



Town of Arlington Select Board

Meeting Agenda

October 22, 2018

7:15 PM

Select Board Chambers, 2nd Floor, Town Hall

CONSENT AGENDA

1. Minutes of Meetings: August 13, 2018; Emergency Addendum August 13, 2018; October 10, 2018
2. Request: Permit for Veterans' Day Parade, Sunday, November 11th
Jeffrey A. Chunglo, Director of Veterans' Services
3. For Approval: Arlington Public Art Youth Initiative Banners on Massachusetts Avenue in Arlington Center, April 2019 - May 2019
Kaitlin Longmire
4. For Approval: Two Sandwich Boards for Sarcoma Foundation of America's 'ACatpella Festival to Belt Out Cancer' from January 11 - January 25
Anna M. Colozzo, Representative, ACATpella Festival
5. Request: Special (One Day) Beer & Wine License, 11/10/18 @ Whittemore Robbins House for a Private Event
Kevin McGuire
6. Appointments of New Election Workers: (1) Michael Dolan, 2 Old Colony Road, D, Pct. 15; (2) Daniel Maher, 64 Maynard Street, U, Pct. 9; (3) Ralph Sexton, 48 Huntington Road, U, Pct. 19; (4) Marian Weisenfeld, 52 Dickson Avenue, U, Pct. 15

PUBLIC HEARINGS

7. 7:15 p.m. Janet Road
 - a) Request: Repair to Private Way
 - b) Betterment OrderKerri Kivolowitz, Resident

APPOINTMENTS

8. Introduction: Newly Appointed Clean Energy Future Committee Member
David Levy (term to expire 6/30/2021)
9. Introduction: Newly Appointed Elderly and Disabled Tax Aid Relief Fund Committee Member

- Jennifer Lewis-Forbes (term to expire 6/30/2021)
10. Grants Committee of the Arlington Commission on Arts and Culture (formerly Arlington Cultural Council)
Heidi Kendig (term to expire 10/31/2021)
 11. Commission for Arts and Culture (terms to expire 6/30/2021)
Cristin Bagnall
Beth Locke
Janet Oberto
Lidia Kenig Scher
Linda Shoemaker

LICENSES & PERMITS

12. For Approval: Public Entertainment License
Punjab, 485 Massachusetts Avenue, Jaspal S. Pabla
13. For Approval: Common Victualler and All Alcohol License
Adventure Pub, 190-192 Massachusetts Avenue, Athena Z. Peters
14. For Approval: Common Victualler License
Yassou, 1323 Massachusetts Avenue, Christo Paraskeroudis
15. For Approval: Common Victualler License
Usushi Cafe, 474 Massachusetts Avenue, Ping Zheng

TRAFFIC RULES & ORDERS / OTHER BUSINESS

16. Donation Acceptance for Spy Pond Park
 - a. Friends of Spy Pond Park Donation
 - b. Judy Record Conservation FundKaren Grossman, Friends of Spy Pond Park
Douglas W. Heim, Town Counsel
17. Discussion: Ballot Question 3: Referendum on an Existing Law
Mel Goldsipe, Vice Chair, LGBTQIA & Rainbow Commission

WARRANT ARTICLE HEARINGS

18. Articles for Review:

Article 3	Acceptance/Local Option: Recreational Marijuana Excise Tax
Article 4	Bylaw Amendment/LGBTQ + Rainbow Commission Membership
Article 5	Bylaw Amendment/Certain Personnel
Article 6	Endorsement/The John J. Bilafer Arlington Citizens' Scholarship Fund - Dollars for Scholars

CORRESPONDENCE RECEIVED

19. Request for Traffic Calming on Thorndike Street at Entrance to Magnolia Park
Bill Palmteer, 112 Thorndike Street

NEW BUSINESS

Next Scheduled Meeting of Select Board November 14, 2018



Town of Arlington, Massachusetts

Minutes of Meetings: August 13, 2018; Emergency Addendum August 13, 2018; October 10, 2018

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	8.13.18_draft_minutes.docx	Draft Minutes 8.13.18
▣ Reference Material	8.13.18_draft_emergancy_minutes.docx	Draft Emergency Addendum Minutes 8.13.18
▣ Reference Material	10.10.18_draft_minutes.docx	Draft Minutes 10.10.18

Town of Arlington
Board of Selectmen
Meeting Minutes
August 13, 2018
7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

Present: Mr. Dunn, Chair, Mrs. Mahon, Vice Chair, Mr. Greeley, Mr. Curro and Mr. Hurd
Also Present: Mr. Chapdelaine, Mr. Heim, Mrs. Krepelka

1. Wheelabrator Community Gift

John Farese, Wheelabrator Technologies

Mr. Greeley moved to table.

SO VOTED (4-0)

Mrs. Mahon arrived late.

2. Beer Garden Update and Request for Approval of Saturdays in September

Ali Carter, Economic Development Coordinator

Following concerns about the Beer Garden's impact on Arlington Center businesses, the Board asked Ali Carter, Economic Development Coordinator to report back in August before approving September dates to discuss and review the results of the survey as well as attendance. Ms. Carter stated that in the three weekends the Beer Garden ran, a total of 2,378 transactions occurred. Approximately 1,500 guests attended each Beer Garden with two-thirds of attendees over the age of 21. Ms. Carter stated that 86 percent of Beer Garden patrons went to Arlington Center specifically for the Beer Garden. Attendees also spent money in Arlington Center. Ms. Carter also stated that Aeronaut asked to remove Sundays from its schedule after the brewery discovered they would need more staff than anticipated to work the event. Select Board Member Hurd asked Aeronaut if there was a way they could use Sunday as a rain date when it rains on Saturday. Aeronaut stated that if there was a way to approve the alcohol license for that they would consider using Sunday as a rain date. The Board thanked Ms. Carter and Aeronaut Brewery for all their work in making this event such a success.

Mr. Greeley moved that the Select Board approve Sunday license as a rain date.

SO VOTED (5-0)

3. For Approval: Plan for Signs in Heights

Ali Carter, Economic Development Coordinator

Ms. Carter stated that there are two signs located in Arlington Heights at the corner of Mass. Ave. and Park Ave. These signs were installed as part of the Mass. Ave. Reconstruction Project in the 1980's. Over the years, they have functioned as gateway signs and business directories. By 2017 the signs were in poor repair and in the fall of that year were taken down by the Department of Public Works to be painted and restored. They were reinstalled in the spring of 2018 and continue to serve their original function as gateway signs, reading "Welcome to Arlington Heights" on the Park Avenue facing side of each sign. The Mass. Ave. facing side of each sign, however, is currently blank. This side formerly featured a map and listing of businesses in the Heights; many neighborhood owners expressed that this is no longer a necessary or viable use for the sign. In conjunction with the Arlington Heights Community Association, it was proposed to have these signs repurposed into historical vignette and

community announcement boards. Ms. Carter stated in addition to the historical vignette, the very same space on these Heights signs can alternately function as community announcement boards, similar to the sign in front of Town Hall used by local nonprofits and town committees to announce their events. The two signs in the Heights can be fitted with hooks to allow installation of signs. When there is no event to promote, event signage will be removed and an attractive historical vignette will be revealed underneath.

Mrs. Mahon moved approval.

SO VOTED (5-0)

4. For Approval: Creation of Affordable Housing Advisory Committee

Jenny Raitt, Director of Planning and Community Development

Erin Zwirko, Assistant Director of Planning and Community Development spoke regarding the distributing of Affordable Housing Funds. She stated the Town of Arlington has two accounts that contain funds specifically set aside for affordable housing, one from the developer of the Symmes Hospital Site provided as part of the Land Disposition Agreement recorded on July 25, 2005, as amended, and the second from a non-federal fund. In total, the amount is \$178,300. Of the total, \$150,000 was received from the Symmes Redevelopment Associates, LLC with the intended purpose of "subsidizing affordable housing units and for deposit in the Affordable Housing Trust Fund or in a similar account for such purposes." The remaining amount, \$28,300 is believed to be CDBG program income funds moved in to an account for the purpose of creating affordable housing.

All affordable housing trusts include a statement of purpose that guides how affordable housing funds are allocated and dispersed by the Trustees. The creation of an Advisory Committee would assist the Select Board in making recommendations for distribution of these funds. This Advisory Committee should be no more than 9 people and be made up of representatives from the following departments, other committees, and the public:

1. Member of the Select Board
2. Town Manager or designee
3. Director of Planning and Community Development or designee
4. Representative from the Housing Plan Implementation Committee
5. Representative from the Arlington Redevelopment Board
6. Representative from Community Preservation Act Committee; and
7. Three residents or business community members, at least one of whom has experience with affordable housing either as a tenant or developer

The Select Board would appoint the Advisory Committee members for two year terms with the option to be reappointed. The terms could become staggered after the initial year. The Advisory Committee would be required to comply with the requirements of the Open Meeting Law.

Mrs. Mahon moved approval subject to all conditions as set forth.

SO VOTED (5-0)

CONSENT AGENDA

5. Minutes of Meetings: July 16, 2018
6. REAPPOINTMENTS (terms to expire 6/30/2021)

Commission on Disabilities

Michael Rademacher

Council on Aging

Jill Greenlee

Human Resource Board

Sheila Keady Rawson

Park and Recreation Commission

Jennifer Rothenberg

Veteran's Council

William Hayner

Patrick Quinn

Anmarie Russo

7. Request: Special (One Day) All Alcohol License, 9/1/18 @ Whittemore Robbins House for a Private Event
Anirudh Mohan Jhanji
8. Request: Special (One Day) Beer & Wine License, 9/15/18 Town Day Beer Garden
Marie Krepelka and Kathleen Darcy, Town Day Co-Chairs
9. Request: Special (One Day) All Alcohol License, 9/21/18 @ Smith Museum, Jason Russell House for Arlington Historical Society Cocktail Party Social Fundraiser
Patsy Kraemer, Arlington Historical Society

10. Request: Oktoberfest at the Old Schwamb Mill, October 13, 2018, Noon - 4:00 p.m.

Edward Gordon, Director of Museum Programs, Old Schwamb Mill

a) Special (One Day) Beer & Wine License

b) Mill Lane (between Lowell Street and bridge over Mill Brook) - street closing

Mr. Gordon appeared before the Board to speak on his request to serve alcohol at this event that is to be held on October 13th. He stated to receive more information for Oktoberfest to visit their website www.oldschwabmill.org or call them at 781-643-0554.

11. For Approval: Arlington-Belmont Crew Lawn Signs, 8/14/18 through 8/28/18

Rosemary Burke, AB Crew Co-President

Mrs. Burke wanted to thank Arlington for its strong support to the Arlington-Belmont Crew Team. They are requesting lawn signs to advertise for new members, particularly beginners. She

stated that this is a walk on team, and encourage Arlington High School students to join their team. Mr. Curro stated that some of the signs look like they may be directly abutting some private properties and to notify the owners when placing the signs.

12. For Approval: All Alcohol License Revision

George Mullan, 193 Massachusetts Avenue, Town Tavern

Mr. Curro moved approval.

SO VOTED (4-0)

Mrs. Mahon arrived late.

LICENSES & PERMITS

13. For Approval: Common Victualler License

Luigi's Italian Kitchen, 242 Massachusetts Avenue, Kevin and Lisa Cronin

Mrs. Mahon moved approval subject to all conditions as set forth.

SO VOTED (5-0)

14. For Approval: Public Entertainment and Alteration of Premise Licenses

Commune Kitchen, 203 Broadway, Richard Niedzwiecki

Mr. Curro moved approval subject to all conditions as set forth.

SO VOTED (5-0)

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF 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.

No matters were presented to the Board.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

15. Request: Handicap Parking Sign @ 31 Magnolia Street

Donald R. Ronchetti, Jr.

Mr. Curro moved approval.

SO VOTED (4-0)

Mrs. Mahon arrived late.

16. Discussion: Haiku Bikeway Project

Adria Arch, Chair, Arlington Public Art

Cecily Miller, APA

Ms. Miller presented a report regarding Pathways: Art on the Minuteman Bikeway. This is a partnership project of the Arlington Commission on the Arts and Culture and the Arlington Public Art funded in part by the Arlington Cultural Council and the National Parks Service. Said locations are between Linwood Circle and Kickstand Cafe.

Mr. Curro moved receipt of report and thanked Ms. Miller for all their hard work.

SO VOTED (5-0)

17. Request Support of Minuteman Bikeway 25th Anniversary Celebration, September 29th

Christopher Tonkin, Chair, Arlington Bicycle Advisory Committee

The Arlington Bicycle Advisory Committee is requesting the Select Board's support in planning an upcoming celebration for the Minuteman Bikeway's 25 Anniversary. In collaboration with groups from Lexington and Bedford, ABAC is planning a 25th Anniversary celebration of the Minuteman Bikeway scheduled for Saturday, September 29th. While Arlington's 25th Anniversary Committee coordinated several successful events last year to celebrate the anniversary, this year is the bikeway's anniversary in Lexington and Bedford, and the aim for the 29th is for celebratory activities to expend through all three municipalities.

In preparation for the event, ABAC would like to:

- A. Create two banner signs to hand over the bikeway which would say "Celebrate 25 Years along the Bikeway"; and
- B. Invite the Governor and other dignitaries to the event. ABAC is working with representatives in Lexington and Bedford to create an official invitation that could be distributed to dignitaries, and is interested in having the Select Board sign the invitation.

Mr. Greeley moved approval.

SO VOTED (5-0)

18. For Discussion and Approval: Amendment of Lime BikeShare Operator License to Increase from 150 to 300 Bikes

Douglas W. Heim, Town Counsel

Mr. Chapdelaine stated that earlier this year the Board approved the first licenses to operate a bicycle share system in Arlington under our pilot program following the MAPC-lead RFP Process along with 14 other participating communities. One pilot program allowed for 300 bicycles in Arlington, divided up between the two successful bidders -- Lime and Spin, for 150 bikes each. Unfortunately, Spin informed the Town that it will not launch its bike share service in Arlington or any of the other communities who participated in the joint competitive procurement. As such, Lime now requests to amend its license to make up for the gap, allowing them to field all 300 bikes anticipated by the Board and the Planning Department.

Mr. Greeley moved approval.

SO VOTED (5-0)

19. For Discussion and Approval: Authorized Use Limitation for 51 Grove Street DPW Yard
Douglas W. Heim, Town Counsel

Town Counsel informed members of the Select Board in 2001 the Town and a group of industrial corporations (Honeywell International, the Boston Gas Company, the Massachusetts Electric Company and/or their successors and assigns) collectively known as the "Industrial Parties," entered into a settlement agreement with respect to environmental conditions located at the DPW Yard and Peirce Field. The full agreement and its several amendments remediated or capped conditions of concern at both sites, required the Industrial Parties to continue to monitor and report on site conditions to ensure safety, and provided additional consideration for the Town including several million dollars in capital improvements to the athletic facilities. In return, the Town was required to file an Authorized Use Limitation with Mass DEP and a Grant of the Restriction and Access Easement to the Industrial Parties for both the DPW Yard and Peirce Field.

Town Counsel is requesting the Board's approval for both the AUL and the Use Restriction and Access Easement for the DPW Yard site only at this juncture.
Mrs. Mahon moved approval. SO VOTED (5-0)

CORRESPONDENCE RECEIVED

Spy Pond Sediment Removal

Paul D. Stedman, MassDOT

The Board requested through the Town Manager to refer to the Department of Public Works.

Request Contacting National Grid re Reduction of Gas Leaks

G. Lee Humphrey, 169 Commonwealth Avenue, Boston

The Board referred to the Gas Leak Moratorium Committee.

Request Reconsideration of Moratorium on Non-Emergency Gas Permits

Deborah Nowell, Esq., 1193 Massachusetts Avenue

Mrs. Mahon moved receipt of "Correspondence Received".

SO VOTED (5-0)

NEW BUSINESS

Mrs. Krepelka notified the Board that there will be a Town Day meeting Tuesday August 14th from 2-4 p.m. to discuss new booth vendors and entertainment.

Mr. Heim stated that late last week the attorney general's office notified us that they approved Town Bylaw changes from the 2018 Annual Town Meeting with one detail, they are holding the gender neutral bylaw while the special legislation goes through so that will happen at the same time. Representative Garballey's staff transmitted to Mr. Heim the latest draft, and it looks good. The hope is that they will be voting on that relatively quickly. Mr. Heim also highlighted that the fine was seen as too high in the animal control update, which we essentially took from the state statute but it will remain as it is at 300 dollars

Mr. Chapdelaine wanted to thank Mr. Heim for the work and conversations he had to update the Board regarding the Alewife Garage closure. Mr. Chapdelaine stated that there will be a public forum for the Bus Rapid Transit on Wednesday night at 7p.m. Town Hall Auditorium.

Mr. Greeley stated that last Sunday evening he was the MC for the Cyrus E. Dallin Fundraiser that was very successful. Mr. Greeley read aloud a Haiku about his move from Mystic Street to Russell Place he is pleased to be remaining in Arlington with his wife and family.

Mrs. Mahon stated that Algonquin Gas will be coming in every 7 years to Sunnyside Ave. Mrs. Mahon relayed some questions from the neighbors that they would like to be notified as well as the Town from the DCR when they will be doing the work and how the patching will be done. Mrs. Mahon stated that she would share the e-mails with the office to be forwarded to the Board including the Town Manager.

Mr. Hurd also invited people to the public forum regarding the Bus Rapid Pilot and see where we really are in the process.

Mr. Curro noted that the Youth Villages is closing their Arlington Campus; he did attend a neighborhood conversation. He stated that there were a lot of questions on what Youth Villages time table is or what their intent is for the property but he anticipated that there will be more questions.

Mr. Dunn stated that they started the process of interviewing candidates for a new Treasurer, the subcommittee met and reviewed resumes and then proceeded to first round interviews and have set up a callback list for second round interviews. Mr. Dunn noted that they have had around 25-30 applicants and 8 interviews for the first round and they are calling 3 back for the second round. Mr. Dunn reminded everyone to go out and vote on September 4th. He also wanted to remind the Board that this is their last meeting in the summer which means no more summer dress code!

Mrs. Mahon moved to adjourn.

SO VOTED (5-0)

A true record: Attest

Marie A. Krepelka

Board Administrator

Next Scheduled Meeting of BoS September 12, 2018

8/13/2018

Agenda Items	Documents Used
1	Wheelabrator Community Gift
2	Beer Garden Update and Request for Approval of Saturdays in September Ali Carter, Economic Development Coordinator
3	For Approval: Plan for Signs in Heights Ali Carter, Economic Development Coordinator
4	For Approval: Creation of Affordable Housing Advisory Committee Jenny Raitt, Director of Planning and Community Development
5	Draft July 16, 2018
6	Requests to Reappoint, Meeting Notices
7	Request: Special Alcohol License Application for Wedding - 9/1/18
8	Request: Special Alcohol License Application, Town Day Beer Garden Marie Krepelka and Kathleen Darcy, Town Day Co-Chairs
9	Request: Special Alcohol License Application, Arlington Historical Society 9/21/18 Smith Museum, Jason Russell House
10	Request and Special One Day Alcohol License Application, Oktoberfest t Old Schwamb Mill, October 13, 2018
11	Request from Arlington Belmont Crew Lawn Signs, 8/14/18 thru 8/28/18 Rosemary Burke, AB Crew Co-President
12	For Approval: All Alcohol License Application Revision - Town Tavern. 193 Mass. Avenue

13	For Approval: Common Victualler Application - Luigi's Italian Kitchen 242 Massachusetts Avenue, Kevin and Lisa Cronin
14	For Approval: Public Entertainment Application, Alteration of Premise Application – Commune Kitchen, 203 Broadway
15	Request: Handicap Parking Sign Application from D. Ronchetti, Jr, 31 Magnolia Street
16	Discussion: Arlington Public Art Haiku Bikeway Project Presentation Cecily Miller APA
17	Request Support of Minuteman Bikeway 25th Anniversary Celebration, September 29th, Christopher Tonkin, Chair, ABAC
18	For Discussion and Approval: Amendment of Lime BikeShare Operator License to Increase from 150 to 300 Bikes, Douglas W. Heim, Town Counsel
19	For Discussion and Approval: Authorized Use Limitation for 51 Grove Street DPW Yard - Douglas W. Heim, Town Counsel
Correspondence Received	Spy Pond Sediment Removal from MassDOT Request Contacting National Grid from G. Humphrey Request Reconsideration of Moratorium on Non-Emergency Gas Permits from D. Nowell, Esq.

Town of Arlington
Board of Selectmen
Meeting Minutes
August 13, 2018
7:15 PM

EMERGENCY ADDENDUM Selectmen's Chambers, 2nd Floor, Town Hall

Present: Mr. Dunn, Chair, Mrs. Mahon, Vice Chair, Mr. Greeley, Mr. Curro and Mr. Hurd

Also Present: Mr. Chapdelaine, Mr. Heim, Mrs. Krepelka

1. For Discussion and Recommendation: Alewife Parking Garage Status and Strategies for Mitigating Neighborhood Impacts, including Possible Emergency Parking Regulations
Daniel J. Dunn, Chair

Arlington's State Senator Cindy Friedman and State Representative Sean Garballey appeared before the Board to present conditions at the parking garage at the MBTA's Alewife Station which reopened this morning after deteriorating concrete forced weekend shutdown for repairs and assessments.

Senator Friedman asked the MBTA to detail its plans for the Cambridge garage and they need to do a much better job of communicating with us.

Chairman Dunn said that the Board discussed the garage's infrastructure at their goals setting meeting after the MBTA sent the Town a copy of a report dating from November 2017 that highlighted structural concerns in the garage's concrete. Chairman Dunn stated that he Town would be keeping an eye on East Arlington to see if there are any impacts to the neighborhood with regards to people packing there instead of the Alewife garage.

Senator Friedman stated it is in such a state of disrepair that people are scared to go there. Representative Garballey stated constituents and officials are angry and if morning commuters who don't get to Alewife by 8:30 a.m. risk not getting a parking space.

The Board thanked Senator Friedman and Representative Garballey for taking the time to come to the meeting and give the Board their latest updates.

A true record: Attest

Marie A. Krepelka
Board Administrator
Next Scheduled Meeting of BoS September 12, 2018

TOWN OF ARLINGTON
SELECT BOARD

Meeting Minutes
October 10, 2018
7:15 PM

Select Board Chambers, 2nd Floor, Town Hall

Present: Mr. Dunn, Chair, Mrs. Mahon, Vice Chair, Mr. Greeley, Mr. Curro and Mr. Hurd
Also Present: Mr. Chapdelaine, Mr. Heim and Mrs. Krepelka

CONSENT AGENDA

1. Minutes of Meetings: September 24, 2018
2. For Approval: Lions Club Eyemobile @ Town Hall, Saturday, 10/27/18, 9:00 a.m. - 4:00 p.m.
David Garrity, Secretary, Arlington Lions Club
3. Request: Special (One Day) Beer & Wine License, 10/20/18 @ Robbins Memorial Town Hall for a Private Event
Stephanie Scogna
4. Request: Special (One Day) Beer & Wine License, 10/20/18 @ Whittemore Robbins House for a Private Event
Philip Clossey and Linda Jeong
5. Request: Special (One Day) Beer & Wine License, 10/21/18 @ Whittemore Robbins House for a Private Event
Lee Hope
6. Request: Special (One Day) Beer & Wine License, 10/26/18 @ Robbins Memorial Town Hall for AYCC Gala
Colleen Leger and Justine Bloch, AYCC Board of Youth Services
7. Request: Special (One Day) Beer & Wine License, 10/27/18 @ Robbins Memorial Town Hall for a Private Event
Jan Penney
8. Request: Special (One Day) Beer & Wine License, 11/3/18 @ Robbins Memorial Town Hall for a Private Event
Sheryl Elkin

9. Request: Special (One Day) All Alcohol License, 1/25/19 @ Arlington Catholic High School for 10K Drawing
Lee-Ann Pepicelli-Murray, Director of Advancement

10. Request: Special (One Day) All Alcohol License, 3/9/19 @ Arlington Catholic High School for Quiz Night
Lee-Ann Pepicelli-Murray, Director of Advancement

11. Appointments of New Election Workers: (1) Thomas Reidy IV, 53 Candia Street, U, Pct. 3; (2) Mary Ann Sullivan, 41 Upland Road West, U, Pct. 8; (3) Martha Tsafoulis, 22 Laurel Street, D, Pct. 19

Mrs. Mahon moved approval subject to all conditions as set forth.

SO VOTED (5-0)

APPOINTMENTS

12. Community Preservation Committee (term to expire 6/30/2021)

Charlie McCabe

(tabled from 9/24/18 meeting)

Mrs. Mahon moved approval. The Board thanked Mr. McCabe for his willingness to serve on said Board.

SO VOTED (6-0)*

* Town Manager Chapdelaine also has a vote.

13. Clean Energy Future Committee (terms to expire 6/30/2021)

Marc Breslow

Coralie Cooper

Shelly Dein

James DiTullio

Ryan Katofsky

David Levy

Mr. Curro moved approval and thanked the members for their willingness to serve.

Mr. Levy was unable to attend said meeting and will attend a future meeting.

SO VOTED (5-0)

14. Elderly and Disabled Tax Aid Relief Fund Committee (terms to expire 6/30/2021)

Lillian Hartman

Jennifer Lewis-Forbes

Ted Peluso

Mrs. Mahon moved approval and thanked the two appointees for their willingness to serve.

Ms. Lewis-Forbes was unable to attend said meeting and will attend a future meeting.

SO VOTED (5-0)

LICENSES & PERMITS

15. For Approval: Common Victualler and All Alcohol License

Mini Punjab, 444 Massachusetts Avenue, Kashmir Singh

(postponed from 9.12.18 meeting)

Attorney John Leone, representing owners of Punjab, stated that his clients did not mind the competition but still opposed the name change from Mini Punjab to Rangla Punjab.

Attorney Leone stated it is the confusion with the name Punjab that is of concern.

Mr. Greeley moved approval subject to all conditions as set forth.

SO VOTED (5-0)

CITIZENS 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.

Sharon Shaloo, 8 Ravine Street, appeared before the Board for the second time expressing her concerns and issues with the Arlington Police Department regarding an incident with a family member.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

16. Request: Two Spaces, On Street Overnight Parking @ 176-178 Medford Street (parking on Hayes Street)

Bonnie Duncan

Ms. Duncan did not appear before the Board.

Mrs. Mahon made a motion to deny said request based on report received from the Arlington Police Department.

SO VOTED (5-0)

17. Discussion & Vote: Letter to FCC Opposing Changes to PEG Access Funding

Douglas W. Heim, Town Counsel

The Federal Communications Commission (FCC) has recommended that "in-kind" contributions required by franchising agreements offset "franchise fees," to decrease the cost of entering the market and stimulate competition. In response, the Board unanimously agreed to send a letter to the FCC and to both branches of Congress expressing its objection.

Town Counsel Heim stated this could potentially have a devastating impact on both ACMI and the Town. He stated Arlington has three cable companies and we are not short on competition.

Attorney John Leone, ACMI President, said these fee changes would drastically cut into our funding, and lose the Town's ability to get any funding and revenue, and would cause a lot of financial difficulties.

Mr. Greeley moved approval of support and to have Board send letter to the FCC opposing changes to PEG Access Funding. SO VOTED (5-0)

18. Discussion: Update on Long Range Plan and Override Scenarios

Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine presented a detailed report regarding the Override Scenarios the Town is facing. The Manager and the Select Board discussed whether to have an operating override at a different time as the debt exclusion for a rebuild public high school. Chairman Dunn stated previous discussions dating to last year have consistently been about holding them on the same date. Chairman Dunn explained that we are in the advanced-planning stage for a new high school, and plan to ask the voters for a debt exclusion next spring. Chairman Dunn stated that at the recent Long-Range Planning Committee meeting on Friday it was clear we do not have a consensus on whether to have an operating override at the same time as the debt exclusion. Select Board Member Greeley stated he feels putting them both on the ballot gives people a choice and in his opinion, people would vote for the high school. Select Board Member Curro stated that if the high school does not pass, he does not think we will see a rebuild high school in our lifetime. He stated that with the general override, we potentially have the next year and asked if the sentiment were to turn against one or the other does it potentially sink them both?

