



Town of Arlington Board of Selectmen

Meeting Agenda

February 12, 2018

7:00 PM

Selectmen's Chambers, 2nd Floor, Town Hall

FOR APPROVAL

1. Arlington Jazz Festival Banners
Dan Fox

CONSENT AGENDA

2. Minutes of Meetings: January 22, 2018
3. Reappointment: Arlington Cultural Council
Jeffrey Timperi (term to expire 1/31/2021)
4. Request: Special (One Day) Beer & Wine License, 3/3/2018 @ Robbins Memorial Town Hall for Hardy School 'Silent Auction' Fundraiser
Patsy O'Brien, Hardy School PTO
5. Request: Special (One Day) All Alcohol License, 3/10/2018 @ Robbins Memorial Town Hall for 'Beats for Eats' Fundraiser
Lauren Ledger, Arlington Eats

FINAL VOTES & COMMENTS

Articles for Review:

Article Bylaw Amendment/Financial Information

Article Home Rule Legislation/Bylaw Amendment/Change Board of Selectmen to Select Board

NEW BUSINESS

Next Scheduled Meeting of BoS February 26, 2018.

During Special Town Meeting starting February 12, 2018 the Board of Selectmen will be in session from 8:00 p.m. until 11:00 p.m.



Town of Arlington, Massachusetts

Arlington Jazz Festival Banners

Summary:

Dan Fox

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Jazz_Festival_Banners_Request.pdf	Request from Dan Fox, Sample Banner

From: Daniel Fox <danfox1@verizon.net>
To: Fran Reidy <freidy@town.arlington.ma.us>
Date: 02/07/2018 06:24 PM
Subject: jazz festival banners

This is the artwork for the banners
the top part is 32x24
and the bottom part 10x24
these are the same dimensions as the Arlington Film Festival banners
We would like to have 2 of them displayed at the intersection of Mass Ave and Rt
60 for the month of April or starting mid-March if possible
thanks
Dan Fox
Dan Fox
www.morningsidemusicstudio.com
617.909.7776

PRESENTED BY MORNINGSIDES MUSIC STUDIO

ARLINGTON

Jazz Festival



For more information, please visit

ArlingtonJazz.org

April 26-29
Arlington, MA





Town of Arlington, Massachusetts

Minutes of Meetings: January 22, 2018

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	1.22.18_draft_minutes.docx	Draft minutes 1.22.18

TOWN OF ARLINGTON
BOARD OF SELECTMEN

Meeting Minutes
Monday, January 22, 2018
7:15 PM

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

FOR APPROVAL

1. For Approval: Request to Place Informational Material in Real Estate Tax Bill
Dean Carman, Treasurer and Collector of Taxes

Town Treasurer Carman requested under MGL.c60§3A(d), that the Board of Selectmen allow the Office of Treasury & Tax Collection to place the attached insert into all mailed real estate tax bills for the next collection cycles. GO GREEN WITH PAPERLESS BILLING!

View and pay your tax bills online anytime
Pay with credit/debit card or ACH
Registration is not required
Go paperless and receive bills via email
Conveniently set up automatic payments
Schedule payments for a future date
Get email reminders when a payment is due
Go to www.arlingtonma.gov to make a payment

Mrs. Mahon moved approval.

SO VOTED (5-0)

CONSENT AGENDA

2. Minutes of Meetings: January 8, 2018
3. REAPPOINTMENTS (terms to expire 1/31/2021)
Board of Health
Marie Walsh Condon, M.D.
Commission on Arts and Culture
Stephanie Marlin-Curiel
Jonathan Hyde
Conservation Commission
David White
Council on Aging
Marjorie Vanderhill
Veteran's Council
Steven Sawtelle

4. For Approval: "Cause + Event Arlington 2018" 5K Race, May 13, 2018
Julie Vakoc and Robin Olinsky, Race Co-Directors
 5. Request: Special (One Day) Beer & Wine License, 1/27/18 @ Robbins Memorial Town Hall for Thompson School PTO 'Winter Party'
Gaggi DeStefanis
 6. Request: Special (One Day) Beer & Wine License, 2/3/18 @ Robbins Memorial Town Hall for Arlington Center for the Arts' Blue Jean Ball
Lisa Pedulla, ACA
- Mr. Greeley moved approval. SO VOTED (5-0)

