



Town of Arlington Select Board

Meeting Agenda

April 17, 2019

7:15 PM

Select Board Chambers, 2nd Floor, Town Hall

CONSENT AGENDA

1. Farmers' Market 2019
Patsy Kraemer, Market Manager
2. Request: Contractor/Drainlayer License
Knight Excavation Company, Inc., 410 Lebanon Street, Malden, MA
3. Request: Special (One Day) Beer & Wine License, 4/28/19 at Whittemore Robbins House for 'Japanese Sister City Dinner'
Sue Sheffler
4. Request: Special (One Day) Beer & Wine License, 5/4/19 @ Arlington Masonic Hall for the Arlington Center for the Arts 'Jugband Festival'
Linda Shoemaker, ACA
5. Appointment of New Election Workers: (1) Sean Brogan, 20 Old Mystic Street, U, Pct. 3; (2) Evelyn Ginsparg, 370 Gray Street, D, Pct. 14

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.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

6. For Approval: MBTA Bus Stop Signage Installation and Replacement Initiative, Wachusett Avenue @ Florence Avenue
Daniel Amstutz, Senior Transportation Planner
(tabled from 2/25/19 meeting)
7. For Discussion and Approval: Calling a Special Election on June 11, 2019, and Approving Override and Debt Exclusion Questions
Diane M. Mahon, Chair

NEW BUSINESS

EXECUTIVE SESSION

Next Scheduled Meeting of Select Board April 22, 2019



Town of Arlington, Massachusetts

Farmers' Market 2019

Summary:

Patsy Kraemer, Market Manager

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Farmers__Market_.pdf	Reference



6 April 2019

MEMORANDUM TO THE BOARD OF SELECTMEN

2019 FARMERS' MARKET

The Arlington Farmers' Market respectfully requests permission to hold the twenty-second Arlington Farmers' Market at the Russell Common Parking Lot, Arlington Center, for the 2019 season. The market is held on Wednesday's 2:00 pm to 6:30 pm. The Market will begin on Wednesday, June 12, 2019, and close on Wednesday, October 30, 2019.

The Arlington Farmers' Market is managed by Patsy Kraemer, assisted and advised by a steering committee, which includes:

Patsy Kraemer, Market Manager
Oakes Plimpton, retired Market Manager
Mandy Williamson, prepared foods vendor
Alan Nicewisch, farmer
Betsy Block, consumer
Leon Cantor, Seconds Market
Vicki Rose, Seconds Market
Chuck Kraemer, Webmaster

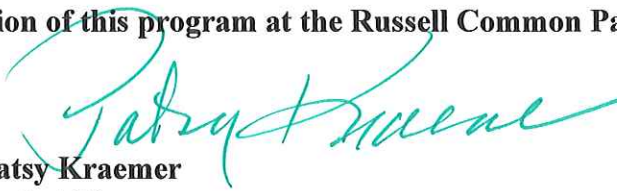
The Farmers Market will continue to work with representatives from Menotomy Manor to provide residents with the seconds market and also with Food for Free for delivery to safe houses, shelters, and elder residences. Historically the farmers have been very generous in donating surplus produce for this market.

The market will continue to have liability insurance that is provided from the Massachusetts Farmers' Market Association.

We will have two new vendors with us this year, Kickstand Café and the Little White Goat Dairy.

We have continued to have a very good experience with the parking meters. There was almost no glitches with customers using the pay machines and minimal grumbling about missing the parking pass system.

We hope you will approve the continuation of this program at the Russell Common Parking Lot.



Patsy Kraemer

Market Manager

85 Columbia Road, Arlington, Ma. 02474

h: 781-646-4645 c: 781-858-8629

patsy@patsykraemer.com



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

Summary:

Knight Excavation Company, Inc., 410 Lebanon Street, Malden, MA

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Knight_Excavation.pdf	Engineering recommendation, Town application, Meeting notice



Engineering Division

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

MEMORANDUM

To: Select Board
From: Engineering Division
Re: Approved Contractor License
Date: April 8, 2019

Dear Board Members,

Reference is hereby made to an application by Brian Knight of Knight Excavation Company, Inc., to be accepted as an Approved Contractor in the Town of Arlington.

Contact information is as follows:

Knight Excavation Company, Inc.
410 Lebanon Street
Malden, MA 02148
Brian Knight
Phone: 781-462-8174
Email: knighteq124@yahoo.com

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

Regards,

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

cc: Wayne Chouinard, Town Engineer
File



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

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

Scope of Work

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

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

Applicant Information

Applicant/Firm Name: Knight Excavation Company Inc.
Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other: _____
Street Address: 410 Lebanon St City/Town: Walden State: MA
Primary Phone: 781-462-8174 E-mail: Knighteq124@yahoo.com
Length of Time in Business under the same Firm Name: 3 years
Full Name(s) of Principal(s): Brian Knight
Primary Contact Person: 11

Experience/Previous Work

Nature of Typical/Standard Work: Site Work / Utilities
Have you ever performed this type of work in Arlington: ☐ Yes ☒ No
If Yes, Please provide Location: _____ Approximate Date: _____
Total Amount of such construction this year: _____
Total Amount of such construction last year: _____
Total Amount of such construction next previous year: _____

Municipal References - Please Attach Written Reference Letters

Municipality: Town of Wakefield
Primary Contact Name: Richard Spindler Email: RSpindler@wakefield.ma.us
Municipality: City of Melrose
Primary Contact Name: Rick Cantone Email: rcantone@cityofmelrose.org
Municipality: Town of Stoneham
Primary Contact Name: Unknown Email: 781-438-2583

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

Bank Reference: Eastern Bank Phone: 781-6665-2264

Federal Tax ID or Social Security _____

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

Signature/Endorsement

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

Applicant Signature: [Signature]

Date: 3-28-19

Reset Form

Print Form

Town of Rockport MA
Rich in Engineering dept.
978-546-3525

\$75.00 Received 4/1/19

#9997

Eastern Bank

OFFICE OF THE SELECT BOARD

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



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020

781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

April 10, 2019

Brian Knight
Knight Excavation Company, Inc.
410 Lebanon Street
Malden, MA 02148

Dear Mr. Knight:

The Select Board will be discussing your request for a License to do Drainlaying in the Town of Arlington on Wednesday, April 17th in the Select Board Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

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

Request: Special (One Day) Beer & Wine License, 4/28/19 at Whittemore Robbins House for 'Japanese Sister City Dinner'

Summary:

Sue Sheffler

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Japanese_Dinner_Special_Application.pdf	Special Beer & Wine Application

OFFICE OF THE SELECT BOARD



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: **SUE SHEFFLER**

Address, phone & e-mail contact information: **26 Kensington Park, Arlington, MA; 617-959-4119; ssheffler@aol.com**

Name & address of Organization for which license is sought: _____

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

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

Address, phone & e-mail contact information:

207 Broadway, Arlington, MA 02474; 781-646-5408; michelle@beaujolaiscatering.com

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? **One-Time Event**

24-Hour contact number for Responsible Manager of Alcohol Event date: **781-646-5408**

Title of Event: ***Japanese Sister City Dinner***

Date/time of Event: ***April 28, 2019/ 6pm-9pm***

Location of Event: ***Whittemore Robbins House***

Location/Event Coordinator: ***Victoria Rose***

Method(s) of invitation/publicity for Event: ***mail***

Number of people expected to attend: ***34***

Expected admission/ticket prices: *N/A*

Expected prices for food and beverages (alcoholic and non-alcoholic): *N/A*

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?
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 and Wine

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

Who will be responsible for serving alcoholic beverages at the Event?
Aldo G De Oliveira

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.
The Bartender has completed eTIPS on Premise 3.0

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.
Aldo G De Oliveira- Date of Birth is 5/27/68

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

Date of Delivery: *Saturday, April 27, 2019*
Alcohol Serving Time (s): *6:00pm-8:30pm*

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
Unopened bottles will be picked up by Kappy's service; Opened, unused will be put in the trunk of designated person by the responsible manager.