The Board thanked the Town Manager and Deputy Town Manager Pooler for an excellent presentation.

NEW BUSINESS

Mr. Chapdelaine stated the Pilot Bus Route went in affect yesterday and was a success. Mr. Chapdelaine was excited because he thinks we can have a meaningful impact on the lives of a number of Arlington residents.

Mrs. Mahon asked the Manager who was gathering the information to report on the success of the Pilot Program. Mr. Chapdelaine stated that Daniel Amstutz, Senior Transportation Planner, Dept. of Planning and Community Development, will be gathering information as to the success of said program and handle any questions that residents have.

Mr. Greeley reminded the residents that the last day to submit nominations for the Select Board Awards was Friday, October 12th. The Awards Event will take place in the Town Hall Auditorium on Thursday, November 29th.

Mrs. Mahon thanked the Board for supporting her changes to the National Grid Moratorium.

Mr. Hurd stated that he heard that the Bus Route was a great success.

Mr. Hurd also stated that he was sorry that the "Beer Garden" ended last Saturday and feels it was a great success. He thanked Ali Carter and Aeronaut Brewery for making it a huge success.

Mrs. Mahon moved to adjourn at 9:35 P.M.

SO VOTED (5-0)

Next Scheduled Meeting of BoS October 22, 2018

A true record attest:

Marie A. Krepelka
Board Administrator

10/10/18

Agenda Item	Documents Used
1	Approval: Minutes of Meeting 9.24.18
2	Approval: Lions Club Eyemobile Request 10/27/18
3	Request: Scogna Special Beer & Wine Application 10/20/18
4	Request: Clossey and Jeong Special Beer & Wine Application 10/20/18
5	Request: Lee Hope Special Beer & Wine License - 10/21/18
6	AYCC Special Beer & Wine Application - 10/26/18
7	Penney Special Beer & Wine Application - 10/27/18
8	Elkin Special Beer & Wine Application - 11/03/18
9	Arlington Catholic High School Special All Alcohol Application for 10K Drawing - 1/25/19
10	Arlington Catholic High School Special All Alcohol Application for Quiz Night- 3/09/18
11	Appointments - Election Workers Master Records - Thomas Reidy IV, Mary Ann Sullivan, Martha Tsafoulis
12	Appointment - CPA - Charles McCabe - term expires 6/30/2021
13	Appointments: Clean Energy Future Committee - M. Breslow, C. Cooper, S. Dein, J. DiTullio, R. Katofsky, D. Levy - terms to expire 6/30/2021
14	Appointments: Elderly and Disabled Tax Aid Relief Fund Committee: Lillian Hartman, Jennifer Lewis-Forbes, Ted Peluso - terms expire 6/30/2021
15	Approval: Common Victualler and All Alcohol License - Mini Punjab ,444 Massachusetts Avenue, Kashmir Singh
16	Request: Two Spaces, On Street Overnight Parking at 176-178 Medford Street
17	Discssion & Vote: Letter to FCC Opposing Changes to PEG Access Funding Douglas W. Heim, Town Counsel
18	Long Range Financial Projection, Override Scenarios



Town of Arlington, Massachusetts

Request: Permit for Veterans' Day Parade, Sunday, November 11th

Summary:

Jeffrey A. Chunglo, Director of Veterans' Services

ATTACHMENTS:

	Type	File Name	Description
▯	Reference Material	J._Chunglo_Memorandum.pdf	Reference



Town of Arlington
Department of Health and Human Services
Department of Veterans' Services
730 Massachusetts Avenue
Arlington, MA 02476

Jeffrey A. Chunglo
Director of Veterans Services

Tel: 781 316-3166
Fax: 781 316-3129

9 OCT 2018

Board of Selectmen
Town Hall, Arlington
730 Massachusetts Avenue
Arlington, Ma. 02476

Re: Permit for 11 NOV 2018

Members of the Board,

On behalf of the veterans of the Town of Arlington, I am requesting a permit to allow veteran organizations, local veterans, and residents to participate in the annual Veteran's Day Parade. The parade is scheduled to begin at 10:30 on 11 NOV 2018.

The parade will begin at Walgreen's Pharmacy on Massachusetts Avenue and proceed to Central Fire Station. A police escort will be needed along Massachusetts Avenue.

Very respectfully,

A handwritten signature in dark ink, appearing to be "J. Chunglo", written in a cursive style.

Jeffrey A. Chunglo



Town of Arlington, Massachusetts

For Approval: Arlington Public Art Youth Initiative Banners on Massachusetts Avenue in Arlington Center, April 2019 - May 2019

Summary:

Kaitlin Longmire

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Arlington_Public_Art.pdf	Reference



Arlington Public Art Youth Initiative

2018-19 Call for Artists

Arlington Public Art seeks teens in grades 6 - 12 who live or attend school in Arlington to submit creative and thoughtful artwork for the Youth Banner Initiative. The theme this year is **TREES**. Artists are encouraged to think about trees in the broadest sense. Their importance to our environment, the resources they provide, family trees – even characteristics such as life, strength, and growth that trees can symbolize.

Submission Guidelines:

- Artists may submit only **one** entry
- The size of the submission must be 2 panels each 12"H x 4"W (for a total of 12" H x 8"W). The composition can be across the two panels.
- *Preferred* medium is digital photography - an unedited photo, a photo collage, a manipulated photo/Photoshop creation.
 - Digital submissions must be saved as a high-resolution **PDF** and the file must be at least 2 MB.
 - To submit your digital artwork, send an email to arlingtonyouthbanners@gmail.com. Attach your artwork as a PDF and either attach the completed application form or answer all the application questions in the body of your email.
- 2D collage and painting submissions will also be accepted.
 - Submit your hard copy artwork and completed application form to:
Arlington High School, 869 Massachusetts Ave, Arlington, MA 02476
ATTENTION: Dave Ardito
Remember to write your name, email, school, grade, and teacher on the back of the art!
- **Entry Deadline: Friday, November 30, 2018**

A jury will select 20 artworks to be digitized, printed on vinyl banners, and hung along Massachusetts Avenue in Arlington Center from April through May 2019. Selected artists will be notified at the end of December. A reception to honor all the entries will be held in the spring.

New this year: Three students will be selected by the jury to each receive a \$200 scholarship prize. Artwork will be selected based on the successful embodiment of the tree theme. Winners will be announced at the spring reception.

Questions? Contact Kaitlin Longmire at arlingtonyouthbanners@gmail.com

Funding for this project has been generously provided by the Gracie James Foundation



Town of Arlington, Massachusetts

For Approval: Two Sandwich Boards for Sarcoma Foundation of America's 'ACatpella Festival to Belt Out Cancer' from January 11 - January 25

Summary:

Anna M. Colozzo, Representative, ACATpella Festival

ATTACHMENTS:

	Type	File Name	Description
▯	Reference Material	Sarcoma_Foundation_request.pdf	Reference

Agenda
10/22/18
RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02476

2018 OCT 11 PM 12: 52

Sarcoma Foundation of America
A CATpella Festival to Belt Out Cancer
9899 Main Street, Suite 204
Damascus, MD 20872

October 11, 2018

Board of Selectman
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Members of the Board:

This letter is to request permission to display two sandwich boards to help notify our community of the Sarcoma Foundation of America, *A CATpella Festival to Belt Out Cancer*, to be held at the Loew's Auditorium on Friday evening, January 25, 2019. This event will help to raise funds for research and new therapies for sarcomas as well as to honor Catherine (Cat) Malatesta who died of epithelioid sarcoma.

We would like to place these boards in two distinct locations: on the westbound center island at the intersection of Mass. Ave. and Pleasant St. and on the Mystic Street island. These boards will be 25 inches wide and 37 inches in height and will be secured and stabled. We request permission to display the boards from January 11- January 25 and will remove the boards immediately in the event the festival is sold out prior to January 25.

Thank you for your consideration.

Sincerely,



Anna M. Colozzo, Representative, *A CATpella Festival*
Six Lawrence Lane
Arlington, MA 02474
781-799-8695



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 11/10/18 @ Whittemore Robbins House for a Private Event

Summary:

Kevin McGuire

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	McGuire_Special_Application.pdf	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Kevin McGuire / Pennypackers Fine Food

Address, phone & e-mail contact information: 514c Medford St. Somerville, MA 02145
352 283 1004 pennypackersfoodtruck@gmail.com

Name & address of Organization for which license is sought: Pennypackers Fine Food
514c Medford St Somerville, MA FOR wedding @ WRH

Does this Organization hold nonprofit status under the IRS Code? ☐ Yes ☒ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information: _____

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? NO If so, please give date(s) of Special Licenses and/or applications and title of event(s). _____

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?
NO

24-Hour contact number for Responsible Manager of Alcohol Event date: Kevin McGuire 352 283 1004

Title of Event: Safran wedding at WRH

Date/time of Event: 11/10/18 5-11pm

Location of Event: WRH

Location/Event Coordinator: Victoria Rose

Method(s) of invitation/publicity for Event: private wedding invitation

Number of people expected to attend: 75

Expected admission/ticket prices: 0

Expected prices for food and beverages (alcoholic and non-alcoholic): 0

Will persons under age 21 be on premises? NO

If "yes," please detail plan to prevent access of minors to alcoholic beverages. _____

Have you consulted with the Department of Police Services about your security plan for the Event?

~~NO~~ yes

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.

Date _____

Printed name/title

POLICE COMMENTS:

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

Beer / wine

What types of food and non-alcoholic beverages do you plan to serve at the Event? _____

water, soda, food menu attached

Who will be responsible for serving alcoholic beverages at the Event?

2 servers Kevin McGuire and Stephanie Todisco

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

Both have TIPS certification

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Kevin McGuire
Stephanie Tadisco

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) ~~Boston~~ Kappy's in Everett, MA

Date of Delivery: 11/10
Alcohol Serving Time (s): ~~5pm~~ 5pm - 9:30pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
Gordon pick up

Date of Pick-Up: 11/11

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) attached Liability Insurance
Tips Certificates

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: [Signature]

Printed name: Kevin McGuire

Printed title & Organization name: Owner Penny Patches Fine Food Inc

Email: penny patches food truck@gmail.com

Wendi Safran
22 Brooks Avenue
Arlington, MA 02474
wsafran@gmail.com

16 October 2018

SECURITY PLAN FOR WENDI SAFRAN WEDDING RECEPTION

A Wedding Reception will be held on Saturday, November 10, 2018 from 5:00pm-11:00pm at the Whittemore Robbins House. Alcohol service will run from 5:00pm-9:30pm.

An Alcohol Permit Application has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 75 adult guests to attend.

Victoria Rose, Event Coordinator and Crowd Manager, will be on site to monitor the use of the Whittemore Robbins House. Pennypackers Fine Food Catering will provide the food and the bartenders. Kevin McGuire is the Responsible Manager and Stephanie Todisco is the TiPS certified bartender. The Responsible Manager and catering company servers and bartender and the event coordinator are all responsible for ensuring that the event runs smoothly.

Parking for the event will be available in Whittemore Robbins House and Robbins Library parking lots, and on the side streets, as well as Massachusetts Avenue and municipal parking lots.

Please advise if there are other items that we need to consider.



MCGUR-1

OP ID: PS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/12/2018

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 Edward J. McGrath Insurance P.O. Box 1003 Dennis, MA 02638 E.J. McGrath Insurance Agency	508-385-2454	CONTACT NAME: E.J. McGrath Insurance Agency PHONE (A/C, No, Ext): 508-385-2454 FAX (A/C, No): 508-385-5991 E-MAIL ADDRESS:	INSURER(S) AFFORDING COVERAGE INSURER A: Safety Insurance Company INSURER B: Nautilus Insurance Company INSURER C: AIM Mutual Insurance Company INSURER D: Hospitality Mutual INSURER E: INSURER F:	NAIC # 41297J
INSURED Pennypackers Fine Food, Inc 63 Marshside Drive Yarmouthport, MA 02675				

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 INSP	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<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:	Y		NN919557	05/16/2018	05/16/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	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			6218813	07/01/2018	07/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			AN052761	05/16/2018	05/16/2019	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MA) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	AWC4007034617-2018	07/22/2018	07/22/2019	PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Liquor Liability	Y		00109590LL	08/30/2018	08/30/2019	Per occur 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

TOWN OF ARLINGTON
WHITEMORE ROBBINS HOUSE
670R MASSACHUSETTS AVENUE
ARLINGTON, MASSACHUSETTS 02476

CERTIFICATE HOLDER

ARLINTG

Town of Arlington MA
730 Mass. Ave Annex
Arlington, MA 02476

CANCELLATION

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
E.J. McGrath Insurance Agency

Certificate of Completion

This Certificate of Completion of

eTIPS On Premise 3.0

For coursework completed on April 18, 2018
provided by Health Communications, Inc.
is hereby granted to:

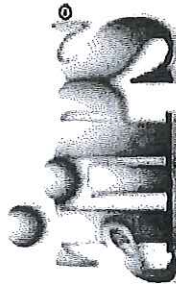
Kevin McGuire

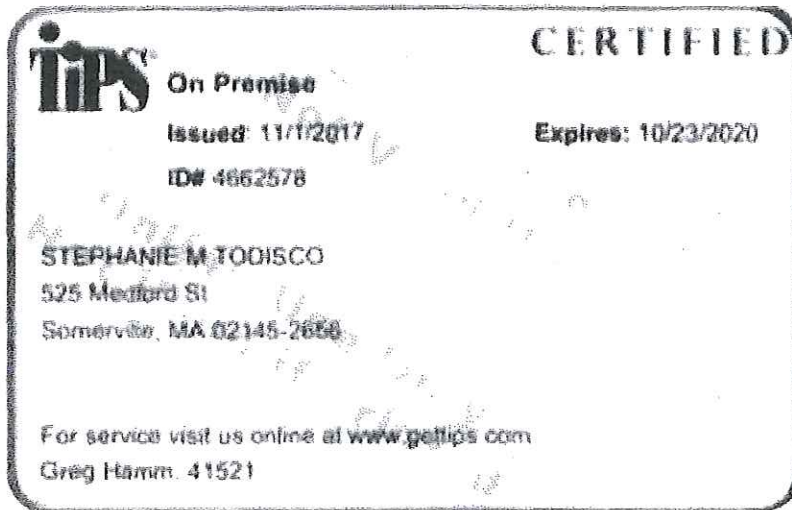
Certification to be sent to:

90 Quincy Shore Dr Apt 807
Quincy MA, 02171-2960 USA

HCI
HEALTH COMMUNICATIONS, INC.

This document is not proof of TIPS certification. It signifies only that you have completed the course. Valid certification documents will be forwarded to you.







Town of Arlington, Massachusetts

Appointments of New Election Workers: (1) Michael Dolan, 2 Old Colony Road, D, Pct. 15; (2) Daniel Maher, 64 Maynard Street, U, Pct. 9; (3) Ralph Sexton, 48 Huntington Road, U, Pct. 19; (4) Marian Weisenfeld, 52 Dickson Avenue, U, Pct. 15

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Election_Workers_Master_Records.pdf	Master Records

ELECTION WORKER'S MASTER RECORD

Date: 10/17/18

Check One: ✓ New Employee
 Change to Existing Employee

Vendor #		Position	WARDEN
Name:	MICHAEL DOLAN	Democrat	✓
Address:	2 OLD COLONY ROAD	Republican	
		Unenrolled	
Zip Code	02474	Precinct	15
Alpha/ Last Name		Phone #	

Position Codes:

10 – Warden	60 – Deputy Clerk
20 – Deputy Warden	70 – Teller
30 – Inspector	80 – Substitute
40 – Deputy Inspector	90 – Custodian
50 – Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 10/18/18

Check One: ✓ New Employee
 Change to Existing Employee

Vendor #	_____	Position	<u>Inspector</u>
Name:	<u>Daniel Thomas Maher</u>	Democrat	_____
Address:	<u>64 Maynard Street</u>	Republican	_____
	<u>Arlington, MA</u>	Unenrolled	<u>✓</u>
Zip Code	<u>02474</u>	Precinct	<u>9</u>
Alpha/ Last Name	_____	Phone #	_____

Position Codes:

10 – Warden	60 – Deputy Clerk
20 – Deputy Warden	70 – Teller
30 – Inspector	80 – Substitute
40 – Deputy Inspector	90 – Custodian
50 – Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 10/17/18

Check One: ✓ _____ New Employee
 _____ Change to Existing Employee

Vendor #	_____	Position	<u>INSPECTOR</u>
Name:	<u>RALPH D. SEXTON</u>	Democrat	_____
Address:	<u>48 HUNTINGTON RD</u>	Republican	_____
	_____	Unenrolled	<u>✓</u>
Zip Code	<u>02474</u>	Precinct	<u>19</u>
Alpha/ Last Name	_____	Phone #	_____

Position Codes:

10 – Warden	60 – Deputy Clerk
20 – Deputy Warden	70 – Teller
30 – Inspector	80 – Substitute
40 – Deputy Inspector	90 – Custodian
50 – Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 7/12/17

Check One: ✓ New Employee
 _____ Change to Existing Employee

Vendor #	_____	Position	INSPECTOR
Name:	MARIAN WEISENFELD	Democrat	_____
Address:	52 DICKSON AVENUE	Republican	_____
	_____	Unenrolled	✓
Zip Code	02474	Precinct	15
Alpha/ Last Name	_____	Phone #	_____

Position Codes:

10 – Warden	60 – Deputy Clerk
20 – Deputy Warden	70 – Teller
30 – Inspector	80 – Substitute
40 – Deputy Inspector	90 – Custodian
50 – Clerk	



Town of Arlington, Massachusetts

7:15 p.m. Janet Road

Summary:

- a) Request: Repair to Private Way
 - b) Betterment Order
- Kerri Kivolowitz, Resident

ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	Abutter_Project_Approval.pdf	Abutter Project Approval
▣	Reference Material	Abutter_Hearing_Notice.pdf	Abutter Hearing Notice
▣	Reference Material	Betterment_Order.pdf	Betterment Order

ABUTTER ADDRESS	NAME	Y/N	LOT SIZE	PRICE	1/3 AMT	PAID	2/3 AMT	PAID AMT	PIF
77 Hemlock St.	Matson		1	\$3,272.73	\$1,090.91				
42 Lansdowne Rd.	Larkin/Slaney	N	1	\$3,272.73	\$1,090.91				
46 Lansdowne Rd.	Medina	N	1	\$3,272.73	\$1,090.91				
2 Janet Rd.	Oehrtman/Rowland	Y	1	\$3,272.73	\$1,090.91				
6 Janet Rd.	Chen/Foxlin	Y	1	\$3,272.73	\$1,090.91				
7 Janet Rd.	Viola	Y	1	\$3,272.73	\$1,090.91				
10 Janet Rd.	Bell	Y	1	\$3,272.73	\$1,090.91				
11 Janet Rd.	Kelly	Y	1	\$3,272.73	\$1,090.91				
14 Janet Rd.	Kapilian	Y	1	\$3,272.73	\$1,090.91				
15 Janet Rd.	Chugh/Kivolowitz	Y	1	\$3,272.73	\$1,090.91				
27 Janet Rd.	Minnich/McCarthy	Y	1	\$3,272.73	\$1,090.91				
TOTAL				\$36,000.03	\$12,000.01				

2 Janet Road new owners as of 10/10, Lanneville and Gonsales, approve the private way repair.

OFFICE OF THE SELECT BOARD

DANIEL J. DUNN CHAIR
DIANE M. MAHON, VICE CHAIR
KEVIN F. GREELEY
JOSEPH A. CURRO, JR.
JOHN V. HURD



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

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

October 9, 2018

To Residents of Janet Road:

The Arlington Select Board will hold a public hearing on a petition received from two-thirds of the abutters of the private way known as Janet Road in accordance with Arlington Town bylaws, "Repairs to Private Ways", on **Monday, October 22, 2018, at 7:15 p.m. in the Select Board Chambers, 2nd Floor, Town Hall, 730 Massachusetts Avenue, Arlington, MA.**

The purpose of the public hearing is to determine if the repairs should be made. The public hearing will provide property owners an opportunity to be heard on the matter prior to the Select Board taking action on the petition.

The total estimated cost of the work to be performed is \$36,000. The estimated assessment, per lot, to the abutting property owners is \$3,272.73 per lot. If the Select Board approve the project, one-third of the total estimated cost (\$1,090.91 per lot) is required by certified check or money order prior to the start of the project. The remaining balance will be due upon completion, or if you choose, it can be assessed on your tax bill for payment over a **five-year period with interest**, in accordance with the M.G.L. Chapter 80, The Betterment Act.

Should you have any questions regarding this, please do not hesitate to contact me. Enclosed please find a copy of the Town bylaws, and a copy of the public hearing notice.

Very truly yours,
SELECT BOARD

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr
Enclosures

(PLACE TOWN SEAL HERE PLEASE)

Legal Notice
SELECT BOARD
PRIVATE WAY REPAIR
PUBLIC HEARING

At 7:15 p.m. Monday, October 22, 2018, there will be a public hearing at the Select Board Chambers, Town Hall, 730 Massachusetts Avenue, Arlington, MA, on a petition received from two-thirds of the abutters of the private way known as Janet Road in accordance with Arlington Town bylaws, "Repairs to Private Ways". The purpose of the public hearing is to determine if funds from the Private Way Account should be expended for said roadway.

Per Order of
The Select Board

Arlington Advocate publication:
October 11, 2018
October 18, 2018

TOWN BYLAWS – REPAIRS TO PRIVATE WAYS

ARTICLE 3

REPAIRS TO PRIVATE WAYS

Section 1. Classification

The Town Engineer and the Director of Public Works upon request of the Board of Selectmen acting in its capacity as the Board of Public Works shall recommend the classification of private ways in the Town according to the state of their construction and repair. The Board may then adopt such classifications with any modifications it may deem appropriate.

Section 2. Definition and Authorization

(ART. 20, ATM-05/04/92) (ART. 23, ATM-04/28/04)

The Board may vote to direct the Town Manager to make temporary repairs to private ways. Temporary repairs shall be limited to the filling of potholes, temporary patching, skimcoating, thin asphalt overlays, armor coating and grading of dirt roadways providing however, in the case of said grading, the petitioners agree to enter into a contract with a private contractor or the Town to pave the roadway forthwith. Drainage may be included when necessary as determined by the Public Works Director, to prevent further erosion.

Section 3. Criteria

(ART. 35, ATM-05/18/05)

The Board shall in making its determination as to the advisability of making temporary repairs take into consideration the following factors:

- A. The accessibility of the properties on the private ways to emergency vehicles such as police, fire and rescue.
- B. The volume of traffic that utilizes the private way i.e. deadend as opposed to feeder or connecting streets.
- C. The percentage of abutters on the particular private way petitioning the Board for the repairs.
- D. The number of years that the way shall have been open to public use.
- E. Such other considerations that the Board deems appropriate.
- F. Public Safety.

Section 4. Petition

The Board of Selectmen shall consider any private way or portion thereof for temporary repairs after having been petitioned to do so by at least two-thirds of the total number of abutting property owners on the Private Way who directly abut the portion to be considered for temporary repairs.

The Board may after careful consideration, elect to do the entire portion which was petitioned for, or a lesser portion, provided at least two-thirds of the abutting property owners on the lesser portion to be done are in favor of such action. The Board shall upon

receipt of a petition with at least two-thirds of the abutters' signatures affixed thereto shall hold a public hearing on the advisability of ordering the repairs and the kind and extent thereof. All abutters shall be given written notice of the hearing not less than seven (7) days prior thereto.

Section 5. Alternate Petition

Notwithstanding the provisions of Section 4 above, the Board may also consider a number of private ways for repair as a whole project when these private ways are ways where a majority of abutters are members of an association of abutters whose major purpose has been the maintenance and repair of those ways upon which these members' properties abut.

The Board may only consider these private ways to be repaired as a whole project when having been petitioned by two-thirds of the total number of abutters who abut all of the ways represented by the association. The Board upon receipt of such a petition shall hold a public hearing on the advisability of ordering the repairs and the kind and extent thereof. All of the abutters on all of the ways represented shall be given written notice of the hearing not less than seven days prior thereto.

Section 6. Assessment of costs

(ART. 23, ATM-- 04/28/04) (ART. 35, ATM-- 05/18/05)

The costs of all labor and materials and processing shall be assessed equally to all abutters on the private way, or portion thereof, or if the Board votes to order any repairs pursuant to a petition filed under Section 5 all the abutters on all the private ways to be repaired without regard to linear frontage.

A *one-third deposit* of the total estimated cost of the completion of the repair project shall be required before any work can be commenced. All remaining costs shall be apportioned, assessed and collected on a per-property basis pursuant to the procedures provided in Chapter 80 of the General Laws, the Betterment Act, including the placing of liens on the affected property and the collection of apportioned costs by means of property tax collection.

Any and all such deposits shall be deducted from the equalized share of the property owners actually paying.

Section 7. Collection of Apportioned Share

(ART. 35, ATM-- 05/18/05)

The Board of Selectmen before authorizing any repairs shall adopt a formal Betterment Order which shall require each abutter to pay his/her property's unpaid apportioned share of the repair cost over a five-year period to include interest at 5 percent or 2 percent above the cost (including Town oversight and administration costs) of any bond issued to fund the repair in question. The Assessors in conjunction with the Town Tax Collector will commit such amount to the respective abutters property tax bill and the Engineering

Division of the Public Works Department will cause same to be recorded at the Registry of Deeds so that same runs with the land.

Section 8. Liability

(ART. 35, ATM-05/18/05) (ART. 19, ATM-05/04/92)

There shall be a limitation of liability on the Town of Five Hundred (\$500.00) Dollars for any damages arising from any negligent repair of the private way which shall include damage from surface water run-off.

No repair shall be commenced until all the petitioners have signed an agreement with the Town holding the Town harmless from any additional damages arising from any negligent repair and providing evidence of insurance to the satisfaction of the Town. However, nothing in this paragraph shall excuse the Town from damages to property caused by the Town or agents thereof, during the repair process.

TOWN OF ARLINGTON
MIDDLESEX COUNTY, MASSACHUSETTS

October 22, 2018

Order relating to Janet Road Roadway Improvements.

Moved and Seconded that the Select Board acting pursuant to G.L. c. 40 § 6N, c. 80 §§ 1-16, and Article 3 of Title III "Repairs to Private Ways" of the Bylaws, hereby issue the following order to assess betterments for Janet Road.

- (1) Betterments are to be assessed for work done in accordance with the project entitled "Janet Road, Private Road Repair Project".
- (2) Betterments shall be assessed equally upon each parcel of land benefiting from such roadway improvements based upon the number of parcels whose address or property as assigned by the Town Engineering Department is on or directly abuts Janet Road.
- (3) Betterment Costs, currently estimated at \$36,000.00 shall be assessed over a five year period at an interest rate not to exceed 5%; and
- (4) Final assessment of betterment costs shall be determined after the work is completed in accordance with the above Plan and as accepted by the Town.

By Order, Select Board

Daniel J. Dunn, Chairman

Diane M. Mahon, Vice Chair

Kevin F. Greeley

Joseph A. Curro, Jr.

John V. Hurd



Town of Arlington, Massachusetts

Introduction: Newly Appointed Clean Energy Future Committee Member

Summary:

David Levy (term to expire 6/30/2021)

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Levy_appt.pdf	Reference



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: October 2, 2018

TO: Board Members

SUBJECT: Appointment to the Clean Energy Future Committee

This memo is to request the Board's approval of my appointment of David Levy, Arlington, MA, to the Clean Energy Future Committee, with a term expiration of 6/30/2021.