APPOINTMENTS

7. Human Rights Commission
Betsy Carlton-Gysan (term to expire 6/30/2019)
Mrs. Mahon moved approval. SO VOTED (5-0)

TRAFFIC RULES & ORDERS / OTHER BUSINESS

8. Tree Inventory Report
John Ellis, Tree Committee
Mr. Ellis stated that a study funded by a \$15,000 grant from the Urban and Community Forestry Challenge sought to map all the trees lining Arlington's streets and walkways. With approximately 10,500 of Arlington's trees mapped online at Open Tree Map.org. officials can begin to use this data to make decisions to benefit the town. The report gives the Department of Public Works a chance to be proactive rather than reactive. With data showing which trees are aging and of a certain size, the Department of Public Works can address issues that could become large problems if left unattended. Early intervention was just one of many ways that Mr. Ellis emphasized the report's ability to inform the town's economic decisions around tree planting and maintenance.
The Board thanked Mr. Ellis and his Committee for an excellent presentation.
Mrs. Mahon moved receipt of said report. SO VOTED (5-0)
9. For Approval: 2018 Annual Town Election Ballot Questions - Treasurer/Collector Conversion
Douglas W. Heim, Town Counsel
Mr. Heim stated that the current Treasurer would be allowed to complete his term regardless of the vote's outcome.
Mrs. Mahon moved approval. SO VOTED (5-0)

10. For Approval: Request to Join Metro Mayors' Coalition

Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine requested the Board's endorsement of his intent to pursue Arlington's joining of the Metropolitan Mayors Coalition (MMC). The MMC is a group of cities and towns in the urban core of Metro Boston whose leaders gather to exchange information and create solutions for common problems. The municipal officials in this group represent more than 1.4 million constituents and represent Boston, Braintree, Brookline, Cambridge, Chelsea, Everett, Malden, Melrose, Medford, Newton, Quincy, Revere, Somerville and Winthrop. MAPC facilitates and staffs the work of the MMC.

Mr. Chapdelaine stated MMC requires that member communities pay dues in the amount of \$10,000. per year.

Ms. Rowe moved approval.

SO VOTED (5-0)

11. For Approval: Interim Plan for Comptroller

Adam W. Chapdelaine, Town Manager

Mrs. Mahon moved approval.

SO VOTED (5-0)

Mrs. Mahon asked Mr. Chapdelaine to consider including Richard Greco, Retirement Administrator, in the next round of interviews since the Comptroller is an Ex-Officio member of the Retirement Board.

12. Town Manager Performance Evaluation - Process

Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine stated that for the past four years, we have used an evaluation instrument agreed by the Board to go along with a Narrative Self Evaluation and an update on Town Manager goals provided by Mr. Chapdelaine. The Manager suggested a timeline for the Board to accept and also would like to hear feedback from Board members regarding the process that has been in place.

Mrs. Mahon moved approval.

SO VOTED (5-0)

FINAL VOTES & COMMENTS

Articles for Review:

Article 3: Bylaw Amendment/Residential Construction, Open Excavation, and Demolition Activity Regulations.

Article 4: Bylaw Amendment/Parking Benefits District Expenditures.

Mrs. Mahon moved approval.

SO VOTED (5-0)

NEW BUSINESS

Mr. Chapdelaine stated that he attended the Massachusetts Municipal Association Annual Meeting this weekend along with Selectman Joseph Curro, Jr., Deputy Town

Manager Sandy Pooler and Assistant Town Manager James Feeney. Mr. Chapdelaine stated that Director of Veterans Services Jeffrey A. Chunglo spoke on the State Benefits program under Chapter 115 and other cases involving seeking alternate sources of income in order to continue to benefit the veteran/dependent while reducing the municipal and state fiscal burden related to Chapter 115.

Mr. Chapdelaine stated he was also honored to be named President of the MMMA at their Annual Meeting on Saturday.

Mr. Chapdelaine stated the Arlington Youth Counseling Center was mentioned at said meeting for all the excellent work they do as the leading provider of outpatient and school-based child and adolescent mental health services in Arlington. In 2017, AYCC clinicians served over 375 youth and adult family members and conducted nearly 6,000 counseling sessions.

Mr. Chapdelaine stated Jennifer Raitt, Director, Planning and Community Development and Ali Carter, Economic Development Coordinator were awarded the Mass. Municipal Associations Kenneth E. Pickard Innovation award for the Registration and Maintenance of Vacant Commercial and Industrial Buildings Bylaw, which was passed by the Special Town Meeting on October 19, 2016. The Bylaw requires property owners to state their efforts to fill the vacancy and to maintain a code-complaint property. An annual registration fee of \$400 is required. Property owners who do not meet the Bylaw's requirements face a fine of \$100 per day.

Mr. Dunn stated he was delighted to receive an e-mail over the weekend from a resident of Bow Street stating how wonderful she thinks William Copithorne, Assistant Town Engineer is. She said he was very helpful during the recent reconstruction of Bow Street, and she is going to miss his daily visits to all the residents under very difficult times.