Date of Pick-Up: *Monday, April 29, 2019*

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.) *General and Liquor Liability Insurance, TIPS Certificate are included*

**Please submit this completed form and filing fee to the Select Board
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: *Sue Sheffler*

Printed name: Sue Sheffler

Printed title & Organization name: Japanese Sister City Dinner

Email: *ssheffler@aol.com*

Sue Sheffler
26 Kensington Park
ssheffler@aol.com
617-959-4119

April 9, 2019

SECURITY PLAN for Japanese Sister City Dinner at the Whittemore Robbins House

The event is scheduled for Sunday, April 28, 2019 from 6:00pm-9:00pm at the Whittemore Robbins House. The alcohol service will end 30 minutes before the end of the event.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 32 guests with no guests under the age of 21.

The menu will include passed Hors D'oeuvres: Brie and Pear Phyllo Cups, Pecan Crusted Bites with Honey Dijon Sauce, Pork and Leek Dumplings with Spicy Soy Dip. Main Course: Mesclun Salad, Spiced Pecans, Grilled Salmon, Argentinean Steak, Baked Vegetable Wellington, Grilled Asparagus, Wild and Long Grain Rice Pilaf. Dessert: Chocolate Cake with Chocolate Ganache
Iggy's Rolls, Butter, Coffee, Decaf and Tea with sugar, cream and sweet & low.

Beaujolais Catering will provide the food and beverage service. The bartender is TiPs certified. All rules regarding alcohol beverage service will be followed as understood from TiPs Certification training by the bartenders. Bar service will begin at 6:00pm and end at 8:30pm.

Victoria Rose, Event Coordinator, will be on site to monitor the use of the Whittemore Robbins House. Michelle Noska from Beaujolais Catering will be the Responsible Manager. Aldo G De Oliveira will serve the alcohol. All will be responsible for ensuring that the event runs smoothly.

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

Japanese Sister City Dinner

Sunday, April 28, 2019

Whittemore Robbins House

32 Guests 6p

Passed Hors D'oeuvres 6-6:45pm

Brie and Pear Phyllo Cups

Pecan Crusted Chicken Bites with Honey Dijon Sauce

Pork and Leek Dumplings with Spicy Soy Dip

Plated Meal

Mesclun Salad with Cranberries,

Spiced Pecans and Maple Balsamic Vinaigrette

Grilled Salmon with Smoked Tomato Vinaigrette

Argentinean Steak with Chimmichurri

Baked Vegetable Wellington with Smoked Gouda

Grilled Asparagus with Red Peppers

Wild and Long Grain Rice Pilaf with Dried Apricots

~
Chocolate Cake with Chocolate Ganache

Iggy's Rolls, Butter, Coffee, Decaf and Tea with sugar, cream and sweet & low.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/8/2019

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 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 Prescott and Son Insurance Agency, Inc. 963 Eastern Avenue Malden MA 02148		CONTACT NAME: Commercial Lines PHONE (A/C, No, Ext): (781) 322-2350 FAX (A/C, No): E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Hartford Insurance Group	
		INSURER B: Safety Insurance Co	
		INSURER C: Twin City Fire Ins Co	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL1921928590 **REVISION NUMBER:**

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

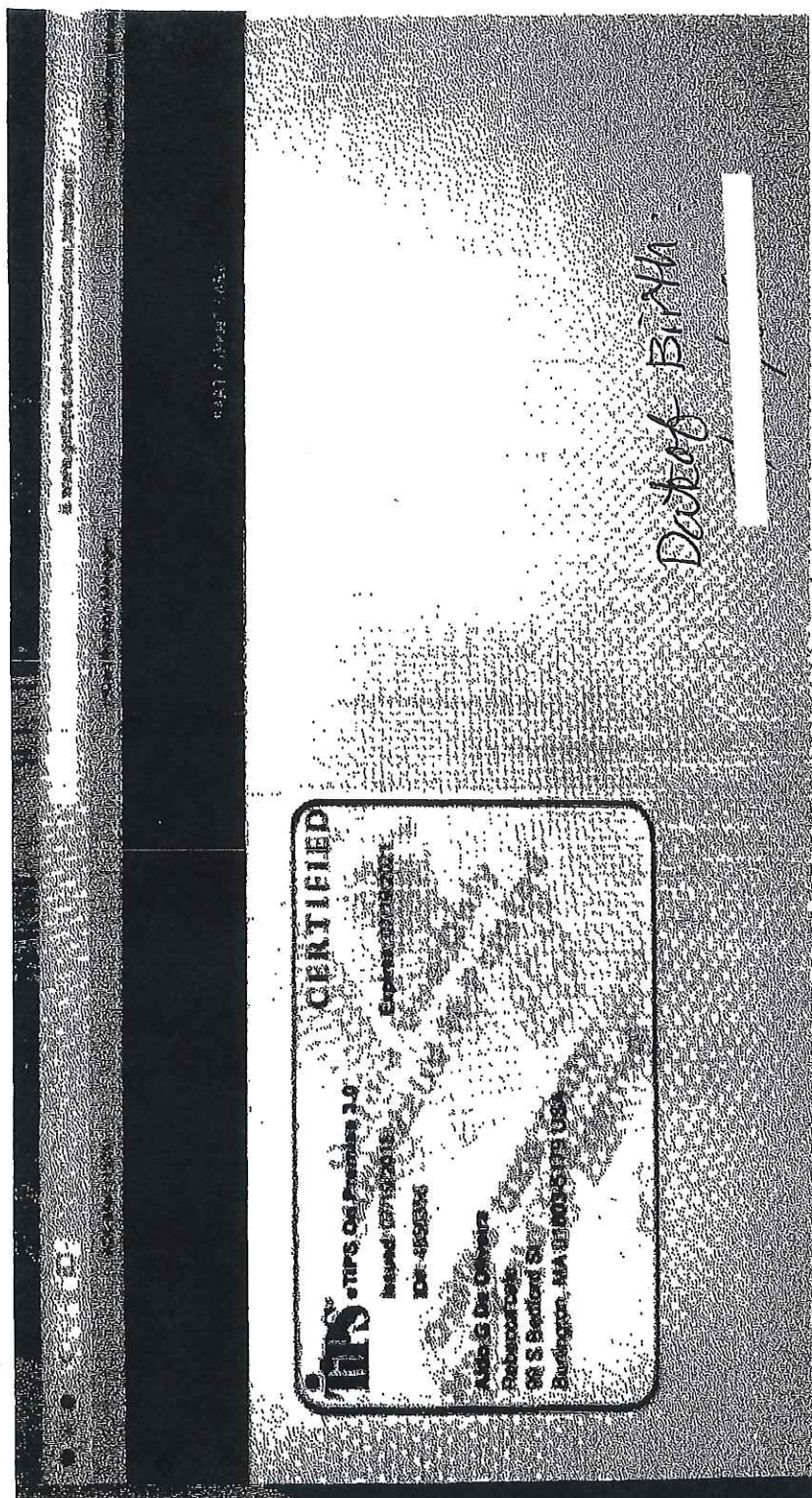
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			08SBAAA8353	4/9/2019	4/9/2020	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						Liquor Liability \$ 1,000,000
B	AUTOMOBILE LIABILITY			6227097	1/21/2019	1/21/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident) \$
							Medical payments \$ 5,000
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
C	LIQUOR LIABILITY			08SBAAA8353	4/9/2019	4/9/2020	EACH OCCURRENCE \$1,000,000
							AGGREGATE \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Town of Arlington as additional Insured

