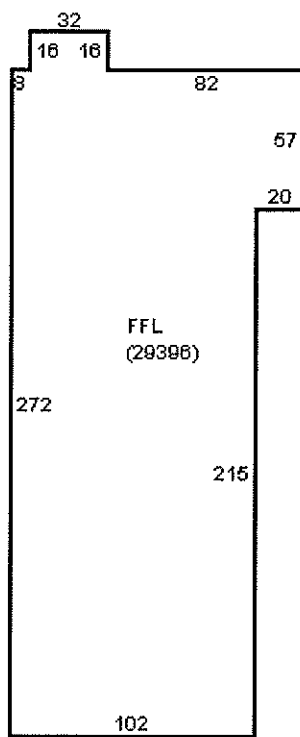
Narrative Description of Property

This property contains 1.899 acres of land mainly classified as Auto Sale/Se with a(n) Repair Gar. style building, built about 1984 , having Brick Veneer exterior and Tar & Gravel roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 2 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



1163 #412

1163 #511

1163 #608 1163 #410

1163 #408

1163 #309

Quinn Rd

1125R

Quinn Rd

26

Quinn Rd

9 #9

10 #7

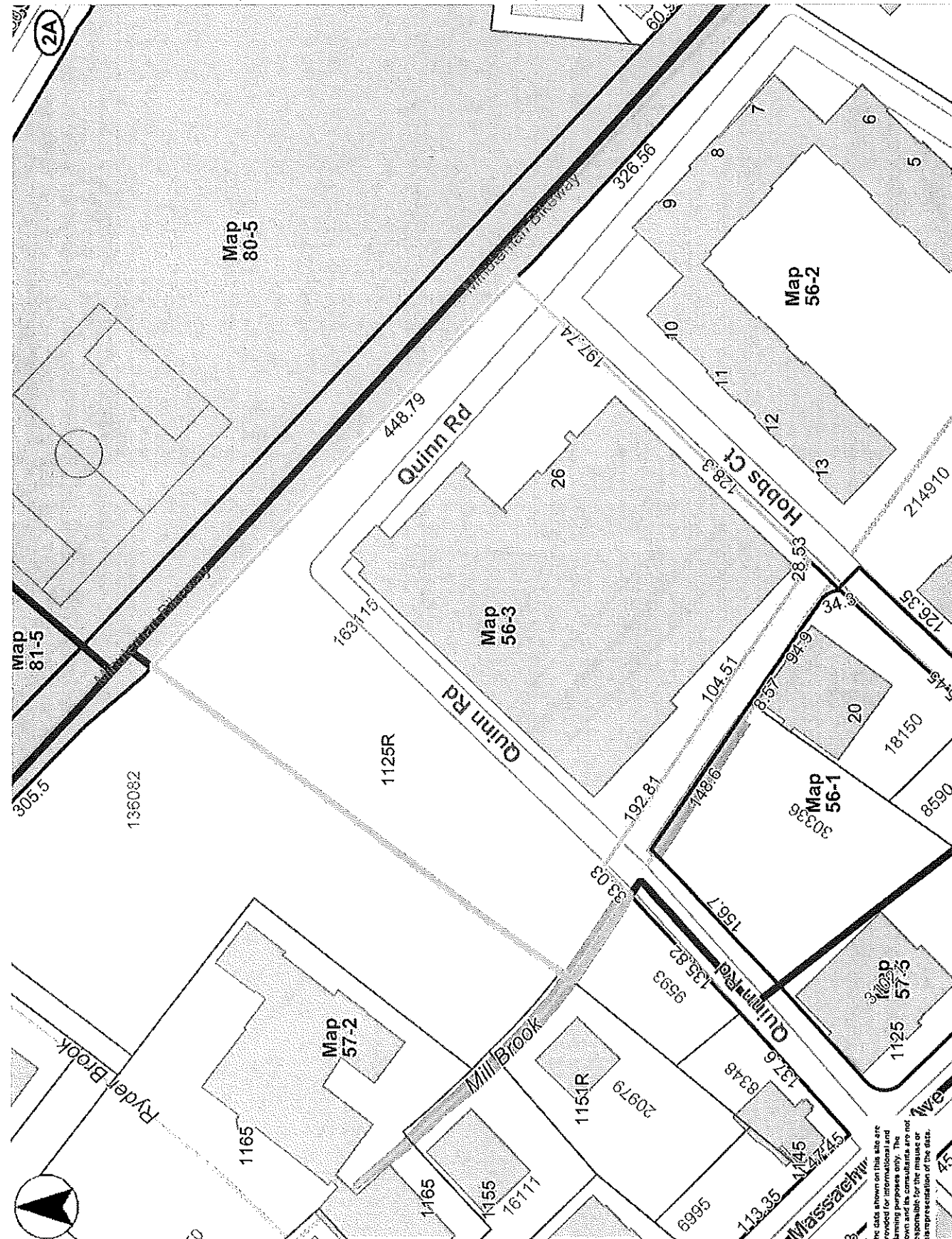
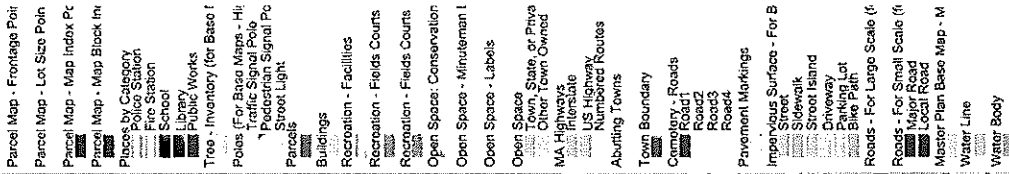
8 #

11 #2

12 #12

Hobbs Ct

1125R



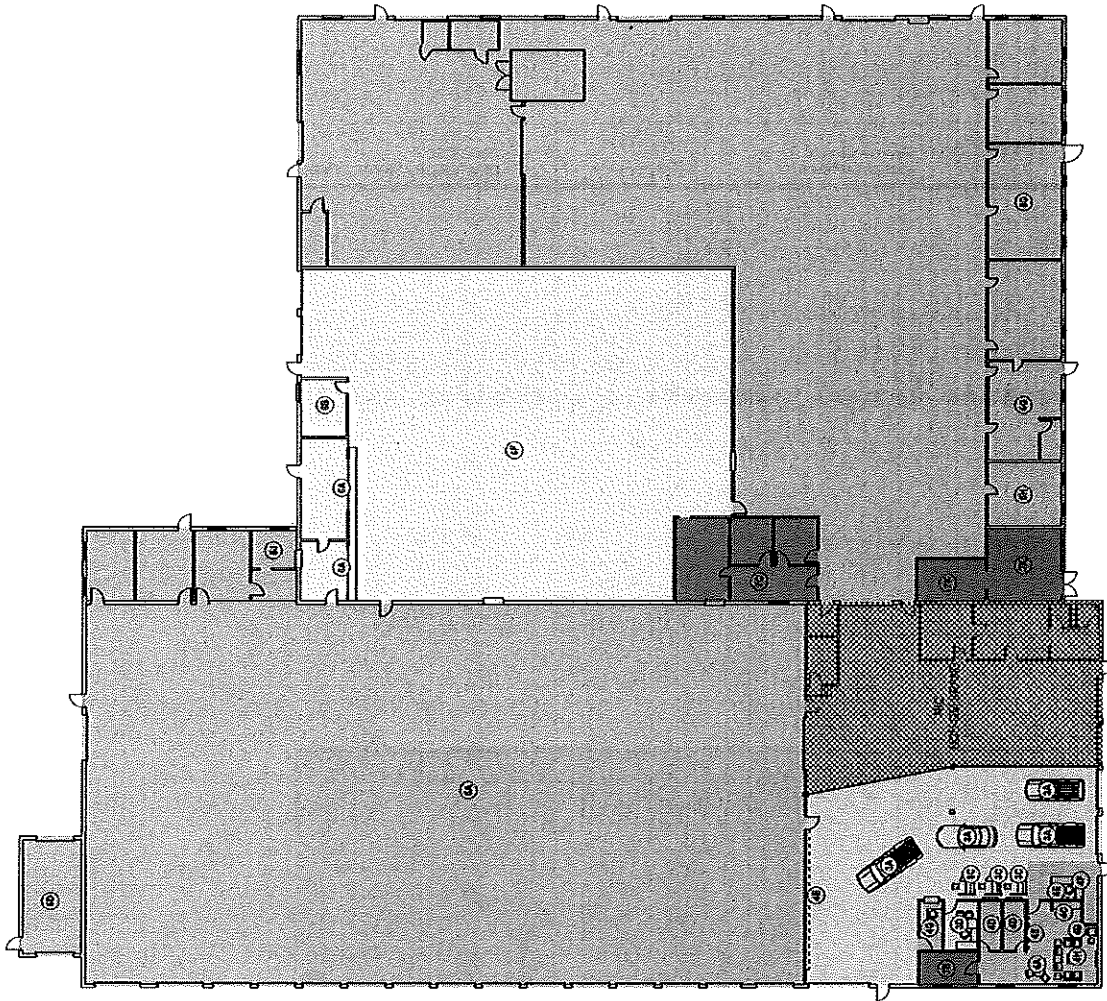
Assessor Map - Arlington, MA

15

Printed on 11/19/2025 at 10:17 AM

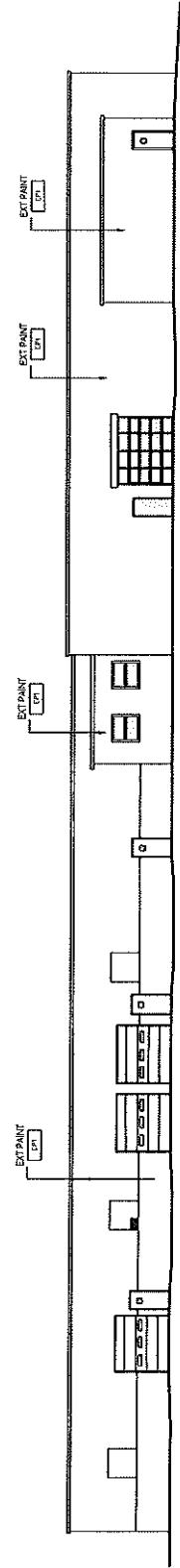
150 300 ft

- ZONE 1 - SHOWROOM AND SALES
 (1) SALES OFFICES
 (2) SALES WORKSTATIONS
 (3) GREETER/RECEPTION
 (4) GENERAL MANAGER
 (5) SALES MANAGER
 (6) DISPLAY VEHICLES
 (7) LOGO SCREEN
 (8) PRODUCT INFORMATION CENTER UNIT
 (9) BUSINESS DEVELOPMENT CENTER
 (10) INTERNET SALES DEPARTMENT
- ZONE 2 - NEW CAR DELIVERY
 (11) NEW CAR DELIVERY SPACE
 (12) CUSTOMER SEATING
 (13) FINANCE OFFICE
 (14) FINANCE WAITING AREA
 (15) SERVICE WRITING
 (16) SERVICE LANE
 (17) QUICK-LUBE SERVICE LANE
 (18) SERVICE WRITING OFFICE/PROLAN
 (19) SERVICE MANAGERS OFFICE
 (20) WARRANTY CLAIMS OFFICE
 (21) DISPATCHER OFFICE
- ZONE 3 - CUSTOMER AMENITIES
 (22) CUSTOMER BUSINESS CENTER
 (23) CHILDREN'S PLAY AREA
 (24) REFRESHMENTS/HOSPITALITY AREA
 (25) RESTROOMS
 (26) RETAIL PARTS DISPLAY
 (27) RETAIL PARTS COUNTER
 (28) CASHIER
 (29) CUSTOMER LOUNGE SEATING
 (30) CUSTOMER RELATIONS MANAGERS OFFICE
- ZONE 4 - SERVICE DEPARTMENT
 (31) SERVICE STALLS
 (32) QUICK-LUBE STALLS
 (33) ALIGNMENT STALLS
 (34) DETAIL WASH STALLS
 (35) COMPRESSION ROOM/OIL STORAGE ROOM
 (36) USED TIRE AND BATTERY STORAGE
 (37) TECHNICIAN LUNCHROOM/TRAINING ROOM
 (38) TECHNICIAN LOCKER/RESTROOM
 (39) TOOL ROOM
 (40) NEW TIRE STORAGE
- ZONE 5 - PARTS DEPARTMENT
 (41) TECHNICIAN'S PARTS COUNTER
 (42) PARTS MANAGER OFFICE
 (43) SHIPPING AND RECEIVING DROP-OFF
 (44) PARTS MEZZANINE
 (45) SPECIAL TOOLS ROOM
 (46) PARTS INVENTORY
- ZONE 6 - NON-CUSTOMER TOUCH-POINTS
 (47) CONTROLLER'S OFFICE
 (48) OFFICE MANAGER
 (49) GENERAL OFFICE
 (50) FILE STORAGE AREA
 (51) IT PRINT ROOM/COPY ROOM
 (52) DEALERS OFFICE
 (53) CONFERENCE AND TRAINING ROOM
 (54) LUNCHROOM
 (55) STORAGE
 (56) MECHANICAL
 (57) JANITOR'S CLOSET
- NOT IN CONTRACT
 (58) AREA NOT IN CONTRACT

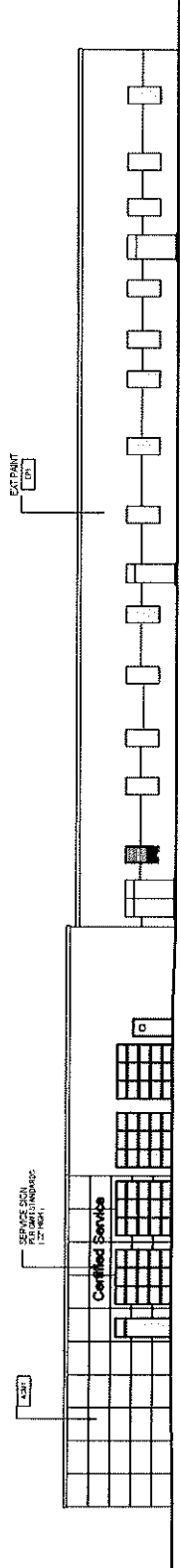


DEALERSHIP SPACE PLAN - LEVEL 01

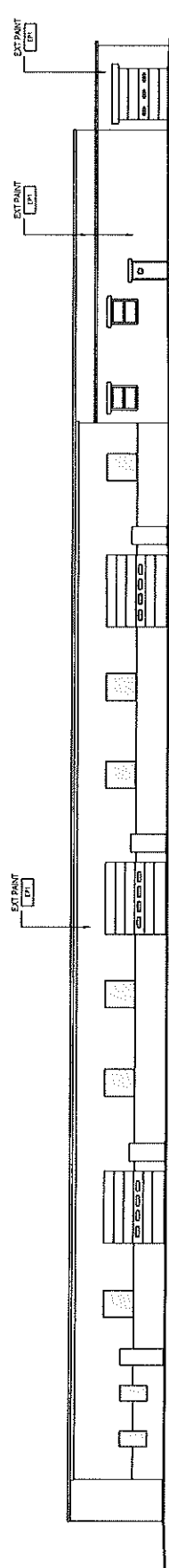
BACK ELEVATION



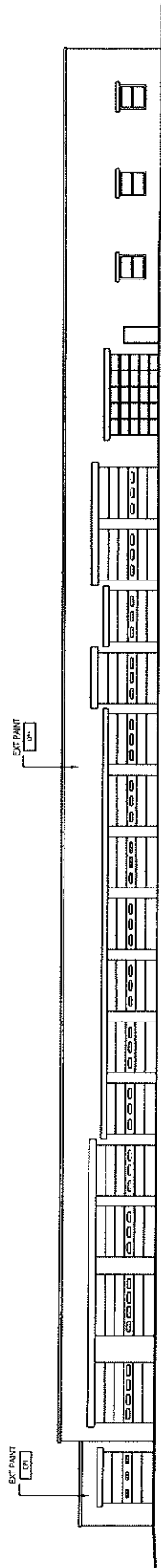
FRONT ELEVATION

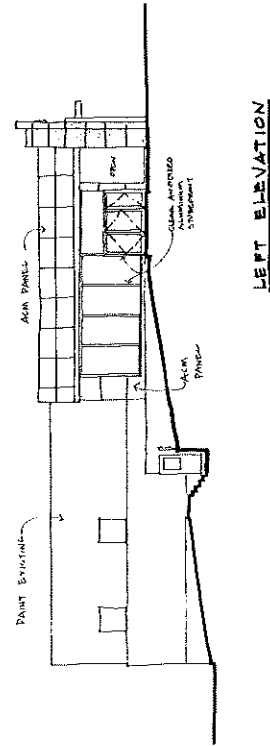
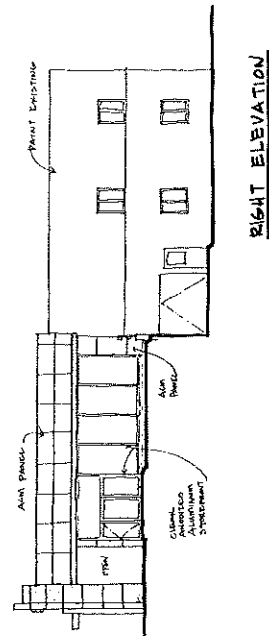
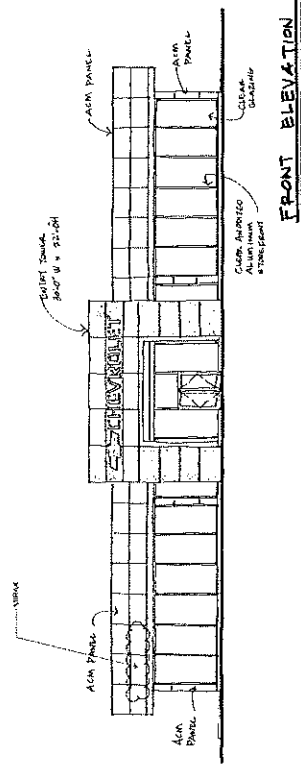


RIGHT ELEVATION



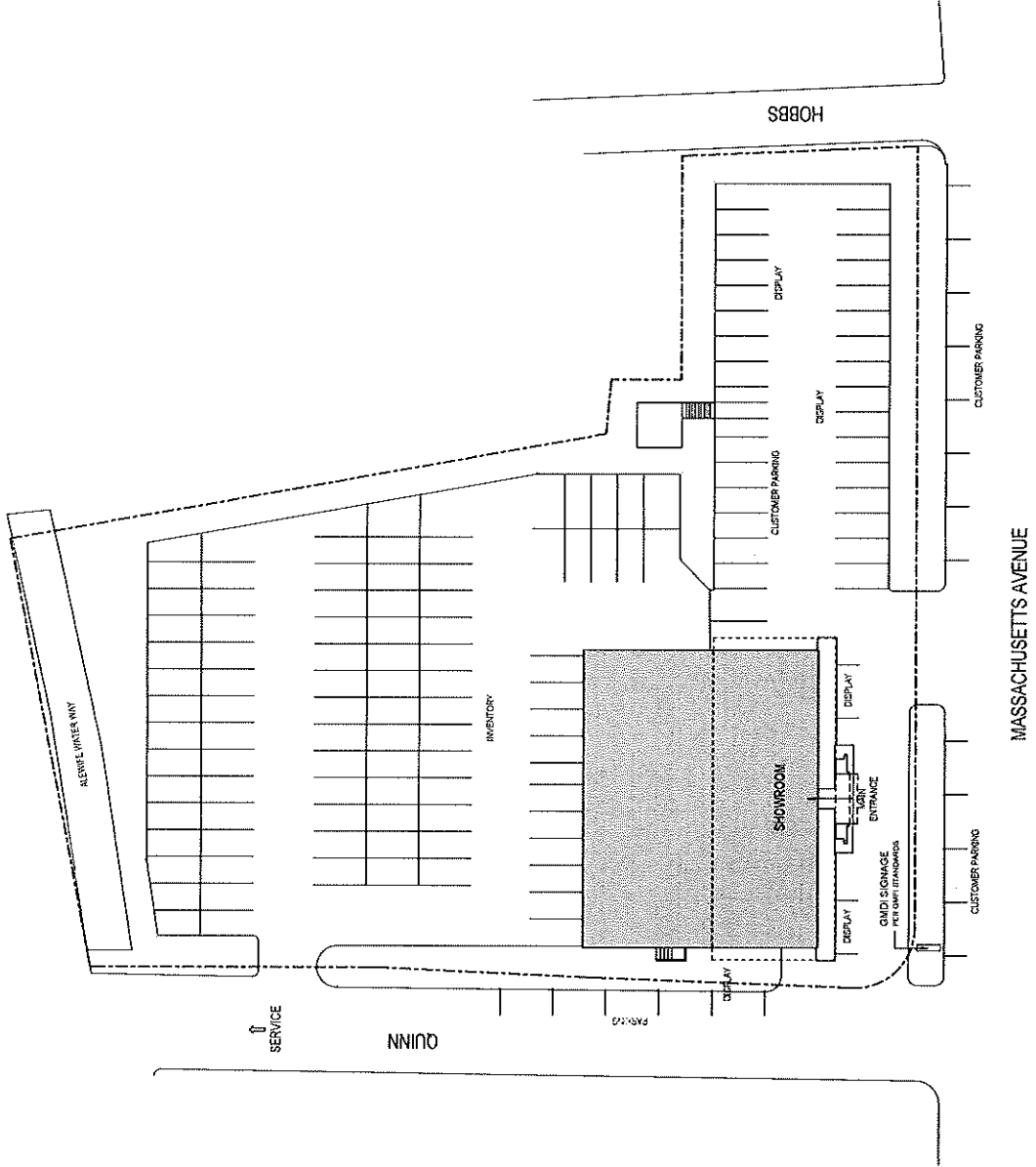
LEFT ELEVATION





MIRAK CHEVROLLET
 1964 11/20/68
 1125 MARGACH HORTER AVE.
 ARLINGTON MA 01901
 617-920-0241
 SALES 1019

SITE PLAN



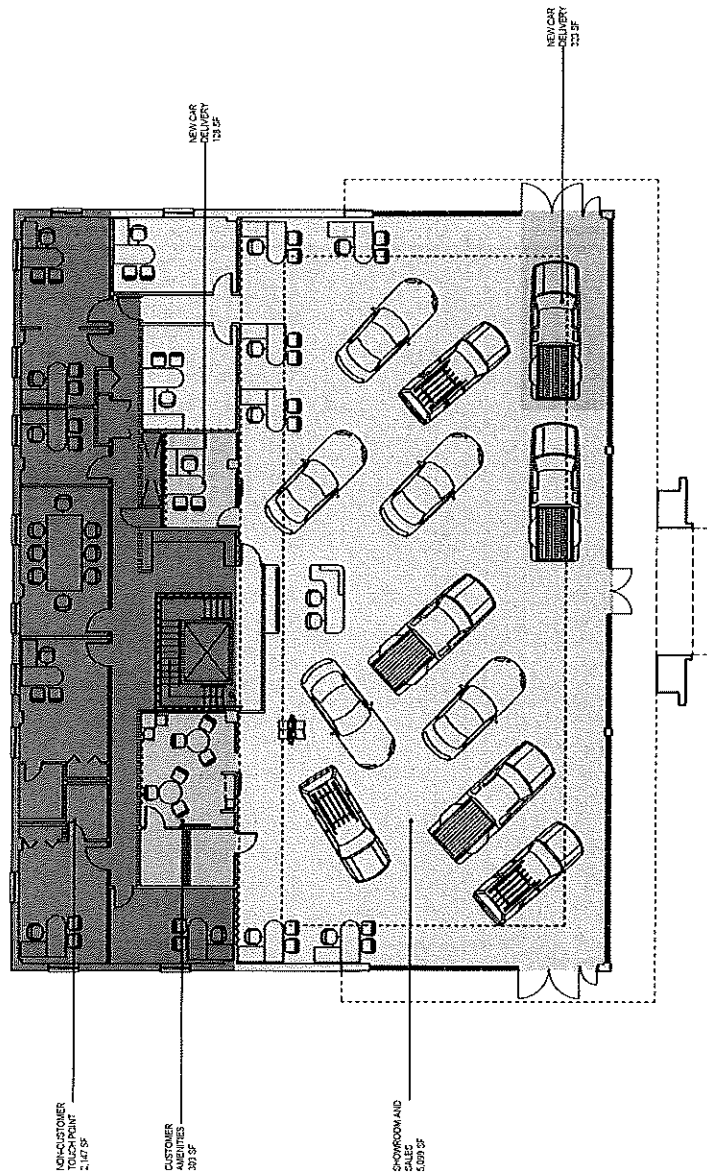
<p>GENERAL MOTORS Facility Image Program Design Intent</p>		<p>Facility Proposal MARK CHEVROLET LAWSONVILLE GEORGIA</p>	<p>NO. 8 11524 DATE 11/20/01 PROJECT 11520 K1 OWNER MARK CHEVROLET, INC. DESIGNER WILSON JONES & ASSOCIATES, INC.</p>	<p>SITE PLAN (SHOWROOM)</p>	<p>0' 10' 20' 30' 40' 50'</p> 
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Facility Proposal
MURAK CHEVROLET
13400 134th Ave SE
Burien, WA 98148

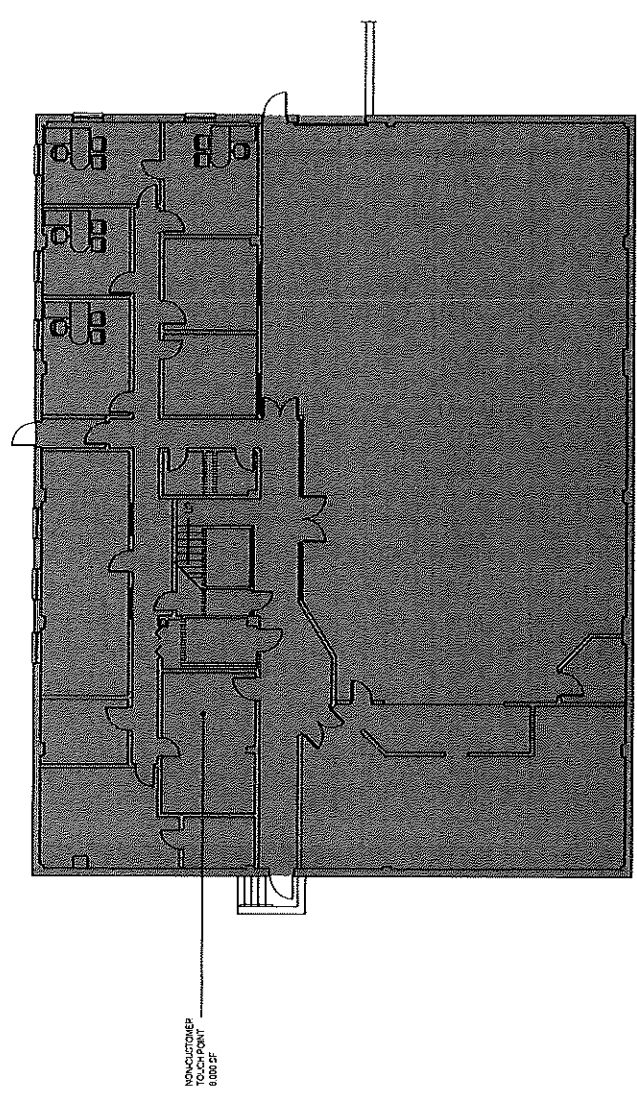
Case # 17-0001
Date Filed 08/09/2017
Page 1 of 1
Case Name MEXICO ROYAL INC.

DEALERSHIP OVERVIEW PLAN - LEVEL 01
(SHOWROOM)

**DEALER FACILITY SIZE STANDARDS FOR GM DEALERS**[illegible][illegible]

DEALERSHIP OVERVIEW PLAN - LEVEL 01

- DEALERSHIP ZONES
- SHOWROOM AND SALES
 - NEW CAR DELIVERY
 - SERVICE WRITE-UP
 - CUSTOMER AMBIENCE
 - SERVICE DEPARTMENT
 - PARTS DEPARTMENT
 - NON-CUSTOMER TOUCH POINT
 - ⊗ AREA NOT IN CONTRACT



DEALERSHIP OVERVIEW PLAN - LEVEL 02

- ZONE 1 - SHOWROOM AND SALES

 - 1 SALES OFFICES
 - 2 SALES WORKSTATIONS
 - 3 GREETER/RECEPTION
 - 4 GENERAL MANAGER
 - 5 SALES MANAGER
 - 6 DISPLAY VEHICLES
 - 7 LOGO SCREEN
 - 8 PRODUCT INFORMATION CENTER UNIT
 - 9 BUSINESS DEVELOPMENT CENTER
 - 10 INTERNET SALES DEPARTMENT

ZONE 2 - NEW CAR DELIVERY

 - 11 NEW CAR DELIVERY SPACE
 - 12 CUSTOMER SEATING
 - 13 FINANCE OFFICE
 - 14 FINANCE WAITING AREA

ZONE 3 - SERVICE WAIT-UP

 - 15 SERVICE LANE
 - 16 QUICK-LINE SERVICE LANE
 - 17 SERVICE WRITERS OFFICE/PODUM
 - 18 SERVICE MANAGERS OFFICE
 - 19 WARRANTY CLAIMS OFFICE
 - 20 DISPATCHER OFFICE

ZONE 4 - CUSTOMER AMENITIES

 - 21 CUSTOMER BUSINESS CENTER
 - 22 CHILDREN'S PLAY AREA
 - 23 RESTROOMS
 - 24 RETAIL PARTS DISPLAY
 - 25 RETAIL PARTS COUNTER
 - 26 CASHIER
 - 27 CUSTOMER LOUNGE SEATING
 - 28 CUSTOMER RELATIONS MANAGERS OFFICE

ZONE 5 - SERVICE DEPARTMENT

 - 29 SERVICE STALLS
 - 30 QUICK-LINE STALLS
 - 31 ALIGNMENT STALLS
 - 32 DETAIL / WASH STALLS
 - 33 COMPRESSOR POOL/OIL STORAGE ROOM
 - 34 USED TIRE AND BATTERY STORAGE
 - 35 TECHNICIAN LUNCHROOM / TRAINING ROOM
 - 36 TECHNICAL DOOR / RESTROOM
 - 37 TOOL ROOM

ZONE 6 - PARTS DEPARTMENT

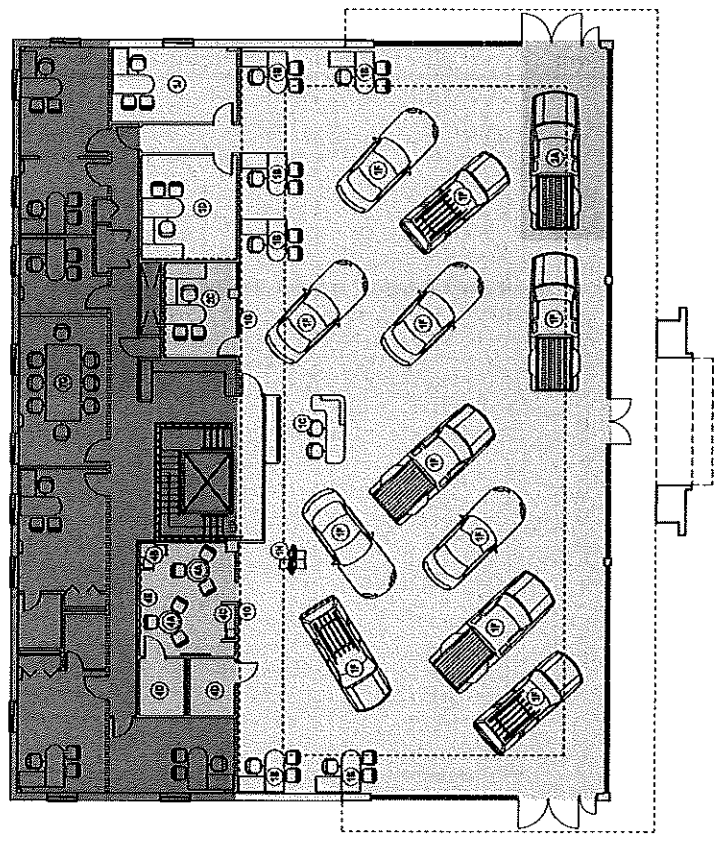
 - 38 NEW TIRE STORAGE
 - 39 TECHNICIAN'S PARTS COUNTER
 - 40 PARTS MANAGER OFFICE
 - 41 SHIPPING AND RECEIVING DROP-OFF
 - 42 PARTS MECHANIC
 - 43 SPECIAL TOOLS ROOM
 - 44 PARTS INVENTORY

ZONE 7 - NON-CUSTOMER TOUCH-POINTS

 - 45 CONTROLLER'S OFFICE
 - 46 OFFICE MANAGER
 - 47 GENERAL OFFICE
 - 48 FILE STORAGE AREA
 - 49 IT PRINT ROOM / COPY ROOM
 - 50 DEALER'S OFFICE
 - 51 CONFERENCE AND TRAINING ROOM
 - 52 LUNCHROOM
 - 53 STORAGE
 - 54 MECHANICAL
 - 55 JANITOR'S CLOSET

NOT IN CONTRACT

AREA NOT IN CONTRACT



DEALERSHIP SPACE PLAN - LEVEL 01

- ZONE 1 - SHOWROOM AND SALES**

 - 1 SALES OFFICES
 - 2 SALES WORKSTATION
 - 3 GREETING/RECEPTION
 - 4 GENERAL MANAGER
 - 5 SALES MANAGER
 - 6 DISPLAY VEHICLES
 - 7 LOGO SCREEN
 - 8 PRODUCT INFORMATION CENTER UNIT
 - 9 BUSINESS DEVELOPMENT CENTER
 - 10 INTERNET SALES DEPARTMENT

ZONE 2 - NEW CAR DELIVERY

 - 11 NEW CAR DELIVERY SPACE
 - 12 CUSTOMER SEATING
 - 13 FINANCE OFFICE
 - 14 FINANCE WAITING AREA

ZONE 3 - SERVICE WRITE-UP

 - 15 SERVICE LINES
 - 16 QUICK-LUBE SERVICE LINE
 - 17 SERVICE WRITERS OFFICE (POOL)
 - 18 SERVICE MANAGERS OFFICE
 - 19 WARRANTY CLAIMS OFFICE
 - 20 DISPATCHER OFFICE

ZONE 4 - CUSTOMER AMENITIES

 - 21 CUSTOMER BUSINESS CENTER
 - 22 CHILDREN'S PLAY AREA
 - 23 RESTROOMS/HOSPITALITY AREA
 - 24 RESTROOM
 - 25 RETAIL PARTS DISPLAY
 - 26 RETAIL PARTS COUNTER
 - 27 CASHIER
 - 28 CUSTOMER LOUNGE SEATING
 - 29 CUSTOMER RELATIONS MANAGER'S OFFICE

ZONE 5 - SERVICE DEPARTMENT

 - 30 SERVICE STALLS
 - 31 QUICK-LUBE STALLS
 - 32 ALIGNMENT STALLS
 - 33 DETAIL / WASH STALLS
 - 34 COMPRESSOR ROOM / OIL STORAGE ROOM
 - 35 USED TIRE AND BATTERY STORAGE
 - 36 TECHNICIAN LUNCHROOM / TRAINING ROOM
 - 37 TECHNICIAN LOCKER / RESTROOM
 - 38 TOOL ROOM
 - 39 NEW TIRE STORAGE

ZONE 6 - PARTS DEPARTMENT

 - 40 TECHNICIAN'S PARTS COUNTER
 - 41 PARTS MANAGER'S OFFICE
 - 42 SHIPPING AND RECEIVING DROP-OFF
 - 43 PARTS MECHANIC
 - 44 SPECIAL TOOL ROOM
 - 45 PARTS INVENTORY

ZONE 7 - HIGH-CUSTOMER TOUCH POINTS

 - 46 CONTROLLER'S OFFICE
 - 47 OFFICE MANAGER
 - 48 GENERAL OFFICE
 - 49 FILE STORAGE AREA
 - 50 IT PRINT ROOM / COPY ROOM
 - 51 DEALER'S OFFICE
 - 52 CONFERENCE AND TRAINING ROOM
 - 53 LUNCHROOM
 - 54 STORAGE
 - 55 MECHANICAL
 - 56 JANITOR'S CLOSET

NOT IN CONTRACT

⊗ AREA NOT IN CONTRACT

DEALERSHIP SPACE PLAN - LEVEL 02

RECEIVED BY THE
SELECT BOARD OFFICE
ARLINGTON, MA 02476

Town of Arlington 2025 NOV 19 PM 1: 23

Select Board Class I & Class II Application

This is the Class I and Class II application for a license that the Select Board may grant. All license applications to the Arlington Select Board must be accompanied by the following information.

Indicate if the license is: new ☒ transfer ☐ other ☐
change of dba ☐

List type of license (s) applying for:

- ☒ Class I No. of vehicles for display 6 inside showroom, 75 outside (inventory)
☐ Class II No. of vehicles for display _____

Business Name (legal): MAG Retail Holdings - HMD LLC dba: McGovern Hyundai of Arlington

Please attach copy of business certificate if applying as dba or individual. If business is a corporation or LLC, please attach:

1. Evidence of Good Standing from the Secretary of State's Office.
2. Corporate Vote authorizing business at the location.

Address of premises to be licensed (included zip code): 1165 Massachusetts Ave Arlington MA 02476

Mailing address (if different than above address): _____

Name of individual/applicant authorized to apply for license: Matt McGovern

Business tel. no. of applicant 978-699-3910 Business email: acctmag@mcgovernauto.com

F.E.I.N: (F.I.N.): _____

Please check one of the following:

- ☐ own premises
☒ lease premises
☐ property under P&S

Name and address of property owner if different from license holder:

Yukon Realty Associates LLC 1125 Massachusetts Ave Arlington MA 02476

Name

Address

If applicable, please attach copy of lease and/or Purchase and Sales Agreement

Do you currently hold a similar license? What type? multiple Class I licenses in other MA towns

If yes, name the location(s): see attached list of all McGovern Auto Group MA Class I Dealer License town

Have you previously applied for a license?

Yes ☐

No ☒
Not in Arlington

Have you ever had a license revoked?

Yes ☐

No ☒

If yes, please indicate why: _____

If applying for a Class I or Class II license, please submit a certified plot plan that shows:

1. The number of the vehicles on display 6 inside showroom, 75 outside (inventory), 12 customer
2. The exact location of the vehicles
3. Customer parking
4. Office area

Proposed hours of operation: Please see attached "Hours of Operation" additional sheet for department hours below are sales hours

Monday 9am-7pm

Thursday 9am-7pm

Sunday Closed

Tuesday 9am-7pm

Friday 9am-6pm

Wednesday 9am-7pm

Saturday 9am-5pm

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

Date: 11/18/2025 Signature: _____

I certify that I have read through the conditions included with this license application.

I hereby authorize the Licensing Authority or its agent(s) to make inquiry or investigation, as needed, to verify the information contained in this application.

Date: 11/18/2025 Signature: _____

Applicant Contact Information

This information will be used to contact you regarding the status of the application.

Name: _____

Address: _____

Phone Number: 978-699-3910

Email: _____

Please contact the Select Board's Office at (781) 316-3020 if you have any questions regarding application form.