Mrs. Mahon moved to adjourn at 8:25 p.m.

SO VOTED (5-0)

A true and record attest:

Marie A. Krepelka
Board Administrator

Next meeting of the BoS is February 5, 2018

1-22-18

Agenda Item	Documents Used
1	Approval: Request to Place Informational Material in Real Estate Tax Bill Dean Carmen, Treasurer and Collector of Taxes
2	Minutes of Meeting – January 8, 2018
3	REAPPOINTMENTS (terms to expire 1/31/2021) Board of Health Marie Walsh Condon, M.D. Commission on Arts and Culture Stephanie Marlin-Curiel Jonathan Hyde Conservation Commission David White Council on Aging Marjorie Vanderhill Veteran's Council Steven Sawtelle
4	Approval” “Cause + Event Arlington 2018” 5K Race, May 13, 2018
5	Request: Special (One Day) Beer & Wine License, 1/27/18 @ Robbins memorial Town Hall for Thompson School PTO ‘Winter Party’ – Gaggi DeStefanis
6	Request: Special (One Day) Beer & Wine License, 2/3/18 @ Robbins Memorial Town Hall for Arlington Center for the Arts’ Blue Jean Ball – Lisa Pedulla, ACA
7	Appointment: Human Rights Commission – Betsy Carlton-Gysan (term to expire 6/30/2019)
8	Tree Inventory Report - John Ellis, Tree Committee
9	Approval: 2018 Annual Town Election Ballot Questions - Treasure/Collector Conversion Douglas W. Heim, Town Counsel
10	Approval: Request to Join Metro Mayors' Coalition
11	Approval: Interim Plan for Comptroller Adam W. Chapdelaine, Town Manager
12	Town Manager Performance Evaluation - Process - Adam W. Chapdelaine, Town Manager

Final Votes & Comments

Article 3: Bylaw Amendment/Residential Construction, Open Excavation, and Demolition
Activity Regulations: Noise Abatement

Article 4: Bylaw Amendment/Parking Benefits District Expenditures



Town of Arlington, Massachusetts

Reappointment: Arlington Cultural Council

Summary:

Jeffrey Timperi (term to expire 1/31/2021)

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Timperi_Reappointment.pdf	Reappointment Request from Arlington Cultural Council; Meeting Notice

MEMO

Date: January 31, 2018

To: Fran Reidy, Selectmen's Office / Town of Arlington

From: Lisbet Taylor, Co-Chair / Arlington Cultural Council

Re: Re-Appointment to 2nd term of Jeffrey Timperi, member of the Arlington Cultural Council

The Arlington Cultural Council approves the reappointment to a second 3-year term of Council member Jeffrey Timperi, whose first term ends January 2018 and is now extended to January 2021.

His contact information is:

Jeffrey Timperi
591 Summer St., Arlington, MA 02474

jeff.timperi@gmail.com

Thank you for your assistance.

OFFICE OF THE BOARD OF SELECTMEN

JOSEPH A. CURRO, JR., CHAIR
KEVIN F. GREELEY, VICE CHAIR
DIANE M. MAHON
DANIEL J. DUNN
CLARISSA ROWE



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

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

February 5, 2018

Jeffrey Timperi
591 Summer Street
Arlington, MA 02474

Re: Reappointment - Arlington Cultural Council

Dear Mr. Timperi:

Please be advised that the Board of Selectmen will be discussing your reappointment to the above-named at their meeting to be held on Monday, February 12th at 7:00 p.m. in the Selectmen's Chambers, Town Hall, 2nd Floor. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 3/3/2018 @ Robbins Memorial Town Hall for Hardy School 'Silent Auction' Fundraiser

Summary:

Patsy O'Brien, Hardy School PTO

ATTACHMENTS:

	Type	File Name	Description
▯	Reference Material	Hardy_School_PTO_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: Patsy O'Brien Hardy School P'TO

Address, phone & e-mail contact information:

Hardy School 51 Lake Street, Arlington, Ma. 857-9280-0434 patsy@avalon-venture

Name & address of Organization for which license is sought:

same

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

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

North Shore Bartending

Address, phone & e-mail contact information:

11D Russel Drive, Salem Ma. 01970 978-587-7522 Erin McCabe
emccabe527@comcast.net

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☐ No ☐ Yes 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:

978-587-7522

Title of Event:

Hardy School Silent Auction fundraiser

Date/time of Event:

Saturday, March 3, 2018 6: pm - 11:00 pm

Location of Event:

Arlington town Hall

Location/Event Coordinator:

Patsy Kraemer/Vicki Rose/

Method(s) of invitation/publicity for Event:

invitation/social media

Number of people expected to attend:

135

Expected admission/ticket prices:

\$25 individual, \$40 couple

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

\$5 beer and wine

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.