Adam Chapdelaine
Town Manager

SUMMARY:

Eight years in the finance and energy sector and five years in the public sector. Successful at executing investments and acquisitions through comprehensive underwriting and document negotiation.

CORE COMPETENCIES:

- Underwriting
- Portfolio management
- Transaction negotiation
- Business Development
- Financial modeling
- Audits and inspections

EXPERIENCE:**STATE STREET BANK AND TRUST****April 2013 - Present**

Boston, MA

Vice President, Tax Advantaged Investments

- Successfully underwritten over 15 multi-million dollar investments in the renewable energy sector. Manage various negotiation efforts on commercial points and run due diligence processes on a host of issues including insurance, credit quality, plant operations and technology.
- Manage the energy tax credit investment portfolio as well as the Bank Owned Life Insurance portfolio. Responsible for partnership decisions, operational monitoring and asset sales, including a recent small (<\$5mm) solar portfolio sale.
- Executed several audits of the portfolio including reviews of insurance, engineering and operations resulting in several improvements to the operations of the underlying investments
- Created a customized management system to monitor the portfolio and automate the financial accounting
- Project manager for an organizational strategy exercise to reposition the tax department within State Street for future success.

NRG ENERGY**Sept 2011 – April 2013**

Princeton, NJ

Manager, Asset Management

- Built high-profile board presentations for multi-billion dollar merger. Analyzed and modeled twenty plus opportunities to increase post-merger EBITDA
- Coordinated diligence for first & second round sell-side processes on a ~\$500mm potential acquisition
- Built a financial model for and negotiated key parts of two contracts to increase EBITDA by over \$40mm at an existing power plant
- Built economic model for a winning RFP award to convert an existing power plant
- Built model, led diligence and pricing presentations for acquisition of a \$20mm power plant

ACCIONA ENERGY**July 2008 - Sept 2011**

Chicago, IL

Commercial Manager

- Prepared and recommended several bid strategies that resulted in short-listing of Acciona wind turbines
- Built a competitive assessment model to provide pricing recommendations for Acciona wind turbines
- Handled various efforts of a \$10mm solar power plant expansion, including investor consents, financial modeling, engineering reviews and the application and receipt of a \$3mm cash grant from the US Treasury

**THE MAYOR'S OFFICE OF MANAGEMENT AND BUDGET &
311 CITIZEN SERVICE CENTER****2001 – 2006***Unit Head*

New York, NY

- Led analysis and negotiations to increase fees at six recreation centers, reducing expenses by \$3 million annually
- Led analysis and negotiations raising fees at three city zoos, reducing tax payer burden by \$500K annually
- Negotiated with FEMA officials for federal reimbursement for City expenditures in response to attack on 9/11/2001
- Reduced annual water/sewer utility operating budget by \$25 million, finding efficiencies in various operating units
- Designed a training and evaluation program improving how call center handles "traffic signal outage" calls

EDUCATION**MIT SLOAN SCHOOL OF MANAGEMENT – MBA Class of 2008**

Cambridge, MA

- Intern – business development at Heliovolt Corporation, a thin-film solar panel manufacturer in Austin Texas
- Teaching Assistant: Financial Accounting, Fall 2007 and Macro Economics, Spring 2008

UNIVERSITY OF MICHIGAN

Ann Arbor, MI



Town of Arlington, Massachusetts

Introduction: Newly Appointed Elderly and Disabled Tax Aid Relief Fund Committee Member

Summary:

Jennifer Lewis-Forbes (term to expire 6/30/2021)

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Lewis_Forbes_appt.pdf	Lewis - Forbes appointment



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: October 2, 2018

TO: Board Members

SUBJECT: Appointment to the Elderly and Disabled Tax Aid Relief Fund Committee

This memo is to request the Board's approval of my appointment of Jennifer Lewis-Forbes, Arlington, MA, to the Elderly and Disabled Tax Aid Relief Fund Committee, with a term expiration of 6/30/2021.

Adam Chapdelaine
Town Manager

Jennifer Lewis-Forbes

Arlington, MA 02474

April 6, 2018

Adam Chapdelaine
Town Manager
730 Massachusetts Avenue
Arlington, MA 02476

Dear Mr. Chapdelaine,

I am writing to express my interest in serving on the Elderly and Disabled Tax Aid Relief Fund Committee. I believe my work experience at Jewish Family & Children's Service (JF&CS) and Housing Corporation of Arlington would make me a good candidate for the committee.

In my position as a legal services advocate at JF&CS, I work closely with our Emergency Financial Assistance director and case managers. It is our goal to provide appropriate wrap-around services to our most vulnerable clients, often elders and/or those with complex health needs whose income falls between 200-300% of federal poverty levels. Through team meetings, we make thoughtful and nuanced decisions to provide critical funds to our clients. These decisions are based on financial need, sustainability and the ability to leverage other funding sources.

Several years ago I worked at Housing Corporation of Arlington (HCA) which was an incredibly positive and challenging experience. I became more immersed in affordable housing issues, provided the administrative backbone to HCA's Homelessness Prevention Program and the development of Capitol Square apartments. That important work reinforced my commitment to maintaining and creating initiatives to support economic diversity as Arlington becomes one of the most desirable, and also, one the most expensive places to live in the Boston area.

I have attached my resume which gives a good overview of my work and volunteer experience. Please contact me if you have any questions. I hope to hear from you soon.

Sincerely,
Jennifer Lewis-Forbes

Jennifer Lewis-Forbes

♦ Arlington, MA 02474 ♦

EXPERIENCE

Jewish Family & Children's Service (JF&CS),
Case Coordinator, Bet Tzedek Legal Services

May 2012 - Present

- Provide intake screening for Bet Tzedek requests for service, including comprehensive assessment of legal and benefits needs.
- Make efficient and appropriate referrals to Bet Tzedek Panel Attorneys or community organizations to address client's legal needs.
- Maintain accurate database of client records including data collection and database entry
- Liaison with Basic Needs staff, JF&CS partner agencies and greater Boston community organizations to provide client services/resources

Housing Corporation of Arlington, Administrative Coordinator

October 2009-May 2012

- Conduct intake interviews with prospective clients for HCA's homelessness prevention programs
- Responsible for homelessness prevention and housing databases and reporting outcomes
- Advise general public on HCA's programs
- Manage fundraising database and donor communication
- Organize and publicize town wide events such as annual meetings, ribbon cutting ceremonies, and Walk for Affordable Housing

Brown University, Harvard University and Harvard School of Public Health (HSPH)

Consultant/Special Projects Coordinator

January 2006-June 2009

- Organized committees and nomination process for the Albert Schweitzer Award, Student Recognition Award and Student Speaker Competition for HSPH's 2009 Commencement
- Drafted a Boston area resource guide for international students
- Recruited employers for HPSH's annual multi-day career fair and mini career fairs in consulting, global health and administrative fellowships
- Updated resources on international work and volunteer opportunities
- Organized annual events for Harvard University's Michael C. Rockefeller Memorial Fellowship
- Contributing member of Brown University's Health Professions Board of Advisors and HSPH's Fulbright Committee
- Drafted Brown University's letters of evaluation for medical school admission committees
- Designed and implemented an internship database for Brown's Health Careers Office
- Conducted essay writing and interview skill workshops for students
- Mentored and motivated students interested in a career in the health professions

Brandeis University, Office of Undergraduate Academic Affairs

Interim Assistant Dean, Health Professions Advising

April – August 2005

Health Professions Advisor and Coordinator of the Women & Health Initiative

2001 – 2005

- Advised and mentored students interested in a career in the health professions
- Designed and facilitated group information sessions to introduce students to the premed/prehealth course work and services available to students
- Fostered and followed advisees' independence by providing timelines and resources to serve as a guide to the process.
- Advised juniors, seniors and alumni in preparation for interviews with the Premedical Board of Advisors
- Led the admissions process for the Post Baccalaureate Premedical Program
- Managed an internship program for students interested in women's health issues
- Organized and presented programs related to women's health

VOLUNTEER EXPERIENCE

Arlington Education Foundation (AEF)

Chair, Fundraising Committee

2010 - 2017

- Responsible for donor outreach and communication to approximately 3,000 constituents
- Manage fundraising database
- Communicate AEF's mission, grant programs and its impact to the greater Arlington community
- Collaborate with committee members and stakeholders to distribute approximately \$100,000 per year to the Arlington Public Schools

Hardy Elementary School, PTO Co-Treasurer

September 2011 – July 2016

Yes for Arlington, Treasurer

April 2011 – December 2011

Bridge the Gap, Steering Committee Member

April - August 2010

COMPUTER SKILLS

Microsoft Office, SAGE, Salesforce (fundraising databases), ETO/Social Solutions (data management)

EDUCATION

Suffolk University – Boston, MA

M.Ed., Foundations of Education, January 2004

University of Massachusetts - Amherst, MA

B.A. in Communication, *cum laude* - May 1993



Town of Arlington, Massachusetts

Grants Committee of the Arlington Commission on Arts and Culture (formerly Arlington Cultural Council)

Summary:

Heidi Kendig (term to expire 10/31/2021)

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	H._Kendig_appt.pdf	H. Kendig appointment reference

October 11, 2018

ATTN: Ms. Mary A. Krepelka, Board Administrator
Office of the Select Board
Town Hall
730 Massachusetts Avenue
Arlington, MA 02476-4908

Re: Grants Committee of the Arlington Commission for Arts and Culture (formerly known as the
Arlington Cultural Council)

Dear Select Board,

Please be advised that at the October 9th meeting of the Grants Committee of the Arlington Commission for Arts and Culture (the Arlington Cultural Council), we voted on the membership of Heidi Kendig, whose letter of interest and resume are attached. The vote to accept her as a member was unanimous.

If it is possible to put this matter on the agenda for the next meeting (10/22) we would be grateful, as we are anxious to add her to the membership at this especially busy time of the year.

If you should have any questions, or require any additional information, please do not hesitate to contact me.

Very truly yours,

S. Rebecca Holmes-Farley
Corresponding Secretary

Heidi Kendig

Arlington, MA 02474

May 14, 2018

Adam Chapdelaine, Town Manager
730 Massachusetts Ave. Annex
Arlington, MA 02476
achapdelaine@town.arlington.ma.us

Mr. Chapdelaine:

Enclosed, please find an abridged resume detailing my experience relating to the open commissioner positions on the town's Commission on Arts and Culture. I discovered the open positions recently and became very excited as I learned more details about the mission of the committee.

I discovered my love of art early in life, but did not discover my medium of choice (clay) and my love of the wheel until my time in college when I earned a minor in Studio Art. When I moved to the Boston area, I continued my ceramic work at various studios; over the years I have had the opportunity to participate in multiple events such as MIT's *Artist Behind the Desk* series and holiday sales, Cambridge Open Studios and Somerville Open Studios. Most recently, though, I have been teaching wheel-thrown ceramics to both children and adults at Indigo Fire Studio in Belmont, a position that I first heard about through the Arlington List.

Like many artists, I unfortunately find that my art is my hobby. By day, I work in grants management/finance in research administration at Harvard University. My position involves managing the research portfolios (mainly grants and contracts) of a number of faculty members from cradle to grave. My pre-award responsibilities involving proposals include: assisting in finding funding announcements to apply to and understanding the specific requirements set out by individual sponsor and solicitations; creating all administrative and financial sections of the proposal, and answering any questions on overall requirements and format; reviewing proposals for compliance and receiving official approval for submission. Once a proposal has been selected for funding (post-award), I am responsible for: understanding and enforcing compliance with all sponsor and university rules and regulations; reconciling and approving all charges; reporting and forecasting financial information and creating project spend plans to both internal and external parties. I have been in this field for over a decade now, and am well-versed in the regulations of numerous federal, state, industrial, and non-profit sponsors.

My husband and I purchased our first home in Arlington approximately six years ago and couldn't imagine living in another town. While I feel as if our close-knit neighborhood is something unique to our street, I understand that it's not—it's a great quality found throughout our town, but not in many other locations. I look forward to the opportunity to give back to the Arlington community and personally help it thrive. My personal and professional qualifications and experience have led me to believe that serving on the Commission on Arts and Culture is the ideal way to do so.

Sincerely,
Heidi Kendig

HEIDI (KADOR) KENDIG

Administrative professional working in Research Administration in all aspects of both pre- and post-award grants management, with diverse experience in fields such as financial accounting, contracts and grants, and project management in both academic and industrial settings. Recognized for strong interpersonal skills in supervising, mentoring, and leadership. Considered to be a team player and quick learner with excellent written and verbal communication skills and advanced computer skills. Able to recognize shortfalls in current procedures, leading to development and implementation of viable solutions.

RELEVANT EXPERIENCE

Indigo Fire Studio

2017-2018 (recurring)

Instructor

Teach weekly courses of wheel-thrown ceramics for students of all ages and all skill levels.

Harvard University, Department of Molecular and Cellular Biology

2017-present

Research Portfolio Manager

Sole employee responsible for both pre- and post-award. Assist faculty in portfolio with all aspects of pre- and post-award activities. Approve procurement and reimbursements for compliance with University and Sponsor terms for projects in portfolio and serve as credit card approver. Create ad-hoc reports as requested by both PIs and Sponsors. Serve as point of contact for compliance and policy questions and as department subject matter expert on non-NIH proposals; train staff on non-NIH rules and regulations.

Massachusetts Institute of Technology, Materials Processing Center (MPC)

2016-2017

Senior Financial Administrator

Responsible for pre-award activities for all MPC Principal Investigators (PIs) and post-award grant administration for a portfolio of PIs totaling \$26M.

Boston University, Center for Space Physics; Institute for Astrophysical Research

2013-2016

Assistant Director

Responsible for all administrative aspects of two university laboratories, including human resources, procurement, and pre- and post-award grant administration. Directly supervise administrative staff and mentor student employees. Create and process all human resource items for research staff for hiring, annual reviews, termination, and visa documentation. Perform post-award grant administration for 23 PIs totaling \$25M in federal funds. Created training documentation adopted by multiple departments across campus.

Fraunhofer USA, Inc. Center for Sustainable Energy Systems (CSE)

2012- 2013

Manager, Project and Grant Administration

Responsible for providing a high level of support for proposal development, as well as pre- and post- award grant administration. Work closely with PIs to develop proposals, including managing the application process and maintaining data on applications and awards. Created budgets, produced documentation for, and submitted 80+ proposals in 6 months.

Massachusetts Institute of Technology, CSAIL

2011- 2012

Financial Officer

Support PIs in all pre-award and post-award aspects of projects. Monitor PIs' individual portfolios and provide monthly overviews of spending. Largest portfolio: 24 PIs totaling approximately \$13.4M.

Charles River Analytics

2008- 2011

Division Project Coordinator—Cognitive Systems Division

Supported Division Vice President and PIs in all aspects of the division, which consisted of 35 employees and 30+ projects. Authored company policy on monthly financial review and trained all staff in those processes.

State Street Corporation

2007- 2008

Account Controller—Mutual Funds

Responsible for verifying all transactions and determining daily investable cash. Valued portfolios; verified and reconciled custody ledgers and accounting ledgers. Created monthly accuracy reports. Served as company representative to the client and interoffice liaison for fund group. Identified shortfalls in liaising procedures with overseas sister office which had resulted in inefficiencies. After verifying compliance with international and corporate policies, created and implemented new procedures to fix shortfalls.

EDUCATION

Boston University, M. Ed.

- Educational Leadership & Policy Studies (concentration in Higher Education)

Gustavus Adolphus College, B.A.—Cum Laude

- English; Minor in Studio Art
- Member, Phi Beta Kappa

OFFICE OF THE SELECT BOARD

DANIEL J. DUNN, CHAIR
DIANE M. MAHON, VICE CHAIR
KEVIN F. GREELEY
JOSEPH A. CURRO, JR.
JOHN V. HURD



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

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

October 11, 2018

Heidi Kendig

Arlington, MA 02474

Re: Appointment: Arlington Cultural Council

Dear Ms. Kendig:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, October 22nd at 7:15 p.m.

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

Please contact this office to confirm the date and time with either Fran or Ashley at the above number.

Thank you.

Very truly yours,
SELECT BOARD

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Commission for Arts and Culture (terms to expire 6/30/2021)

Summary:

Cristin Bagnall
Beth Locke
Janet Oberto
Lidia Kenig Scher
Linda Shoemaker

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Bagnall_appt.pdf	C. Bagnall reference
▢	Reference Material	Locke_appt.pdf	B. Locke reference
▢	Reference Material	Oberto_appt.pdf	J. Oberto reference
▢	Reference Material	Scher_appt.pdf	L. Scher reference
▢	Reference Material	Shoemaker_appt.pdf	L. Shoemaker reference



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: October 16, 2018

TO: Board Members

SUBJECT: Appointment to the Commission for Arts and Culture

This memo is to request the Board's approval of my appointment of Cristin Bagnall, Arlington, MA, to the Commission for Arts and Culture, with a term expiration of 6/30/2021.


Town Manager

May 31, 2018

Adam Chapdelaine
Town Manager
730 Massachusetts Avenue
Arlington MA 02476

Dear Adam,

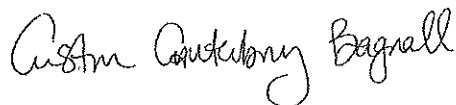
I am writing to apply to fill one of the vacancies on Arlington's Commission on Arts and Culture. As I mentioned in our recent meeting, I am grateful for the many ways Arlington is intersecting deep, multi-perspective thinking about the role the arts and culture play in all of our lives with expert, forward-thinking community planning. I'd welcome the opportunity to support and enhance those efforts by serving on the Commission on Arts and Culture.

Please find my résumé attached. Regarding the areas of expertise currently sought by the Commission, I have the following experience:

- Accounting: Bookkeeper for small office for 10+ years. Treasurer for non-profit organization with \$1-\$3 million/annual budget for 10 years. Treasurer of Thompson School PTO for two years. Familiar with tax filings for non-profit businesses.
- Arts administration: 20+ years of experience in consulting, mid and executive level roles in non-profit and for-profit performing arts organizations. Particular expertise in programming, organizational management, and creating the pre-conditions for creative work to flourish.
- Fundraising/grant writing: In my work as an arts administrator I have designed fundraising strategies for individuals, corporations and foundations, solicited gifts directly, managed donor relationships, and written grants.

Thanks in advance for your kind consideration.

With all best wishes,



Cristin Canterbury Bagnall

Cristin Canterbury Bagnall

-----, Arlington, MA 02474

WORK EXPERIENCE

The Silk Road Project, Inc., dba Silkroad

Director of Artistic and Learning Programs

Director of Innovation & Strategic Planning

July 2015 – October 2017

2013 – 2105

- Led teams of artists and staff and manage seven-figure budget to develop and deliver artistic and learning programs including national and international touring, recording, university residencies, museum residencies, commissioning of new music, arts integration learning programs for young people, and training opportunities for young musicians. Worked in collaboration with and managed two direct reports, the Education Specialist and Artistic Administrator.
- Co-Executive Producer for the documentary film *The Music of Strangers: Yo-Yo Ma and the Silk Road Ensemble*, released theatrically worldwide. Liaison with director Morgan Neville and Tremolo Productions during fundraising, pre-production production and post-production phases.
- Led and facilitated conversations among artists, staff and institutional leadership to develop an artistic leadership structure that streamlined decision-making, amplified the artistic voice, and significantly expanded organizational capacity to take on artistic work.
- Identified new external opportunities for collaboration and developed those opportunities into partnerships.
- Significantly increased income earned from program delivery.
- Executive Producer for the Grammy-nominated recording *Sing Me Home*: contracted artists, planned multiple recording sessions, and managed the editing process, the development of packaging, and the promotion of the album upon release.

MusiCorps

Performance Manager; Advisor to Founder and Exec. Director **2014 - Present**

- Manage performance opportunities for the MusiCorps Wounded Warrior Band; increased number of engagements over 100% each season, with numerous repeat engagements.
- Relationship manager with presenters including The Grand Ole Opry, Coca-Cola, CNN, and the USO San Diego. Negotiate contracts and manage individual engagements.
- Advise Founder and Executive Director broadly on day-to-day management and strategic direction of the organization during period of expanding opportunity.

The John F. Kennedy Center for the Performing Arts

Special Advisor to the President

2014 - 2015

- Advisor to Deborah F. Rutter during her first year as President.
- Provided strategic counsel on the development and management of collaborative artistic partnerships, hiring and staffing, and specific programs.

The Negaunee Music Institute of the Chicago Symphony Orchestra

Strategic Consultant

2013 - 2014

- Provided targeted strategic advice and support for Judson and Joyce Green Creative Consultant Yo-Yo Ma, the *Citizen Musician* program, the CSO's pre-professional training orchestra the Civic Orchestra, and select Institute and CSO activities.
- Relationship manager for Judson and Joyce Green
- Thought partner for Director of Institute during multi-year evaluation process with WolfBrown
- Mentor to Institute mid-level and junior staff

Sound Postings, LLC (formerly Office of Yo-Yo Ma)

Director of Strategic Planning

2009 - 2013

General Manager

2004 - 2009

Business Manager

1998 - 2004

- Led development of Mr. Ma's creative ideas into executable plans. Drove execution of those plans, working in partnership with external institutions, across a variety of platforms, including live concerts, audio recordings, lectures, involvement with the Nagoya World Expo, and a year of city-wide programming called *Silk Road Chicago*.
- Relationship manager for external partners such as the Smithsonian Institution, the President's Committee on the Arts and the Humanities, the Chicago Symphony Orchestra, Sony Music Masterworks, the Mark Morris Dance Group, Opus 3 Artists, the Music Plant in Japan, the Art Institute of Chicago, the Aga Khan Trust for Culture.
- Led teams that negotiated recording, consulting and endorsement contracts.
- Directly managed Mr. Ma's appearances for the first inauguration of President Barack Obama, the Oscars, the Kennedy Center Honors, the 2007 Shanghai Special Olympics, the Grammys, and the Winter Olympics in Salt Lake City.
- Served as Executive Producer for the recordings *Appassionato*, *Songs of Joy & Peace*, *New Impossibilities*, and *Silk Road Journeys: When Strangers Meet*.
- Lead administrator of team Mr. Ma brought together to found The Silk Road Project. Obtained 501©3 status and managed all aspects of starting up a small non-profit. Assisted with development of fundraising strategy. Served as Treasurer of founding Silk Road Project board.
- Point person for Mr. Ma's day-to-day schedule; led and directly managed press strategy.
- Managed three direct reports and one consultant.
- Financial controller.

Yale University

Associate Director of Development, Annual Fund

1997 - 1998

Young Audiences of Massachusetts

Benefit Coordinator & Development Assistant

1996 - 1997

Office of Yo-Yo Ma

Office Manager, Bookkeeper & Assistant

1994 - 1996

EDUCATION

BA, Oberlin College, Oberlin, Ohio

1990 - 1994

- Major: Politics, with a concentration in American Government
- Minor: Arts Management
- McLaughlin Prize

Phillips Academy, Andover, Massachusetts

1986 - 1990

RELATED EXPERIENCE

- Treasurer, Thompson Elementary Parent Teacher Organization, 2015 - 2017
- Thompson Elementary School Council Member, 2013 - 2015
- The Silk Road Project, Inc. Board Member, Executive Committee member, Finance Committee member 2001 - 2013; Treasurer 1998 - 2008

OFFICE OF THE SELECT BOARD

DANIEL J. DUNN, CHAIR
DIANE M. MAHON, VICE CHAIR
KEVIN F. GREELEY
JOSEPH A. CURRO, JR.
JOHN V. HURD



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

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

October 11, 2018

Cristin Bagnall

Arlington, MA 02474

Re: Appointment: Commission for Arts and Culture

Dear Ms. Bagnall:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, October 22nd at 7:15 p.m.

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

Please contact this office to confirm the date and time with either Fran or Ashley at the above number.

Thank you.

Very truly yours,
SELECT BOARD

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

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: October 16, 2018

TO: Board Members

SUBJECT: Appointment to the Commission for Arts and Culture

This memo is to request the Board's approval of my appointment of Beth Locke, Arlington, MA, to the Commission for Arts and Culture, with a term expiration of 6/30/2021.

A handwritten signature in cursive script, reading "Adam W. Chapdelaine".
Town Manager

Elizabeth T. Locke

Winchester, MA • 617.429.2558 • bethlocke1@gmail.com • www.linkedin.com/in/elizabethlocke/

Summary of Qualifications and Core Competencies

Experienced professional with strong project management, administrative and interpersonal skills. Able to prioritize and multi-task with efficiency and attention to detail. Adept at planning and logistics, problem resolution, project management, and verbal and written communication. MS Office Suite, Adobe Illustrator, Photoshop, Quickbooks, Wordpress, Social Media Marketing.

Professional Experience

Arlington Chamber of Commerce, Arlington, MA

2015 - present

Executive Director

Key representative and advocate for Arlington businesses working to promote and strengthen the Arlington community by maintaining a strong business sector. Plans, organizes and oversees a range of services and events for members. Identifies common needs among small business owners and collaborates with various stakeholders to address those needs. Develops relationships with business owners, landlords, and town officials as well as representatives of other organizations.

The Mystic Companies, Winchester, MA

2000 - present

Owner

Business owner providing marketing services including design, editing and printing of collateral materials, sourcing of promotional products, kitting & fulfillment, and project management to a wide range of clients including small and medium size businesses, non-profits, schools, and government agencies. Achieved consistent annual growth. Managed all aspects of business including sales, marketing, vendor relationships, website management, bookkeeping.

Horticulture, Boston, MA

1999 - 2000

Midwest Regional Sales Manager

Soundings Publications, Essex, CT

1988 - 1999

New England Regional Sales Manager

Volunteer Experience

Winchester Boat Club, Winchester, MA

2007 - 2018

Commodore - 2013-2015

Oversee 14 member Board of Directors. Responsible for strategic and long term planning for 3 season recreational club with 325 member families. Represent club to various constituencies. Responsible for \$1.2M budget.

Vice Commodore - 2012 - 2013

Responsible for staffing, budgeting and oversight of club facility and grounds.

Rear Commodore/Communications Director - 2010 - 2011

Responsible for club communications including website, newsletter and club event promotion.

Education

Colby College, Waterville, ME

1981 - 1985

Economics

B.A.

OFFICE OF THE SELECT BOARD

DANIEL J. DUNN, CHAIR
DIANE M. MAHON, VICE CHAIR
KEVIN F. GREELEY
JOSEPH A. CURRO, JR.
JOHN V. HURD



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

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

October 17, 2018

Re: Appointment: Commission for Arts and Culture

Dear Ms. Locke:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, October 22nd at 7:15 p.m.

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

Please contact this office to confirm the date and time with either Fran or Ashley at the above number.

Thank you.

Very truly yours,
SELECT BOARD

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: October 16, 2018

TO: Board Members

SUBJECT: Appointment to the Commission for Arts and Culture

This memo is to request the Board's approval of my appointment of Janet Oberto, Arlington, MA, to the Commission for Arts and Culture, with a term expiration of 6/30/2021.

A handwritten signature in cursive script that reads "Adam Chapdelaine".
Town Manager

JANET OBERTO

225 HATHORN STREET

Arlington, Massachusetts 02474

PROFESSIONAL PROFILE

Experienced external relations professional. Strategic thinker with high-energy and an unfailing positive attitude grounded in critical thinking, creativity, and curiosity. Generous, patient listener and mentor with a proven ability to work collaboratively. Effective leader who works to vision while adept at managing change. Relationship builder across diverse constituencies and organizations. Ability to inspire and convene. Steadfast character and integrity with a bias to action. Dedicated to achieving inclusive process to insure confident conclusions and communications.