CERTIFICATE HOLDER**CANCELLATION**

Town of Arlington 730 Mass Ave Arlington, MA 02474	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

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Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 5/4/19 @ Arlington Masonic Hall for the Arlington Center for the Arts 'Jugband Festival'

Summary:

Linda Shoemaker, ACA

ATTACHMENTS:

	Type	File Name	Description
▯	Reference Material	ACA_Jugband_Festival.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: Linda Shoemaker Arlington Center for the Arts

Address, phone & e-mail contact information:

20 Academy St., Arlington, 781-648-6220 Linda@acarts.org.

Name & address of Organization for which license is sought:

Arlington Center for the Arts, 20 Academy St.

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

Name of Responsible Manager of Organization (if different from above Address, phone & e-mail contact information:

Michelle MacKenzie, Superior Servers, 68 Aberdeen Rd., Quincy, Ma. 02171

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☐ Yes ☐ If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Gala Fundraiser 2/4/2019

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

one time event

24-Hour contact number for Responsible Manager on Event date:

617-480-0373

Title of Event:

ACA Jugband Festival

Date/time of Event:

Saturday, May 4, 2019

Location of Event: Arlington Masonic Hall, 19 Academy St., Arlington, Ma.

Location/Event Coordinator: Patsy Kraemer/Brian Rose

Method(s) of invitation/publicity for Event:

Invitation/Social Media

Number of people expected to attend: 140

Expected admission/ticket prices: \$20 in advance, \$25 at door per person

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

\$8 for beer and wine \$2 for non-alcoholic sodas and waters

Will persons under age 21 be on premises? yes

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

Bartenders will check for ID's

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

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?

Barbecue dinners and sweets/ waters/sodas

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

Superior Servers bartending staff

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.

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.

attached

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc.)

Kappy's Liquors, Everett

Date of Delivery: Saturday, May 4, 2019

Alcohol Serving Time (s) 6:30 pm - 10:00 pm

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

Kappy's will pick up excess alcohol.

Date of Pick-Up:

Monday, May 6, 2019

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

**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: _____

Printed name: Linda Shoemaker

Printed title & Organization name: Arlington Center for the Arts

Email: linda@acarts.org

revised: 5/18/2015 reformatted: 2/25/2016



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

10 April 2019

Arlington Center for the Arts - Jugband Festival

The Arlington Center for the Arts is sponsoring a Jugband Festival to be held on Saturday, May 4, 2019, at the Arlington Masonic Hall, 19 Academy Street, Arlington, Ma. 02476. The event is scheduled for 6:30 pm to 10:30 pm (when alcohol will be served).

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Tickets will be sold for the event. We anticipate approximately 140 people to attend. Guests will come both to musical workshops and to a concert. There will be a mix of adults and school-age students at the event.

Patsy Kraemer or Brian Rose will be the event coordinator for the event. A committee of volunteers from the Arlington Center for the Arts will also be staffing the party. All these people will be responsible for ensuring that the event runs smoothly.

A fire detail will be hired for the event. This officer will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Masonic Hall parking lot, the parking lot at the Senior Center, and on the side streets.

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

CERTIFIED

tips eTIPS On Premise 3.0

Expires: 11/4/2019

Issued: 11/4/2016

ID#: 4392225

Michelle MacKenzie

68 Aberdeen Rd

Quincy, MA 02171-1323

For service visit us online at www.gettips.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/09/2019

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 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 Veracity Insurance Solutions, LLC. 260 South 2500 West, Suite 303 Pleasant Grove UT 84062		CONTACT NAME: FLIP Program Support PHONE (A/C, No, Ext): (844)-520-6992 E-MAIL ADDRESS: Info@flipprogram.com FAX (A/C, No):
INSURED Michelle Mackenzie, DBA Superior Servers 68 aberdeen road Quincy MA 02171		INSURER(S) AFFORDING COVERAGE INSURER A: Certain underwriters at Lloyds INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

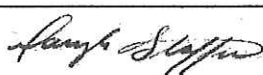
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		PL2260060-F053845X	10/05/2018	10/05/2019	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					GENERAL AGGREGATE \$ 2,000,000
	AUTOMOBILE LIABILITY					PRODUCTS - COM/OP AGG \$ 2,000,000
	ANY AUTO					ANIMAL BAILEE \$
	ALL OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$
	HIRED AUTOS					BODILY INJURY (Per person) \$
	SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB					
	EXCESS LIAB					EACH OCCURRENCE \$
	DED					AGGREGATE \$
	RETENTION \$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? (Mandatory In NH)	Y/N				WC STATUTORY LIMITS \$
	DESCRIPTION OF OPERATIONS below	N/A				OTH-ER \$
A	LIQUOR LIABILITY		BINDER NUMBER: LLB-53845	10/05/2018	10/05/2019	E.L. EACH ACCIDENT \$
	<input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>				E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

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

Certificate holder had been added as additional insured regarding the above mentioned policy per attached
Additional Insured - Owner of Premises (FLL2021)

CERTIFICATE HOLDER**CANCELLATION**

Arlington Masonic Hall 19 Academy Street Arlington MA 02476	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

ADDITIONAL INSURED - OWNER OF PREMISES

This endorsement modifies insurance provided under the following:

LIQUOR LIABILITY COVERAGE FORM

ADDITIONAL INSUREDS - OWNER OF PREMISES

SECTION II - Who is an Insured; Item 2., is amended to add the following:

Any individual(s), partnership(s), limited liability company(s), joint venture(s) or other organization(s) that owns the premises at/on which a Named Insured sells, serves or furnishes alcoholic beverages in the course of their business.

Coverage under this endorsement shall apply only to the liability of an **Additional Insured - Owner of Premises** that arises out of the selling, serving or furnishing of alcoholic beverages by a Named Insured in the course of their business. There shall be no coverage under this endorsement for liability arising directly or indirectly from the selling, serving or furnishing of alcoholic beverages by an **Additional Insured - Owner of Premises** or any person or organization acting for or on behalf of an **Additional Insured - Owner of Premises**.

Coverage under this endorsement does not apply to:

(1) "Bodily injury":

- a. To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), or to a co- "employee" while that co-"employee" is either in the course of his or her employment or performing duties related to the conduct of your business; or
- b. To the spouse, child, parent, brother or sister of that co-"employee" as a consequence of (1) a. above; or
- c. For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in (1) a. or b., above; or

(2) "Property damage" to property owned, occupied by, or rented or loaned to an owner of such premises.

All other terms and conditions of this policy remain unchanged. This endorsement is a part of your policy and takes effect on the effective date of your policy unless another effective date is shown.