Hours of Operation

Sales Hours

- Monday: 9:00am - 7:00pm
- Tuesday: 9:00am - 7:00pm
- Wednesday: 9:00am - 7:00pm
- Thursday: 9:00am - 7:00pm
- Friday: 9:00am - 6:00pm
- Saturday: 9:00am - 5:00pm
- Sunday: Closed

Service & Parts Hours

- Monday: 7:00AM - 6:00PM
- Tuesday: 7:00AM - 6:00PM
- Wednesday 7:00AM - 6:00PM
- Thursday: 7:00AM - 6:00PM
- Friday: 7:00AM - 6:00PM
- Saturday: 8:00 AM to 4:00 PM
- Sunday: Closed

Class I MA Dealer Licenses
McGovern Auto Group

Legal Name	DBA	Address	City/State
MAG Retail Holdings - HND, LLC	McGovern Honda	100 Broadway	Everett MA 02149
MAG Retail Holdings - HYN, LLC	McGovern Hyundai	240 Manley St	Brockton MA 02301
MAG Retail Holdings - SUB, LLC	McGovern Subaru	85 Gosling Road	Newington, NH 03801
MAG Retail Holdings - BMS, LLC	BMW of Shrewsbury	770 Boston Turnpike	Shrewsbury, MA 01545
MAG Retail Holdings - AUS, LLC	Audi Shrewsbury	780 Boston Turnpike	Shrewsbury, MA 01545
MAG Retail Holdings - FRD, LLC	McGovern Ford	1212 Westford St	Lowell, MA 01851
MAG Retail Holdings - ATB, LLC	Autobahn USA	88 Turnpike Rd	Westborough, MA 01581
MAG Retail Holdings - MAR, LLC	Alfa Romeo Motorsports of Boston	1650 Soldiers Field Road	Brighton, MA 02135
MAG Retail Holdings - FFD, LLC	McGovern Ford of Framingham	1200 Worcester Rd	Framingham, MA 01702
Sanitili Enterprises INC	McGovern Subaru of Acton	61 Powdermill Rd	Acton, MA 01720
MAG Retail Holdings - HRT, LLC	McGovern Hyundai Route 2	743 North Main St	Leominster, MA 01453
MAG Retail Holdings - HNW, LLC	McGovern Hyundai Route 93	271 Main St	Wilmington, MA 01887
MAG Retail Holdings - KNW, LLC	McGovern Kia of Norwood	105 Boston Providence Turnpike	Norwood MA 02062
MAG Retail Holdings - FSG, LLC	McGovern Ford	1481 Broadway	Saugus, MA 01906
MAG Retail Holdings - ACJDR, LLC	McGovern CJDR of Acton	196 Great Road	Acton, MA 01720
MAG RETAIL HOLDINGS - HMI, LLC	McGovern Hyundai Milford	158 East Main St	Milford, MA 01757
MAG RETAIL HOLDINGS - HYD, LLC	McGovern Hyundai of Danvers	24 Newbury Street	Danvers MA 01923
MAG RETAIL HOLDINGS - GNS, LLC	Genesis of Danvers	24 Newbury Street	Danvers MA 01923
MAG RETAIL HOLDINGS - CPM, LLC	McGovern Chevrolet of Plymouth McGovern Cadillac	137 Samoset St	Plymouth, MA 02360
MAG RETAIL HOLDINGS - CIDRM, LLC	McGovern CJDR of Boston	29 Mystic Ave	Medford, MA 02155
MAG Retail Holdings - FBV, LLC	McGovern Ford of Beverly	420 Cabot S	Beverly, MA 01915

Unofficial Property Record Card - Arlington, MA

General Property Data

Parcel ID 057.0-0002-0016.0
 Prior Parcel ID 37793 --
 Property Owner YUKON REALTY LLC

Account Number 37793

Mailing Address 1125 MASS AVE

Property Location 1165 MASS AVE

Property Use Auto Sale/Se

Most Recent Sale Date 1/30/2003

Legal Reference 37850-613

City ARLINGTON

Grantor ARLINGTON CENTER GARAGE & SERVICE CORP

Mailing State MA

Zip 02476

Sale Price 1

ParcelZoning I

Land Area 0.508 acres

Current Property Assessment

Card 1 Value Building Value 726,200

Xtra Features Value 28,600

Land Value 1,263,500

Total Value 2,018,300

Building Description

Building Style Auto Dealer
 # of Living Units 1
 Year Built 1996
 Building Grade Good
 Building Condition Average
 Finished Area (SF) 10032
 Number Rooms 0
 # of 3/4 Baths 0

Foundation Type Concrete
 Frame Type Steel
 Roof Structure Flat
 Roof Cover Tar & Gravel
 Siding Conc. Block
 Interior Walls Drywall
 # of Bedrooms 0
 # of 1/2 Baths 2

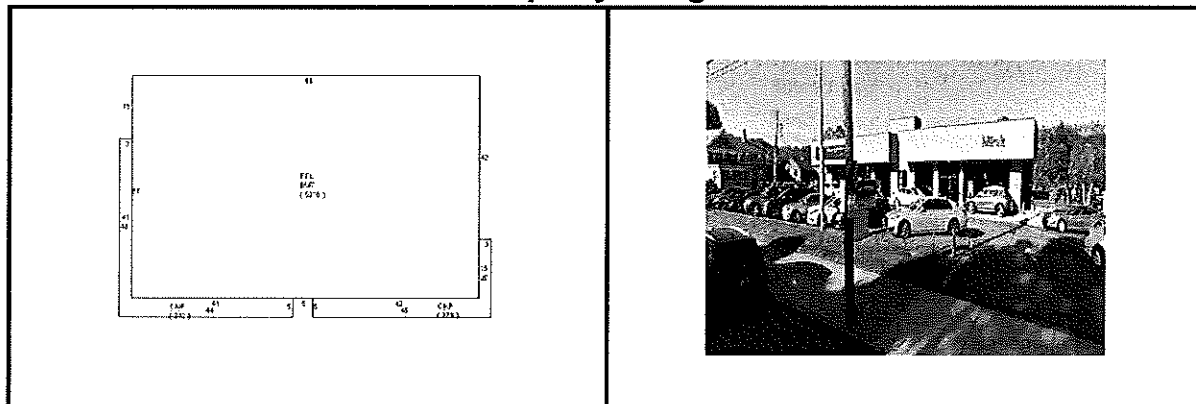
Flooring Type Carpet
 Basement Floor Carpet
 Heating Type Forced H/Air
 Heating Fuel Oil
 Air Conditioning 100%
 # of Bsmt Garages 0
 # of Full Baths 0
 # of Other Fixtures 1

Legal Description

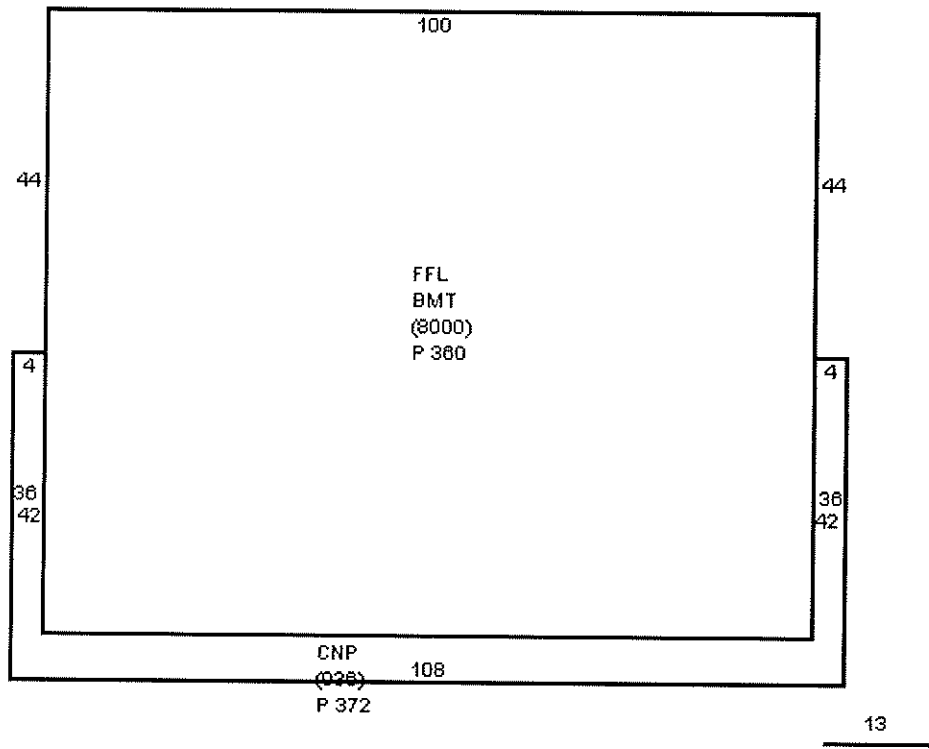
Narrative Description of Property

This property contains 0.508 acres of land mainly classified as Auto Sale/Se with a(n) Auto Dealer style building, built about 1996 , having Conc. Block exterior and Tar & Gravel roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 2 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



PRELIMINARY
NOT FOR CONSTRUCTION
OR PERMITTING PURPOSES

1. THIS DOCUMENT IS PRELIMINARY AND IS NOT INTENDED FOR CONSTRUCTION OR PERMIT PURPOSES.
2. NO WARRANTY IS MADE BY THE DESIGNER FOR THE ACCURACY OF THE INFORMATION CONTAINED HEREIN.
3. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE CONSTRUCTION OF THE PROJECT OR FOR THE RESULTS THEREOF.



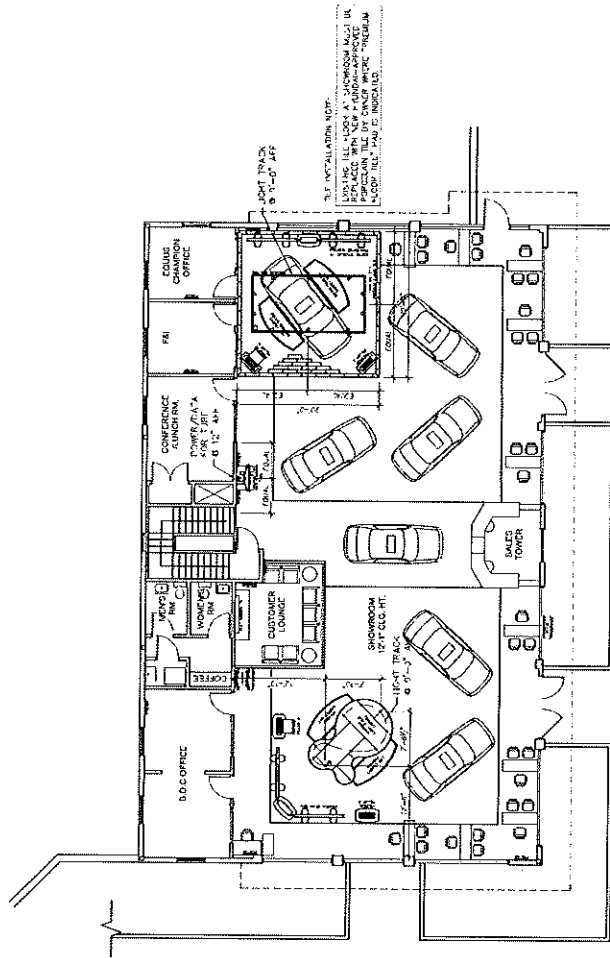
NO.	DATE	DESCRIPTION
1	12/19/10	PRELIMINARY DESIGN SERVICES
2	04/23/11	OWNER-REQUESTED REVISIONS & AUTOMATIC INCORPORATION

DESIGNER	Robert J. Farnsworth Scott P. Lurie
CLIENT	MIRAK HYUNDAI
PROJECT	PROPOSED FLOOR DIAGRAM

CITY	DATE
1100 Main Street, Suite 100 Waltham, MA 02451	12/19/10
SCALE	1/8" = 1'-0"



DATE	12/19/10
SHEET NO.	03 of 04



PROPOSED FIRST FLOOR DIAGRAM
SCALE: 1/8" = 1'-0"

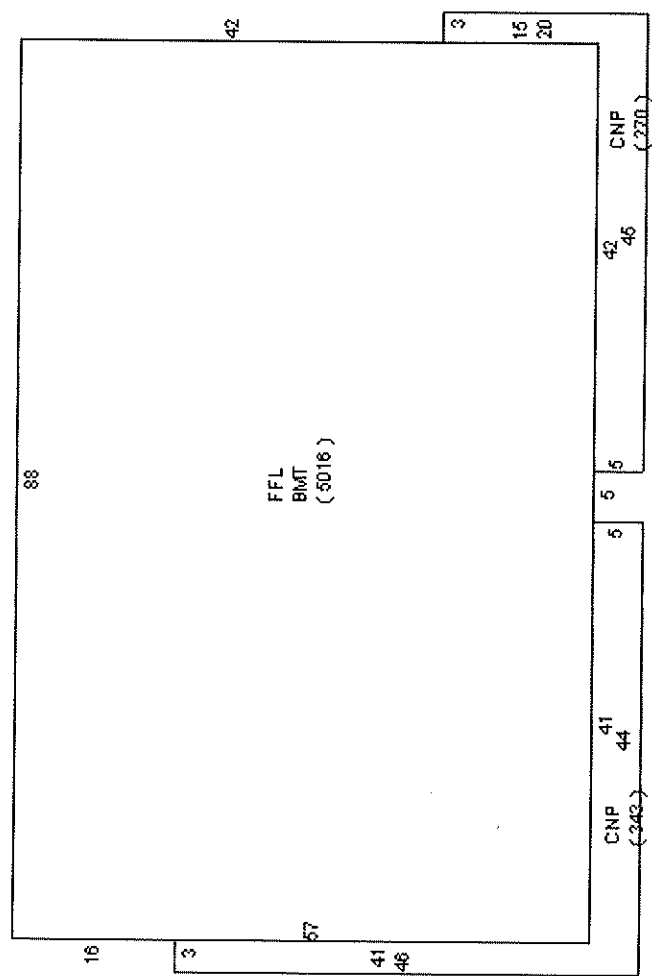
1. ALL ROOMS, CORRIDORS & PARTIAL AREAS, SHOWN
2. ALL ROOMS, CORRIDORS & PARTIAL AREAS, SHOWN
3. ALL ROOMS, CORRIDORS & PARTIAL AREAS, SHOWN

Room	Area
Conference Room	12' x 12' x 12'
Customer Lounge	12' x 12' x 12'
Newsroom	12' x 12' x 12'
Showroom	12' x 12' x 12'
Sales Tower	12' x 12' x 12'

1. Premium Grand Wall - Optional Free-standing Base
2. Premium Grand Wall - Optional Free-standing Base

Room	Area
Conference Room	12' x 12' x 12'
Customer Lounge	12' x 12' x 12'
Newsroom	12' x 12' x 12'
Showroom	12' x 12' x 12'
Sales Tower	12' x 12' x 12'

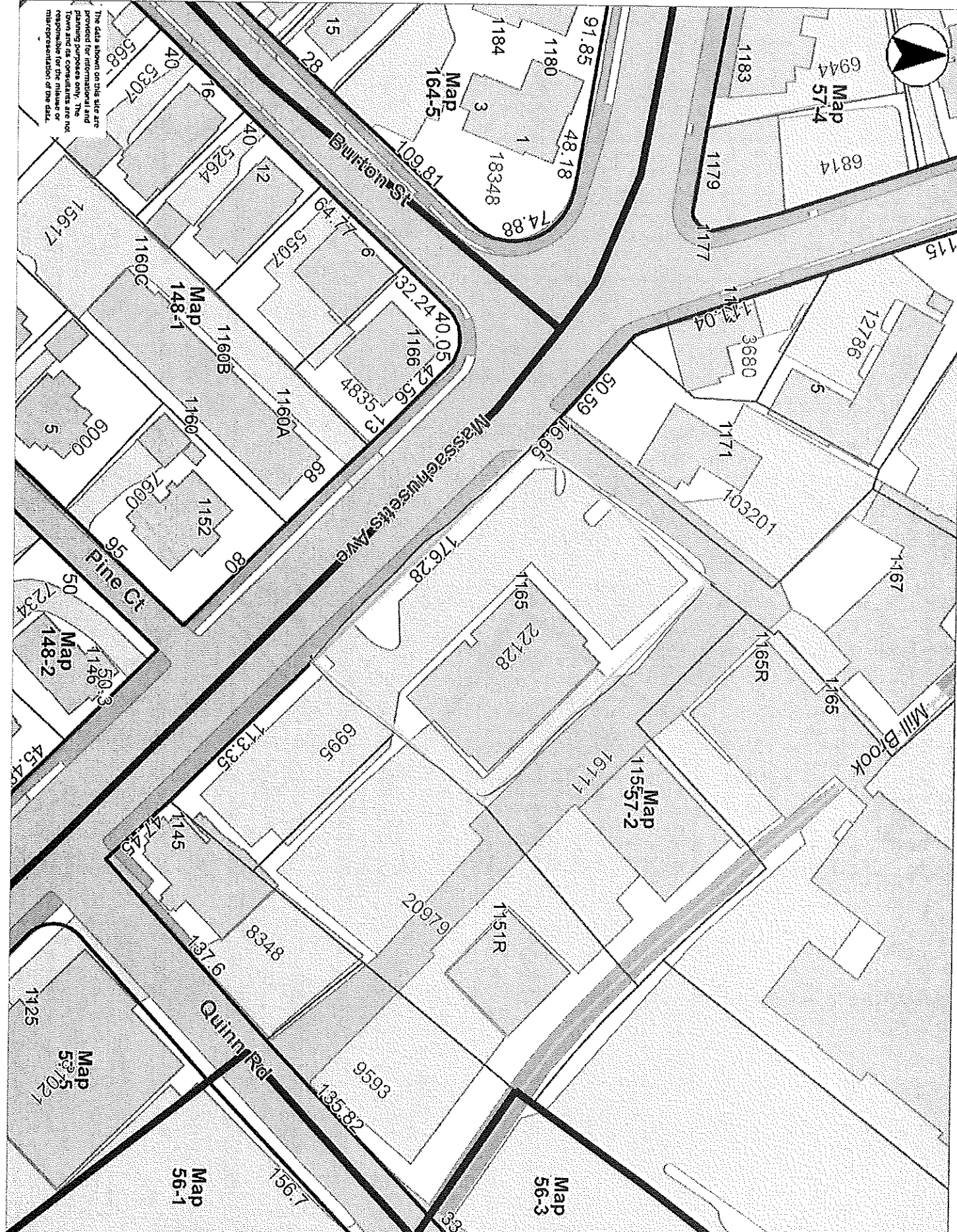
Room	Area
Conference Room	12' x 12' x 12'
Customer Lounge	12' x 12' x 12'
Newsroom	12' x 12' x 12'
Showroom	12' x 12' x 12'
Sales Tower	12' x 12' x 12'







The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.



Parcel Map - Frontage Por
Parcel Map - Lot Size Por
Parcel Map - Map Index Pz
Parcel Map - Map Block Pn
Places by Category
Police Station
Fire Station
School
Library
Public Works
Tree - Inventory (for Base)
Pole - (for Base Maps - H)
Traffic Signal Pole
Traffic Signal Pole
Street Light
Parcels
Buildings
Recreation - Facilities
Recreation - Fields Courts
Recreation - Fields Courts
Recreation - Fields Courts
Open Space - Conservation
Open Space - Mtn/Urban
Open Space - Labels
Open Space
Town, State, or Prrva
Other Town Owned
MA Highways
Interstate
US Highway
Numbered Routes
Abutting Towns
Town Boundary
Cemetery - Roads
Road1
Road2
Road3
Road4
Road4
Payement Markings
Impervious Surface - For B
Street
Sidewalk
Street Island
Driveway
Bike Path
Lot
Roads - For Large Scale (f
Roads - For Small Scale (f
Major Road
Local Road
Master Plan Base Map - M
Water Line
Water Body



Office of the Select Board
Licensing Board for the Town of Arlington
Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts 02476
Telephone: (781)316-3020 | Email: sbadmin@town.arlington.ma.us

INSPECTION REPORT FORM

NAME OF ESTABLISHMENT:

McGovern Hyundai & Chevrolet

ADDRESS:

1125 & 1165 Massachusetts Avenue

NAME OF APPLICANT:

Matt McGovern

TYPE OF LICENSE:

Class I (New Auto Dealer)

REPORT DUE BY:

December 2, 2025

DEPARTMENTAL REPORT SECTION

DEPARTMENT: Fire

AFTER REVIEWING THE ABOVE APPLICANT, WE HAVE:

☒ No Comments or Concerns

☐ Comments

☐ Concerns

☐ Objections

APPLICANT SIGNATURE SECTION

I have received the above report and acknowledge said inspection. I fully understand that the establishment is not to open, or act upon the requested license/permit, until approved by the Select Board and all other applicable licenses/permits/certificates are issued by the correct departments. Any work done is done at the applicant's risk.

Signature: _____

Date: _____

12/5/25



Office of the Select Board
Licensing Board for the Town of Arlington
Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts 02476
Telephone: (781)316-3020 | Email: sbadmin@town.arlington.ma.us

INSPECTION REPORT FORM

NAME OF ESTABLISHMENT:

McGovern Hyundai & Chevrolet

ADDRESS:

1125 & 1165 Massachusetts Avenue

NAME OF APPLICANT:

Matt McGovern

TYPE OF LICENSE:

Class I (New Auto Dealer)

REPORT DUE BY:

December 2, 2025

DEPARTMENTAL REPORT SECTION

DEPARTMENT: Planning and Community Development

AFTER REVIEWING THE ABOVE APPLICANT, WE HAVE:

☒ No Comments or Concerns

☐ Comments

☐ Concerns

☐ Objections

Any change of signage would require the applicant to apply for a new Sign Permit through Inspection Services, subject to review.

APPLICANT SIGNATURE SECTION

I have received the above report and acknowledge said inspection. I fully understand that the establishment is not to open, or act upon the requested license/permit, until approved by the Select Board and all other applicable licenses/permits/certificates are issued by the correct departments. Any work done is done at the applicant's risk.

Signature: _____

Date: _____

12/5/25



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TYPE OF LICENSE:

Class I (New Auto Dealer)

REPORT DUE BY:

December 2, 2025

DEPARTMENTAL REPORT SECTION

DEPARTMENT: Inspectional Services

AFTER REVIEWING THE ABOVE APPLICANT, WE HAVE:

☒ No Comments or Concerns

☐ Comments

☐ Concerns

☐ Objections

Building

- All building changes need permits.
- All sign changes need approval and a sign permit.
- Window signs cannot exceed 25% of the window.
- Certificate of Occupancy is required.

Plumbing

- All plumbing and gas fitting work requires licensed contractors to obtain permits from this office for their respective trades.

Electrical

- All electrical work requires that permits be obtained from this office for their respective trades by licensed contractors, and any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

Please note that the Inspectional Services Department has no objection to the issuance of this license.

APPLICANT SIGNATURE SECTION

I have received the above report and acknowledge said inspection. I fully understand that the establishment is not to open, or act upon the requested license/permit, until approved by the Select Board and all other applicable licenses/permits/certificates are issued by the correct departments. Any work done is done at the applicant's risk.

Signature: _____

Date: _____

12/5/25



Town of Arlington, Massachusetts

Arlington Community Electricity Plan Updates

Summary:

Talia Fox, Sustainability Manager

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Memo-ACE_Plan_Update.pdf	Memo from Planning Department
▢	Reference Material	ACE_SelectBoard_Presentation.pdf	Presentation
▢	Reference Material	Revised_Arlington_Plan.pdf	Revised Plan



TOWN OF ARLINGTON
DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

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

MEMORANDUM

To: Jim Feeney, Town Manager
Cc: Claire Ricker, Director, Planning and Community Development
Ryan Katofsky, Chair, Clean Energy Future Committee
Ashley Maher, Select Board Administrator
From: Talia Fox, Sustainability Manager, Planning and Community Development
Date: December 4, 2025
RE: 2025 Arlington Community Electricity Plan Updates

The Town intends to update the Arlington Community Electricity (ACE) Program Plan document ("Municipal Aggregation Plan" or "Plan"). The purpose of this memorandum is to share context and details that enable the Select Board to provide comments on the updated Plan and direct the Town Manager to modify as needed and approve the updated Plan.

Plan Update Context & Details

ACE is the Town of Arlington's municipal aggregation program, which provides several electricity supply options to Arlington residents and businesses. The ACE program was launched in 2017 and is currently in its fourth contract, effective November 2024 through December 2027.¹ The Town's original Plan was put forth in 2016 and revised in 2017. There are two key reasons to update Arlington's Plan:

- 1) **Align the Plan with the new municipal aggregation plan template provided by the Department of Public Utilities ("DPU"), which will facilitate greater flexibility in future ACE contracts.** In the fall of 2023, the DPU opened docket D.P.U. 23-67, Investigation by the Department of Public Utilities on its own Motion into Establishing Guidelines for Municipal Aggregation Proceedings. This docket was opened to revise the approval process for municipal aggregation plans in response to challenges identified by municipalities, legislators, and regulators. In addition to a modified plan approval process, D.P.U. 23-67 yielded a new template plan document to support expedited review processes and greater programmatic flexibility. The Town provided reply comments in D.P.U. 23-67² and participated in a Technical Session on December 13, 2023, to provide input on revisions to the approvals process and plan template.

Attachment A, Town of Arlington Revised Municipal Aggregation Plan, reflects the new DPU template. The Plan retains elements such as product descriptions, customer notification requirements, roles of the consultant, supplier, and Town staff, public review requirements and engagement strategy. Key revisions include allowing the Town to modify the Plan structure without requiring lengthy DPU approval; enhancing reporting mechanisms by posting information on each past year's performance in a DPU-

¹ For details on the 2024 ACE contract renewal, see October 2, 2024, memo, "2024 Arlington Community Electricity Contract Launch," April 18, 2024, memo, "2024 Arlington Community Electricity Contract Update," and March 13, 2024, memo, "2024 Arlington Community Electricity Contract Renewal Default Level," sent to Jim Feeney, Town Manager, from Talia Fox, Sustainability Manager.

² See *Reply Comments of the Town of Arlington*, D.P.U. 23-67, November 6, 2023.

standardized format on the program website; and increasing local autonomy to introduce new product options without needing additional DPU approvals, such as the ability to automatically enroll eligible low-income residents in the “Arlington Basic” product described below.

- 2) **Facilitate automatic enrollment of eligible low-income residents in the “Arlington Basic” product.** The Arlington Basic product has the minimum amount of Class I renewable energy required by the MA Renewable Portfolio Standard (RPS) and is the lowest cost ACE option. In its March 18, 2024, meeting, the Select Board expressed concern that low-income residents might unknowingly pay more for electricity supply as part of the 2024-2027 ACE contract, which introduced a default “ACE Local Green” product containing 100% renewable energy. (Under this contract, the ACE Local Green rate costs the average Arlington electricity customer approximately \$157 per year more than the Arlington Basic.) In response to this concern, Town staff have expanded existing efforts to distribute information about how participants can switch to the Arlington Basic product and access other cost- and energy-saving opportunities, including the Eversource R2 or R4 rates, which offer a 42% discount on electricity costs. Town staff have shared information about these programs via Arlington EATS, the Arlington Housing Authority, the Housing Corporation of Arlington, and the Council on Aging, among other partners, including through in-person events, and digital and physical literature.

Despite the Town’s efforts, taking action to enroll in Arlington Basic may still be a burden for low-income individuals. Recognizing that Eversource R2 or R4 discount rate customers are automatically eligible for several cost-saving programs in MA, Town staff have worked with ACE consultant Good Energy to secure approval from the DPU and the Town’s current supplier, Direct Energy, to automatically enroll these customers in the Arlington Basic product. Section IV.B.3. “Product Information” of Attachment A contains language memorializing this proposed change in the Plan document.

This proposed change would affect approximately 600 Arlington residents currently enrolled in both the Eversource discount rate and the ACE Local Green default product. As with all ACE customers, these individuals, once enrolled, would be free to choose any other ACE product or opt out of the ACE program altogether, at any time, with no penalty. Town staff would continue to help eligible residents sign up for the Eversource discount rate (which will in turn facilitate their automatic enrollment in Arlington Basic).

Public Review & Next Steps

The Town must provide a 30-day public review period of the updated Plan, which will run from December 9, 2025, through January 7, 2026. During this time, the Town is notifying the public of this opportunity at this Select Board hearing, at key in-person locations (Town Hall, Robbins Library), and via the Town website, the ACE website ([ACE.ArlingtonMA.gov](https://www.ace-arlingtonma.gov)), Town notice, and social media. Following consideration of any comments received during the public review, should the Town decide to proceed with automatic enrollment of eligible low-income residents in the Arlington Basic product, the Town will sign an amendment to the Energy Services Agreement with the ACE supplier, Direct Energy.

Subsequently, in late winter or early spring 2026, Arlington residents enrolled in the Eversource R2 and R4 rates who are not already enrolled in Arlington Basic will receive a letter notifying them of the fact that they will be automatically enrolled in the Arlington Basic product unless they choose another ACE product or to opt out of the program. The letters will also generally inform these residents of ACE pricing and their options.

Arlington Community Electricity (ACE)

Plan Document Revisions

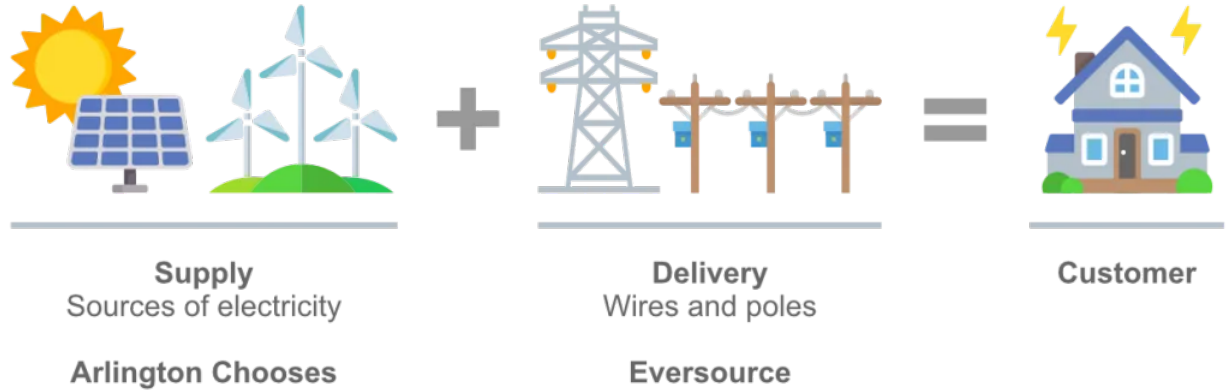
Arlington Select Board Meeting, December 8, 2025

Talia Fox, Sustainability Manager, Planning & Community Development



ACE Program Overview

- Arlington's municipal aggregation program, active since 2017



- Program goals and benefits:

**Environmental
impact**

Stability




**Competitive
rates**
(future savings
not guaranteed)

**Consumer
choice**

Continuity

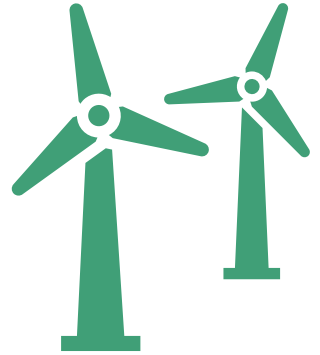
Current ACE Contract and Products

- Two-year contract with Direct Energy Nov 2024 – Dec 2027
- Default product, “ACE Local Green,” contains 100% renewable energy from New England solar, wind, anaerobic digestion, and low-impact hydropower

	 Arlington Basic	 ACE Local Green <i>(community default)</i>	 ACE Local Greenest
Price	13.380 ¢/kWh	16.230 ¢/kWh	17.430 ¢/kWh
Voluntary Renewable Energy Content	Meets State minimum MA Class I renewable energy standards (27% in 2025)	Provides 100% total renewable energy from MA Class I sources (100% in 2025)	Provides over 100% renewable energy from MA Class I sources (127% in 2025)

Program Accomplishments (as of Oct 2025)

- **15,452 accounts enrolled in ACE** (~71% of 21,807 total electricity accounts in Arlington)
 - ~86% of accounts in 100% default product (13,220)
 - ~6% of accounts in “greenest” product (922)
 - ~8% of accounts in Basic product (1,310)
- Cumulative residential savings of ~\$6.9 million since ACE launch, **~\$480 saved per account** (future savings not guaranteed)
- ACE customers collectively purchase >75,600 MWh of additional renewable energy annually, equal to the output of **6 wind turbines!**

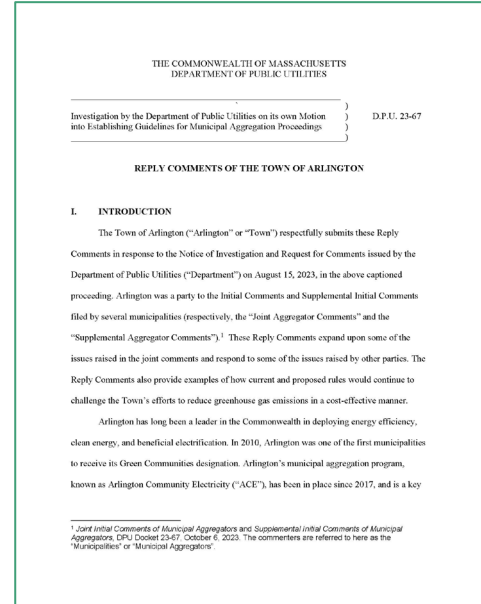


ACE Plan Update Context & Details

- Town intends to update 2017 ACE Program Plan Document (“Plan”)
- **Two key reasons to update the Plan**
 - 1. Align Plan with new municipal aggregation plan template** provided by the Department of Public Utilities (“DPU”)
 - 2. Facilitate automatic enrollment of eligible low-income residents in lowest-cost option, “Arlington Basic”**


1) Align with New DPU Template

- **New template** emerged from DPU investigation (D.P.U. 23-67) to **address challenges with municipal aggregation plan approval processes**
- Town provided comment in support of changes
- Updated Plan retains: product descriptions; customer notification & public review requirements; roles of consultant, supplier, and Town; engagement strategy
- Key changes: **enhanced/standardized reporting on ACE website; Town can modify Plan or introduce products without additional, lengthy DPU approval**

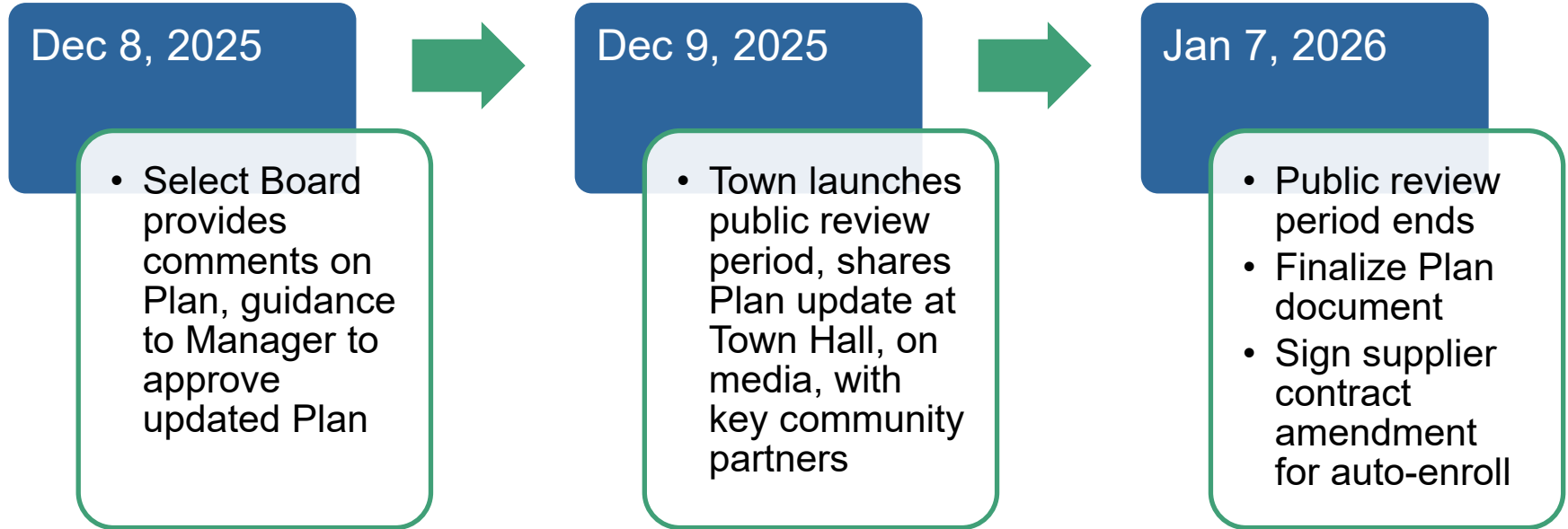


2) Auto-Enroll Low-Income Residents in “Arlington Basic”

- Arlington Basic is the lowest-cost ACE option, saves ~\$157 per year vs ACE Local Green default
- Select Board previously expressed concern about impact of 100% default on low-income residents
- Staff have expanded education to residents about cost-saving opportunities, but need more solutions
- Proposed solution: automatically enroll Eversource R2/R4 discount rate customers in Arlington Basic
- Change would affect ~600 Arlington residents enrolled in ACE Local Green + Eversource R2/R4

	 Arlington Basic
Price	13.380 ¢/kWh
Voluntary Renewable Energy Content	Meets State minimum MA Class I renewable energy standards (27% in 2025)

Public Review & Next Steps



December 9, 2025

TOWN OF ARLINGTON

REVISED MUNICIPAL AGGREGATION PLAN

TABLE OF CONTENTS

- I. Introduction
- II. Definitions
- III. Procedural Requirements
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 - 7. Access to Ongoing Program Information
 - 8. Program Termination
 - C. Rights and Responsibilities of Program Participants
- V. Department Review
- VI. Annual Reports
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- VIII. Notifications to Electric Distribution Companies
- IX. Plan and Program Changes
- X. Implementation of Guidelines
- XI. Municipal Aggregation LICSS Programs

Attachment 1 – Representative Opt-Out Notice

December 9, 2025

I. INTRODUCTION

This is the municipal aggregation Plan for the Arlington Community Electricity Program. The Department approved the Town's municipal aggregation plan in 2017 and the Town launched its Program in August 2017. The Town has revised its Plan, consistent with the municipal aggregation statute, M.G.L. c. 164, § 134(a) and Department Guidelines. Through the Program, the Town will continue to provide electric supply options to Arlington residents and businesses. Eversource serves as the Town's Electric Distribution Company and will remain responsible for the distribution of electricity, maintaining electric infrastructure and responding to power outages.

The Program allows the Town to decide the features of electric supply options, known as Products. It will continue to be available to all residents and businesses, offering a Default Product and optional Products. Upon launch in 2017, all Auto-Enroll Customers were automatically enrolled in the Default Product unless they opted out or selected an optional Product. Participants in the Program can switch to an optional Product or opt out to choose another Competitive Supplier or Basic Service from the Electric Distribution Company. Those not initially participating can join the Program at any time.

The Program will continue to provide electric supply options that match the diverse needs and preferences of our community, which include:

- Negotiating the best terms and conditions for electric supply. It is important to note that the Program cannot guarantee prices will be lower than the Eversource Basic Service rates at all times, because Basic Service rates change frequently and future prices are unknown.
- Using and supporting the growth of renewable electricity.
- Supporting electrification, particularly for heating and transportation currently powered by fossil fuels.

II. DEFINITIONS

Annual Report – means the report that the Municipality shall file annually with the Department that includes Program information for the previous year.

Auto-Enroll Customer – means an Electric Customer who is eligible to be enrolled in the Program on an opt-out basis, specifically all Basic Service customers except for those customers who (1) have informed the Electric Distribution Company they do not want their account information shared with their municipality, or (2) are participating in an optional “green power” program that requires them to remain on Basic Service.

Basic Service – means the electric supply product that the Electric Distribution Company provides to Electric Customers that are not receiving an electric supply product from a Competitive Supplier or through participation in the Program.

December 9, 2025

Competitive Supplier – means an entity licensed by the Department to sell electric supply products to Electric Customers, as defined in 220 CMR 11.02.

Consultant – means the entity retained by the Municipality to assist with the development and operation of the Plan and Program.

DOER – means the Massachusetts Department of Energy Resources.

DOER Best Practices – means the *DOER Recommended Best Practices for Advancing Clean Energy in Municipal Aggregation Plans*, as may be amended from time to time.

Default Product – means the Product that Participants in the Program receive unless they affirmatively select an alternate Product.

Department – means the Massachusetts Department of Public Utilities.

Electric Customer – means the customer of record of an account with an Electric Distribution Company.

Electric Distribution Company or EDC – means Eversource, the company that provides electric distribution service within the Municipality.