BACKGROUND

A champion for advancing mission with expert communications skills; oral, visual, contextual. Experience in higher education, not-for-profit sector, and mission-driven organizations. Highly analytical and resourceful problem solver with the ability to conceptualize cost-effective solutions to challenging situations. Detailed understanding of public media. Proven experience working with and advising leaders in senior positions.

Proven track record utilizing multiplatform media to achieve strategic goals, with experience working in complex technical environments, within exhibitions, programming and outreach to internal and external audiences. Demonstrated ability to direct outside business partners and service providers.

EXPERIENCE SPD

Selbert Perkins Design Collaborative, Arlington MA

2015 – present

Director of Client Relations

Responsible for strategy, development, and project initiation for the Boston office of Selbert Perkins Design, a global, multidisciplinary, international design firm that has created some of the world's most notable environmental design, public art, and branded communications programs.

- Attract and initiate new projects, convene design teams, collaborate daily with **brand strategists, graphic and environmental graphic designers, artists, illustrators, writing teams and copywriters, interactive designers and user-experience developers** for on-going projects across media at all scales. Author proposals and grant applications.
- Develop **partnerships** to initiate and launch **experiential design projects** within higher education, cultural organizations, civic and urban settings, and clients including: healthcare, corporate, transportation, sports, entertainment, mixed-use and other.
- **Sustain and enrich government and funder relations** with City officials in Boston, Cambridge, Worcester, Commonwealth of Massachusetts, cultural foundations and more. Attend key public planning meetings, community events.

EXPERIENCE
BAC

The Boston Architectural College

2004 – 2014

Vice President of External & Government Relations

Responsible for leading a dynamic **external relations, public relations, and communications** team in support of key areas of the College: institutional identity, engagement with and development of internal and external communities, institutional advancement initiatives, and support for enrollment management. Worked directly with students, faculty, alumni, and the public; proactively engaged with educators and the design professions locally, nationally, and internationally (Great Britain, Italy, Netherlands, Cuba, Turkey, Pakistan, etc.) Direct report to the President, member of the Senior Council.

In this strategic role, successfully promoted The Boston Architectural College, a practice-based, independent design college founded in 1889, in a multitude of ways resulting in **increased rankings to within the top 20**, affirming a reputation for academic excellence.

- Served as **Director of the McCormick Gallery**, establishing the gallery as the heart of the College. Leading a collaborative process with four Deans, developed the mission for the gallery related to pedagogy. Established an inclusive **Exhibitions Committee**. Worked proactively to attract, create, curate, and design exhibitions while also welcoming internal and external submissions. **Created vibrant public programming and events for each exhibition** to engage the BAC extended community and the public. Exhibitions and related activities provided evidence of the quality, and the delight, associated with a BAC education to a **wide range of constituents, including accreditors and donors**. Welcomed in and engaged many new visitors with the mission of the College, onsite and with a **wide range of digital and print communications and press**.

- **Publisher/Editor-in-Chief of Practice Magazine**, a 64 page College Magazine, distributed in print and digital form. *Practice Magazine* told the essential stories of experiential learning at the only fully concurrent, practice-based design school in the United States, including coverage of the McCormick Gallery programming and related educational material.

- Led the design and championed the implementation of a refreshed, evolved, articulated identity/brand for the College. Provided **oversight for consistency of messaging and brand integration** across key departments. Fostered an exchange of best practices throughout campus, insuring ownership for all.

- Led and managed centralized **communications marketing team** including evaluation of staffing needs and efficiencies against the goal of providing a proactive, client-focused resource for the College's departments. Authored multi-year Communication/PR plan including quarterly assessment.

- Designed and implemented **communications campaign that resulted in top national rankings and supported accreditation** for multiple college programs.

- Served as the lead planner for **educational conferences** including international educators and innovators, including sponsorship sales and donor opportunities.

- Sustained relationships with elected officials in local and national government offices, with arts and culture, planning authorities, departments of environment, transportation and infrastructure to represent the College's interests.

- Supported the Office of the Provost and individual Deans of Schools with report preparation and **gallery exhibitions of student work for accreditation visits** related to accreditation in four disciplines with distinctly different standards.

**EXPERIENCE
BAC (CONT.)**

- Worked directly with the Board of Trustees, Alumni Association leadership and select Donors. Led and served on multiple college committees, including Strategic Planning and Institutional Advancement.
- Acted as **spokesperson for the College**, including periods of crisis management.
- Provided communications and logistical support for **public appearances** for the President, Deans, Senior Administrators and Faculty. **Published results.**
- Participated in the creation of and publicized the **Diversity Action Plan**. Prepared the submission that resulted in receipt of American Institute of Architecture Diversity Action Award, **donor and grant-funded support.**
- Oversaw the **design and implementation of the College's website**. Worked with key individuals and departments to create a web maintenance and advancement plan. Created and provided oversight for a staffing model to best support and manage quality control and workflow across departments including nearly thirty web providers, embedded in departments, with a centralized publishing team of three. Tracked and assessed ongoing analytics, including integrated social media accounts.
- Implemented a **central communications system** that allowed for independent use within departments, while maintaining brand and tracking list usage and audience response using **Campaign Monitor**.
- Led the Implementation of **Third Light IMS library**, a digital asset management system that allows users across the College to access and properly use an extensive library of College images on demand.
- Developed a robust **digital marketing strategy** that deepened the College's engagement with its constituents, prospective students, donors and strategic partners. Evaluated and advanced existing digital initiatives and campaigns.

EDUCATION

Boston College, Chestnut Hill, Massachusetts, NCSH
Bachelor of Arts
Concentration in Fine Arts, Sociology, English

**SERVICE
CURRENT**

United States Tennis Association New England Strategic Planning Committee
Fenway Cultural District District Placemaking Initiative

AFFILIATIONS

Boston Society of Architects, Member
Urban Land Institute, Member

**SERVICE
RECENT**

United States Tennis Association New England Board of Directors
Fenway Alliance Board of Directors, FA Celebrates Exceptional Spirit (FACES) Committee,
Tedx Fenway, Juror Evans Way Park installation
City of Boston, Boston Planning and Development Agency *IDEAS: Innovative Design Alternatives Summit* Symposium Planning, Production, Publication
Design Futures Council - World Council Forum & Biennale Architettura, Rome
Boston Society of Architects SPACE Exhibitions Committee
ProArts Consortium VP's Marketing Communications Committee

**PERSONAL
INTERESTS**

Voracious reader, writer, photographer, traveler, explorer of re-emerging American city districts, landscapes and museums; American craft, gardener, tennis player

REFERENCES

Karen Nelson
Dean, School of Architecture
The Boston Architectural College
Direct: 617.585.0100 x 117
Mobile: 516.592.7229
karen.nelson@the-bac.edu

Dr. Theodore C. Landsmark
Director, the Kitty and Michael Dukakis Center for Urban and Regional Policy
President Emeritus, The Boston Architectural College
Mobile: 617.939.3860
t.landsmark@northeastern.edu

Kelly Brilliant
Executive Director, Fenway Alliance
Direct: 617.437.7544
Mobile: 617.697.4362
kbrilliant@fenwayculture.org

Ali Carter
Economic Development Coordinator
Town of Arlington, Massachusetts
Direct: (781) 316-3095
ACarter@town.arlington.ma.us

Additional references available upon request.

OFFICE OF THE SELECT BOARD

DANIEL J. DUNN, CHAIR
DIANE M. MAHON, VICE CHAIR
KEVIN F. GREELEY
JOSEPH A. CURRO, JR.
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781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

October 11, 2018

Janet Oberto

Arlington, MA 02474

Re: Appointment: Commission for Arts and Culture

Dear Ms. Oberto:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, October 22nd at 7:15 p.m.

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

Please contact this office to confirm the date and time with either Fran or Ashley at the above number.

Thank you.

Very truly yours,
SELECT BOARD

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: October 16, 2018
TO: Board Members
SUBJECT: Appointment to the Commission for Arts and Culture

This memo is to request the Board's approval of my appointment of Lidia Kenig Scher, Arlington, MA, to the Commission for Arts and Culture, with a term expiration of 6/30/2021.


Town Manager

9/20 @ 1:30

Lidia Kenig Scher

Lexington, MA 02476

7

EDUCATION

2001	Master of Feng Shui Certificate of Advanced Feng Shui Studies	China Studies, Shanghai, China and Nevada City, CA, USA
1975	Master of Science in Art Education Graduate level painting studios, ceramics Coursework in art education	Massachusetts College of Art & Design Boston, MA, USA
1968	Master Professor of Sculpture & Design Coursework in all aspects of sculpture including Casting, wire, metal & fiber Aesthetics, art history, physics & chemistry Coursework in studio teaching for higher education	Escuela Nacional de Bellas Artes Prilidiano Pueyrredon, Buenos Aires, Argentina
1964	Bachelor of Arts Studios in drawing, painting, sculpture, engraving, ceramics, fiber art, art history, history of culture, philosophy, mathematics, chemistry Coursework in pedagogy for teaching K-12 levels	Escuela Nacional de Arte Manuel Belgrano, Buenos Aires, Argentina

EXHIBITION WORK

Solo (Selected)

2018	<u>Cary Memorial Library-Group Show-Selected Art: The Jewel In the Lotus</u> <u>Lexington Wealth Management, Lexington, MA - Inviting Divine Light Solo Exhibition</u> <u>Selected Featured artist.</u>	Lexington, MA Lexington, MA
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2017	<u>Portal Crystal and Art Gallery, Arlington, MA -Embracing Grace Solo Exhibition,</u> <u>curated by Kyle Russell,</u>	Arlington, MA USA
	<u>Liquid Art House, Boston, MA- The Healing Power of Art, curated by Brenda Taylor</u>	Boston, MA USA
2016	<u>Putterham Grille, - Selected Featured Artist: Mixed Media</u>	Chestnut Hill, MA USA
2015	<u>Invitational Featured Artist and Teacher-Mixed Media , Curator: Shella Carme –</u> Artlounge Arlington	Arlington, MA USA
	<u>Bliss Healing Arts, Featured Artist in Rituals Room</u>	Maynard, MA USA
	<u>Invitational One Woman Show-Mixed Media</u>	Chestnut Hill Chiropractic & Rehabilitation, Newton, MA, USA
2014	<u>The Feng Shui Series-Mixed Media</u>	Asian Healing Arts Center, Allston, MA, USA
2013	<u>Featured Artist-Mixed Media</u>	Curators: Personal Growth Network Lexington Historical Society, Lexington, MA USA
2011	<u>Invitational Featured Artist-Mixed Media</u>	Italian Design, Brookline, MA, USA
2010	<u>Featured Artist-Mixed Media</u>	Atrium Mall, Brookline, MA, USA
2009	<u>Invitational One-Woman Show</u>	Chestnut Hill Chiropractic & Rehabilitation, Newton, MA, USA
1984	<u>Invitational One-Woman Show-Mixed Media</u>	Curator: Board of Trustees-Chelmsford Public Library, Chelmsford, MA, USA

Group (Selected)

2015	<u>Discovery-Mixed Media-Juried Show</u>	Guest Juror: Christopher Volpe Gallery 529, Littleton, MA
	<u>Cover & Featured Artist ~ On-Line/Print Publication</u>	Stone Voices-Summer Issue No 16
		Thirteen Mixed Media Paintings
2014	<u>EARTH WATER FIRE AIR: OUR WORLD IN ABSTRACT</u>	Lead Juror: Christine Cote, Editor
	On-line Exhibition-Award: Best Mixed Media/Best of Show Selected to be a Gallery Artist and listed on site	www.stillpointgallery.com

1979	Winter Members Juried Show-Sculpture	The Copley Society, Boston, MA Award: Second Prize Sculpture
1978	Massachusetts Art Teachers Juried Show: -Sculpture	Brockton Art Museum, Brockton, MA
1966	Faces Young & Old: Sculpture Aires, Sculpture	San Fernando Art Museum, Province of Buenos Argentina - Award: Honorable Mention
1965	Arte Joven Juried Show-Sculpture	Instituto DiTella, Buenos Aires, Argentina - Award: Second Prize

COMMISSIONS

Private & Corporate (Selected)

2017	-Cullen Residence, Carmel-by-the Sea, CA- Large glass painting installation
2013	-Bayside Health Center, Providence, RI, USA - Mixed media paintings for the lobby and public areas
2012	- Offices of Paolo Incampo, DMD, No. Andover, MA - Murals and original acrylics on canvas
2008	- Offices of Paolo Incampo, DMD, Wakefield, MA- Acrylic painting for lobby
2005	-Dental Offices of Randall L. Davis, Lawrence, MA, USA - Acrylic paintings for lobby and hallways -Two Chefs Restaurant, Lowell, MA ~ Large mural and 3 paintings for the restaurant -Future of Dentistry, Wakefield, MA USA -Mural and acrylic painting on canvas
2003	-Offices of Rudolph Lantelme, Methuen, MA - Acrylic painting on canvas

PUBLICATIONS

Lidia Scher's Musings and Art...Of Course, a weekly blog @ www.lidiascher.wordpress.com since 2009

"Think ROI When Designing Office Space". Women's Business, Vol. 7, Issue 7, April 2005, p.12, Scher, L -2005

"Add Prosperity and Balance to Your Business". Women's Business, Vol. 2, Issue 1, October 1999, p. 24. Scher, L.-1999

"How Ancient Wisdom Can Add Prosperity and Balance to Your Business". Contact, Vol IV, Issue #12 , p. 6-7. Scher, L. - 1999

"Keeping the Tenants You Already Have" . NAIOP- September 7, 1990, Benson Berry, N. and Scher, L. -1990

Getting Art Education Ready To Enter The Twenty-First Century. Designs for Arts in Education. 86 (6), p. 35-38. Scher, L. - 1985

"The Immersion Experience: The Lowell Arts Magnet School", Massachusetts Arts in Education Review, P, 23-25 Scher, L. - 1983

TEACHING, LECTURING & EDUCATION RELATED EXPERIENCE

2009-Present LidiaScherArt - Mixed Media Artist - Art Instructor

- *Create powerful mixed media artworks that vibrationally alter the space.
- *Many clients and collectors have observed that the art installed in their homes and offices not only lends beauty and harmony, but have become catalysts for beneficial change and growth.
- *Teach "Painting from the Heart" (acrylic based mixed media) classes in my studio and in other local art centers.
- *Arlington Center for the Arts Faculty-Teach Intuitive painting and mixed media to Adults
- *Colleen Sgroi Art Gallery and School- Teach monthly and weekly classes in various media
- * Founder and Co-Organizer of ArtLinks Arlington, a networking and support organization for artists in Arlington, MA

1988-1994 - Sudbury Cultural Council -- Manage State funds and award local grants. Served as a council member for one term and as committee chair for 2 terms for maximum allowed terms.

1986-2014 L.A.S. Associates -- Owner & Principal Designer

- *Managed and designed within the interior and architectural design consultation practice specializing in dental and residential design, original art, custom furniture, art based meditation instruction and art centered personal development practices.
- *Company had 3 full-time employees, a part-time assistant/office manager and an intern from various art schools.
- *Created outreach instructional programs and presentations based on the value of excellent design to home owners, businesses and institutions.
- *Received 3 excellence in design awards

1987-1989 Newbury College-Brookline, MA Campus. Brookline, MA, USA -- Adjunct Professor

- *Created syllabus
- * Taught advanced classes in residential and commercial interior design
- * Field internships supervisor

1983-1986 Acton Public & Acton-Boxborough Regional School, Acton, Ma, USA- Art Director

- *Created and successfully implemented innovative curriculum in art education that encompassed all aspects of the visual arts in a K-12 school system.
- *Responsible for hiring and supervising 10 classroom teachers.
- *Taught 2 secondary painting classes.
- *Conducted outreach programs, artists-in-residence positions and facilitated students' visits to art schools and museums throughout the northeastern USA

1983-1985 University of Massachusetts (Formerly University of Lowell) Lowell, MA, USA-Adjunct Professor

*Working under the mentorship of Dean M. Virginia Biggy (1979-1989) developed and implemented the art education component for the College of Education

*Taught three sections and supervised internships.

*Advised the dean in the hiring of qualified instructors in art education.

*Taught one freshman drawing section in the College of Fine Arts

1981-1983 Lowell Public Schools, Lowell, MA, USA – Arts Magnet School Curriculum Facilitator

*Recruited as a member of the team charged with creating the first Arts and City Magnet Schools in Lowell, Massachusetts in association with the University of Massachusetts (formerly University of Lowell)

*Selected as the curriculum facilitator for the Arts Magnet School and charged with creating and implementing the school's curriculum..

*Developed liaisons with community leaders and organizations and created artists-in-residence programs for recognized artists to work in the classroom and plan directly with the lead teachers.

*Assisted and advised the school's principal in establishing purposeful and creative communication structures throughout the school

*Acted as assistant principal (school governance did not include one) in matters of coaching teachers and supervising their performance.

*Managed the school's budget.

*Worked directly with the Dean of the College of Education at the University of Lowell on matters pertaining to the strategic growth and development of the Arts Magnet School

1974-1981 Lowell Public Schools, Lowell, MA, USA – Bilingual Teacher

*Created and implemented first K-2 art discipline-based bilingual curriculum

*Team-taught the science and arts component of the curriculum

*Develop in-school in-service program on learning through the arts

1972-1973 St Elizabeth Hospital, Brighton, MA, USA – Art Therapist

*Taught art program for resident teens and adults within the art therapy department at the Hospital

1971-1972 Toledo Mental Health Center, Toledo, OH, USA – Art Therapist

*Created and implemented discipline-based arts curriculum for resident adolescent patients attending the hospital school

*Interpreted the artistic creations of clients to assess their functioning, needs, or progress

*Conducted art therapy sessions for women within closed wards by providing guided self-expression experiences geared to enhance cognitive, and/or emotional functioning skills

*Develop individualized treatment plans for patients in the alcohol addiction treatment unit that incorporated studio art therapy, counseling, or other techniques as prescribed by the physician in charge

Gallery Representation by Xanadu Gallery LLC, 7039 E. Main St. #101, Scottsdale, AZ 85251

OFFICE OF THE SELECT BOARD

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TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

October 11, 2018

Lidia Kenig Scher

Arlington, MA 02476

Re: Appointment: Commission for Arts and Culture

Dear Ms. Scher:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, October 22nd at 7:15 p.m.

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

Please contact this office to confirm the date and time with either Fran or Ashley at the above number.

Thank you.

Very truly yours,
SELECT BOARD

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

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Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: October 16, 2018

TO: Board Members

SUBJECT: Appointment to the Commission for Arts and Culture

This memo is to request the Board's approval of my appointment of Linda Shoemaker, Arlington, MA, to the Commission for Arts and Culture, with a term expiration of 6/30/2021.


Town Manager

Linda M. Shoemaker

Arlington, MA 02474 •

Executive Director, Arlington Center for the Arts, Arlington, MA

2013 – present

Provide leadership and direction to vibrant community arts center currently undergoing capital campaign to build and sustain a new home. Develop and manage annual budget of \$650,000; manage staff of four and 100+ seasonal teachers and camp counselors. Deliver 200+ arts classes, workshops and camp programs each year, plus numerous gallery exhibits, music and theater performances, and free community arts events, such as Shakespeare in the Park, Arlington Open Studios and Arlington Porchfest.

Major accomplishments include:

- Launched ACA Future Fund Capital Campaign, resulting in \$170,000 gifts and pledges in seven months.
- Wrote successful bid for new town-owned building for ACA. Negotiated advantageous rent and lease term in Memorandum of Understanding with the Arlington Redevelopment Board.
- Conducted successful PR campaign to build community awareness and support for ACA as it faced the loss of its building. Established and strengthened working relationships with Town leaders and officials.
- Increased tuition income by 25% in two years through operational efficiencies and improved attention to student/family experience, marketing communications and organizational culture.
- Increased annual fund income by 30% in two years; developed new annual donor recognition event.
- Oversaw development of new logo, website and branding, creating an updated look and improved communication with students and community members.
- Collaborate with community volunteers and organizations to launch new initiatives, including Arlington Porchfest and Mystic LGBTQ Youth Arts Program.
- Serve on Managing Partnership leadership team for the Town of Arlington's application for Cultural District Status from the Massachusetts Cultural Council.

Communications Director, Arlington Center for the Arts, Arlington, MA

2003 – 2013

Responsible for all aspects of ACA's print and online communications, including quarterly catalog production, press relations, website management, email marketing and social media strategy. Developed signature arts events to generate organizational visibility and engagement.

- Created strong social media presence through Facebook, Twitter, Flickr and YouTube; launched ACA Arts Blog; managed website; served as staff photographer.
- Developed strong relationship with local media, generating consistent press coverage.
- Designed and produced print collateral materials including posters, postcards, flyers and brochures.
- Produced monthly cable television arts program promoting ACA artists and activities.
- Developed annual community arts award honoring ACA founder and recognizing local arts leaders.
- Developed signature community arts events, including "Images of Arlington" community art show, involving 100+ local adult artists and 400+ students per year, culminating in an annual exhibit at the Massachusetts State House.

Capital Campaign Assistant, Arsenal Center for the Arts, Watertown, MA 2003 – 2005

Assisted in all aspects of \$7 million capital campaign to launch new regional arts center. Coordinated donor cultivation and recognition events. Wrote donor profiles, designed invitations, managed pledge and donation processing and acknowledgement.

Research Fellow, Society for the Preservation of New England Antiquities, Boston, MA 2001 – 2003

Enhanced museum tours with new research about women and servants in three SPNEA historic house museums. Presented findings in tour guide training materials and public lectures at SPNEA and community locations.

Instructor Franklin Pierce College, Rindge, NH 1998 – 2000

Taught courses in US History and interdisciplinary liberal arts core curriculum.

Education

2015 Certificate in Nonprofit Management and Leadership, Boston University

2001 PhD, US History, State University of New York, Binghamton

1993 MA, Simmons College, Boston, MA

1988 BA, Simmons College, Boston, MA

Professional Affiliations

Board of Directors, Arlington Chamber of Commerce

Community Music Involvement and Leadership

2000 – present Percussionist and Choir Member, Sharing A New Song Chorus and The Mystic Chorale, performing locally and on international music tours to Cuba, South Africa, Colombia, Ireland and Germany.

2006 – present Founder and Director, Kukublu women's African-style drumming and singing ensemble. Perform locally and raise money for health and human service projects in Guinea and South Africa.

2014 – present Co-Chair, Communications Committee, Sharing A New Song Chorus

2001 – 2006 Director, The Mystic Drummers (in association with the Mystic Chorale)

2001 – 2005 Board of Directors, The Mystic Chorale

OFFICE OF THE SELECT BOARD

DANIEL J. DUNN, CHAIR
DIANE M. MAHON, VICE CHAIR
KEVIN F. GREELEY
JOSEPH A. CURRO, JR.
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TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

October 11, 2018

Linda Shoemaker

Arlington, MA 02474

Re: Appointment: Commission for Arts and Culture

Dear Ms. Shoemaker:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Select Board Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, October 22nd at 7:15 p.m.

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

Please contact this office to confirm the date and time with either Fran or Ashley at the above number.

Thank you.

Very truly yours,
SELECT BOARD

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

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

For Approval: Public Entertainment License

Summary:

Punjab, 485 Massachusetts Avenue, Jaspal S. Pabla

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Punjab_Inspection_Reports.pdf	Inspection Reports
▢	Reference Material	Punjab_Public_Entertainment_Application.pdf	Public Entertainment Application

LICENSE APPLICATION REPORT

Type of License: Public Entertainment

Name of Applicant: Punjab

Address: 485 Massachusetts Avenue

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

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____

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

- Police _____
- Fire _____ x _____
- Health _____ x _____
- Building _____ x _____
- Planning _____ x _____

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

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____



Arlington Fire Department Town of Arlington

Administrative Office
411 Massachusetts Ave, Arlington, MA 02474
Phone: (781) 316-3803 Fax: (781) 316-3808
Email: jkelly@town.arlington.ma.us

Kevin M Kelley
Deputy Fire Chief

Checklist for food sales ownership conversion.

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

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____

Date: 10.18.11



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

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

MEMO

To: Board of Selectmen
From: Kylee Sullivan, Health Compliance Officer
Date: October 15, 2018
RE: Board of Health Comments for Selectmen's Meeting on October 22, 2018

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

**Punjab- 485 Massachusetts Avenue
Public Entertainment**

- This Establishment was issued a Permit to Operate a Food Establishment by the Health Department on January 1, 2018. The permit number is FP-18-135 and it will expire on December 31, 2018.

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____

Date: 10.18.18 _____

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

Report is due at the Office of the Select Board by, October 16, 2018
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 485 Massachusetts Avenue
Applicant's Name: Jaspal S. Pabla / Paramveer Coporation
D/B/A: Punjab
Telephone: 781-643-0943
Department: Sent Via E-mail Date: 9/18/2018

MEETING DATE: October 22, 2018

Inspected By:

RE: PUBLIC ENTERTAINMENT

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Building

All building changes need permits.

All sign changes need approval and sign permit.

Window signs cannot exceed 25% of window or fine lines will be levied.

Certificate of Occupancy is needed - \$100 fee.

The Director of Inspectional Services has no objection to the issuance of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk.

Plumbing

The Inspector of Plumbing and Gassfitting has no objection to the issuance of this license.

All Plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by a licensed contractors.

Electrical

The Inspector of Wires has no objection to the issuance of this license

The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval of the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____

Date: _____

10-18-18

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by October 16, 2018
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 485 Massachusetts Avenue
Applicant's Name: Jaspal S. Pabla/Paramveer Corporation
D/B/A: Punjab
Telephone: 781-643-0943
Department: Sent Via E-mail Date: 10/16/2018

MEETING DATE: October 22, 2018

Inspected By:

RE: PUBLIC ENTERTAINMENT

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

INSPECTION REPORT SECTION:

Punjab has been a landmark restaurant in Arlington Center since 1999. The owners of this restaurant wish to feature live music for diners, adding an additional entertainment option to the town's central business district. Located in the Arlington Cultural District, Punjab is enhancing the diversity of cultural activities in the district by hosting live music in their establishment.

The Department has no objection to the issuance of a Public Entertainment license to this business.

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

Applicant's Signature: _____

Date: _____

10.18.18

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

The License applied for, if Granted, cannot be Sold, Transferred or
Surrendered without the authority of the Board of Selectmen.