Town of Arlington, Massachusetts

Appointment of New Election Workers: (1) Sean Brogan, 20 Old Mystic Street, U, Pct. 3; (2) Evelyn Ginsparg, 370 Gray Street, D, Pct. 14

ATTACHMENTS:

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

ELECTION WORKER'S MASTER RECORD

Date: 3.20.19

Check One: ✓ New Employee
 Change to Existing Employee

Vendor #

Position Inspector

Name: Sean K. Brogan

Democrat

Address: 20 Old Mystic St

Republican

Arlington, MA

Unenrolled ☒

Zip Code 02474

Precinct 3

Alpha/
Last Name

Phone # _____

Position Codes:

10 – Warden
20 – Deputy Warden
30 – Inspector
40 – Deputy Inspector
50 – Clerk

60 – Deputy Clerk

70 – Teller
80 – Substitute
90 – Custodian

ELECTION WORKER'S MASTER RECORD

Date: 4/4/2019

Check One: ✓ New Employee
 Change to Existing Employee

Vendor # _____

Position inspector

Name: Evelyn Ginsparg

Democrat ✓

Address: 370 Gray St.

Republican _____

Unenrolled

Zip Code 02476

Precinct 14Alpha/
Last Name _____

Phone # 214-342-1111

Position Codes: 10 – Warden
 20 – Deputy Warden
 30 – Inspector
 40 – Deputy Inspector
 50 – Clerk

60 – Deputy Clerk
70 – Teller
80 – Substitute
90 – Custodian



Town of Arlington, Massachusetts

For Approval: MBTA Bus Stop Signage Installation and Replacement Initiative, Wachusett Avenue @ Florence Avenue

Summary:

Daniel Amstutz, Senior Transportation Planner
(tabled from 2/25/19 meeting)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Planning_memo_-_Review_of_Wachusett_Ave_Parking_Impacts_from_MBTA_sign_-_FINAL_(1).doc	Reference from Planning Dept.
▢ Reference Material	Lengthening_Bus_Stops_Disability_Commission_Letter_03-21-19.pdf	Reference from the Disability Commission
▢ Reference Material	Planning_memo_-_MBTA_Bus_Stop_Sign_Replacement_Initiative_-_new_parking_restrictions_FINAL.pdf	Reference from 2.25.19 meeting



TOWN OF ARLINGTON
DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

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

MEMORANDUM

To: Adam Chapdelaine, Town Manager

CC: Jennifer Raitt, Director, Department of Planning and Community Development

From: Daniel Amstutz, Senior Transportation Planner, Department of Planning and Community Development

Date: April 8, 2019

RE: Review of Wachusett Avenue Parking Impacts from New MBTA Bus Stop Sign Proposal

At their February 25, 2019 meeting, the Select Board approved the MBTA's proposal to install rear bus signs at four bus stops in the town. A fifth proposed location was not immediately approved, pending additional review of potential parking impacts from the installation of a rear bus stop sign at the following location:

Stop ID: 2471

Stop Name: Wachusett Avenue @ Florence Avenue

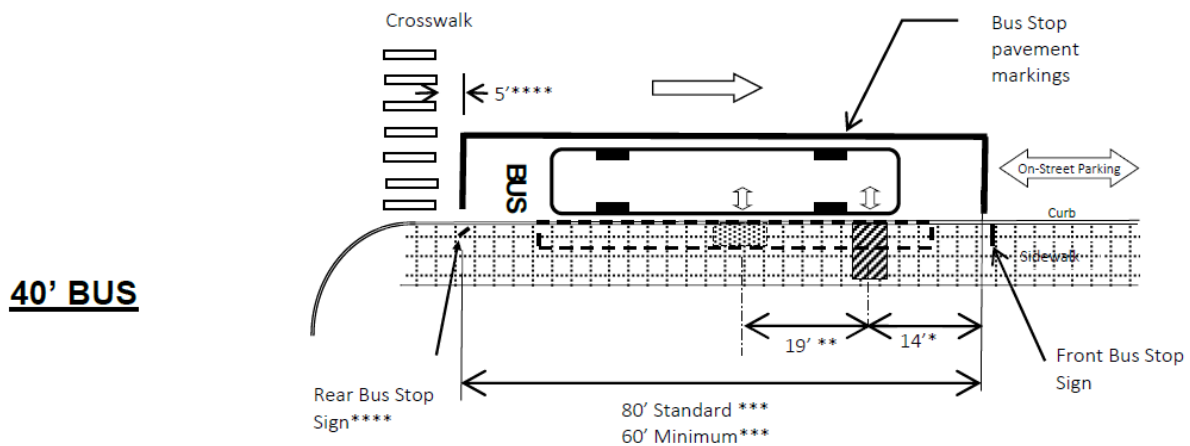
MBTA Bus Routes: 78 & 84

Type of Parking: Unregulated

The bus stop under additional review is on the southbound side of Wachusett Avenue approximately 125' south of the intersection with Wachusett Avenue and Florence Street. An MBTA bus sign is currently located on a utility pole in front of the residence at 131 Wachusett Avenue. This pole is approximately 25' south of the driveway leading into 131 Wachusett. As a result, the bus stop appears to be only 25' long, if the driveway is not taken into account.

The MBTA proposes to place a second bus stop sign 25' north of the driveway at 131 Wachusett to delineate the bus stop zone in this area. This would extend the bus stop to be approximately 60-70' long, which is the MBTA's minimum stop length for a far-side bus stop based on their 2018 Bus Stop Planning and Design Guide. This stop is considered to be on the "far-side", where the stop is located after the intersection, and the standard stop configuration is diagrammed in the Bus Stop Planning and Design Guide under Figure 4.2:

Figure 4.2: Far-Side Bus Stop



The length of the bus stop enables buses to “maneuver around parked cars or other obstacles to enter the bus stop zone, and to re-enter the traffic stream upon exiting.”¹ The bus stop must be of sufficient length “to allow MBTA buses to come to a stop parallel to the curb with all doors... this facilitates usage of the bus front door access ramp and maximizes bus accessibility and safety at all doors.”² Thus a proper bus stop length is important for accommodating passengers with mobility issues.

Based on the existing configuration, there should currently be no parking allowed on-street between the bus stop sign and the driveway for 131 Wachusett. The new sign placement will require the removal of one on-street parking space in front of 127 Wachusett Avenue (considering the proposal for the sign to be located 25’ from the driveway; striped on-street parking spaces are typically 18-22’ in length). The driveway at 131 Wachusett is also included as part of the bus stop length and will be blocked briefly when the bus is stopped to pick up or discharge passengers. Although the MBTA notes that buses serving a stop should not obstruct driveway access, these are determined on a case-by-case basis. The Bus Stop Planning and Design Guide notes “For low volume driveways, temporary blockages are generally acceptable... A driveway within the bus stop zone can often be advantageous since it can effectively reduce the required bus stop length and thus reduce the need to displace on-street parking spaces.”³ There is room for another parking space directly to the north of the proposed bus stop sign between the sign and the driveway for 127 Wachusett that is partially blocked by a tree at the curb. If this parking spot is not easily utilized, residents or visitors may park down the block on Wachusett or Florence. On-street parking is generally unrestricted in the immediate area outside of bus stop zones. Both residences adjacent to this bus stop also have private driveways.

¹ MBTA Bus Stop Planning and Design Guide, April 2018, page 22.

² Ibid.

³ Ibid., page 13.