Off. Corey P. Kolan

Date 2-7-18

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.

Off. Carey P. Rafeau 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?

savory/sweet tapas, waters/juices

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

North Shore Bartending

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.

Serv Safe alcohol 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)

Atlas Liquors

Date of Delivery:

Sat. March 3, 2018

Alcohol Serving Time (s):

7 pm - 9:30 pm

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

Atlas will pick up

Date of Pick-Up:

Mon. March 5, 2018

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: Patsy O'Brien

Printed title & Organization name: Hardy PTO, Hardy School

Email: patsy@avalon-ventures.com

Congratulations!

You have successfully completed the ServSafe Alcohol® Responsible Alcohol Service Training and Certification program. This is your official ServSafe Alcohol Certification Card and provides confirmation that you have studied and are knowledgeable about how to serve alcohol responsibly.

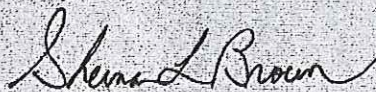
Thank you for participating in the ServSafe Alcohol program. Responsible alcohol service begins with the choices you make, and ServSafe Alcohol training will help you make the right decision when the moment arises.

By completing the ServSafe Alcohol program, you show your dedication to safe and responsible alcohol service. The ServSafe Alcohol program and the National Restaurant Association are dedicated to helping you continue to raise the bar on alcohol safety.

To learn more about our full suite of responsible alcohol service training products, contact your State Restaurant Association, your distributor or visit us at ServSafe.com.

We value your dedication to responsible alcohol service and applaud you for making the commitment to keep your operation, your customers and your community safe.

Sincerely,



Sherman Brown

Senior Vice President, National Restaurant Association Solutions

ServSafe
National Restaurant Association

ID # 12648645
CARD # 13578786

ServSafe Alcohol® CERTIFICATE



ELAYNE CRONIA M

NAME

4/27/2016

DATE OF EXAMINATION

Card expires three years from the date of examination. Local laws apply.

© 2015 National Restaurant Association Educational Foundation (NRAEF). All rights reserved. ServSafe® and the ServSafe logo are trademarks of the NRAEF. National Restaurant Association® and the arc design are trademarks of the National Restaurant Association.

Sherman Brown
Senior Vice President, National Restaurant Association Solutions

This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

In Alaska you must laminate your card for it to be valid.

NOTE: You can access your score and certification information anytime at www.servsafe.com with the class number provided on this form.

If you have any questions regarding your certification please contact the National Restaurant Association Service Center at

1-800-541-9273 or
800-767-2765, ext. 578

D013-

Congratulations!

You have successfully completed the ServSafe Alcohol® Responsible Alcohol Service Training and Certification Program. This is your official ServSafe Alcohol certification card and it is valid for three years from the date of examination. It is your responsibility to keep this card safe and to use it as proof of your knowledge about how to serve alcohol responsibly.

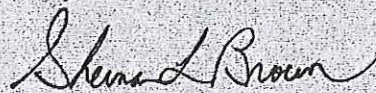
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To learn more about our full suite of responsible alcohol service training products, contact your State Restaurant Association, your distributor or visit us at ServSafe.com.

We value your dedication to responsible alcohol service and applaud you for making the commitment to keep your operation, your customers and your community safe.

Sincerely,



Sherman Brown

Senior Vice President, National Restaurant Association Solutions



ID # 12387837
CARD # 13339381

ServSafe Alcohol® CERTIFICATE



KATHRYN HALLORAN

NAME

2/24/2016

DATE OF EXAMINATION

Card expires three years from the date of examination. Local laws apply.

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Sherman Brown
Senior Vice President, National Restaurant Association Solutions

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NOTE: You can access your score and certification information anytime at ServSafe.com with the class number provided on this form.

If you have any questions regarding your certification please contact the National Restaurant Association Service Center at

1-800-551-6233 or
1-800-551-6234

DOB

In Alaska you must laminate your card for it to be valid.



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

5 February 2018

SECURITY PLAN FOR HARDY ELEMENTARY SCHOOL AUCTION.

The Hardy School PTO is sponsoring an event - an auction to be held on Saturday, March 3, 2018, , 7:00 pm – 10:00 pm at the Arlington Town Hall. A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Advance tickets will be sold for the evening event at \$25 each for individuals and \$40 for couples. We anticipate approximately 135 people to attend.

The auction event will be for only parents and staff of the Hardy School.