PUBLIC ENTERTAINMENT APPLICATION

Fee: \$100.00

August 28, 2018
(Date)

To the Board of Selectmen:

The undersigned hereby make application for a
PUBLIC ENTERTAINMENT

Name: Punjab Restaurant

Company: PARAMVEER CORPORATION

Address: 485 Massachusetts Avenue, Arlington, MA. 02474

SIGNATURE

RESIDENCE
(Street and Number)

Jaspal S. Pabla

PRINT NAME
Jaspal Pabla

SIGNATURE
(781) 643-0943

TELEPHONE NUMBER

16 Menotomy Road, Arlington, MA. 02474

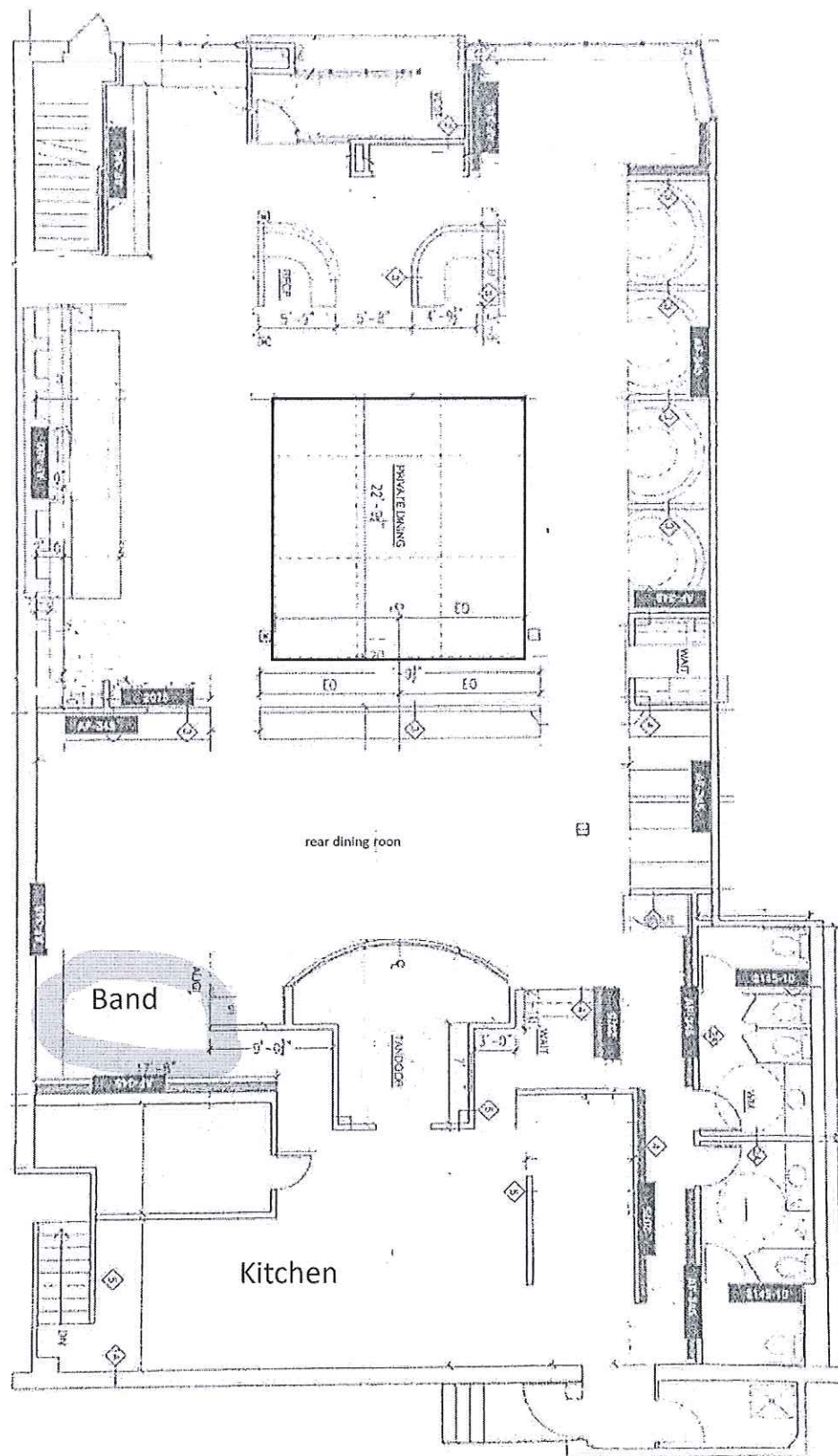
Punjabrestaurant@gmail.com

Email

State / Country of birth Punjab, India

Location of Licensure 485 Massachusetts Avenue, Arlington, MA. 02474

PLEASE ATTACH A LAYOUT OF WHERE THE ENTERTAINMENT WILL BE LOCATED ON THE PREMISE





Town of Arlington, Massachusetts

For Approval: Common Victualler and All Alcohol License

Summary:

Adventure Pub, 190-192 Massachusetts Avenue, Athena Z. Peters

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Adventure_Pub_Inspection_Reports.pdf	Inspection Reports
▢	Reference Material	Adventure_Pub_CV_Application.pdf	Common Victualler Application
▢	Reference Material	Adventure_Pub_AA_Application.pdf	All Alcohol Application

LICENSE APPLICATION REPORT

Type of License: All Alcohol and Common Victualler License

Name of Applicant: Adventure Pub

Address: 190-190 Massachusetts Avenue

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

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____

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

- Police _____x_____
- Fire _____x_____
- Health _____x_____
- Building _____x_____
- Planning _____x_____

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

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

Town of Arlington
MASSACHUSETTS 02474

August 14, 2018

On Tuesday, August 14, 2018 at 1:30 PM, I called and spoke with Athena Peters regarding this application for a Common Victualler and Alcohol License for the Adventure Pub, located at 190-192 Mass Ave. Peters stated that she will be the primary owner and Manager for the Adventure Pub running the day to day operations. Peters stated that she is hoping to open sometime in October.

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

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Common Victualler and Alcohol License for the Adventure Pub.

Respectfully Submitted,

Detective Edward DeFrancisco

APPLICANT'S SECTION:

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

Applicant's Signature: 

Date: 10/17/18

"Proactive and Proud"



Arlington Fire Department Town of Arlington

Administrative Office

411 Massachusetts Ave, Arlington, MA 02474

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

Email: jkelly@town.arlington.ma.us

Kevin M Kelley
Deputy Fire Chief

Checklist for food sales ownership conversion.

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

APPLICANT SIGNATURE SECTION:

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Applicant's Signature: _____

Date: _____

10/17/18



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

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

MEMO

To: Board of Selectmen
From: Kylee Sullivan, Health Compliance Officer
Date: October 15, 2018
RE: Board of Health Comments for Selectmen's Meeting on October 22, 2018

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

**Adventure Pub- 190-192 Massachusetts Avenue
Common Victualler License**

- The Establishment was issued a conditional approval letter on September 12, 2018. A permit will not be issued until a final pre-operational inspection has been conducted to ensure the Establishment is in compliance with the Food Code.

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: 

Date: 10/17/18

SELECT BOARD
TOWN OF ARLINGTON - INSPECTION REPORT

Report is due at the Office of the Select Board by, October 16, 2018
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 190-192 Massachusetts Avenue
Applicant's Name: Athena Z. Peters
D/B/A: Adventure Pub
Telephone: 978-760-3603
Department: Sent Via E-mail

Date: 9/18/2018

MEETING DATE: October 22, 2018

Inspected By:

RE: COMMON VIC AND ALL ALCOHOL LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Building

All building changes need permits.

All sign changes need approval and sign permit.

Window signs cannot exceed 25% of window or fine lines will be levied.

Certificate of Occupancy is needed - \$100 fee.

The Director of Inspectional Services has no objection to the issuance of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk.

Plumbing

The Inspector of Plumbing and Gassfitting has no objection to the issuance of this license.

All Plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by a licensed contractors.

Electrical

The Inspector of Wires has no objection to the issuance of this license

The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval of the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: 

Date: 10/17/18

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by October 16, 2018
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 190-192 Massachusetts Avenue
Applicant's Name: Athena Z. Peters
D/B/A: Adventure Pub
Telephone: 978-760-3603
Department: Sent Via E-mail

Date: 10/16/2018

Meeting Date: October 22, 2018

Re: COMMON VIC AND ALL ALCOHOL LICENSE

Police

Fire

Board of Health

Building

Planning: Ali Carter, Economic Development Coordinator

The proposed business is at the former location of Bistro Duet, which was an upscale French restaurant with a 110-seat capacity and an all-alcohol license. Serving contemporary American fare, the proposed use is 118-seat restaurant, which is a slight increase in capacity from the previous business in this location, also with an all-alcohol license. In addition to the restaurant use, Adventure Pub will also host theatrical events and allow board gaming by guests. Located in a B3 Neighborhood Business Zoning District, this restaurant with a unique entertainment component is a creative yet appropriate use for this location.

The Department has no objection to the issuance of a Common Victualler license or an All Alcohol license to this business.

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

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____

Date: _____

10/17/18

730 Massachusetts Avenue
Town of Arlington
Massachusetts 02476-4908

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

\$60.00 Filing Fee

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

APPLICATION

To the Licensing Authorities of the Town of Arlington

The Undersigned hereby makes application for a

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

Location 190-192 Mass Ave
Name of Applicant ~~Parthenon~~ Athena Z Peters
Corporate Name (if applicable) Parthenon Entertainment, Inc
D/B/A Adventure Pub
Date 7/24/18

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

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name Athena Z Peters

Signature Name _____

Phone (Home) 978-760-3603 (Business) same

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

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

Name Athena Z Peters Name _____
Address 2 Mountain Road Address _____
City N Easton Zip 02356 City _____ Zip _____
DESCRIPTION OF APPLICANT DESCRIPTION OF APPLICANT
Born in the U.S., Yes ☒ No _____ Born in the U.S., Yes _____ No _____
Born Where San Benito, TX Born Where _____
Date of Naturalization _____ Date of Naturalization _____
Male or Female F Male or Female _____
Date of birth 10/27/1979 Date of birth _____
Photo 1 inch by 1 inch

please see attached

The Establishment shall operate as:

☒ Sole Ownership ☐ Partnership ☐ Total Number of Partners ☐

Corporation Based in MA

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

Corporate Information Required:

President Athena Z Peters 2 Mountain Road 02356
Secretary same
Treasurer same
Name Address Zip

INFORMATION RELATIVE TO APPLICATION

Breakfast

Yes ___ No X

Lunch

Yes X No ___

Dinner

Yes X No ___

Do you own the property? Yes ___ No X Tenant At Will ___ Lease 5 (years)

Hours of Operation:

Day M-F Hours 3pm - Midnight

Day Sat & Sun Hours 11am - Midnight

Day _____ Hours _____

Floor Space 7343 Sq. Ft. Seating Capacity (if any) 118

Parking Capacity (if any) 3 spaces Number of Employees ~20

List Cooking Facilities (and implements)

Open Kitchen: 6 burner stove, ovens, fryer, griddle, hood, 3
pizza top refrigerators, ventilation hood / Basement: Walk-in refrigerators
and freezer

Will a food scale be in use for sale of items to the public? Yes ✓ No ___

Will catering services be provided by you? Yes ✓ No ___

Eight copies of the following items must be submitted with the application:

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

If the facilities are not yet completed, provide estimated cost of work to be done \$ 10,000 signage and equipment purchase

FOR OFFICE USE ONLY

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

Date _____ Time _____

Board Action: Approved Yes ___ No ___

APPLICANT'S RESUME

Food Business Experience of Applicant

From _____	to _____
Employee _____	D/B/A _____
Sole Owner _____	Location _____
Partnership _____	Type Food _____
Corporation _____	Number of Employees _____

From _____	to _____
Employee _____	D/B/A _____
Sole Owner _____	Location _____
Partnership _____	Type Food _____
Corporation _____	Number of Employees _____

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

I have attached resumes for myself and my Executive Chef. He has all of the most recent Food Business experience. I have spent the last 15 years working in video game software. I am now taking that management experience to apply to Adventure Pub. I also have been running a Live Events company, Incantrix Productions, LLC for two years. Before entering software, I did spend five years on so waiting tables at a number of restaurants and clubs in central TX while going to school from the age of 18 till 22. I waited tables from chains like Pappasitos to mom and pop BBQ and cocktail clubs.



Jason Smith
Culinary Sales Representative
6 Kenney St
Jamaica Plains, MA
JasonSmith2588@gmail.com
(551) 265 - 9609

SKILLS

Experienced in customer service; an active listener with clear communication, I ask qualifying questions to ensure satisfaction for all parties. Having worked as a line-cook and pastry chef I possess a unique ability to easily and quickly relate information and assess situations clearly and competently for both customer and vendor.

EXPERIENCE

Xanterra, Yellowstone National Park, WY- Line Cook

MAY 2017 - OCTOBER 2017

- Prepared large quantities of items for dinner service
- Came up with an executed lunch and dinner specials
- Worked multiple stations through high volume services, while making items for a breakfast buffet
- Ensured prompt ticket times, and exacting standards in regards to presentation, serving size and any food allergies or special needs customers may have had

ezCater, Boston, MA - Customer Service Ninja

MAY 2016 - JANUARY 2017

- Assisting customers of the ezCater website in any difficulties they had with our interface or with unique issues specific to the customers needs.
- Communicating clearly and concisely through language and etiquette in the negotiations of issues between customers and vendors.
- Managing tasks through an in-house task-based system to ensure the smooth delivery of orders and satisfaction of customer and caterer.

PennyPacker's, Somerville, MA - Chef, Pastry Chef, Front End Admin

AUGUST 2014 - MAY 2016, NOVEMBER 2017-PRESENT

- Aided in the preparation, formal display, and delivery of daily seasonal items and large catering orders.
- Assisted head chef with use of knowledge regarding ethnic ingredients to create new menu items
- Displayed noted excellent customer service in unusual and non-standard settings.

Crabtree & Evelyn, Woodstock, CT - Customer Service Representative

NOVEMBER 2013 - JANUARY 2014

- Met and exceeded sales goals garnering awards for excellent service, speed, and customer satisfaction.
- Displayed quality service through a very high volume sales period for the company

Puddin' By Clio, Manhattan, NY - Chef, Front End Admin

JUNE 2012 - SEPTEMBER 2013

-
- Cooked, prepared, and displayed all products within the store.
 - Assisted customers in the selection of process with commendations for excellent service.

EDUCATION

Johnson & Wales University, Providence, RI - *Associates in Science; Baking and Pastry*

SEPTEMBER 2006 - FEBRUARY 2009

ATHENA Z PETERS

2 Mountain Road | N Easton, MA 02356 | 978-760-3603 | AthenaZPeters@gmail.com

OBJECTIVE

I am a Director level Producer with over a decade of software development focusing on Mobile and PC games. My forte and passion is building and organizing teams of creative people to assist in bringing their ideas to life. Communication is the main role of a producer and I facilitate the communication needed from all areas of the company and external parties to keep us working as a comprehensive unit. I have launched multiple projects through my career from smaller scale titles to running multi-billion dollar P&Ls from pre-production through several years of post-production support. I bring the knowledge of what worked and what didn't along with me to every new challenge, learning from what went before. With my extensive history in the industry, I am a person who can effortlessly switch hats and accomplish goals through all stages of development and release at a high degree of excellence.

EMPLOYMENT HISTORY

Executive Producer, Turbine- WB Games 2011 – 03/18

Needham, MA

- Currently in charge of maintaining the Turbine Studio Roadmap ensuring daily smooth operation of the business across projects which includes Game of Thrones: Conquest with both Studio and Cross-Studio deadlines and dependencies
- As Executive Producer at different points in time, I have lead Batman Arkham Underworld, Lord of the Rings Online and Dungeons and Dragons Online with full ownership and responsibility for P&L as well as direct management of the development team
- I have lead a few mobile game incubation initiatives at both the Turbine as well as WB Games level
- Managed design, planning and production of monetization, game features and Live deployments for the products including launches on both IOs and Google Play stores
- Manage development relationship with IP partners
- Own, maintain and publish high quality project documentation in weekly email reports, executive and studio presentations and post mortem papers after every major release
- Proactively identify potential problems and implement creative solutions to eliminate roadblocks or other project delays and drive issues to resolution
- Coordinate with other managers to eliminate resource conflicts and plan for multiple project releases over the calendar years with regular updates and coordination for any needed changes to strategic planning

Producer, Disruptor Beam 2010 — 2011

Somerville, MA

- Handled Partner communications including coordinating meetings, determining and managing deliverables and expectations, and pitching new project ideas

- Managed the day to day operations, project management and planning for six mobile and social products in various states of development with a globally remote team including 50cent Blackjack and Game of Thrones: Ascent.
- Created Project Process to standardize development process and deliverables from Design through to Launch and Support
- Created the Deployment Process used for all updates to make their way from Development to the Live Service.
- Implemented use of a Staging Server and smoke test system to improve deployment quality control.

Live Producer, Realtime Worlds 2009 — 2010

Dundee, UK

- Decision maker for the Live product regarding emergency shutdowns, escalations, deployments, updates and Beta management
- Created company policy and plans regarding Deployment, Escalation and acceptable Employee Behavior on Live service

Content Designer, Stray Bullet Games 2007 — 2009

Austin, TX

Quality Assurance Lead, NCsoft 2004 — 2007

Austin, TX

Community Relations, Wolfpack Studios 2003

Austin, TX

ACTIVITIES

- Founder and CEO Incantrix Productions- A theatrical events company
- Mentor and speaker for a number of University Design programs, Mass DIGI and Boston Festival of Independent Games
- Production Director, The Baron's Men, Austin

EDUCATION

- Texas State University, BFA Theatre- Directing
- Austin Community College, Completed Interactive Writing course taught by Susan O'Connor and Python for Gaming course taught by Marc Majcher

A

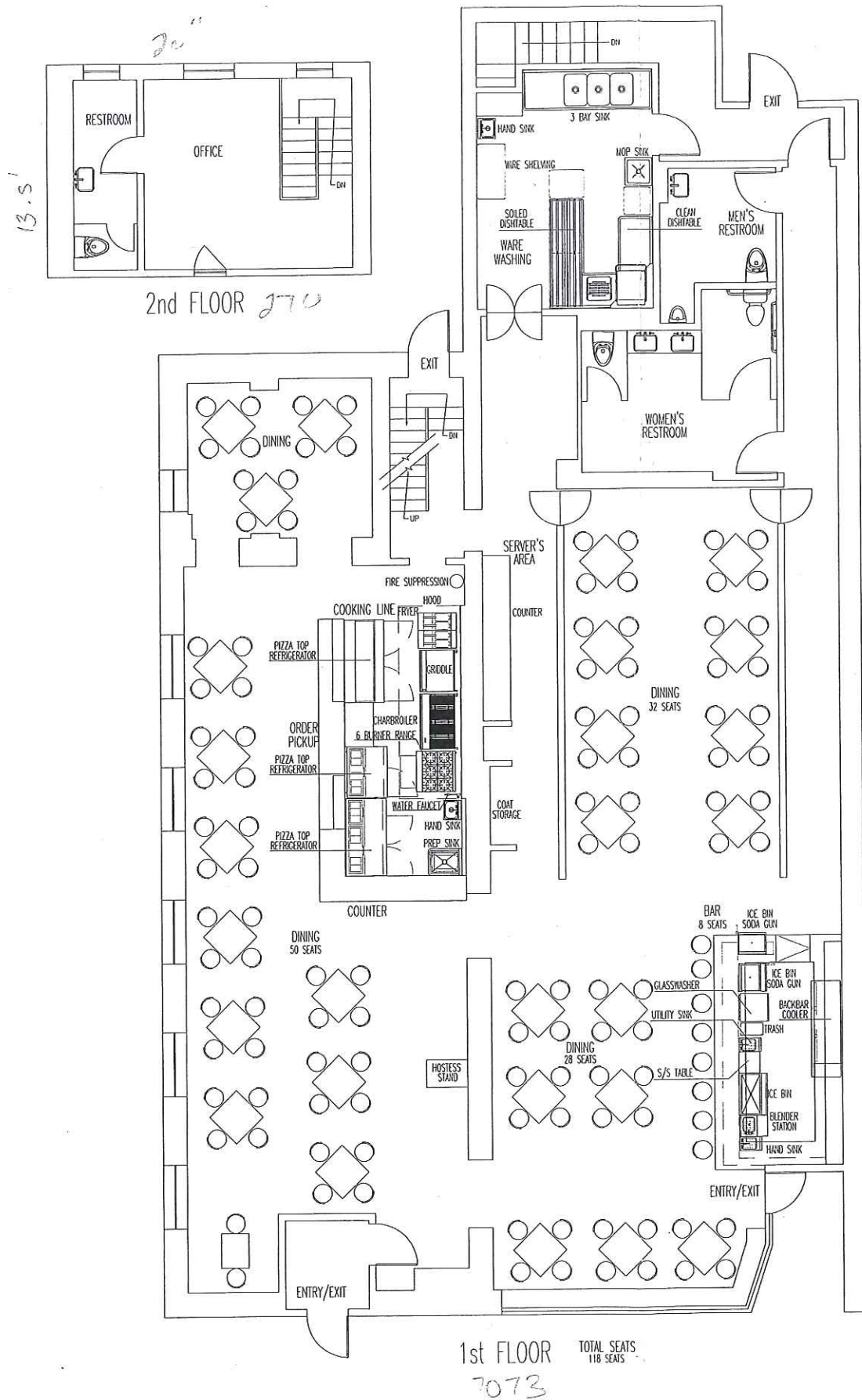
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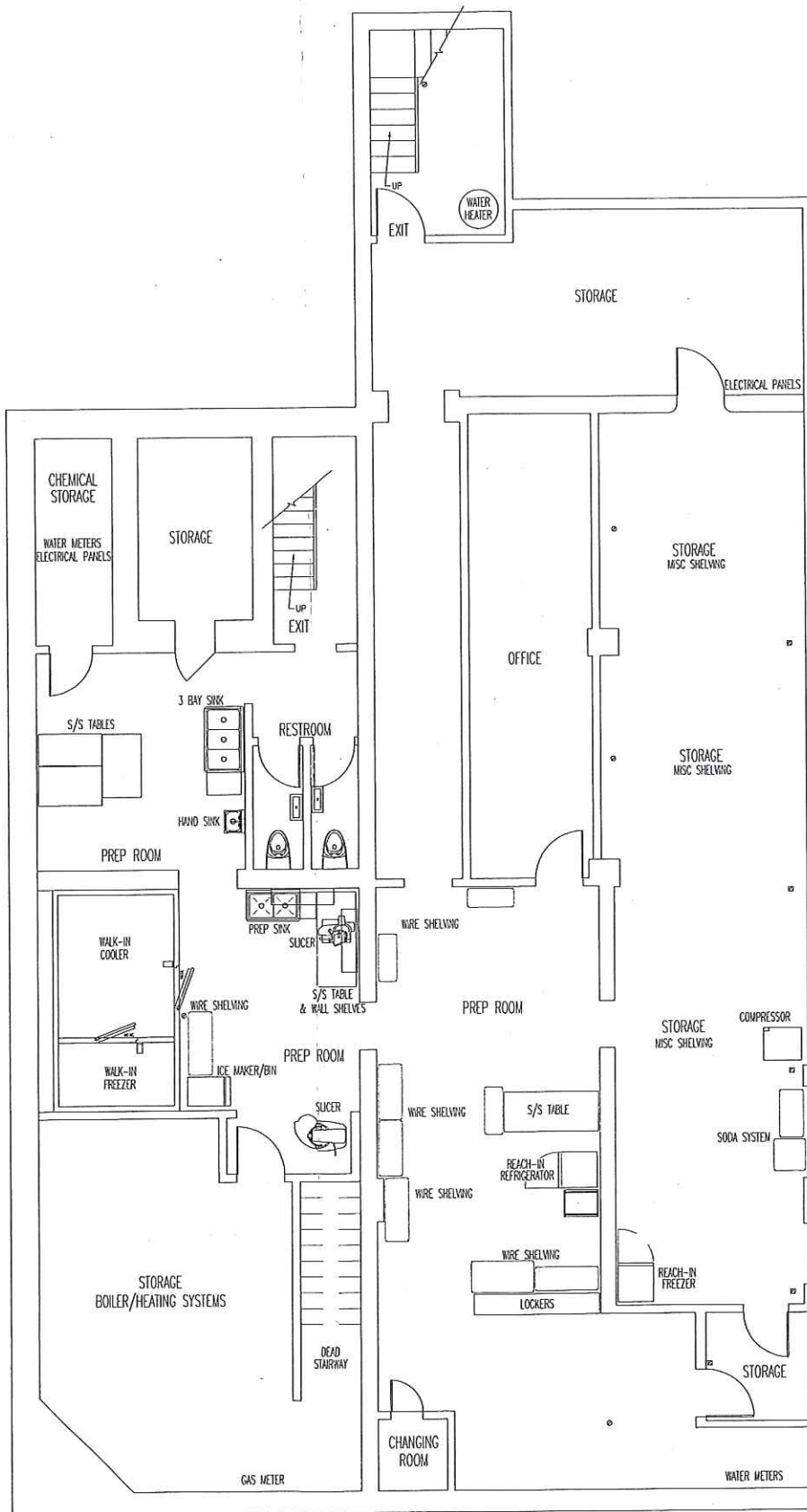
C

D

E

F





BASEMENT

CROWELL CONSULTING, INC.

27 Glen Street, Suite 5, Springfield, MA, 01102
Phone (413) 244-7891 Fax (413) 244-7894
www.crowellconsulting.com



Status:
☐ SCHEMATIC DESIGN
☐ REVIEW
☐ DESIGN DEVELOPMENT
☐ FINAL REVIEW
☐ BIDDING
☐ CONSTRUCTION
☐ POST-CONSTRUCTION
☐ AS-BUILT

Revisions

△

Drawn by

MMB

Checked by

KTC

Date Issued

Date Revised

6-22-19

PROJECT # -

ADVENTURE PUB

190-192 MASSACHUSETTS AVE - ARLINGTON MA

RESTAURANT LAYOUT

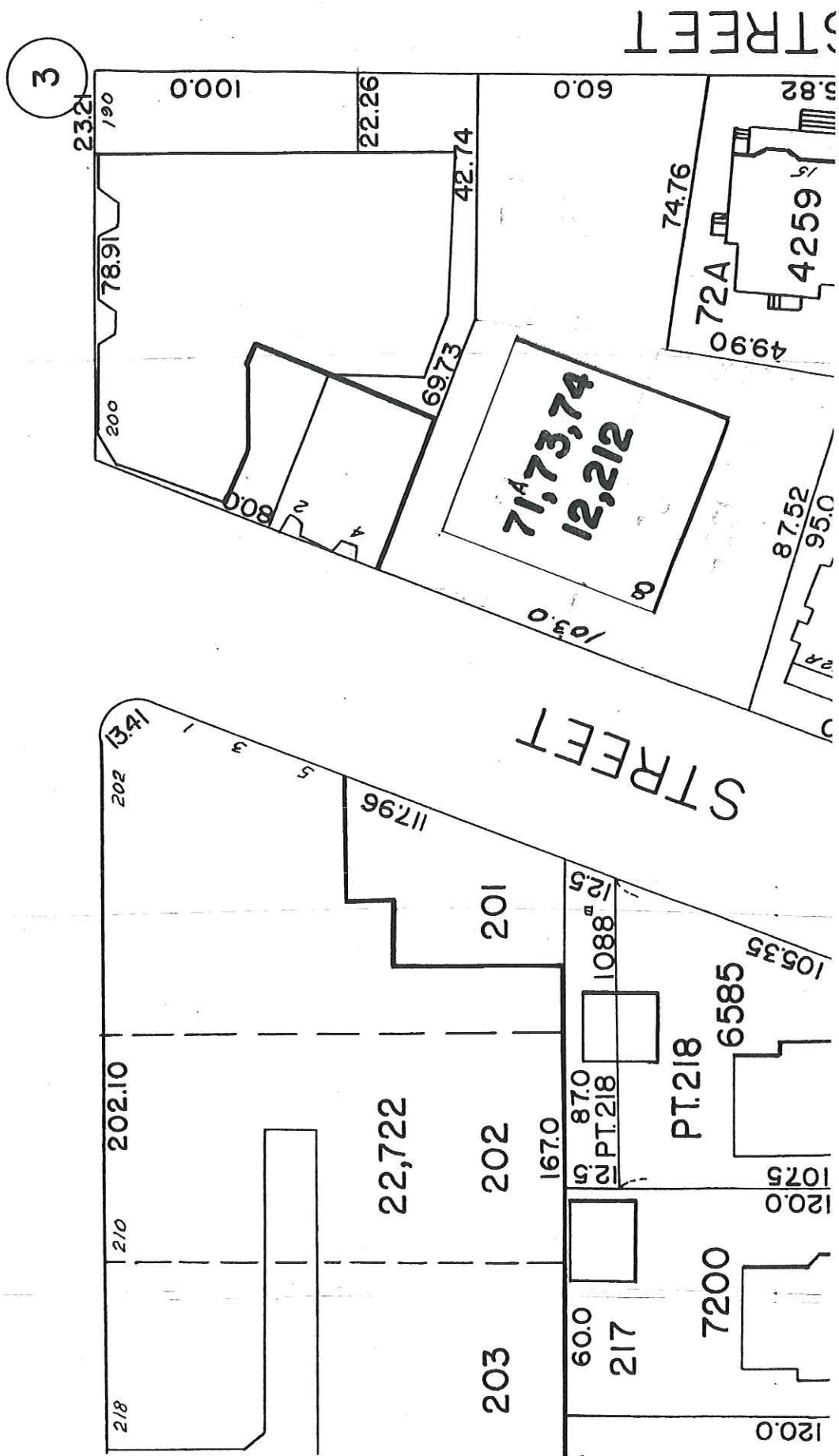
FS-1

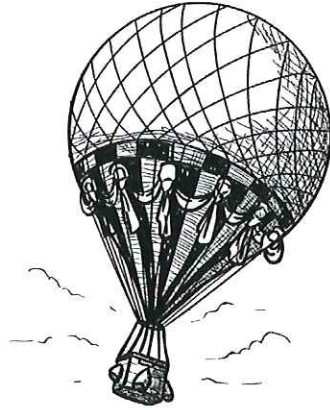
SCALE - 1/4" = 1'

THIS DOCUMENT INCLUDING THE
 IDEAS AND DESIGNS IS THE PROPERTY
 OF CROWELL CONSULTING, INC. AND
 CROWELL CONSULTING, INC. AND
 SHALL NOT BE USED IN WHOLE
 OR PART WITHOUT WRITTEN NOTICE
 FROM CROWELL CONSULTING, INC.

