



Town of Arlington Board of Selectmen

Meeting Agenda

May 21, 2018

7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

1. Approval of Sale of \$52,500 Sewer Bond to the Massachusetts Water Resource Authority
Dean Carman, Treasurer & Collector of Taxes
2. Reimagining Our Libraries Project Update
Andrea Nicolay, Director of Libraries

PROCLAMATIONS

3. (a) Proclamation to Declare June as Pride Month in Arlington
(b) Request Support of Freedom Massachusetts' Coalition to Uphold
Massachusetts' Non-Discrimination Laws re Gender Identity
Helene Newberg and Lisa Krinsky, Rainbow Commission Members

FOR APPROVAL

4. Request: Removal of Norway Maple Opposite 54 Foster Street for Gibbs School
Renovation
Tim Lecuivre, Tree Warden
5. For Approval: 8 Planters in Arlington Heights Business District
Jane Foley, Civic Development Chair, Arlington Garden Club

CONSENT AGENDA

6. Minutes of Meetings: May 7, 2018
7. For Approval: Concert on Jefferson Cutter House Lawn, Saturday, June 2, 1:00 p.m. - 2:00
p.m.
Heather Leavell, Director, Cyrus Dallin Art Museum
8. For Approval: 20th Annual Feast of the East, June 16
Jan Whitted, Capitol Square Business Association
9. For Approval: Annual Arlington for All Ages 5K Race, September 9, 2018
Susan Carp, Executive Director, Council on Aging
Health and Human Services Charitable Corporation
10. Request: Special (One Day) Beer & Wine License, 6/9/18 Robbins Memorial Town Hall for a
Private Event
Sarah Sontag

11. Request: Contractor/Drainlayer License
Joe Lamacchia Landscaping, 519 Fiske Street, Holliston, MA

LICENSES & PERMITS

12. 7:15 p.m. National Grid Petition/Mountain Avenue (Public Way)
Barbara Kelleher, Permit Representative
(all abutters notified)

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

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

TRAFFIC RULES & ORDERS / OTHER BUSINESS

13. Bike Share
a) For Approval: Pilot Bike Share Program License Rules and Orders
b) For Discussion: Bicycle Share Hotspot Map
c) For Approval: Bike Share Operator License - Limebike
Nat Strosberg, Senior Planner
Douglas W. Heim, Town Counsel
14. For Approval: Submission of Grant Application for Net Zero Planning
Adam W. Chapdelaine, Town Manager
15. Update on CDBG Subcommittee Recommendations
Daniel J. Dunn, Chair
Adam W. Chapdelaine, Town Manager
16. For Approval: Board Designee Committee Appointments
Daniel J. Dunn, Chair
17. Vote: Approval of Town Manager's Evaluation
Daniel J. Dunn, Chair

CORRESPONDENCE RECEIVED

Aggressive Dog Complaint at 72 Ronald Road
Ann Houston, 70 Ronald Road

Request to Make Intersection of Rhinecliff Street and Oakland Avenue a 4-Way Stop
David Levy, 95 Rhinecliff Street, via Request/Answer Center

Request Two 'No Parking Here to Corner Signs' at Intersection of Warren Street and Wyman Street
Donald Langbein, 56 Wyman Street

Request to Reconsider Existing Parking Regulations on Broadway
Resident Petition

Opposed to Implementing Dedicated Bus Only Lane
East Arlington Businesses

NEW BUSINESS

EXECUTIVE SESSION

Next Scheduled Meeting of BoS June 11, 2018



Town of Arlington, Massachusetts

Approval of Sale of \$52,500 Sewer Bond to the Massachusetts Water Resource Authority

Summary:

Dean Carman, Treasurer & Collector of Taxes

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	68822402_1- MWRA_Selectmen_Vote_Sewer_- _Arlington_6-11-18_(1).doc	Reference

VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen of the Town of Arlington, Massachusetts, certify that at a meeting of the board held May 21, 2018, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the sale of the \$52,500 Sewer Bond of the Town dated June 11, 2018, to Massachusetts Water Resources Authority (the "Authority") is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on May 15 of the years and in the principal amounts as follows:

<u>Year</u>	<u>Installment</u>	<u>Year</u>	<u>Installment</u>
2019	\$5,250	2024	\$5,250
2020	5,250	2025	5,250
2021	5,250	2026	5,250
2022	5,250	2027	5,250
2023	5,250	2028	5,250

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the bond were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: May 21, 2018

Clerk of the Board of Selectmen



Town of Arlington, Massachusetts

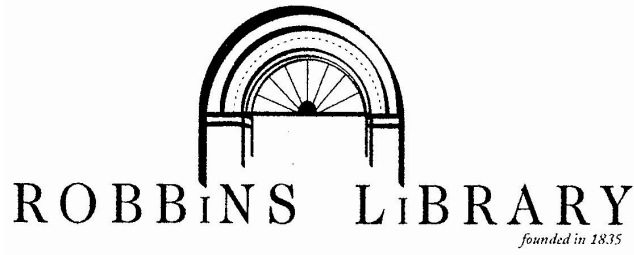
Reimagining Our Libraries Project Update

Summary:

Andrea Nicolay, Director of Libraries

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Library_cover_sheet_5.21.18_BoS.docx	Memorandum from A. Nicolay
▢	Reference Material	Presentation.pdf	Presentation



MEMO

Date: May 16, 2018

To: Select Board

From: Andrea Nicolay, Director of Libraries

Re: Reimagining Our Libraries project update

Dear Honorable Board Members,

The Library completed a long-range plan in FY15 that called for a formal library space planning study for both the Robbins Library and the Fox Branch Library. In the fall of 2016 the firm of Ann Beha Architects was selected by the Board of Trustees and the Director of Libraries to complete the space planning study, and library trust funds were allocated accordingly. The study began with public input meetings and a survey last summer, and the entire process took a year.

The study is now complete and it's time to share the outcome with the community. Two public meetings are scheduled in June (6/14, 7 p.m. at Robbins; 6/19, 7 p.m. at Fox), and the presentation will be given by Ann Beha Architects and the Director of Libraries.

The floor plans and conceptual images herewith represent the recommendations of the Reimagining Our Libraries Working Group to the Library Board of Trustees, and are not final construction plans. They are a starting point for project feasibility.

Respectfully,

Andrea Nicolay
Director of Libraries



REIMAGINING OUR LIBRARIES

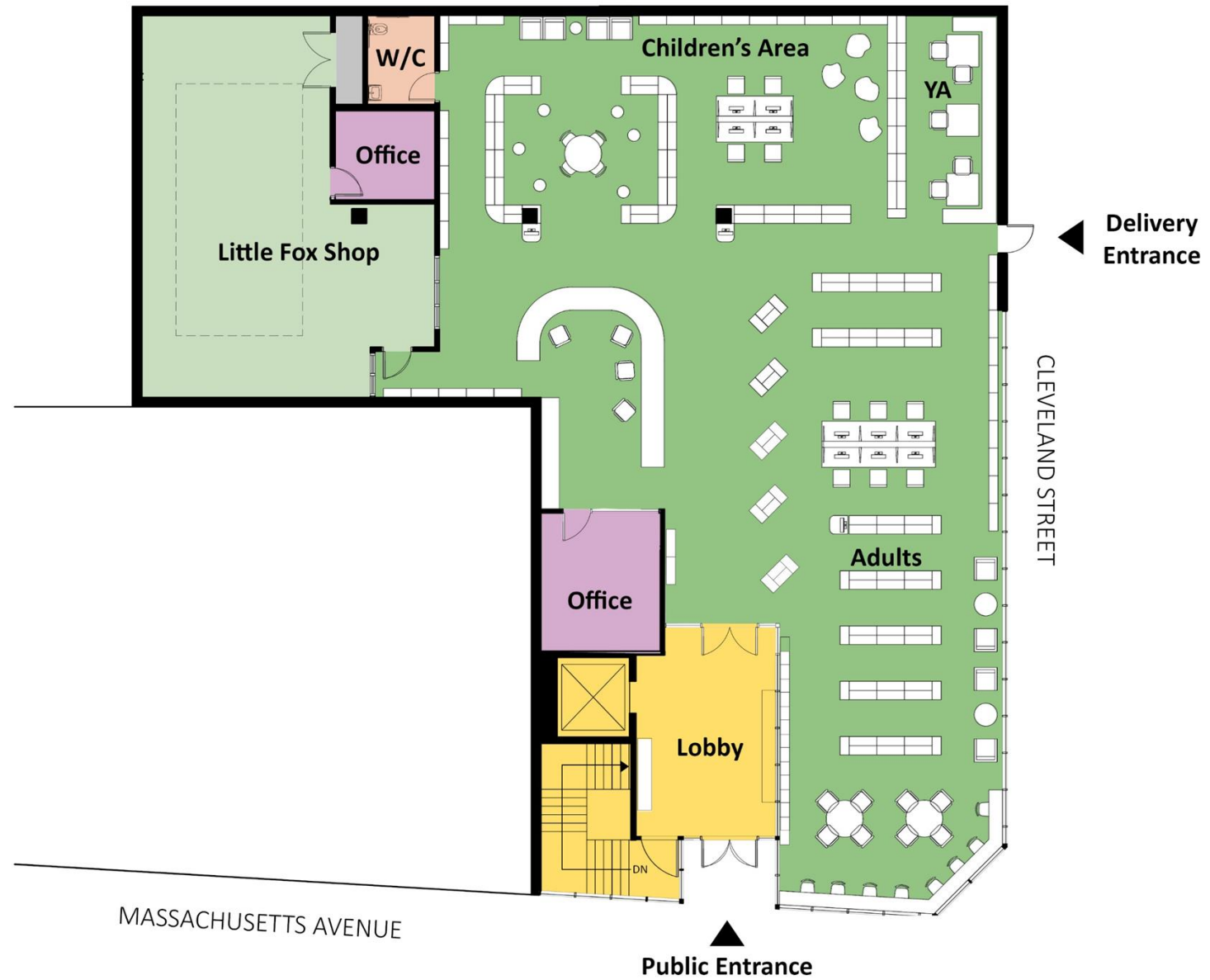
A black and white photograph of a library interior. In the foreground, a wooden bookshelf is filled with books. To the right, a white folding chair is partially visible. The middle ground features a long, light-colored wooden table with several chairs tucked under it. In the background, more bookshelves and a large window with patterned curtains are visible. The ceiling has exposed wooden beams and fluorescent light fixtures. The overall atmosphere is quiet and studious.