Electric Supply Agreement or ESA – means the contract between the Municipality and a Program Supplier concerning electricity supply for the Program.

Electricity Broker – means an entity that is licensed by the Department to facilitate or otherwise arrange for the purchase and sale of electric supply and related services to customers, as defined by DPU regulations (220 CMR 11.02).

Environmental Justice Population¹ – in Massachusetts, an environmental justice population is a neighborhood that meets one or more of the following criteria:

- the annual median household income is not more than 65 percent of the statewide annual median household income;
- minorities comprise 40 percent or more of the population;
- 25 percent or more of households lack English language proficiency; or
- minorities comprise 25 percent or more of the population and the annual median household income of the Municipality in which the neighborhood is located does not exceed 150 percent of the statewide annual median household income.

Guidelines – means the Department’s Municipal Aggregation Guidelines (D.P.U. 23-67, dated July 9, 2024), as may be amended from time to time.

¹ See Environmental Justice Policy of the Executive Office of Energy and Environmental Affairs (Updated June 24, 2021) available at <https://www.mass.gov/doc/environmental-justice-policy6242021-update/download> (last visited November 24, 2025).

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Municipality or Town means the Town of Arlington.

Opt-In Product - means a Product that Participants in the Program must affirmatively select to receive.

Opt-Out Notice – means the document sent to Auto-Enroll Customers to inform them of their right to opt out of such enrollment (see Section IV.B.6.a, below).

Participant – means an Electric Customer that is participating in the Program.

Plan – means this municipal aggregation plan.

Product – means an electric supply product available to Participants in the Program.

Program – means the Arlington Community Electricity (ACE) program, which aggregates Electric Customers located within its municipal boundaries for the purpose of procuring electric supply and energy-related products and services, pursuant to G.L. c. 164, § 134(a).

Program Supplier – means the Competitive Supplier that is providing electric supply and, if applicable, energy-related products and services to Participants.

III. PROCEDURAL REQUIREMENTS

III.A. INITIATION OF PROCESS

The Town obtained the authorization by a majority vote of its Town Meeting to initiate a process to develop a municipal aggregation plan on May 2, 2016.

III.B. CONSULTATION WITH DOER

The Town consulted with DOER in developing its Plan, pursuant to M.G.L. c. 164, § 134(a), in a meeting on September 26, 2016, which included its Consultant, Good Energy.

III.C. PUBLIC REVIEW

The Town made its original Plan available for public review from June 21, 2016, through July 12, 2016, at the Town Hall and on its website. In addition, the Town provided documentation demonstrating that municipal officials presented the Plan at a public meeting on June 29, 2016.

The Department approved the Plan on April 14, 2017, and the Program launched in August 2017.

The Town revised the Plan and made it available for public review from December 9, 2025, through January 7, 2026, at the Town Hall and on its website.

December 9, 2025

IV. PLAN ELEMENTS

IV.A. ORGANIZATIONAL STRUCTURE OF THE PROGRAM

Table IV.A identifies the entities (Municipality, Consultant, Program Supplier) that will perform core functions of the Program.

Table IV.A – Organizational Structure

Core Functions	Performing Entity			Plan section in which tasks are described
	Municipality	Consultant	Supplier	
Liaisons/Representatives/Agents				
Municipal Representative/Agent before Department		X		Section V
Liaison with DOER		X		Section III.B
Liaison with Electric Distribution Companies		X		Section VIII
Plan Elements				
Procurement of Supply		X		Section IV.B.2
Product Determination	X			Section IV.B.3
Other Funding/Costs	X			Section IV.B.4
Customer Enrollment			X	Section IV.B.5
Customer Notifications/Outreach/Education	X	X		Section IV.B.6
Ongoing Program Information		X		Section IV.B.7
Program Termination	X			Section IV.B.8
Annual Reports		X		Section VI
Customer Service		X	X	Section IV.A

Customer Service information:

- The Town encourages customers to visit the Program website, ace.arlingtonma.gov, to use the online contact forms and to view the latest customer support information and resources.
- Municipality: Talia Fox, Sustainability Manager, at tfox@town.arlington.ma.us and (781) 316-3428.
- Consultant: Good Energy at support_ma@goodenergy.com and (800) 680-9104.
- Program Supplier: For the current ESA, the Program Supplier is Direct Energy and can be reached at aggregationsupport@nrg.com and (866) 968-8065. For future ESAs, supplier contact information will be provided upon the completion of bidding

December 9, 2025

by Good Energy.

IV.B. PROGRAM OPERATION

IV.B.1. Statutory Requirements

Pursuant to M.G.L. c. 164, § 134(a), a Plan shall provide for:

IV.B.1.a. Universal Access

All customers residing or located within the municipal boundary are eligible to participate in the Program, either through an automatic enrollment process or upon request of the customer to join the Program (see Section IV.B.5, below).

IV.B.1.b. Reliability

The Town has retained the services of Good Energy, a Department-approved Electricity Broker that is licensed to provide municipal aggregation consulting services. Retention of this Department-approved broker demonstrates that the Town has the support of a technical expert necessary to operate and manage the Program.

IV.B.1.c. Equitable Treatment of All Customer Classes

Table IV.B.1.c identifies the Plan elements for which the treatment between customer classes (or subclasses) may vary. For each Plan element identified, the Plan explains (in the applicable section below) why the varied treatment is reasonable and appropriate in consideration of the disparate characteristics of each customer class or subclass.

Table IV.B.1.c Equitable Treatment of Customer Classes

Plan Element					
Procurement of Supply (§ IV.B.2)	Product Rate Setting/Renewable Energy Content (§ IV.B.3)	Other Funding Sources/Costs (§ IV.B.4)	Customer Enrollment (§ IV.B.5)	Customer Notification (§ IV.B.6)	Ongoing Program Information (§ IV.B.7)
-	Yes	-	-	-	-

IV.B.2. Procurement of Supply

Table IV.B.2 identifies: (1) the actions the Town expects to take to procure supply for the Program in the future; and (2) the expected timeline for each action, identified as

December 9, 2025

the number of days after Day 0, the day the Town has determined to proceed with a bid.

Table IV.B.2 - Procurement of Supply²

Procurement Steps	Expected Timeline (after Day 0)
Issue Request for Proposals	15
Negotiate ESA	15 through 44
Evaluate Bids & Execute ESA	45

The Consultant will manage the procurement of supply, and all final procurement decisions will be made by the Town. Whether the Town conducts an individual solicitation or participates in a solicitation with a buying group, at the conclusion of the bidding process it will select the proposal most appropriate for Town residents and businesses. Participation in a buying group shall not require the Town to select the same price, terms or Competitive Supplier as other members of the buying group. If none of the bids are satisfactory, the Town has the right to reject all bids and repeat the solicitation for bids as often as needed until market conditions yield an offer that is acceptable.

IV.B.3. Product Information

Table IV.B.3 identifies, for each Product, (1) the components of the rates that will be charged to Participants, and (2) the renewable energy content, including the types of renewable energy resources that comprise the voluntary component. All funds collected through rates will be used specifically for the benefit of the Program.

The Table and discussion below describe the Town's Products in the current ESA and its expected approach to its Products and its process to make final determinations for future ESAs. The Plan addresses how Arlington will update this table in Section IV.B.7 (Ongoing Program Information), below.

² As Arlington has already launched its program, the Town does not need to notify the EDCs of Department approval nor file any updates on procurement timelines in the docketed proceeding with the Department.

December 9, 2025

Table IV.B.3 - Product Information

	ACE Local Green (Default)*	Arlington Basic (Optional)	ACE Local Greenest (Optional)
For R2 and R4 customers	(Optional)	(Default)**	(Optional)
Rate Components (in \$/kWh)			
Supply and Renewable Energy Content	0.16130	\$0.13280	\$0.17330
Consultant Services	\$0.001	\$0.001	\$0.001
Municipality Services	0	0	0
Other Services	0	0	0
TOTAL	\$0.16230	\$0.13380	\$0.17430
Renewable Energy Content (in % of total)			
MA Class I	27%	27%	27%
Other	36%	36%	36%
Required (2025)	63%	63%	63%
Voluntary RPS Class I	73%	0%	100%
Total MA Class I	100%	27%	127%
TOTAL	136%	63%	163%
Supplier Name	Direct Energy	Direct Energy	Direct Energy
Effective Dates	November 2024 through December 2027	November 2024 through December 2027	November 2024 through December 2027

*The Default Product for standard Residential, Commercial and Industrial customers is ACE Local Green.

** The Default Product for Low-income Customers (R2 and R4 rate classes) is Arlington Basic.

Number of Products: The Program currently offers a Default Product and two Opt-In Products.

Rate Components - Uses and Values:

- *Supply and renewable energy component:* This component comprises the cost of all-requirements power supply, all renewable energy required by the Commonwealth, and any additional renewable energy added by the Town. The value of this component is determined by the unit pricing provided by bidding suppliers and the quantity of

December 9, 2025

additional renewable energy the Town desires in each Product. In the current ESA, the Town selected the Standard Product – ACE Local Green – to provide 100% total renewable energy from MA Class I sources. For 2025, this means that the Standard Product includes the 27% Massachusetts required Class I sources as well as an additional 73% MA Class I sources to total 100% MA Class I sources, as well as additional state renewable energy requirements (hence the 136% above). ACE Local Greenest, the Plus Product: was chosen to provide over 100% renewable energy from MA Class I sources and it contains 100% voluntary MA Class I sources. The Basic Product is designed to meet the Massachusetts renewable energy requirements and be the least cost product in the Program.

- *Consultant services component:* This component is the cost of Consultant services to administer the Program, whose responsibilities include: representing the Town before the Department, including securing regulatory approvals and maintaining compliance with legal and regulatory requirements; strategizing for and managing the procurement of electric supply; developing and implementing the public education plan; interacting with the Electric Distribution Company; monitoring the ESA; preparing reports to the Town developing and maintaining a comprehensive, branded Program website; providing Program customer support by telephone and email, including addressing customer complaints; receiving customer requests to enroll, change program options, or opt-out; forwarding those requests to the Program Supplier and monitoring implementation; overseeing periodic automatic enrollment mailings to new customers; monitoring Program Supplier performance; monitoring electricity market and regulatory developments; and producing regulatory reports and managing supplemental filings with the Department (e.g., Plan amendments). The value of this component in the current ESA is \$0.001 per kilowatt hour for all Products.
- *Municipality services or other services components:* The Town does not include additional components in the current ESA.

DOER Best Practices: The Town is aware of the DOER Best Practices. The Town intends for this Program to provide economic and environmental benefits to its community, as well as accelerate the Commonwealth's progress toward its clean energy goals. The Town utilizes DOER's Best Practice #3, the purchase of additional Massachusetts Class I RECs (i.e. New England-based renewable energy) in both the Default Product and optional Plus Product in its current ESA. This approach supports the Commonwealth's emissions reduction goals and enables the Town to provide residents with an option for cleaner power to the majority of its Participants and to contribute to the growth of clean energy in the New England region at scale. The Town may explore the opportunity to use rate components to finance new, local clean energy facilities (DOER's Best Practice #1), and, if pursued, is most likely to integrate such a solution in a subsequent ESA. The Town will assess the need for and benefits of using a rate component to fund some or part of municipal staff time (DOER's Best Practice #2) but is not doing so during the current ESA.

Differences in Rate Setting: The Program may distinguish among customer rate classes by

December 9, 2025

soliciting separate Program pricing for each of those rate classes. Such varied treatment is appropriate given differences in load profile and individual customer usage and demand, such that pricing will be based on the cost to serve each customer class.

The Program may distinguish among the following Participants:

- Medium, large and very large business customers that join after the start of an ESA may receive pricing based on then-current market prices at the time the customer joins the Program. This treatment is reasonable as these customers represent a greater quantity risk to the Program Supplier than other new customers, and therefore they would impose greater costs on the Program, and the costs to serve them at that time may be different.
- Customers re-joining the Program after having previously opted out may be offered market-based pricing. This treatment is reasonable because after leaving the Program, the Program Supplier would not expect to serve that customer's load, and the costs to serve them upon return may be different.
- The Town currently provides 100% MA Class I renewable energy in its Default Product – ACE Local Green – through December 2027, reflecting its strong commitment to sustainability and local climate goals. To further enhance equity and provide greater financial relief to low-income residents, the Town plans to automatically enroll Rate R2 and R4 customers into Arlington Basic, the product which offers the lowest available cost within the Program, while maintaining the option to select any other Product. The treatment is reasonable as it reflects the unique affordability needs of the R2 and R4 residential rate classes and ensures equitable participation in the Program.

The ESA will establish how the Program will distinguish pricing, and such distinctions will be reflected in the Ongoing Program Information that the Town will make available (see Section IV.B.7.b).

Decision Making: The Town will finalize the number of Products, the level of renewable energy in each Product, and the values for all rate components and term length for each ESA after conducting a procurement for electric supply and receiving price bids. The Town will make its decisions by assessing the competitiveness of the final prices, the potential environmental benefits and incremental value the Town could create for Program Participants.

Other Energy-Related Products & Services: In addition to the Default and Opt-In Products described above, the Town has the discretion to offer other energy-related products or services. At this time, the Town has not identified any such products or services to offer; however, the Town will consider proposals by prospective competitive suppliers during bidding, as well as by its Program Supplier, while the Program is active. The Town may offer such additional energy-related products and services if the Town determines that doing so would provide incremental value to Program Participants.

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IV.B.4. Other Funding Sources/Other Costs to Participants

The Town has not identified other funding sources. Participants will incur no additional costs beyond Product rates.

IV.B.5. Customer Enrollment

IV.B.5.a. Initial Enrollment

For its initial enrollment at launch, the Town conducted the following process, which it will also use for ongoing enrollment of new Auto-Enroll customers. Prior to enrollment, the Town sent an Opt-Out Notice to Auto-Enroll Customers, informing them that they will be automatically enrolled in the Program unless they take the action(s) specified in the Opt-Out Notice. The Town will provide customers with at least 30 calendar days (plus six days to account for delivery) to opt out of the Program. After that time, the Town will enroll all Auto-Enroll Customers that did not opt out, in accordance with the requirements of the Electric Distribution Company. Auto-Enroll Customers that do not opt out will be enrolled in the Default Product, unless they notify the Town that they seek to receive an Opt-In Product.

IV.B.5.b. Ongoing Enrollment

On a periodic basis, Eversource will provide the Town with lists of new Auto-Enroll customers that have opened accounts within the Town, and the Town will automatically enroll such new Auto-Enroll Customers, subject to the opt-out provisions for initial enrollments described above.

Any Electric Customer in the Town may voluntarily enroll in (i.e., opt-in to) the Program by any of the following methods: 1) calling the Program's toll-free number; 2) submitting a form on the Program website; or 3) calling the Program Supplier's toll-free number. Certain customers may receive market pricing, as described above in Section IV.B.3. Rate Setting.

IV.B.5.c. Opt-In Product Enrollment

Any electricity customer in the Town may voluntarily enroll in (i.e., opt-in to) any Opt-In Product as described in Section IV.B.5.b.

The Town will notify Participants enrolled in an Opt-In Product prior to any change in the Product's rates and/or renewable energy content. At the commencement of the new price/renewable energy content, Participants will continue to receive their current Product, subject to the new applicable price and renewable energy content, unless the Participant informs the Town otherwise.

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A Participant enrolled in an Opt-In Product that is being discontinued must affirmatively select another Product. If the Participant does not make such a selection, the Participant will be enrolled in the Default Product.

IV.B.6. Customer Notifications

IV.B.6.a. Opt-Out Notice

The Town will deliver an Opt-Out Notice to all Auto-Enroll Customers at least 36 calendar days prior to enrollment. The Opt-Out Notice will inform customers (1) that they are to be automatically enrolled in the Program, (2) that they have the right to opt out of the Program without penalty, and (3) of the actions they must take to opt out. The Notice will include Product information related to price, term, and renewable energy content, and will identify the actions that a customer must take to select an Opt-In Product. Finally, the Notice will include information on Basic Service rates, including how to access it, and the fact that it is available to them without penalty. Attachment 1 includes a representative form of the Town's Opt-Out Notice.

The Town will address residents with limited English proficiency by including a language access document with the Opt-Out Notice. The language access document will contain a message in 26 languages encouraging Auto-Enroll Customers to have the notification translated and providing the Program website address and toll-free number. The Town will provide machine translation of the Program website.

The Town will (1) send the Opt-Out Notices in a clearly marked municipal envelope that identifies it contains important information regarding participation, and (2) include a self-addressed, postage-paid envelope for the opt-out reply card.

IV.B.6.b. Notification of Product Change

The Town will notify Participants of changes in price or renewable energy content of any of its Products. The notification will identify both the Product's existing and new price and renewable energy content and will identify the actions Participants must take if they no longer seek to purchase the existing Product.

IV.B.6.c. Other Notifications

IV.B.6.c.i. General Program Information

The Town may deliver information and educational materials regarding its Program to each Electric Customer within its boundary, including Participants and non-Participants. The Town may request, no more than quarterly, that Eversource provide the information (customer name, mailing address (and service address, if different), and rate class) necessary to facilitate such notifications. The Town will not share the information provided by Eversource with Program Suppliers. In the

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event that the Town sends notices or educational materials to customers enrolled to receive service from a Competitive Supplier, such notification or educational materials will inform those customers that, if they enroll in the Program, they may incur an early cancellation fee from their Competitive Supplier, and that they should check with their Competitive Supplier on this matter before enrolling in the Program.

IV.B.6.c.ii. Program Supplier Communications

Upon approval from the Town, an active Program Supplier may communicate directly with Participants regarding the Program and, if applicable, energy-related products or services.

IV.B.7. Ongoing Program Information

The Town will provide public access to the ongoing Program information listed in IV.B.7.a through IV.B.7.c, below. This information will be available to the public through a link displayed prominently on the Town's website. Table IV.B.7 identifies the methods by which the Town will communicate to the public how they can access this information.

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Table IV.B.7 - Public Access to Ongoing Program Information

Location	Description
Municipal website	Program announcements displayed in a prominent location, consistent with other municipal updates. Machine translation is available on the website. Detailed Program information available through a prominently displayed link to the Program website.
Program website	Will include current rates and all information listed in IV.B.7.a-c below. Copies of the Opt-Out Notices and notifications of Product change will be posted on the website. Presentation materials and recordings of public meetings will be posted on the website. Machine translation will be available on the website, ace.arlingtonma.gov .
Social media accounts	Posts on official Town social media accounts, such as the Town of Arlington page on Facebook.
Municipal cable access TV	Announcements sent to Arlington Community Media Inc. https://acmi.tv/ .
Announcement to local/regional media	Announcements sent for publication in the local media, including The Arlington Patch https://patch.com/massachusetts/arlington .
Physical posting in municipal buildings	Flyers and announcements will be posted in Town Hall, Robbins Library and Arlington Council on Aging.
Municipal departments, boards, and committees	Updates presented to the Select Board as part of regular meetings, which can be attended in-person or remotely via virtual meeting platform.

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Table IV.B.7 (Continued) - Public Access to Ongoing Program Information

Community organizations	<p>Updates sent to local groups with requests that they publicize it to their constituents:</p> <ul style="list-style-type: none"> ○ Community Teamwork, Inc. (https://www.commteam.org/) is the community action agency serving the Town, which collaborates with lower-income and non-English speaking households on initiatives such as energy assistance and energy-related concerns. ○ Arlington EATS (https://www.arlingtoneats.org/) works to eliminate food insecurity and hunger in Arlington through food distribution and other programs in Arlington. ○ Sustainable Arlington (https://www.sustainablearlington.org/) can help connect people who would be interested in the environmental benefits of the program. ○ Arlington Housing Authority (https://arlingtonhousing.org/) focuses on meeting housing and other homecare needs of low-income families, elderly and the disabled across Arlington. ○ Housing Corporation of Arlington (https://housingcorporarlington.org/) helps to provide affordable and stable housing in Arlington, including by owning and managing affordable housing units. ○ Arlington Council on Aging (https://www.facebook.com/arlingtonmacoa/), works to help connect to the senior citizen community. ○ Religious institutions, such as First Parish Unitarian Universalist (https://www.facebook.com/FirstParishArlington/) ○ Arlington Chamber of Commerce (https://arlcc.org/) connects with the business community.
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In the table above:

- The Town does not have substantial populations that have limited English proficiency. Nevertheless, those needing English language assistance will have full access to the Program website via the machine translation option embedded in the website.

December 9, 2025

Additionally, the Town will translate materials if language support needs are identified by the Town or community members in the future.

- The Town has several environmental justice block groups identified based on minority. The Town will connect with local organizations that are likely to engage with such individuals (e.g., religious groups, Arlington EATS, Housing Corporation of Arlington, and the Arlington Housing Authority). The Town will also support residents with limited English proficiency by including a language access document with the Opt-Out Notice. This document will feature a message in 26 languages, encouraging Auto-Enroll Customers to translate the notice and offering the Program website and a toll-free number. The Town will also provide machine translation for the program website.
- Those who require audial assistance will have access to digital copies of presentations and all announcements will be written, either electronically or in-print. Customer support will be available via email as well.
- Those who require visual assistance will have access to live-streamed meetings as well recordings of those meetings for future access. Screen reader technology will be able to read announcements posted via social media, local media, and on the Program website. Customer support will be available via phone.
- The Town seeks to reach those who may not routinely access its website or are otherwise hard to reach by utilizing a diversity of outreach approaches, including existing governmental and non-governmental communication channels (e.g., Select Board meetings and diversity of local community groups), local media, social media, and physical postings. Additionally, meetings will be held in accessible spaces for those with mobility issues and/or live-streamed for remote access.

IV.B.7.a. Updated Product Information

The Town will update Product rates and renewable energy content as necessary, in the format shown in Table IV.B.3.

IV.B.7.b. Annual Program Information for the Previous Year

The Town will provide Program information annually for the previous year as required by the Guidelines.

- IV.B.7.b.i. Product information - rate components, renewable energy content, and participation
- IV.B.7.b.ii. Product rate component information
- IV.B.7.b.iii. Renewable energy content information

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- IV.B.7.b.iv. Organizational structure, as set forth in Table IV.A
- IV.B.7.b.v. Equitable treatment of customer classes, as set forth in Table IV.B.1.c
- IV.B.7.b.vi. Supply procurement activities, as set forth in Table IV.B.2
- IV.B.7.b.vii. Representatives of all notifications sent during the previous year
- IV.B.7.b.viii. Methods of Public Access, as set forth in Table IV.B.7.c.iii
- IV.B.7.b.ix. Other funding source/costs to Participants, if applicable

IV.B.7.c. General Program Information

The Town will provide and maintain access to Program-related documents (e.g., Plan, Department Order, Program press releases).

IV.B.8. Termination of the Program

The Town will take all reasonable actions to ensure a continuous supply of electricity to Participants. Although the Town is not contemplating a termination date, the Program could be terminated upon the termination or expiration of the ESA without any extension or negotiation of a subsequent supply contract, or upon the decision of the Town to dissolve the Program effective on the end date of the existing ESA.

To minimize the chance of termination, at least 90 days prior to the end of the term of the initial ESA, the Town will solicit bids for a new supply agreement to continue the Program with the same or new Competitive Supplier.

In the event of Program termination:

- At least ninety (90) days prior to the termination: the Town will notify the Electric Distribution Company and Department
- At least thirty (30) days prior to the termination:
 - The Town will notify Program Participants through postings on the Program and Town websites, media releases, social media, and a physical posting in Town buildings.
 - The Town will notify the service list for the docket in which the Department approved the Town's Plan.
- It will be the responsibility and requirement of the Competitive Supplier to return the customers to Basic Service of the Electric Distribution Company in accordance with the then applicable Electronic Data Interchange rules and procedures.

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In the event of Program termination, the Town will not file a new Plan for Department approval for a minimum of two years from the date of termination, defined as the date by which the Town has returned all Participants to Basic Service. The new Plan will fully describe the circumstances that led to the termination, and the steps the Town has taken to protect against a second termination.

IV.B.9. Rights and Responsibilities of Program Participants

Participants will be able to: (1) select any of the Products offered to the applicable customer class or subclass; (2) switch from one Product to another by contacting the Consultant or the Program Supplier; and (3) leave the Program at any time without penalty by contacting the Consultant, the Program Supplier or Electric Distribution Company.

V. DEPARTMENT REVIEW

The Town will submit this revised Plan to the Department for informational purposes, consistent with the Guidelines, and Section IX below.

Arlington's representative before the Department is its Consultant, Good Energy. The Department should include Talia Fox, Sustainability Manager, at tfox@town.arlington.ma.us and 781-316-3428, on all correspondences with the Town's Consultant.

VI. ANNUAL REPORTS

The Town will submit the following information annually to the Department related to Program operations during the previous year:

- An Excel spreadsheet in the format shown in the Guidelines, Attachment VI;
- A document that includes the information requirements set forth in Section IV.B.7.b, above.

VII. RESERVED

VIII. NOTIFICATIONS TO ELECTRIC DISTRIBUTION COMPANIES

VIII.A. PLAN FILING

Arlington, via its Consultant, will notify the Electric Distribution Company upon filing the revised Plan with the Department.

VIII.B. ELECTRIC SUPPLY AGREEMENT

Arlington, via its Consultant, will (1) notify Eversource, in a timely manner, when it has executed an agreement with a Program Supplier, and (2) provide the Electric

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Distribution Company with the information necessary to enroll customers with the Program Supplier. The Town, via its Consultant, shall file the notification in its docketed proceeding at the Department. Customer enrollment will begin no sooner than 60 days from when Arlington provides the necessary information to Eversource.

IX. PLAN AND PROGRAM CHANGES

IX.A. PLAN MODIFICATIONS

In the event that Arlington seeks to modify its Plan in a manner consistent with the Guidelines, it will allow at least 30 calendar days for public review of the revised Plan. Following public review, Arlington will submit the revised Plan to the Department for informational purposes. Arlington may seek consultation with the Department to determine if a proposed modification is consistent with the Guidelines.

IX.B. PROGRAM CONSULTANT

In the event that Arlington hires a new Consultant, it will notify the Department in writing, identifying the new Consultant and including, if applicable, documentation that the Consultant is an Electricity Broker licensed to provide municipal aggregation consulting services (see Section IV.B.1.b, above).

X. IMPLEMENTATION OF GUIDELINES

The Town will comply with all Department directives for implementing the Guidelines.

XI. MUNICIPAL AGGREGATION LICSS PROGRAMS

The Town will submit any proposed low-income community shared solar program (LICSS) under the Program to the Department for review and approval before implementation.

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ATTACHMENT 1- STANDARD REPRESENTATIVE OPT-OUT NOTICE

See next page



The town of Arlington is pleased to introduce you to our electricity supply program, Arlington Community Electricity (ACE). The program is designed to help our community members manage electricity supply costs and increase the use of renewable energy. This letter explains the program and your options.

Your account is scheduled for automatic enrollment in “ACE Local Green” supply beginning Month 2025.

ACE has multiple options to choose from including “Arlington Basic,” which costs less than Eversource’s upcoming residential supply price.

You may opt out and not participate now, or anytime in the future.

The deadline to opt out of the program before your enrollment begins is **Month, Day, 2025**.

ACE is a group purchasing program for electricity supply offered by the Town. Your electric bill from Eversource has two sections: Supply (the source of electricity) and Delivery (getting electricity to you). As your utility, Eversource will always manage Delivery. If you participate in Arlington’s program:

- **What changes?** Participation in the program will only change the name of the supplier and the cost of supply, shown in the Supply section of your electric bill from Eversource.
- **What stays the same?** Everything else remains the same. Delivery costs from Eversource are not impacted. Eversource will continue to manage all electricity billing. All existing payment arrangements such as budget or balanced billing and low-income rate class discounts remain in effect. Any solar net metering credits or other solar benefits also stay the same. Eversource will continue to respond to power outages and maintain poles, wires, and your meter.

ACE is a municipal aggregation program. More than 200 cities and towns operate similar programs. Massachusetts law structures the program as automatic enrollment and requires that customers be afforded the opportunity to opt out before enrollment. You can opt out of the program at any time, without penalty.

ARLINGTON’S SUPPLY PRODUCTS

Our automatic enrollment product is ACE Local Green. To choose one of the other supply options, call our electricity supplier or fill out an online form as directed in Next Steps below.

Our prices are fixed for 37 months, from November 2024 until your December 2027 meter read.

ARLINGTON BASIC (Option)	ACE LOCAL GREEN (Auto-enroll)	ACE LOCAL GREENEST (Option)
13.380 ¢/kWh Meets State minimum MA Class I renewable energy standards (27% in 2025)	16.230 ¢/kWh Provides 100% total renewable energy from MA Class I sources (100% in 2025)	17.430 ¢/kWh Provides over 100% renewable energy from MA Class I sources (127% in 2025)

The Eversource Basic Service residential price is 14.884 ¢/kilowatt-hour (kWh) from August 1, 2025 – January 31, 2026, and contains the minimum amount of renewable energy required by the State. Because Eversource prices change frequently and future rates are unknown, future savings cannot be guaranteed.

If you participate in the program, your Eversource bill will show “Direct Energy Town of Arlington” as the supplier. The Arlington price will take effect as of your September 2025 meter read.

NEXT STEPS

- No action is necessary to receive the ACE Local Green product.
- To choose Arlington Basic or ACE Local Greenest, call our program’s electricity supplier, Direct Energy, at (866) 968-8065, or submit a request at [ACE.ArlingtonMA.gov](#).
- To continue with Eversource Basic Service for your electricity supply, you must opt out. **To opt out before being automatically enrolled, you must take one of the following actions on or before Month, Day, 2025:**

postmark and mail the enclosed opt-out card

or

call Arlington’s supplier at (866) 968-8065

or

submit the opt-out form at [ACE.ArlingtonMA.gov](#)

PROGRAM COMPARISON TO EVERSOURCE BASIC SERVICE

	Eversource Basic Service (If you opt out)	Arlington Basic (Option)	ACE Local Green (Auto-enroll)	ACE Local Greenest (Option)
Price				
Residential	14.884 ¢/kWh	13.380 ¢/kWh	16.230 ¢/kWh	17.430 ¢/kWh
Small Business	15.150 ¢/kWh			
Large Business	18.127 ¢/kWh*			
Duration	August 1, 2025 – January 31, 2026*	37 months: November 2024 until December 2027 meter reads	37 months: November 2024 until December 2027 meter reads	37 months: November 2024 until December 2027 meter reads
Renewable Energy in 2025 from New, New England-based Sources (MA Class I Sources) (% of total)				
State required	27%	27%	27%	27%
Voluntary	0%	0%	73%	100%
Total MA Class I	27%	27%	100%	127%
Supplier	Eversource	Direct Energy	Direct Energy	Direct Energy
Other State-Required Renewable or Clean Energy Sources in 2025 (Other Sources) (% of total)				
Other Sources	36%	36%	36%	36%
Grand Total	63%	63%	136%	163%
The program cannot guarantee savings beyond the current term of Basic Service, because future Basic Service rates are unknown. *The duration for Eversource Basic Service for Large Business customers is three months: November 1 – January 31, 2026.				

- Program prices apply to service beginning and ending on the days of the month that your meter is read.
- Program prices only apply to the Supply portion of your electric bill. Eversource will continue to set the Delivery charges on your electric bill.
- Visit [ACE.ArlingtonMA.gov](https://www.acearlingtonma.gov) for additional details about our program, including an easy-to-use calculator to compare costs.
- Tax-exempt small business customers participating in the program must provide a copy of their tax-exemption certificate directly to Direct Energy via email at usn.taxexemption@directenergy.com, or mail to Direct Energy, Attn: USN Tax Exemption Dept, PO Box 180, Tulsa OK 74101-0180 to maintain tax-exempt status.
- At the end of the pricing term in December 2027, you will be automatically renewed in your current product, which may have a higher or lower price and a different percentage of voluntary renewable energy as negotiated by the Town. The Town will announce price changes before any such change takes effect. Product details will always be available on the town’s website for the program: [ACE.ArlingtonMA.gov](https://www.acearlingtonma.gov).
- The State requires all electricity products to include a minimum amount of renewable energy. The Town voluntarily adds more Class I renewable energy to ACE Local Green and ACE Local Greenest. Class I renewables come from new sources located within, or delivered to, New England, and were built after 1997. Wind, solar, and low-impact hydropower are some of the most common sources that qualify for Class I. For more details on Class I sources and the minimum amount of renewables required by the State, see <http://www.mass.gov/service-details/program-summaries>.
- Information about Eversource Basic Service: visit www.mass.gov/info-details/basic-service-information-and-rates, or call Eversource at (800) 592-2000.

QUESTIONS & SUPPORT

To make changes to your enrollment (opt out or enroll in a different product), use the online forms at [ACE.ArlingtonMA.gov](https://www.acearlingtonma.gov), or call the supplier at (866) 968-8065. You may opt out of the program at any time with no associated fees or penalties.

- For questions or troubleshooting, please contact Good Energy, the town’s consultant who manages the program, by using the online form on [ACE.ArlingtonMA.gov](https://www.acearlingtonma.gov), or by calling (800) 680-9104.
- If you are receiving electricity supply from a competitive supplier, you may have signed up after this letter was created. To continue to receive your electricity from that competitive supplier and prevent any possible early termination fees, **you must contact Arlington’s supplier to opt out of the program.** You may do so using the online form on [ACE.ArlingtonMA.gov](https://www.acearlingtonma.gov), or by calling the supplier at (866) 968-8065.



Town of Arlington, Massachusetts

Discussion and Vote: Outdoor Restaurant and Retail Permit Application Rules and Regulations

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Parklet_On-Street_Seating_Policies_Recommendations.pdf	Memo from Planning Department



TOWN OF ARLINGTON

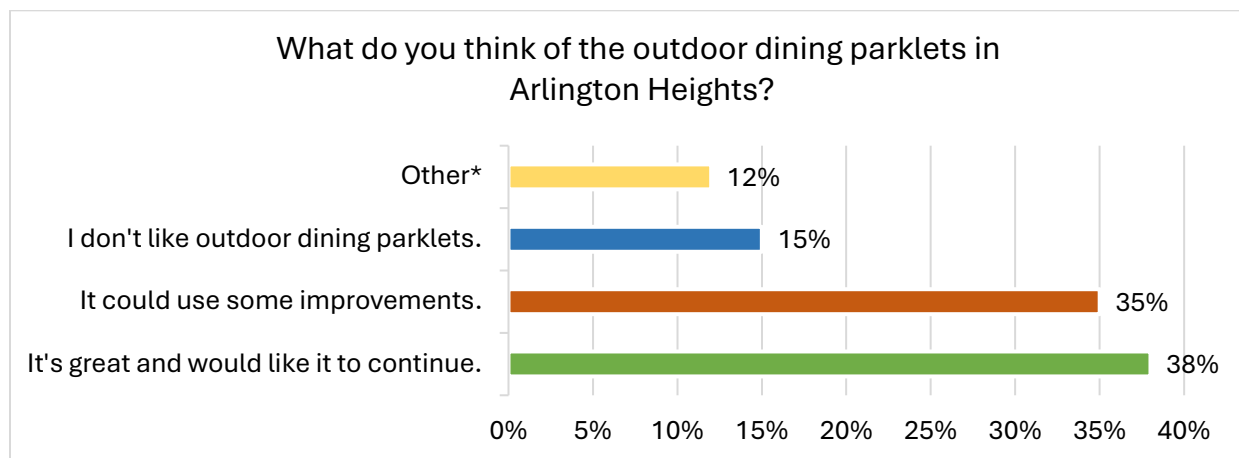
TOWN HALL, 730 MASSACHUSETTS AVENUE
ARLINGTON, MASSACHUSETTS 02476
TELEPHONE 781-316-3090

Department of Planning and Community Development

MEMORANDUM

To: Diane Mahon, Chair, Select Board
CC: Jim Feeney, Town Manager
Britton Mallard, Office Manager
From: Katie Luczai, Economic Development Coordinator
Date: December 4, 2025
RE: Outdoor Restaurant Rules and Regulations – Parklet/On-Street Seating Policies

Arlington's restaurants are an important part of the cultural community and local economy, making up for 8% of the town's employment sector¹ and drivers of foot traffic for neighboring businesses. One recent survey completed focusing on Arlington Heights showed overall support for continuing the outdoor dining programs launched during the COVID-19 Pandemic.



As the Town has run the Outdoor Restaurant program it has become clear a few adjustments may be necessary to improve the overall success and longevity of the program.

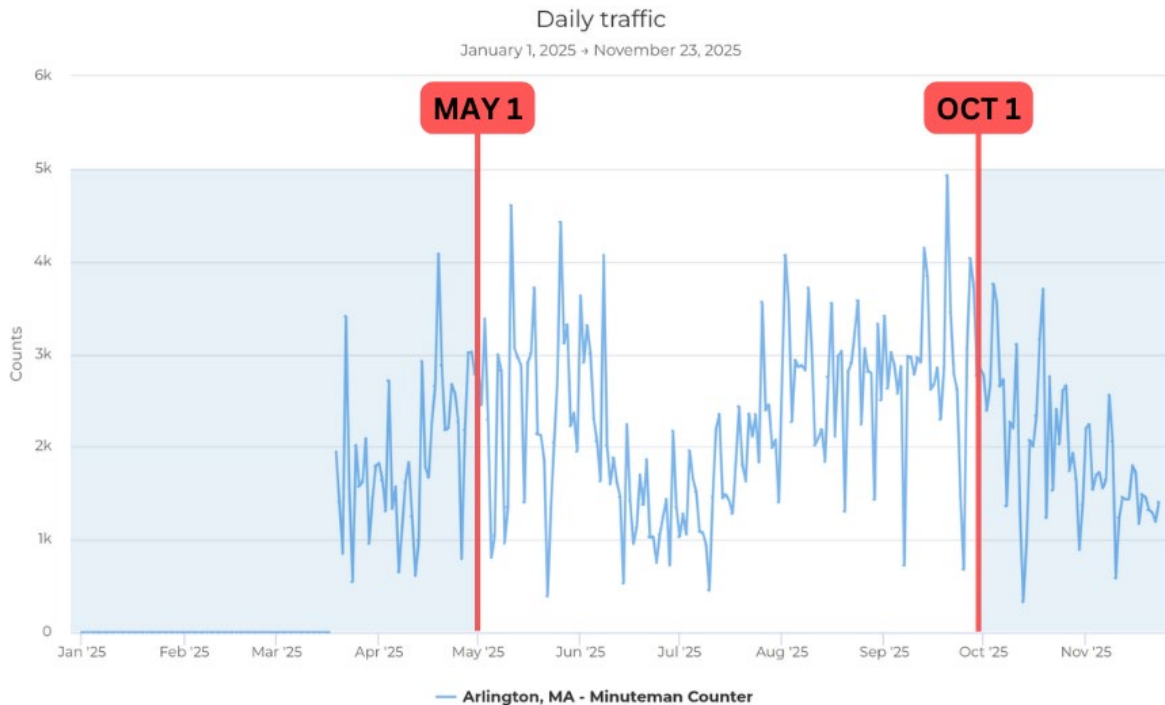
1. Recommendation: Shortening Parklet Season to May 1 – October 1

The current outdoor dining season in Arlington runs from April 15 through November 15. In recent years, however, we have observed slow activation of parklets at the beginning and end of the season. These inactive spaces fail to reflect the vibrancy of Arlington's restaurant scene and occupy valuable parking spots unnecessarily. To minimize underutilization, we recommend shortening the season to run from May 1 to October 1.

¹ Source: Town of Arlington Existing Economic Conditions by Ninigret Partners (2025)

*With the opportunity to provide comment, respondents offered that they would prefer to have wider sidewalks where dining could be located and more beautiful dining settings. Respondents also stated they would like it to continue if it helps the business economically.

For context, below is a daily traffic counter from the Minuteman Bikeway from 2025 to date with the initially recommended shortened dates superimposed.



Source: EcoVision, MassDOT, data pulled 11/24/25

2. Recommendation: Limit On-Street Parklet Footprint to Maximum of Two Public Parking Spaces or 36 ft. in Length total)

Currently, we do not limit the number of public parking spaces a restaurant can request to occupy with outdoor dining. To maintain sufficient public parking spaces for neighboring businesses, we recommend limiting parklets to a maximum of two public parking spaces, or the equivalent of 36 linear feet in length. (Parking spaces are generally 18 feet in length per space.)