AVENUE

82





ADVENTURE PUB

Great Food, Great Friends, Great Fun!

Window Logos- 5" x 22" vinyl 1 color

Entry Door Lettering 12" x 8" vinyl 1 color

Double Sided Telephone Pole Banner 48" x 24" 18oz Matte 1 color

Spring:

Fried Chicken Thighs: served with shallot vinaigrette dressed fava bean salad

Assorted Pickle Plate: Pickled Blueberries, Beets, and Scallion, served with fresh bread and black pepper goat cheese spread

Flank Steak Skewers: served with a chimichurri dipping sauce

Honeydew Melon Panna Cotta: served with a lime syrup

Crushed Fried New Potatoes: tossed with salt, olive oil, gorgonzola and garlic chips

Spring Green Salad: served with a guava vinaigrette and bucheron cheese

Honey Roasted Vegetable Plate: carrots, parsnips, and radish garnished with crushed hazelnuts

Summer:

Roasted chicken drumettes: frenched chicken drumettes roasted with black pepper, olive oil, salt, dressed with a green peppercorn and parsley sauce

Asparagus salad: shaved asparagus, country ham, and herbs, lemon vinaigrette dressing, garnished with chive flowers

Honey zabaglione : champagne whipped cream over fresh peach slices, garnished with a honey sugar strand web

Quail: grains of paradise roasted quail with pickled watermelon rind over bed of lemon zest couscous

Summer vegetable medley: roasted summer vegetables over a bed of whipped goat cheese cream, garnished with pea blossoms and fava beans

Watermelon gazpacho shooter: watermelon gazpacho served cold with blueberry salt rim

Fall:

Kabocha Squash Tempura: Tempura battered Kabocha Squash served with an Apple Cider Soy reduction

Chicken "Lollipops": Frenched Chicken Drummettes served atop a celery root puree with a pomegranate molasses drizzle

Bacon Wrapped Dates: Housemade bacon, dried dates with a muhammara dipping sauce

Pickled Fruit Plate: Assortment of pickled Muscat Grapes, Blood Orange, Persimmon and Asian Pears, served with bread and unsweetened whipped cream.

Mushroom Escabeche Crostini: Red Wine pickled mushroom and vegetables atop crostini, garnished with grated cured egg yolk

Apple Hand Pies: served with caramel whipped cream

Winter:

"fairy ring" mushroom salad: roasted enoki, shiitake, and oyster mushrooms with a red wine reduction served atop a celery root puree. Garnished with viola flowers

Braised beef stew: beef braised with black pepper, mirepoix, clove, and red wine. Au Jus served on side

Figgy pudding: fig and honey traditional pudding, served with a mulled wine sauce and fresh whipped cream

Soda bread plate: soda bread served with housemade whipped butter, honey, and coarse sea salt in separate containers

Roasted vegetable plate: root vegetables (turnip, parsnip, celery root, radish) roasted, served with chive flowers, blood orange vin.

Grilled Chicken Skewers: served with roasted chestnuts, and drizzled with an apple brandy sauce

Catering Passed Appetizers:

Chicken Liver Pate a Choux: Herb Pate A Choux filled with a chicken liver mousse and garnished with a red currant sauce

Chicken "Lollipops": Frenched Chicken Drummettes served with an italian style salsa verde

Seasonal Vegetable Crostini: seasonal vegetables roasted and diced atop crostini served with sliced cured quail egg yolk

Strawberry gazpacho shooters with basil salt rims

Juniper and Honey Pot De Creme

Catering Buffet:

Roasted Fingerling Potatoes: herb garnish

Roasted Haricot Vert: served with toasted almonds and an orange zest dressing

Brick Roasted Chicken: brined whole chicken, seared under a brick and then carved. Served with chimichurri sauce

Grilled Flank Steak Skewers: dusted with ras-el-hanout spice mix

Salad Bar: assorted greens and vegetables with an assortment of housemade dressings

Beignets: Fresh hot beignets served with a rose powdered sugar and honey drizzle

Adventure Pub Maintenance Program

There will be covered trash bins in all food prep areas and bar areas of the restaurant. Every night and as needed trash and refuse will be removed from the building to the dumpster out back rented and serviced by a licensed dumpster company. This dumpster will be serviced weekly or more often if needed.

A Licenced Pest control service will be on contract with a regular pest control maintenance plan.

Cooking and ventilation equipment will be regularly cleaned per the manufacturer instructions and industry recommendations and in accordance with the Arlington Board of Health.

Kitchen, food prep, bars and dining areas will be cleaned and wiped down at least daily at the end of service including moping of all floor surfaces if not more frequently as needed for spills, etc.

Bathrooms will be cleaned 1-2 times daily if not more frequently as needed.

All entries and exits will be monitored daily and cleaned and swept free of any debris or obstructions including ice and snow removal.

All HAVC systems will be monitored and maintained according to manufacturer recommendations.



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

Print Form

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

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

ECRT CODE: RETA

Please make \$200.00 payment here: <https://www.paybill.com/mass/abcc/retail/>

(PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR
INDIVIDUAL)

EPAY CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

LICENSEE NAME

Parthenon Entertainment Inc.

ADDRESS

2 Mountain Road

CITY/TOWN

N Easton

STATE

MA

ZIP CODE

02356

TRANSACTION TYPE (Please check all relevant transactions):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Cordials/Liqueurs Permit | <input type="checkbox"/> New Officer/Director | <input type="checkbox"/> Transfer of License |
| <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Issuance of Stock | <input type="checkbox"/> New Stockholder | <input type="checkbox"/> Transfer of Stock |
| <input type="checkbox"/> Change of License Type | <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Pledge of Stock | <input type="checkbox"/> Wine & Malt to All Alcohol |
| <input type="checkbox"/> Change of Location | <input type="checkbox"/> More than (3) \$15 | <input type="checkbox"/> Pledge of License | <input type="checkbox"/> 6-Day to 7-Day License |
| <input type="checkbox"/> Change of Manager | <input checked="" type="checkbox"/> New License | <input type="checkbox"/> Seasonal to Annual | |
| <input type="checkbox"/> Other | <input type="text"/> | | |

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH
COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION
239 CAUSEWAY STREET
BOSTON, MA 02241-3396



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

APPLICATION FOR A RETAIL ALCOHOLIC BEVERAGES LICENSE

Please complete this entire application, leaving no fields blank. If field does not apply to your situation, please write N/A.

1. NAME OF PROPOSED LICENSEE (Business Contact)

Parthenon Entertainment, Inc

This is the corporation or LLC which will hold the license, **not** the individual submitting this application. If you are applying for this license as a sole proprietor, not an LLC, corporation or other legal entity, you may enter your personal name here.

2. RETAIL APPLICATION INFORMATION

There are two ways to obtain an alcoholic beverages license in the Commonwealth of Massachusetts, either by obtaining an existing license through a transfer or by applying for a new license.

Are you applying for a new license ☒ New ☐ Transfer
or the transfer of an existing license?

If transferring, please indicate the
current ABCC license number you
are seeking to obtain:

If applying for a new license, are you applying for this license
pursuant to special legislation?

☐ Yes ☒ No

Chapter

Acts of

If transferring, by what method
is the license being transferred?

3. LICENSE INFORMATION / QUOTA CHECK

City/Town

Arlington

On/Off-Premises

On-Premises

TYPE

§12 Restaurant

CATEGORY

All Alcoholic Beverages

CLASS

Annual

4. APPLICATION CONTACT

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name:

Athena

Middle:

Z

Last Name:

Peters

Title:

Member of the Board of Entity

Primary Phone:

Email:

athenazpeters@gmail.com

5. OWNERSHIP

Please list all individuals or entities with a direct or indirect, beneficial or financial interest in this license.

An individual or entity has a direct beneficial interest in a license when the individual or entity owns or controls any part of the license. For example, if John Smith owns Smith LLC, a licensee, John Smith has a direct beneficial interest in the license.

An individual or entity has an indirect beneficial interest if the individual or entity has 1) any ownership interest in the license through an intermediary, no matter how removed from direct ownership, 2) any form of control over part of a license no matter how attenuated, or 3) otherwise benefits in any way from the license's operation. For Example, Jane Doe owns Doe Holding Company Inc., which is a shareholder of Doe LLC, the license holder. Jane Doe has an indirect interest in the license.

A. All individuals listed below are required to complete a Beneficial Interest Contact - Individual form.

B. All entities listed below are required to complete a Beneficial Interest Contact - Organization form.

C. Any individual with any ownership in this license and/or the proposed manager of record must complete a CORI Release Form.

Name	Title / Position	% Owned	Other Beneficial Interest
Parthenon Entertainment Inc 401K	Stockholder	89	
Athena Z Peters	Stockholder	11	President

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

5. OWNERSHIP (continued)

Name	Title / Position	% Owned	Other Beneficial Interest
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	

6. PREMISES INFORMATION

Please enter the address where the alcoholic beverages are sold.

Premises Address

Street Number: Street Name: Unit:

City/Town: State: Zip Code:

Country:

Description of Premises

Please provide a complete description of the premises, 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.

Floor Number	Square Footage	Number of Rooms
1	7073	6
2	270	2

Patio/Deck/Outdoor Area Total Square Footage

Indoor Area Total Square Footage

Number of Entrances

Number of Exits

Proposed Seating Capacity

Proposed Occupancy

Occupancy of Premises

Please complete all fields in this section. Documentation showing proof of legal occupancy of the premises is required.

Please indicate by what right the applicant has to occupy the premises ☐

Lease Beginning Term

Lease Ending Term

Rent per Month

Rent per Year

Landlord Name

Landlord Phone

Landlord Address

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.

Please indicate if the terms of the lease include payments based on the sale of alcohol: ☐ Yes ☒ No

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

7. BUSINESS CONTACT

The Business Contact is the proposed licensee. If you are applying as a Sole Proprietor (the license will be held by an individual, not a business), you should use your own name as the entity name.

* Please see last page of application for required documents based on Legal Structure *

Entity Name:	<input type="text" value="Parthenon Entertainment, Inc"/>	FEIN:	<input type="text"/>
DBA:	<input type="text" value="Adventure Pub"/>	Fax Number:	<input type="text"/>
Primary Phone:	<input type="text"/>	Email:	<input type="text" value="athenazpeters@gmail.com"/>
Alternative Phone:	<input type="text"/>	Legal Structure of Entity	<input type="text" value="Corporation"/>

Business Address (Corporate Headquarters)

☐ Check here if your Business Address is the same as your Premises Address

Street Number:	<input type="text" value="2"/>	Street Name:	<input type="text" value="Mountain Road"/>
City/Town:	<input type="text" value="North Easton"/>	State:	<input type="text" value="MA"/>
Zip Code:	<input type="text" value="02356"/>	Country:	<input type="text" value="USA"/>

Mailing Address

☒ Check here if your Mailing Address is the same as your Premises Address

Street Number:	<input type="text"/>	Street Name:	<input type="text"/>
City/Town:	<input type="text"/>	State:	<input type="text"/>
Zip Code:	<input type="text"/>	Country:	<input type="text"/>

Is the Entity a Massachusetts Corporation?

☒ Yes ☐ No

If no, is the Entity registered to do business in Massachusetts?

☐ Yes ☐ No

If no, state of incorporation

Other Beneficial Interest

Does the proposed licensee have a beneficial interest in any other Massachusetts Alcoholic Beverages Licenses? ☐ Yes ☒ No

If yes, please complete the following table.

Name of License	Type of License	License Number	Premises Address
	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		

Prior Disciplinary Action:

Has any alcoholic beverages license owned by the proposed licensee ever been disciplined for an alcohol related violation?

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

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

8. MANAGER CONTACT

The Manager Contact is required and is the individual who will have day-to-day, operational control over the liquor license.

Salutation First Name Middle Name Last Name Suffix

Social Security Number Date of Birth

Primary Phone: Email:

Mobile Phone: Place of Employment

Alternative Phone: Fax Number

Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen? ☒ Yes ☐ No

Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No

If yes, attach an affidavit that lists your convictions with an explanation for each

Have you ever been Manager of Record of a license to sell alcoholic beverages? ☐ Yes ☒ No

If yes, please list the licenses for which you are the current or proposed manager:

Do you have direct, indirect, or financial interest in this license? ☒ Yes ☐ No

If yes, percentage of interest

If yes, please indicate type of Interest (check all that apply):

- | | |
|---|--|
| <input checked="" type="checkbox"/> Officer | <input type="checkbox"/> Sole Proprietor |
| <input checked="" type="checkbox"/> Stockholder | <input type="checkbox"/> LLC Manager |
| <input type="checkbox"/> LLC Member | <input type="checkbox"/> Director |
| <input type="checkbox"/> Partner | <input type="checkbox"/> Landlord |
| <input type="checkbox"/> Contractual | <input type="checkbox"/> Revenue Sharing |
| <input type="checkbox"/> Management Agreement | <input type="checkbox"/> Other |

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

Employment Information of Proposed Manager

Please provide your employment history for the *past 10 years*

Date(s)	Position	Employer	Address	Phone
4/16/18- 7/20/18	Producer- Contract	Happy Giant, LLC	146 N Hill Dr, Conway, MA 01341	413-369-0206
3/11-3/31/18	Executive Producer	Warner Brothers Games	117 Kendrick Street Needham MA	781-407-4314
11/10- 3/11	Producer	Disruptor Beam, LLC	POBox 1245Framingham, MA 01701	(508) 834-1244
05/09- 09/10	Producer	Realtime Worlds	Dundee, UK	out of business
08/07- 03/09	Content Designer	Stray Bullet Games	Austin, TX	out of business

Prior Disciplinary Action of Proposed Manager

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following:

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

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

9. FINANCIAL INFORMATION

Please provide information about associated costs of this license.

Associated Costs

A. Purchase Price for Building/Land	0
B. Purchase Price for any Business Assets	0
C. Costs of Renovations/Construction	20000
D. Purchase Price of Inventory	10000
E. Initial Start-Up Costs	50000
F. Other (Please specify)	
G. Total Cost (Add lines A-F)	80000

Please note, the total amount of **Cash Investment** (top right table) plus the total amount of **Financing** (bottom right table) must be equal to or greater than the **Total Cost** (line G above).

Please provide information about the sources of cash and/or financing for this transaction

Source of Cash Investment

Name of Contributor	Amount of Contribution
Parthenon Ent. Inc 401K	123000
Total:	123000

Source of Financing

Name of Lender	Amount	Does the lender hold an interest in any MA alcoholic beverages licenses?	If yes, please provide ABCC license number of lender
Total:			0

10. PLEDGE INFORMATION

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

Please indicate what you are seeking to pledge (check all that apply)

☐ License ☐ Stock / Beneficial Interest ☐ Inventory

To whom is the pledge is being made:

Does the lender have a beneficial interest in this license?

☐ Yes ☐ No

Does the lease require a pledge of this license?

☐ Yes ☐ No



Town of Arlington, Massachusetts

For Approval: Common Victualler License

Summary:

Yassou, 1323 Massachusetts Avenue, Christo Paraskeroudis

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Yassou_Inspection_Reports.pdf	Inspection Reports
▢	Reference Material	Yassou_Application.pdf	Common Victualler Application

LICENSE APPLICATION REPORT

Type of License: Common Victualler License

Name of Applicant: Yassou

Address: 1323 Massachusetts Avenue

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

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____

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

- Police _____x_____
- Fire _____x_____
- Health _____x_____
- Building _____x_____
- Planning _____x_____

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

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

Town of Arlington
MASSACHUSETTS 02474

October 9, 2018

On Tuesday, October 9, 2018 at 1:30 PM, I called and spoke with George Skouridis on behalf of Christo Paraskeroudis regarding this application for a Common Victualler License for the Yassou, located at 1323 Mass Ave. George is Christo's nephew who was with Christo and was translating due to the language barrier/ accent. George stated that Christo would be opening ASAP hopefully in November sometime. George stated that they would not be serving alcohol and there would not be outside seating. George stated that this would be Christo's first business here in the US. George stated that Christo would be owning and operating the day to day functions of the restaurant.

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

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Common Victualler License for the Yassou.

Respectfully Submitted,

Detective Edward DeFrancisco

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: 

Date: 10/18/18

"Proactive and Proud"



Arlington Fire Department Town of Arlington

Administrative Office
411 Massachusetts Ave, Arlington, MA 02474
Phone: (781) 316-3803 Fax: (781) 316-3808
Email: jkelly@town.arlington.ma.us

Kevin M Kelley
Deputy Fire Chief

Checklist for food sales ownership conversion.

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

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____

Date: 10/18/18



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

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

MEMO

To: Board of Selectmen
From: Kylee Sullivan, Health Compliance Officer
Date: October 15, 2018
RE: Board of Health Comments for Selectmen's Meeting on October 22, 2018

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

**Yassou- 1323 Massachusetts Avenue
Common Victualler License**

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

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____

Date: 10/18/18

SELECT BOARD
TOWN OF ARLINGTON - INSPECTION REPORT

Report is due at the Office of the Select Board by, October 16, 2018
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1323 Massachusetts Avenue
Applicant's Name: Christo Paraskeroudis
D/B/A: Yassou
Telephone: 413-230-9030
Department: Sent Via E-mail

Date: 9/18/2018

MEETING DATE: October 22, 2018

Inspected By:

RE: COMMON VIC LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Building

All building changes need permits.

All sign changes need approval and sign permit.

Window signs cannot exceed 25% of window or fine lines will be levied.

Certificate of Occupancy is needed - \$100 fee.

The Director of Inspectional Services has no objection to the issuance of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk.

Plumbing

The Inspector of Plumbing and Gassfitting has no objection to the issuance of this license.

All Plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by a licensed contractors.

Electrical

The Inspector of Wires has no objection to the issuance of this license

The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval of the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: 

Date: 10/18/18

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by October 17, 2018
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1323 Massachusetts Avenue
Applicant's Name: Christo Paraskeroudis
D/B/A: Yassou
Telephone: 413-230-9030
Department: Sent Via E-mail

Date: 9/18/2018

Meeting Date: October 22, 2018

Re: COMMON VICTUALLER LICENSE

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

The proposed business is at the former location of Capri Pizza. The proposed use is 18-seat restaurant. Located in a B3 Village Business Zoning District, this restaurant is an appropriate use for this location.

The Department has no objection to the issuance of a Common Victualler license to this business.

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

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____



Date: 10/18/18

OFFICE OF THE BOARD OF SELECTMEN

730 Massachusetts Avenue

Town of Arlington

Massachusetts 02476-4908

(781) 316-3020

(781) 316-3029 fax

 \$60.00 Filing Fee

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

APPLICATION

To the Licensing Authorities of the Town of Arlington

The Undersigned hereby makes application for a

☒ COMMON VICTUALLER LICENSE(Eat In)

☐ FOOD VENDOR LICENSE (Take Out Only)

Location 1323 Mass Ave Arlington, MA 02476

Name of Applicant Christo Paraskeroudis

Corporate Name (if applicable) _____

D/B/A Yiasso

Date 10-2-18

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

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name 

Signature Name _____

Phone (Home) _____ (Business) _____

INFORMATION RELATIVE TO APPLICATION

Breakfast

Yes ___ No ___

Lunch

Yes ☒ No ___

Dinner

Yes ☒ No ___

Do you own the property? Yes ___ No ☒ Tenant At Will ___ Lease 12 (years)

Hours of Operation:

Day M-S Hours 10-10

Day ___ Hours ___

Day ___ Hours ___

Floor Space ___ Sq. Ft. Seating Capacity (if any) 18

Parking Capacity (if any) ___ spaces Number of Employees 3

List Cooking Facilities (and implements)

pizza oven, flat top, gyro, oven, stove top, fryer

Will a food scale be in use for sale of items to the public? Yes ___ No ☒

Will catering services be provided by you? Yes ___ No ☒

Eight copies of the following items must be submitted with the application:

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

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

FOR OFFICE USE ONLY

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

Date _____ Time _____

Board Action: Approved Yes ___ No ___

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

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

Name Christo Parakevoudis Name _____
Address 1323 Mass Ave Address _____
City Arlington, MA Zip 02476 City _____ Zip _____
DESCRIPTION OF APPLICANT DESCRIPTION OF APPLICANT
Born in the U.S., Yes _____ No X Born in the U.S., Yes _____ No _____
Born Where Greece Born Where _____
Date of Naturalization 2000 Date of Naturalization _____
Male or Female Male Male or Female _____
Date of birth 6/7/54 Date of birth _____
Photo 1 inch by 1 inch



The Establishment shall operate as:

☒ Sole Ownership / ☐ Partnership / Total Number of Partners /

Corporation Based in Viasoo

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

Corporate Information Required:

President _____

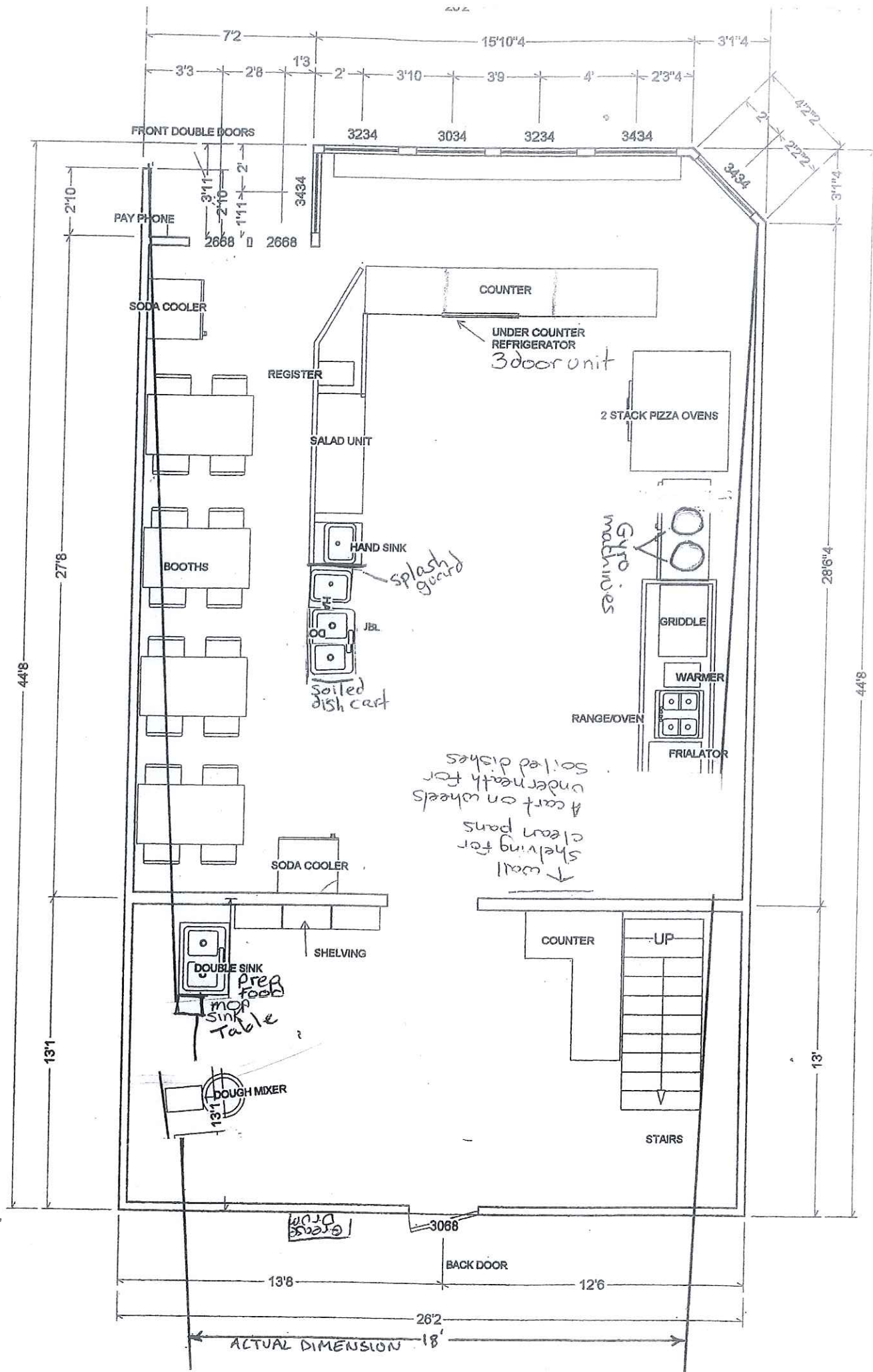
Secretary _____

Treasurer _____

Name

Address

Zip



PARK

209.1

B

15111

2.48.81

MILL BROOK

23,888

135.0

1299

1305

1305

1309
1311

1313

1315

1315

1317
1319

140.0

1321

1321 1/2

1323

64.70

60

9839

7525

MILL

89.78
89.81
89.83

62.70

62.43

60.5

31.0

277.95
40.0

322.94

30

42.57

69.71

before



Front Existing sign Total 24" x 300" 4
4 individual Light Box w/ Acrylic faces
Side Sign size is 24" x 48"

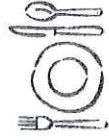
after



**We are going to use same signs
and replace sign faces**

**Front sign Total 24" x 300" 4
4 individual Light Box w/ Acrylic faces
Side Sign size is 24" x 48" Light Box**

YASSOU



YASSOU M E N U

Hours
Monday - Friday 11 am - 10 pm
Saturday 11 am-10 pm
Sunday 11 am-10 pm

YASSOU
1323 Massachusetts Ave
Arlington, MA 02476

Phone (781) 646-5440
E-mail hristospara@gmail.com

Phone: 781-646-5440
E-mail: hristospara@gmail.com

Sandwiches

Gyro Pork	7.50
Gyro Chicken	7.50
Souvlaki Pork	7.50
*Souvlaki Beef	8.50
Souvlaki Lamb	9.50
Souvlaki Chicken	7.50
Soutzoukakia	7.50

Platters

Pork Gyros	30.00
Chicken Gyros	30.00
Souvlaki	30.00
Loukaviko	30.00
Soutzoukakia	30.00
Served with Salad & Dinner Rolls	

Salads

Greek	6.99
Garden Salad	5.99
Chef Salad	7.99
Grilled Chicken Salad	8.99
Extra Pita	1.50
Extra Dressing	.75

Dinners

Pork Gyros	12.99
Chicken Gyro	12.99
Lamb Souvlakia	15.99
Beef Souvlakia	13.99
Chicken Souvlakia	12.99
Lamb Paidakia	15.99
Served on Rice or Pilaf or Krigaki	
Or French Fries	

Pizza 15"

Cheese	10.00
Mushroom	12.00
Peppers	12.00
Onions	12.00
Black Olives	12.00
Tomato	12.00
Pepperoni	12.00
Salami	12.00
Bacon	12.00
Ham	12.00
Linguica	13.00
Meatball	12.00

Desserts

Galaktoboureko	4.00
Baklaba	4.00

*This item is served undercooked,
Consuming raw or undercooked food may
increase your risk of food borne illness

BEFORE PLACING YOUR ORDER, PLEASE INFORM YOUR
SERVER IF SOMEONE IN YOUR PARTY HAS A FOOD ALLERGY

Sandwiches

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Gyro Chicken	7.50
Souvlaki Pork	7.50
*Souvlaki Beef	8.50
Souvlaki Lamb	9.50
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Served with Salad & Dinner Rolls	

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Galaktoboureko	4.00
Baklaba	4.00

*This item is served undercooked,
Consuming raw or undercooked food may
increase your risk of food borne illness

BEFORE PLACING YOUR ORDER, PLEASE INFORM YOUR
SERVER IF SOMEONE IN YOUR PARTY HAS A FOOD ALLERGY

Yassou Gyro/Pizza

1323 Massachusetts Ave
Arlington, MA 02476

Maintenance Program

1. The restaurant will be equipped with receptacles so that all rubbish may be disposed of properly.
2. Each night receptacles will be emptied into dumpster located in back of restaurant.
3. Dumpster will be emptied once a week every Tuesday.
4. The present dumpster service is provided Waste Management.
5. Once a month, an exterminator will treat the premises for pesticide control.
6. Employees will be obligated to ensure that the interior of the restaurant is kept clean. The exterior will be routinely checked, so that there is no rubbish deposited on the front sidewalk or the rear of the restaurant.