Vicki Rose will be the event coordinator for the event. Joe Sent Me Restaurant will provide food for the event and North Shore Bartending will provide bartender service. Greg Stathopoulos will be the custodian for the event. A committee of five volunteers from the PTO planning group will assist in staffing the party. All these people will be responsible for ensuring that the event runs smoothly.

A fire services detail will be hired for the event.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

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



CERTIFICATE OF LIABILITY INSURANCE

9NORT60

OP ID: DN

DATE (MM/DD/YYYY)

02/01/2018

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 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
John J Walsh Ins Agency, Inc
P O Box 4407
Salem, MA 01970-6407
John J. Walsh Ins. Agcy., Inc.

CONTACT NAME: John J. Walsh Ins. Agcy., Inc.

PHONE (A/C, No, Ext): 978-745-3300

FAX (A/C, No): 978-745-9557

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Nautilus Insurance Company

INSURER B: United States Liab Ins Co

INSURER C: A.I.M. Mutual-Ins. Companies

INSURER D:

INSURER E:

INSURER F:

INSURED North Shore Bartending Service
Inc.
c/o George McCabe
11 D Russell St
Salem, MA 01970

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			NN663457	03/04/2017	03/04/2018	EACH OCCURRENCE \$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
							MED EXP (Any one person) \$ 1,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 4,000,000
							PRODUCTS - COMP/OP AGG \$ 4,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A	VWC10060221082017A	02/24/2017	02/24/2018	E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Liquor Liability			CL1596225D	03/04/2017	03/04/2018	1,000,000

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

Arlington Town Hall is listed as additional insured
Re: March 3, 2018

CERTIFICATE HOLDER

Arlington Town Hall
730 Massachusetts Ave
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

John J. Walsh Ins. Agcy., Inc.

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Town of Arlington, Massachusetts

Request: Special (One Day) All Alcohol License, 3/10/2018 @ Robbins Memorial Town Hall for 'Beats for Eats' Fundraiser

Summary:

Lauren Ledger, Arlington Eats

ATTACHMENTS:

	Type	File Name	Description
▯	Reference Material	Special_Alcohol_Permit_Arlington_Eats.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: Arlington Eats Lauren Ledger

Address, phone & e-mail contact information:

169 Franklin St., Arlington, Ma. 617-365-4877 lauren.ledger@gmail.com

Name & address of Organization for which license is sought:

Beats for Eats/Arlington Food Pantry 29 Maple Street, Arlington, Ma. 02474

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

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

Andi Doane, Director

Address, phone & e-mail contact information:

29 Maple Street, Arlington, Ma. 781-316-3177, ADoane@town.arlington.ma.us

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

March 2017

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

regular event March 2017

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

Jodi Auerbach Something Savory 508-523-5890

Title of Event:

Beats for Eats fundraiser

Date/time of Event:

Saturday, March 10, 2018 7:00 pm - 11:00 pm

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer/Vicki Rose/Sheelah Ward

Method(s) of invitation/publicity for Event:

Invitation, social media

Number of people expected to attend: 175

Expected admission/ticket prices: \$65 per person

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

\$5 beer. \$5 wine \$8 signature cocktail

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/signature cocktail

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

savory and sweet tapas, waters/sodas

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

Something Savory

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.)

Adonna Imports LLS Waltham - WM-LIC
000290

Date of Delivery: Sat. 3/10/2018

Alcohol Serving Time (s) 7:00 pm - 10:30 pm

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

the committee will take,

Date of Pick-Up:

Mon. 3/12/2018

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: Lauren Ledger

Printed title & Organization name: Beats for Eats/Arlington Food Pantry

Email: lauren.ledger@gmail.com

revised: 5/18/2015 reformatted: 05/05/2017



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

6 February 2018

SECURITY PLAN FOR ARLINGTON BEATS FOR EATS FUNDRAISER

The Arlington Eats Committee is sponsoring a fundraising event to be held on Saturday, March 10, 2018, 7:30 pm – 11:00 pm at the Arlington Town Hall. A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Advance tickets will be sold for the evening event at \$35 each. We anticipate approximately 200 people to attend.

The Fundraiser event will be for adults only except for three coat check ticket taker

Vicki Rose will be the event coordinator for the event. Something Savory Catering will provide food for the event will also provide bartender service. Greg Stathopoulos will be the custodian for the event. A committee of 8 volunteers from the Arlington Eats Committee is the planning group and will assist in staffing the party. All these people will be responsible for ensuring that the event runs smoothly.