3. Recommendation: Adjust Parklet Fee, Per Parking Space

The Town currently charges a flat annual fee of \$250 for participation in the parklet program, which does not account for the size of the parklet. We recommend adjusting parklet fees to be linked to the total parklet size (e.g., per parking space) to more fairly assess costs among applicants. For context, the parklets approved for the 2025 season ranged in length anywhere from 19' to 58', yet all applicants paid the same fee.

4. Recommendation: Sanitation Plans for Parklets

Ongoing sanitation maintenance has been a consistent challenge for many of the Town's parklets. Since the Town does not currently require specific sanitation plans, and given the observed issues, we believe all applicants must demonstrate a clear commitment to sanitation by submitting a formal maintenance plan. Once the plan is filed and approved, there will be a clear mechanism for maintaining compliance.

5. Recommendation: Semi-Annual Application Deadlines

Currently, restaurants can apply to participate in the Outdoor Restaurant and Retail program on a rolling basis throughout the season. When new eateries open and apply for a parklet during busy summer months, it becomes challenging to consider the collective impact these parklets will have on the business districts. To mitigate this, we recommend setting two application deadlines for the on-street parklet program: one in the spring before the season begins, and a second mid-season to accommodate new businesses. This approach will also reduce the operational burden on DPW staff who install the barricades. Restaurants will still be permitted to apply for sidewalk cafes on a rolling basis, as these do not require public infrastructure or affect public parking.

6. Recommendation: Allow Alternative Heavy Separation Barriers (Optional Town Barricades)

One of the most frequent pieces of feedback we receive concerns public dissatisfaction with the plastic orange barricades required of all parklet participants. Residents cite that the barricades are unattractive and detract from the overall outdoor dining experience and streetscape of Arlington's business districts.

The following comments were submitted as part of the Heights Visioning Survey (2025) in response to the question: *What do you think of the outdoor dining parklets in Arlington Heights?*

- "They are not so aesthetically pleasing, but definitely nice to have and would like to see more."
- "Not so attractive."
- "I love outdoor dining, but the orange barriers are so ugly."
- "I would like this but NOT with the terrible orange plastic barriers. Please look at how Belmont does it or our own La Victoria."

These barricades were purchased with a grant during the pandemic and are deployed by the Department of Public Works (DPW) to create a safer outdoor dining environment. Crucially, there have been no reported incidents involving vehicles and parklet patrons at these locations.

As municipalities transition their outdoor dining programs to permanent status, other communities have adjusted their barricade requirements. The Towns of Winchester and Brookline, for example, do not require Town-issued barricades. Instead, they encourage the use of outdoor dining furniture that provides both heavy separation and decorative elements.

If the applicant chooses to use the Town-provided barricades, we recommend including a separate fee to cover the Department of Public Works costs to supply, install and maintain the barricades each year. It should be noted that a percentage of the barriers will need to be replaced each year moving forward due to wear and tear. If this option is desired, a potential fee structure per barricade supplied can be proposed and implemented.

Examples from Neighboring Towns

Town of Winchester

Applicants must provide the location, size, and specifications of all heavy separation as part of their application (e.g., large planters, jersey barriers, water-filled barriers, concrete barriers, filled barrels, flexible posts, and delineators). Heavy separation furniture is subject to approval by the Town Engineer or their designee. Each type of separation (heavy and light) shall be uniform in its application (color, size, material, etc.). Large planters with live vegetation are preferred. Winchester has a balanced approach to parklet barricades that recognizes the need for a public safety element with emphasis on creating vibrant streetscapes.

Town of Brookline

Applicants can propose heavy separation that may consist of fences, railings, or planters. These elements should be self-supporting and easily removed from the sidewalk or parking area. All outdoor furniture, plantings, and amenities must be of a high quality and add to the appearance and vibrancy of the public way. Areas determined to be in poor condition or of poor-quality materials that detract from the public way will be asked to upgrade or remove the outdoor dining area.

Town of Newton (Alternative Requirement Model)

There are also Towns that do not provide barricades for restaurants but still require them, such as the Town of Newton. Barricades can either be water-filled plastic or concrete. Reflective elements are required to be incorporated on the street-facing side of each barrier. The Town provides a non-exhaustive list of companies in the area where restaurants can rent or purchase barricades. As Arlington's current barricades approach the end of their useful life, we encourage consideration of the Newton approach.

Given the feedback from residents and the business community regarding unattractive parklets, coupled with the lack of reported public safety incidents, we recommend adjusting the barricade requirement to make the Town-provided barricades optional, provided the applicant proposes an approved heavy separation furniture alternative.



Town of Arlington, Massachusetts

For Approval: Elm Tree Removal @ 53 Churchill Avenue

Summary:

Paul Pandolfo

ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	Email_of_Appeal_Notice.pdf	Email of Appeal
▣	Reference Material	1_Cover_Letter.pdf	Cover Letter
▣	Reference Material	3_Building_Card.pdf	Building Card
▣	Reference Material	4_Letter_of_Affidavit.PDF	Letter of Affidavit
▣	Reference Material	5_Request_for_Tree_Transplant.pdf	Request for Tree Transplant
▣	Reference Material	6_Zoning_ByLaw.pdf	Zoning ByLaw
▣	Reference Material	7_Request_for_Tree_Hearing.PDF	Request for Tree Hearing
▣	Reference Material	8_Tree_Committee_Minutes.pdf	Tree Committee Minutes
▣	Reference Material	9_Churchill_Plans.pdf	53 Churchill Plans
▣	Reference Material	Reference_2.pdf	Reference 2


11-25-25 Letter of Appeal to the Arlington Select Board re: Tree Warden's Tree Removal Denial on October 28, 2025

From Paul Pandolfo <paulrpandolfo@gmail.com>

Date Tue 11/25/2025 4:38 PM

To Jim Feeney <jfeeney@town.arlington.ma.us>

Cc Tom Pandolfo <pandolfo22@gmail.com>; Diane Mahon <dmahon@town.arlington.ma.us>; Jane Morgan <Jmorgan@town.arlington.ma.us>; John Hurd <jhurd@town.arlington.ma.us>; Stephen DeCoursey <sdeCoursey@town.arlington.ma.us>; Eric Helmuth <ehelmuth@town.arlington.ma.us>; Ashley Maher <amaher@town.arlington.ma.us>; Michael Ciampa <mciampa@town.arlington.ma.us>; William Copithorne <wcopithorne@town.arlington.ma.us>; Michael Cunningham <mcunningham@town.arlington.ma.us>

 8 attachments (10 MB)

Cover Letter.pdf; EXHIBI~2.PDF; EXHIBI~4.PDF; EXHIBI~3.PDF; EX1D86~1.PDF; Exhibit 6 - Zoning.pdf; EX3FF1~1.PDF; Exhibit 8 ATC Mins.pdf;

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November 25, 2025

Mr. JIM FEENEY

ARLINGTON TOWN MANAGER

730 Mass Avenue - Arlington, MA 02476

Email: jfeeney@town.arlington.ma.us

Tel. (781) 316-3010

Re: 11-25-25 Letter of Appeal to the Arlington Select Board re: Tree Warden's Tree Removal Denial on October 28, 2025

Dear Mr. Feeney,

Please be in receipt of my Letter of Appeal to the Arlington Select Board in your care dated November 25, 2025 re: Tree Warden's Tree Removal Denial on October 28, 2025.

The entire electronic submission consists of the following sections:

- 1. Cover Letter with Arguments and Appendix.**
- 2. Exhibit 1 - Driveway Assessment - Expansion & Main Driveway (Vanasse & Associates)**
- 3. Exhibit 2 - Drawings 1.0 through 11.0 - Demonstrations, Conditions of Approval and Photos (PRP Associates)**
- 4. Exhibit 3 - Appellant's Permits & Permissions From The Town of Arlington**
- 5. Exhibit 4 - Homeowner's Affidavit re: Non-Consent of Tree Warden's Tree Planting Location**
- 6. Exhibit 5 - Letters, Correspondence & Pleas Regarding Tree Transplant and/or Removal**

- 7. Exhibit 6 - Town of Arlington Zoning By-Laws
- 8. Exhibit 7 - Tree Warden's Public Street Tree Removal Hearing Documents
- 9. Exhibit 8 - Arlington Tree Committee Minutes - Tree Warden Violates MGL, Chp. 87, Section 3
- 10. Exhibit 9 - Video Clip Arl. Tree Comm. Open Public Mtg. & Unwarranted Accusations Against Appellant - Violations by Town Officials MGL, Chp 30A, Section 18 & 20 re Open Public Mtgs

Please receive the foregoing materials as a electronic submission via email transmission to the Arlington Select Board in your care to deliver to their offices and as allowed under Massachusetts Law. I would prefer that my hearing be on the Select Board's agenda for December 8, 2025 or the earliest available alternate date. Please send me a receipt of my electronic submission to you for my records.

Thank you and have a Happy & Blessed Thanksgiving Holiday. 

Sincerely,

Mr. Paul Pandolfo
53 Churchill Avenue, Apt 1
Arlington, MA 02476

Enclosures: 10 attachments

cc: Tom & Nina Pandolfo 53 Churchill Ave. Apt #2 Arlington, MA 02476

cc: Arlington Select Board Members & Administrator:
cc: Arlington Town Counsel
cc: Arlington Building Commissioner
cc: Arlington Engineering Commissioner

 Exhibit 2 Dwg 1-11.PDF

 Exhibit 9 ATC Open.mp4

Letter of Appeal
TO THE ARLINGTON SELECT BOARD
c/o ARLINGTON TOWN MANAGER
730 Mass Avenue - Arlington, MA 02476
Email: jfeeney@town.arlington.ma.us

Delivered By Email Transmission
November 25, 2025

Town of Arlington Select Board
c/o Arlington Town Manager
730 Massachusetts Avenue
Arlington, MA 02476
Tel. (781) 316-3020
Email: jfeeney@town.arlington.ma.us

Re: Appeal of Tree Warden's Denial for Public Street Tree
Removal at 53 Churchill Avenue, Arlington, MA

Dear Town of Arlington Select Board Members,

The Appellant appreciates the opportunity to present to the Select Board why the Tree Warden's decision to preserve the life of a public street tree will not be a benefit to the General Public nor the tree itself. The overwhelming issue to be decided comes down to the safety and welfare of the general public's life and limb versus the safety and welfare of the tree's life and limb. Especially since the public street tree is located directly in the safe passageway of the existing expansion driveway, currently being used. And therefore the tree is extremely vulnerable to risk of vehicular damage as well as being a severe visual and physical obstruction, hindrance, hazard and risk of life and limb to the persons driving and walking, to and from and near the driveway. Especially during inclement weather conditions while trying to enter and exit onto a narrow, very traffic busy and steeply sloped Churchill Avenue. And the busy Churchill Avenue is one of the more desired routes from Rte 2 down to Arlington High School and two big Grocery stores and shopping areas.

Trees ultimately depend on good planting strategies and locations for a long and sustainable life and worthiness. And when you breach these objectives, by planting trees in conflict with a resident's zoning by-law rights or by planting trees too close to driveways, you compromise not only the life of the tree but the lives of people using the streets, walkways and driveways closeby. The Appellant's appeal is about getting a safe, unobstructing, nuisance-free and injury-free access for the benefit of the General Public and the Appellant while entering and exiting the Appellant's main driveway and expansion driveway; and for the safe, climate and functionally efficient and quiet enjoyment for all the people.

Therefore the Appellant hereby appeals the recent Tree Warden's Denial on October 28, 2025

to remove a public street tree located in front of the existing driveway at the two family residence located at 53 Churchill Avenue, Arlington, MA.

The Appellant further seeks relief and asserts that if any of the following arguments for removal of the tree presented by the appellant and contained herein are in favor of the Appellant and agreed upon by the Town of Arlington Select Board, then pursuant to MGL, Chapter 87 statute and by the power of this governing town board in these matters, the Tree Warden's Denial to remove the Public Street Tree should be overturned.

Appellant's Arguments, Evidence & Expert Testimony in Support and On The Merits As Follows:

A. MAJOR ARGUMENTS OF CONFLICT IN APPEAL

Argument No. 1: MGL, Chapter 87 Has No Standards & Lends the Board Wide Discretion

1. MGL, Chapter 87 statute does not have Standards which lend for the Select Board's wide discretion with only a general framework rather than explicit, detailed standards for every tree removal case. This structure inherently allows for a wide range of discretion and the necessity of handling cases on a case-by-case basis, including instances of hardship or hazardous conditions.
2. And that was the intention of the Chapter 87 writers, when they installed an appeal process for a Select Board's practical review so that not one person or small group of people, who may be bias for the preservation of trees and not be aligned in the balance of justice, could dictate, manipulate and negatively effect or severely hamper the normal course of laws and business of the people like protected zoning by-laws, traffic visibility and property laws and real estate laws of the town.

Argument No. 2: Tree Location is a Pedestrian & Vehicular Traffic Hazard to the Public

1. The public street tree planted under the direction of the Tree Warden, Mr Lecuivre on December 8, 2017, was planted in error and does not benefit the town and will become an even greater and severe hazard to the general public and oncoming vehicular and pedestrian traffic on Churchill Avenue when exiting the driveway; especially as it grows to maturity with a potential 60'-80' in height, 48" (DBH) in width and 10 foot in height trunk, and virtually an organic and structural barricade; and worse, now it's located inside the expansion driveway's normal and easiest path of backing out of the driveway and toward the public right of way access apron, and blocking the Driveway Traffic Sightlines and the safe passageway when the residents are exiting and entering the driveway to and from Churchill Avenue. (See Exhibit 1 by Vanasse & Associates Inc. re: Driveway Assessment dated 10-21-25)
2. It should be noted that the Appellant sought previous relief from the obstruction of the tree via numerous months of letters and appeals to the Tree Warden and the DPW Commissioner but to no avail. (See Exhibit 5. Letters Correspondence & Pleas Regarding Tree Transplant and/or Removal to Tree Warden and DPW Commissioner starting March 18, 2025)

Argument No. 3: Public St. Tree Was Planted In Conflict of Driveway Visibility By-Laws

1. The public street tree planted by the Tree Warden on December 8, 2017 was planted too close to the existing driveway at 53 Churchill Avenue and conflicted and disregarded the 2017 Town of Arlington Zoning By-laws 1975-2024 Section 8.07 Parking In Residential Districts (Driveway Expansion Exception). At the very least, the plant location was a negligent disregard of safe driveway traffic sightlines when entering and exiting the driveway at 53 Churchill Avenue, Arlington, MA pursuant to the safe visibility guidelines of the 1975-2025 Town of Arlington Zoning By-Laws Traffic Visibility Section 5.3.12.B. Traffic Visibility for Residential Driveways where it states as follows: (See Exhibit 6 - 2017 Arl. Zoning By-Laws)

2. It should be noted that the Tree Warden admitted to the Appellant in the October 28, 2025 Tree Warden's Public Tree Removal Hearing, that he was fully aware that the planting location of the public street tree on December 8, 2017 at 53 Churchill Avenue, was being planted directly in front of the resident's future and zoning by-law allowed, driveway expansion area.

3. Section 5.3.12B Driveway Traffic Visibility for Driveways stated back in 2017 that a fence, hedge, wall, sign or other structure or vegetation may be maintained on any lot provided that in the front yard area, no such structure or vegetation shall be over two and one-half feet in height above the adjacent ground within five feet of the front lot line unless it can be shown that the vegetation or structure will not restrict visibility in such a way as to hinder the safe entry of a vehicle from any driveway to the street. The tree and its future girth will more than violate safe driveway traffic sightlines.

Arlington Zoning By-Laws and Chapter 87 Supporting Laws:

Yes, a tree warden can be in violation of a town's zoning bylaw regarding traffic visibility, especially if a town has specific regulations for trees on public land that conflict with its zoning bylaw. The tree warden's duties involve the protection of public trees, but they also have the authority to trim or remove trees if they "obstruct, endanger, hinder or incommode" travelers, which can include violations of the zoning bylaw for safe traffic visibility and safe traffic mobility.

Argument No. 4: Town Will Benefit w/Public Street Tree Canopy Increase by Sevenfold

1. The Town will benefit if the tree is removed by getting seven 1" (DBH) trees or any combination thereof up to 7" (DBH) equivalent for the current 7" (DBH) tree which now has little benefit to the Town. Therefore if the current tree has 30'-60' diameter canopy potential and is removed, the Town will get 7 x 60' diameter or 560' diameter of public street canopy potential. This seems like a no brainer decision if you're really interested in the promotion of public street trees. The best way to preserve trees is to plant more trees since not all tree sustainability is the same due to safe or unsafe locations, soil type and exposure to nature's harsh elements.

2. And who in their right tree preservation mind would embrace one tree and dismiss a greater offer from the Appellant and benefit to the Town of Arlington Tree canopy expansion by receiving sevenfold the tree canopy area or a combination thereof, as proposed by the Appellant; especially when the tree was planted in error and now vulnerable to being hit by both the public's and the appellant's vehicles who access and exit the appellant's driveway.

3. Especially since the error in the tree planting location not only risks the life and limb on the general public and the Appellant but the public street tree itself; hence it is in risk of getting hit and severely damaged, especially during icy and inclement weather since its located inside the Appellant's free and clear driveway and passageway to the Churchill Avenue.
4. The hard reality in this case is that the public street tree will be a greater benefit and worth to the Town of Arlington and the climate if removed than left to remain. Especially since the Appellant will help increase the Arlington Public Street Tree canopy by sevenfold the diameter of the existing street tree requested to be removed.
5. The Town will benefit further by reducing the risk of injury and liability. The ultimate responsibility and liability for injury or loss of life, would be the Town of Arlington for cause, if the general public or the residents at 53 Churchill Avenue are injured or worse, since the Town of Arlington departments and governing boards are now most definitely aware and didn't deem the proximity of the tree as an obstructing, dangerous and traffic visual nuisance to the wellbeing and health of the aforementioned parties.
6. The appellant has a passion for all the laws of the Town including MGL, Chapter 87 Tree Law but not when Chapter 87 is being manipulated and sacrifices the ultimate safety and well-being of the general public and its residents in lieu for the preservation of public trees or any tree for that matter.
7. To the Appellant's amazement and according to the Tree Warden's own statements, it should be further noted that the Town of Arlington public street trees have an average lifespan of only 8 1/2 to 12 years and maybe more; therefore public streets in Arlington are virtually a temporary organic element and although extremely vulnerable to the urban environment, should not be preserved or protected over and above the ultimate safety and well-being of the general public and its resident's safety.
8. The value of the general public and the appellant and residents at 53 Churchill Avenue is a far greater asset to the Town of Arlington than the value of the public street tree, or I would certainly hope that would be the case.

Argument No. 5: Greater Tradeoff Benefit To Town Climate If Street Tree Is Removed

1. There's a greater tradeoff benefit to the Town Climate if the street tree is removed since cars will have to be moved more often from the driveway in order to get out and be parked out in the street as is customary with most of the neighborhood who have single wide tandem stacked parking. And the carbon emissions directly from fossil fuels or indirectly from electric vehicles being moved is far greater than the tree would ever sequester even at full maturity and growth. And the carbon sequestration by the tree will have a maximum storage capacity once it reaches full maturity growth and stops sequestering carbon but the movement of vehicles and carbon emissions will not cease.
2. Furtheron, the tree presently is a 7" dia. (DBH) American (Princeton) Elm, gets less than desired direct sunlight and is almost completely shrouded from sunlight by a neighboring mature 39" (DBH) Norway Maple's tree canopy to its south for most of the day which will hinder the young tree's growth and its ability to sustain healthy growth and long lifespan. And

not to mention the tree will probably not reach its full mature size since the average lifespan of Arlington street trees are 8 1/2 years to 12 years and is a short span in years comparatively speaking. And especially since Arlington's street trees are virtually planted in bituminous and concrete boxes at either side of the tree leading to a higher rate of decay, failure and falling branches causing utility service outages and exorbitant repair costs each year. And not to mention that as the tree starts to decay, it starts to release its carbon once sequestered, back into the environment.

3. No street tree planted in front of the existing 100 year old two family style residential building at 53 Churchill Avenue has come close to its full and mature size and life span expectancy, due to nature itself and at best is a temporary element. The greater and more efficient use of function is the more permanent residence. Therefore, good planting location options and more appropriate and desirable tree locations in the tree strip are better suited for the more energy efficient and overall use of the property and a 'win-win' for the residents and the climate.

4. Therefore, if the tree warden's decision is not reversed and if the tree is not removed and/or replaced further down the tree strip, it will continue to be a nuisance, hindrance and detriment in front of the property at 53 Churchill Avenue. It virtually will be an energy nuisance causing more energy to be used to move multiple vehicles every time a single vehicle needs to exit the one car wide driveway, causing vehicles to be jockeyed around and moved unnecessarily versus a more efficient two car wide driveway which would be a much less energy use tradeoff and solution for years to come.

5. And if the tree remains, it will also result in a traffic 'public right of way' nuisance adding to more vehicular traffic congestion, car pollution and vehicular circulation overload creating less street parking spaces for visitors in the years to come.

6. A broad and careful consideration of all the Town of Arlington By-Laws were instituted to work in harmony and shall be afforded to all residential properties and occupants. I believe a practical approach along with the discretionary tools given by the exemptions in MGL Chp. 87 Section 5, a public works administrator could have facilitated a logical and commonsense decision regarding this matter by urging the Dept. of Natural Resources and/or its tree warden to reconsider his refusal to remove the tree. And to work harmoniously with other the town departments by respecting a properties zoning property rights and come up with a quick and equitable, 'win-win' resolution for all the parties involved.

7. Churchill Avenue is at times a virtual parking lot when Arlington High School is in session and students take their car to school and park all over Churchill Avenue and the surrounding streets causing even more traffic and pedestrian congestion. And sometimes causing Churchill Avenue residents to compete for parking spaces in front of their own homes and/or having to park further away at neighboring houses. It's an unsafe, unwarranted and unpleasant experience and situation that no resident or visiting traveler should endure. More lawfully zoned off street driveways and parking spaces should be welcomed and facilitated by governing agencies as the Zoning By-Laws promote, not denied.

8. Furtheron, the 7" dia. (DBH) American (Princeton) Elm also doesn't have much energy savings benefit or value at its present caliber other than its aesthetics alone and that can

certainly be achieved again by planting a new Princeton Elm further down the tree strip.

9. Instead of hugging one tree, that possibly based on the average lifespan of a public street tree in Arlington will start to decay soon, maybe a strategy of embracing seven more trees and their tree canopies and the sevenfold benefits to the Town of Arlington they will bring, when planted in less conflicting and more appropriate locations. The best way to preserve the tree canopy is to plant more trees, not less, especially when the opportunity arises and makes sense for the benefit of all the parties to enjoy.

10. Additionally, any gain or energy savings from its tree growth regarding carbon sequestration, electricity savings from shading of the small canopy and stormwater capture from its leaf canopy is virtually little to none presently and mostly from May 1st to October 31st when the leaf is leafless and can be estimated as follows:

a. Carbon Consideration: At present it is estimated that the very young American Princeton Elm tree will sequester approximately 10.4 pounds of carbon per year or 0.48 ounces per day which is practically negligible on its own. This should be contrasted to the carbon footprint of an EV or Fossil fueled vehicles which uses 1 pound per 5 minutes standing idle to warm up and be moved to the street day after day if the tree is not removed for the 20' right of public way' access. And multiply that usage by 3 or 4 cars in the single wide driveway which equates to about 4 pounds per 10 minutes day after day. The energy tradeoff is clear that the very young tree is not a benefit at the moment and more of an overall energy nuisance if not removed and replaced.

b. Stormwater Consideration: At present it is estimated that a very young American Princeton Elm tree will intercept or absorb only 100-250 gallons per year of storm water which is a 1/4 gallon to 5/8 gallon of stormwater per day which again is negligible comparatively speaking. It also should be noted that Churchill Avenue tree strip and street is a steep hill with 12.5% slope.

c. Electricity Consideration: At present it is estimated that a very young American Princeton Elm tree will have a negligible electricity savings or less than 10 kilowatts per year or (0.11 kilowatts per day) since the tree resides on the East corner side of the house and provides very little shade to even the front yard never mind the house comparatively speaking.

Argument No. 6: Greater Town Benefit to Property Tax Base if Street Tree is Removed

1. A safe and clear, unobstructed 'Right of Public Way Access' to an Expansion Driveway will add anywhere from 5% to 10% of the Appraised value of a house. Therefore it would be a much greater financial benefit to the Town if the tree was removed and replaced elsewhere down the tree strip.

2. The actual amount of benefit to the Town of Arlington at this location could be approximately \$ 1,275,500. x .1.10 = \$1,403,050 x 10% = 140305./1000 = 140.31 x \$10.77 = \$1511. Per Year to the Town.

Argument No. 7: Tree Planting Loc. Violated Homeowner's Future Zoning By-law Rights

1. The public street tree planted under the direction of the Tree Warden, Mr Lecuivre on December 8, 2017 in front the property driveway expansion area, was planted too close to the existing main driveway at the time and conflicted and disregarded the protected zoning by-law property rights at 53 Churchill Avenue. It's location jeopardized and put at risk the future development of an expansion driveway afforded under the property rights per 2017 Town of Arlington Zoning By-Law Section 6.1.10, Exception For Residential Driveway Expansion for driveways no wider than 20' and leading to a parking space.

2. The Town of Arlington Zoning by-law property rights for future residential driveway expansions existed as far back as 1975 and earlier. A property right even before the tree was ever planted and regardless of a tree or no tree, is a protected zoning by-law right which trumped the protected right of the public street tree when the Appellant was granted permission to build and fully use a clear and unobstructive 10' wide passageway to his existing expansion driveway; and is only being blocked by the Tree Warden's continued refusal to remove the nuisance tree and obstruction for the past ten months despite the Appellant's repeated requests for relief of this danger to the Appellant and the General public. If this isn't true, then why is there still a public street tree directly located in the Appellant's driveway, obstructing the safe and clear 10' wide passageway area to the street.

3. The Appellant further seeks relief from the Select Board since a Massachusetts public street tree once planted, is considered protected under MGL Chapter 87 law and requires an unwarranted and unduly burden for a resident to remove. And if only one person objects in writing to the removal for no reason other than they can, the Tree Warden has to deny the tree removal. And as a result, the public right of way access to the street from a resident's existing expansion driveway or future expansion driveway will be severely hampered if not impassable in some cases and a nuisance and hazard no one would ever welcome or want to bear. Especially for other residents who don't know the full consequences and property rights being forfeited when public tree planting campaigns are being offered throughout the Commonwealth of Massachusetts upon unsuspecting residents who don't have the zoning by-law acuity and understanding of Chapter 87 ramifications. The tree planting location if not removed immediately, is a subversion of the Arlington Zoning By-law rights for future driveway expansions and a gross manipulation of the 1899 Chapter 87 Law that doesn't benefit the overall welfare of the public and surely was not the intention of its writers, particularly when most driveways were made of gravel and dirt in 1899.

Argument No. 8: Tree Planting Location Planted Without Consent of Homeowners

1. The public street tree location planted near the driveway in front of 53 Churchill Avenue under the direction of the Tree Warden, Mr Lecuivre on December 8, 2017 was planted in conflict and too close and only 7' away from the existing main driveway at the time and without the consent and signed permission of the Homeowners. (See Exhibit 4 - Homeowner's Affidavit dated November 3, 2025)

2. By the way, even if the the Tree Warden's planting location had consent from the Homeowner, it is the responsibility and liability of the Arlington DPW and Department of Natural Resources to ensure that it's a safe, legal and law abiding tree planting location regarding safe Driveway Traffic Sightlines zoning by-laws and won't violate, subvert or

compromise the deeded and future property rights for driveway expansion inherently afforded by zoning by-laws especially since most homeowners don't have a zoning by-law acuity and or full understanding of the consequences.

3. The Tree Warden's statements regarding the Homeowners consent of his tree planting location on December 8, 2025 at 53 Churchill Avenue both at the October 28, 2025 public tree removal hearing and written in the minutes, are contrary to the signed and sworn affidavit by the Homeowners on November 3, 2025 declaring under oath that they did not give permission, sign a form or release, stake out the tree strip or give any approval to the Town of Arlington Public Works Department, the Tree Warden or anyone regarding the public street tree planting location of the Princeton Elm tree planted near their driveway on or about December 8, 2017 at 53 Churchill Avenue, Arlington, MA. The previous Homeowners are husband and wife, both 89 years old and English is their second language and they've never owned a computer or used a cell phone and are still alive and well to date. (See Exhibit 4 - Homeowner's Affidavit dated November 3, 2025)

4. And the Tree Warden admitted in the Public Tree hearing that he knew the ramifications and property's rights being forfeited when he planted the Chp 87 public street tree in front of the driveway expansion area at 53 Churchill Avenue and other properties in town where he still plants even today. This policy is unfortunate and there should be an oversight committee who approves where a Tree Warden can plant a public street tree so that the planting doesn't risk a property's protected zoning by-law rights for expansion and devalue the real estate properties and diminish potential real estate tax revenue to the town. There are risks and consequences when public street trees are planted in error and conflict with the welfare of the Public and a Resident's property rights and the party who caused the conflict, i.e. the Tree Warden via Dept. of Natural Resources bears the responsibility to remove and rectify it.

B. SECONDARY ARGUMENTS OF CONFLICT IN APPEAL

Argument No. 9: Tree Warden Prejudiced Appellant's Street Tree Removal Hearing

1. The Tree Warden violated the rules of MGL, Chapter 87 Section 3 Notice Requirements Law by speaking at a Arlington Tree Committee Open Public Meeting held on October 8, 2025 regarding the Appellant's Tree Removal Hearing even before it was announced to the General Public as required by MGL, Chapter 87 and the posting on the tree itself and when the official time of announcements and postings took place the next day, on October 9, 2025.

2. MGL, Chapter 87 Section 3 mandates specific, simultaneous public notification procedures for any proposed cutting, trimming, or removal of a public street tree greater than 1.5" in diameter (unless it is a public safety hazard). The law requires the tree warden to 'cause a notice of the time and place of such a hearing thereof' through multiple channels to ensure the public is informed.

3. Therefore pursuant to the rules of MGL, Chapter 87, the procedural prejudice and missteps by the Tree Warden is grounds for overturning and nullifying the Tree Warden's Denial for the public tree removal and the two Arlington Tree Committee member's objections causing the denial.

4. It should be clearly noted that as a result of the Tree Warden's prejudice and missteps against the Appellant, the only two objections against the Appellant's Public Tree Removal request, came from two members of the Arlington Tree Committee who were present at the Arlington Tree Committee Meeting Open Public Meeting held on October 8, 2025 as the Meeting Minutes show and was held even before the Public Tree Removal Hearing notice was announced to the General Public or posted on the tree itself.

5. The Tree Warden also further violated the rules of MGL, Chapter 87 law by not giving notice to the Appellant nor the General Public that he would be speaking about the Appellant's Tree Hearing at the Arlington Tree Committee Open Public Meeting held on October 8, 2025 even before it was announced to the General Public or posted on the tree itself, the next day on October 9, 2025.

6. The Tree Warden further violated the rules of MGL, Chapter 87 law by not giving the Appellant nor the General Public the opportunity to express their support or dissent at the Arlington Tree Committee Open Public Meeting which was held on October 8, 2025, even before it was announced to the general public or posted on the tree itself, the next day on October 9, 2025.

7. The Tree Warden also violated MGL, Chapter 87, where he misled and misconstrued the Appellant's reason for the tree removal, where he stated as the Minutes read, 'resident at 53 Churchill Ave. wants to expand the driveway and remove a seven in. DBH elm street tree'.

8. Whether intentionally or mistakenly, the Tree Warden prejudiced the Appellant by giving the impression that the Appellant needed the tree removed in order to build the Expansion Driveway even though the Expansion Driveway was already built, approved, granted to use and was already being used nine months previous. This is a much different case than the Tree Warden presented.

9. If Arlington Tree Committee members didn't further investigate, visit, view or understand the site situation, the driveway hardship and the already built Expansion Driveway at 53 Churchill Ave, then they wouldn't have known the important fact that the expansion driveway was existing and already being legally used. And they wouldn't have known the real reason for the Appellant's Tree Removal was that it was a hazard, nuisance and for risk of injury to the appellant, residents and the general public and which both the Tree Warden and the DPW Commissioner failed to recognize, despite multiple letters from the Appellant for months. And any further comment by the Tree Warden to the Arlington Tree Committee about the subject, could be interpreted as further bias and possibly influential to an Arlington Tree Committee member's understanding and decision regardless if they were for or against the removal. And pursuant to MGL, Chapter 87, it's not the Tree Warden's role to be partisan about a public tree removal or whether a petitioner should or shouldn't have a tree removed other than identifying the size, type, location and health of the tree or trees to be cut down or removed and posting the notice of the public hearing location and time.

10. Therefore as a result of the Tree Warden's prejudice and missteps against the Appellant, it should be noted that the only two objections against the Appellant's Public Tree Removal request actually came from two members of the Arlington Tree Committee who were present at the Arlington Tree Committee Meeting held on October 8, 2025 as the 'Draft' of the Meeting

Minutes shows and was held even before the Public Tree Removal Hearing notice was announced to the General Public or posted on the tree itself.

11. Furtheron, the Tree Warden not only violated the procedural rules of MGL, Chapter 87 Section 3 for Public Notices. The Tree Warden gave the Arlington Tree Committee a headstart and metaphoric dog whistle to go 'sic' em' regarding the Appellant's Tree Removal Hearing. And even worse, the Tree Warden misled the Arlington Tree Committee by irresponsibly speaking and incorrectly informing them at the October 8, 2025 Open Public Meeting that the Appellant's Expansion Driveway was existing and built in full compliance of the Arlington Zoning By-laws as duly authorized by The Arlington Inspections and Building Department. And that the Appellant had in hand, the full permit and permission to install a Driveway 'Right of Public Access Apron' from the Arlington Engineering Department since June 25, 2025 and has been extending the permit time to install the apron until the proper governing board, i.e. the Arlington Select Board' can determine the validity and decide the outcome of the tree removal request per MGL, Chp 87 rules.

12. And to further add insult to injury to Appellant's name and family reputation, the Arlington Tree Warden violated MGL, Chapter 30A Sections 18-25 and specifically, Chp 30A, Sections 18 and 20 by sending a private email and written letter to an Arlington Tree Committee which reached a quorum of the board members and thus constitutes a deliberation, alleging that the Appellant committed 'willful trespass' despite the Appellant's contractor had permission and was granted a Arlington Department of Engineering permit to install a full 10' wide 'Right of Public Way' apron from the street curb leading to the existing expansion driveway and which the Tree warden further failed to apprise the Arlington Tree Committee even after his own public tree removal hearing took place on Oct 28, 2025.

13. And adding further injury to the Appellant's name and family reputation, the Arlington Tree Committee in an Open Public Meeting announced the Tree Warden's allegation to the public and further stated that the Appellant built the expansion driveway and the partial apron at the street without any permits or permission from the Town of Arlington which is evidence that the Tree Warden has continually misled them, that the Appellant had permits or they're great actors as displayed in the Exhibit 9 video by saying the Appellant was working without permits.

14. And wherefore possibly, an Arlington Tree Committee Co-Chair, a town appointed official said in the same Open Public Meeting held recently on November 19, 2025 and in response to whether a parking space was even allowed in the front yard, he said and I quote, 'all of this was done without a permit, I believe'. And this led to further wild speculation and discussion by some of the tree committee members to the further defame the Appellant's name and family reputation by further stating and I quote, 'this needs to be further investigated'; thus shedding evidence that again, the Tree Warden never gave the full story to the Arlington Tree Committee. And more importantly, the Tree Warden never gave the full story to the two Arlington Tree Committee members who were present at both the October 8, 2025 Arlington Tree Committee Open Public meeting and also present at the November 19, 2025 Open Public meeting and who sent via emails on October 23rd and October 27th to the Tree Warden, objecting to the tree removal, even though the Appellant was in full compliance and rights of permit for the driveway installation and as granted by the Articles of Town Meeting members in authority.

15. The foregoing infractions and missteps by at least two appointed town officials to publically allege that the Appellant and the Appellant's contractor were in any way, in violation of the law and working without permits is nothing less than the continued intimidation now and over the past eight months and is the height of arrogance, irresponsible, gross negligence and slanderous pursuit against the Appellant and should be reviewed under MGL, Chapter 30A, Section 23 Enforcement of open meeting law; complaints; hearing; civil action and warrants a MGL, Chp. 30, Section 24 Investigation by attorney general of violations of open meeting law.

Argument No. 10: No General Public Objections or Attendance at Tree Warden's Hearing

1. The Appellant and the Appellant's brother, who lives at the upstairs apartment at 53 Churchill Avenue, Apt 2 were the only residents from the General Public that attended the Tree Warden's Public Tree Removal Hearing on October 28, 2025.

2. And there were No Objections from the approximate 47,000 residents of the Town of Arlington General Public to the tree removal in front of 53 Churchill Avenue via in person, letter or email to the Tree Warden's beforehand or during the Tree Warden's Public Tree Removal Hearing.

3. The Appellant did submit a Letter In Support for the public street tree removal to the Tree Warden and appeared at the hearing out of respect to the process, since he requested the hearing. And he knew well from researching past tree hearings, that the Appellant's hopes for a free and just Tree Warden's removal hearing would be sabotaged via pre-meeting emails in dissent by the usual, special interest and biased suspects. And indeed this was the case.

Argument No. 11: Only Objections Came From Two Arlington Tree Committee Members

1. Therefore not one person from the approximate 47,000 Town of Arlington General Public objected to the public street tree removal located in front of 53 Churchill Avenue.

2. The only objections to the public street tree removal located in front of 53 Churchill Avenue came from two members of the Arlington Tree Committee Board via email on October 23, 2025 citing that the young 7" (DBH) tree is a valuable asset to the Town and on October 27, 2025 citing for no reason other than the right to object to the removal pursuant to Mass General Laws, Chp 87.

3. It shall further be noted that the two Arlington Tree board members who objected to the public street tree removal in front of 53 Churchill Avenue are residents in Arlington but their status as the free and general public is nullified since they were compromised and privy to and not the real general public by their attendance at the Arlington Tree Committee Meeting held on October 8, 2025 where the Tree Warden spoke publicly about the Appellant's public tree removal hearing, even before it was posted and/or announced to the real general public.

4. It should also be noted that the member who sent the October 23, 2025 objection via email is not only a member but a co-chair and a Town Official since chairpersons are appointed differently than members of the Arlington Tree Committee; and both as a town official and board member who objected, including the member who sent the October 27, 2025 objection via email, have a history of objecting and dissenting to public tree removals in appeal hearings

before the Arlington Select Board which is their right of process when executed in accordance with the law but not in this case.

Argument No. 12: Town Departments & By-Laws Are Conflicted Causing Appellant Harm

1. The Town of Arlington Departments and by-laws are conflicted and at no fault of the Appellant, has caused and will cause additional serious harm, financial loss, possible emotional distress, and possible loss of life and limb to the appellant and the public, if the public street tree is not removed. Especially since the existing expansion driveway was permitted and granted the right to be built by the Town of Arlington Zoning Code and Building Department in accordance with Arlington Zoning By-Law. The expansion driveway was built and approved to use on February 1, 2025 by the Town of Arlington Building and Inspections Department. The petitioners were also granted and permitted the right to have a free, clear and unobstructed public right of access driveway apron to and from the existing expansion driveway by the Town of Arlington Public Works Department on July 24, 2025 in accordance with the Town of Arlington Zoning By-law per the Appellant's contractor's permit.

Argument No. 13: DPW Commissioner Failed to Deem the Tree a Nuisance and Hazard

1. Pursuant to MGL, Chapter 87, Section 5 Exemption, the Commissioner in charge of roads and public ways has the power to deem hazards which endanger, hinder or incommode persons traveling thereon and which are located in the public right of way and are a nuisance detrimental to the public and upon the Commissioner's authority can have the obstruction removed without a public hearing.