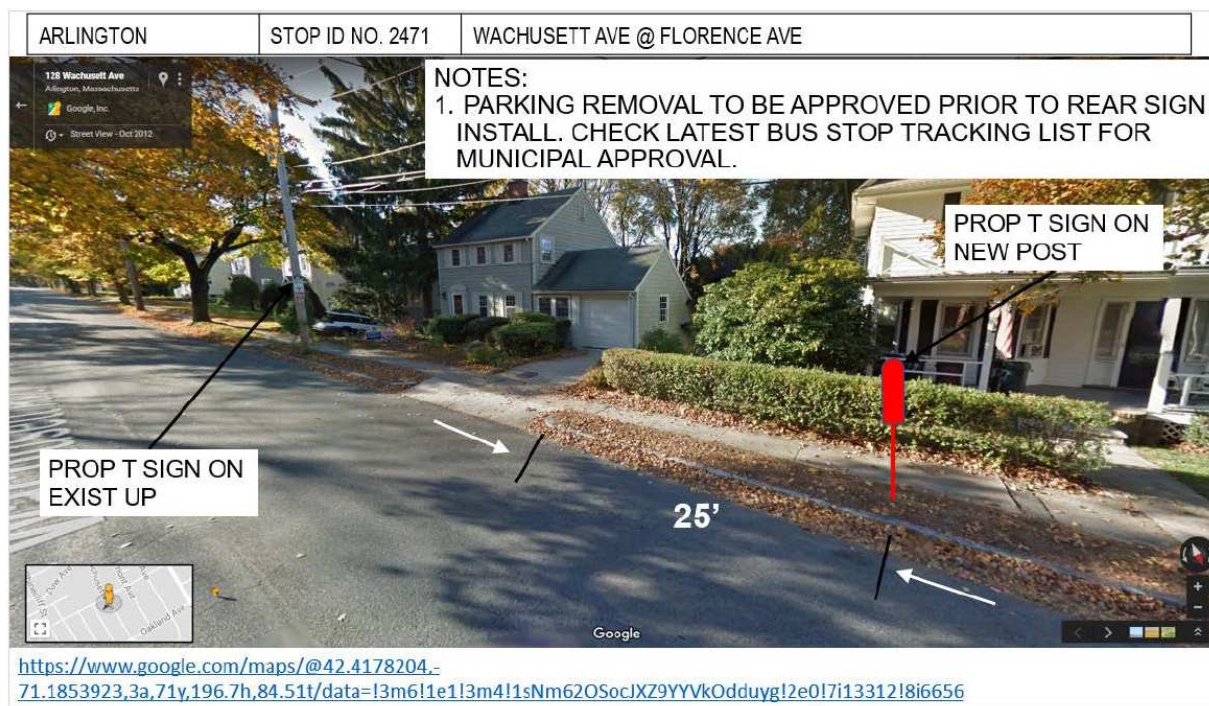
The MBTA has communicated to the Town that extending the bus stop zone is a critical aspect of ensuring that all bus stops in the MBTA system are accessible to persons with disabilities and for the safety of bus riders, drivers, and residents.

The Arlington Disability Commission at their March 20, 2019 meeting voted to unanimously support the MBTA's request to lengthen bus stop zones, including this stop at Wachusett and Florence Avenue. A letter from the Commission Chair dated March 21, 2019 is included with this memo.

Staff request that the Select Board approve the new bus stop sign at this location and the associated parking restrictions be put in place. See below for a picture provided by the MBTA of the approximate location. This in consideration of the following factors: this change will improve safety and accessibility for bus riders, drivers, and residents; the Disability Commission supports this change; the parking impact of this request is minimal; adjacent properties have private driveways; additional on-street parking is available within a short distance from this location; and parking utilization for this street is generally low on a day-to-day basis.

I would be glad to discuss this further, should you have any questions about this proposal or the recommendation.

Bus Stop Graphic Showing Approximate Locations of New Bus Stop Sign:



COMMISSION ON DISABILITY, TOWN OF ARLINGTON

20 ACADEMY STREET, SUITE 203, ARLINGTON, MASSACHUSETTS 02476-6436 (781) 316-3431



To: Dan Amstutz, Transportation Planner

From: Cynthia DeAngelis, Chair Commission on Disability

A handwritten signature in black ink, appearing to be 'C. DeAngelis'.

Date: March 21, 2019

RE: Lengthening MBTA Bus Stops

The Commission on Disability has given their unanimous support by a vote of five to zero at their monthly meeting on March 20, 2019 to the MBTA's decision to lengthen bus stop zones. The Commission understands that enlarging bus stop zones will enable buses to pull out of the travel lane and stop with both doors next to the curb. Lengthening these zones provides a worthwhile accommodation for passengers especially those with mobility impairments. It is the Commission on Disability's request that bus stops at the following Arlington locations all be lengthened with appropriate signage and pavement markings.

- (1.) Broadway opposite Silk Street
- (2.) Mass. Ave. at Paul Revere Road
- (3.) Pleasant Street at Gould Road
- (4.) Pleasant Street at Addison Street
- (5.) Wachusett Avenue at Florence Avenue

Thank you for your consideration of this request.



TOWN OF ARLINGTON
DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

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

MEMORANDUM

To: Adam Chapdelaine, Town Manager

CC: Jennifer Raitt, Director, Department of Planning and Community Development
Michael Rademacher, Director, Department of Public Works

From: Daniel Amstutz, Senior Transportation Planner, Department of Planning and
Community Development

Date: February 11, 2019

RE: MBTA Bus Stop Sign Installation and Replacement Initiative – Parking Impacts

On December 14, 2018, the MBTA forwarded a memo to the Department of Planning and Community Development and Department of Public Works about the MBTA Bus Stop Sign Installation and Replacement Initiative. The memo details proposed rear bus sign installations for five bus stops in Arlington affecting five bus routes. These are locations where a rear bus stop sign (necessary to delineate the bus stop zone in a parking lane) has not previously existed, or should be moved to lengthen the bus stop zone, so that buses can pull out of the travel lane and stop with both doors next to the curb. This is important for accommodating passengers with mobility issues.

The installation of these new signs will impact a total of eleven on-street parking spaces to accommodate these properly delineated bus stops. The number of parking spaces that are expected to be displaced at each bus stop location is detailed in Table 1. Staff from the Arlington Department of Planning and Community Development, Arlington Police Department, and Arlington Department of Public Works reviewed the parking impacts detailed in the MBTA memo. The review included desktop assessment and site visits to the bus stops where signs are proposed to be added. Staff responded in a memo to the MBTA dated January 4, 2019, noting that, based on staff review, the parking impacts from the installation of new bus stop signs are acceptable.

Specific comments on each stop location and additional comments to the MBTA can be found in the January 4 memo. Additional staff recommendations included consolidating bus stops on Route 87 at Broadway opposite Silk Street and Broadway at Sunnyside Avenue; removing an outdated MBTA bus schedule for Routes 84 & 78 at Wachusett and Florence Avenue; installation of pavement markings to clearly define the lengthened bus stops; and providing more information in future communications about the planned length of extended bus stops. The response from the MBTA noted that consolidation of bus stops and pavement markings

are outside of this project's scope of work; the length of the proposed bus stops and parking impacts are approximate; and that they will remove the outdated schedule.

DPCD mailed letters to the residents directly abutting these bus stops to notify them of the proposed parking impacts. At the end of this memo are pictures (provided by the MBTA) showing the bus stop location and the approximate location of the new bus stop sign.