A fire services detail will be hired for the event. A police detail will be required.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

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



eTIPS On Premise 2.0SSN:

XXX-XX-XXXX

Issued:

3/3/2016

Expires:

3/3/2019

ID#:

4196694

D.O.B.:

XX/XX/XXXX

Martin S Norman
Something Savory LLC
1337 Massachusetts Ave
Arlington, MA 02476-4101

For service visit us online at www.gettips.com

Certificate of Completion

This Certificate of Completion of

eTIPS On Premise 3.0

For coursework completed on February 6, 2017
provided by Health Communications, Inc.
is hereby granted to:

Robyn Goodner

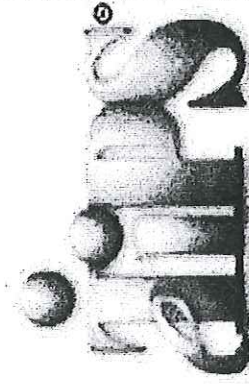
Certification to be sent to:

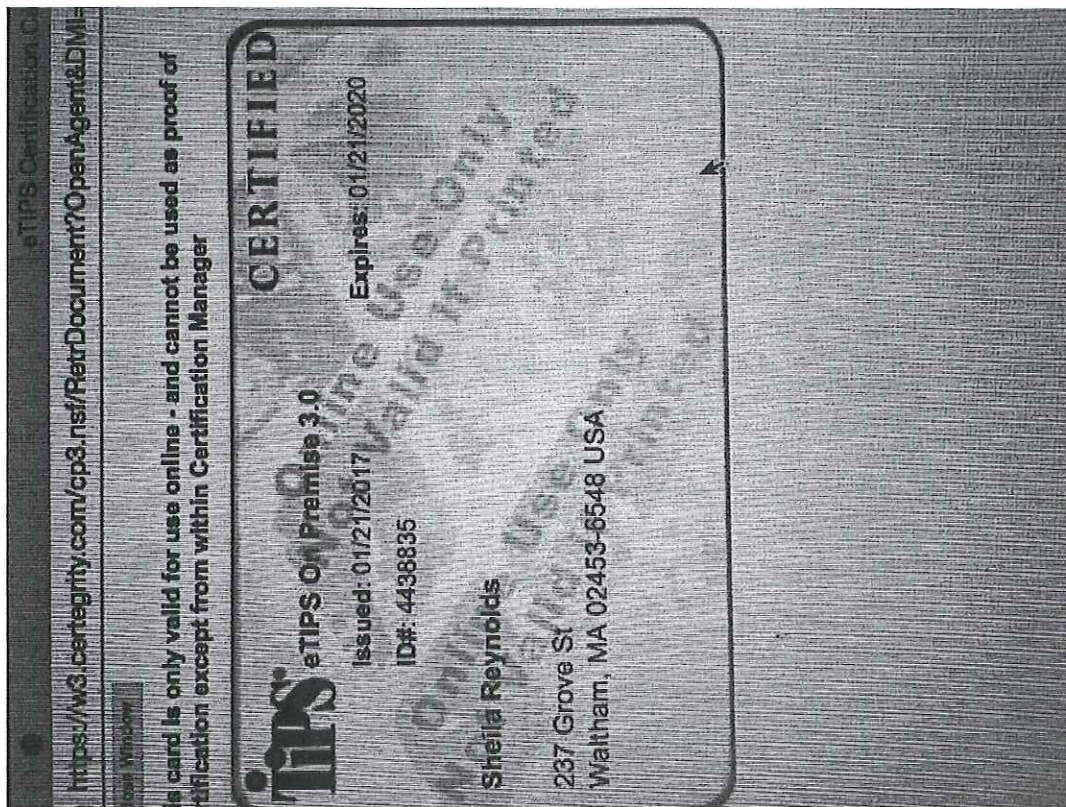
**65 Colby St
Medford MA, 02155-6008 USA**