2. The Appellant's expansion driveway is an approved right for travel and use to and from the expansion driveway to and the public right of way since February 1, 2025; and the obstruction and nuisance tree located in the public right of way incommodes the Appellant's safe and rightful to use of the public right of way while exiting and entering the expansion driveway as granted by Arlington Zoning By-Laws.

3. Due to the DPW Commissioner's failure to recognize the MGL, Chapter 87 Section 5 Exemption to the Appellant's relief upon the Appellant's written requests to remove the safety hazard and nuisance in the public right of way and in front of the appellant's approved driveway to use without a public hearing has caused great financial loss, risk of injury, anxiety and great concern to the Appellant. And the daily risks of injury continue, to the appellants and general public due to the DPW Commissioner's refusal to assert his authority over the obstruction which can cause serious bodily and vehicular harm to the appellant's and the general public's safety and welfare transgressing the right of way access, the expansion driveway and/or the public sidewalk due to the encroachment of the obstruction in the right of way. And not to mention the serious Traffic Visibility Sightline infractions blocking the safe and clear width dimension of the driveway which still does exist today and will grow greater as the obstruction grows to maturity with a 48" (DBH) wide and 10' high tree trunk, if the tree obstruction is not removed.

4. The Appellant and the General Public are not only at further risk of injury and burdened by the interference and nuisance of the tree obstruction, on a daily basis, endangering, hindering or incommoding persons traveling near the tree in the public right of way; but now the

Arlington Select Board is burdened to decide due to the DPW Commissioner's failure to assert his authority as granted by MGL, Chapter 87, Section 5 Exemption Law for Nuisance and hazardous tree conditions.

5. It should be further noted that on November 5, 2025 the Appellant in writing and in person appealed to the DPW Commissioner to further extend the Appellant's Contractor's permit to install the apron at the curb until the Arlington Select Board had a chance to decide the outcome of the tree removal. And unfortunately the DPW Commissioner denied the Appellant's in person request and thus the Appellant's contractor only had until November 15, 2025 to install the apron since the Town of Arlington moratorium for public right of way street openings was about to commence.

Argument No. 14: Little Annual Benefit Value To The Town Per Arl. Tree Map Website

1. It should be noted that the Arlington Public Shade Tree Viewer Map identifies the 7" (DBH) Princeton Elm tree in front of 53 Churchill Avenue currently has a \$ 0.17 total annual benefit to the Town.

Argument No. 15: Tree Removal Will Have No Historical or Significant Loss to Town

1. Trading a young tree of no historical significance or great benefit to the Town, which has already caused great harm and consequence in its location to the Appellant, will only continue to cause greater harm and damage to the adjacent driveway surfaces as it grows to maturity with a 24"- 48" trunk diameter; and will cause even greater personal risk of injury to the general public, pedestrians, persons and their vehicles backing out to the street trying to navigate on coming traffic all the while, trying to avoid hitting the obstructing street tree which is blocking their vision and clear passageway to and from the existing and approved 20' wide driveway. Not to mention the uprooting and raising of sidewalks and its impediments which are prevalent all over the steeply sloped hills and terrain of Churchill Avenue and surrounding streets.

Argument No. 16: The Appellants Will Suffer Undue Economic & Real Estate Value Loss

1. The residents of 53 Churchill Avenue are entitled to experience the free and quiet enjoyment of their property betterments including the efficient and functional convenience of a two car wide driveway expansion especially at two family residences, lawfully afforded to them by the Town of Arlington zoning by law rights, their town meeting member representatives and fellow citizens.

2. Additionally, Churchill Avenue is a virtual parking lot at times when the Arlington High School and events are in session and students, faculty and visitors take their car to school and park all over Churchill Avenue and the surrounding streets causing even more traffic and pedestrian congestion. And sometimes causing Churchill Avenue residents to compete for parking spaces in front of their own homes and/or having to park further away in front of neighboring houses.

3. The Churchill Avenue traffic situation is an unsafe, unwarranted and unpleasant experience and situation that no resident or visitor to the area should endure. More lawfully zoned off

street driveways and parking spaces should be welcomed, encouraged and facilitated by governing agencies and not denied.

4. The Appellant has seen and experienced now and in the past some truly helpful and welcoming Town of Arlington departments and departmental personnel over the years like the Building and Inspections Offices, DPW Engineering Department, Zoning Board of Appeals, Arlington Housing Authority, Redevelopment Boards and School Committees alike which are a few examples among the many, offices, boards and authorities in Arlington who have demonstrated for years, practical and sensitive standards to the needs of the residents and serve to work with them in a harmonious and welcoming fashion on a case by case basis in alignment with State and Local Laws; and not in a unwelcoming and manipulating manner and posture that I have experienced in this tree removal nightmare process. Its been my experience during this ordeal that the Tree Warden and the Arlington Tree Committee use fear and intimidation tactics toward potential tree removal petitioners instead of logical, rational and problem solving thinking since I've come to understand that the scariest word and expression to them in their vocabulary is 'developer' and 'setting a precedent'.

Argument No. 17: Future Damage to Driveway & Burden of Repair Costs to Homeowners

1. The planting of the public street tree planted by the Tree Warden on December 8, 2017 was planted too close to the existing driveway and disregarded the inherent and potential damage it can cause as it grows to a potential height of 80' and a 48" (DBH) wide trunk with a 54" trunk base width where it meets the ground since trunk base widths are wider than the (DBH) width; and further will cause severe driveway damage, burden and expense for future repairs as it grows.

2. And the tree is even closer to the Expansion Driveway will cause severe uprooting damage and unnecessary costs to Homeowners especially being inside the clear width of the driveway, blocking the Appellant's Right of Way Access for Expansion Driveways which will cause an even more hazardous conditions of life and limb, as the tree grows to maturity.

Argument 18. Street Trees Do Not Benefit the Town When Planted In The Wrong Places

1. The mature height and spread of a public tree canopy and its location should be highly considered before planting to ensure tree has enough sustainable space to grow and does not conflict, interfere or cause more harm than good to the following aspects: (See Exhibit 2 Drawings)

- A. Consider Driveway Traffic Safety and Visibility and risks of injury to the public and residents.
- B. Consider Damage to Driveway and Sidewalk from trees and excessive cost to maintain and repair, nevermind raised sidewalk obstructions causing tripping and injury to residents.
- C. Consider Deeded Property Zoning By-Laws for Private Properties to Avoid Conflicts

Argument No. 19: Contractor Used Hand Tools and Extreme Care Installing the Apron

1. The Appellant's contractor carefully used hand tools and extreme caution in the installation of the DPW Engineering permitted driveway apron on Monday, November 10, 2025 in which the apron was installed approximately 3' away from the public street tree and on the upper

and higher side of the steep and sloped grade and with a very shallow excavation approximately 6" deep or less and at an acceptable and safe distance away from the tree.

2. The Appellant's contractor also used #4 @ 12" o.c. reinforcement bar in the 4" concrete apron pad to spread the load uniformly over the entire apron pad area and giving relief from any concentrated compressive loading for any minor lateral roots that may be below or deeper major lateral roots even further below, so that the tree continues to spread and grow naturally and healthfully to maturity if not removed by order of the Arlington Select Board.

3. The Appellant's contractor did not wantonly, intentionally or even knowingly encounter or damage any tree roots that were visual to the human eye. The Appellant's believes that if any alleged damage or compromise to the tree was done, it was minute in nature and infinitesimal at best if any at all, since minor lateral roots are hairlike in size and look like soil' according to tree experts and forestry associations.

Supporting Documentation: (Tree Virginia - Virginia's Urban Forestry Counsel)

To avoid harming a Princeton Elm, it is recommended that any nearby excavation be kept shallow, ideally no more than 6 to 12 inches deep. Most of a tree's roots, which are responsible for absorbing oxygen and water, are located within the topsoil. Although some American Elms may have a deep taproot for stability, the majority of their root system spreads out widely and remains near the surface. And younger trees are way more resistant to possible root damage than older trees.

4. It should be further noted that the Appellant did not prefer to have the driveway apron installed at this time and subsequently requested an Extension of Time to install the driveway 'right of way access' apron under Permit No. 25-2543 beyond November 15, 2025 so that to give time to the Arlington Select Board to settle the Appellant's appeal matter regarding the public street tree removal at a Select Board hearing to be scheduled in December 2025. (See Exhibit 5)

5. The request for extension of time was presented to the Arlington Dept of Engineering and to the DPW Commissioner in person and via letter on November 5, 2025 and copied to the Select Board Administrator as well. The DPW commissioner said in person to the Appellant that he will not do an extension beyond the November 15, 2025 period and chided the Appellant for waiting so long to resolve the matter of the tree removal.

6. Therefore with only ten days left to install the driveway apron before the November 16, 2025 moratorium would begin, the Appellant told the DPW Commissioner in person in that same in person meeting on November 5, 2025, that he will have the apron installed on Monday, November 10, 2025 since time was of essence. And the DPW Commissioner didn't object.

7. And subsequently, on Monday, November 10, 2025, the Appellant and Appellant's contractor still with permit in hand, installed the apron only partially in length and safely away from the public street tree and not for the full 10 foot wide apron length as granted and stated on the driveway 'Right of Public Way' apron permit.

8. Furtheron, the Appellant's contractor prepared a shallow apron pad excavation as noted

above and subsequently emailed a written 'Request For Inspection of Forms Prior to Concrete Pouring Re: Apron Permit 25-2543 to the Arlington Dept of Engineering on Monday, November 10, 2025 at 8:15 am. The Appellant also visited the Engineering Department at 8:30 am in person and called again later where the Engineer in charge said the Appellant can pour the concrete apron right away and that an inspection was not necessary.

9. Therefore, the Appellant's contractor readied for the concrete pouring and upon commencement of the pour, an unidentified person pulled up in a black vehicle with a blue license plate and got out of his vehicle and approached the tree. This unidentified person did not say a word nor present himself to the Appellant and Appellant's contractor nor say from what Town Department he represented as he approached the tree. The Appellant and Appellant's contractor asked the approaching person, 'is everything alright' and he only looked at the Appellant and Appellant's contractor and then he just peered over the tree momentarily, still did not say a word and turned around and walked away, back to his vehicle. And as the person was about to get into his vehicle and leave, the appellant and the Appellant's contractor asked a little more affirmatively, 'is everything alright' and the person said, 'we'll find out' and drove away.

10. The Appellant later learned the next day via his email, that the Select Board Administrator sent an allegation to him stating that damage was done to the public street tree and she would be seeking Town Counsel for the next steps. The Appellant subsequently acknowledged receipt of her allegation in an emailed response sent back to her on November 12, 2025 and requested that the information he previously requested from the administrator for filing an Appeal to the Select Board, be sent to him.

11. It should be further pointed out that on October 28 2025, approximately one half hour after the Tree Warden's public tree removal hearing and while the Tree warden was taking down the Public Tree Hearing notice from the tree, the Appellant asked the Tree Warden for some guidance about how close his contractor could come to the tree with the apron installation. The Tree Warden refused to answer the Appellant and quickly said he had to go because he had to get to a meeting. This posture shown by both the town and the tree officials is unprofessional, bizarre and unbecoming in any regard, nevermind quite disturbing. And unfortunately it's been the typical behavior from the Department of Natural Resources since the very beginning, where it took almost three months and a certified letter dated June 2, 2025 from the Appellant to the Tree Warden to get any acknowledgement or response at all, regarding the Appellant's initial request for public street tree be transplanted via letter back on March 18, 2025. (See Exhibits 5)

12. The Appellant has been steadfast and vigilant about this public tree removal case and completing his expansion driveway project in accordance with the law and Chapter 87, including the care and maintenance of this tree by watering and grooming the ground beneath the tree for many years since its planting. The Appellant realizes that it's unfortunate that a young tree has to be forfeited, but the allegation that the Appellant has caused any harm or injury to the public street is offensive and a 'over the top' and unwarranted accusation to try gain leverage and sympathy in favor of the Tree Warden's denial and dissuade any decision in favor for the Appellant's appeal.

C. Conclusion: Appellant's Concluding Argument:

The Appellant and Residents of 53 Churchill Avenue are entitled to experience the free and quiet enjoyment of their property betterments including a safe, efficient and functional convenience of a two car wide driveway expansion especially needed at two family residences; and lawfully afforded to them by the Town of Arlington zoning by law rights and the approves Articles of Town Meeting members and fellow citizens.

The Appellant and Residents of 53 Churchill Avenue will pay all costs for the public street tree removal and will pay the cost of trees in accordance with Town of Arlington Public Street Replacement tree guidelines for a 7" (DBH) public street tree to be removed per the the Appellants proposed conditions of appeal as set forth:

D. Proposed Conditions Upon Select Board's Approval of Appellant's Appeal:

1. The Appellant will pay for the removal of the existing 7" (DBH) and the necessary stump grinding to 8" below grade at the location shown in front of 53 Churchill Avenue as shown on Drawing No. 1.0 attached.
2. The Appellant will further pay for the cost of a new 2" (DBH) Princeton Elm tree to be planted in the public tree strip in front of 53 Churchill Avenue as shown on Drawing No.1.0 attached.
3. The Appellant will further pay for the tree costs for additional replacement trees to be planted in the town at locations desired by the Tree Warden at the rate of 375. per (DBH) inch for the balance of the 7" (DBH) which totals \$1875. payable to the Town of Arlington Natural Resources.
4. The Appellant will further pay for the cost of the new driveway apron installation which has already been partially installed and the Appellant will further complete the total width of the driveway's street apron in accordance with the 'Public Right of Way Access' Apron Permit No 25-2543 issued on June 24, 2025 as granted by the Town of Arlington Public Works, Engineering Department once the tree has been removed.

The Appellant and Residents of 53 Churchill Avenue appreciate the Arlington Select Board's consideration regarding the proposed herein Letter of Appeal and in accordance with their Conditions of Appeal hereby request that the Arlington Select Board overturn the Tree Warden's Denial of the public street tree removal at 53 Churchill Avenue set forth on October 28, 2025 and allow the public street tree in front on 53 Churchill Avenue to be cut down and removed forthwith.

Sincerely,

Mr. Paul Pandolfo
53 Churchill Ave. Apt. #1
Arlington, MA 02476

cc: Tom & Nina Pandolfo 53 Churchill Ave. Apt #2 Arlington, MA 02476

cc: Arlington Select Board Members & Administrator:
cc: Arlington Town Counsel
cc: Arlington Building Commissioner
cc: Arlington Engineering Commissioner

Enclosures:

Index of Supporting Evidence:

Exhibit 1. Driveway Assessment - Expansion & Main Driveway (Vanasse & Associates)

Exhibit 2. Drawing Demonstrations, Conditions of Approval and Photos (PRP Associates)

- 1.0 Street View of New Public Replacement Tree Location & Driveway Apron with Conditions
- 2.0 Street Plan (Bird's Eye View) of New Public Street Replacement Tree & Driveway Apron
- 3.0 Existing Driveway Safe & Unsafe Future Driveway Traveling Conditions at Tree Maturity
- 4.0 Hazardous & Dangerous Nuisance Public Street Tree Obstruction Shown at Tree Maturity
- 5.0 Existing Main Driveway Hardship & Dangerous Public Street Tree Obstruction Conditions
- 6.0 2023 Photo of Exist. Tree Strip With Plants At Either Side of Princeton Elm 4" (DBH) Sapling
- 7.0 2017 Arl. Assessor's Photo of Tree Location & Good Tree Planting Location Option in 2017
- 8.0 2025 Photo of Massive Uprooting at Uphill Public Tree at #57 Churchill Avenue Causing Unsafe Loading & Parking Which Could Happen at the 53 Churchill Ave Public Street Tree
- 9.0 2025 Photo of Massive Uprooting at Uphill Public Tree at #57 Churchill Avenue Causing Unsafe Loading & Parking Which Could Happen at the 53 Churchill Ave Public Street Tree
10. Sept. 2025 Existing Conditions at 'Right Of Public Way Access' Apron Area & Tree
11. November 24, 2025 Existing Conditions Photo at Public R.O.W. Access Apron & Tree

Exhibit 3. Appellant's Permits & Permissions From The Town of Arlington:

1. Construction Driveway Permit B-23-643 issued 1-25-24 Arlington Building Dept.
2. Certificate of Driveway Approval B23-643 issued 2-21-25 Arlington Building Dept.
3. "Public Right of Way Access' Apron Permit No. 25-2543 issued 7-24-25 DPW Engineering
4. Plan of 'Public Right of Way Access' Permit Drawing

Exhibit 4. Homeowner's Affidavit re: Non-Consent of Tree Warden's Tree Planting Location

1. Homeowner's Affidavit (Previous Owners at 53 Churchill Ave. on December 8, 2025)

Exhibit 5. Letters, Correspondence & Pleas Regarding Tree Transplant and/or Removal

1. 3-18-25 Appellant's First Request for Obstructing Public Tree Transplant/Relocation
2. 5-30-25 Appellant's Second Request (Certified Mail) Obstructing Tree Transplant/Relocation
3. 6-2-25 Tree Warden's Finally Responds 2 1/2 Months later to Appellant
4. 6-27-25 Appellant's Certified Letter to DPW Director of Public Works re: Complaint/Appeal
5. 7-30-25 Appellant's Second Letter to DPW Director of Public Works re: Complaint/Appeal
6. 11-5-25 Appellant's Request For Extension of Permit Time until Select Board Decides Tree Removal
7. 11-10-25 Appellant's Contractor's Request For Apron Inspection Of Concrete Forms & Pour
8. 11-10-25 Answer to Appellant's Contractor's Request For Apron Forms Inspection Before Pour

Exhibit 6. Town of Arlington Zoning By-Laws:

1. Arl. Zoning By-Law 2017 Sect 6.23 (Formerly 5.3.12(B) Traffic Visibility Sightlines for Driveways
2. Arl. Zoning By-Law 2017 Section 8.07a Parking in Residential Districts
3. Arl. Zoning By-Law 2023 Section 6.1.10 Exception For Expansion Driveways - Residential
4. Public Trees That Endanger The Public - Guide To Local By-Laws For Massachusetts Communities
5. Annual Tree Benefit for 7" (DBH) Princeton Elm Tree (Reference: Arlington Tree Map Site)

Exhibit 7. Tree Warden's Public Street Tree Removal Hearing Documents:

1. Appellant's Request For Public Tree Hearing on September 26, 2025
2. Appellant's 9-25-25 Receipt Letter of Hearing Notice from the Tree Warden
3. Appellant's 9-25-25 Receipt of Tree Hearing & Tree Removal Procedures & Fees To Remove
4. Appellant's 10-2-25 Receipt of Tree Warden's Hearing Notice to be Published
5. Tree Warden's Notice of Public Tree Hearing for October 28, 2025
(Notice Published and Posted on Tree on October 9, 2025)
6. Attendance Sheet - Tree Warden's Public Tree Removal Hearing
7. Letters in Support for Appellant - Tree Warden's Public Tree Removal Hearing
8. Email Transmission Objections - Tree Warden's Public Tree Removal Hearing
9. Tree Denial Letter & Minutes of Hearing - Tree Warden's Public Tree Removal Hearing

Exhibit 8 Arlington Tree Committee Minutes - Tree Warden Violates MGL, Chp. 87, Section 3

1. Arlington Tree Committee Minutes from October 8, 2025 Open Public Meeting

Exhibit 9 Video Clip Arl. Tree Comm. Open Public Mtg. & Unwarranted Accusations Against Appellant - Violations by Town Officials MGL, Chp 30A, Section 18 & 20 re Open Public Mtgs.



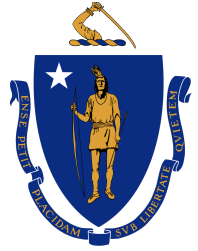
Town of Arlington

Inspectional Services

51 Grove Street

Arlington, MA 02476

781-316-3390



BUILDING CARD

This card must be visible from the street and accessible for the inspector.

Job Address:	53 CHURCHILL AVE 2 Arlington, MA 02476	
Nature of Work:	Adding one bedroom and two bathrooms to the existing finished and unfinished portions of the Half Story level of Unit 2 and increasing driveway to 20' wide at front yard per attached Construction Drawings dated 11-24-23.	
Conditions:	Smoke/CO Detectors hardwired per code. No exterior work on any facades greater than 25% without further permitting per AHC	
Building Permit No.:	B-23-643	Date Issued: January 25, 2024
Owner:	Thomas Pandolfo	
Contractor:	Homeowner Exemption	

Inspector must sign all applicable spaces

Inspection	Approved	Not Approved
Excavation, Setbacks, and Footing Forms		

Pour no concrete until above is signed

Foundation, Dampproofing, Perimeter Drains		
--	--	--

Do not frame until above is signed and checked, as-built plot plan is filed with Building Dept.

Underground Electrical		
Underground Plumbing/Gas		
Rough Electrical		
Rough Plumbing		
Framing		
Insulation		

Cover no work until above has been signed

Final Electrical		
Final Plumbing		
Final Gas		
Final Mechanical		
Fire Department Approval		
Final Building Inspection		

Michael Ciampa

Michael Ciampa
Town of Arlington Building Commissioner



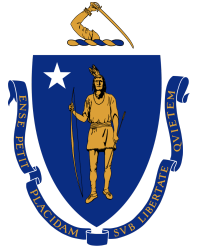
Town of Arlington

Inspectional Services

51 Grove Street

Arlington, MA 02476

781-316-3390



CERTIFICATE OF APPROVAL

This, to the best of my knowledge, certifies that the work provided for under Building Permit B-23-643 issued on January 25, 2024 has been completed in accordance with provisions of applicable codes for which the permit was issued.

A handwritten signature in blue ink, reading "Michael Ciampa", is written over a horizontal line.

Michael Ciampa
Town of Arlington Building Commissioner



Engineering Division
51 Grove Street
Arlington, MA
Phone 781-316-3320 Fax 781-316-3281

Town of Arlington Department of Public Works

Street Occupancy & Trench Permit

For Official Use Only

Permit #:	25-2543
Date Issued:	Jul 24, 2025
Expiration Date:	Nov 15, 2025
Approved By:	WGK
Total Fee Due:	\$ 50
Fee Received By:	

Permit Status: Approved

Work Details

Project Location: 53 CHURCHILL AVE

Site/Work Specifics: Install a driveway right of way access apron measuring 10' long, 4' wide and 8" deep in front of the existing and approved

Proposed Work Activity: Right of Way - Driveway R&R

Excavation Limits: Length (ft): 10' Width (ft): 4' Depth (ft): 8"
Requested Start Date: Aug 01, 2025 Anticipated End Date: Aug 04, 2025
Dig-Safe Markout #: 20253306007 Arlington Markout #: WSMO

Total Fees \$ 50

Application Fee: \$50
Trench Fee: \$ 0
Activity Fee: \$ 0
SPOF Fee: \$ 0

Applicant Information

Contractor/Applicant: Pandolfo Company Inc. Contact Person: Paul Pandolfo and Tom Pandolfo
Street Address: 53 Churchill Avenue City/Town: Arlington State: Massachusetts ZIP: 02476
Primary Phone: 781-439-9401 Email: prp.prp1@gmail.com 24-Hour Emergency Phone: 781-777-4222

Excavator/Operator Information (if different than Applicant Information)

Excavator/Operator Name: All work will be done by Hand and Tools Competent Person: (as defined by 520 CMR 7.02)
MA Hoisting License #: License Grade: Expiration Date:

On-File Insurance Information

Insurer Name: Contact Person:
Certificate #: Policy Expiration: Monday, July 1, 2030

Permit Application Endorsement/Digital Signature

Application Endorsed By: Paul Pandolfo Application Date: Jul 15, 2025

**A COPY OF THIS PERMIT & CONDITIONS
SHALL BE KEPT ON-SITE
DURING ALL CONSTRUCTION ACTIVITIES**

Disturbances to asphalt surfaces within the Right-of-Way **WILL NOT** require Pavement Restoration

Town of Arlington Massachusetts

Standard Street Opening/Trench Permit Conditions

This permit is granted and accepted upon the express condition that any & all proposed work shall be completed in accordance with, but not limited to, the following standard conditions:

1. Roadway Access & Public Safety

The permit applicant shall take appropriate measures to assure that during the performance of the excavation, so far as is practicable, normal traffic conditions shall be maintained at all times so as to cause as little inconvenience as possible to the occupants or the abutting properties and to the general public.

The permit applicant shall maintain safe travel for two lanes of vehicle traffic at all road intersections where possible and safe crossings for pedestrians at intervals of not more than three hundred feet. If any excavation is made across a public way, it shall be made in sections to assure maximum safe crossings for vehicles and pedestrians.

2. Police Safety Detail Requirements

A minimum of 24-hours prior to commencing work, the permit applicant shall contact the Town of Arlington Police Department to determine if a Police Safety Detail will be required for the proposed work, at the permit applicant's cost.

The use of a Police Safety Detail does not eliminate the need for proper warning signs and traffic control devices during the course of construction.

3. Signage

It shall be the sole responsibility of the applicant and/or owner to provide & employ appropriate construction signage and barriers/cones/etc as needed. All signs and devices shall be in accordance with the Manual on Uniform Traffic Control Devices for Streets and Highways and all applicable MassDOT Standards/Requirements.

During the entire course of work, the applicant and/or owner shall be responsible to properly delineate & protect the job site in accordance with current MUTCD Standards to the full satisfaction of the Arlington Police Department.

Failure or inability to provide appropriate devices & signage may result in work being suspended at the discretion of the Town of Arlington.

4. Road Closures/Detours

Road Closures and Detouring of traffic and/or pedestrians must be approved, in advance of work commencing, by the Town of Arlington Police Department. This approval shall include preparation of MUTCD compliant Temporary Traffic Management Plans to be provided to the Arlington Police Department for inspection/approval in advance of any work commencing. **These plans must satisfy all Arlington Police Department requirements.** These Plans shall also be kept on-site for the duration of all construction & restoration activities.

Additionally, a pre-construction meeting shall be coordinated by the permit applicant prior to work commencing.

Planned road closures and/or detours will also require 48-hour advance notification to affected properties and abutters detailing the scope of work and potential temporary impacts to travel and access.

5. Equipment & Construction Materials

Construction materials and equipment on the site shall be limited in quantity and space occupying area so as not to unduly hinder and block the use of the way.

All material stockpile on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fencing and/or straw wattles.

Equipment, staging, and material shall not be located or stored so as to interfere with intersection sight lines. Wherever practical, all materials and equipment shall be located no closer than fifty (50) feet to an intersection.

6. Erosion Control

The Permit applicant shall take whatever precautions are necessary to insure that runoff will not create erosion and siltation problems or obstruct the natural flow of stormwater.

In particular, the Permit applicant shall protect drainage structures from siltation by whatever means are necessary, including but not limited to; the piling of excavated material away from drainage structures the covering of excavated materials with impervious membrane, and the installation of hay bales or filter fabric fences.

The permit applicant shall maintain all gutters free and unobstructed for the full depth of the adjacent curb and for at least one foot in width from the face of such curb at the gutter line. Catch basins shall be kept clear and serviceable.

In the event that the drainage system does become impacted by siltation, the permit applicant will be required to clean or replace the impeded drainage system facilities as determined by the Department, at the expense of the permit applicant.

7. Steel Road Plates

In non-critical work areas, steel road plates may only be used for 24 hours at the same location. Steel plates shall not be used during any weekends or in critical work areas, unless special permission is requested in writing and granted by the Department of Public Works.

Steel plates used to protect an excavation shall be of sufficient thickness to resist bending, vibration, etc., under traffic loads and shall be anchored securely to prevent movement. Additional particular conditions and/or installation procedures may be required for steel road plate installations based on specific installation locations.

8. Tree Protection

The Permit applicant shall not remove, even temporarily, any trees or shrubs which exist within the public right of way without first obtaining permission from the Town Tree Warden. In the event that a tree or a shrub is damaged, destroyed or is authorized for removal, the Permit applicant shall replace the tree or shrub at his/her expense. The species, size and place of relocation shall be determined by the Tree Warden.

9. Dust and Clean-Up

As the excavation work progresses, all ways shall be thoroughly cleaned of all rubbish, excess earth, rock and other debris daily. **The permit applicant shall take necessary precautions to prevent and avoid dust and to keep the ways clean each day.**

All clean-up operations shall be accomplished at the expense of the permit applicant and shall be carried out to the satisfaction of the Department of Public Works. Any sediment that enters the Town drainage system as a result of the permit applicant's work will be the sole responsibility of the contractor to remove to the satisfaction of the DPW.

10. Work Completion & Restoration

Upon completion of work, all excavations shall be restored in compliance with the standards set forth by the Massachusetts Department of Public Utilities; Docket # DTE 98-22. A copy of these standards is available at the Engineering Office. Such work must be done to the satisfaction of the Department of Public Works.

The party or parties in whose name this permit is issued will be held responsible for the condition of the work for a period of one year (unless required otherwise by State Regulations) from the expiration date of the permit. Any repairs becoming necessary within a period of one year will be made at the expense of the party or parties in whose name this permit is issued.

11. Miscellaneous Conditions

All work involving water, sewer and/or drain lines shall conform to Town of Arlington, Water & Sewer Division's Sewer, Water & Drain Regulations and Specifications. A copy of these regulations is available at the Engineering Office.

By signing this form, the applicant, owner, and excavator all acknowledge and certify that they are familiar with, or, before commencement of the work, will become familiar with, all laws and regulations applicable to work proposed, including OSHA regulations, G.L. C. 82a, 520 CMR 7.00 et seq., and any applicable municipal ordinances, by-laws And regulations and they covenant and agree that all work done under the permit issued for such work will comply Therewith in all respects and with the conditions set forth below.

The undersigned owner authorizes the applicant to apply for the permit and the excavator to undertake such work On the property of the owner, and also, for the duration of construction, authorizes persons duly appointed by the Municipality to enter upon the property to monitor and inspect the work for conformity with the conditions attached hereto and the laws and regulations governing such work.

The undersigned applicant, owner and excavator agree jointly and severally to reimburse the municipality for any and all costs and expenses incurred by the municipality in connection with this permit and the work conducted thereunder, including but not limited to enforcing the requirements of state law and conditions of this permit, inspections made to assure compliance therewith, and measures taken by the municipality to protect the public where the applicant owner or excavator has failed to comply therewith including police details and other remedial measures deemed necessary by the municipality.

The undersigned applicant, owner and excavator agree jointly and severally to defend, indemnify, and hold harmless the municipality and all of its agents and employees from any and all liability, causes or action, costs, and expenses resulting from or arising out of any injury, death, loss, or damage to any person or property during the work conducted under this permit.

All permits/approvals required for this work (including MWRA 8M Permits, if necessary) shall be obtained prior to work commencing.

12. Conditions and Requirements Pursuant to G.L.C.82A and 520 CMR 7.00 et seq. (as amended):

1. No trench may be excavated unless the requirements of sections 40 through 40D of chapter 82, and any accompanying regulations, have been met and this permit is invalid unless and until said requirements have been complied with by the excavator applying for the permit including, but not limited to, the establishment of a valid excavation number with the underground plant damage prevention system as said system is defined in section 76D of chapter 164 (DIG SAFE);
2. Trenches may pose a significant health and safety hazard. Pursuant to Section 1 of Chapter 82 of the General Laws, an excavator shall not leave any open trench unattended without first making every reasonable effort to eliminate any recognized safety hazard that may exist as a result of leaving said open trench unattended. Excavators should consult regulations promulgated by the Department of Public Safety in order to familiarize themselves with the recognized safety hazards associated with excavations and open trenches and the procedures required or recommended by said department in order to make every reasonable effort to eliminate said safety hazards which may include covering, barricading or otherwise protecting open trenches from accidental entry.

3. Persons engaging in any in any trenching operation shall familiarize themselves with the federal safety standards promulgated by the Occupational Safety and Health Administration on excavations: 29 CFR 1926.650 et.seq., entitled Subpart P “Excavations”.
4. Excavators engaging in any trenching operation who utilize hoisting or other mechanical equipment subject to chapter 146 shall only employ individuals licensed to operate said equipment by the Department of Public Safety pursuant to said chapter and this permit must be presented to said licensed operator before any excavation is commenced;
5. By applying for, accepting and signing this permit, the applicant hereby attests to the following: (1) that they have read and understands the regulations promulgated by the Department of Public Safety with regard to construction related excavations and trench safety; (2) that he has read and understands the federal safety standards promulgated by the Occupational Safety and Health Administration on excavations: 29 CFR 1926.650 et. seq., entitled Subpart P “Excavations” as well as any other excavation requirements established by this municipality; and (3) that he is aware of and has, with regard to the proposed trench excavation on private property or proposed excavation of a city or town public way that forms the basis of the permit application, complied with the requirements of sections 40-40D of chapter 82A.
6. This permit shall be posted in plain view on the site of the trench.

For additional information please visit the Department of Public Safety's website at www.mass.gov/dps

13. Summary of Excavation and Trench Safety Regulation (520 CMR 14.00 et seq.)

This summary was prepared by the Massachusetts Department of Public Safety pursuant to G.L.c.82A and does not include all requirements of the 520 CMR 14.00.

To view the full regulation and G.L.c.82A, go to www.mass.gov/dps.

Pursuant to M.G.L. c. 82, § 1, the Department of Public Safety, jointly with the Division of Occupational Safety, drafted regulations relative to trench safety. The regulation is codified in section 14.00 of title 520 of the Code of Massachusetts Regulations. The regulation requires all excavators to obtain a permit prior to the excavation of a trench made for a construction-related purpose on public or private land or rights-of-way. All municipalities must establish a local permitting authority for the purpose of issuing permits for trenches within their municipality. Trenches on land owned or controlled by a public (state) agency requires a permit to be issued by that public agency unless otherwise designated.

In addition to the permitting requirements mandated by statute, the trench safety regulations require that all excavators, whether public or private, take specific precautions to protect the general public and prevent unauthorized access to unattended trenches. Accordingly, unattended trenches must be covered, barricaded or backfilled. Covers must be road plates at least ¾” thick or equivalent; barricades must be fences at least 6’ high with no openings greater than 4” between vertical supports; backfilling must be sufficient to eliminate the trench. Alternatively, excavators may choose to attend trenches at all times, for instance by hiring a police detail, security guard or other attendant who will be present during times when the trench will be unattended by the excavator.

The regulations further provide that local permitting authorities, the Department of Public Safety, or the Division of Occupational Safety may order an immediate shutdown of a trench in the event of a death or serious injury; the failure to obtain a permit; or the failure to implement or effectively use adequate protections for the general public. The trench shall remain shutdown until re-inspected and authorized to re-open provided, however, that excavators shall have the right to appeal an immediate shutdown. Permitting authorities are further authorized to suspend or revoke a permit following a hearing. Excavators may also be subject to administrative fines issued by the Department of Public Safety for identified violations.

14. Summary of 1926 CFR Subpart P -OSHA Excavation Standard

This is a worker protection standard, and is designed to protect employees who are working inside a trench. This summary was prepared by the Massachusetts Division of Occupational Safety and not OSHA for informational purposes only and does not constitute an official interpretation by OSHA of their regulations, and may not include all aspects of the standard.

For further information or a full copy of the standard go to www.osha.gov.

- **Trench Definition per the OSHA Standard:**
 - An excavation made below the surface of the ground, narrow in relation to its length.
 - In general, the depth is greater than the width, but the width of the trench is not greater than fifteen feet.
- **Protective Systems** to prevent soil wall collapse are always required in trenches deeper than 5', and are also required in trenches less than 5' deep the competent person determines that a hazard exists.
 - Shoring. Shoring must be used in accordance with the OSHA Excavation standard appendices, the equipment manufacturer's tabulated data, or designed by a registered professional engineer.
 - Shielding (Trench Boxes). Trench boxes must be used in accordance with the equipment manufacturer's tabulated data, or a registered professional engineer.
 - Sloping or Benching. In Type C soils (what is most typically encountered) the excavation must extend horizontally 1 ½ feet for every foot of trench depth on both sides, 1 foot for Type B soils, and ¾ foot for Type A soils.
 - A registered professional engineer must design protective systems for all excavations greater than 20' in depth.
- **Ladders** must be used in trenches deeper than 4'.
 - Ladders must be inside the trench with workers at all times, and located within 25' of unobstructed lateral travel for every worker in the trench.
 - Ladders must extend 3' above the top of the trench so workers can safely get onto and off of the ladder.
- **Inspections** of every trench worksite are required:
 - Prior to the start of each shift, and again when there is a change in conditions such as a rainstorm.
 - Inspections must be conducted by the competent person (see below).
- **Competent Person(s)** is:
 - Capable (i.e., trained and knowledgeable) in identifying existing and predictable hazards in the trench, and other working conditions which may pose a hazard to workers, and

- Authorized by management to take necessary corrective action to eliminate the hazards. Employees must be removed from hazardous areas until the hazard has been corrected.
- **Underground Utilities** must be:
 - Identified prior to opening the excavation (e.g., contact Digsafe).
 - Located by safe and acceptable means while excavating.
 - Protected, supported, or removed once exposed.
- **Spoils** must be kept back a minimum of 2' from the edge of the trench.
 - Surface Encumbrances creating a hazard must be removed or supported to safeguard employees. Keep heavy equipment and heavy material as far back from the edge of the trench as possible.
- **Stability of Adjacent Structures:**
 - Where the stability of adjacent structures is endangered by creation of the trench, they must be underpinned, braced, or otherwise supported.
 - Sidewalks, pavements, etc. shall not be undermined unless a support system or other method of protection is provided.
- **Protection from water accumulation hazards:**
 - It is not allowable for employees to work in trenches with accumulated water. If water control such as pumping is used to prevent water accumulation, this must be monitored by the competent person.
 - If the trench interrupts natural drainage of surface water, ditches, dikes or other means must be used to prevent this water from entering the excavation.
- **Additional Requirements:**
 - For mobile equipment operated near the edge of the trench, a warning system such as barricades or stop logs must be used.
 - Employees are not permitted to work underneath loads. Operators may not remain in vehicles being loaded unless vehicles are equipped with adequate protection as per 1926.601(b)(6).
 - Employees must wear high-visibility clothing in traffic work zones.
 - Air monitoring must be conducted in trenches deeper than 4' if the potential for a hazardous atmosphere exists. If a hazardous atmosphere is found to exist (e.g., O₂ <19.5% or >23.5%, 20% LEL, specific chemical hazard), adequate protections shall be taken such as ventilation of the space.
 - Walkways are required where employees must cross over the trench. Walkways with guardrails must be provided for crossing over trenches > 6' deep.
 - Employees must be protected from loose rock or soil through protections such as scaling or protective barricade.