FOX LIBRARY

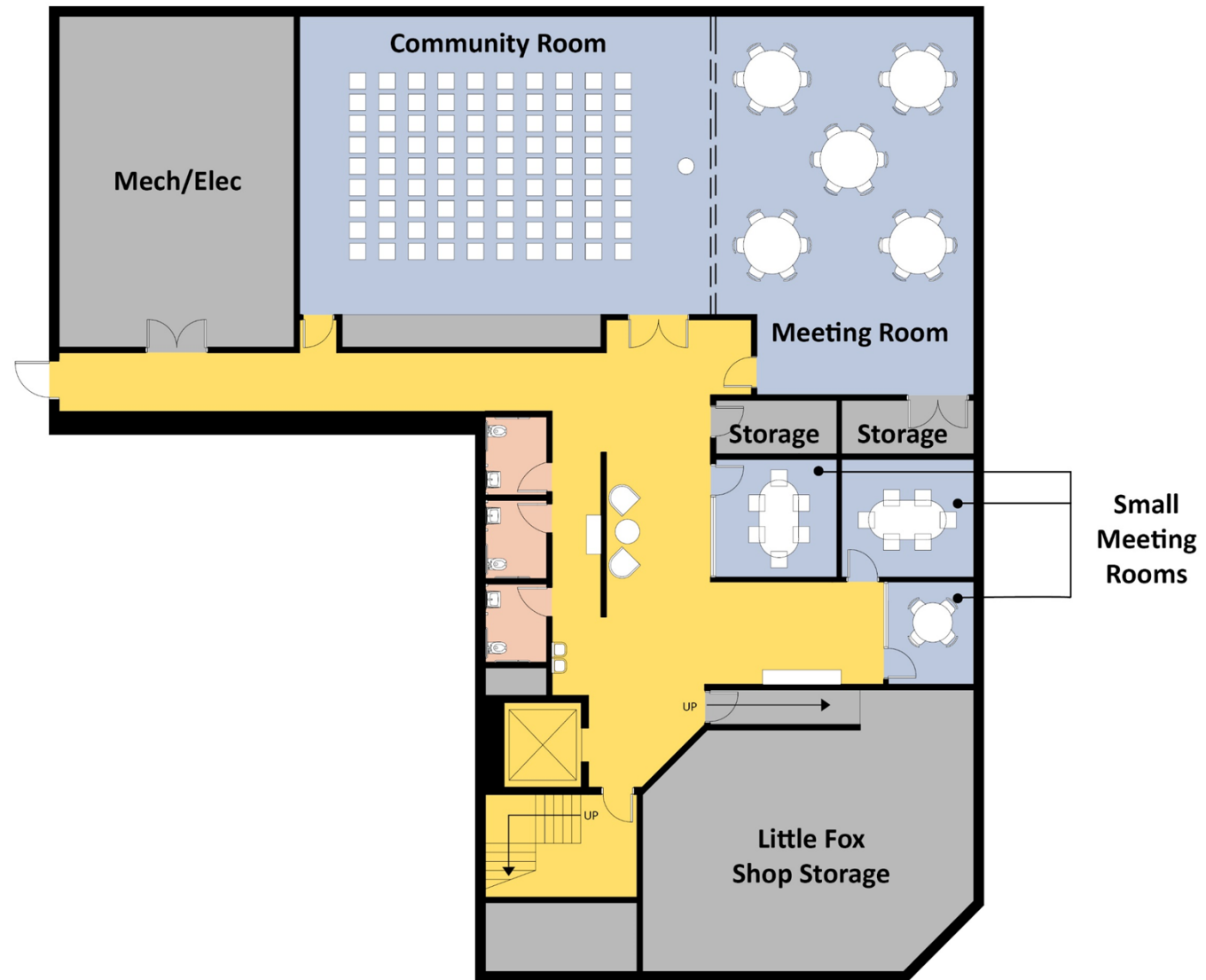




FIRST FLOOR



BASEMENT FLOOR





ROBBINS LIBRARY

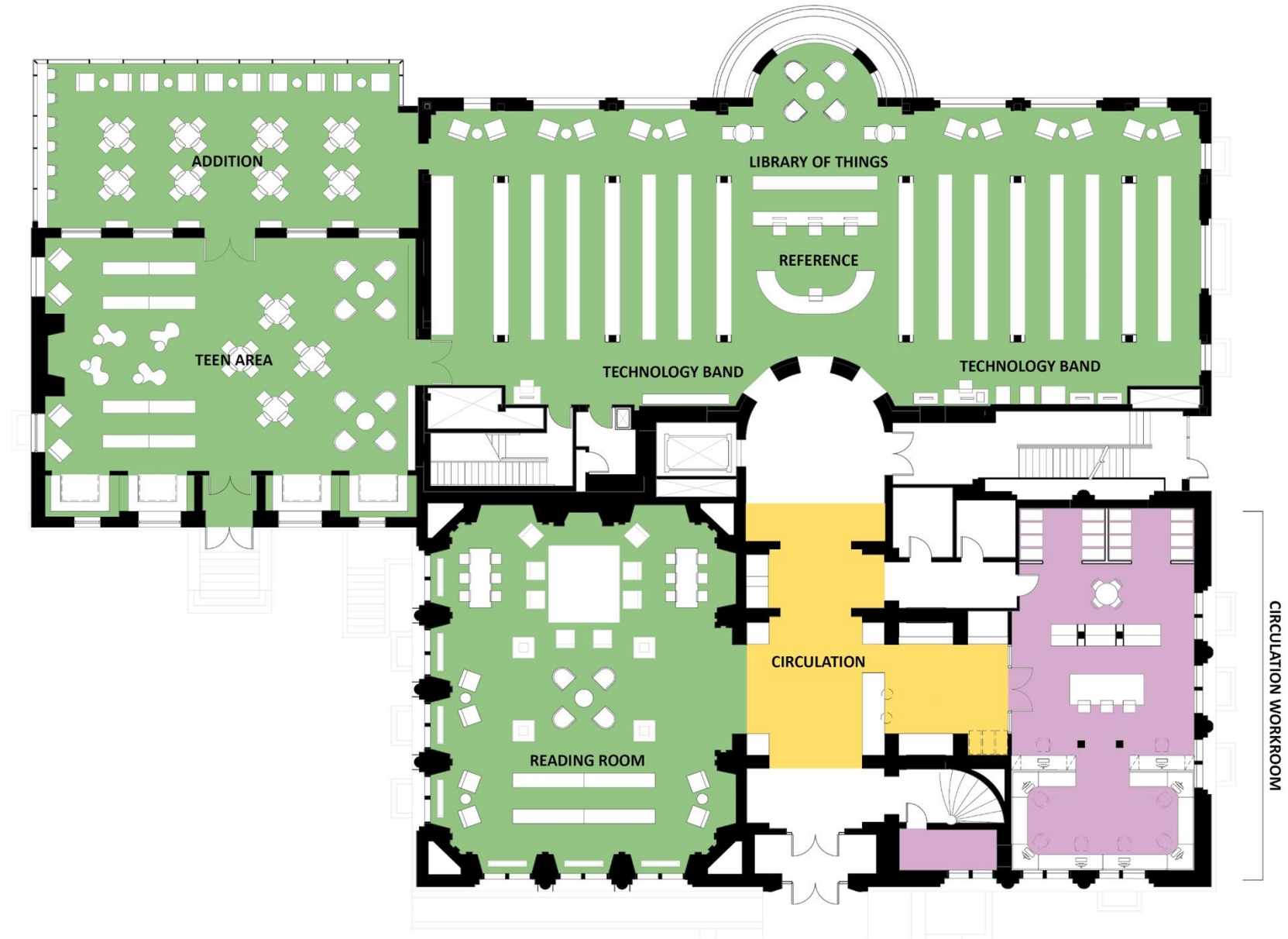




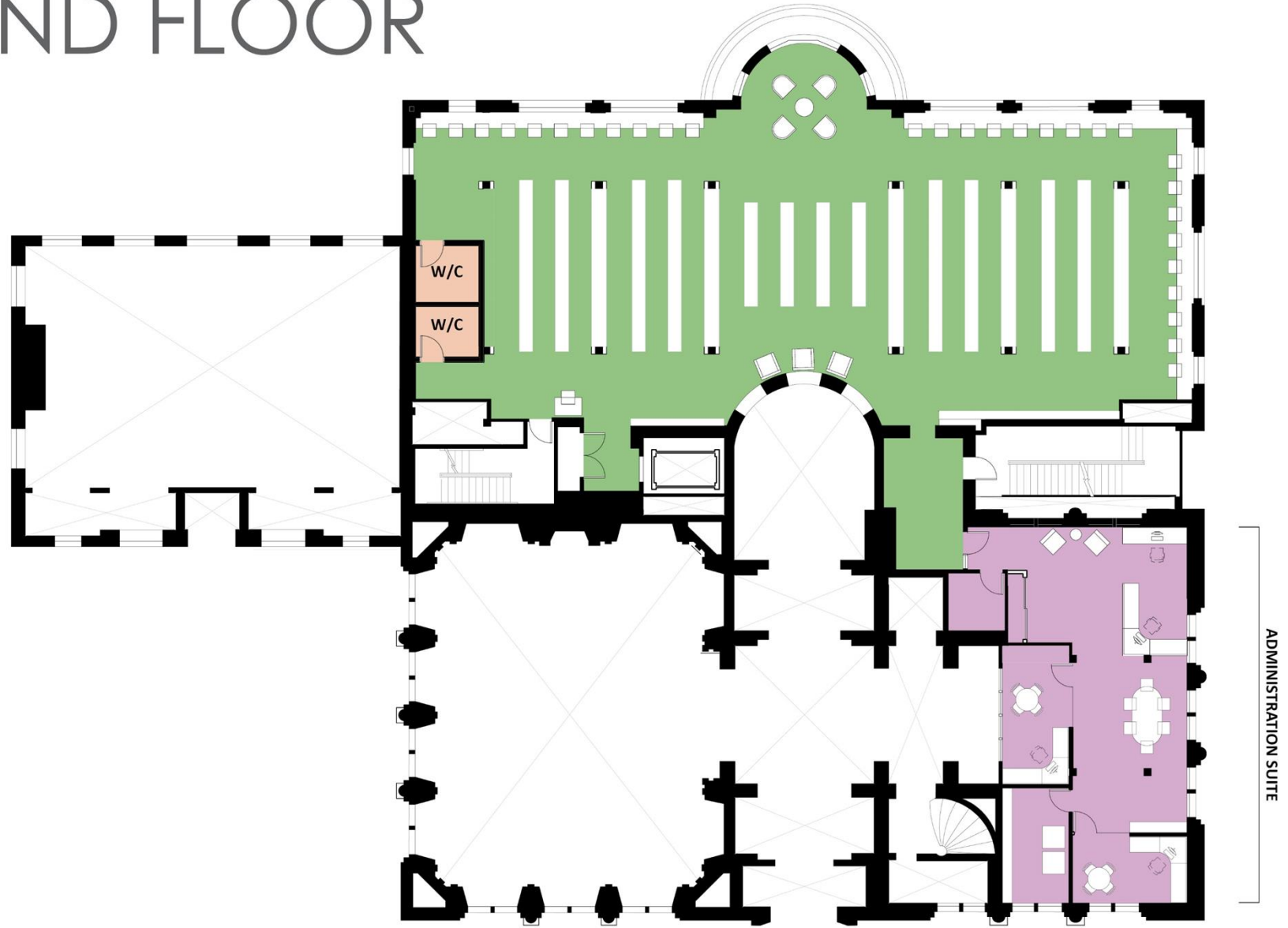
LOWER LEVEL



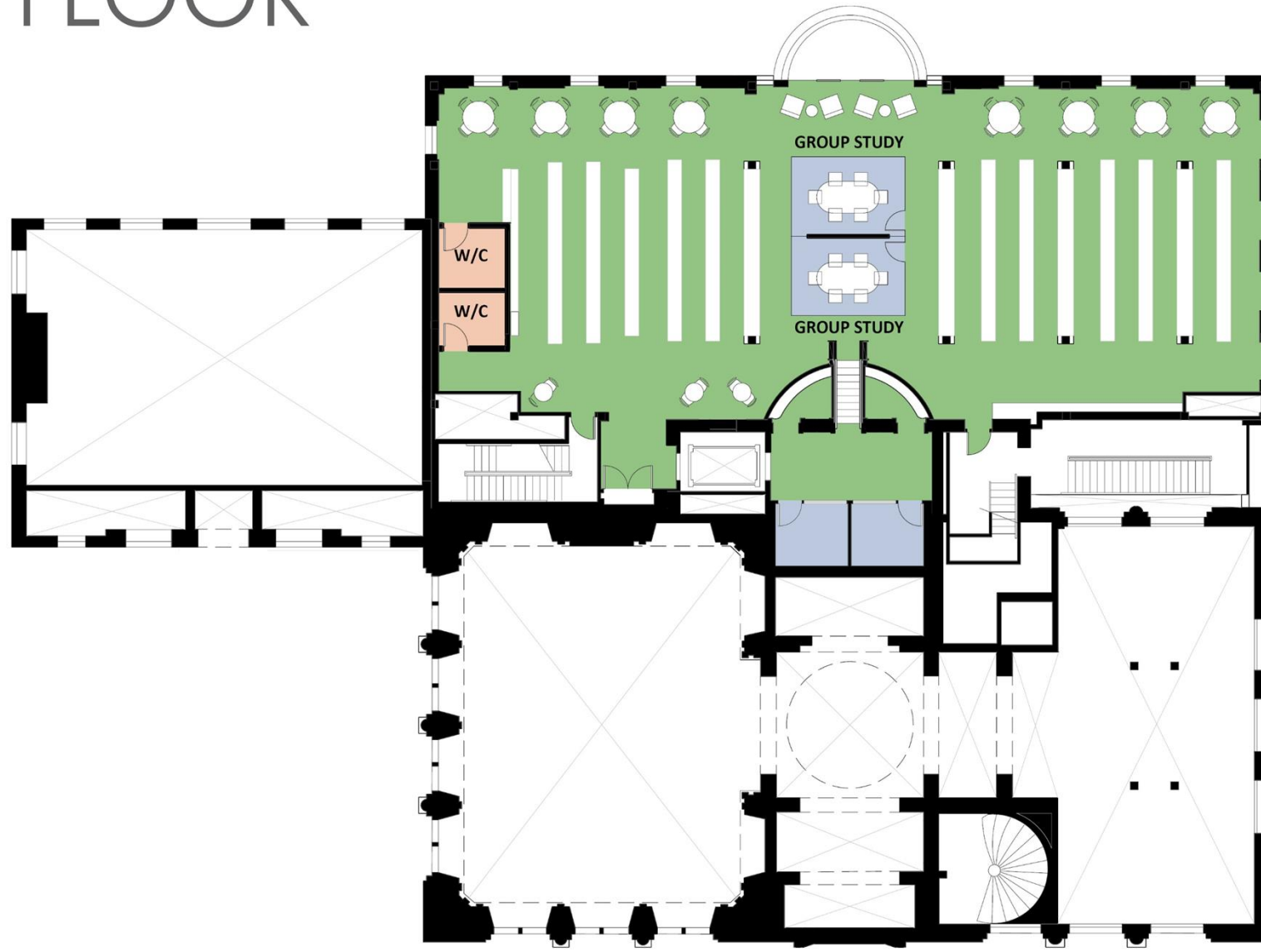
FIRST FLOOR



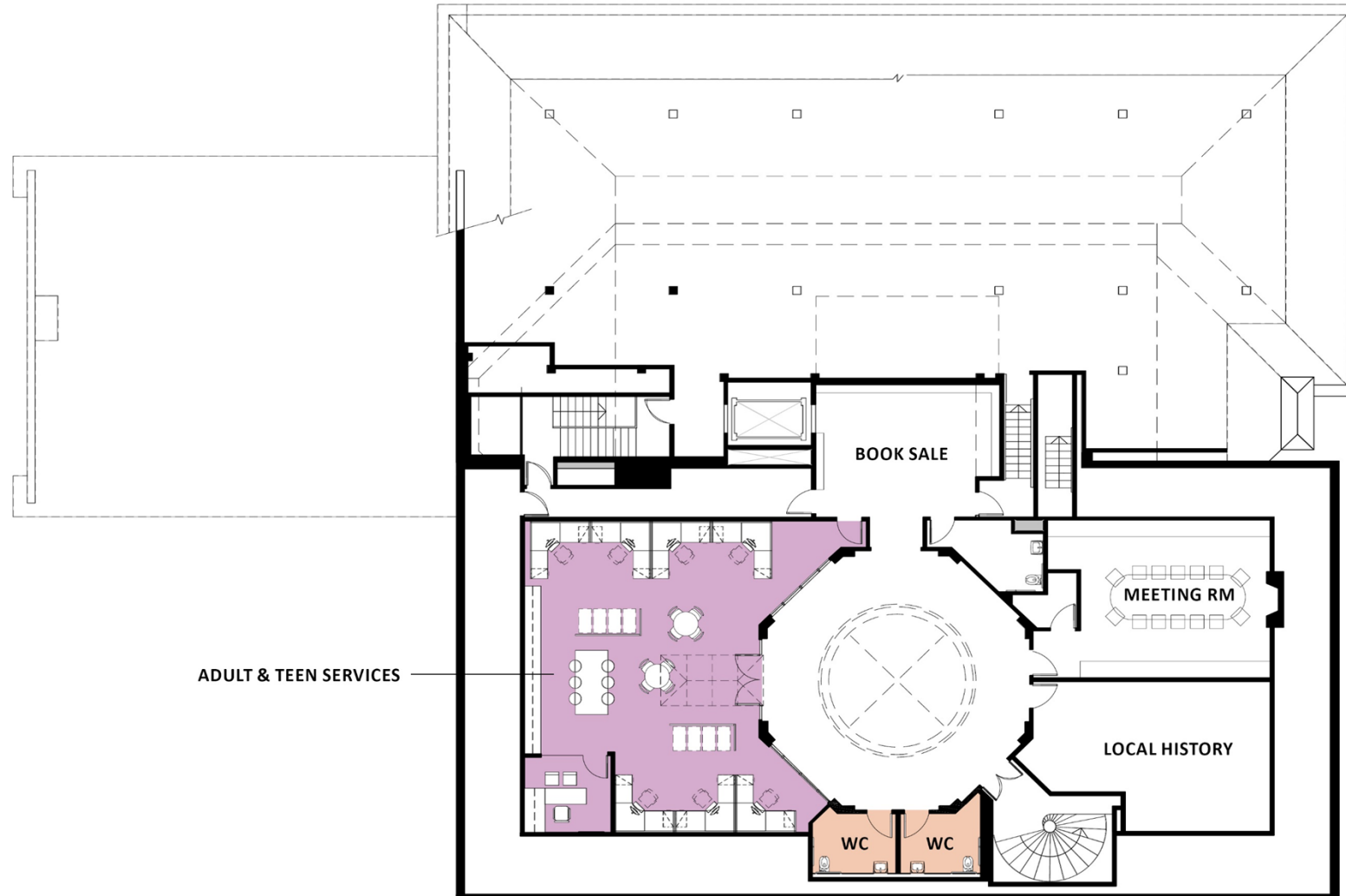
SECOND FLOOR



THIRD FLOOR



FOURTH FLOOR





Town of Arlington, Massachusetts

(a) Proclamation to Declare June as Pride Month in Arlington

Summary:

(b) Request Support of Freedom Massachusetts' Coalition to Uphold Massachusetts' Non-Discrimination Laws re Gender Identity

Helene Newberg and Lisa Krinsky, Rainbow Commission Members

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	2018_Pride_Proclamation.doc	Proclamation
▢	Reference Material	FreedomforallMemo.docx	Request to sign on to Freedom Mass Coalition

OFFICE OF THE BOARD OF SELECTMEN

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



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

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

PROCLAMATION

- WHEREAS:** Pride events are held nationwide throughout June in cities and towns across the country to gather the LGBTQIA+ community for festivals, parades, and other events to celebrate the community's enduring spirit and the progress that has been made in establishing a more inclusive, just, and equal world for the LGBTQIA+ community; and
- WHEREAS:** Arlington Town Meeting in 1993 created the Human Rights Commission, declaring that the Town values the diversity of our population because the mix of ethnic, religious, and cultural backgrounds--as well as economic and personal circumstances--enriches us, and that Arlington will be known for the warm welcome and respect we extend to all; and
- WHEREAS:** Arlington Town Meeting in 2017 created the LGBTQIA+ Rainbow Commission to promote equality-affirming policies regarding the full spectrum of sexual orientations and gender identities, and to bring greater visibility and empowerment to the LGBTQIA+ population through education, advocacy, and collaboration with other Town agencies, schools, and community groups; and
- WHEREAS:** The Town Bylaws were amended in recent years to add nondiscrimination protections on the basis of sexual orientation and gender identity; and
- WHEREAS:** Pride is not only a time of celebration but also an important opportunity to reflect on and plan the work still ahead of us; and
- WHEREAS:** It is imperative to preserve public accommodations nondiscrimination laws that explicitly protect transgender and gender-nonconforming people in Massachusetts from discrimination in public spaces like stores, restaurants, hotels, public transportation, parks, museums, and hospitals; and

WHEREAS: Hate incidents, including recent anti-gay graffiti, has been on the rise in Arlington in the past few years; and

WHEREAS: Celebrating Pride Month and displaying Pride flags are outward representations of the Town's commitment to full inclusion of the LGBTQIA+ community in Arlington's civic life.

NOW, THEREFORE, BE IT RESOLVED, that we, the Members of the Board of Selectmen (soon to be known in gender-neutral terms as the Select Board), reaffirm our support for equal protections for all people regardless of sexual orientation or gender identity.

BE IT FURTHER RESOLVED, that we designate June 2018 as Pride Month in Arlington.

_____	SELECTMEN
_____	OF THE
_____	TOWN
_____	OF
_____	ARLINGTON

A true record.

ATTEST:

By: _____
Board Administrator



TOWN OF ARLINGTON
Rainbow Commission
27 Maple Street
Arlington, MA 02476
781-316-3170
rainbow@town.arlington.ma.us

MEMO

TO: Arlington Select Board

FROM: Rainbow Commission

DATE: May 17, 2018

RE: Request to sign on to Freedom Mass Coalition

At the most recent Rainbow Commission meeting, the Commission voted to support the Freedom Massachusetts Coalition efforts around protecting the rights of transgender individuals in Massachusetts. We respectfully ask that the Arlington Select Board join the hundreds across the Commonwealth who are signing on to support this initiative.

There is a question that will be brought to the voters of Massachusetts on the November ballot asking whether the state should maintain the current law that protects transgender people from discrimination. These protections have been in place since 2016. A negative outcome on the referendum would repeal the state law and leave transgender people vulnerable to discrimination in public places, including stores, restaurants, hotels, public transportation, parks, museums, dentists' offices, and hospitals.

By signing on to the Freedom Massachusetts Coalition, you will reinforce the policies enacted by Town Meeting through bylaws that clearly state that the Town of Arlington supports equal rights for all, and therefore affirm that the Town advocates for preserving these protections.

A yes vote on the ballot keeps the current law, which protects equality for all. A no vote would repeal the protections.

We also ask that as part of the Town's Pride celebration, a rainbow flag and a transgender flag be displayed in front of Town Hall for the month of June, along with using blue/pink/white lights to represent the colors of the transgender flag on Town Hall at night.



Town of Arlington, Massachusetts

Request: Removal of Norway Maple Opposite 54 Foster Street for Gibbs School Renovation

Summary:

Tim Lecuivre, Tree Warden

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	54_Foster_St._Tree_Reference.pdf	Tree Hearing Reference
▢	Reference Material	Tree_Removal_Objection_54_Foster_St.pdf	Objection to Tree Removal



TOWN OF ARLINGTON
Department of Public Works
Office of Tree Warden
51 Grove Street
Arlington, Massachusetts 02476
Office (781) 316-3114 Fax (781) 316-3109

TOWN CLERK'S OFFICE
2018 APR 18 PM 12:57

Agenda
5/21/18

LEGAL NOTICE
TREE HEARING
Town of Arlington, MA
Natural Resources Division

In accordance with Chapter 87 of the Massachusetts General Laws, a public hearing will be held in the Conference Room at:

Place: 51 Grove Street, Lower Floor Meeting Room

Date: May 7, 2018

Time: 10:00 a.m.

The hearing is to consider the proposed removal of:

Norway Maple (DBH 19") Located across from 54 Foster Street by request of Arlington Engineering Department for Gibbs School Renovation Project to construct student drop-off/ pick-up area .

The tree identified has been posted for public inspection. Interested parties are encouraged to attend. Any person objecting to the removal of this tree may attend the hearing or appeal in writing prior to the hearing. Letters should be addressed to:

Arlington Town Tree Warden, 51 Grove Street, Arlington, MA 02476

Tree Hearing 2018

Tim Lecuivre MCA

Arlington Tree Warden

Arlington Engineering Department

Gibbs School Project

Foster Street: across from #54

Removal of 19" DBH Norway Maple "to install student drop-off/ pick-up area"

5/7/18

10:00am

51 Groove St. Lower Floor Meeting Room

Attendance: Mr. William Copithorne

Time: 10:00-10:10

The Arlington Engineering Department "requested by the Gibbs School" would like to install new student pick-up/ drop off area for the newly renovated school project. The Engineering Group working on the school project would need the Norway Maple removed in order to accommodate this project.

Received a letter from Dr. Kerri and Sandi Bourgeois objecting for the Norway Maple to be removed, they feel the tree is healthy, sturdy and provides shade for the neighborhood. Also, they feel the project could be altered to accommodate the tree.

Tree Hearing 2018

Name

Signature/ Date

WILLIAM COPITHORWE



5/7/18

**Re: Norway Maple across from 54 Foster Street ,
Arlington, MA**

To: Town Tree Warden, Tim Lecuivre

My daughter and I are unable to attend the hearing on 5/07/18 at 10:00 am, but we both wanted to express our observations and concerns to you.

We are strongly opposed to the removal of the Norway Maple tree across from 54 Foster Street, Arlington which, if removed, it would be the second tree to be removed in a very short time.

Looking closely at the tree, it appears to be pretty healthy and sturdy. It seems that a drop-off/pick-up area could be modified around the tree and the existing curb cut that is located just past the tree. I'm surprised this option was not pursued initially to protect this sturdy, shade-providing tree for the neighborhood. It would be extremely disappointing to eliminate a healthy tree to accommodate a plan that didn't consider the welfare of the tree, especially since there is already a curb cut that probably could be incorporated into the existing plan.

Please do not let the owners remove this shade providing, healthy tree.

Thank you for taking the time to read this and hopefully you will decide to protect the tree.

Dr. Kerri Bourgeois
Sandi Bourgeois

69 Woodside Lane



Town of Arlington, Massachusetts

For Approval: 8 Planters in Arlington Heights Business District

Summary:

Jane Foley, Civic Development Chair, Arlington Garden Club

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	AGC_Civic_Development_Request.pdf	Request from Civic Development Chair, Arlington Garden Club
▢	Reference Material	M._Rademacher_review_Planters_Proposal.docx	M. Rademacher review and recommendations

Proposal to establish planters for Arlington Heights Business

The Arlington Heights District is showing a need for some beautification efforts.

The Beautification Committee of the Arlington Garden Club has been actively trying to come forward with a plan to provide the first step and to see a revitalization of the area.

Since there were planters in the Heights in the past, we would like to start by placing no more than 8 planters throughout the business area on Mass Ave. Placed curbside, they would not prevent access to sidewalk for walkers or disabled pedestrians, etc.

The corners of Mass and Park have permanent planters that have been very colorful and well cared for by Garden Club members and businesses, so we propose new planters be placed where no decoration is visible. The following areas are suggested but other suggestions are welcome.

Two planters at the end of the business area at Cambridge Saving Bank and D'Agostinos. One on each side of the street.

Two planters at the opposite end of the district near, but not blocking the crosswalk at Szesuwan Dumpling and the building across housing a dental office. One on either side of the street.

The other four would be placed between these anchors...2 on each side of the street near Oreck vacuum, and the Barber shop on the north side and the Art Lounge and Balich 5 & 10 on the south side of Mass Ave.

Although we realize that this is not as many as could be placed, we are hoping it is a beginning .

Maintenance of the flowers, weekly watering and weeding etc will be the responsibility of local interested gardeners and business members.

At this time, Support Arlington Heights, Arlington Garden Club, Arlington Chamber of Commerce, Arlington Public Works and The Beautification Committee of the AGC , Lalicata Landscaping and Wanamaker Hardware are all supporting our efforts.

We, as a group, are delighted to see the amount of beautification plans that the town has made in East Arlington and Arlington Center with more plans for Broadway Plaza district, Town Gardens and Whittemore Park.

Our hopes are that we begin with this project and are able to cooperate and support more efforts to make Arlington a beautiful place to grow, live and work in times ahead.

I am enclosing photos of the planters with the sizes for your approval. Any suggestions that you have will be most appreciated.

Jane Foley, Civic Development Chair, Arlington Garden Club.

1182 Massachusetts Avenue, Arlington, MA 02476

781 646 8304



www.noveltymfg.com



indoor & outdoor



frostproof



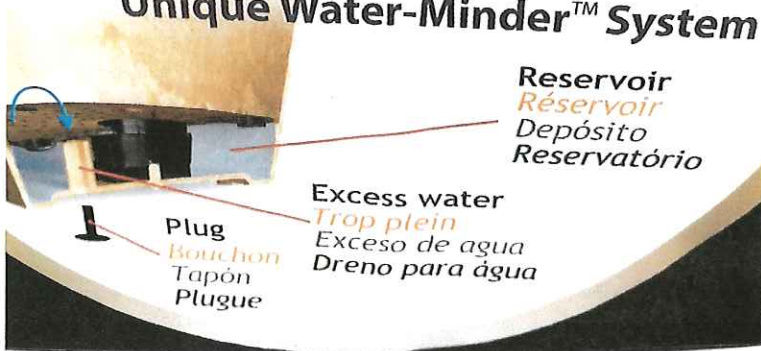
eco - friendly



lightweigh

ARTSTONE

Unique Water-Minder™ System



27.5" TALL ELLA PLANTER B
NOV98-0140734

0218



026978352781

\$129.99

Projected planters

Artstone ash gray 27.5 tall x 17wide.