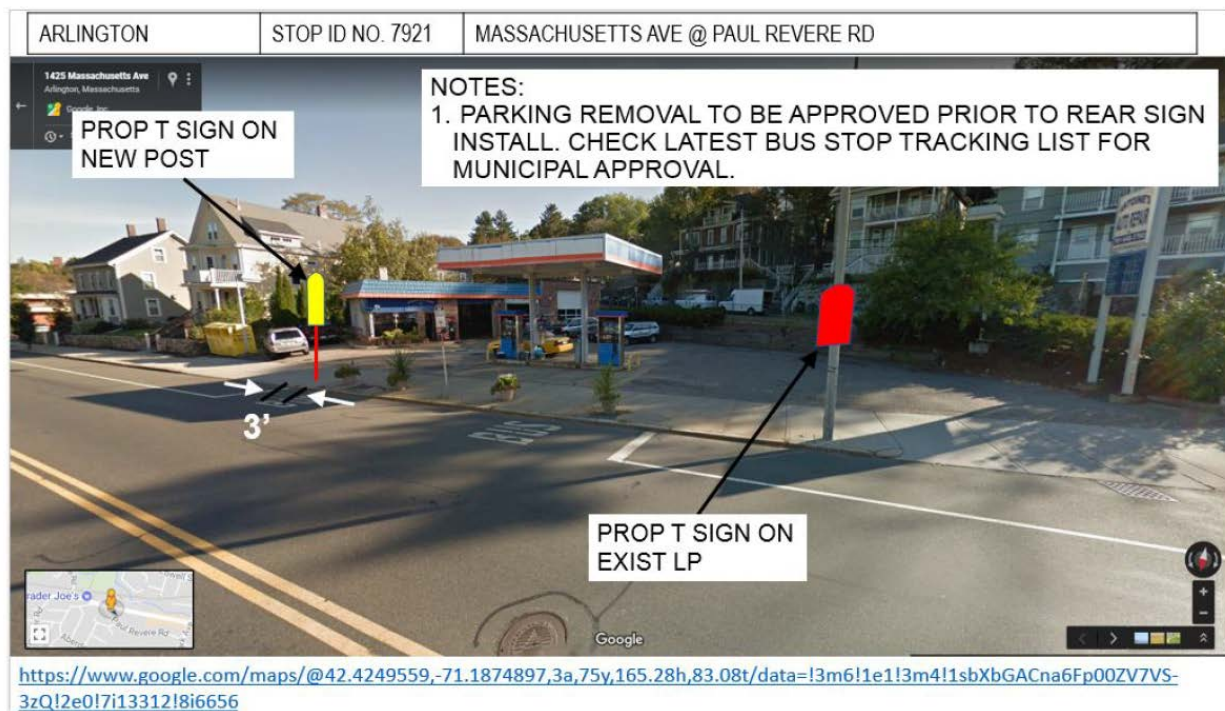
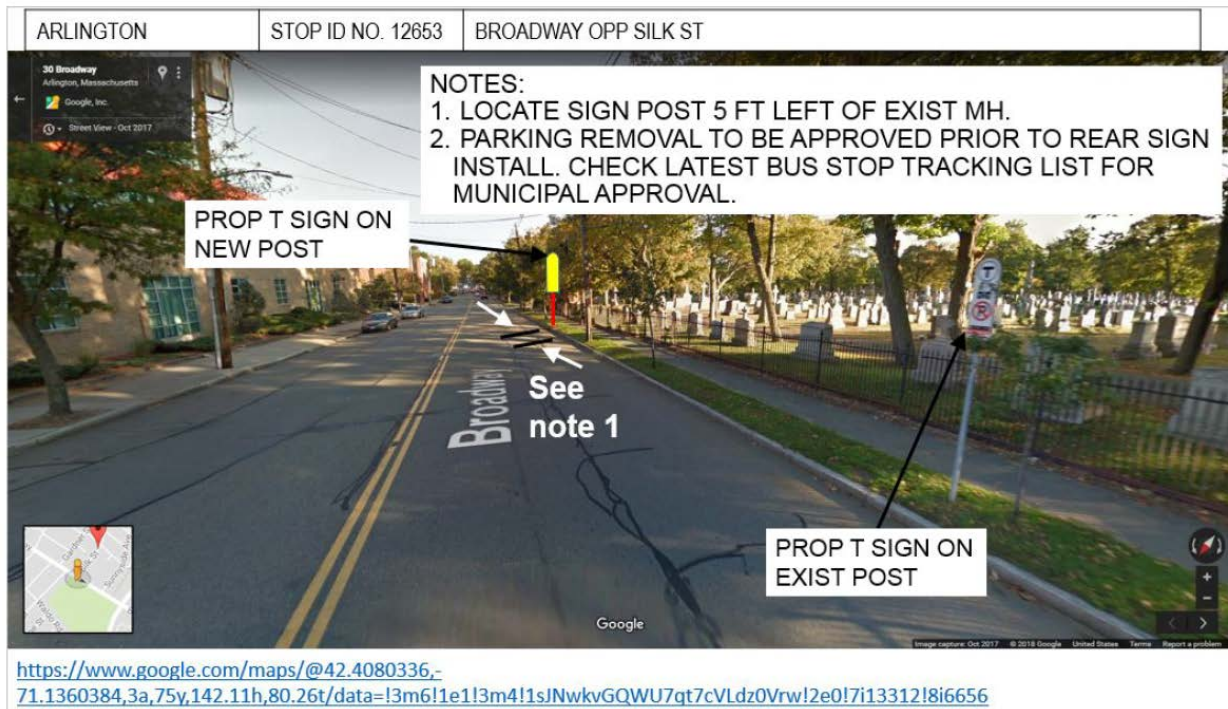
Staff request that the Select Board approve the new bus stop sign locations and the associated parking restrictions be put in place so the MBTA can proceed with their sign installations during the 2019 construction season as outlined in Table 1 below.

I would be glad to discuss this further, should you have any questions about this proposal.