15. Additional Conditions Pursuant to Town of Arlington Street Occupancy/Trench Permit # 25-2543

Arlington water/sewer mark outs need to be received before the start of work

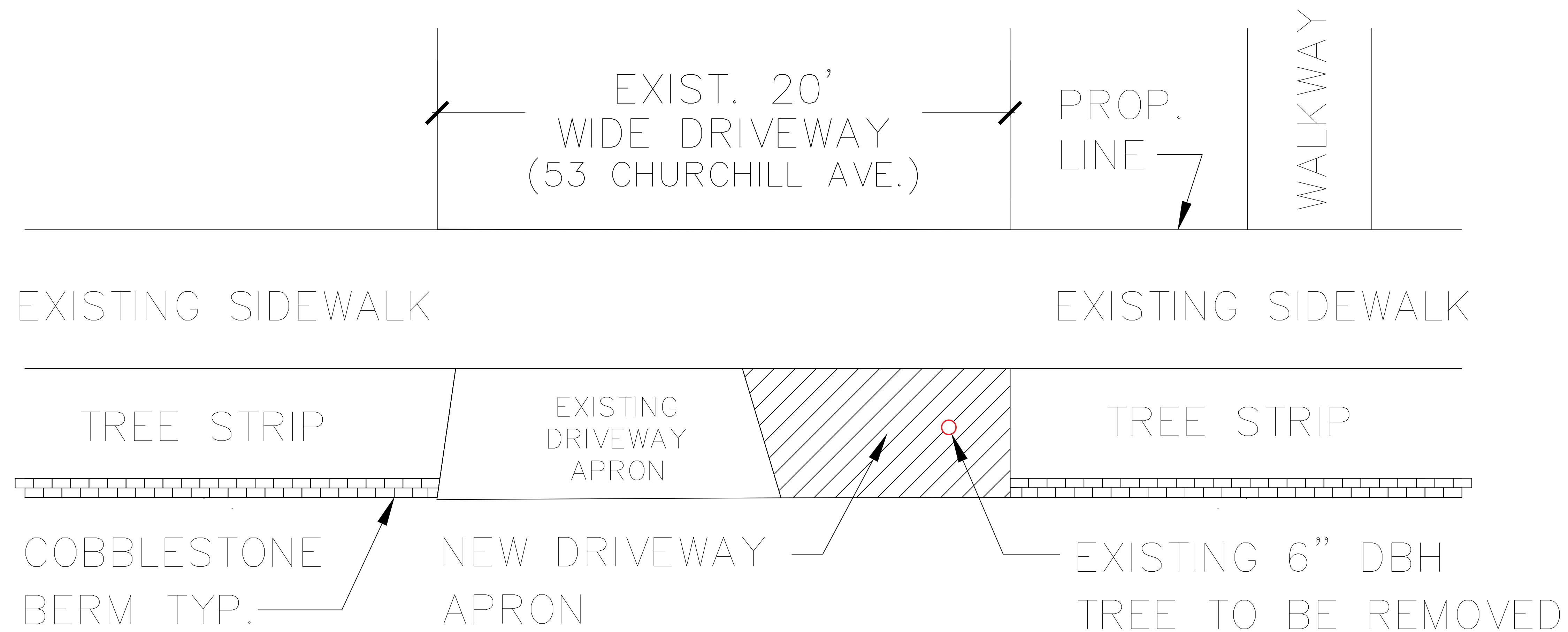
Driveways & Sidewalks:

- 1) Driveway dimensions are regulated by Town Zoning by-laws. Driveways shall not exceed 20 ft in width. Contractor shall confirm the proposed work is in accordance with all Bylaws and regulations.
- 2) Contractor is responsible to ensure any work on sidewalks or driveway aprons located within the Town Right of Way comply with ADA accessibility requirements as well as Town Details and Regulations listed in the Street Occupancy and Trench Permit Regulations.
- 3) Any work performed on concrete sidewalks, driveways or aprons should contact the Engineering Division for an inspection of concrete forms prior to pouring concrete.
- 4) An increase of impervious area greater than 350 sf requires a stormwater mitigation plan. Contact Engineering Division at 781-316-3320..
- 5) All Sidewalk work shall provide a minimum 5ft wide sidewalk if possible. Contact Engineering Division if on-site conditions cannot accommodate the required widths. The back of sidewalk shall be installed at the right of way line.

PUBLIC STREET TREES:

- 1) There are public street trees in the vicinity of the proposed work. No work shall be performed that will impact the trees or root system of the tree.
- 2) Applicant shall contact the Tree Warden to coordinate tree protection requirements 781-316-3114; tlecuivre@town.arlington.ma.us.

Permit extended to 11/15/2025 by WGK on 9/24/2025



53 CHURCHILL AVENUE
ARLINGTON, MA

DRIVEWAY RIGHT OF WAY PERMIT DRAWING
JULY 15, 2025

Letter of Affidavit

TO THE ARLINGTON SELECT BOARD
c/o Ashley Maher - Select Board Administrator
730 Mass Avenue - Arlington, MA

RE: Princeton Elm Tree Planting Location Near the Driveway
at 53 Churchill Avenue - Arlington, MA on Dec. 8, 2017

Dear Arlington Select Board,

We Alessandro and Maria Armenio, husband and wife were the former Residents, Managers and Owners of the two family residence at 53 Churchill Avenue, Arlington, MA and resided at the residence for nearly sixtyone years until it was sold on March 15, 2023.

We hereby declare under oath that to the best of our knowledge, we did not give permission, sign a form or release, stake out the tree strip or give any approval to the Town of Arlington Public Works Department, the Tree Warden or anyone regarding the public street tree planting location of the Princeton Elm tree which was planted near our driveway on or about December 8, 2017 at the above-mentioned two family residence at 53 Churchill Avenue, Arlington, MA.

Signed and Sealed under the pains and penalties of perjury this day of November 3, 2025.


Alessandro Armenio


Maria Armenio

March 18, 2025

Mr. Tim Lecuivre - Tree Warden
Natural Resources Division
Town of Arlington Public Works Dept.
51 Grove Street, Floor 2
Arlington, MA 02476

Re: Request For Tree Transplant
53 Churchill Ave, Arlington, MA 02476

Dear Mr. Lecuivre,

I'm writing in regard to the above-captioned property and the request for an existing tree in the tree strip in front of the existing driveway at 53 Churchill Avenue, Arlington, MA to be transplanted.

The tree requested to be transplanted is a very young American Elm approximately 6" in diameter. The request is for the tree to be transplanted further down in the tree strip and out of the right of way of the driveway's vehicular circulation; i.e. entering and exiting of the driveway.

Please see the Certificate of Approval dated February 21, 2025 by the Town of Arlington Zoning and Building Commissioner and Zoning Enforcement for the recent construction of the driveway.

The herein Parties at 53 Churchill Ave requesting the tree transplant are willing to pay the costs for the tree to be transplanted out of the right of way of the driveway and further down the tree strip.

Sincerely,

Paul Pandolfo
51 Churchill Avenue,
Arlington, MA 02476
Email: prp.prp1@gmail.com

Enclosures: Certificate of Approval dated February 21, 2025
Construction Permit B-23-643 issued January 25, 2024

cc: Tom & Nina Pandolfo - 53 Churchill Avenue, Arlington, MA 02476
Email address: pandolfo22@gmail.com

Certified Mail - Return Receipt Requested

May 30, 2025

Mr. Tim Lecuivre - Tree Warden
Natural Resources Division (Trees & Parks)
Town of Arlington Public Works Dept.
51 Grove Street, Floor 2
Arlington, MA 02476

Re: Request For Tree Transplant
53 Churchill Ave, Arlington, MA 02476

Dear Mr. Lecuivre,

Please see the attached letter dated March 18, 2025 and enclosures that I sent to you several weeks ago requesting a tree to be transplanted which is located in the right of way to the driveway at 53 Churchill Avenue, Arlington, MA.


I would appreciate your attention and review regarding this matter.

Sincerely,

Paul Pandolfo
53 Churchill Avenue,
Arlington, MA 02476
Email: prp.prp1@gmail.com

Enclosures: Certificate of Approval dated February 21, 2025
Construction Permit B-23-643 issued January 25, 2024

cc: Tom & Nina Pandolfo - 53 Churchill Avenue, Arlington, MA 02476
Email: pandolfo22@gmail.com

RE: Princeton Elm Tree 53 Churchill Ave  Inbox x



Tim Lecuivre <tlecuivre@town.arlington.ma.us>
to me, Michael, pandolfo22@gmail.com ▼

Mon, Jun 2, 2:35 PM



Hello Paul,

Good afternoon.

I have received your request via paper mail, thank you.

Trees growing in the Public Right of Way are protected by the State under Massachusetts General Laws, Chapter 87. Therefore, we must follow the Laws provided by the Commonwealth. Since, the Princeton Elm Tree is healthy and there is no guarantee it will survive the transplant process it is not permitted to be moved. The plan must be changed altogether to accommodate the tree as is.

Best,

Timothy A. Lecuivre MCA, MQTW
Arlington Tree Warden
Department of Public Works
51 Grove Street
Arlington, MA 02476

Certified Mail - Return Receipt Requested
June 27, 2025

Mr. Michael Rademacher
Director of Public Works - Town of Arlington
51 Grove Street, 2nd Floor
Arlington, MA 02476

Re: Complaint & Appeal
Re: Request For Tree Transplant and/or Removal and
Replacment Tree at 53 Churchill Ave, Arlington, MA 02476

Dear Mr. Rademacher,

I am writing to you to register a complaint and appeal against the Town of Arlington tree warden's recent refusal to relocate and/or remove a very young street tree for the reasons as follows:

1. The very young tree was erroneously and negligently planted in front of and in violation of the zoning by-law protected area for 'public rights of way' for driveway expansion for the real estate property located at 53 Churchill Avenue in Arlington, MA back on December 8, 2017.
2. The very young tree requested to be relocated and/or removed is blocking an existing and approved zoning by-law protected 20' wide 'right of public way' residential driveway where the tree requested to be removed is located approximately 2' into the 'public right of way' driveway access to and from the 20' wide existing driveway located on the property at 53 Churchill Avenue, Arlington, MA, a two family residential property.
3. Whether knowledge of zoning by-law rights were known by the tree warden or not, the location of the tree planted back on December 8, 2017 was in error, negligent, is a nuisance, violated and encroached upon the protective and governing zoning by-law of real estate property rights at the time and now for 'public right of way' driveway expansions. Zoning laws and driveway access are tied to property rights. The very zoning rights afforded to one and two family residential properties and approved by the Town Meeting member representatives and citizens of Arlington.
4. The refusal of the tree warden to remove the obstructing tree and his further refusal to plant a replacement tree further down the tree strip is troubling to say the least. The real estate property and it's residents at 53 Churchill Avenue should not be hampered with the unwarranted and undue burdens imposed by the tree warden's refusal to comply. And his refusal work in harmony with all the laws of the Commonwealth of Massachusetts and local Town of Arlington zoning by-laws and ordinances afforded to each and every residential property, its owners and residents in the Town of Arlington. It should be the burden of the Department of Natural Resources and /or the tree warden to correct the situation since they took the risk of planting the tree erroneously in the zoning by-law protected property right's area covenanted for one and two family 'driveway expansions' up to 20' in width.

5. Massachusetts General Laws Chp 87 Section 5 states that tree wardens and their deputies if ordered by public works directors and road commissioners, may without hearings, cut down and remove trees located in the 'public right of way' which obstruct, endanger, hinder, interfere and incommode persons traveling thereon. Therefore, since the aforementioned tree planted in front of 53 Churchill Avenue and requested to be relocated, removed and/or replaced with a tree further down the tree strip, is located in the 'public right of way' driveway access (which includes the public road apron and public sidewalk), it is exempt from protection for the previous reasons stated above and shall 'not be protected' under MGL Chp 87, Section 5.

6. The tree is additionally is not protected because it was planted in violation of the Town of Arlington By-Laws rights granted to 53 Churchill Avenue for the free, clear and unobstructed access and use of the 'public right of way' including the public roadway access to and from all existing and approved one and two family residential driveways up to 20' in width. And the existing 20' wide driveway is in full compliance of the Town of Arlington Zoning By-laws and Article 16 Tree Protection and Preservation laws.

7. It should be further noted that there is only one Town of Arlington Zoning By-Law Enforcement Department and Commissioner who reviews, approves and oversees the zoning of real estate property rights and who is deemed by the approval and authorization of Town Meeting members and citizens of Arlington. It is not now, never was or will be the intention of Massachusetts General Laws Chp. 87 tree protection statute to be a hidden, sub-agency regulating and obstructing the zoning property rights of pre-existing and already developed properties from their 'lawful right of driveway expansions' or any other lawful zoning right. Governing and departmental agencies and especially the Arlington Department of Natural Resources and the tree warden who impede these rights by the planting trees in erroneous locations whether inadvertently or advertently, in front of properties and its unsuspecting owners, who aren't fully abreast of the zoning rights at the time of planting, is committing an unjustifiable infraction against the property, its owners and the residents. Residents are entitled to experience the quiet use and enjoyment of their property including property betterments and the efficient, invaluable and functional convenience of a two car wide driveway expansion, especially at two family residences, lawfully afforded to them by the Town of Arlington zoning by-law rights and their fellow citizens.

8. I am writing this appeal since the tree warden's refusal is a legal matter of grave concern which has a severe and negative economic and financial impacts, damage and consequences involving the real estate property evaluation at 53 Churchill Avenue. Not to mention the obstruction of free and quiet enjoyment, convenient and efficient use and right to the 'public right of way' via driveway expansion by the residents at the two family style house property which has been deeded and granted in perpetuity by the Town of Arlington's By-Laws and the Massachusetts Registry of Deeds.

9. Please understand that each 10' wide driveway afforded to a residential household in the Town of Arlington has a worth of approximately 5%-10% of the real estate value per residential unit and to obstruct the coveted 'driveway way right of way' access to the road with an erroneous, negligent, hazardous, nuisance tree will negatively impact the quiet and free use and convenience as well cause an unwarranted financial loss in the real estate value to endure now and for many years to come as desirable housing needs and prices continue to increase in the Town of Arlington.

10. It also should be noted that tree requested to be relocated and/or removed and replaced is of no historical significance and was a sapling with a 4" trunk diameter (DBH) at the time the building permit application was submitted and the subsequent zoning review was approved and permitted, approximately over a year and a half ago.

11. The tree presently is a 6" dia. (DBH) American (Princeton) Elm, gets less than needed direct sunlight and is completely shrouded from sunlight by a neighboring mature tree canopy, most of the day which will hinder the young tree's growth and its ability to sustain healthy growth. And not to mention the tree will not reach its full mature size since the average lifespan of Arlington street trees have a very short span in years comparatively speaking. And especially since Arlington's street trees are virtually planted in bituminous and concrete boxes at either side of the tree leading to a higher rate of decay, failure and falling branches causing utility service outages and exorbitant repair costs each year. No street tree planted in front of the existing 100 year old two family style residential building at 53 Churchill Avenue has come close to it's full and mature size and life span expectancy, due to nature itself and at best is a temporary element. The greater and more use of function is the more permanent residence. There are more appropriate and desirable tree locations in the tree strip better suited for the more energy efficient and overall use of the property.

12. Furtheron, the 6" dia. (DBH) American (Princeton) Elm also doesn't have much energy savings benefit or value at it's present caliber other than its aesthetics. And any energy savings its from leaf growth is from May 1st to October 31st and can be estimated as follows:

a. Carbon Consideration: At present it is estimated that the very young 6" (DBH) American (Princeton) Elm tree will sequestor approximately 10.4 pounds of carbon per year or 0.48 ounces per day which is practically negligible on its own. This should be contrasted to the carbon footprint of an EV or Fossil fueled vehicles which uses 1 pound per 5 minutes standing idle to warm up and be moved to the street day after day if the tree is not removed for the 20' right of public way' access. And multiply that usage by 3 or 4 cars in the single wide driveway which equates to about 4 pounds per 10 minutes day after day. The energy tradeoff is clear that the very young tree is not a benefit at the moment and more of a overall energy nuisance if not removed and replaced.

b. Stormwater Consideration: At present it is estimated that the very young 6" (DBH) American (Princeton) Elm tree will intercept or absorb only 100-250 gallons per year of storm water which is a 1/4 gallon to 5/8 gallon of stormwater per day which again is negligible comparatively speaking. It also should be noted that Churchill Avenue tree strip and street is a steep hill with 12.5% slope.

c. Electricity Consideration: At present it is estimated that the very young 6" (DBH) American (Princeton) Elm tree will have a negligible electricity savings or less than 10 kilowatts per year or (0.11 kilowatts per day) since the tree resides on the East cornerside of the house and provides very little shade to even the front yard never mind the house comparatively speaking.

13. Therefore, if the tree warden's decision is not reversed and if the tree is not removed and/or replaced further down the tree strip, it will continue to be a nuisance, hindrance and detriment in front of the property at 53 Churchill Avenue for the reasons as follows:

- a. The tree location violates the protective zoning by-law rights for the 'public right of way' driveway expansion access to the 'public right of way' roadway granted and deeded in perpetuity to 53 Churchill Avenue by the state and local town laws of free access.
- b. It subverts and undermines the Town of Arlington Zoning Code and Enforcement Office and its zoning commissioner by being a hidden zoning subagent not intended by the zoning laws.
- c. This practice indiscriminately devalues the Town of Arlington real estate property values on unsuspecting owners of residential one and two family properties and 53 Churchill Avenue.
- d. It encroaches on the rights of a free, quiet and convenient use of 20' wide 'public right of way' of driveway expansions on Town of Arlington occupants/owner's of residential one and two family properties.
- e. It will be an energy nuisance causing more energy to be used to move multiple vehicles every time a single vehicle needs to exit the one car wide driveway causing vehicles to be jockeyed around and moved unnecessarily versus a more efficient two car wide driveway which would be a much less energy use tradeoff and solution for years to come.
- f. It will also result in a traffic 'public right of way' nuisance adding to more vehicular traffic congestion, car pollution and vehicular circulation overload creating less street parking spaces for visitors in the years to come.

A broad and careful consideration of all the Town of Arlington By-Laws were instituted to work in harmony and shall be afforded to all residential properties and occupants. I believe a practical approach along with the discretionary tools given by the exemptions in MGL Chp. 87 Section 5, a public works administrator can facilitate a logical and commonsense decision regarding this matter by urging the Dept. of Natural Resources and/or its tree warden to reconsider his refusal to work harmoniously with other the town departments and respect a properties zoning rights to come up with a quick and equitable, 'win-win' resolution for all the parties involved. And further, the complainant, occupants and owner's at 53 Churchill Avenue should not be burdened with further appeals and/or future legal court hearings alike, any longer.

As you may know as the Director of Public Works, Churchill Avenue is a virtual parking lot at times when the Arlington High School is in session and students take their car to school and park all over Churchill Avenue and the surrounding streets causing even more traffic and pedestrian congestion. And sometimes causing Churchill Avenue residents to compete for parking spaces in front of their own homes and/or having to park further away in front of neighboring houses. It's an unsafe, unwarranted and unpleasant experience and situation that no resident or visiting traveler should endure. More lawfully zoned off street driveways and parking spaces should be welcomed and facilitated by governing agencies as the Zoning By-Laws promotes by their laws, not denied.

Therefore, I propose and encourage that the Town of Arlington's Department of Natural Resources Division (Trees and Parks) be urged to plant a Replacement Tree further down the tree strip which at a minimum 10' feet away from the existing 20' wide driveway edge in lieu of

the tree requested to be replaced. And the residents at 53 Churchill Ave will welcome and pay for the cost to remove the existing tree and the planting of the the replacement tree as well make a financial contribution to the Town of Arlington Tree Fund.

I believe the merits of the aforementioned grievance are in the favor of the deeded property and its zoning by-law rights, its owners, residents and occupants of 53 Churchill Avenue. I would appreciate your attention and review regarding this matter and its successful resolution.

Sincerely,

Paul Pandolfo
53 Churchill Avenue, Apt 1 - Arlington, MA 02476

Enclosures: Letters to the Tree Warden dated March 18, 2025 and May 31, 2025
Tree Warden's email answer dated and received June 2, 2025.
Certificate of Approval dated February 21, 2025
Construction Permit B-23-643 issued January 25, 2024

cc: Tom & Nina Pandolfo - 53 Churchill Avenue, Apt. 2 - Arlington, MA 02476
Mr. Michael Cunningham, Esquire - Legal Counsel for the Town of Arlington at
50 Pleasant Street - Arlington, MA 02476

Email Transmission
and By Hand:

July 30, 2025

Mr. Michael Rademacher
Director of Public Works - Town of Arlington
51 Grove Street, 2nd Floor
Arlington, MA 02476
Email: PubWorks@town.arlington.ma.us

Re: Notice of Apron Permit Work & Complaint/Appeal

Re: Request Tree Removal and Replacement Tree at 53 Churchill Ave, Arlington, MA
02476

Dear Mr. Rademacher,

I recently sent you a certified letter on June 27, 2025, over a month ago, to register a complaint and appeal against the Town of Arlington Tree Warden's recent refusal to relocate and/or remove a very young street tree in front of my driveway and residence at 53 Churchill Avenue, Arlington, MA. The tree is obstructing the safe and wellbeing access and exiting of the existing driveway's 'public right of way'. I asked in my letter for your attention and review regarding this matter and a possible resolution and I haven't heard back from you to date.

I also pointed out to you in my letter that you as the Director of Public Works along with road and high commissioners alike under Massachusetts General Laws Chp 87 Section 5 can, without hearings, authorize trees located in the 'public right of way' which obstruct, endanger, hinder, interfere and incommode persons traveling thereon, be relocated and/or removed.

The attached certified letter I sent to you on June 27, 2025 explains the reasons why the existing tree be removed out of the 'public right of way' entrance/exit to my driveway at 53 Churchill Ave. And I also pointed out to you that this tree was erroneously planted by your Department of Public Works in violation of the protective zoning by-law rights and 'public right of way' for residential driveway expansions.

You as the Director of Public Works and overseer of all your departments and as a Civil Engineer with vast experience in land survey, plot plans and zoning by-law rights know better than most, the negative impact, affects and ramifications of planting a tree within the zoning by-law 'right of public way' for residential driveway expansions. And why you allow this practice to be done, even to this day on unsuspecting residents of Arlington properties, is beyond me.

I truly hope that the Tree Warden is not secretly using tree planting within 10 feet of single width residential driveways, 'the residential driveway expansion area', as a specific strategy and master plan to promote tree canopies and curb 20' wide driveway expansions as allowed by zoning by-laws and voted by the Town Meeting members. This is something you would not want to be public knowledge if it was the case, never mind illegal and cause for job dismissal to say the least.

As I mentioned in my certified letter, planting trees within the 'public right of way' of residential driveway access expansion areas is a violation and subverts the authority of the Town of Arlington Zoning By-Laws which is under the control of the Building/Zoning Enforcement Commissioner, not the Tree Warden.

To make matters even more incredulous, your Department of Public Works, Engineering Division, has granted a 'Public Right of Way' Access Permit dated July 24, 2025 for a residential driveway access apron to be installed at the street for access to the existing driveway at the above-mentioned property. This is extremely confusing since the tree would be located inside the street apron and obstruct the safe and free travel and visibility to and from the existing driveway. It would also look hideous to say the least.

It should also be noted that the Permit Conditions states under Condition No. 8. Tree Protection the following; 'The Permit applicant shall not remove, even temporarily, any trees or shrubs which exist within the public right of way without first obtaining permission from the Town Tree Warden. In the event that a tree or a shrub is damaged, destroyed or is authorized for removal, the Permit applicant shall replace the tree or shrub at his/her expense. The species, size and place of relocation shall be determined by the Tree Warden'. Therefore, technically, I can have the apron built with the tree inside the apron since nothing under the conditions or Permit prevents it otherwise. This would be absurd and not acceptable by me but this is what your Permit allows.

In summary, the tree was planted in error violating the zoning by-law rights of the property for driveway expansion rights. Therefore, the Town of Arlington Public Works Department, Natural Resources Division and the Tree warden, Mr. Timothy Lecuivre should take responsibility for the error in planting and have the burden to rectify it upon request by allowing the tree removal. And allow a replacement tree planted in the nearby tree strip. The occupants at 53 Churchill Ave. as previously written in my last letter are willing to pay the tree removal and replacement tree costs.

Please know that time is of the essence since the apron permit work is scheduled to commence this coming Friday, August 1, 2025. I need and hope you respond to me whether you will comply or you will not comply with my request that; you authorize the tree be removed from obstructing the 'public right of way' to my driveway at 53 Churchill Avenue.

Sincerely,

Paul Pandolfo
53 Churchill Avenue, Apt 1
Arlington, MA 02476
Email: prp.prp1@gmail.com

cc: Tom & Nina Pandolfo - 53 Churchill Ave. Apt. 2 - Arl., MA Email: pandolfo22@gmail.com
cc: Arlington Tree Warden, Mr Timothy Lecuivre Email: tlecuivre@town.arlington.ma.us
cc: Atty. Michael Cunningham - Town Counsel Email: mcunningham@town.arlington.ma.us

Enclosures:

1. 7-30-25 Letter of Notice of Apron Permit Work & Complaint/Appeal of Tree Removal to Town of Arlington's Director of Public Works cc: Tree Warden
2. 7-24-25 "Public Right of Way' Access Permit 25-2543 issued
3. 6-27-25 Certified Letter to Town of Arlington's Director of Public Works
4. 6-2-25 Tree Warden's Email Response
5. 5-24-25 Certified Letter to Arlington Tree Warden for Tree Transplant/Relocation
6. 3-18-25 Letter to Arlington Tree Warden for Tree Transplant/Relocation
7. 2-21-25 Certificate of Driveway Approval B23-643 issued
8. 1-25-24 Construction Driveway Permit B-23-643 issued



PRP Associates <prp.prp1@gmail.com>

Request For Public Public Right of Way Apron Permit Extension - Permit 25-2543 - 53 Churchill Ave

Paul Pandolfo <prp.prp1@gmail.com>

Wed, Nov 5, 2025 at 2:23 PM

Reply-To: prp.prp1@gmail.com

To: Wolfgang Kirstein <wkirstein@town.arlington.ma.us>

Cc: MRademacher@town.arlington.ma.us, Ashley Maher <AMaher@town.arlington.ma.us>, sbadmin@arlington.ma.us, Tom Pandolfo <pandolfo22@gmail.com>

November 5, 2025

Re: Request For Public Public Right of Way Apron Permit Extension

re: Apron Permit 25-2543 at 53 Churchill Ave - Arlington, MA

**Wolfgang Kirsten
Arlington Public Works Department
Engineering Department
51 Grove Street -**

Dear Wolfgang,

I am requesting an Extension of Time for the installation of the Existing Apron Permit No. 25-2543 until the Arlington Select Board's Appeals Hearing settles the matter regarding the public street tree removal.

The reason for this request is that I'm filing an Appeal to the Arlington Select Board regarding the Arlington Tree Warden's Denial to have the public street tree removed which is inside the permitted driveway apron.

The Public Street Tree in the permitted driveway apron is blocking the free and clear access to the existing expansion driveway and is a severe safety hazard blocking the Driveway and its Traffic Visual Sightlines if it was to remain.

The Renewed Dig Safe Ticket Number is 20254508427 for the 'Public Right Of Way Apron Permit' No. 25-2543 to be installed at 53 Churchill Ave - Arlington, MA.

I'm also copying the Arlington Director of Public Works, Mr. Michael Rademacher and Arlington Select Board Administrator Ashley Maher regarding this request and notification.

I appreciate your immediate attention to this matter.

**Thank you,
Paul**

**Mr. Paul Pandolfo
53 Churchill Avenue Apt 1
Arlington, MA 02476
Email: prp.prp1@gmail.com**

**cc: Mr. Michael Rademacher
Director of Public Works
Town of Arlington, MA
Email: MRademacher@town.arlington.ma.us**

**cc: Ashley Maher - Board Administrator
Office of the select Board
Town of Arlington, MA SBADMIN@
Email: AMaher@town.arlington.ma.us
Email: SBADMIN@Arlington.ma.us**

**cc: Mr. Tom Pandolfo
53 Churchill Ave. Apt 2
Arlington, MA 02476
Email: pandolfo22@gmail.com**



PRP Associates <prp.prp1@gmail.com>

Request For Inspection of Forms Prior to Concrete Pouring Re: Apron Permit 25-2543 at 53 Churchill Ave - Arl, MA

Paul Pandolfo <prp.prp1@gmail.com>

Mon, Nov 10, 2025 at 8:19 AM

Reply-To: prp.prp1@gmail.com

To: Wolfgang Kirstein <wkirstein@town.arlington.ma.us>

Cc: wcopithorne@town.arlington.ma.us, "Pandolfo, Tom" <tompandolfo@comcast.net>

November 10, 2025

Re: Request For Inspection of Forms Prior to Concrete Pouring

Re: Apron Permit 25-2543 at 53 Churchill Ave - Arlington, MA

Wolfgang Kirsten

Engineering Division - Arlington Public Works

51 Grove Street - Arlington, MA 02476

Email: wkirstein@town.arlington.ma.us

Dear Wolfgang,

I am requesting an inspection of forms prior to the concrete pouring of the apron in regards to the Permit 25-2543 at 53 Churchill Ave - Arlington, MA

I appreciate your attention to this matter.

**Thank you,
Paul**

**Mr. Paul Pandolfo
53 Churchill Avenue Apt 1
Arlington, MA 02476
Email: prp.prp1@gmail.com**

**cc: Mr. Bill Copitorne, Town Engineer
Engineering Division - Public Works
51 Grove Street, Arlington, MA 02476
Tel. (781) 316-3320
Email: wcopithorne@town.arlington.ma.us**

**cc: Mr. Tom Pandolfo
53 Churchill Ave. Apt 2
Arlington, MA 02476
Email: pandolfo22@gmail.com**



PRP Associates <prp.prp1@gmail.com>

Request For Inspection of Forms Prior to Concrete Pouring Re: Apron Permit 25-2543 at 53 Churchill Ave - Arl, MA

Wolfgang Kirstein

Mon, Nov 10, 2025

<wkirstein@town.arlington.ma.us>

at 10:29 AM

To: "prp.prp1@gmail.com" <prp.prp1@gmail.com>

Cc: William Copithorne <wcopithorne@town.arlington.ma.us>,

"Pandolfo, Tom" <tompandolfo@comcast.net>

Hi Paul,

Inspections of driveway apron forms are typically not required by the Engineering Division. But if you would like one, I can go out to you to check.

Regards,
Wolfgang

Wolfgang G. Kirstein, E.I.T.

Civil Engineer

Town of Arlington Department of Public Works

Engineering Division

[51 Grove Street, Arlington, MA 02476](#)

From: Paul Pandolfo <prp.prp1@gmail.com>
Sent: Monday, November 10, 2025 8:19 AM
To: Wolfgang Kirstein <wkirstein@town.arlington.ma.us>
Cc: William Copithorne <wcopithorne@town.arlington.ma.us>; Pandolfo, Tom <tompandolfo@comcast.net>
Subject: Request For Inspection of Forms Prior to Concrete Pouring Re: Apron Permit 25-2543 at [53 Churchill Ave](#) - Arl, MA

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

[Quoted text hidden]

***Section 6.22 - Traffic Visibility Across Corners**

Between the property lines of intersecting streets and a line joining points on such lines twenty (20) feet distant from their point of intersection or in the case of a rounded corner, the point of intersection of their tangents, no building or structure in any residence district may be erected and no vegetation other than shade trees may be maintained between a height of three (3) feet and seven (7) feet above the plane through their curb grades.

Section 6.23 - Traffic Visibility for Driveways

A fence, hedge, wall, sign or other structure or vegetation may be maintained on any lot provided that in the front yard area, no such structure or vegetation shall be over two and one-half (2-1/2) feet in height above the adjacent ground within five (5) feet of the front lot line unless it can be shown that such vegetation or structure will not restrict visibility in such a way as to hinder the safe entry of a vehicle from any driveway to the street.

Section 6.24 - Accessory Underground Structures

Any accessory structure or any part of a main structure or building which is located entirely beneath the surface of the ground at the natural grade level may extend into a required front, side, or rear yard except that in any situation where Landscaped Open Space is required, no underground structure or building shall be located beneath more than fifty (50) percent of the required Landscaped Open Space, nor nearer to any lot line for more than seventy-five (75) percent of the length of that lot line.

***Section 6.25 - End Yards for Town House Structures**

One town house structure shall be separated from the end of another town house structure by a distance not less than two times the minimum side yard specified in Section 6.00 for the district in which the site is located.

Section 6.26 - Buildings of Uneven Height or Alignment

- *a. Where a building is not of the same height throughout its length parallel (or within 45 degrees of parallel) to any lot line, but where it is in one alignment along said length, required yards and setbacks shall be either $(H^1 + L^1)/6$ or $(H^2 + L^2)/6$ whichever is greater, where:

H^1 = the height of the taller portion of the building;
 H^2 = the height of the lower portion of the building;
 L^1 = the length of the taller portion of the building; and
 L^2 = the entire length of the building.

Where the formula $10 + L/10$ applies, L shall be defined as L^2 above.

- *b. Where a building is of the same height throughout its length parallel (or within 45 degrees of parallel) to any lot line, but where it is not in one alignment along said length, required yards and setbacks shall be $(H + L^1)/6$ for the portion of the building nearer the lot line; and $(H + L^2)/6$ for the portion of the building further from the lot line, where:

H = the height of the building;
 L^1 = the length of the portion of the building nearer the lot line; and
 L^2 = the entire length of the building.

Section 8.07 - Parking in Residential Districts

ART. 70, ATM 3/77, ART. 8, ATM 4/17

- a. For single, two-family or duplex, and three-family dwellings, off-street parking shall not be permitted in the area between the front lot line and the minimum front yard setback except on a driveway not exceeding twenty (20) feet in width leading to the required parking space(s). Off-street parking is permitted in (1) the side yard and rear yard on a paved driveway, or in the case of a corner lot of less than six thousand (6,000) square feet in the longer of the two front yards up to a maximum of 24 feet in width, or (2) in an attached or detached garage, or (3) within the foundation of a dwelling provided the garaging is specifically designed for that purpose. Any driveway leading to off-street parking on a lot cannot exceed a 15% downward slope, as measured from the farthest point from the front property line, except by Special Permit. A space designed for parking within an existing garage is determined to meet the requirements of an off-street parking space. Side yards used for parking shall have a vegetated buffer when abutting a lot used for residential purposes, to minimize visual impacts.

ART. 7, ATM 5/91; ART. 15, ATM 5/91

- b. For single-, two-family or duplex, and three family dwellings in R0, R1, R2, R3 and R4 districts, not more than one driveway is permitted, unless there is a finding by the special permit granting authority that a second driveway or a driveway that makes more than one intersection with the street, may be added in such manner as to avoid an undue concentration of population, allow adequate provision of transportation, and conserve the value of land and buildings in the vicinity. In no case may a second driveway for a single-, two-family or duplex, or three family dwelling violate any other dimensional or density regulations for the district in which it is located.

ART. 15, ATM 4/93

- c. For single-, two-family or duplex, and three-family dwellings in R0, R1, R2, R3, and R4 districts, not more than two driveways are permitted.

Section 8.07(a) – Parking in Commercial Districts

ART. 8, ATM 4/09

Public Trees that Endanger the Public or Public Property

Does the municipality have a policy for addressing hazardous or nuisance trees that are public trees? Chapter 87 states that a hearing is not required for trees that the tree warden has deemed “to obstruct, endanger, hinder or incommode persons traveling” (as well as the other exempted categories listed above) but it does not define what constitutes any of those situations. Municipalities would benefit from a more formal definition. This may also include trees infested with insects or disease.

Appeals: This section outlines the process for appealing a decision the tree warden has made, including what types of decisions can be appealed.

Appeal - Any person who receives any order under this by-law from the Tree Warden and objects to all or any part thereof shall have the right to appeal such order. The Board of Selectmen shall

hear such appeal within 30 days of receipt of written notice of the appeal. The Board of Selectmen shall by letter notify the party appealing the order of its decision within ten days after the hearing closes and file written decision with the Town Clerk.

[Home](#)[Tree Info](#)

American Elm

Ulmus Americana

Nearest address	53 CHURCHILL AVE
Trunk diameter (inch)	7
Managed By	Tree Warden
Date planted	12/08/2017
Latitude:	42.41452
Longitude:	-71.16359

Recent Maintenance

No maintenance activity reported.

Annual Tree Benefits

Using calculations from the USDA Forest Service below are some of the environmental and economic benefits this tree provides on an annual basis.

Stormwater intercepted	3.1 gallons/yr
Air pollutants removed	0.1 oz/yr
Carbon dioxide reduced	0.6 lbs/yr
Total annual value of benefits	\$0.17

Delivered By Hand
September 24, 2025

Mr. Michael Rademacher
Director of Public Works - Town of Arlington
51 Grove Street, 2nd Floor
Arlington, MA 02476

Mr. Timothy Lecuivre - Tree Warden
Department of Public Works - Town of Arlington
Natural Resources Division
51 Grove Street, 2nd Floor
Arlington, MA 02476

Re: Request For A Public Tree Hearing

Gentlemen,

The above captioned 'Request For A Public Tree Hearing' is regarding the public street tree located in front of the approved, built and existing 20' wide expansion driveway at the two family residence located at 53 Churchill Avenue, Arlington MA. The tree is blocking the herein resident's free and safe vehicular access to and from the existing 20' wide two family driveway. It is also currently obstructing the free and clear installation of a permitted 'right of public way driveway apron' recently granted by the Town of Arlington Public Works Department on July 24, 2025. The tree requested to be removed, under the reluctance of the Tree Warden, is currently a young 6" (DBH) Princeton Elm. A replacement tree planted further down the public tree strip would be welcomed by the residents at 53 Churchill Avenue.

The Town of Arlington public tree records show that the tree requested to be removed was planted directly in front of the resident's 'Driveway Expansion Area' back on December 8, 2017 and was a 1" diameter Princeton Elm tree. The said planting location, under the direction of the Tree Warden, Mr Timothy LeCuivre, disregarded and conflicted with the resident's Zoning By-Law Rights for Expansion Driveways since Mass General Laws, Chapter 87 Tree Law can be a tenuous right of contention and burden to overcome. It is not known to date whether the Tree Warden's planting location decision was inadvertent or not, but it has caused severe, undue and unwarranted consequences to the herein 53 Churchill Ave property zoning rights for expansion driveways. And it is the herein residents hope that these tree planting decisions and any future tree warden planting, in front of protected zoning-by-law for expansion driveways aren't being employed at other unsuspecting residences throughout the Town of Arlington who plan to expand.

A substantial amount of time, energy and money has been spent designing, building and maintaining the expansion driveway and it's not to be abandoned since it is legal, already built, approved and accepted by the Town of Arlington Building and Zoning Enforcement Department where they granted the right to use, despite the Tree Warden's apparent and negative view toward protective property zoning-by-law and property rights. Mr. LeCuivre's steadfastness and reluctance for a replacement tree compromise further down the tree strip and even two replacement trees proposed by the residents as a tradeoff in lieu of their

protected zoning-by-law use rights for a free and clear access to the expansion driveway, is disturbing to say the least. Especially since the existing main driveway is a hardship situation being only single loaded, tandem stacked and as narrow as 7 1/2 feet in width from the house structure and steeply sloped neighboring berm, where car doors can't even be opened fully when parked in the driveway area.

It should be noted that the 1" diameter Princeton Elm seedling planted on December 8, 2017 had very little to none estimated environmental benefit with an estimated economic worth of 17 cents annually to the Town of Arlington. And recently as of 8-3-25 it's still virtually almost nil with an estimated economical benefit of 6 cents per day to the Town of Arlington according to the USDA Forest Service Benefit Calculator. Its most substantial worth is its aesthetic value, but this can be achieved again with another replacement tree planted further down the tree strip as previously proposed by the herein residents.

The benefit to the Town of Arlington if the tree was to remain was also assessed 20 years down the road from the date of its planting and it's still a negligible, insignificant environmental/economic amount compared to a tradeoff of energy used where vehicles have to be moved in a single wide and tandemed stack driveway. The tree is virtually an economic tradeoff nuisance compared to having to move multiple cars from the single wide driveway to the street numerous times a day and the energy wasted doing that is far greater than what the tree saves or produces daily. Not to mention the cars in the driveway being moved to the street causing further parking congestion on Churchill Avenue, especially when Arlington High School is in session since Churchill Ave is used as an alternate parking lot for the highschool. Therefore, the aforementioned reasons show the virtually nil environmental and economic benefits to the Town of Arlington and actually negative benefits to the climate, if the tree is not removed.

Trading a young 6" dia. (DBH) tree which has already caused great harm and consequence in its location to the applicant, will only continue to cause greater harm and damage to the adjacent driveway surfaces as it grows to maturity with a 24"- 48" trunk diameter; and possibly will cause even greater personal and physical harm to the persons and the vehicles backing out to the street and trying to navigate on coming traffic all the while, trying to avoid hitting the obstructing street tree which is blocking their vision to and from the existing and approved 20' wide driveway.

There is virtually little to no impact to the Town of Arlington if the existing young public street tree is removed and a replacement tree or two replacement trees are planted further down the tree strip in more appropriate and safe distances from the 20' wide driveway.

The residents of 53 Churchill Avenue welcome and are willing to pay all costs for the public street tree removal and pay all costs for a replacement public street tree to be planted further down the public tree strip in front of the 53 Churchill Avenue property.