Frostproof for year round use,

Water minder in base with reservoir

Stone, screening and loam will be added

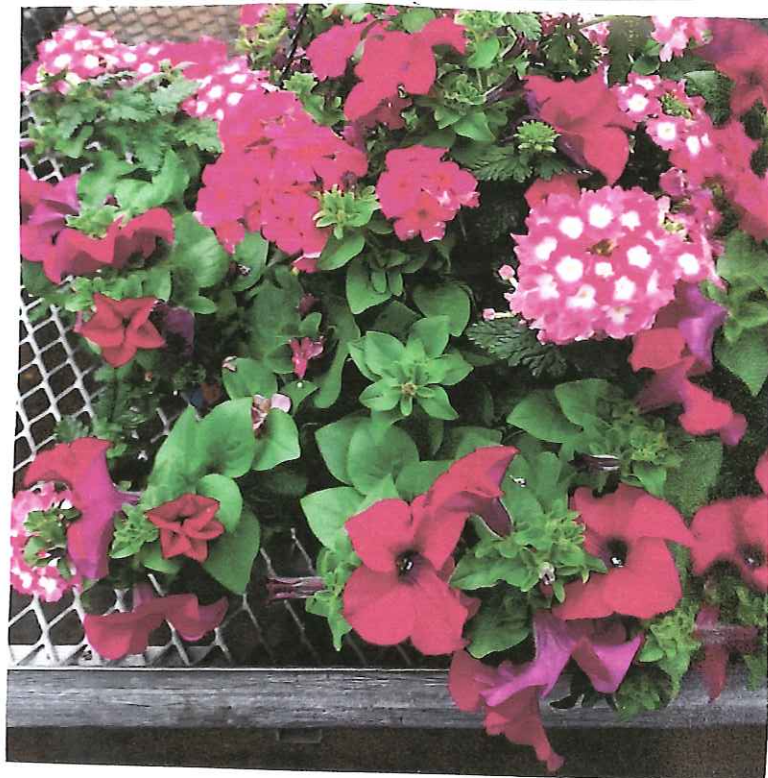
As well as flowering plants.

At this time the price is \$129.99 for each planter

And approximately \$40 for flowers similar to those

Pictured. If we are able to use a Garden Club discount

Price will be less.



From: "Michael Rademacher" <MRademacher@town.arlington.ma.us>
To: "Marie Krepelka" <MKrepelka@town.arlington.ma.us>
Date: 05/16/2018 03:40 PM
Subject: Proposed Planters in the Heights

Marie-

Wanted to inform the Board that I have met with Jane Foley and discussed with Ali Carter regarding the installation of planters at various locations in the Heights.

I have no objections to the placement of the planters as long as they do not impact the clear span of the sidewalk nor present any difficulty to vehicle doors parked along the sidewalk.

Jane and I walked the entire length of sidewalk where the planters are being proposed and I believe they can be placed without creating the above mentioned obstacles.

I would ask that we revisit the locations after they are in place for awhile to be sure they are not creating a hardship for anyone and if so, we can move or remove any that are problematic.

Sincerely,

Michael Rademacher, P.E.

Director of Public Works

51 Grove Street

Arlington, Massachusetts 02476

781-316-3101



Town of Arlington, Massachusetts

Minutes of Meetings: May 7, 2018

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	5.7.18_draft_minutes.docx	Draft Minutes 5.7.18

TOWN OF ARLINGTON
BOARD OF SELECTMEN

Meeting Minutes
Monday, May 7, 2018
7:00 PM

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

PROCLAMATIONS

1. Proclamation: James D. Hobbs
Mr. Greeley read a Proclamation in memory of James D. Hobbs who organized the Arlington Jaycees in early 1967 and also organized the first annual "Uncle Sam Day" celebrated in September 1969. Under Jim's leadership, the Arlington Jaycees became one of the most successful Jaycee chapters in the United States. Said Proclamation was presented to his dear friend Bill Scaglione and Mr. Hobbs' three daughters.

CONSENT AGENDA

2. Minutes of Meetings: April 23, 2018; April 30, 2018 SO VOTED (4-0-1)
Mr. Greeley abstained from voting on the April 30th Minutes
3. For Approval: Sandwich Board for Bishop School PTO Bear Fair @ Intersection of
Mystic Street and Ridge Street, 5/11/18 - 5/20/18
Jean Finochetti Clark, Bishop School PTO
4. Request: Farmers' Market Winery Application - Sale of Wine
Pony Shack Cider, Inc., Nathan J. McKinley
22 Littlefield Road, Boxborough, MA 01719
5. Request: Annual Greek Festival, May 31, 2018-June 3, 2018
Constandinos Ioakimidis, Parish Council President, St. Athanasius the Great, 4 Appleton
Street
 - a) 4-Day Special (One Day) Beer & Wine License
 - b) 'One Way' designation of Appleton Place (from Mass. Ave. to Burton St.)
 - c) Acton Place - street closing
6. Request: Special (One Day) Beer & Wine License, 5/11/18 @ Robbins Memorial Town
Hall for Boys & Girls Club 80th Birthday Celebration
Derek Curran, Arlington Boys & Girls Club
7. Request: Special (One Day) All Alcohol License, 5/13/18 @ Whittemore Robbins House
for a Private Event
Michele Kotiuga

8. Request: Special (One Day) Beer & Wine License 5/26/18 @ Robbins Memorial Town Hall for a Private Event
Margaret Downes
9. Request: Contractor/Drainlayer License
Parkside Utility Construction LLC, 125 King Philip Street, Providence, RI
Mrs. Mahon moved approval subject to all conditions as set forth. SO VOTED (5-0)

APPOINTMENTS

10. Board of Youth Services
Laura Pierce (term to expire 1/31/2021)
Mr. Greeley moved approval. SO VOTED (5-0)

LICENSES & PERMITS

11. For Approval: Food Vendor License
Arlington Convenience, 245 Massachusetts Avenue, Davinder Sharma
Mrs. Mahon moved approval subject to all conditions as set forth. SO VOTED (5-0)

CITIZENS OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, or a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

No matters were presented to the Board.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

12. For Approval: 'Arlington Porchfest Headquarters' on Jefferson Cutter House Lawn, June 9, 2018, 12:00 NOON - 6:00 p.m.
Linda Shoemaker, Executive Director, Arlington Center for the Arts
This will be Arlington's 3rd annual Porchfest, bringing live local music to Arlington's front porches, lawns and driveways in a fun celebration of music and community. This year ACA is expanding Porchfest to include the entire town, with a West Zone from the Heights to the Center from noon to 2:00 p.m. and an East Zone from the Center to the East from 2:00 p.m. - 6:00 p.m.
Mr. Curro moved approval subject to all conditions as set forth. SO VOTED (5-0)
13. For Approval: Comptroller Contract
Mr. Dunn moved to table and come back into Open Session after Board comes out of Executive Session. SO VOTED (5-0)

CORRESPONDENCE RECEIVED

Rodent Concerns in Kilsythe Road Neighborhood

Emily Cause, 21 Kilsythe Road and Neighbors

Mrs. Mahon moved to refer correspondence from Ms. Cause to the Town Manager for review and recommendations.

Mrs. Mahon moved receipt of "Correspondence Received".

SO VOTED (5-0)

NEW BUSINESS

Mr. Chapdelaine reported the success of Pulling for Hope held at St. Camillus Parking Lot on April 28th. Over \$12,000 was raised for the American Cancer Society. He congratulated all Town Employees for their willingness to participate. The reigning champions, Team Porches, was comprised of several members of the Arlington Fire Department including Fire Chief Robert Jefferson.

Mr. Chapdelaine stated he was very impressed with the Arlington Police Department responding to the rescue of ducklings from the sewer grate at Cooks Hollow this past Saturday.

Mr. Chapdelaine stated last Thursday afternoon that he and Selectmen Curro served lunch to our Senior Volunteers at the Council of Aging and it was a wonderful afternoon. The most asked question was what the Town could do to help residents with property tax deferrals.

Mr. Greeley reminded everyone that this Friday, May 11, 2018, at Town Hall will be the 80th Anniversary of the Arlington Boys & Girls Club. Everyone is welcome and it will be a wonderful event.

Mrs. Mahon announced that the Balich 5 & 10 Store, 1314 Mass. Avenue will be closing. The owner is retiring after 60 years. The Balich family and store will be greatly missed by all Arlington residents.

Mr. Hurd stated his children will also miss the 5 & 10 Store. He also congratulated all Town Employees that participated in "Pulling for Hope" and said it was a great turn out.

Mrs. Mahon moved to go into Executive Session in preparation for negotiations with non-union personnel – Town Comptroller

Mrs. Krepelka took the roll call on the motion:

Mr. Hurd: yes

Mr. Curro: yes

Mr. Dunn: yes

Mrs. Mahon: yes

Mr. Greeley: yes

Mr. Dunn stated that when the Executive Session Meeting is over the Board would go back to the public meeting before adjourning for the evening.

The Board convened in open session at 8:00 p.m. and Mr. Curro stated that the Board approved the contract to hire Ida Cody as the Town's new Comptroller.

Mrs. Mahon moved to adjourn at 8:05 p.m.

SO VOTED (5-0)

Next Meeting of BoS May 21, 2018

A true record attest:

Marie A. Krepelka
Board Administrator

5/7/18

Agenda Item	Documents Used
1	Proclamation: James D. Hobbs
2	Minutes of Meetings - April 23, 2018, April 30, 2018
3	Approval" Sandwich Board for Bishop School PTO Bear Fair @Intersection of Mystic Street and Ridge Street, 5/11/18 - 5/20/18 - Jean Finochetti Clark, Bishop PTO
4	Request: Farmer's Market Winery Application - Sale of Wine Pony Shack Cider, Inc., Nathan J. McKinley 22 Littlefield Road, Boxborough, MA 01719
5	Request: Annual Greek Festival, May 31, 2018 - June 3, 2018 Constandinos Ioakimidis, Parish Council President, St. Althanasius the Great, 4 Appleton Street a) 4-Day Special (One Day) Beer & Wine License b) "One Way" designation of Appleton Place (from Mass. Ave. to Burton St.) c) Acton Place - street closing
6	Request: Special (One Day) Beer & Wine License, 5/11/18 @ Robbins Memorial Town Hall for Boys & Girls Club 80th Birthday Celebration - Derek Curran, Arlington Boys & Girls Club
7	Request: Special (One Day) All Alcohol License, 5/13/18 @ Whittemore Robbins House for a Private Event - Michele Kotiuga
8	Request: Special (One Day) Beer & Wine License 5/26/18 @ Robbins Memorial Town Hall for a Private Event - Margaret Downes
9	Request: Contractor/Drainlayer License Parkside Utility Construction LLC, 125 King Philip Street, Providence, RI
10	Appointment - Board of Youth Services, Laura Pierce (term to expire 1/31/2021)
11	Approval: Food Vendor License - Arlington Convenience, 245 Mass. Ave., Davinder Sharma

12	Approval: Arlington Porchfest Headquarters on Jefferson Cutter House Lawn, June 9, 2018 12:00 Noon - 6:00 p.m. - Linda Shoemaker, Executive Director, Arlington Center for the Arts
13	Approval: Comptroller Contract
Corr. Received	Rodent Concerns in Kilsythe Road Neighborhood, Emily Cause, 21 Kilsythe Road and Neighbors



Town of Arlington, Massachusetts

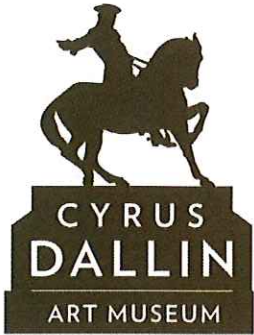
For Approval: Concert on Jefferson Cutter House Lawn, Saturday, June 2, 1:00 p.m. - 2:00 p.m.

Summary:

Heather Leavell, Director, Cyrus Dallin Art Museum

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Dallin_Art_Museum_request.pdf	Correspondence from H. Leavell



May 8, 2018

Arlington Board of Selectmen
730 Massachusetts Ave.
Arlington, MA 02476

Dear Board of Selectmen:

The Cyrus Dallin Art Museum would like to request the use of Whittemore Park on Saturday, June 2, 2018 from 1-2 pm for an outdoor concert featuring Mystic Brass Ensemble. Founded this past winter, MBE is comprised of thirteen local musicians and directed by trumpeter and music educator Andrew Heath.

This concert will be free to the public and suitable for all ages. Attendees will be encouraged to bring a blanket, relax and enjoy a picnic in the park while listening to a selection of great brass compositions of the past and present.

Please do not hesitate to contact me at 781-641-0747 or hleavell@dallin.org, if you require further information.

Sincerely,

A handwritten signature in black ink that reads 'Heather Leavell'. The signature is written in a cursive, flowing style.

Heather Leavell
Director/Curator



Town of Arlington, Massachusetts

For Approval: 20th Annual Feast of the East, June 16

Summary:

Jan Whitted, Capitol Square Business Association

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Feast_of_the_East.pdf	Request from J. Whitted



Shopping, Dining, Arts, Entertainment and Style
in East Arlington, MA

www.CapitolSq.com

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02474
2018 MAY 16 AM 8:02

May 14, 2018

To the Board of Selectmen:

This request is for approval to hold our 20th annual *Feast of the East* festival on June 16th from 12 to 4 PM in Capitol Square.