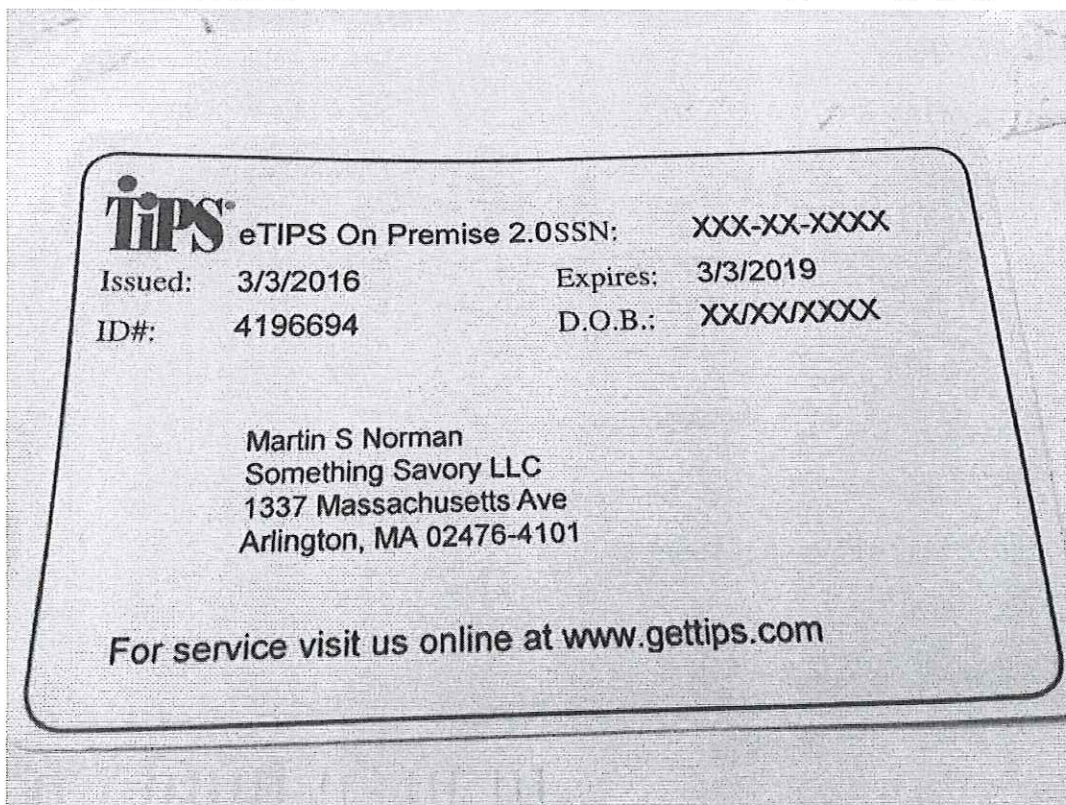
HEALTH COMMUNICATIONS INC.

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.



File: Sheila TIPS.jpeg

Size: 959k Content Type: image/jpeg

File: IMG_3210.jpg

Size: 47k Content Type: image/jpeg

File: COI Arlington 2018 REV.pdf

Size: 18k Content Type: application/pdf



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/11/2018

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 T. Edmund Garrity & Co., Inc. 545 Concord Avenue, Suite 16 Cambridge MA 02138		CONTACT NAME: Cristina Medeiros PHONE (A/C, No, Ext): (617)354-4640 FAX (A/C, No): (617)354-5828 E-MAIL ADDRESS: cristina@garrity-insurance.com	
INSURED Jodi Auerbach, DBA: Something Savory 1337 Massachusetts Ave #237 Arlington MA 02476		INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Indemnity Co CT INSURER B: All Mutual Ins Co INSURER C: Hospitality Mutual INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** Master COI 2018 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			6607B769370	04/20/2016	04/20/2017	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
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC/TBA	01/10/2018	01/10/2019	PER STATUTE <input checked="" type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 Per Occurrence 1,000,000
C	Liquor Liability			00061130LL	12/16/2017	12/16/2018	Aggregate 2,000,000

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

Arlington Town Hall, is listed additional insured for general liability if so required by written contract as it relates to named insured's operations.

CERTIFICATE HOLDER

Arlington Town Hall
Arlington MA

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

[Signature]

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Town of Arlington, Massachusetts

Articles for Review:

Summary:

Article Bylaw Amendment/Financial Information

Article Home Rule Legislation/Bylaw Amendment/Change Board of Selectmen to Select Board

ATTACHMENTS:

Type	File Name	Description
<input type="checkbox"/> Reference Material	Draft_Votes_and_Comments_Re_Financial_Info_and_Select_Board_(00020168)_(1).docx	Draft Final Votes & Comments



**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

MEMORANDUM

TO: Board of Selectmen

FROM: Douglas W. Heim

DATE: February 8, 2018

RE: **Votes and Comments for Articles on Financial Information and Select Board**

I write to provide the Board the following as draft Votes and Comments for your consideration at Monday's Board of Selectmen meeting regarding the previously heard, above-referenced warrant articles. I note that where existing bylaw provisions are amended by a vote, underlined text signifies new or additional wording, while strikethrough text signifies words and clauses to be eliminated.

ARTICLE **BYLAW AMENDMENT/FINANCIAL INFORMATION**

VOTED: That the Town Bylaws be and hereby are amended by (a) deleting the text of Article 17, ("Financial Information") of Title I; and (b) replacing it with the Word "DELETED."