Sincerely,

Paul Pandolfo 53 Churchill Ave. Apt. #1
Arlington, MA 02476

Tom Pandolfo 53 Churchill Ave. Apt #2
Arlington, MA 02476



PRP Associates <prp.prp1@gmail.com>

RE: Tree Hearing Request

Tim Lecuivre <tlecuivre@town.arlington.ma.us> Thu, Sep 25, 2025 at 1:24 PM
To: "prp.prp1@gmail.com" <prp.prp1@gmail.com>

Hello Paul,

Good afternoon.

I have received your request for a Public Tree Hearing.
Attached is the information for the hearing and process.

Best,

Timothy A. Lecuivre MCA, MQTW
Arlington Tree Warden
Department of Public Works
[51 Grove Street](#)
Arlington, MA 02476
TLecuivre@town.arlington.ma.us



Tree Removal Request 53 Churchill Ave.pdf
70K



TOWN OF ARLINGTON

Department of Public Works

Office of Tree Warden

51 Grove Street

Arlington, Massachusetts 02476

Telephone (781) 316-3114

September 25, 2025

Paul Pandolfo
53 Churchill Ave
Arlington, MA 02476

RE: Request for Tree Removal at 53 Churchill Ave; 7" (DBH) Elm Tree

Dear Paul Pandolfo;

I have received your request for the removal of the tree located in the vicinity of 53 Churchill Ave. A hearing will be required according to Massachusetts General Law, Chapter 87. The tree removal will have to be advertised in the local newspaper for two (2) weeks after which time a hearing will be held at 51 Grove Street. Interested parties may attend and if no objection arises the removal can be scheduled.

The hearing process is as follows:

- A \$200 posting fee must be made to the DPW at 51 Grove Street. This fee covers the advertisement in the local newspaper and the posting of the scheduled hearing on the tree itself per Massachusetts General Law;

a notice of the time and place of such hearing thereof, which shall identify the size, type and location of the shade tree or trees to be cut down or removed, to be posted in two or more public places in the town and upon the tree at least seven days before such hearing and published in a newspaper of general circulation in the city or town once in each of two successive weeks, the first publication to be not less than seven days before the day of the hearing

- If at the hearing no objections to the removal are made, the tree can be removed. You will be required to obtain the services for the removal from a list of Town approved contractors. The work must include the removal of the tree and stump (6-8 inches below grade).
- The tree must be replaced with additional trees equaling 100% of the diameter of the removed tree at 4 feet off the ground; or a fee paid to the Town for replacement trees equaling \$375 per inch of diameter of the removed tree at 4 feet off the ground.
 - For example, if a 12" diameter tree was removed, 3-4" trees or 4-3" trees, etc., would need to be planted in close proximity to the tree removed;
 - Or, a payment of \$375 x 12 (\$4,500) would be made to the Town for use in planting trees elsewhere;
 - Or a combination of both of the above.

Please contact me at your earliest convenience with how you would like to proceed.

Sincerely,

Timothy A. Lecuire MCA, MQTW
Arlington Tree Warden



PRP Associates <prp.prp1@gmail.com>

RE: Tree Hearing Request

Tim Lecuivre

Thu, Oct 2, 2025 at 9:21 AM

<tlecuivre@town.arlington.ma.us>

To: "prp.prp1@gmail.com" <prp.prp1@gmail.com>

Hi Paul,

I have received the check for the Legal Notice, thank you.

Attached is the notice and the hearing information.

Best,

Timothy A. Lecuivre MCA, MQTW
Arlington Tree Warden
Department of Public Works
[51 Grove Street](#)
Arlington, MA 02476
TLecuivre@town.arlington.ma.us

From: Tim Lecuivre

Sent: Thursday, September 25, 2025 1:24 PM

To: prp.prp1@gmail.com <prp.prp1@gmail.com>

Subject: RE: Tree Hearing Request

[Quoted text hidden]



Legal Tree Notice 53 Churchill Ave.docx

45K



TOWN OF ARLINGTON

Department of Public Works
Office of Tree Warden
51 Grove Street
Arlington, Massachusetts 02476

LEGAL NOTICE TREE HEARING Town of Arlington, MA Natural Resources Division

In accordance with Chapter 87 of the Massachusetts General Laws, a public hearing will be held in the Conference Room at:

Place: 51 Grove Street, Lower Floor Meeting Room

Date: October 28th, 2025

Time: 10:00 a.m.

The hearing is to consider the proposed removal of:

Princeton Elm (DBH 7") Located at 53 Churchill Ave by request of Homeowner to install new driveway.

The tree identified has been posted for public inspection. Interested parties are encouraged to attend. Any person objecting to the removal of this tree may attend the hearing or appeal in writing prior to the hearing. Letters should be addressed to:

Arlington Town Tree Warden, 51 Grove Street, Arlington, MA 02476

Delivered By Hand at Public Tree Hearing
October 28, 2025

Public Works Department - Town of Arlington
51 Grove Street, 2nd Floor
Arlington, MA 02476

Re: Letter Support For The Removal of the Public Street Tree in front of the
Existing Expansion Driveway at 53 Churchill Avenue - Arlington, MA

Dear Natural Resources Department,

I am in support of the removal of the young public street tree which is blocking, obstructing and impeding the free, clear and safe vehicular and pedestrian travel to and from the public right of way to the petitioner's existing expansion driveway at 53 Churchill Avenue in Arlington, MA. The young tree requested to be removed is blocking an existing, approved and zoning by-law protected 20' wide residential driveway where said tree is located approximately 2' into the 'public right of way' driveway access to and from the 20' wide existing driveway located on the property at 53 Churchill Avenue, Arlington, MA, a two family residential property.

The existing expansion driveway was permitted and granted the right to be built by the Town of Arlington Zoning Code and Building Department in accordance with Arlington Zoning By-Law. The expansion driveway was built and approved to use on February 1, 2025 by the Town of Arlington Building and Inspections Department. The petitioners were also granted and permitted the right to have a free, clear and unobstructed public right of access driveway apron to and from the existing expansion driveway by the Town of Arlington Public Works Department on July 24, 2025 in accordance with the Town of Arlington Zoning By-law.

To date, the tree warden is citing Massachusetts General Law Chapter 87 Public Street Trees in which the tree requested to be removed must first have a public tree hearing for its removal. And the tree can only be removed if there is no objection expressed from any resident in the Town of Arlington by letter sent to the Tree Warden before the public hearing or in person at the public hearing. The Town of Arlington public tree records show that the public street tree requested to be removed was planted directly in front of the resident's 'Driveway Expansion Area' and only seven feet the main driveway at 53 Churchill Avenue back on December 8, 2017 and was a 1" (DBH) diameter Princeton Elm tree. The said planting location, under the direction of the current Tree Warden, Mr Timothy LeCuvre, disregarded and conflicted with the resident's Zoning By-Law Rights for Expansion Driveways granted by the Town of Arlington Town Meeting members who approved the Zoning By-Laws.

It is not known to date whether the Tree Warden's planting location decision back on December 8, 2017 was inadvertent or not, but it has caused severe, undue and unwarranted consequences to the herein 53 Churchill Ave property zoning rights for expansion driveways. And it is the herein resident's hope that this Tree warden's tree planting location and decisions in the past and any future plantings in front of the protected zoning-by-law for expansion driveways, won't cause an undue and unwarranted burden to other unsuspecting residents throughout the Town of Arlington. Especially residents who aren't fully abreast of their zoning rights at the time of the planting and the unjustifiable infraction it can cause

against their property, its owners and the residents who plan to expand their driveways. Especially since Mass General Laws, Chapter 87 Tree Law can be a tenuous right of contention and burden to overcome. Residents are entitled to experience the quiet use and enjoyment of their property including property betterments and the efficiency, invaluable and functional convenience of a two car wide driveway expansion, especially at two family residences, lawfully afforded to them by the Town of Arlington zoning by-law rights and their fellow citizens.

The petitioner has spent a substantial amount of time, energy and money designing, building and maintaining the expansion driveway and it's not to be abandoned since it is legal, already built, approved and accepted by the Town of Arlington Building and Zoning Enforcement Department. And the Town of Arlington granted the petitioner the right to build and use the expansion driveway, despite the apparent disregard toward the protective property zoning-by-law and property rights back on December 8, 2017. It is not known whether the newly appointed Tree Warden was aware of the zoning by-law rights for expansion driveways back on December 8, 2017 but he is now.

It should be further noted that the existing main driveway at the two family residence is a hardship situation being only single loaded, tandem stacked vehicular design and as narrow as 7 1/2 feet in width from the house structure and steeply sloped neighboring berm, where car doors can't even be opened fully when parked in the driveway area. The need for a free and unobstructed 20' wide driveway access to the public right of way and free from the hindrance of the existing young tree is paramount to say the least.

The 1"(DBH) diameter Princeton Elm seedling planted on December 8, 2017 had very little to none estimated environmental benefit with an estimated economic worth of 17 cents annually to the Town of Arlington. And recently as of 8-3-25 it's still virtually almost nil with an estimated economical benefit of 6 cents per day to the Town of Arlington according to the USDA Forest Service Benefit Calculator. Its most substantial worth is its aesthetic value, but this can be achieved again with another replacement tree or trees planted further down the tree strip or elsewhere in the town since the petitioner will pay the costs of trees to replace the current 7" (DBH) diameter which may grow anywhere from 2 to 4 feet in trunk diameter with a maximum 48' canopy diameter or critical root zone.

The benefit to the Town of Arlington if the tree was to remain was also assessed 20 years down the road from the date of its planting and it's still a negligible, insignificant environmental/economic amount compared to a tradeoff of energy used where vehicles have to be moved in a single wide and tandemed stack driveway. The tree is virtually and potentially an economic nuisance if it was to remain compared to having to move multiple cars from the single wide driveway to the street numerous times a day and the energy wasted doing that is far greater than what the tree saves or produces daily. Not to mention the cars in the driveway being moved to the street causing further parking congestion on Churchill Avenue, especially when Arlington High School is in session since Churchill Ave is used as an alternate parking lot for the highschool. Therefore, the aforementioned reasons show the virtually nil environmental and economic benefits to the Town of Arlington and actually negative benefits to the climate, if the tree is not removed.

Actually, in the interest of increasing the Town of Arlington's tree and shade canopy as a

tradeoff, the petitioner will pay the tree costs of seven 1" (DBH) diameter public street trees to be planted in the Town of Arlington which will result in seven times the tree canopy diameter or 420 feet of shading instead of only 40-60 foot maximum if the tree was to remain. This is a no brainer decision for anyone who is pro-tree canopy, the climate and the environment.

Trading a young tree of no historical significance or great benefit to the Town which has already caused great harm and consequence in its location to the applicant, will only continue to cause greater harm and damage to the adjacent driveway surfaces as it grows to maturity with a 24"- 48" trunk diameter; and possibly will cause even greater personal and physical harm to the persons and the vehicles backing out to the street and trying to navigate on coming traffic all the while, trying to avoid hitting the obstructing street tree which is blocking their vision to and from the existing and approved 20' wide driveway. Not to mention the uprooting and raising of sidewalks and its impediments which are prevalent all over the steeply sloped hills of Churchill Avenue and surrounding streets.

I am also dismayed to learn that the Arlington Tree Committee website actually recommends planting trees near driveways and this may have been why the Tree Warden planted the tree in question only 7' from the main driveway. This seems to be absurd since a Princeton Elm can grow to a height of 60'-80' with a 40'-60' wide tree canopy and divided in half is 20' to 30' in width from the trunk. Therefore the tree can be planted comfortably at least 15 feet from driveway which is recommended by most landscape and environmental tree experts. And it still will provide the necessary shading of impervious structures. This type of tree planting strategy far outweighs the costs to repair driveways of homeowners in the Town of Arlington burdened with trees planted so close to their driveways nevermind the infringement of their zoning by-law rights to expand their driveways to 20' in width as in the herein case.

A. Carbon Consideration: At present it is estimated that the very young American (Princeton) Elm tree will sequester approximately 10.4 pounds of carbon per year or 0.48 ounces per day which is practically negligible on its own. This should be contrasted to the carbon footprint of an EV or Fossil fueled vehicles which uses 1 pound per 5 minutes standing idle to warm up and be moved to the street day after day if the tree is not removed for the 20' right of public way' access. And multiply that usage by 3 or 4 cars in the single wide driveway which equates to about 4 pounds per 10 minutes day after day. The energy tradeoff is clear that the very young are not a benefit at the moment and more of an overall energy nuisance if not removed and replaced.

B. Stormwater Consideration: At present it is estimated that the very young American (Princeton) Elm tree will intercept or absorb only 100-250 gallons per year of storm water which is a 1/4 gallon to 5/8 gallon of stormwater per day which again is negligible comparatively speaking. It also should be noted that Churchill Avenue tree strip and street is a steep hill with 12.5% slope.

C. Electricity Consideration: At present it is estimated that the very young American (Princeton) Elm tree will have a negligible electricity savings or less than 10 kilowatts per year or (0.11 kilowatts per day) since the tree resides on the East corner side of the house and provides very little shade to even the front yard never mind the house comparatively speaking.

A 10' wide driveway afforded to a residential household in the Town of Arlington has a worth of

approximately 5%-10% of the real estate value per residential unit. And to obstruct the zoning by-law and coveted 'driveway way right of way' access to the road with an erroneous and negligently planted, hazardous and nuisance tree planting can and has negatively impacted the quiet, free use and convenience of the herein residents. And as well will cause an unwarranted financial loss in the real estate value to be endured now and for many years to come if the tree isn't removed since well functioning and energy efficient housing and properties are needed in Arlington.

No street tree planted in front of the existing 100 year old two family style residential building at 53 Churchill Avenue has come close to it's full and mature size and lifespan expectancy, due to nature itself and at best is a temporary element. The greater and more use of function is the more permanent residence. There are more appropriate and desirable tree locations in the tree strip better suited for the more energy efficient and overall use of the property. Removing the tree and getting seven times in width a tree canopy is a 'win-win' resolution for all the parties involved.

Additionally, Churchill Avenue is a virtual parking lot at times when the Arlington High School is in session and students take their car to school and park all over Churchill Avenue and the surrounding streets causing even more traffic and pedestrian congestion. And sometimes causing Churchill Avenue residents to compete for parking spaces in front of their own homes and/or having to park further away in front of neighboring houses. It's an unsafe, unwarranted and unpleasant experience and situation that no resident or visiting traveler should endure. More lawfully zoned off street driveways and parking spaces should be welcomed and facilitated by governing agencies as the Zoning By-Laws promote by their laws, not denied. Therefore, if the tree is not removed, it will continue to be a nuisance, hindrance and detriment in front of the property at 53 Churchill Avenue for the herein reasons.

There is virtually little to no impact to the Town of Arlington if the existing young public street tree is removed and a replacement tree or trees equalling 7" (DBH) in trunk diameter are planted further down the tree strip in more appropriate and safe distances from the 20' wide driveway or elsewhere in the Town which tree costs to be paid for by the residents of 53 Churchill Avenue.

The residents of 53 Churchill Avenue are entitled to experience the free and quiet enjoyment of their property including betterments and the efficient and functional convenience of a two car wide driveway expansion especially at two family residences, lawfully afforded to them by the Town of Arlington zoning by law rights, their town meeting members and fellow citizens.

The residents of 53 Churchill Avenue welcome and are willing to pay all costs for the public street tree removal and pay the tree costs for a replacement public street tree or trees to be planted further down the public tree strip in front of the 53 Churchill Avenue property or elsewhere in Arlington.

Sincerely,



Mr. Pandolfo
53 Churchill Ave. Apt. #1
Arlington, MA 02476

**Tree Hearing for Princeton Elm (DBH 7") Located at 53 Churchill Ave -
Objection!**

From Keith Schnebly <keith.schnebly@verizon.net>

Date Thu 10/23/2025 7:50 PM

To Tim Lecuivre <tlecuivre@town.arlington.ma.us>

Cc Steve - Tree Committee Sbm451 <sbm451@gmail.com>

CAUTION: This email originated from outside your organization.
Exercise caution when opening attachments or clicking links, especially
from unknown senders.

To Tim Lecuivre,

Pursuant to the Tree Hearing on 28 October, re removal of the
Princeton Elm at 53 Churchill Ave, I object to this tree being
removed. It is a public asset protected by law. We need all trees
in our urban forest to continue to grow, especially maturing ones
that are beginning to provide greater benefit to our community.

Thank you!

Keith Schnebly

Tree Hearing

Objection to tree removal at 53 Churchill Ave., Arlington

From Susan Stamps <susan.stamps@comcast.net>

Date Mon 10/27/2025 11:27 AM

To Tim Lecuivre <tlecuivre@town.arlington.ma.us>

CAUTION: This email originated from outside your organization.
Exercise caution when opening attachments or clicking links, especially
from unknown senders.

Hi Tim, by this email, I am registering my objection to removal of
the public street tree, a Princeton Elm (DBH 7"), located at 53
Churchill Ave. per request of the abutting property owner.

Please place this objection in the record of the planned tree
removal hearing 10/28/25.

Thank you,

~Susan Stamps
39 Grafton St, Arlington MA
Cell 978-807-7933

Tree Hearing 2025

Tim Lecuivre MCA, MQTW

Arlington Tree Warden

Tom and Paul Pandolfo
53 Churchill Ave
Removal of 7" DBH Princeton Elm "to install new driveway"
10/28/25
10:00am
51 Groove St. Lower Floor Meeting Room

Attendance: Tree Warden Tim Lecuivre
Tom and Paul Pandolfo
John Deutschmann
Kerri O'Brien
Mike Ciampa

Time: 10:00-10:15

The Tree Warden explained M.G.L. Chapter, 87. Healthy Public Shade Trees growing in the Public Right of Way are protected by the State under Massachusetts General Laws, Chapter 87. Healthy trees are not permitted to be removed. Therefore, a Public Shade Tree hearing must take place. If there is any objection, the tree or trees are not permitted to be removed.

Mr. Pandolfo expressed his view of planting trees close to driveways and his right to expand his driveway. The Tree Warden explained the Street Tree Planting Program, trees are planted at the request of the resident and the crew will do their best to accommodate the resident including the planting location. The Elm Tree in question was planted in 2017 at the request of the former resident and its planting location.

The rest of the attendees did not participate in the hearing. They all expressed they were interested in the hearing and process.

There were two objections letters sent via email to the Tree Warden before the start of the hearing. Since, there was an objection to the removal the tree is not permitted to be removed at this time, per M.G.L. Chapter 87. Mr. and Mrs. Pandolfo expressed they will appeal the objection to the Select Board.



Arlington Tree Committee (ATC) Meeting Minutes

Date: Wednesday, October 08, 2025

Time: 7:30 - 9:00 PM

Location: Hybrid Meeting Format with Zoom Application -- Arlington Town Hall Annex 2nd floor Conference Room [ATC Monthly Zoom Mtg Link](#)

Attendees: Eliza Burden, Steven Moore, Marina Popova, Keith Schnebly, Susan Stamps; Tim Lecuivre (Tree Warden); Guests: Sara Alfaro-Franco from ConCom, Karen Thomas-Alyea

1. Meeting Format/Documentation Standardization
 - a. To be implemented Town-wide.
 - b. Currently for Town employees only -- for now.
2. Minutes from Previous Month / Action Items -- will review next time.
3. Department of Public Works (DPW) Tree Division Update (Tim)
 - a. Tree Preservation Bylaw Activity
 - i. 14 Hartford Rd. -- Mohsin Niyazi (developer); complete teardown; five trees will be protected, no trees to be removed.
 - ii. 190 Mass. Ave. -- no trees to be removed; will be planting multiple trees on Chandler St. and Lake St.
 - iii. 0 Ravine St. -- shade trees were re-planted, but they are not being watered.
 - b. Tree Hearings / Appeals of Decisions to Select Board
 - i. A Mass. General Law Chpt. 87 Tree Hearing on October 28th at 10:00 AM (51 Grove St., DPW Conference Room); resident at 53 Churchill Ave. wants to expand the driveway and remove a seven in. DBH elm street tree.
 - c. Town Projects & Maintenance Activities
 - i. Marquis Tree is assisting with large tree pruning.
 - ii. Replanting large trees at Wellington Park, Spy Pond Park and Whittemore Park.
 - iii. Mass. Ave. in the Heights area -- will do a replanting of the removed street trees in the Spring; better conditions and tree selection.
 - iv. 10% of newly-planted trees under the Cool Corridors grant in East Arlington did not survive into the Fall; re-replanting will occur now and in the Spring.
 - v. The young street tree planted in the Arlington Center median strip needs to be watered.
 - d. Fall Planting -- Public Shade Trees & Other Plantings

- i. Requests for trees will be fulfilled this Fall (up to 130); requests beyond 130 -- will be planted in the Spring.
- e. Tim met with DPW Director and discussed contracts, watering, and emerald ash borer treatment
 - i. Budgeting question -- using Trees Please funds to supplement watering activity; Watering Subcommittee of ATC will discuss further; **Action: Keith and Steve** will discuss with DPW Director.
 - ii. **Action: Keith and Steve** will discuss contracted-watering potential with Tim.

4. Town Day Follow-Up

- a. Much public interest in trees; many questions about how to protect trees on private properties. Two high school students expressed interest in being liaisons to the tree committee.
- b. Follow-Up Items
 - i. Karen Thomas-Alyea: Victoria Perez is the Arlington High School (AHS) Community Service Coordinator, and currently has the Adopt-a-Tree Program as an option.
 - ii. Eliza: possibly assign trees to AHS kids as freshmen, to nurture through their AHS school years?
 - iii. **Action: Keith and Marina** to discuss tree QR code tagging ("heat island safari") project in cooperation with Mothers Out Front and AHS students.

5. Subcommittee Reports

- a. Comprehensive Planning / Tree Preservation Bylaw
 - i. Next AmpUp public meeting is on October 30th, 6:00-7:30 PM at AHS; **Action: ATC** will attend.
 - ii. The draft of AmpUp goals to date related to tree canopy seem inadequate.
- b. Planting Programs (Community Tree Canopy Program, Back-of-Sidewalk Tree Program, Adopt-a-Tree Program)
 - i. Need to meet as a Subcommittee; **Action: Keith and Steve** will review scheduling.
 - ii. Info needed from DPW Director; Keith and Steve to meet in mid-October.
- c. Outreach / Social Media
 - i. ATC continues to request help in watering trees.
 - ii. Susan: talked to YourArlington -- there is an interest in having a monthly regular column with news from ATC; **Action: Susan and Eliza** to discuss further.
 - iii. Susan: report from ConCom -- Sara Alfaro-Franco did a good job reporting on items from ATC meeting.
- d. Watering -- Steve, Susan, Eliza, Keith (and Karen Thomas-Alyea)
 - i. Made good progress on figuring out how to enable Adopt-a-Tree subscribers to have easier access to water spigots / watering tools.
- e. Bylaw Updating
 - i. Susan, Keith, Steve, Mary Ellen -- forming a Subcommittee to formulate possible approaches in advance of 2026 Annual Town Meeting.
 - ii. **Action: Steve** to kick off.

6. New Business

- a. Keith: Drought Conditions -- possible remediation measures.
- b. Susan: ideas on how to plant trees better -- grids? bigger tree wells? porous pavement?
 - i. **Action: Keith** to talk to DPW Director about this.

7. Adjourn -- 9:00 PM.

DRAFT



SOUTHEAST ELEVATION (STREET VIEW)

NOTES & CONDITIONS: 53 CHURCHILL AVENUE - ARLINGTON, MA

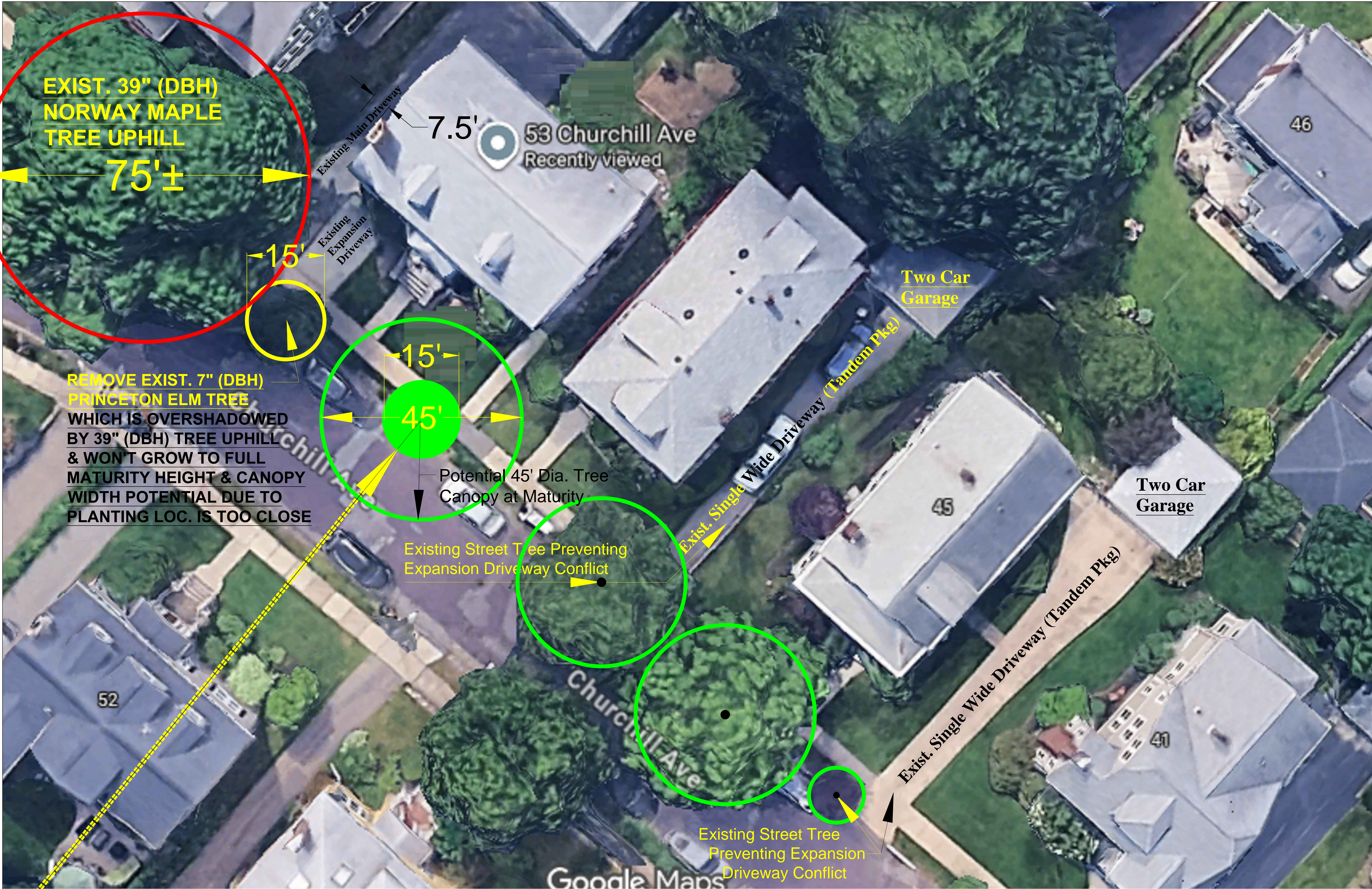
1. THE APPELLANT WILL PAY FOR THE REMOVAL OF THE EXISTING 7" (DBH) & STUMP GRINDING TO 8" BELOW GRADE AS SHOWN ON THE HEREIN DRAWING. NO. 1.0.
2. THE APPELLANT WILL FURTHER PAY FOR THE COST OF A NEW 2" (DBH) PRINCETON ELM TREE TO BE PLANTED IN THE PUBLIC TREE STRIP AT THE APPROXIMATE LOCATION AS SHOWN ON THE HEREIN DRAWING NO. 1.0
3. THE APPELLANT WILL FURTHER PAY FOR ADDITIONAL REPLACEMENT TREES TO BE PLANTED IN THE TOWN AT LOCATIONS DESIRED BY THE TREE WARDEN AT THE RATE OF \$375 PER (DBH INCH) FOR THE BALANCE OF THE 7" (DBH) WHICH TOTALS = \$1875. PAYABLE TO THE TOWN OF ARLINGTON, DEPT OF NATURAL RESOURCES.
4. THE APPELLANT WILL FURTHER PAY FOR THE COST OF THE NEW DRIVEWAY APRON INSTALLATION WHICH HE HAS ALREADY ATTAINED A PERMIT TO INSTALL THE RIGHT OF WAY ACCESS' APRON PERMIT NO. 25-2543 ON JULY 24, 2025 BY THE TOWN OF ARLINGTON PUBLIC WORKS ENGINEERING DEPT AND WHICH THE APRON HAS BEEN INSTALLED PARTIALLY AND THE APPELLANT WILL COMPLETE THE FULL APRON INSTALLATION ONCE THE TREE IS REMOVED FROM THE DRIVEWAY ACCESSWAY.

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2025 © DESIGN PLANS
ASSOCIATES
53 CHURCHILL AVE. - ARLINGTON, MA 02476

DRAWINGS & REVISIONS	
DATE	DESCRIPTION
11-25-25	FOR TOWN OF ARLINGTON SELECT BOARD IN APPEAL
APPEAL TO THE ARLINGTON SELECT BOARD ARLINGTON, MA FOR APPROVAL AND IN APPEAL TO THE TOWN OF ARLINGTON, MA TREE WARDEN'S PUBLIC DENIAL OF THE PUBLIC SHADE TREE REMOVAL IN FRONT OF 53 CHURCHILL AVENUE, ARL. MA ON OCTOBER 28, 2025	
DATE	ARLINGTON, MA SELECT BOARD MEMBER
PROJECT	
NEW PUBLIC STREET TREE REPLACEMENT & DRIVEWAY APRON	
53 Churchill Avenue Arlington, MA	
SCALE: AS NOTED	
DATE: NOVEMBER 24, 2025	
DRAWING TITLE	
STREET VIEW OF NEW PUBLIC STREET TREE REPLACEMENT LOCATION & DRIVEWAY APRON	
PRESENTATION DRAWINGS	
DRAWING NUMBER	
1.0	



EXIST. 39" (DBH)
NORWAY MAPLE
TREE UPHILL

75'±

7.5'

53 Churchill Ave
Recently viewed

Existing Main Driveway
Existing Expansion Driveway

15'

REMOVE EXIST. 7" (DBH)
PRINCETON ELM TREE
WHICH IS OVERSHADOWED
BY 39" (DBH) TREE UPHILL
& WON'T GROW TO FULL
MATURITY HEIGHT & CANOPY
WIDTH POTENTIAL DUE TO
PLANTING LOC. IS TOO CLOSE

15'
45'

Potential 45' Dia. Tree
Canopy at Maturity

Existing Street Tree Preventing
Expansion Driveway Conflict

Two Car
Garage

Exist. Single Wide Driveway (Tandem Pkg)

Two Car
Garage

Exist. Single Wide Driveway (Tandem Pkg)

Existing Street Tree
Preventing Expansion
Driveway Conflict

PLANT A NEW 2" (DBH) PRINCETON ELM REPLACEMENT
TREE AT THIS LOCATION (PHOTO SHOWS APPROX. TREE
CANOPY WIDTH IN YEAR 2028 (APPROX. 3 YEARS) WITH A
PROJECTED GROWTH RATE OF 1.5"-2" (DBH) PER YEAR.

STREET PLAN (BIRD'S EYE)

53 CHURCHILL AVENUE - ARLINGTON, MA

PRP ASSOCIATES
2025 © DESIGN PLANS
53 CHURCHILL AVE.- ARLINGTON, MA 02476



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11-18-25
DRAFT IN
PROGRESS

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TREE REMOVAL IN FRONT OF
53 CHURCHILL AVENUE, ARL.
MA ON OCTOBER 28, 2025

DATE	ARLINGTON, MA SELECT BOARD MEMBER

PROJECT

NEW PUBLIC
STREET TREE
REPLACEMENT &
DRIVEWAY APRON

53 Churchill Avenue
Arlington, MA

SCALE: AS NOTED

DATE: NOVEMBER 24, 2025

DRAWING TITLE

STREET PLAN (Bird's
Eye View) of NEW
PUBLIC STREET
REPLACEMENT
TREE LOCATION

PRESENTATION DRAWINGS

DRAWING NUMBER

2.0



REMOVE 7" (DBH)
STREET TREE (PHOTO
SHOWN AS REMOVED)

SAFE TRAVELING CONDITION
(WITH TREE REMOVED)



EXISTING TREE SEVERELY
BLOCKING DRIVEWAY & VISUALLY
IMPAIRING TRAFFIC AT MATURITY

EXTREMELY UNSAFE FUTURE
TRAVELING CONDITION
(IF TREE REMAINS)



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PROJECT

NEW PUBLIC
STREET TREE
REPLACEMENT &
DRIVEWAY APRON

53 Churchill Avenue
Arlington, MA

SCALE: AS NOTED

DATE: NOVEMBER 24, 2025

DRAWING TITLE
Existing Driveway
Showing Safe & Unsafe
Driveway Traveling
Conditions in Future &
Potential Tree Maturity

PRESENTATION DRAWINGS

DRAWING NUMBER

3.0



The Town will Benefit Greatly if this Extremely Hazardous & Dangerous Nuisance Tree per MGL, CHP 87 is removed, so that it won't compromise the Safety & Welfare of the General Public & Appellant even more as it grows to Maturity as shown.



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DATE	ARLINGTON, MA SELECT BOARD MEMBER

PROJECT

NEW PUBLIC STREET TREE REPLACEMENT & DRIVEWAY APRON

53 Churchill Avenue
Arlington, MA

SCALE: AS NOTED

DATE: NOVEMBER 24, 2025

DRAWING TITLE

Hazardous & Dangerous Nuisance Public Street Tree (Rear View)
Obstruction Shown At Potential Maturity

PRESENTATION DRAWINGS

DRAWING NUMBER

4.0



**EXISTING MAIN DRIVEWAY
HARDSHIP & DANGEROUS
TREE OBSTRUCTION**

**DANGEROUS & DEADLY
TREE OBSTRUCTION
(IF TREE REMAINS)**



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**NEW PUBLIC
STREET TREE
REPLACEMENT &
DRIVEWAY APRON**

53 Churchill Avenue
Arlington, MA

SCALE: AS NOTED
DATE: NOVEMBER 24, 2025
DRAWING TITLE
Existing Main Driveway Hardship & Dangerous Public Street Tree Obstruction Conditions
PRESENTATION DRAWINGS
DRAWING NUMBER
5.0

Public 'Right of Way
Access Apron' per
2023 Zoning
By-Law
Allowed

Public Tree Strip Where
Digging & Planting Has
Been Allowed For Years

Existing Main Driveway

Driveway Expansion Area
Allowed Per Arlington 2023
Zoning By-Law Section 8.07a
& Arl. Permit No. B-23-643
Issued 1-25-24

4" (DBH) Princeton
Elm Sapling in 2023

Public Right of Way Access Sidewalk (Typical)

Public Right of Way Access Sidewalk (Typical)

STEEPLY
SLOPED AT
ADJACENT
PROPERTY
BERM

7.5'
PROP. LINE

Existing Main
Driveway

Driveway Expansion Area
Allowed Per Arlington 2023
Zoning By-Law Section 8.07a &
Arl. Permit No. B-23-643 Issued 1-25-24

4" (DBH) Princeton
Elm Sapling in 2023

Public Right of Way Access Sidewalk

Public 'Right of Way Access Apron'
per 2023 Zoning By-Law Allowed

Public Tree Strip Where Digging &
Planting Has Been Allowed For Years



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PERMISSION FROM PRP ASSOCIATES.

DRAWINGS & REVISIONS	
DATE	DESCRIPTION
11-25-25	FOR TOWN OF ARLINGTON SELECT BOARD IN APPEAL

APPEAL TO THE
ARLINGTON SELECT BOARD
ARLINGTON, MA FOR
APPROVAL AND IN APPEAL TO
THE TOWN OF ARLINGTON,
MA TREE WARDEN'S PUBLIC
DENIAL OF THE PUBLIC SHADE
TREE REMOVAL IN FRONT OF
53 CHURCHILL AVENUE, ARL.
MA ON OCTOBER 28, 2025

DATE	ARLINGTON, MA SELECT BOARD MEMBER

PROJECT

NEW PUBLIC
STREET TREE
REPLACEMENT &
DRIVEWAY APRON

53 Churchill Avenue
Arlington, MA

SCALE: AS NOTED

DATE: NOVEMBER 24, 2025

DRAWING TITLE
2023 Existing Tree
Strip Photos Showing
Plants At Either Side
of Princeton Elm 4"
(DBH) Sapling

PRESENTATION DRAWINGS
DRAWING NUMBER



STEEPLY
SLOPED
ADJACENT
PROPERTY
BERM

PROP.
LINE

7.5'

EXISTING
MAIN DRIVEWAY
(TANDEM PKG.)