Feast of the East features food, music, and family entertainment along Mass Ave for several blocks in East Arlington. We request permission for the following items, which are the same as in past years:

- Festival events to take place from the Capitol block (just past Lake Street) to Trinity Baptist Church (Amsden Street)
- Mass Ave to remain open
- Sidewalks on these blocks to be widened by the placement of barriers and yellow tape, so that parking is reduced during the event.
- Cleveland Street to be closed where it meets Mass Ave to create a safe island for entertainment. Residents will continue to have access from Waldo Street and Broadway
- Signs to be placed at Orvis Road and Rt 16, and at the corners of Lake Street and Winter Street

Police details will be in place for pedestrian safety.

We hope you'll join us in continuing this community tradition.

A handwritten signature in black ink, appearing to read "Jan Whitted".

Jan Whitted

Feast of the East

Capitol Square Business Association

Capitol Square Business Association

c/o Artheat 212A Mass Ave • Arlington MA 02474 • 781-646-2200 • Jan Whitted, Manager

**TOWN OF ARLINGTON
SPECIAL EVENT PERMIT APPLICATION**

Applicant and Sponsoring Organization Information

Name of Organization / Sponsor: Capitol Square Business Assoc
Address: 212A Mass Ave City: Arlington State: MA Zip: 02474
Applicant Name: Jan Whitted Tel#: 781-646-2200
E-mail: Jan@artbeatonline.com
Event Manager: Jan Whitted Contact Info: 781-646-2200
Other Contact Person/s: Kelly Ferguson Contact Info: _____

Event Information

☐ Run/Walk ☐ Parade ☒ Event
Event Title: Feast of the East

Start Date & Time(s): 6/16 12 noon End Date & Time(s): 6/16 4PM
Estimated Attendance: # 2,000 Admission Fee: Free

Open to the Public: ☒ Yes ☐ No

Requested Location: Street (specify): Mass Ave from Capitol Block to Amsden St
Other (specify): Cleveland St closed Mass Ave to Waldo

Set Up Date/Time & Description: 6/16 10AM
Breakdown Date/Time & Description: 6/16 4 PM

NOTE: ATTACH DIAGRAM OF ROUTE WITH SPECIFICS

No parking on Mass Ave blocks during event. Entertainment set up on Trinity church lawn.

Event Details

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will you set up table(s) and/or chair(s)? Approximate number : <u>20</u>
<input type="checkbox"/>	<input type="checkbox"/>	Booth(s), Exhibit(s), Display(s) and/or Enclosure(s): _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Canopy(ies) and/or Tent(s)- describe dimensions: <u>55 10x10</u>

The following is required by your organization to insure the safety and health of all participating in this event: *Note: You do not need to contact the departments below if it is not required.*

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Police Detail: <u>Contacted Paul Conroy</u> (contact police)



Town of Arlington, Massachusetts

For Approval: Annual Arlington for All Ages 5K Race, September 9, 2018

Summary:

Susan Carp, Executive Director, Council on Aging
Health and Human Services Charitable Corporation

ATTACHMENTS:

	Type	File Name	Description
▯	Reference Material	Arlington_for_All_Ages_5K.pdf	Correspondence from S. Carp



COUNCIL ON AGING
TOWN OF ARLINGTON
27 MAPLE STREET
ARLINGTON, MASSACHUSETTS 02476-4909
(781) 316-3400 fax (781) 316-3409



May 7, 2018

Dear Friend:

The Arlington Council on Aging, through the Health & Human Services Charitable Corporation, is excited to announce our annual **2018 Arlington for All Ages 5K Race** to benefit the Arlington Council on Aging. There are over 11,000 residents age 60 and over in the Town of Arlington. This race provides funds for transportation services; many programs including health and wellness, low cost social events, LGBTQ+ senior, intergenerational and cultural events and emergency financial assistance.

The race starts at 10 am on Sunday, September 9, 2018 in front of the Arlington Town Hall. Past races have included over 400 runners and 75 volunteers on race day. At the 2018 finish line in front of the Senior Center, we will have fun activities for all ages as we cheer on the runners from age 6 to 87!

We hope to raise \$20,000 this year and would very much appreciate your partnership and support. For 2018 we have included a new category of sponsorship and new ideas for giving recognition to our sponsors. There are four levels of sponsorship as explained in the attached information packet. The new Platinum Level has been established for those who are able to contribute \$1,000 or more.

As the Executive Director of the Council on Aging, I am personally committing \$1,000 as a Platinum Sponsor for the Arlington for All Ages 5K Race. This sponsorship highlights my commitment to the seniors in Arlington and is a testament to my faith in the talented staff who seek to find creative ways to carry out our mission every day. I hope you will consider joining me with a sponsorship as all funds go directly to assisting our older community members. Please feel welcome to contact me with any questions you may have.

Thank you,

Susan R. Carp, MS
Executive Director



The Arlington Council on Aging through the Health and Human Services Charitable Corporation is hosting the **Arlington for All Ages 5K Race** to benefit the Arlington Council on Aging. This will be the 9th year of the USATF Certified Race. Proceeds from the race will benefit the programs and services offered through the Arlington Council on Aging.

Race Date: Sunday, September 9

Race Time: 10AM

Fees: \$25

Race Day Registration: \$35

T-Shirts: Custom wicking tee shirts available to all who register by August 27, 2018

Number Pick Up: Town Hall Auditorium, 730 Mass Ave, Arlington, MA beginning at 9AM on race day.

Start: Arlington Town Hall, 730 Mass Ave, Arlington, MA

End: Arlington Senior Center, 27 Maple Street, Arlington MA

Course: View course map here

Post Race Party: Join us immediately following the race to celebrate

Visit us at:

www.arlingtonma.gov/departments/health-human-services-council-on-aging

www.facebook.com/arlingtonmacoa

Instagram: @Arlingtonmahhs



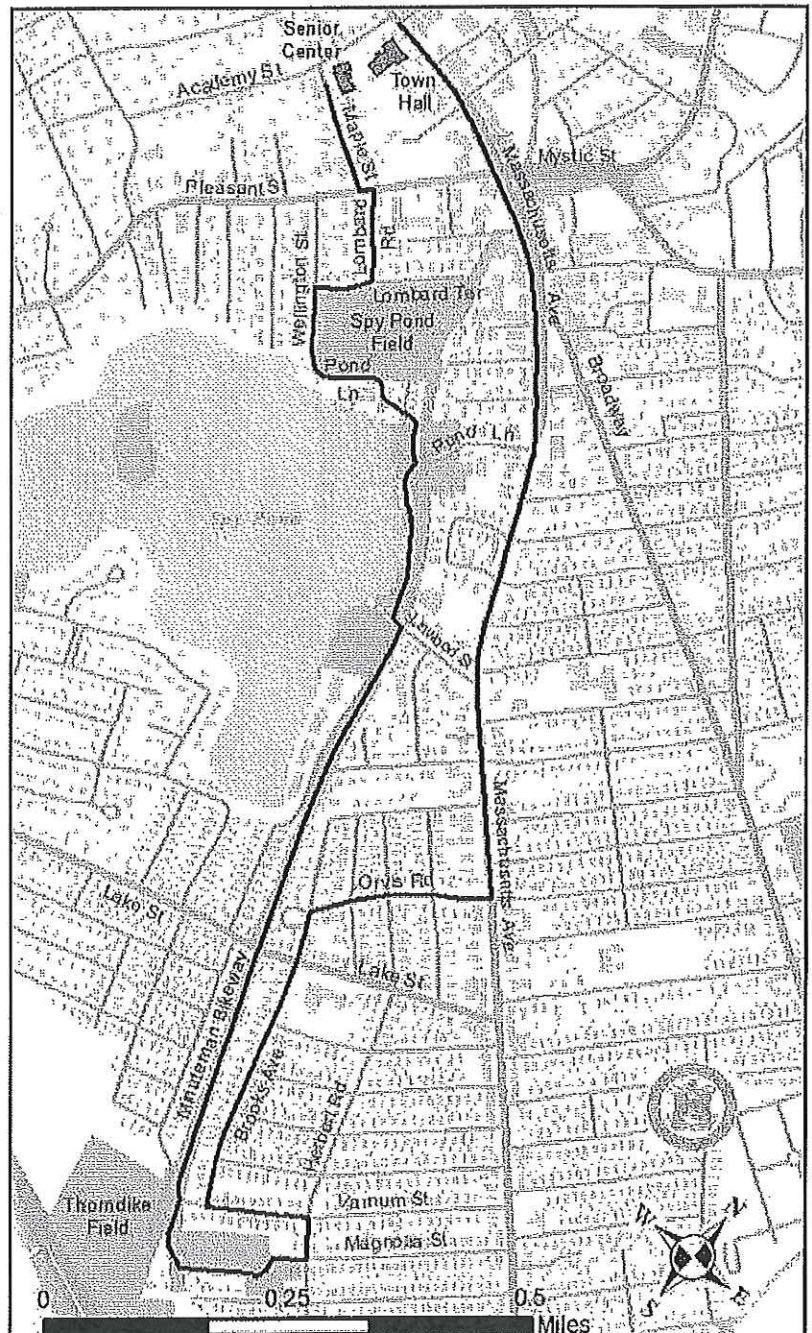
Participant Information and Course Map for the 2018

Arlington for All Ages 5K Race

**Health and Human Services Charitable
Corporation
FBO the Arlington Council on Aging**

Sunday, September 9, 2018 at 10 AM
Benefits the Arlington Council on Aging

- "USATF CERTIFIED"
- Post-race celebration!
- Free wicking T-shirt if you register by August 27
- Electronic Bib Tag Timed
- A fairly flat, fast course
- Race capped at 600; held rain or shine



Arlington for All Ages 5K Race

September 9, 2018

Susan Carp, Race Director

SAFETY PRECAUTIONS:

Police Detail for traffic control, partial lane closures, cones to define runners lane, volunteers at all turns to keep runners on course, Armstrong Ambulance will be on site, and the COA Nurse will be on site at all times of the race. Water will be available at the Start/Finish as well as free food at the end of the race. All volunteers on the course will have cell phones with the race director's number keyed in. Race Director will alert emergency responders if a problem is noted.

Race Course and Directions to follow:

Starting from Town Hall on Massachusetts Ave

- Head east on Massachusetts Ave toward Court Street*
- Turn right on Orvis Road*
- Turn left at Brooks Ave*
- Turn left at Varnum*
- Turn right at Herbert Rd.*
- To Magnolia Park across from Magnolia Street*
- Follow Bike Path to Pond Lane cut off
- Head Northwest on Pond Lane toward Pond Terrace
- Take the 2nd right onto Lombard Terrace*
- Take the 1st left onto Lombard Road*
- Turn left at Pleasant Street*
- Take the 1st right onto Maple Street*
- Arrive at Maple Street Finish

*Police Detail will be at this location

Motorcycle detail will lead and follow Race Course

DRAFT

Arlington Council on Aging Accomplishments 2017-2018



Why Support the Council on Aging?



These are just some of the services we offered to Arlington residents of *all ages* in 2017/2018:



- assisted 81 residents with Federal Fuel Assistance
- assisted 133+ residents through Arlington Heating Assistance
- assisted xxx residents with SNAP applications
- provided \$3,500+ in financial assistance to residents with unexpected hardships
- provided \$8,193+ in financial assistance to widows
- assisted with 900+ medical rides for Arlington cancer patients



These are just some of the services we offered to Arlington residents over age 60 in 2017/2018:



- provided 7500+ rides to 287 seniors through our COA transportation services
- provided 151 rides to medical appointments
- provided financial assistance to more than 60 seniors with unexpected personal, dental, and Dial a Ride Taxi scholarships
- provided access to Social Workers to 1,171 seniors
- provided social programs to 1,081 seniors
- provided access to a Nurse through blood pressure clinics, health and wellness programs and in home visits
- facilitated disbursement of over 900 boxes of shelf stable food to seniors
- coordinate weekly seasonal farm to table fresh food program for over 145 seniors
- ???????????? legal, financial, podiatry????
- partnered to provide 102 holiday meals and 90 holiday gifts




The Council on Aging is a municipal department employing two licensed Social Workers, one part time Nurse, one part time Volunteer Transportation Coordinator, one part time Intake and Referral Specialist, and two administrative support staff. Positions are funded through the Town budget, CDBG grant, and other grants and donations.

Sponsorship Opportunities


YOU CAN BE A PART OF MAKING ARLINGTON AN
ENGAGING AND SUPPORTIVE COMMUNITY FOR PEOPLE OF ALL AGES!

2018 Arlington for All Ages 5K Race to benefit the Arlington Council on Aging


\$1000 • PLATINUM LEVEL

- 
- Logo featured prominently on T-shirt
 - Prominent logo placement in electronic slide show at Town Hall on event day
 - Recognition on Council on Aging social media with link to your website
 - Prominent recognition on sponsor welcome sign at event
 - Prominent space to display your banner on race day
 - Prominent listing in race day flyers as Platinum sponsor
 - Four complimentary race entries including T-shirts
 - Recognition in post-event thank you notices


\$500 GOLD LEVEL

- 
- Logo featured on T-shirt
 - Logo featured in electronic slide show at Town Hall on event day
 - Recognition on Council on Aging social media with link to your website
 - Recognition on sponsor welcome sign at event
 - Space to display your banner on race day
 - Listing in race day flyers as Gold sponsor
 - Two complimentary race entries including T-shirts
 - Recognition in post-event thank you notices

\$300 SILVER LEVEL

- 
- Logo featured on T-shirt
 - Logo featured in electronic slide show at Town Hall on event day
 - Recognition on Council on Aging social media with link to your website
 - Recognition on sponsor welcome sign at event
 - Listing in race day flyers as Silver sponsor
 - One complimentary race entry and T-shirt
 - Recognition in post-event thank you notices

\$100 BRONZE LEVEL

- 
- Logo featured in electronic slide show at Town Hall on event day
 - Recognition on Council on Aging social media with link to your website
 - Recognition in post-event thank you notices

RACE DATE: SEPTEMBER 9, 2018 - TOWN HALL - 10:00 AM

Sponsorship Registration

THANK YOU FOR CONTRIBUTING TO MAKE OUR COMMUNITY AN
ENGAGING AND SUPPORTIVE PLACE FOR PEOPLE OF ALL AGES!