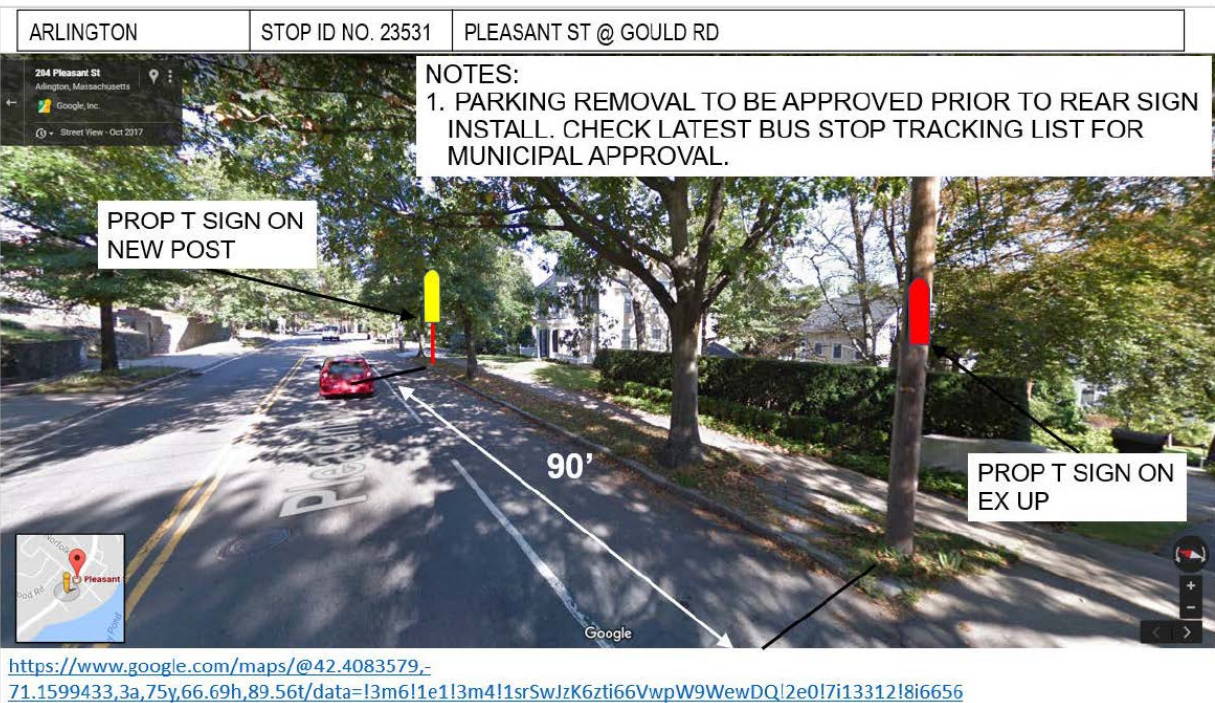
Table 1: Summary of Parking Impacts Due to Rear Sign Installation with Route Numbers

Stop ID	Stop Name	MBTA Bus Route	# of Parking Spaces Impacted	Type of Parking
12653	Broadway opposite Silk Street	87	2	1 Hour
7921	Massachusetts Avenue @ Paul Revere Road	62	1	Unregulated
23533	Pleasant Street @ Addison Street	67	3	1 Hour
23531	Pleasant Street @ Gould Road	67	4	1 Hour
2471	Wachusett Avenue @ Florence Avenue	78 & 84	1	Unregulated

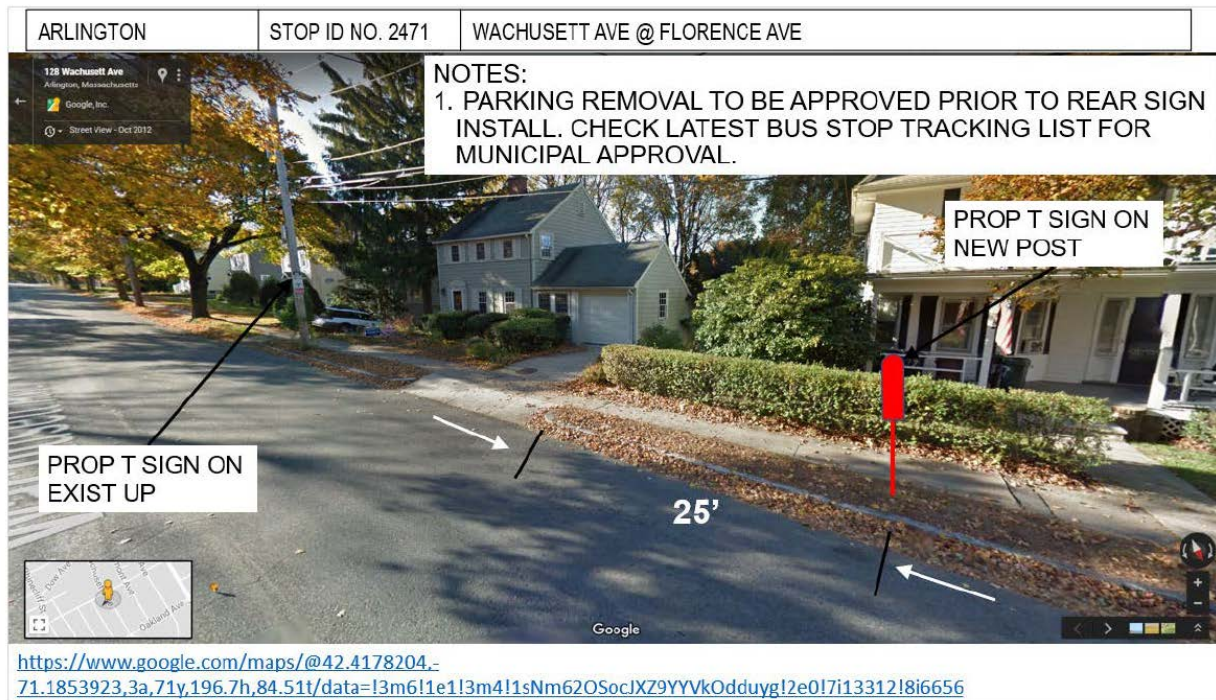
Bus Stop Graphics Showing Approximate Locations of New Bus Stop Signs:



Bus Stop Graphics Showing Approximate Locations of New Bus Stop Signs (Continued):



Bus Stop Graphics Showing Approximate Locations of New Bus Stop Signs (Continued):





Town of Arlington, Massachusetts

For Discussion and Approval: Calling a Special Election on June 11, 2019, and Approving Override and Debt Exclusion Questions

Summary:

Diane M. Mahon, Chair

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	00021643.docx	Town Counsel Memorandum
▢ Reference Material	Alternative_Order_Ballot_Question.docx	Alternative Order of Ballot Questions
▢ Reference Material	Draft_FY_20_Override_Commitments_-_Updated_April_7__2019.pdf	Updated Draft FY20 Override Commitments
▢ Reference Material	Override_Options_4.17.19_Select_Board_Meeting.pdf	Override Options



**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
Adam Chapdelaine, Town Manager
Kathleen Bodie, Superintendent
Stephanie Lucarelli, Town Clerk

From: Douglas Heim, Town Counsel

Date: April 11, 2019

Re: Special Election Override & Debt Exclusion Ballot Questions

Members of the Select Board, I submit for your consideration and approval:

- 1) a motion to hold a Town Special Election on Tuesday June 11, 2019; and
- 2) a motion to approve two local ballot questions on said election date – a Proposition 2 ½ Override, and a Debt Exclusion for the Arlington High School Project.

Calling an Election

As noted in my prior memo, the Select Board possesses the exclusive authority to place both override and debt exclusions questions before voters at an annual, biennial or special election pursuant to G.L. c. 59§21C(i). As such, to have a special election in June for the purposes of override and debt exclusion ballot questions, the Board should vote on the following motion:

Motion: That the Town shall hold a special election on Tuesday, June 11, 2019, for the purposes of voting on Proposition 2 ½ Override and Debt Exclusion questions to be approved by the Select Board; and that timely written notice of such election shall be directed to the Town Clerk in compliance with G.L. c. 54 §42C .

Form and Sequence of Substantive Votes

As previously noted, because the override and debt exclusion votes shall be considered in a town special election, they will appear on the ballot in both the form and order you approve.¹ Hence, you may place either question first. However, the Town has very little discretion over the form of votes for reasons distinct to each question.

In the case of an override vote, a specific form of the question is required by c. 59 §21C(g), with modest discretion only for stating the purpose/s of the additional assessment. Arlington has traditionally provided a generic description of the purpose of an override.