Town of Arlington, Massachusetts

For Approval: Common Victualler License

Summary:

Usushi Cafe, 474 Massachusetts Avenue, Ping Zheng

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Usushi_Cafe_-_CV_License_Reports.pdf	Inspection Reports
▢	Reference Material	Usushi_Cafe_-_CV_Application_.pdf	Common Victualler Application

LICENSE APPLICATION REPORT

Type of License: Common Victualler License

Name of Applicant: Usushi Café

Address: 474 Massachusetts Avenue

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

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____

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

- Police _____x_____
- Fire _____x_____
- Health _____x_____
- Building _____x_____
- Planning _____x_____

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

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

Town of Arlington
MASSACHUSETTS 02474

October 3, 2018

On Wednesday, October 3, 2018 at 10:00 AM, I called and spoke with Ping Zheng regarding this application for a Common Victualler License for the Usushi Cafe, located at 474 Mass Ave. Zheng stated this is going to be her first business and hopes to open in December. Zheng stated that she will be the primary owner and will be managing the day to day operations. Zheng stated that she will not be serving alcohol at this time.

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

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Common Victualler License for the Usushi Cafe.

Respectfully Submitted,

Detective Edward DeFrancisco

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____

Date: 10/19/2018

"Proactive and Proud"



Arlington Fire Department Town of Arlington

Administrative Office
411 Massachusetts Ave, Arlington, MA 02474
Phone: (781) 316-3803 Fax: (781) 316-3808
Email: jkelly@town.arlington.ma.us

Kevin M Kelley
Deputy Fire Chief

Checklist for food sales ownership conversion.

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

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____

Date: _____

10/19/18



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

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

MEMO

To: Board of Selectmen
From: Kylee Sullivan, Health Compliance Officer
Date: October 15, 2018
RE: Board of Health Comments for Selectmen's Meeting on October 22, 2018

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

**Usushi Cafe- 474 Massachusetts Avenue
Common Victualler License**

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

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature:  _____

Date: 10/19/2018

SELECT BOARD
TOWN OF ARLINGTON - INSPECTION REPORT

Report is due at the Office of the Select Board by, October 16, 2018
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 474 Massachusetts Avenue
Applicant's Name: Ping Zheng
D/B/A: Usushi Café
Telephone: 617-750-8436
Department: Sent Via E-mail

Date: 9/18/2018

MEETING DATE: October 22, 2018

Inspected By:

RE: COMMON VIC LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Building

All building changes need permits.

All sign changes need approval and sign permit.

Window signs cannot exceed 25% of window or fine lines will be levied.

Certificate of Occupancy is needed - \$100 fee.

The Director of Inspectional Services has no objection to the issuance of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk.

Plumbing

The Inspector of Plumbing and Gassfitting has no objection to the issuance of this license.

All Plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by a licensed contractors.

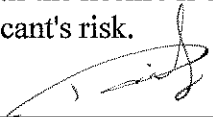
Electrical

The Inspector of Wires has no objection to the issuance of this license

The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval of the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: 

Date: 10/19/2018

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by October 16, 2018
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 474 Massachusetts Avenue
Applicant's Name: Ping Zheng
D/B/A: Usushi Cafe
Telephone: 617-750-8436
Department: Sent Via E-mail

Date: 9/18/2018

Meeting Date: October 22, 2018

Re: COMMON VICTUALLER LICENSE

Police

Fire

Board of Health

Building

Planning: Ali Carter, Economic Development Coordinator

The proposed business is at the former location of Yummy's, which was a frozen yogurt shop; the space has been vacant for several years. The proposed use is a 19-seat restaurant sushi restaurant. Located in a B5 Central Business Zoning District, this restaurant is an appropriate use for this location and will add to the diverse mix of restaurant offerings in Arlington Center.

The Department has no objection to the issuance of a Common Victualler license to this business.

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

APPLICANT SIGNATURE SECTION:

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

Applicant's Signature: _____



Date: 10/19/2018

**Office of the Board of Selectmen**

Town Hall, 2nd Floor
730 Massachusetts Avenue
Arlington, MA 02476-4908
phone 781-316-3020 | fax 781-316-3029

Reference #:

Date:

\$60.00 Filing Fee to be paid at
Selectmen's Office

FOOD LICENSE APPLICATION

Prerequisite: You must complete an application packet from the Board of Health and Human Services Department located at 27 Maple Street, Arlington, MA, phone 781-316-3170.

Prerequisite: The completed application below must be reviewed by
Inspectional Services located at 51 Grove Street, Arlington, MA, phone 781-316-3390.

Type of License
applying for?☒

Common Victualler License

☐ Food Vendor License (take-out only)**BUSINESS DETAILS**

Business Name (D/B/A)

Usushi Cafe

Corporation Name
(if applicable)

Five Star Usushi, Inc

Physical Address

474 MASSACHUSETTS AVE

Unit

City, State, Zip Code

ARLINGTON, MA 02476

APPLICANT DETAILS

Name of Applicant

PING ZHENG

Applicant Phone Number

Applicant Email Address

pingzheng35@gmail.com

Applicant Food Business Experience(A) Name of Business
(Doing Business As name)

Type of Establishment

Address

Title Held

Start Date

End Date

(B) Name of Business (Doing
Business As name)

Type of Establishment

Address

Title Held

Start Date

End Date

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

Applicant References

Bank Name

Phone Number

Address

Loan Amount

Account Type

☒

Personal

☒

Business

Personal Reference Name

Relationship

Address

Phone Number

Professional Reference Name

Relationship

Address

Phone Number

OPERATIONAL DETAILS

Does Principal Officer(s) own the property?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If leasing the property, how long is the lease?	September 1, 2018~August 31, 2023	
Floor space (sq ft)	800 sq ft	Seating Capacity	19	
Parking Capacity	N/A	Number of Employees	5	
Hours of Operation				
Sunday	12:30 pm - 9:30 pm			
Monday	11:30 am - 10:00 pm			
Tuesday	11:30 am - 10:00 pm			
Wednesday	11:30 am - 10:00 pm			
Thursday	11:30 am - 10:00 pm			
Friday	11:30 am - 10:30 pm			
Saturday	11:30 am - 10:30 pm			
What service(s) will be provided? (check all that apply)	<input checked="" type="checkbox"/> Breakfast <input checked="" type="checkbox"/> Lunch <input checked="" type="checkbox"/> Dinner			
List cooking facilities and implements	NO COOKING FACILITIES			
Will a food scale be in use for sale of items to the public?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Will catering services be provided by your company?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If the facilities are not yet completed, provide estimated cost of work to be done.				
OFFICERS				
Principal Officer A				
Name	PING ZHENG		Gender	FEMALE
Address	51 PROSPECT ST, QUINCY, MA 02171		Date of Birth	
Phone Number			Email Address	pingzheng35@gmail.com
Are you a US Citizen?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Do you speak and understand English?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If no, what is your primary language?
Principal Officer B				
Name			Gender	
Address			Date of Birth	
Phone Number			Email Address	
Are you a US Citizen?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you speak and understand English?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, what is your primary language?
Corporate Officers				
President Name	PING ZHENG	Address	51 PROSPECT ST, QUINCY, MA 02171	
Secretary Name	PING ZHENG	Address	51 PROSPECT ST, QUINCY, MA 02171	
Treasurer Name	PING ZHENG	Address	51 PROSPECT ST, QUINCY, MA 02171	
BY-LAW AND BOARD OF SELECTMEN AGREEMENT				

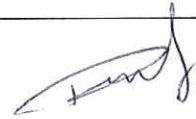
I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

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

Check this box to agree that you have read and understand the above statements and that the information in this form is correct to the best of your ability.

☒

Digital
Signature



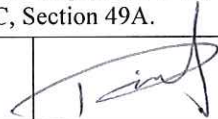
REAP / ATTESTATION AGREEMENT

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

* This license will not be issued unless this certification clause is signed by the applicant.

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

Signature of Applicant



Date

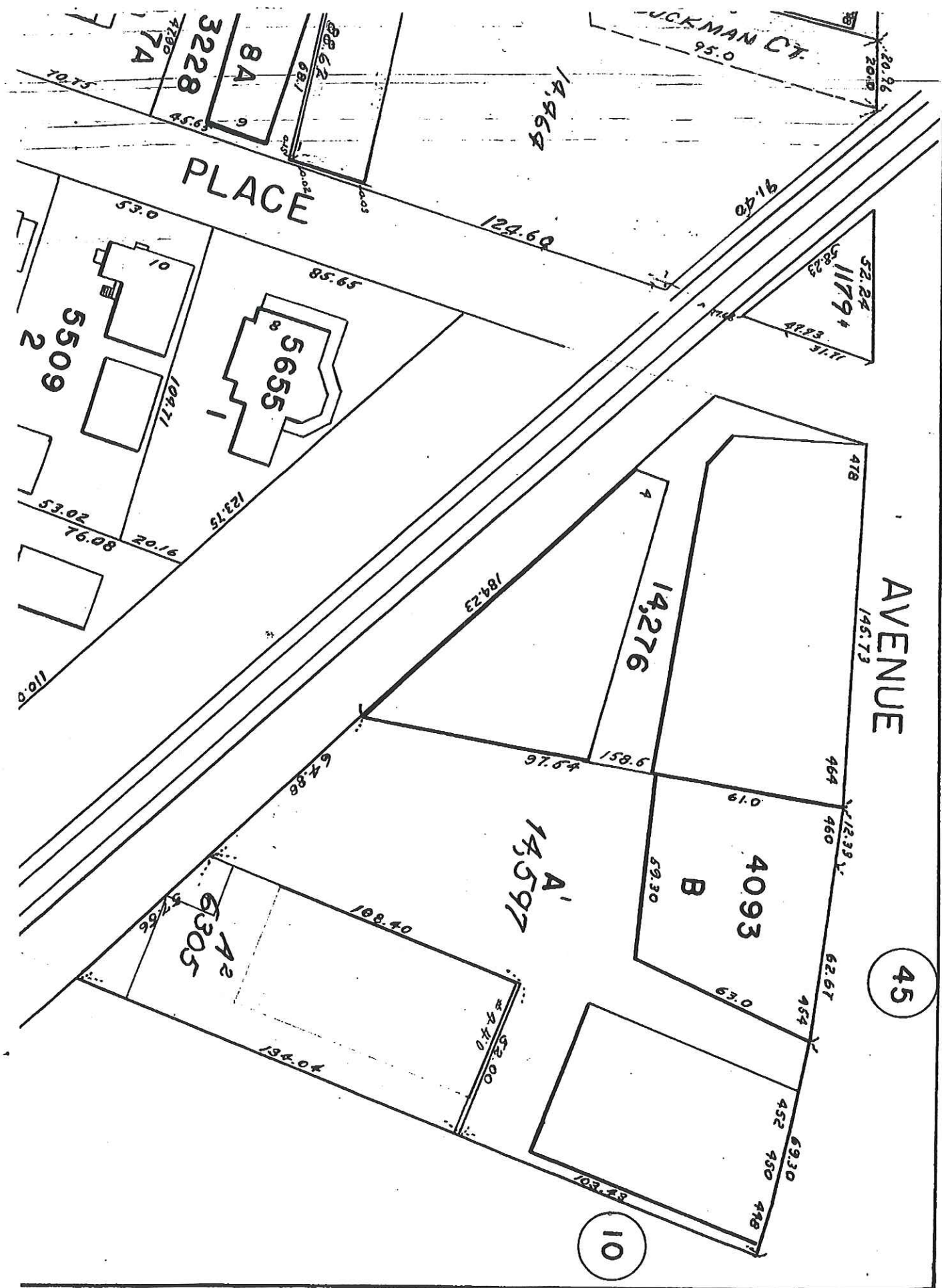
9/15/18

Printed Name of Applicant

PING ZHENG

Federal Identification # or
Social Security # (optional)

83-1651349



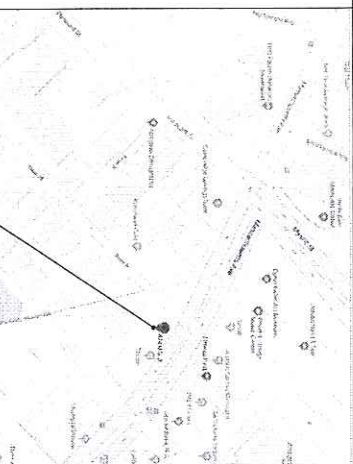
USUSHI CAFE

474 MASSACHUSETTS AVENUE ARLINGTON, MA

OWNER/CLIENT:
USUSHI CAFE
474 MASSACHUSETTS AVENUE
ARLINGTON, MA 02474

ARCHITECT:
JC ARCHITECT PLLC
730 HANCOCK STREET
QUINCY, MA 02170
TEL: (617) 642-2882
CONTACT: JIM CHEN, AIA, NCARB
EMAIL: JIM.CHEN5408@GMAIL.COM

LIST OF DRAWINGS
CS-1 COVER SHEET
X-1 EXISTING/DEMOLITION FLOOR PLAN
AE-1 CODE SUMMARY AND EGRESS PLAN
A-1 CONSTRUCTION FLOOR PLAN
A-2 CONSTRUCTION MILLWORK DETAILS
A-3 CONSTRUCTION FLOOR FINISHES
A-4 WALL TYPES, & EQUIPMENT SCHEDULES



474 MASS. AVE.
DATED: 09/07/2018
LOCUS MAP

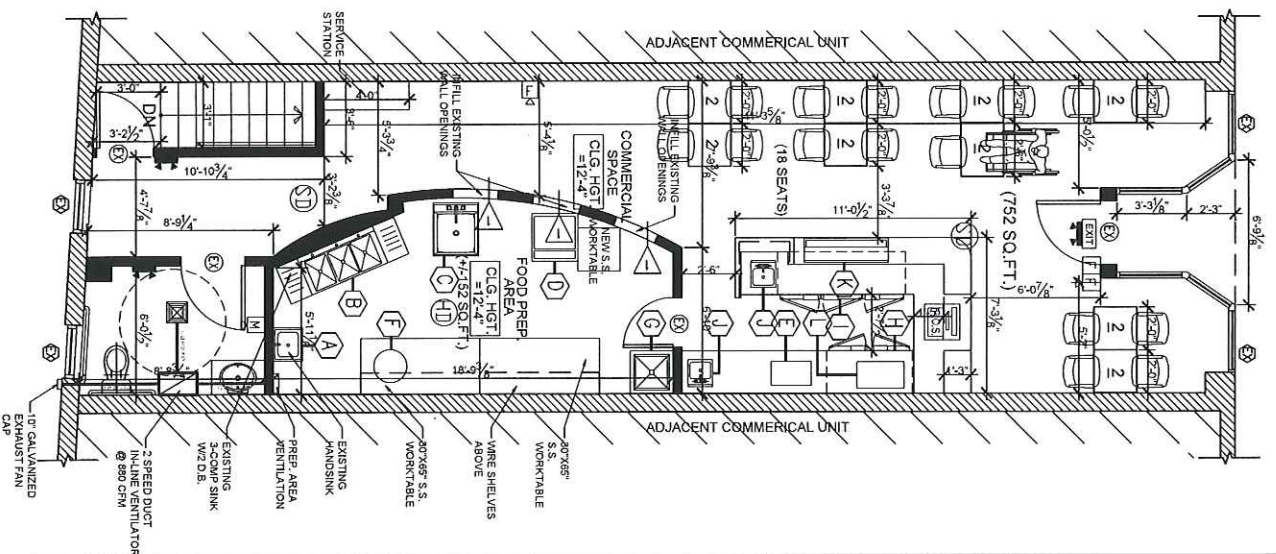
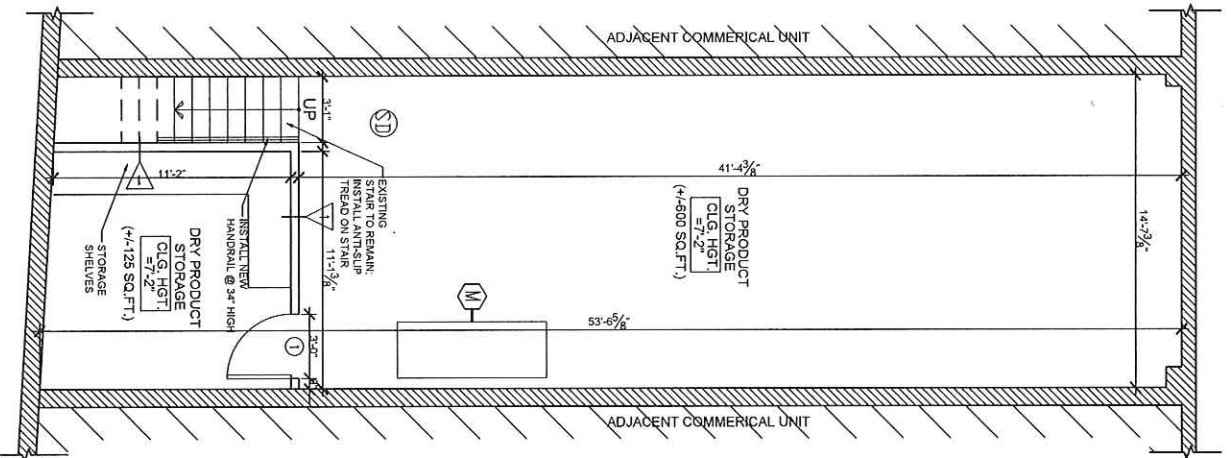
CONSTRUCTION GENERAL NOTES:

1. THE CONTRACTOR SHALL ARRANGE FOR, OBTAIN AND PAY FOR ALL PERMITS, CERTIFICATES, INSPECTIONS, AGENCY APPROVALS, ETC., AND PAY ALL FEES LEVIED BY STATE, LOCAL, AND MUNICIPAL AUTHORITIES HAVING JURISDICTION OVER WORK PERFORMED UNDER THIS CONTRACT. PROVIDE COPIES OF ALL REQUIRED PERMITS, CERTIFICATES, INSPECTIONS AND AGENCY APPROVALS TO THE OWNER.
2. FABRICATE AND INSTALL ALL WORK IN STRICT ACCORDANCE WITH THE INTERNATIONAL BUILDING CODE 2015, ALL APPLICABLE STATE AND LOCAL CODES OF STATE OF MASS., AND TOWN OF ARLINGTON.
3. MOISTURE-RESISTANT BOARD TO BE USED AT BATHROOM AND POWDER ROOMS, CEMENTITIOUS BOARD TO BE USED AT ALL PLUMBING WALLS
4. HEATING VENTILATION AND AIR CONDITIONING SYSTEM ARE EXISTING AND TO BE REMAIN AND OPERATE AS-IS.
5. PLUMBING SCOPE OF WORK SHALL BE DESIGN BUILD AS ACCORDANCE WITH STATE OF MASS. PLUMBING CODE/INTERNATIONAL PLUMBING CODE.
6. ELECTRICAL SCOPE OF WORK SHALL BE DESIGN BUILD AS ACCORDANCE WITH STATE OF MASS. ELECTRICAL CODE/INTERNATIONAL ELECTRICAL CODE.
7. FIRE PROTECTION SYSTEM ARE EXISTING AND TO BE REMAIN AND OPERATE AS-IS.

- EQUIPMENT SCHEDULE TAG**
- Ⓢ SMOKE DETECTOR
 - Ⓜ HEAT DETECTOR
 - △ WALL TYPES
 - Ⓐ WINDOW TYPES
 - ① DOOR TYPES
 - 101 ROOM NAME / NUMBER
 - ◻ INTERIOR ELEVATION TAG

CONSTRUCTION LEGEND

- EXISTING WALL TO BE DEMOLISHED
- EXISTING WALL TO REMAIN
- == NEW FULL-HEIGHT WALL TO BE BUILT
- == NEW HALF-HEIGHT WALL TO BE BUILT
- ⌒ BUILDING SECTION TAG



CONTRACT NOTES

- Ⓢ SMOKE DETECTOR
- Ⓜ HEAT DETECTOR
- Ⓢ CO DETECTOR
- Ⓢ KNOX BOX
- Ⓢ FIRE ALARM PULL STATION
- Ⓢ FIRE ALARM LIGHT W/ HORN
- Ⓢ MINI HORN
- Ⓢ FIRE ALARM CONTROL PANEL
- Ⓢ EMERGENCY LIGHT
- Ⓢ EMERGENCY EXIT SIGN

STAMPED BY: JIM CHEN, AIA, NCAAB

No. _____ Date _____

7200 MASSACHUSETTS AVENUE
ARLINGTON, MA 02460
TEL: 617.339.4400
FAX: 617.339.4401
WWW.JCARCHITECT.COM

USUSHI CAFE
TENANT FIT-OUT
474 MASSACHUSETTS AVENUE
ARLINGTON, MA

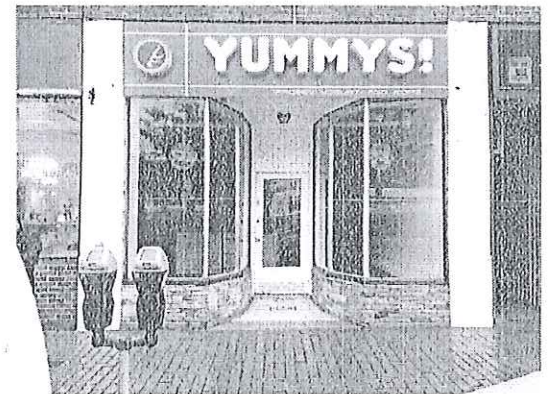
154
30000013
A-1



Job Site: 474 Massachusetts Ave, Arlington, MA 02474

Specification:

Lettering: white 1/2" PVC letters with red and gold vinyl overlay
Board: 36"x160" Black Aluminum Sheet



Customer:
Company:
Phone:
Estimate:

Address:
City:
State/ZIP:
Job No.:
Date:

The undersigned, in his or her individual and official capacity, hereby certifies that quoted prices, designs, terms, and conditions are accepted. AZ SIGNS is authorized to perform the work as specified.

Print Name

Date

AZ SIGNS & STOREFRONTS
安興 招牌·玻璃·鋁門窗 | 781-363-4359
33 NEWPORT AVENUE, SUITE C, QUINCY, MA 02171

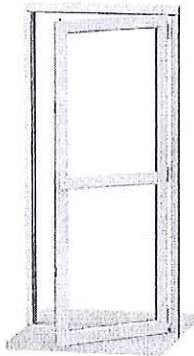
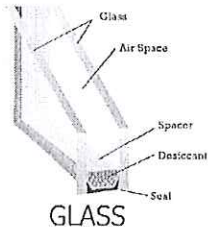
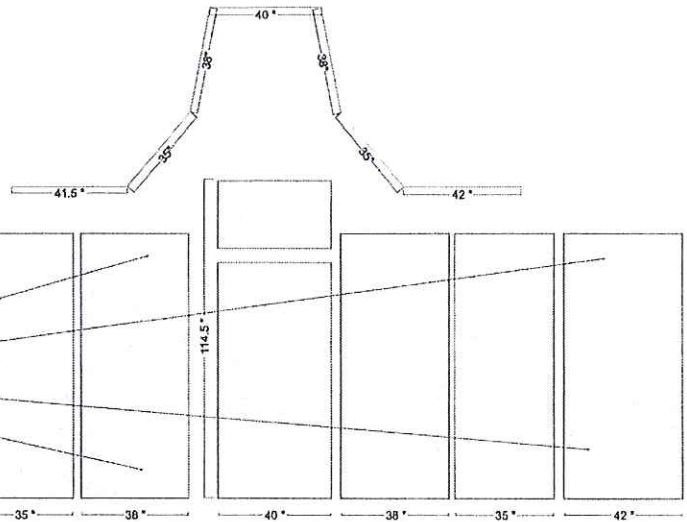
Location: 474 Massachusetts Ave
Arlington, MA 02474

Specification:

Glass and Window Alternation

Glass: 1" clear thermo glass

Frame: 2" Black Aluminum



ALUMINUM DOOR



NEW



OLD

MENU OF USUSHI CAFÉ

Appertizers&Salads

1. Miso soup
2. Steam shumai
3. Steam gyoza
4. Edamame
5. Seaweed salad
6. Avocado salad
7. Spicy seafood salad
8. Tako salad
9. Sashimi salad
10. Etc

Sushi & Sashimi

1. Tuna
2. Salmon
3. Yellow tail
4. White tuna
5. Octopus
6. Eel
7. Crab meat
8. Sea urchin
9. Scallop
10. Squid
11. Etc

Makimono

1. Cucumber maki
2. Avocado maki
3. Sweet potato maki
4. Asparagus maki
5. Cucumber and avocado maki
6. Tuna or Salmon maki
7. Yellowtail and scallion maki
8. Spicy maki-tuna, salmon, yellowtail, and crabmeat
9. California maki
10. Alaskan maki
11. Eel avocado maki
12. Eel cucumber maki
13. Crazy maki

14. Caterpillar maki
15. Scorpion maki
16. Rainbow maki
17. Dragon maki
18. Snow mountain maki
19. Fire maki
20. Triple maki
21. Red sox maki
22. X'mas maki
23. Volcano maki
24. Star maki
25. Etc

Sushi entrees

1. Sushi regular
2. Sushi deluxe
3. Sashimi regular
4. Sashimi deluxe
5. Sushi & Sashimi Lover combo
6. Maki combo
7. Spicy lover combo
8. Makimono deluxe
9. Party Tray
10. Etc

Dons (fishes on top of a bowl of rice)

1. Eel don
2. Tuna don
3. Salmon don
4. Chirashi
5. Spicy lover don
6. Seafood don
7. Volcano don
8. Sea urchin don
9. Scallop don
10. Etc

Onigirazu (sushi sandwiches wrap with seaweed and rice)

Create your own sandwiches base on the ingredient we provided, such as

Spicy tuna, tomato, cucumber, and spicy mayo wrapped with seaweed and rice.

Beverage & dessert

1. Sodas
2. Smoothies
3. Asian tea.
4. Japanese mochi ice cream
5. Handmade crunch ice cream
6. etc

Restaurant Maintain Plan

1. Sweep the floor every opening and closing
2. Mop the floor every closing night
3. Remove all the trash every day after closing
4. Every 3 months with pest control company
5. Change dumpster every week
6. No grease. No kitchen, no gas food.