2018 Arlington for All Ages 5K Race to benefit the Arlington Council on Aging

**ARLINGTON HEALTH AND HUMAN SERVICES CHARITABLE CORPORATION
FBO THE ARLINGTON COUNCIL ON AGING**

YOUR COMPANY/ORGANIZATION NAME WILL APPEAR IN
CORRESPONDING MATERIALS AS NOTED BELOW

Business/Organization Name

Address 1

Address 2

Contact Person

Telephone

Email

Your website for link/logo

Please make check payable to:

Arlington Health and Human Services Charitable Corporation FBO COA and mail with this form to:
Council on Aging, 27 Maple Street, Arlington, MA 02476

-  **\$1000+ PLATINUM LEVEL**
-  **\$500 GOLD LEVEL**
-  **\$300 SILVER LEVEL**
-  **\$100 BRONZE LEVEL**

DEADLINE IS AUGUST 27, FOR YOUR LOGO PLACEMENT ON THE 2018 RACE FOR ALL AGES 5K T-SHIRT

RACE DATE: SEPTEMBER 9, 2018 - TOWN HALL - 10:00 AM



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 6/9/18 Robbins Memorial Town Hall for a Private Event

Summary:

Sarah Sontag

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Special_One_Day_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:

Sarah Sontag

Address, phone & e-mail contact information:

3 Ivy Circle, Arlington, Ma. 781-879-8882 ssontag35@gmail.com

Name & address of Organization for which license is sought:

Premier Bartending, PO Box 540310 Waltham, Ma. 781-223-5001

egarland@premierbarservice.com

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

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

Ed Garland, Premier Bartending Service

Address, phone & e-mail contact information:

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

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

one time event

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

781-223-5001

Title of Event:

Bat Mitzvah

Date/time of Event:

June 9, 2018 6:30 pm - 10:30 pm

Location of Event: Arlington Town Hall

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

Method(s) of invitation/publicity for Event:

Invitation

Number of people expected to attend: 130

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? 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.

Off. Corey P. Roteau Date 5-16-18
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?

full dinner menu waters/sodas

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

Premier Bartending Service

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.)

Date of Delivery: Kappy's On Line, Everett, Ma.

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 take back what is not used.

Date of Pick-Up:

Mon. June 11, 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: Sarah sontag

Printed title & Organization name: _____

Email: ssontag35@gmail.com

revised: 5/18/2015 reformatted: 02252018

from Premier

TIPS eTIPS On Premise 2.0 SSN: XXX-XX-XXXX
Issued: 11/18/2015 Expires: 11/18/2018
ID#: 4129771 D.O.B.: XX/XX/XXXX

Allan J Gray
Capers Catering
21 Emerson St
Stoneham, MA 02180-2053

For service visit us online at www.gettips.com

TIPS eTIPS On Premise 2.0 SSN: XXX-XX-XXXX
Issued: 11/18/2015 Expires: 11/18/2018
ID#: 4129671 D.O.B.: XX/XX/XXXX

Diane Maini
Capers Catering
21 Emerson St
Stoneham, MA 02180-2053

For service visit us online at www.gettips.com



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

16 May 2018

SECURITY PLAN FOR SONTAG BAT MITZVAH

A bat mitzvah for the daughter of Sarah Sontag will be held on Saturday, June 9, 2018, in the auditorium at Arlington Town Hall. The event is scheduled for 6:30 pm to 10:30 pm.

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

This is the Security Plan.

We anticipate approximately 130 people to attend.

Patsy Kraemer will be the event coordinator for the event. Food will be provided from Dave's Pasta and Premier Bartending Service will provide bartender service. Greg Stathopoulos will be the custodian for the event. The Sontag family will be responsible to ensure that the event runs smoothly.

A police detail will be hired for the event (if required) and a fire services detail will be hired for the event. These officers will be available to help with any emergency situations that may arise.

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.



PREMIER-01

JHOGAN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/15/2018

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 Roblin Insurance Agency 144 Gould Street Suite 100 Needham, MA 02494	CONTACT NAME:	PHONE (A/C, No, Ext): (781) 455-0700	FAX (A/C, No): (781) 449-8976
	E-MAIL ADDRESS: certificates@roblininsurance.com		
INSURED Premier Catering & Bar Service LLC PO Box 540310 Waltham, MA 02454	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Mount Vernon Fire Co		
	INSURER B : StarStone National Insurance Company		25496
	INSURER C : U.S. Liability Ins. Co.		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CP2610440	03/11/2018	03/11/2019	EACH OCCURRENCE \$ 1,000,000	
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000	
							MED EXP (Any one person) \$ 5,000	
							PERSONAL & ADV INJURY \$ 1,000,000	
							GENERAL AGGREGATE \$ 2,000,000	
							PRODUCTS - COMP/OP AGG \$ 2,000,000	
							HIRED NONOWNED \$ 1,000,000	
							COMBINED SINGLE LIMIT (Ea accident) \$	
							BODILY INJURY (Per person) \$	
							BODILY INJURY (Per accident) \$	
PROPERTY DAMAGE (Per accident) \$								
							\$	
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			88915C175ALI	03/11/2018	03/11/2019	EACH OCCURRENCE \$ 5,000,000	
							AGGREGATE \$ 5,000,000	
								\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>	
							E.L. EACH ACCIDENT \$	
							E.L. DISEASE - EA EMPLOYEE \$	
							E.L. DISEASE - POLICY LIMIT \$	
C	Liquor Liability			CL1569703C	03/11/2018	03/11/2019	per Occurrence 1,000,000	
C	Liquor Liability			CL1569703C	03/11/2018	03/11/2019	Aggregate 2,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Town of Arlington is additional insured with regard to liability of the named insured.

CERTIFICATE HOLDER

CANCELLATION

Town of Arlington
Town Hall
730 Massachusetts Ave.
Arlington, MA 02476

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

AUTHORIZED REPRESENTATIVE



Town of Arlington, Massachusetts

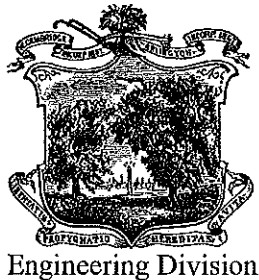
Request: Contractor/Drainlayer License

Summary:

Joe Lamacchia Landscaping, 519 Fiske Street, Holliston, MA

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Lamacchia_Landscaping.pdf	Reference



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

MEMORANDUM

To: Board of Selectmen
From: Engineering Division
Re: Approved Contractor License
Date: May 11, 2018

Dear Honorable Board Members,

Reference is hereby made to an application by Joe Lamacchia of Joe Lamacchia Landscaping to be accepted as an Approved Contractor in the Town of Arlington.

Contact information is as follows:

Joe Lamacchia Landscaping
519 Fiske Street
Holliston, MA 01746
Joe Lamacchia
Phone: 617-924-2327
Email: info@joelamacchia.com

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

Regards,

A handwritten signature in black ink, appearing to read "J. Szafarowicz", is written over a horizontal line.

Joseph Szafarowicz
Civil Engineer, Arlington Engineering Division

cc: Wayne Chouinard, Town Engineer



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

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

Scope of Work

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

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

Applicant Information

Applicant/Firm Name:

Select One:

☒ Corporation

☐ Partnership

☐ Proprietorship

☐ Other:

Street Address:

919 Fisher St.

City/Town:

Holliston

State:

01746

Primary Phone:

617-924-2327

E-mail:

info@JoeLamascchia.com

Length of Time in Business under the same Firm Name:

38 YRS.

Full Name(s) of Principal(s):

Primary Contact Person:

Joe Lamascchia
617-924-2327 - Tullio = 617-650-1402

Experience/Previous Work

Nature of Typical/Standard Work:

Repair & Replace Driveways

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:

1.8 mil

Total Amount of such construction next previous year:

Municipal References - Please Attach Written Reference Letters

Municipality:

Norton = Buddy = J.S.D.
Primary Contact Name: 617-796-1069

Email:

Municipality:

Walpole = Janice
Primary Contact Name:

Email:

Municipality:

Josha can Halton =
Primary Contact Name: 781-235-7600

Email:

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

Bank Reference:

Phone:

Federal Tax ID or Social Security #:

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

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

Signature/Endorsement

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

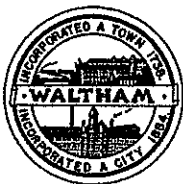
Applicant Signature:

Date:

Reset Form

Print Form

5-4-18



CITY OF WALTHAM MASSACHUSETTS

Janice E. Deveney
Secretary to the Board of Survey & Planning

Administrative Assistant
Consolidated Public Works Dept.

May 7, 2018

To Whom It May Concern:

I am writing this letter of recommendation on behalf of Joe Lamacchia Landscape Co. Inc, 15 Fiske Street, Holliston, MA who has maintained status on the City of Waltham's approved contractors list.

All permits issued to this company for projects in Waltham have met City standards and have always passed inspections. Their work ethic and quality of work is outstanding.

It is with complete confidence that I would recommend this company for any projects in your city.

Please feel free to contact me should you have any questions regarding this company.

Sincerely,

Janice E. Deveney, Administrative Assistant
Consolidated Public Works
City of Waltham
165 Lexington Street
Waltham, MA 02452
781-314-3803



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/03/18

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 R.L. Tennant Insurance Agency I P.O. Box 600069 Newton, MA 02460	CONTACT NAME: PHONE (A/C, No, Ext): 617-969-1300 FAX (A/C, No): 617-969-6933 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Graphic Arts Insurance Company INSURER B: Arbella Protection Insurance C INSURER C: Western Surety Company INSURER D: INSURER E: INSURER F:
INSURED Joe Lamacchia Landscape Company, Inc. 519 Fiske Street Holliston, MA 01746	NAIC #

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 EXCLUSION 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 type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPP4001949	12/31/17	12/31/18	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 \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			1020016968	04/04/18	04/04/19	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	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 <input type="checkbox"/>	N/A	4220057047	08/26/17	08/26/18	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Western Surety Company			63160755	04/13/18	04/13/19	5,000

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

CERTIFICATE HOLDER Winthrop Park School, Inc. c/o NCP Mgmt Co PO Box 509179 Newton, MA 02459,	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 
--	---



Town of Arlington, Massachusetts

7:15 p.m. National Grid Petition/Mountain Avenue (Public Way)

Summary:

Barbara Kelleher, Permit Representative
(all abutters notified)

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Engineering_Recommendations.pdf	Engineering Recommendations
▢	Reference Material	National_Grid__Petition.pdf	National Grid Petition, Order, Abutter Notification



Engineering Division

TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

51 GROVE STREET
ARLINGTON, MA 02476

Phone: 781-316-3320

Fax: 781-316-3281

Permit Type: Grant of Location

Date: May 11, 2018

Applicant: National Grid Gas Company

Site Location: Mountain Avenue

The Engineering Division has reviewed the petition by National Grid for consideration of a Grant of Location for the installation of 45 LF +/- of 6" Plastic Gas Main located in Mountain Ave as indicated on the Engineering Design Sketch (Plan GP-ARL-1233634-18-101, dated April 4, 2018) provided by National Grid.

Upon completion of our review we are submitting the following recommendations and conditions for consideration by the Board of Selectmen should the Grant of Location be approved for this submittal.

1. The proposed gas main installation shall be located/installed in the roadway so as not to impede future roadway improvements (i.e. curb adjustment, guardrail installation, water, sewer or drainage rehabilitations etc.).
2. The proposed gas main location shall be pre-marked in the roadway prior to any construction activities. A site walk with the Town of Arlington Water & Sewer Division and/or Engineering Division be scheduled by National Grid to approve the proposed gas main location based on known utility locations prior to the commencement of work.
3. The construction of the gas main installation will require additional permitting (Trench Permit and/or Street Occupancy Permit) through the Town of Arlington Engineering Division prior to the start of construction.
 - a. The portion of the proposed project located on the public way is currently under a paving moratorium as it was re-paved in 2013. Issuance of a permit for this work will require a grind and inlay of the trench for the entire length of the project as a condition of the permit.
 - b. Alternatively, if the work is postponed until after October 13, 2018, the proposed work will not be subject to the above mill and overlay requirements as Mountain Ave will no longer be under moratorium and standard trench repair procedures will be required.
4. Once work has been completed and the work area has endured a full season of winter conditions the applicant shall meet with the Engineering Division to inspect the condition of the trench and determine any remaining project or pavement restoration requirements.

Sincerely,

Wayne A. Chouinard, P.E.
Town Engineer

PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS

Town of Arlington / Board of Selectmen:

The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **Town of Arlington** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

To install and maintain approximately 45 feet, more or less of 6 inch gas main in Mountain Av., Arlington, from the existing 6 inch gas main near house #242 westerly to house #246. In order to provide a gas service to house #246 Mountain Ave.

Date: April 4, 2018

By: Barbara H. Kelleher
Barbara H. Kelleher
Permit Representative

Town of Arlington / Board of Selectmen:

IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the **Town of Arlington** substantially as described in the petition date April 4, 2018 attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Nationalgrid shall comply with all applicable provisions of law and ordinances of the **Town of Arlington** applicable to the enjoyment of said locations and rights.