(5 – 0)

COMMENT: The Board of Selectmen unanimously endorses this efficient amendment proposed by Town Treasurer, Mr. Dean Carman. As Mr. Carman explained, the Financial

Information required by Title I, Article 17 is now readily available from multiple, and easily accessible sources such as annual Town reports posted online. In fact, more detailed representations of such information are readily available and shared routinely. As such, the several thousand dollars spent each year on inserting “pie chart” information about the Town’s finances into each tax bill, as well as time constraints placed on both the Treasurer’s Office and the Assessors’ Office to finalize information in order to place it in tax bills no longer worth the investment. Title I, Article 17 was a valuable directive, but its purpose is now easily met by more cost-effective means.

ARTICLE HOME RULE LEGISLATION/BYLAWS AMENDMENT/CHANGE THE BOARD OF SELECTMEN TO SELECT BOARD

VOTE: That the Town hereby amends the Town’s General Bylaws as follows:

First, that the entirety of the Town Bylaws be and hereby are amended to substitute the term “Select Board” for: (a) for “Board of Selectmen” (and any abbreviated variant thereof), and (b) for “Selectmen” in contexts in which that term refers to the Select Board as a whole, acting as a board;

Second, that the entirety of the Town Bylaws be and hereby are amended Substitute (a) “Select Board member” for “Selectman”, and (b) “Select Board members” for “Selectmen” in contexts in which that term refers to one or more (or all) Selectmen individually but not to the entire Select Board acting as a Board.

Third, that Title I, Article 2, Section 1, be and hereby is amended to add a clause noting that that the Select Board is the body historically termed the “Board of Selectmen” and holds all of the powers and duties associated therewith, so as to read as follows:

Section 1. Duty ~~The Selectmen~~ Select Board shall have the general direction and management of the property and affairs of the Town in all matters not otherwise provided for, so far as permitted by law.

The Select Board is the entity historically known as the “Board of Selectmen,” and possesses all the duties, authorities, and legal rights and responsibilities of the Town of Arlington’s “Board of Selectmen.”

Fourth, that Title I, Article 2, be amended to provide for new section 6, to provide that an individual member of the Select Board may be referred to by office in the following manners:

Section 6. Office Title

Members of the Select Board may be addressed as “Select Board Member,” or “Board Member,” “Selectwoman,” or “Selectman.”

IT IS FURTHER VOTED: That the Town does hereby request and authorize the Board of Selectmen to file Home Rule Legislation to provide substantially as follows:

“AN ACT AMENDING THE TOWN MANAGER ACT OF ARLINGTON TO RENAME THE BOARD OF SELECTMEN, ‘THE SELECT BOARD.’”

Section 1. Chapter 503 of the Acts of 1952 (The Town Manager Act of Arlington) as subsequently amended, is hereby amended in all sections and subparts to substitute the term “Select Board” for: (a) for “Board of Selectmen” (and any abbreviated variant thereof), and (b) for “Selectmen” in contexts in which that term refers to the Select Board as a whole, acting as a board; and further amended in its entirety to substitute (a) “Select Board member” for “Selectman”, and (b) “Select Board members” for “Selectmen” in contexts in which that term refers to one or more (or all) Selectmen individually but not to the entire Select Board acting as a Board.

Section 2. Said chapter 503 is further amended by appending the following clause to paragraph to the end of Section :

‘The Select Board and its members are the entity and elected offices historically known as the “Board of Selectmen,” and “Selectman” respectively, possessing all the duties, authorities, and legal rights and responsibilities of the latter.’

Section 3. This Act shall take effect upon its passage.”

COMMENT: This article seeks to bring the only gender-specific-titled public body of the Town into form with its fellow offices in Arlington, and indeed its fellow Boards throughout the Commonwealth. Over 30 Massachusetts Towns have made this change in recent years alone, reflecting the growing recognition that a gendered title for one of the chief elected offices in municipal government is archaic, and potentially discouraging to some who might seek to hold such an office. Members of the Board are also mindful of the perspective of Arlington’s youth, many of whom noted their support for this article with passion.

Finally, the Board respects the Town’s long history, including those who held this office before us. However, acknowledgment of the perspective and positions of the past is not mutually exclusive with recognizing the rightness of change. Historically, this Board was once known as the “Board of Selectmen and Overseers of the Poor;” collected a poll tax; restricting voting to men only – all of which were rightly amended or ceased by our forbearers. Thus, part of our history has also been knowing when to correct our collective course. As a culture, we are increasingly aware of unconscious biases and the often unintentional detrimental impact words can have on the way we see ourselves and others. We believe that history will look back upon this change as one of those modest, but meaningful moments that improved our community, and as such unanimously urge Town Meeting’s favorable action.



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

Next Scheduled Meeting of BoS February 26, 2018.

Summary:

During Special Town Meeting starting February 12, 2018 the Board of Selectmen will be in session from 8:00 p.m. until 11:00 p.m.