EXISTING MAIN DRIVEWAY
PUBLIC RIGHT OF WAY ACCESS

EXISTING DRIVEWAY
EXPANSION AREA 2017

EXISTING EXPANSION DRIVEWAY
'PUBLIC RIGHT OF WAY ACCESS'

1" (DBH) PUBLIC ST. TREE LOCATION PLANTED IN 2017

GOOD PUBLIC STREET TREE
PLANTING LOCATION OPTIONS
AVOIDS CONFLICTS



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ARLINGTON, MA FOR
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DENIAL OF THE PUBLIC SHADE
TREE REMOVAL IN FRONT OF
53 CHURCHILL AVENUE, ARL.
MA ON OCTOBER 28, 2025

DATE	ARLINGTON, MA SELECT BOARD MEMBER

PROJECT

NEW PUBLIC
STREET TREE
REPLACEMENT &
DRIVEWAY APRON

53 Churchill Avenue
Arlington, MA

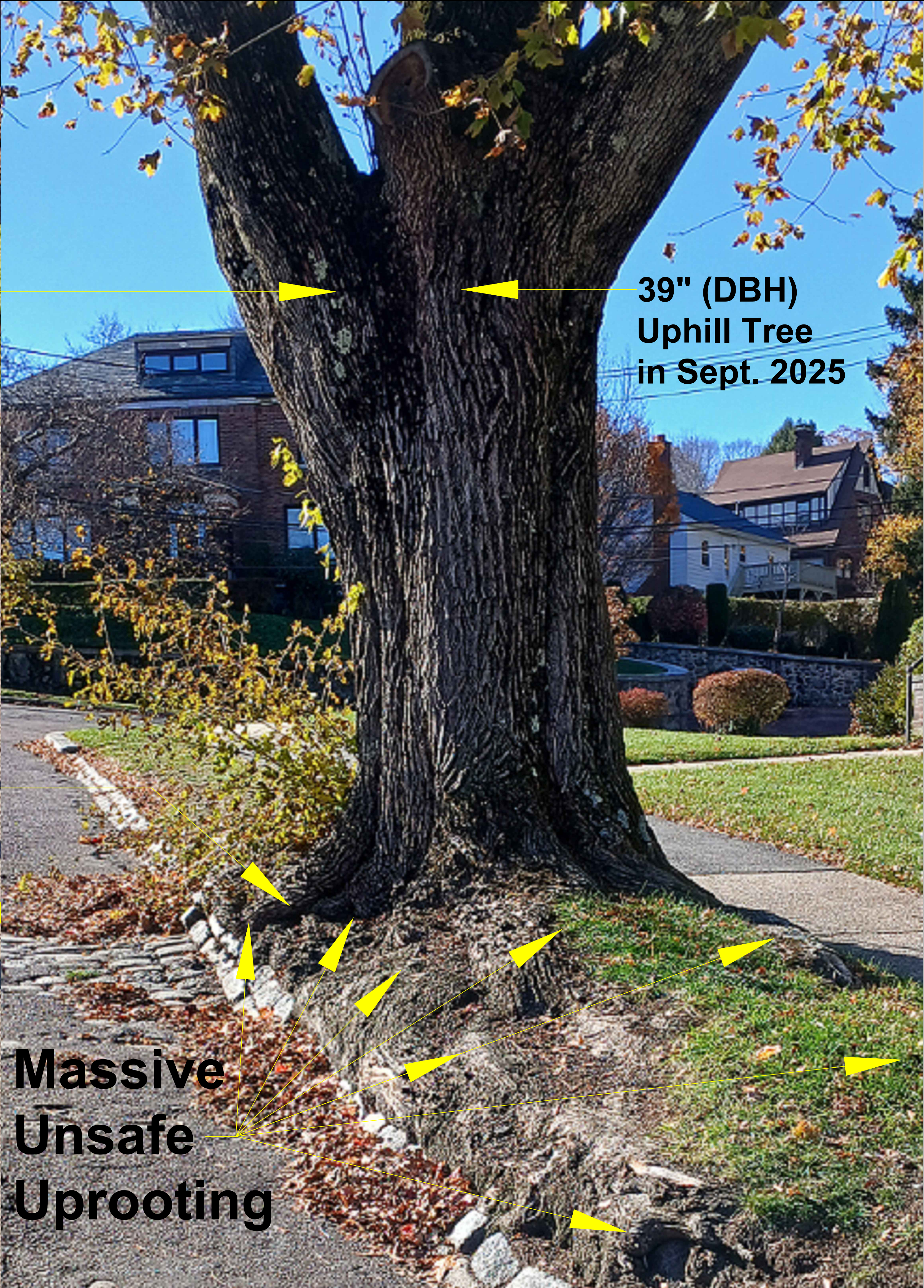
SCALE: AS NOTED

DATE: NOVEMBER 24, 2025

DRAWING TITLE
Arlington Assessor's
Photo Of Tree Planting
Location In 2017 &
Good Tree Planting
Location Option in 2017

PRESENTATION DRAWINGS

DRAWING NUMBER



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2025 © DESIGN PLANS
ASSOCIATES
53 CHURCHILL AVE - ARLINGTON, MA 02476

DRAWINGS & REVISIONS	
DATE	DESCRIPTION
11-25-25	FOR TOWN OF ARLINGTON SELECT BOARD IN APPEAL

APPEAL TO THE ARLINGTON SELECT BOARD ARLINGTON, MA FOR APPROVAL AND IN APPEAL TO THE TOWN OF ARLINGTON, MA TREE WARDEN'S PUBLIC DENIAL OF THE PUBLIC SHADE TREE REMOVAL IN FRONT OF 53 CHURCHILL AVENUE, ARL. MA ON OCTOBER 28, 2025

DATE	ARLINGTON, MA SELECT BOARD MEMBER

PROJECT

NEW PUBLIC STREET TREE REPLACEMENT & DRIVEWAY APRON

53 Churchill Avenue
Arlington, MA

SCALE: AS NOTED

DATE: NOVEMBER 24, 2025

DRAWING TITLE

Massive Uprooting at Uphill Tree Causing Unsafe Loading & Parking Which Could Happen At 53 Churchill Avenue Tree

PRESENTATION DRAWINGS

DRAWING NUMBER

8.0



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<div><div><div>PRP ASSOCIATES</div><div>2025 © DESIGN PLANS</div></div><div>53 CHURCHILL AVE.- ARLINGTON, MA 02476</div></div>	
DRAWINGS & REVISIONS	
DATE	DESCRIPTION
11-25-25	FOR TOWN OF ARLINGTON SELECT BOARD IN APPEAL
APPEAL TO THE ARLINGTON SELECT BOARD ARLINGTON, MA FOR APPROVAL AND IN APPEAL TO THE TOWN OF ARLINGTON, MA TREE WARDEN'S PUBLIC DENIAL OF THE PUBLIC SHADE TREE REMOVAL IN FRONT OF 53 CHURCHILL AVENUE, ARL. MA ON OCTOBER 28, 2025	
DATE	ARLINGTON, MA SELECT BOARD MEMBER
PROJECT	NEW PUBLIC STREET TREE REPLACEMENT & DRIVEWAY APRON
53 Churchill Avenue Arlington, MA	
SCALE: AS NOTED	
DATE: NOVEMBER 24, 2025	
DRAWING TITLE	
Massive Uprooting at Uphill Tree Causing Unsafe Loading & Parking Which Could Happen At Downhill Tree	
PRESENTATION DRAWINGS	
DRAWING NUMBER	
9.0	



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PRP ASSOCIATES 2025 © DESIGN PLANS
53 CHURCHILL AVE.- ARLINGTON, MA 02476

DRAWINGS & REVISIONS

DATE	DESCRIPTION
11-25-25	FOR TOWN OF ARLINGTON SELECT BOARD IN APPEAL

APPEAL TO THE ARLINGTON SELECT BOARD ARLINGTON, MA FOR APPROVAL AND IN APPEAL TO THE TOWN OF ARLINGTON, MA TREE WARDEN'S PUBLIC DENIAL OF THE PUBLIC SHADE TREE REMOVAL IN FRONT OF 53 CHURCHILL AVENUE, ARL. MA ON OCTOBER 28, 2025

DATE	ARLINGTON, MA SELECT BOARD MEMBER
------	-----------------------------------

PROJECT

NEW PUBLIC STREET TREE REPLACEMENT & DRIVEWAY APRON

53 Churchill Avenue
Arlington, MA

SCALE: AS NOTED

DATE: NOVEMBER 24, 2025

DRAWING TITLE
Exist. Conditions Sept. 2025 at 'Public Right of Way Access' Apron Expansion Area with 7" (DBH) Princeton Elm

PRESENTATION DRAWINGS


DRAWING NUMBER

10.0



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2025 © DESIGN PLANS

ASSOCIATES

53 CHURCHILL AVE - ARLINGTON, MA 02476

DRAWINGS & REVISIONS	
DATE	DESCRIPTION
11-25-25	FOR TOWN OF ARLINGTON SELECT BOARD IN APPEAL

APPEAL TO THE ARLINGTON SELECT BOARD
ARLINGTON, MA FOR APPROVAL AND IN APPEAL TO THE TOWN OF ARLINGTON, MA TREE WARDEN'S PUBLIC DENIAL OF THE PUBLIC SHADE TREE REMOVAL IN FRONT OF 53 CHURCHILL AVENUE, ARL. MA ON OCTOBER 28, 2025

DATE	ARLINGTON, MA SELECT BOARD MEMBER

PROJECT

NEW PUBLIC STREET TREE REPLACEMENT & DRIVEWAY APRON

53 Churchill Avenue
Arlington, MA

SCALE: AS NOTED

DATE: NOVEMBER 24, 2025

DRAWING TITLE

Existing Conditions on 11-24-25 at 7" (DBH) Princeton Elm Public Tree & Public Right of Way Access Apron

PRESENTATION DRAWINGS

DRAWING NUMBER

11.0

Ref: 10539

November 21, 2025

Paul Pandolfo
53 Churchill Avenue
Arlington, MA 02476

Re: Street Tree Conflicts – 53 Churchill Avenue
Arlington, Massachusetts

Dear Mr. Pandolfo:

Vanasse & Associates, Inc. (VAI) has reviewed the street tree conflicts associated with vehicle turning movements for an approved and existing expansion driveway area and curb cut widening located at 53 Churchill Avenue in Arlington, MA (the "Project"). Materials reviewed as part of this assessment include a plan entitled, "Existing Conditions Plan #53 Churchill Avenue in Arlington, MA" prepared by Rober Survey and dated 9/12/2025, referred to as Exhibit 1. In addition, AutoTurn Vehicle Turning Path software was also used in this assessment, as were digital photographs provided to VAI and also Google Earth aerial and street level imagery.

Based on Exhibit 1, the Project site currently contains an approximately 9-foot-wide concrete driveway curb cut for an existing 2 ½ story two-family residential dwelling located at 53 Churchill Avenue. The site also contains an approximately 9.8 feet wide stone paver expansion driveway area located north of and adjacent to the existing driveway. A street tree exists in the planting buffer between the sidewalk and the street, located approximately 8 feet from the end of the existing expansion driveway area and 1.1 feet from the edge of the existing expansion driveway area.

The placement of this tree is in direct conflict with the path of vehicles attempting to enter and exit the existing expansion driveway area. The tree location requires vehicles to offset their access maneuver to avoid the tree. Based on Exhibit 1 and supported by the digital photographs and Google imagery, at the present time this tree has a trunk caliper diameter of approximately 6 inches. It is anticipated that with time, the trunk caliper is expected to thicken considerably and increase the difficulty of vehicles attempting to use the existing expansion driveway area, likely to the point that the existing expansion driveway area may not be useable for vehicles if the tree was to remain inside the approved expansion driveway area.

A turning analysis was conducted using AutoTurn software. This analysis tracks the path of a standard passenger vehicle, as identified by the American Association of State Highway and Transportation Officials (AASHTO), making left- and right-turn movements into and out of the approved expansion driveway area. The entering movements are shown in Figure 1, and the exiting movements are shown in Figure 2. As shown in these exhibits, the existing tree is in direct conflict with both entering and exiting movements for the existing expansion driveway area.

It should be noted that the driveway and the existing expansion driveway area are proposed to be used by separate entities. There are two residential units located at 53 Churchill Avenue, with the plan for one unit to use the existing driveway and the other unit to use the existing expansion driveway area. The presence

Paul Pandolfo
November 21, 2025
Page 2 of 2

of the tree makes the entering and exiting movements into the existing expansion driveway area challenging with the tree at the current size and will be even more so as the tree grows and the trunk expands. In addition, digital photographs show the proximity of vehicles parking in on-street spaces, further exacerbating the access conditions for residents attempting to use the existing expansion driveway area.

Based on these turning vehicle paths, it is suggested that the existing tree be relocated from its current location to elsewhere in the planting buffer strip between the sidewalk and the Churchill Avenue curbline. This would increase the utility of the existing expansion driveway area.

If you have any questions on this material, feel free to reach out to me at sthornton@rdva.com.

Sincerely,

VANASSE & ASSOCIATES, INC.



Scott W. Thornton, P.E.
Partner

Attachments:

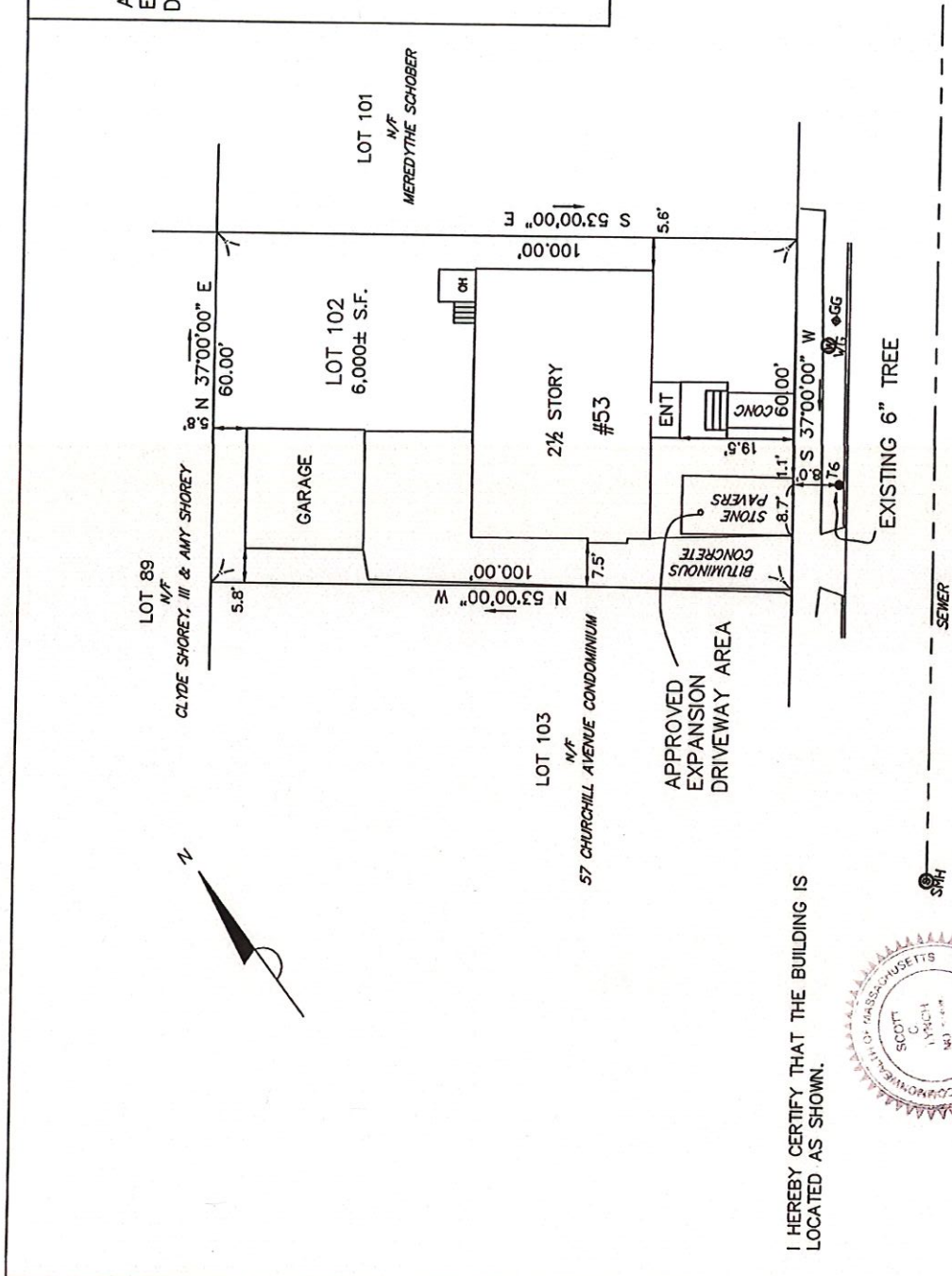
Exhibit 1 - Existing Conditions Plan #53 Churchill Avenue in Arlington, MA” prepared by Rober Survey and dated 9/12/2025

Figure 1 – Vehicle Entering Movement Diagrams

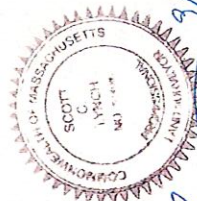
Figure 2 – Vehicle Exiting Movement Diagrams

Digital Photographs dated 9/20/2025 and 10/03/2025 depicting parked cars in front of existing expansion driveway area





I HEREBY CERTIFY THAT THE BUILDING IS
LOCATED AS SHOWN.



SCOTT LYNCH, PLS DATE
THIS PLAN MAY HAVE BEEN ALTERED IF
THE SIGNATURE IS NOT SIGNED IN BLUE.

CHURCHILL AVENUE

PREPARED FOR: PAUL PANDOLFO

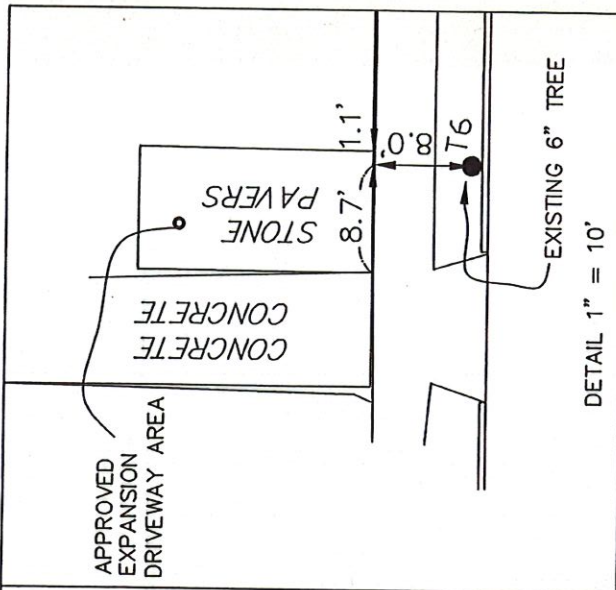
EXISTING CONDITIONS PLAN
#53 CHURCHILL AVENUE

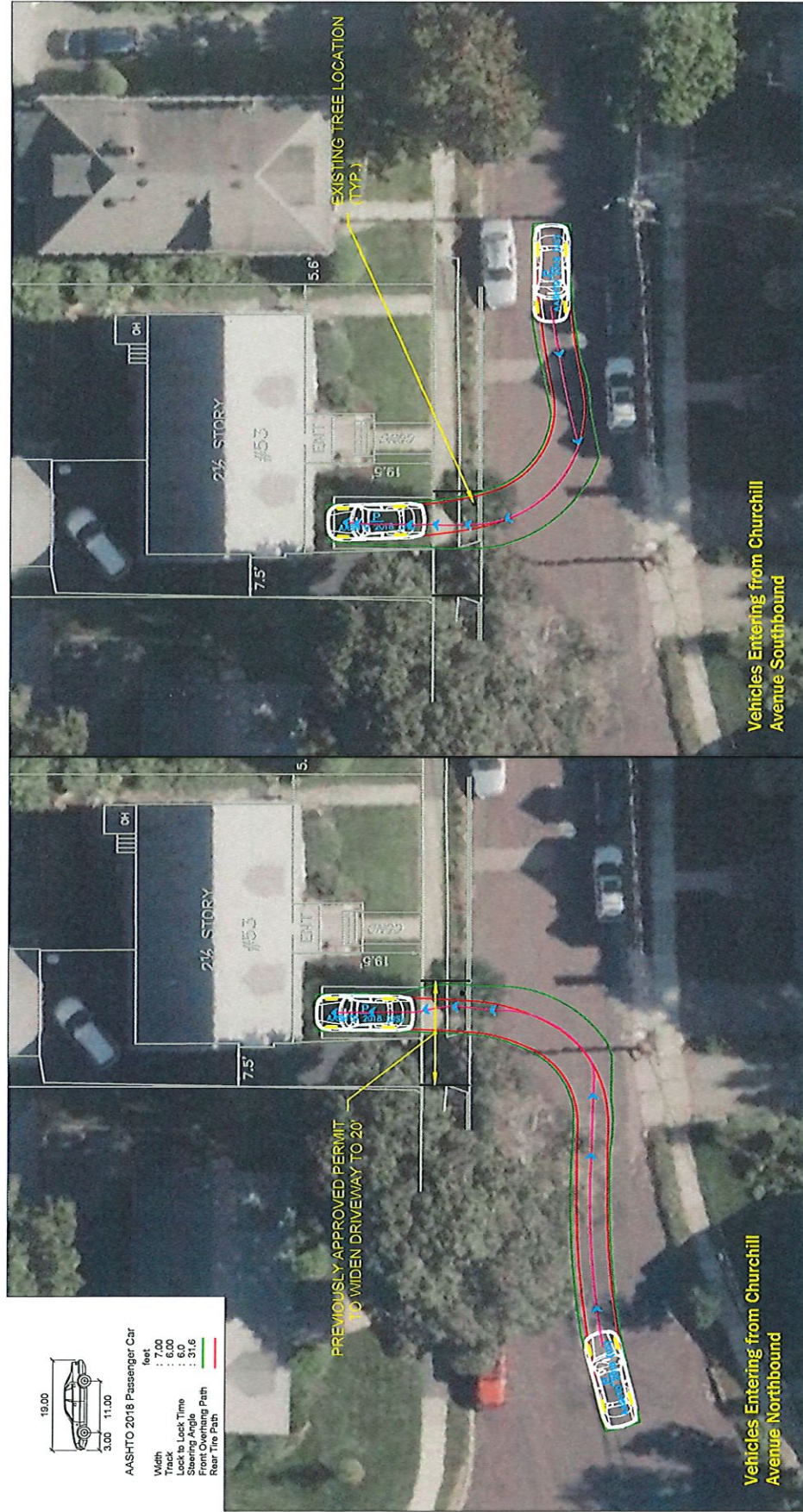
IN
ARLINGTON, MA
(MIDDLESEX COUNTY)

SCALE: 1" = 20' DATE: 9/12/2005



ROBER SURVEY
1072A MASSACHUSETTS AVENUE
ARLINGTON, MA 02476
(781) 648-5533
7211EC3.DWG

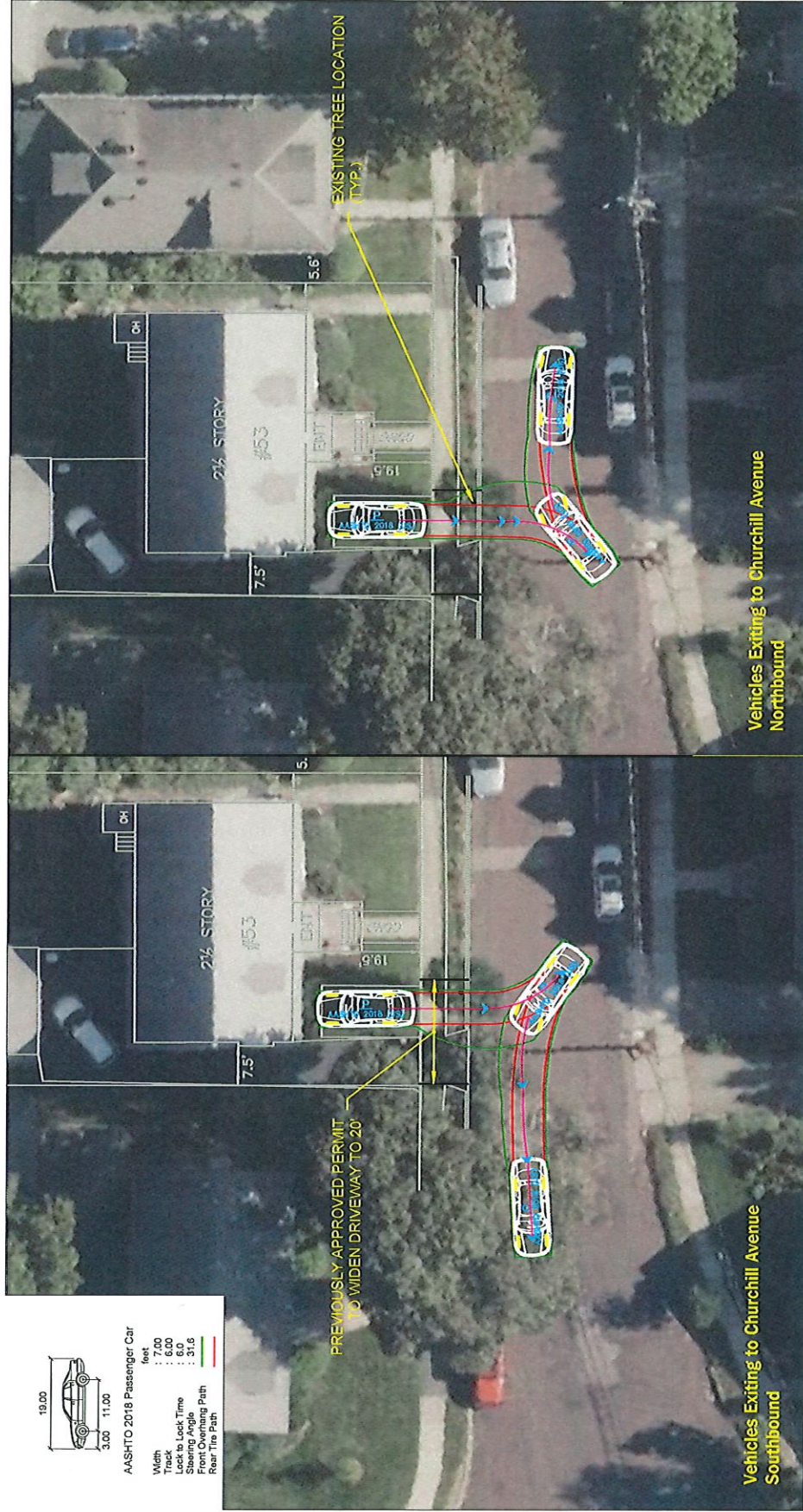




Source: Base conditions provided by Rober Survey, Dated 9/12/2025
1" = 20' Scale

Vanasse & Associates inc

Figure 1
Vehicle Movement Diagrams
Entering Movements



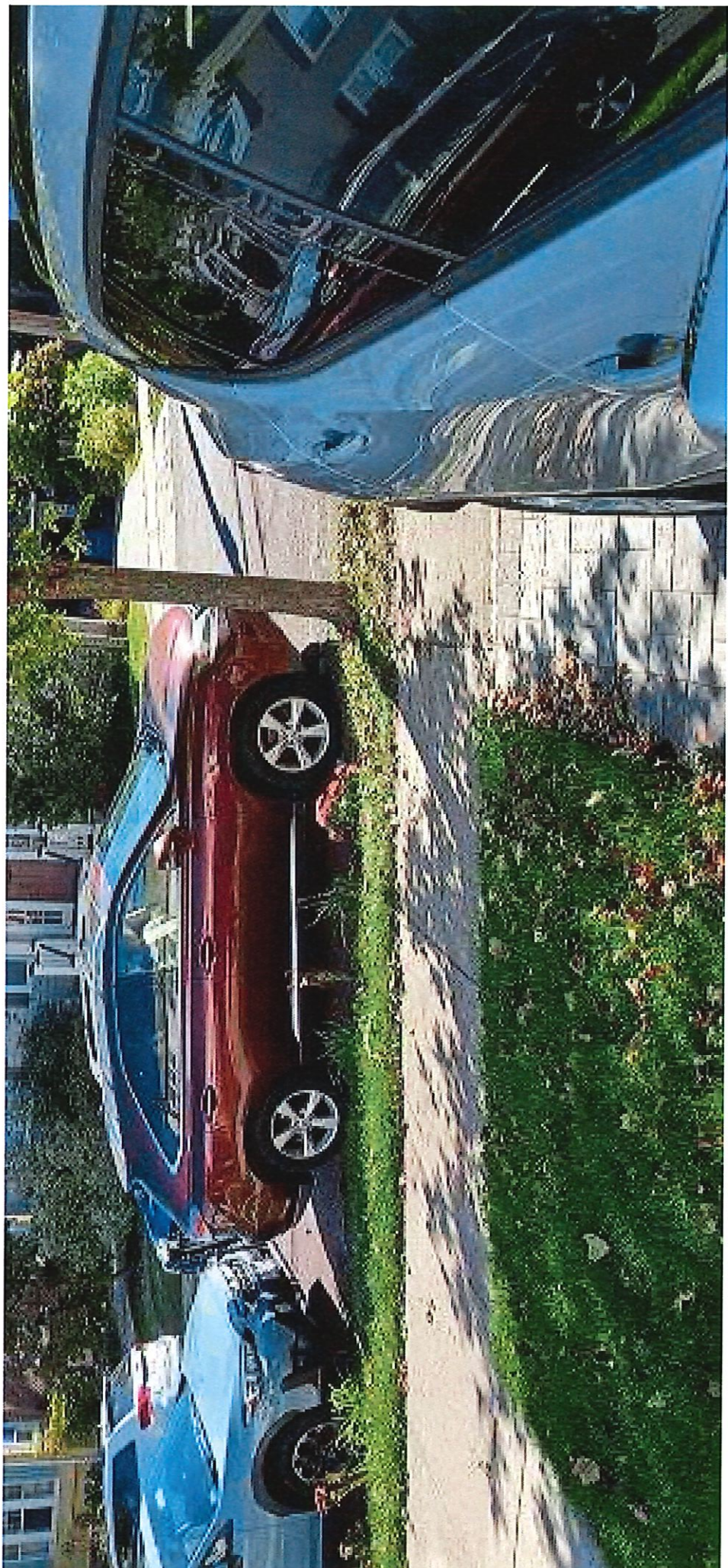
Source: Base conditions provided by Rober Survey, Dated 9/12/2025
1" = 20' Scale

VA Vanasse & Associates inc

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Figure 2
Vehicle Movement Diagrams
Exiting Movements







Town of Arlington, Massachusetts

Discussion and *Vote: Date for 2026 Override Election *(Pending LRPC Update)

Summary:

Michael Cunningham, Town Counsel

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Legal_Dept_Memo.pdf	Memo from Legal Department



**Town of Arlington
Legal Department**

Michael C. Cunningham
Town Counsel

50 Pleasant Street
Arlington, MA 02476
Phone: 781.316.3150
Fax: 781.316.3159
E-mail:
mcunningham@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Arlington Select Board

Cc: James Feeney, Town Manager
Juli Brazile, Town Clerk

From: Michael C. Cunningham, Town Counsel

Date: October 31, 2025

Re: Setting the Date for the 2026 Override Election

As an initial matter, it is noted that the Select Board possesses the exclusive authority to place an override question before the voters at an annual, biennial or special election pursuant to G.L. c. 59, §21C(i). If the Board wishes to place an override ballot question on the ballot as part of the annual Town Election or by special election, it must vote to provide written notice to the Town Clerk no later than thirty-five days in advance of such date. See G.L. c. 54, §42C.

The Long Range Planning Committee, which includes members of the School Department and School Committee, recently met and several dates for an override ballot question were discussed at its public meeting. Specifically, its potential inclusion as part of the

Annual Town Election was discussed. The date of the Annual Town Election is not yet set as of the writing of this memo, but it could be one of several dates, including March 28, 2026. Tuesday dates of April 14, 2026, a Tuesday in “early May” (perhaps 5/5 or 5/12), or Tuesday, June 9, 2026 were also discussed. All proposed potential dates, with proper notice to the Town Clerk under G.L. c. 54, §42C, would be legally appropriate. It is once again noted that the decision regarding the date that the override question is before the voters rests with the Select Board. In accordance with G.L. c. 59, §21C(g), whether and on what date to place an override question on the ballot requires a simple majority vote of the Board.

If the Board wishes to vote on this matter so that it is a special election, an appropriate motion may be:

“That the Town shall hold a special election on Tuesday, _____, 2026 for the purpose of voting on a Proposition 2½ Override question to be approved by the Select Board and that timely written notice of such election shall be directed to the Town Clerk in compliance with G.L. c. 54, §42C.”

If the Board wishes to vote on this matter so that it is on the ballot as part of the annual Town Election, an appropriate motion may be:

“That as part of the annual Town Election to be held on _____, a question for the purpose of voting on a Proposition 2½ Override shall be included. The wording of the question will be approved by the Select Board and timely written notice shall be directed to the Town Clerk in compliance with G.L. c. 54, §42C.”

Please advise if you need additional information. Of course, I am also available for questions as needed.



Town of Arlington, Massachusetts

Status of Select Board Executive Session Minutes

Summary:

Michael Cunningham, Town Counsel



Town of Arlington, Massachusetts

Safe Walking Routes to School Maps

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	FY26_Safe_Routes_to_School.pdf	Memo
▢	Reference Material	Safe_Walking_Routes_to_Schools_Reference.pdf	Reference



Arlington Public Schools

Education That Empowers

To: Arlington Select Board
From: Christopher R. Schweitzer, Assistant Superintendent of Finance and Operations
Date: December 1, 2025
Subject: Safe Walking Routes to School Maps

Arlington Public Schools and the Arlington Police Department have completed working with Massachusetts Safe Routes to School (SRTS), a Program of The Massachusetts Department of Transportation (MassDOT), to create new Student Route Maps revealing the safest ways to walk to a student's community school. Last updated in 2016, this collaborative effort strived to increase safe walking to and from school by presenting the community with current maps which reflected recent updates in streets and infrastructure.

In June 2025, the District shared a Districtwide family travel survey to better understand the transportation choices of our students. This transportation-to-school experience data supported SRTS's work to generate new Student Radius Maps and Student Route Maps for Arlington. These maps, once approved, will be shared with families through District communications, posted to the District's website, and enhanced by the Arlington GIS Office to be more engaging and interactive.

The District requests that the Select Board vote to refer this memo and the compiled SRTS generated Maps to the Transportation Advisory Committee for review and recommendation.

Please do not hesitate to contact me at cschweitzer@arlington.k12.ma.us if you have any questions.

Sincerely,

Christopher R. Schweitzer

Safe Walking Routes to Schools Reference



Town of Arlington, Massachusetts

Town Manager Vacation "Buy Back"

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Vacation_Buy_Back_Memo_2025.pdf	Reference



**Town of Arlington
Office of the Town Manager**

**James Feeney
Town Manager**

**730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010**

To: Members of the Select Board

From: James Feeney, Town Manager

Cc: Ida Cody, Comptroller
Caryn Malloy, Human Resources Director

Re: Town Manager Vacation "Buy Back"

Date: December 1, 2025

Pursuant to Section 3A (included below) of the terms of my employment agreement with the Board, I am writing to inform the Board of my intention to request the "buy back" of ten (10) unused vacation days from calendar year 2025.

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

3. Vacation, Sick Leave, and Long-Term Disability.

•

Vacation Leave.

Mr. Feeney shall earn twenty-four (24) vacation days per calendar year. Mr. Feeney's vacation accrual shall be prorated for service of less than one full calendar year. Mr. Feeney, at his option, may elect to have the Town "buy back" up to and including ten (10) accrued unused vacation days per calendar year provided that Mr. Feeney gives the Board written notice that he will be requesting such buyback. This buyback will be subject to all legally required withholdings. Vacation that is not used and that has not been bought back shall not be carried over into a subsequent calendar year.



Town of Arlington, Massachusetts

Town of Arlington Host Community Agreement Letters

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Host_Community_Agreement_Letters.pdf	Letters



**Town of Arlington
Office of the Town Manager**

James Feeney
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010

November 25, 2025

VIA ELECTRONIC COMMUNICATION

Joseph Lekach
Chief Executive Officer
Apothca, Inc.
99 Development Road
Fitchburg, MA 01420
joseph@artcangroup.com

Re: Town of Arlington Host Community Agreement

Dear Mr. Lekach,

As you know, the Town of Arlington (the "Town") and Apothca, Inc. ("Apothca") entered into a Host Community Agreement (the "HCA") on July 19, 2019, for Apothca to operate a co-located Registered Marijuana Dispensary dispensing facility ("RMD") located at 11 Water Street, Unit 3B, Arlington, MA and Marijuana Retail Establishment ("MRE") located at 1386 Massachusetts Avenue, Arlington, MA. The term of the HCA expired on September 17, 2025. To date, the Town has not received notice from Apothca that it intends to renegotiate a new HCA in accordance with Section 12.

Next, Apothca failed to pay the Town certain monies it was owed under the HCA. Pursuant to Section 1, Apothca was obligated to pay the Town three (3) percent (%) of its gross revenue sales received by its MRE, accruing from the date in which sales commence. The first payment was due on April 1, 2021. After the initial payment, Apothca was required to make payments to the Town in accordance with Section 1 every six (6) months, with such payments reflecting the subsequent six (6) months' sales. The Town did not receive these payments.

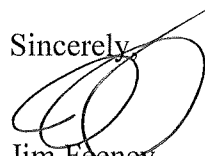
Further, the Town is unable to determine how much money is owed to it because Apothca failed to comply with Section 10 of the HCA that required it to submit annual financial records to the Town on or before January 15th of each calendar year, along with

a certification of its gross sales for that respective year. The Town respectfully requests that Apothca provide the Town with its annual reports and required certifications so as to permit the Town to calculate the sum of money owed to it by Apothca.

The Town respectfully requests that Apothca cure the issues stated herein within ten (10) days. Otherwise, the Town may take appropriate actions to recoup the money it is owed.

Please feel free to contact me with any questions or concerns.

Sincerely,

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Jim Feeney
Town Manager

JF/jrm

cc: Town of Arlington Select Board
Christine Bongiorno, Deputy Town Manager, Operations
Michael C. Cunningham, Town Counsel
Jaclyn Munson, Deputy Town Counsel



**Town of Arlington
Office of the Town Manager**

**James Feeney
Town Manager**

**730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010**

November 25, 2025

Sent by USPS Certified Mail

Calyx Peak of MA, Inc.
C/o Registered Agent
C T Corporation System
155 Federal Street, Suite 700
Boston, MA 02110

Sent by Electronic Mail

Howard Keum, CEO
Howard.Keum@calyxpeak.com

NOTICE OF BREACH

Dear Mr. Keum:

Please be advised that Calyx Peak of MA, Inc. ("Calyx Peak") is in breach of the Host Community Agreement (the "Agreement") dated March 1, 2022 between the Town of Arlington (the "Town") and Calyx Peak.

Calyx Peak is in breach of the Agreement based upon its failure to comply with the terms and conditions set forth in Section 2(a) of the Agreement. Pursuant to that provision, Calyx Peak agreed to be:

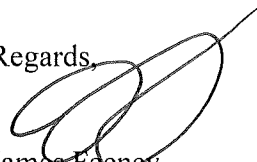
"responsible for obtaining all necessary licenses, permits, and approvals required for the operation of its marijuana establishment and shall work cooperatively and in good faith with the TOWN in securing the prompt and efficient siting, planning, permitting and preparation for opening of its marijuana establishment."

It has been more than three and a half years since the Agreement was executed and to date, Calyx Peak has not complied with the conditions of Section 2(a). Specifically, Calyx Peak has not secured the siting that would allow for the opening of its marijuana establishment. The Town has certainly been patient with Calyx Peak as it worked to try and reach an opening date for its establishment. However, given the lengthy passage of time since the Agreement's execution, it is evident that Calyx Peak's efforts to satisfy the terms of the Agreement have not been "prompt and efficient." Accordingly, Calyx Peak's failure to satisfy Section 2(a) of the Agreement constitutes a breach of the Agreement's terms and conditions.

Therefore, the Town demands that Calyx Peak cure the aforementioned breach within 60 days of this notice, in accordance with Section 10(c) of the Agreement. As you know, Section 10(c) of the Agreement provides that the Agreement may be terminated 'for breach of conditions contained herein that remain uncured 60 days from the date of notice of such breach. "

The Agreement shall be terminated immediately and automatically upon the expiration of this notice period unless the breach has been timely cured by Calyx Peak. Termination shall be in addition to any other remedies that may be available to the Town.

Regards,

A handwritten signature in black ink, appearing to read 'James Feeney', written over the printed name.

James Feeney
Town Manager

Cc: Peter D'Agostino, Tenax Strategies
Ashley Maher, Select Board Administrator
Michael Cunningham, Town Counsel
Jaclyn Munson, Deputy Town Counsel



**Town of Arlington
Office of the Town Manager**

James Feeney
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010

November 25, 2025

VIA ELECTRONIC COMMUNICATION

Michael Hunnewell
President
Eskar, LLC
15 Forbes Street, Apt. 2
Boston, MA 02130
michael.hunnewell@eskarma.com

Re: Town of Arlington Host Community Agreement

Dear Mr. Hunnewell,

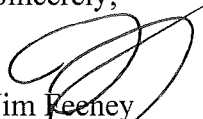
As you know, the Town of Arlington (the "Town") and Eskar, LLC ("Eskar") entered into a Host Community Agreement (the "HCA") on June 24, 2019, for Eskar to operate a Marijuana Retail Establishment ("MRE") located at 19-23 Broadway, Unit 1F, Arlington, MA. In accordance with Section 12 of the HCA, the term of that agreement commenced on July 29, 2022 and expires five (5) years thereafter on July 28, 2027.

In accordance with the HCA, Eskar is obligated to pay the Town certain monies based on its gross revenue sales accruing from the date in which sales commenced, as well as submit at least annual financial records to the Town on or before January 15 of each calendar year, with a certification of the gross sales for the respective year. The Town has not received all of these payments, nor has it received Eskar's annual financial records or certifications of gross sales. As such, the Town is unable to determine how much money is owed to it because of Eskar's breach of its contractual obligations.

In sum, Eskar has breached its HCA by failing to make all required payments from its gross revenue to the Town and further, for failing to provide annual financial records. In accordance with Section 13(a) of the HCA, the Town respectfully requests that Eskar cure the issues stated herein within ten (10) days. In the event that Eskar fails to cure this breach within the requisite time period, the Town may take appropriate actions to recoup the money it is owed.

Please feel free to contact me with any questions or concerns.

Sincerely,



Jim Keeney
Town Manager

JF/jrm

cc: Town of Arlington Select Board
Christine Bongiorno, Deputy Town Manager, Operations
Michael C. Cunningham, Town Counsel
Jaclyn Munson, Deputy Town Counsel



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

Next Scheduled Meeting of Select Board December 22, 2025

Summary:

When: Dec 8, 2025 07:15 AM Eastern Time (US and Canada)

Topic: Select Board Meeting

Register in advance for this webinar:

https://town-arlington-ma-us.zoom.us/webinar/register/WN_fhzTuhDKTwu5Crm_ReggUw

After registering, you will receive a confirmation email containing information about joining the webinar.

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