Date this _____ day of _____, 20____.

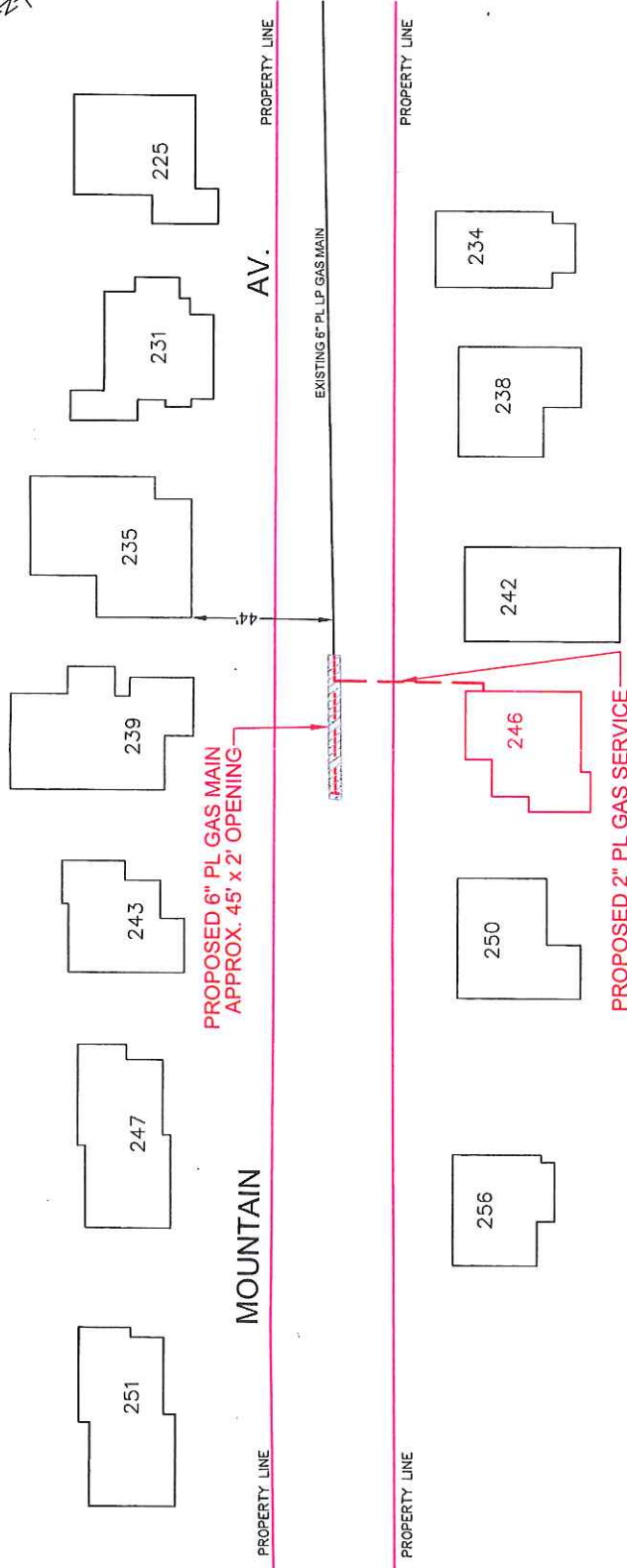
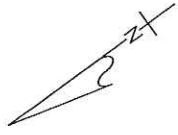
I hereby certify that the foregoing order was duly adopted by the _____ of the Town of _____, MA on the _____ day of _____, 20____.

By: _____

Title

WO#1233634

**RETURN ORIGINAL TO THE PERMIT SECTION
NATIONAL GRID
40 SYLVAN RD, WALTHAM, MA 02451
RETAIN DUPLICATE FOR YOUR RECORDS**



PROPOSED 6" PL GAS MAIN
APPROX. 45' x 2' OPENING

PROPOSED 2" PL GAS SERVICE

PROPERTY LINE
MOUNTAIN AV.
PROPERTY LINE

EXISTING 6" PL PL GAS MAIN

PROPERTY LINE

PROPERTY LINE

LEGEND

- PROPOSED GAS
- EXISTING GAS
- PROPERTY LINE
- PROPOSED OPENING

NOTE
THE LOCATION OF SURFACE AND
UNDERGROUND UTILITIES SHOWN
HEREON ARE NOT GUARANTEED TO BE CORRECT
CALL 811 BEFORE YOU DIG
UTILITIES AND STREET LINES COUPLED
FROM AVAILABLE DATA SOURCES
NO FIELD VERIFICATION PERFORMED

REVISIONS

NO.	DESCRIPTION	DATE	DRY	APP BY

nationalgrid
46 SYLVAN ROAD
WALTHAM, MA 02451

GRANT OF LOCATION
PROPOSED LOCATION OF NEW 6" GAS MAIN TO SERVICE
246 MOUNTAIN AV., ARLINGTON MA 02474

ENGR / DRFTN	DATE	SIZE	PRESSURE	MATERIAL	LENGTH	WORK ORDER NO
J.P.T.N.C.	04/2018	6"	LOW PRESSURE	PLASTIC	AS NOTED	123304

SCALE: N.T.S.
SHEET 1 OF 1

DRAWING NO
GP-ARL
1233634-18-101

OFFICE OF THE BOARD OF SELECTMEN

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



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

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

April 24, 2018

Barbara Kelleher
National Grid
40 Sylvan Road
Waltham, MA 02451

Re: **W.O. #1233634 Mountain Avenue, Arlington, MA**

Dear Ms. Kelleher:

The Board of Selectmen will be discussing your petition to install and maintain approximately 45 ft., more or less of 6 inch gas main in Mountain Avenue on Monday, May 21, 2018 at 7:15 p.m., Selectmen's Chambers, 2nd Floor, Town Hall, 730 Massachusetts Avenue. You are invited to be in attendance at this meeting.

Please confirm the date and time with either Fran or Ashley.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr

NOTICE TO ABUTTERS

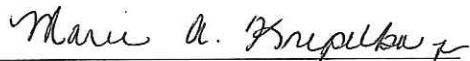
Town of Arlington

April 25, 2018

Dear Abutter:

You are hereby notified that a public hearing will be held at the Office of the Board of Selectmen, 2nd Floor, Town Hall, Arlington at **7:15 p.m.** on the **21st of May** upon the Petition of **Nationalgrid** for gas main locations, dated **April 4, 2018**. The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways, and places of the **Town of Arlington** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

To install and maintain approximately 45 feet, more or less of 6 inch gas main in Mountain Ave., Arlington, from the existing 6 inch gas main near House #242 westerly to house #246. In order to provide a gas service to house #246 Mountain Ave.



Marie A. Krepelka
Board Administrator

BRIAND RICHARD J SR/
PO BOX 427
C/O RICHARD J BRIAND JR
SIMSBURY, CT 06070-0427

GANNON CAROLYN GOTTSTEIN
GANNON BRIAN DOUGLAS
231 MOUNTAIN AVE
ARLINGTON, MA 02474

AMES GENEVIEVE D
235 MOUNTAIN AVE
ARLINGTON, MA 02474

JANSEN CHRISTINE
CLIFFORD FMLY
239 MOUNTAIN AVE
ARLINGTON, MA 02474

WRIGHT SMITH LOUISE ADA
TRUSTEE/ADA WRIGHT TRUST
243 MOUNTAIN AVE
ARLINGTON, MA 02474

TUCCERI JOSEPH T JR &
TUCCERI KAREN T
247 MOUNTAIN AVE
ARLINGTON, MA 02474

LEBLANC JAMIE P
LEBLANC CHRISTINE P
251 MOUNTAIN AVE
ARLINGTON, MA 02474

POWERS FRANK L & ANN M
256 MOUNTAIN AVE
ARLINGTON, MA 02474

HILT MARY L
250 MOUNTAIN AVE
ARLINGTON, MA 02474

ROTHFUCHS DEVELOPMENT
17 THOREAU RD
LEXINGTON, MA 02420

GRECO MARGARET B/TRUSTEE
JOHN F & ELLEN R
242 MOUNTAIN AVE
ARLINGTON, MA 02474

BRYNGELSON PETER A
CAMPBELL VICTORIA
238 MOUNTAIN AVE
ARLINGTON, MA 02474

SLOBOTSKOY VITALIY M
LEMBERSKY YELENA
234 MOUNTAIN AVE
ARLINGTON, MA 02474



Town of Arlington, Massachusetts

CITIZENS OPEN FORUM



Town of Arlington, Massachusetts

Bike Share

Summary:

- a) For Approval: Pilot Bike Share Program License Rules and Orders
- b) For Discussion: Bicycle Share Hotspot Map
- c) For Approval: Bike Share Operator License - Limebike

Nat Strosberg, Senior Planner

Douglas W. Heim, Town Counsel

ATTACHMENTS:

Type	File Name	Description
Reference Material	Bike_Share_Pilot_License_Rules_and_Orders_for_Approval_(00020510xA050C)_(2).docx	Draft Rules and Orders

TOWN OF ARLINGTON

**Rules and Orders for the Licensing and
Operation of Pilot Bicycle Share Programs**

Effective as of May__, 2018

OFFICE OF THE BOARD OF SELECTMEN

Pilot Bicycle Share Service Operator License

I. License Requirements & Rules

The Board of Selectmen exercises regulatory control over public ways in the Town of Arlington. In this capacity, any private bicycle share (or “bike share”) service enterprise utilizing portions of the public way, including Arlington sections of the Minuteman Bikeway, and/or Town or Arlington Public School property for the purposes of installing bike share docks, parking free-standing bike share inventory, or otherwise operating a bike share service must be licensed by the Town of Arlington.

Each license shall be valid for a one year “pilot” program from the date of issue in the interests of allowing operation of an emerging business model, while also allowing the Town to study the impact of bike sharing on traffic, transportation, safety, economic development, and other factors before determining the long-term value and appropriateness of bike share services in Arlington. Bike Share Operator licenses shall not be transferred without the consent of the Licensing Board.

A. Definitions

1. The **Licensing Board** is the Board of Selectmen.
2. **bike share service** is any for profit or non-profit enterprise which provides unsupervised bicycle rentals to individual consumers for short-term uses, including commuting, tourism, recreation, and other point-to-point travel, utilizing membership programs, mobile device applications, or unstaffed rental equipment including docking stations.
3. A **bike share operator’s license (or permit)**, as used in these Rules and Orders, is authorization to operate a business providing bike share rentals within the Town of Arlington.
4. A **dock-based bike share** is any bike share service which operates by providing access to inventory at fixed dock locations where shared bicycles (and only the operator’s shared bicycles) are secured, and may be accessed and returned by users through appurtenant unstaffed pay stations or mobile devices.
5. A **free-standing bike share** is any bike share service which operates by providing access to inventory at any specifically permitted, or otherwise authorized public or private property location within the Town of Arlington independent of a dedicated dock station, including public ways, and public and private bicycle racks.

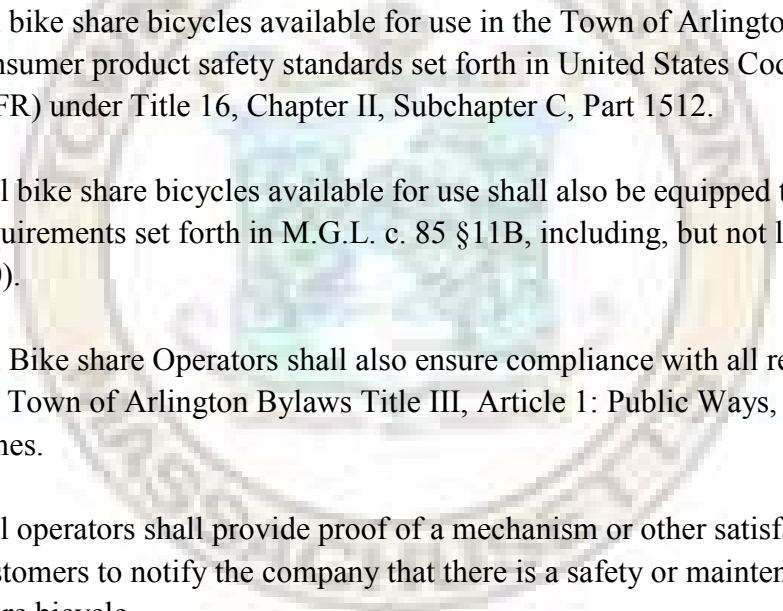
6. The **public way**, is for the purposes outlined herein, any public street, sidewalk, or path owned, controlled, or operated by the Town of Arlington.

B. License Eligibility -- Competitive Procurement

As a novel commercial enterprise utilizing the public way and likely public areas for storage/access to its inventory, applicants shall only be considered for a license following a competitive procurement process consistent with the requirements of M.G.L. c. 30B.

C. Specific Operator Requirements

1. Safety

- 
- The seal of the Town of Arlington is a circular emblem. It features a central shield with a landscape scene, including a body of water, a bridge, and a sun. The shield is surrounded by a ring containing the text "TOWN OF ARLINGTON" at the top and "1822" at the bottom. The seal is faintly visible in the background of the text.
- a. All bike share bicycles available for use in the Town of Arlington shall meet the consumer product safety standards set forth in United States Code of Federal Regulations (CFR) under Title 16, Chapter II, Subchapter C, Part 1512.
 - b. All bike share bicycles available for use shall also be equipped to meet safety requirements set forth in M.G.L. c. 85 §11B, including, but not limited to §§11B(7) – (10).
 - c. All Bike share Operators shall also ensure compliance with all relevant requirements of the Town of Arlington Bylaws Title III, Article 1: Public Ways, and Article 2: Fire Lanes.
 - d. All operators shall provide proof of a mechanism or other satisfactory means for customers to notify the company that there is a safety or maintenance issue with a bike share bicycle.
 - e. All operators shall provide proof via an mobile device application, visible notice on each available bicycle such as a decal, or other satisfactory means that each consumer is notified that:
 - i. Helmets are recommended to be worn at all times;
 - ii. Bicyclists must obey state and local traffic laws; and
 - iii. Bicyclists must yield to pedestrians on sidewalks.