In the case of the debt exclusion, the MSBA requires we submit the question in a form acceptable to them as part of the MSBA process (to a lesser extent, bond counsel also vets the question for similar purposes). Please note that the amount of the exclusion is neither required nor recommended as part of the ballot question itself. The draft question below has been approved by both the MSBA and bond counsel.

Motion: That the following questions shall be placed upon the June 11, 2019 Special Election Ballot in the following order:

A. Proposition 2 ½ Override

“Shall the Town of Arlington be allowed to assess an additional \$5,600,000 in real estate and personal property taxes for the purposes of funding the operating budgets of the Town and the Public Schools for the fiscal year beginning July first, 2019?”

YES ___ NO ___ ”

B. Debt Exclusion

“Shall the Town of Arlington be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the bond or bonds issued for the purposes of paying costs of a project to demolish, design, construct, reconstruct, remodel, add to, and originally equip the Arlington High School, including replacing the existing facility located at 869 Massachusetts Avenue, Arlington MA, and for the payment of all other costs incidental and related thereto?”

YES ___ NO ___ ”

¹ A vote to place an override question on the ballot requires a simple majority of the Board. c. 59, § 21C(g). A vote to place a debt exclusion question on the ballot requires a 2/3^{rds} vote of the Board. G.L. c. 59 § 21C (i½), (j) and (k).

Should the Board approve the calling of an election and the ballot questions themselves, I shall notice the Town Clerk and forward both questions for placement on the June 11, 2019 ballot immediately

Alternative Order for Ballot Questions:

Motion: That the following questions shall be placed upon the June 11, 2019 Special Election Ballot in the following order:

A. Debt Exclusion

“Shall the Town of Arlington be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the bond or bonds issued for the purposes of paying costs of a project to demolish, design, construct, reconstruct, remodel, add to, and originally equip the Arlington High School, including replacing the existing facility located at 869 Massachusetts Avenue, Arlington MA, and for the payment of all other costs incidental and related thereto?”

YES ___ NO ___ ”

B. Proposition 2 ½ Override

“Shall the Town of Arlington be allowed to assess an additional \$5,600,000 in real estate and personal property taxes for the purposes of funding the operating budgets of the Town and the Public Schools for the fiscal year beginning July first, 2019?”

YES ___ NO ___ ”

Draft FY20 Override Commitments

1. Exercise fiscal discipline, and provide quality municipal services.

- a. Commit to no Proposition 2½ overrides for at least four years.
- b. Continue to increase general education operating budgets by 3.5% annually.
- c. Continue to increase general government operating budgets by 3.25% annually.
- d. Continue to fund special education cost growth at a rate of 7% per year.

2. Respond to ongoing school enrollment growth pressures.

Increase the education budget for future enrollment increases at a rate of 50% of per pupil expenditures.

3. Build Arlington's future.

- a. Phase in funding of the School Committee's Multi-Year Plan to: address the impact of explosive enrollment growth of 27% since 2011; improve instruction; close the achievement gap for high needs students; ensure safe and supportive schools; and attract, retain, and develop talented staff. Adopt the following schedule of increases to base operating budgets: FY20 - \$600,000; FY21 - \$600,000; FY22 - \$800,000; FY23 - \$800,000.
- b. Improve mobility for all residents, and support the goals of the Town's [Complete Streets](#) and [Age-Friendly Community](#) initiatives by adding \$250,000 to the base budget for pedestrian infrastructure -- including sidewalk brick removal and repair -- and senior transportation, such investments to be guided by the Town's sustainable mobility planning efforts.

4. Minimize impact on taxpayers, particularly seniors and others with income challenges.

- a. Advance new tax relief programs, including a municipal circuit breaker and increased eligibility for property tax deferral options, and publicize existing relief programs.
- b. Remove certain water and sewer debt costs from property tax bills.
- c. Pursue new revenue sources.
- d. Work with financial leadership to develop bonding schedules that will minimize single-year tax increases and debt service costs related to the Arlington High School rebuild.

5. Protect against future fiscal shocks, and maintain the Town's strong bond rating.

Maintain financial reserves at 5% or better for the duration of the four-year plan.

Override Scenarios for Select Board Meeting April 17, 2019

Revenue Assumptions

The previous scenarios were based on Chapter 70 School Aid contained in the Governor's budget. The scenarios below are based on the House Ways and Means Committee Chapter 70 Aid figures, which added \$162,544. Ch. 70: FY20, House Ways and Means budget, then 4%, 3%, 2%, 1% increases.

Governor's Chapter 70 Aid to Arlington	House W&M Committee Chapter 70 Aid to Arlington
\$13,816,783	\$13,979,327

Spending Assumptions

Assumes 50% average student cost for enrollment growth, starting in FY20. Changed from 35%.

Additional School and Town increases, Scenario: 6,6,8,8 & 250 – Baseline.

	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Revenue	161,278,001	169,576,289	177,550,990	182,583,069	175,603,097	179,488,478	183,452,922	187,530,369
Expenses	161,278,001	169,576,289	177,550,990	186,036,725	194,645,080	203,300,303	212,141,801	221,113,248
Balance: Surplus or (Deficit)	0	0	0	(3,453,657)	(19,041,983)	(23,811,825)	(28,688,879)	(33,582,879)
Stabilization Fund Balance	21,224,443	20,429,172	10,969,259	0	0	0	0	0
Stabilization Fund Use or (Deposit)	(2,786,331)	(795,271)	(9,459,913)	0	0	0	0	0
Override (Enter an Amount)								
Years before next override								
Avg. Single Family Tax Impact		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Additions		600,000	600,000	800,000	800,000			
Town Additions		250,000						

Option 1: 4 year \$5.5 Million Override

	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Revenue	161,278,001	171,781,018	177,607,365	186,094,510	194,704,309	185,729,255	189,675,667	193,908,682
Expenses	161,278,001	171,781,018	177,607,365	186,094,510	194,704,309	203,361,013	212,204,028	221,177,031
Balance: Surplus or (Deficit)	0	0	0	0	0	(17,631,758)	(22,528,361)	(27,268,349)
Stabilization Fund Balance	21,224,443	25,929,172	22,050,384	13,348,120	169,807	0	0	0
Stabilization Fund Use or (Deposit)	(2,786,331)	4,704,729	(3,878,788)	(8,702,263)	(13,178,314)	0	0	0
Override (Enter an Amount)		5,500,000						
Years before next override		4						
Avg. Single Family Tax Impact		\$372.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Additions		600,000	600,000	800,000	800,000			
Town Additions		250,000						

Option 2: 4 year \$5.6 Million Override

	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Revenue	161,278,001	171,881,018	177,608,390	186,095,560	194,705,386	186,251,737	189,788,808	194,024,652
Expenses	161,278,001	171,881,018	177,608,390	186,095,560	194,705,386	203,362,117	212,205,160	221,178,191
Balance: Surplus or (Deficit)	0	0	0	0	0	(17,110,380)	(22,416,352)	(27,153,539)
Stabilization Fund Balance	21,224,443	26,029,172	22,251,859	13,653,608	581,907	0	0	0
Stabilization Fund Use or (Deposit)	(2,786,331)	4,804,729	(3,777,313)	(8,598,250)	(13,071,702)	0	0	0
Override (Enter an Amount)		5,600,000						
Years before next override		4						
Avg. Single Family Tax Impact		\$379.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Additions		600,000	600,000	800,000	800,000			
Town Additions		250,000						



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

Next Scheduled Meeting of Select Board April 22, 2019