Town of Arlington, Massachusetts

Donation Acceptance for Spy Pond Park

Summary:

- a. Friends of Spy Pond Park Donation
 - b. Judy Record Conservation Fund
- Karen Grossman, Friends of Spy Pond Park
Douglas W. Heim, Town Counsel

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Spy_Pond_Park_Project.pdf	Reference



TOWN OF ARLINGTON
DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

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

MEMORANDUM

To: Arlington Select Board

From: Erin Zwirko, Assistant Director of Planning and Community Development

CC: Emily Sullivan, Environmental Planner/ Conservation Commission Agent
Jon Marshall, Director of Recreation

Date: October 4, 2018

RE: Donations in support of the Spy Pond Park Project

The overall Spy Pond Park Project is comprised of two elements: shoreline stabilization and accessibility. The Spy Pond Shoreline Stabilization Project is being managed by the Conservation Commission and funded by Community Preservation Act (CPA) funds. The primary goals of the project are to preserve shoreline habitat and improve water quality while addressing erosion. To ensure success of the project, the Conservation Commission is relying on community partnerships to educate the public and help control access to unauthorized paths which lead to bank erosion. Additionally, the Community Development Block Grant (CDBG) funded aspect of the project, the Spy Pond ADA-Compliant Trails and Access project, is to ensure that all of the facilities around Spy Pond are linked by accessible trails, routes, and paths.

To support the proposed Spy Pond Project, there is the need to create a consolidated donation account in order to accept two known donations and potentially others as the proposed project progresses. At this time, the Judy Record Conservation Fund of the Massachusetts Audubon Society awarded \$10,000.00 to the Arlington Conservation Commission and the Parks and Recreation Department (see attached award letter). Further, the Friends of Spy Pond Park have committed \$5,000.00 toward improving accessibility throughout the park. Although the Friends of Spy Pond Park planned to donate the funds as part of a match to a grant that was not awarded to the Town of Arlington, due to the loss of the grant, the funds are even more necessary to see this project to completion.

On behalf of all of the Spy Pond Park Project partners, I respectfully request that the Select Board accept these donations.



Judy Record Conservation Fund

Stewardship of the Natural Landscape

Trustees

Roger Wrubel
Executive Director
Eugene Record
Treasurer
Gary Clayton, *President,*
Massachusetts Audubon
Society

17 August 2018

Jennifer Raitt
Conservation Commission
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Dear Ms. Raitt:

It is my pleasure to inform you that the Board of Directors of the Judy Record Conservation Fund (JRFund) has awarded the Arlington Conservation Commission and the Parks and Recreation Department \$10,000 towards the construction of a dock at Spy Pond in Arlington. We hope this grant will help your campaign to construct the boat launch, protect the pond bank from erosion, protect rare plants and serve the people of Arlington and the region as well.

We would appreciate any acknowledgement you can give to the JRFund for this grant and a final report when the project is complete.

Sincerely,

Roger Wrubel
Executive Director



Town of Arlington, Massachusetts

Discussion: Ballot Question 3: Referendum on an Existing Law

Summary:

Mel Goldsipe, Vice Chair, LGBTQIA & Rainbow Commission

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Ballot_Question_3_Text_.docx	Ballot Question #3
▢	Reference Material	2018_Resolution_for_Ballot_Question_3.doc	Rainbow Commission Resolution

QUESTION 3: REFERENDUM ON AN EXISTING LAW

Do you approve of a law summarized below, which was approved by the House of Representatives and the Senate on July 7, 2016?

SUMMARY

This law adds gender identity to the list of prohibited grounds for discrimination in places of public accommodation, resort, or amusement. Such grounds also include race, color, religious creed, national origin, sex, disability, and ancestry. A “place of public accommodation, resort or amusement” is defined in existing law as any place that is open to and accepts or solicits the patronage of the general public, such as hotels, stores, restaurants, theaters, sports facilities, and hospitals. “Gender identity” is defined as a person’s sincerely held gender-related identity, appearance, or behavior, whether or not it is different from that traditionally associated with the person’s physiology or assigned sex at birth.

This law prohibits discrimination based on gender identity in a person’s admission to or treatment in any place of public accommodation. The law requires any such place that has separate areas for males and females (such as restrooms) to allow access to and full use of those areas consistent with a person’s gender identity. The law also prohibits the owner or manager of a place of public accommodation from using advertising or signage that discriminates on the basis of gender identity.

This law directs the state Commission Against Discrimination to adopt rules or policies and make recommendations to carry out this law. The law also directs the state Attorney General to issue regulations or guidance on referring for legal action any person who asserts gender identity for an improper purpose.

The provisions of this law governing access to places of public accommodation are effective as of October 1, 2016. The remaining provisions are effective as of July 8, 2016.

A YES VOTE would keep in place the current law, which prohibits discrimination on the basis of gender identity in places of public accommodation.

A NO VOTE would repeal this provision of the public accommodation law.

OFFICE OF THE SELECT BOARD

DANIEL J. DUNN, CHAIR
DIANE M. MAHON, VICE CHAIR
KEVIN F. GREELEY
JOSEPH A. CURRO, JR.
JOHN V. HURD



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

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

RESOLUTION

WHEREAS: The Massachusetts House of Representatives and Senate approved the addition of gender identity to the Massachusetts Public Accommodations Law (M.G.L c. 272, §§ 92A, 98 and 98A) on July 7, 2016; and

WHEREAS: Governor Charlie Baker signed this legislation, An Act relative to transgender anti-discrimination (S. 2407), into law on July 8, 2016; and

WHEREAS: The updated Public Accommodations Law has been in full effect since October 1, 2016; and

WHEREAS: In April 2016, prior to enactment of these protections statewide, the Town of Arlington demonstrated leadership on this issue when Town Meeting unanimously passed an amendment to the Town Bylaw, Title II, Article 9, Section 2, thereafter including gender identity or expression in this policy, ensuring equal opportunity and protection from discrimination in employment, housing, education, recreation, services, public accommodation and public area in Arlington, thereby making Arlington one of under twenty municipalities in the Commonwealth to enact such legislation by that time; and

WHEREAS: Arlington Town Meeting in 2017 created the LGBTQIA+ Rainbow Commission to promote equality-affirming policies regarding the full spectrum of sexual orientations and gender identities; and

WHEREAS: On May 21, 2018, the Select Board issued a Pride Proclamation that included a reaffirmation of its commitment to inclusive antidiscrimination protections; and

WHEREAS: The Select Board also voted on May 21, 2018 to join the Freedom For All Massachusetts Coalition to show the broad support within the Town of Arlington for these inclusive antidiscrimination protections; and

WHEREAS: Through actions like these, the Town of Arlington has demonstrated a deep commitment to its goal that “We will be known for the warm welcome and respect we extend to all”; and

WHEREAS: The November 6, 2018 statewide election includes ballot question 3, considering whether to uphold or repeal the provision in the Massachusetts Public Accommodations Law prohibiting discrimination on the basis of gender identity in places of public accommodation; and

WHEREAS: Repeal of this law would have a devastating effect for transgender and gender non-conforming members of our families, friends, and community as a whole, and which would be against principles we as a town uphold and reaffirm.

NOW, THEREFORE, BE IT RESOLVED, We, the members of the Arlington Select Board, do hereby express again our commitment to continue to defend transgender equality in Arlington and hereby publicly endorse the Freedom For All Massachusetts Yes on 3 effort to uphold the current law and say clearly: Discrimination has no place in Massachusetts and no place in Arlington.

_____	SELECT BOARD
_____	OF THE
_____	TOWN
_____	OF
_____	ARLINGTON

A true record.

ATTEST:

By: _____
Board Administrator



Town of Arlington, Massachusetts

Articles for Review:

Summary:

Article 3 Acceptance/Local Option: Recreational Marijuana Excise Tax
Article 4 Bylaw Amendment/LGBTQ + Rainbow Commission Membership
Article 5 Bylaw Amendment/Certain Personnel
Article 6 Endorsement/The John J. Bilafer Arlington Citizens' Scholarship Fund - Dollars for Scholars

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Warrant_Articles_Text.docx	Warrant Article Text
▢ Reference Material	Doug_s_Comments_W._A._3_4_5_6.docx	Town Counsel Comments
▢ Reference Material	STM_W.A.5_Comments_Carman_Suggested_Bylaw_Amendment_(2).doc	W.A. #5 D. Carman Comments

To see if the Town will vote to accept M.G.L. c. 64N Section 3, as recently amended by Section 13 of Chapter 55 of the Acts of 2017, and impose a local sales tax upon the sale of recreational marijuana originating within the Town by a vendor at a rate of up to 3% of the gross receipts of the vendor from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise to take effect on the first day of the calendar quarter commencing at least thirty days after such vote of Town Meeting; or take any action related thereto.

To see if the Town will vote to amend Title II, Article 13 of the Town Bylaws by changing the number of members appointed to the Rainbow Commission from seven to between seven and nine; to specify the length of their terms as well as the manner of such appointments and reappointments; and/or to set forth the quorum requirements for the Commission; or take any action related thereto.

To see if the Town Meeting will vote to amend Title I of the Town Bylaws for all Articles that include the Treasurer & Collector of Taxes, Comptroller or Town Clerk to reflect approved and pending changes to the appointment of those offices; or take any action related thereto.

To see if the Town Meeting will form a committee to review Title II, Article 1 of the Town Bylaws, “The John J. Bilafer Arlington Citizens’ Scholarship Fund – Dollars for Scholars,” and make recommendations to the 2019 Annual Town Meeting; or take any action related thereto.

(Inserted at the request of the Town Manager)



**Town of Arlington
Legal Department**

Douglas W. Heim
Town Counsel

50 Pleasant Street
Arlington, MA 02476
Phone: 781.316.3150
Fax: 781.316.3159
E-mail: dheim@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Select Board

Cc: Adam Chapdelaine, Town Manager

From: Douglas W. Heim, Town Counsel

Date: October 18, 2018

Re: Special Town Meeting Warrant Articles ##3, 4, 5, and 6

I write to provide the Select Board a summary of the above-referenced warrant articles to assist in the Board's consideration of these articles at its upcoming hearing on October 22, 2018. Given the timing of the Board's consideration of these articles, where possible, I have also included Draft Vote language for the Board's further consideration.

ARTICLE 3

ACCEPTANCE/ LOCAL OPTION: RECREATIONAL MARIJUANA EXCISE TAX

To see if the Town will vote to accept M.G.L. c. 64N Section 3, as recently amended by Section 13 of Chapter 55 of the Acts of 2017, and impose a local sales tax upon the sale of recreational marijuana originating within the Town by a vendor at a rate of up to 3% of the gross receipts of the vendor from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise to take effect on the first day of the calendar quarter commencing at least thirty days after such vote of Town Meeting; or take any action related thereto.

(Inserted at the request of the Town Manager)

This article invites Special Town Meeting to accept G.L. c. 64N, § 3, allowing the Town to impose a local excise on the retail sale of marijuana for adult use (recreational marijuana). The Town may set the excise tax rate any level up to and including 3 %. The Town may also accept the local excise tax at one level, and amend it later to increase (up to 3 %) or decrease the rate. Acceptance of the excise tax does not at present exclude a local excise pursuant to a host agreement, but the shifting and somewhat unpredictable landscape of marijuana regulation in the Commonwealth should be kept in mind in terms of the long term requirements of host agreements.

An acceptance of the local excise on retail sales becomes operative on the first day of the next calendar quarter after an affirmative vote, provided that date is at least thirty (30) days after the vote to accept the option. Otherwise, the excise becomes operative on the first day of the second quarter after the vote. The Town may make the acceptance operative at the start of a later quarter at its discretion.

With respect to the merits of the option, I expect that other Town officials may weigh in on the potential financial benefits of adopting the option (especially the Finance Committee) both independently and before the Select Board at hearing. However, if the Board is inclined to recommend favorable action to Town Meeting, a vote would be as follows:

VOTED: That the Town of Arlington accept G.L. c. 64N, § 3 to impose an excise on the retail sales of marijuana for adult use at the rate of [REDACTED] percent.

(__ - __)

**ARTICLE 4 BYLAW AMENDMENT/ LGBTQIA+ RAINBOW
COMMISSION MEMBERSHIP**

To see if the Town will vote to amend Title II, Article 13 of the Town Bylaws by changing the number of members appointed to the Rainbow Commission from seven to between seven and nine; to specify the length of their terms as well as the manner of such appointments and reappointments; and/or to set forth the quorum requirements for the Commission; or take any action related thereto.

(Inserted at the request of the Town Manager & the LGBTQIA+ Rainbow Commission)

This article was submitted at the request of the LGBTQIA+ Rainbow Commission ("Rainbow Commission), and I expect that a representative of the Commission will speak at hearing as to the need for the option of expanded membership. If the Board is inclined to recommend favorable action to Town Meeting, a model vote to achieve same would start with the following:

VOTED: That Title II, Article 13 Section 2 of the Town bylaw be and is hereby amended as follows:

Section 2. Membership

The Commission shall consist of seven (7) to nine (9) members, six (6) to eight (8) of which are to be appointed by the Town Manager subject to the approval of the Board of Selectmen, and one (1) of which shall be appointed by the School Committee. Members shall be appointed to the following initial terms:

Two (2) members to a one-year term, two (2) members for two-year terms, and three (3) members for three-year terms, as determined appropriate by the Town Manager and School Committee. All subsequent terms shall be for three years.

The Manager may, by the majority vote of the Rainbow Commission, may appoint up to two additional registered voters of the town for a total of eight (8). Additional members

appointed pursuant to this section shall serve a single three-year term unless the majority vote of the Commission requests reappointment.

ARTICLE 5

BYLAW AMENDMENT/CERTAIN PERSONNEL

To see if the Town Meeting will vote to amend Title I of the Town Bylaws for all Articles that include the Treasurer & Collector of Taxes, Comptroller or Town Clerk to reflect approved and pending changes to the appointment of those offices, or take any action related thereto .

(Inserted at the request of the Town Manager)

This article was submitted at the suggestion of the former Town Treasurer Mr. Dean Carmen to harmonize Title I of the Town Bylaw with recent and pending changes to financial offices of the Town, including converting the Treasurer to an appointed office, altering the appointment and oversight of the Town Comptroller, and amending the Town Manager Act to create a Municipal Finance Department. For example, Title I, Article 4 generally grants the Treasurer powers and autonomy consistent with an elected position rather than an appointed position, including the process for appointing an Assistant Treasurer under Article 4, Section 5. Similarly, provisions within Title I, Article 6 Sec 9 afford the Treasurer and Clerk similar authorities with respect to personnel despite the fact that the Treasurer will soon be more firmly under the purview of the Finance Department. This Office in conjunction with the Manager's Office will report further on potential worthwhile changes at hearing.

ARTICLE 6

**ENDORSEMENT/ THE JOHN J. BILAFER ARLINGTON
CITIZENS' SCHOLARSHIP FUND – DOLLARS FOR
SCHOLARS**

To see if the Town Meeting will form a committee to review Title II, Article 1 of the Town Bylaws, “The John J. Bilafer Arlington Citizens’ Scholarship Fund – Dollars for Scholars,” and make recommendations to the 2019 Annual Town Meeting; or take any action related thereto.

(Inserted at the request of the Town Manager)

This article was also submitted at the suggestion of the former Town Treasurer Mr. Dean Carmen. It is my understanding that administration of Title II, Article 1 of the Town Bylaws, “The The John J. Bilafer Arlington Citizens' Scholarship Fund- Dollars For Scholars” has presented administrative challenges for some time. It seeks the Board’s endorsement to form a committee to examine the program and the bylaw to make its administration a more efficient and effective enterprise.

VOTED: That Title I, Article 4 of the town bylaws be deleted in its entirety and replaced with the following:

ARTICLE 4: TREASURY & COLLECTIONS DIVISION

Section 1. Duty

The Town Treasurer shall administer the Treasury & Tax Collections Division

Section 2. Divisions

A. Tax Collection Division (ART. 15, ATM 05/04/09)

1. The Town Treasurer also acts as the Collector of Taxes.
2. The Collector of Taxes shall seasonably collect, under the title Town Collector, all accounts due the Town which are committed. When the Collector of Taxes serves a written demand for the payment of any delinquent taxes, a demand fee of \$30 shall be added to the amount of the tax demanded thereby.
3. Every department of the Town shall deliver to the Comptroller at least once in every month a separate statement of each account due the Town arising through any transaction with such department. Upon receipt of such statements of accounts, the Comptroller shall commit such accounts to the Town Collector for collection. This section shall not apply to taxes and special assessment, licenses and permits issued or granted by the various departments of the Town, nor to interest on investments of sinking or trust funds.
4. Any account committed by the Comptroller which the Town Collector is unable to collect by ordinary efforts will be referred back to the department in which said account originated for further collection effort. So far as permitted by law, any account or portion thereof may be abated by the Comptroller upon recommendation by said department.

In the event the account cannot be collected within a reasonable period of time and is not abated, it shall be referred by the Town Collector to the Town Counsel for appropriate legal action and the Comptroller shall be notified of said referral.

5. The Tax Collection Division shall, once in each week or oftener, pay over to the Treasury all money received during the preceding week or lesser period on every such account, including any sums received as interest on monies received on such accounts and deposited in any bank.

B. Treasury Division

1. The Town Treasurer receives and takes charge of all monies belonging to the Town.
2. The Town Treasurer shall pay all monies of the Town which are legally due and owing, according to the order of the Town or its authorized officers.
3. The Town Treasurer shall, from time to time during the fiscal year, prepare and update a cash flow projection of anticipated receipts and expenditures and shall manage the Town's excess cash by prudently investing same to the maximum advantage of the Town as permitted by law.
4. The Town Treasurer shall determine the amounts of interest and maturing debt to be included in the annual budget for the ensuing year..
5. The Town Treasurer shall have custody of all paid matured notes, bonds and coupons issued by the Town and all canceled checks issued.

6. The Town Treasurer shall manage the Town's debt.

Section 3. Bond

The Town Treasurer shall give bond to the Town for the faithful performance of the duties of the office in a form approved by the Commissioner of Revenue and in such a sum to be determined by the Select Board, provided the amount of the bond shall not be less than the amount set by the Commissioner. The bond must cover all funds of which the Town Treasurer has custody. A separate bond must similarly be furnished covering the Town Treasurer's duties as Town Collector.

Section 4, Appointment of Treasurer

The Town Treasurer & Collector of Taxes shall be appointed by the Finance Director. If the Treasurer & Collector of Taxes is also being appointed as the Finance Director, the position shall be appointed by the Town Manager.

VOTED: That Title I, Section 9 of the bylaw is changed as follows:

In the title "Departments of Various Appointing Authorities" is deleted and replaced with "the Town Clerks Office".

Section 9. Allocation of Positions in the Town Clerks Office In point "A" the following is deleted: the words, "and the Treasurer/Collector" and "respective" from sentence one.

In point "A" the words "authorities" and "departments" are changed to the singular "authority" and "department".

In the first sentence of point "A", the word, "an" is inserted between "as independent"

The Town Clerk as an independent authority, may reorganize, consolidate, or otherwise establish new positions in their department without prior Town Meeting approval subject to available funds and the requirements of collective bargaining contracts and laws relating to same. Said authority may appoint persons to fill such new positions so created on a temporary basis.

In point "B" the words "appointing authority" are replaced with "Clerk", and in the first sentence the phrase, "or the Treasurer/Collector as the case may be" is deleted.

Role of Director

Before taking any of the aforementioned contemplated actions, the Clerk shall notify in writing the Personnel Director specifying the reasons therefore which notice shall not be dated earlier than December 1 of any calendar year.

The Director will consult with and assist the Clerk in the contemplated action except when the Director disagrees with the contemplated action in which event the Director will so advise the Clerk as to the reasons therefore not later than 21 days after receipt of the Clerk's notice of contemplated action unless said date is mutually extended.

If the Director agrees with the contemplated action, then the Director will so advise the Clerk in writing and the contemplated action shall become effective immediately.

If the Director disagrees with the contemplated action then the Director will so advise the Clerk in writing of the reasons therefore. In such event the Director shall take immediate steps to convene a meeting of the Human Resource Board established under Section 4 of Title I, Article 6 of the bylaws. Said Board shall consider presentations of the Director and the appointing authority and will make a written recommendation regarding the

contemplated action. The Human Resource Board shall convene not later than 14 days after disapproval by the Director of the contemplated action and render its advisory opinion within seven days of its consideration thereof. In any event the contemplated action may be implemented by the appointing authority at any time after the expiration of thirty days from the date of the Director's written disapproval of same notwithstanding any contrary recommendation of the Human Resource Board or its failure to timely meet to consider same.

That the first paragraph of Article 6, Section 21 is amended by deleting the words, “the Treasurer/Collector and”, then changing the following words from their plural to singular meaning: positions to position; are to is; those to the; individuals to individual; were to was

That the second paragraph of Article 6, Section 21 is deleted in its entirety.

That the work “officials” in paragraph three is changed to “official.

Section 21. Benefits for Town Treasurer/Collector and Town Clerk
(ART. 24, STM 11/17/93)

Notwithstanding the fact that the elected position of Town Clerk is not included in the Classification and Compensation Plans, the individual who is elected to same shall be entitled to vacation leave and sick leave as provided in Title I, Article 6, Sections 12 and 13, respectively to the same extent as if said position was so included.

It is the intention of the Town that any person having occupied the position of Town Clerk and Treasurer/Collector since the Annual Election in February of 1984 shall be entitled to the accumulation of sick leave as provided by Title I, Article 6, Section 13 retroactive to the date of their first having been elected to the position of Clerk and Treasurer/Collector respectively. All effected officials shall certify the number of days accrued to date to the Personnel Director and thereafter on a yearly basis.

Said elected official shall likewise be entitled to all provisions of Section 14, 15, 16, 17, 18, 22A, and 22B, of this Article, as applicable, and the longevity benefit shall be the same as provided for positions in Schedule M of the Classification and Compensation Plan.



Town of Arlington, Massachusetts

Request for Traffic Calming on Thorndike Street at Entrance to Magnolia Park

Summary:

Bill Palmteer, 112 Thorndike Street

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Palmteer_CR.pdf	e-mail chain

Conver. Rec.
10/22/18

From: bill palmteer <bill.palmteer@gmail.com>
To: Jim Feeney <JFeeney@town.arlington.ma.us>
Cc: Jon Marshall <JRM Marshall@town.arlington.ma.us>, Marie Krepelka
<MKrepelka@town.arlington.ma.us>, Daniel Amstutz <DAmstutz@town.arlington.ma.us>
Date: 10/15/2018 11:53 PM
Subject: Re: Magnolia Park entrance Thorndike

Hi Jim,

Appreciate yours and everyone's time looking into this situation. I am not sure even with proper placement of a sign would be a deterrent to people who drive fairly fast to the dog park or to drop off people to the T at the end of Thorndike. It certainly would be a start to review and assess the area. A sign(s) places at the corner yellow house and near the end of Thorndike near the gravel road would be a start. Just looking to keep the highly dense kid population safe near the park. If you need anything from me please let me know.

Best
Bill

On Oct 15, 2018, at 12:05 PM, Jim Feeney
<JFeeney@town.arlington.ma.us> wrote:

Good morning Mr. Palmteer,

Select Board Administrator Marie Krepelka shared with me your correspondence below regarding the Thorndike St. side entrance to Magnolia Park. Thank you for your attention to this matter and for taking the time to document your concerns in writing.

I visited the site last week to review your request for a crosswalk. After a cursory evaluation, it seems applying a marked crossing at this location would not be appropriate given that the far side landing would be in such close proximity to the driveway opening. Further, the established criteria require ADA compliant curb ramps when we designate via pavement markings new crossings, which do not presently exist in this location. Although they could be constructed, we ideally aim (in accordance with Nat'l guidelines) to cross pedestrians at intersections, avoiding mid-block locations, so as to enhance, rather than potentially reduce, pedestrian safety.

With all that said, and even though this is not the main/signed entrance to the park, perhaps additional signage could be placed to call motorists' attention to the potential presence of additional child pedestrians. There may or may not be precedent examples at other recreational facilities in Town.

In order to have TAC evaluate the request for additional signage, the Select Board will have to formally refer your request to them at an upcoming meeting. I have copied the Town's Transportation Planner, Daniel Amstutz, here so he is also aware of your request.

Please do not hesitate to let me know if you have any questions.

Sincerely,

Jim

James Feeney
Assistant Town Manager
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476
(781) 316-3010
<Twitter Bird.jpg>@Arlingtonmagov

From: bill palmteer <bill.palmteer@gmail.com>
To: Jon Marshall <JRMarshall@town.arlington.ma.us>
Cc: Marie Krepelka <MKrepelka@town.arlington.ma.us>
Date: Sun, 7 Oct 2018 22:50:10 -0400
Subject: Re: Magnolia Park entrance Thorndike

Hi Jon,
Can you give me another resource to talk to about taking care of this safety concern for the kids....
Thanks
Bill

On Wed, Sep 26, 2018 at 10:16 PM bill palmteer <bill.palmteer@gmail.com> wrote:

Hi Jon and Marie,
Any thoughts on next steps to get a crosswalk or even something more visible?
Thanks
Bill

On Mon, Sep 10, 2018 at 6:48 AM bill palmteer <bill.palmteer@gmail.com> wrote:

Hi Marie,
Anything you need from me please let me know..

Thanks Bill

On Aug 30, 2018, at 9:34 AM, Jon Marshall <JRMarshall@town.arlington.ma.us> wrote:

Bill-

I reached out to the Select Board's office and Marie Krepelka, the Boards Administrator; let me know that these request would start with the Board of Selectmen before moving onto the TAC. I have copied her on this email so that she can review the request and follow up with you on any additional information they may need.

Thank you,

Jon Marshall
Director of Recreation
Town of Arlington
781 316-3880
arlingtonma.gov/recreation

From: bill palmteer <bill.palmteer@gmail.com>
To: Jon Marshall <JRMarshall@town.arlington.ma.us>
Date: Wed, 29 Aug 2018 22:28:16 -0400
Subject: Re: Magnolia Park entrance Thorndike

Hi Jon,
Is this something you can help me with or get in contact with the correct people? A kid almost got hit today...
Thanks
Bill

On Tue, Aug 28, 2018 at 10:33 PM bill palmteer
<bill.palmteer@gmail.com> wrote:

Hi Jon,
I couldn't find any such department.... Perhaps you can help us out and find me a contact? Actually you might be of help as well. Thorndike St. gets quite a bit of outside traffic due to proximity to T and the dog park. A lot of people drive really fast down the road. We need some way to remind the drivers that there is a park there and to look for kids.. Lots of kids cross the street in front of my house to come play with my kids.... I noticed the other entrance to the park has at least white lines indicating a cross walk... This would be a great first step to make unaware drivers there is a park. A flashing light or sign would even be better. I have to imagine in some form you are responsible for park safety and this would go a long way to protect a lot of the kids that unfortunately do not look very well before they cross the street...
Thanks
Bill

On Tue, Aug 21, 2018 at 3:10 PM Jon Marshall
<JRMarshall@town.arlington.ma.us> wrote:

Bill-

I think the Transportation Advisory Committee would review all requests for road/signage in the road.

Jon Marshall
Director of Recreation
Town of Arlington
781 316-3880
arlingtonma.gov/recreation

From: bill palmteer <bill.palmteer@gmail.com>
To: JRMarshall@town.arlington.ma.us
Date: Sun, 19 Aug 2018 18:09:43 -0400
Subject: Magnolia Park entrance Thorndike

Hi John,
Hope all is well. BTW love the new paint on the
pumping station!!

Who could I talk to in the town about getting
something done on Thorndike st to alert drivers
theirs a park and should slow down? Perhaps cross
walk in street like is done on the other
entrance?

Thanks Bill



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

Next Scheduled Meeting of Select Board November 14, 2018