- f. Free-standing bike share operators must also provide proof via mobile device application, visible notice on each available bicycle such as a decal, or other satisfactory means that each consumer is notified that Bicycles must not be stored or parked at the end of use in a manner that obstructs pedestrian or vehicular traffic on the public way or in any way inhibits access to public spaces.

2. Insurance and Indemnification

- a. All permitted operators shall provide proof of and maintain insurance in the following categories in the following amounts:

- i. Worker's Compensation

Insurance as required per M.G.L. c. 149, s. 34 and M.G.L. c. 152, as amended.

- ii. Commercial General Liability

- (a) Personal Injury

\$1,000,000 each occurrence

\$2,000,000 aggregate

- (b) Property Damage

\$1,000,000 each occurrence

\$2,000,000 aggregate

- iii. Vehicle Liability

- (a) Personal Injury

\$500,000 each person

\$1,000,000 aggregate

- (b) Property Damage

\$300,000

- b. Town of Arlington shall be listed as “additional insured,” covering each bicycle available for use, parked, or left standing or unattended on any public way under the

jurisdiction of the Town of Arlington AND each user using the bicycle during the period of use.

- c. Prior to Issuance of a Permit, all bike operators shall execute an indemnification agreement to indemnify and holding harmless the Town of Arlington from any claims and/or litigation whatsoever arising out of providing bike share bicycles for use and/or consumer use of such bicycles.

3. Storage of Bicycles/Parking

- a. Dock-Based Bike Share Operator bicycles shall be stored and made available for each new or first time use only at approved dock stations.
 - i. Any dock installation on the public way or on public property, requires a separate annual permit for each location approved by the Licensing Board.
 - a. The Town's Planning and Community Development Department and Town Engineering Department will consult applicants on feasible dock locations and necessary terms, limitations, and conditions relevant to each.
- b. Free-standing Bike Share Operator bicycles shall be made available for each new or first time use in appropriate public areas and spaces, including safe portions of public ways as outlined below, or upon private property approved by the Operator.
 - i. Free-standing bike share bicycles shall be parked in the part of the sidewalk adjacent to the roadway curb (so long as 6-feet of pedestrian clear zone is maintained), at a public bike rack, or other locations expressly permitted by the Town.
 - (a) Use of public sidewalks must not:
 - 1. adversely affect the streets or sidewalks;
 - 2. inhibit pedestrian movement; or
 - 3. create conditions which are a threat to public safety and security.
 - ii. Free-standing bike shares utilizing bicycle racks shall take reasonable measures to ensure that sufficient bicycle rack room is available for non-bike share, private bicycles in all approved public locations.
 - iii. Free-standing bike share bicycles must be parked upright.

- iv. Free-standing bike share bicycles must be parked and stored in a manner not disruptive to the use of the public way by pedestrians, other cyclists, or motorists, including immediately adjacent to or within: transit zone, loading zone, accessible parking zone or other facilities specifically designated for handicap accessibility, fire hydrant, street furniture, curb ramp, entryway, driveway, parklet.
- v. Any bicycle that is parked incorrectly or is inoperable shall be re-parked or removed by the vendor within 24 hours of receiving notice, and the Town shall have the right to remove any incorrectly parked bicycles posing a safety hazard immediately.

4. Operational Requirements

- a. Bike Share Operators shall have a 24-hour customer service phone number for customers to report safety concerns, complaints, or ask questions. 24-hour customer service shall also be available to address bicycle re-location for violations of the rules and orders herein. Such 24-hour customer service contact information shall be reasonably accessible to both users and non-users.
- b. Bike Share Operators shall also provide a direct contact for the Department of Planning and Community Development for the purposes of facilitating re-location of bike docks or free-standing individual bikes.
- c. Any inoperable bicycle, or any bicycle that is not safe to operate shall be removed from the right-of-way within the timeframe set forth in section I.C(3)(b)(v) above, and shall be repaired before putting the bicycle into service.
- d. Bicycles parked in one location for more than seven consecutive days without moving may be removed by the municipality at the expense of the bike share vendor, or shall be satisfactorily recalibrated by the vendor.
- e. All Bike Share Operators shall have a minimum of bicycle fleet of 50, and a maximum bicycle fleet of 300. Operators shall notify the Licensing Board at least two-weeks in advance of any change to fleet size for any reason other than maintenance and repair.
- f. The Board of Selectmen reserves the exclusive right to terminate this license at any time and require that the entire fleet of bicycles be removed from Town of Arlington public ways and spaces within thirty (30) days written notice.

5. Data Sharing & Security

- a. All Bike Share Operators shall provide the Town of Arlington access to their bicycle location and trip routing application programming interface (API).
- b. Bike Share Operators shall take measures necessary to ensure that API does not personally identify users in any way.
- c. The Town of Arlington is permitted to publicly use each permitted operator's API and display real-time data for the purposes of identifying available bicycles.
- d. The Town of Arlington is permitted to make each Operator's API open and available for use by the public.
- e. The Town of Arlington is also entitled to quarterly summary data to allow the Town to study the impact on bike sharing on traffic, transportation, safety, tourism, and economic development.
- f. Prior to Issuance of a Permit, all bike operators shall execute a data security agreement to delineate the operators' responsibilities with respect to data collected on bike share usage within the municipality and assure compliance with state and federal data security laws for users.

6. Pilot License Fee

Applicants shall pay an annual \$300 fee for a License for Bike Share Operation under the Pilot Program.¹

¹ This fee is subject to change and has been set at an initially low rate in recognition of the substantial costs and risks in the early implementation of a pilot bike share enterprise in Arlington. License holders and applicants are advised to expect such fees to change in future years.

II. License Renewal, Suspension, or Revocation

A. Immediate Suspension

Where necessary to ensure public safety, the Licensing Board or the Arlington Police Department under the authority of the Licensing Board may immediately suspend the license of any Bike Share Operator. Following suspension, the Licensing Board will promptly hold a hearing where it will determine the length of the suspension, or lift the suspension, or revoke the Operator's right to provide a Bike Share Service in Arlington.

B. Suspension or Revocation After Notice and Hearing

After notice to any licensed Bike Share Operator, the Licensing Board or the Arlington Police Department under the authority of the Licensing Board may hold a hearing to determine whether the licensee or permit-holder is or has been in violation of any these Rules and Orders or any provision of Town Bylaws or state or federal law. If, after such hearing, the Licensing Board finds that violations have occurred, the Licensing Board may issue a decision suspending the license or permit, imposing additional conditions on the license or permit, or revoking the license or permit.

C. Cessation of Operation

When a licensee or permit-holder ceases employment or operation under these Rules and Orders, the licensee or permit-holder must surrender his or her license to the Licensing Board.

D. License Renewals

All Bike Share Operator licenses expire within one year of issuance and may be renewed at the discretion of the Licensing Board for a further license period not to exceed one year.

III. Miscellaneous Provisions

A. Penalties for Violation

In addition to other penalties recited herein, any Bike Share Operator violating any of these Rules and Orders shall forfeit and pay a fine not exceeding fifty (50) dollars for each offense payable to the Town of Arlington.

B. Prohibition on Assignment

An Operator may not assign or delegate, in whole or in part its rights to operate under the terms of this license.

C. Severability

Each of the provisions of these Rules and Orders are severable and if any provision shall be declared to be invalid, the remaining provisions shall not be affected but shall remain in full force and effect.



Town of Arlington, Massachusetts

For Approval: Submission of Grant Application for Net Zero Planning

Summary:

Adam W. Chapdelaine, Town Manager



Town of Arlington, Massachusetts

Update on CDBG Subcommittee Recommendations

Summary:

Daniel J. Dunn, Chair

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Update_to_CDBG_Funding_for_FY19.pdf	CDBG FY19 Funding Update
▢ Reference Material	CDBG_FY2019_Funding_Requests__Subcommittee_Meeting_1_Ver_2.pdf	CDBG FY19 Funding Request



TOWN OF ARLINGTON

DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

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

MEMORANDUM

To: Arlington Select Board

From: Jennifer Raitt, Director of Planning and Community Development/Julie Wayman,
Community Development Block Grant Administrator

Subject: Community Development Block Grant FY19 Funding Update

Date: March 14, 2018

The Town of Arlington received \$1,111,355 in CDBG funding for fiscal year 2019, which begins July 1, 2018. This amount far exceeds what it was estimated the town would receive (\$1,019,219). This new allocation is \$92,136 more than expected. The allocation, plus the program income estimate of \$60,000 and the reprogrammed amount of \$363,050 makes the new balance of available funds \$1,534,405. The CDBG Subcommittee had previously allocated \$1,424,218 to CDBG Subrecipients, leaving \$110,187 left to be allocated. The Subcommittee has worked through what we believe to be an effective distribution of these additional funds, focusing on distributing additional monies to those subrecipients that were not yet fully funded based on the CDBG Subcommittee recommendations.

For Rehabilitation/Housing projects, we recommend an increase of \$27,000 to the Housing Corporation of Arlington's Capital Improvement Projects. While the Arlington Home Improvement Loan Program is not fully funded, we did not recommend an increase in funding for this project as the Subcommittee intentionally funded it at \$25,000 this year until the program demonstrates a need for additional funding. As described in a letter sent to the Arlington Home Rehabilitation Program during the application period, this project is being awarded \$25,000 for fiscal year 2019, with access to the previous three years of program income and unspent grant award money, giving them access to an additional \$450,000 to be used on rehabilitation projects. The Subcommittee will continue to monitor the demand for this program.

The increase in funding increased the public service cap to \$182,677. The Subcommittee had allocated \$167,883 to subrecipients in this category, leaving a maximum amount of \$14,794 to be allocated to the six public service applicants that were not yet fully funded. We used this criterion and the grant evaluation criteria scores to distribute the additional funds, not going beyond what the subrecipients

had asked for originally. Each of these six subrecipients saw an increase in the original allocation of between \$500 and \$4,000. In this new scenario, eight of the 11 subrecipients are fully funded with the remaining three subrecipients within just over \$300, \$1,000, and \$2,500 of being fully funded.

Under Public Facilities and Improvements, we recommend the funding for the ADA-Compliant Spy Pond Trail project and Food Link's Acquisition of an Operations Location, be increased by \$27,000 each.

Finally, this increase in funding also means a chance to increase the Planning and Administration funding allocation. This new 20% cap increases to \$234,271 which is \$19,936 above what was originally allocated. We recommend an increase of \$14,000 to the project Planning Studies which includes the Fair Housing study, the Town ADA self-evaluation, and zoning studies.

TOWN OF ARLINGTON COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM*:

DRAFT - FOR
DISCUSSION
PURPOSES
ONLY

FUNDING REQUESTS, FISCAL 19 Updated 5/14/18

CDBG Program Activity	Organization/Department	FY 2019 Request	National Objective	CDBG Subcommittee Recommendation	New Recommendation	Increase in Funding
REHABILITATION/ HOUSING						
Affordable Housing Capital Improvements	Housing Corporation of Arlington	\$ 200,000	LMH	\$ 200,000	\$ 227,000	\$ 27,000
Arlington Home Improvement Loan Program	Weatherization and Housing Rehabilitation	\$ 150,000	LMH	\$ 25,000	\$ 25,000	\$ -
Sub-total		\$ 350,000		\$ 225,000	\$ 252,000	\$ 27,000
PUBLIC SERVICES						
Summer Scholarships	Arlington Boys and Girls Club	\$ 20,000	LMC	\$ 15,500	\$ 19,000	\$ 3,500
Jobs, Jobs, Jobs Program	Arlington Boys and Girls Club	\$ 5,000	LMC	\$ 5,000	\$ 5,000	\$ -
Athletic Fee Scholarships	Arlington High School	\$ 10,000	LMC	\$ 8,000	\$ 10,000	\$ 2,000
Operation Success Learning Center	Arlington Housing Authority	\$ 6,000	LMA	\$ 6,000	\$ 6,000	\$ -
Mental Health Services for Youth and Families	Arlington Youth Counseling Center (AYCC)	\$ 10,000	LMC	\$ 6,000	\$ 10,000	\$ 4,000
Adult Day Health Services/Scholarships	Council on Aging	\$ 8,000	LMC	\$ 5,000	\$ 5,500	\$ 500
Transportation Enterprise Fund	Council on Aging	\$ 35,000	LMC	\$ 36,500	\$ 36,500	\$ -
Volunteer Coordinator	Council on Aging	\$ 56,806	LMC	\$ 53,883	\$ 56,500	\$ 2,617
Jobs, Jobs, Jobs Program	Fidelity House	\$ 5,000	LMC	\$ 5,000	\$ 5,000	\$ -
Menotomy Manor Outreach Program	Fidelity House	\$ 16,000	LMA	\$ 14,000	\$ 16,000	\$ 2,000
Program Scholarships	Recreation Department	\$ 13,000	LMC	\$ 13,000	\$ 13,000	\$ -
Sub-total (FY19 Statutory limit: \$182,677)		\$ 184,806		\$ 167,883	\$ 182,500	\$ 14,617
PUBLIC FACILITIES AND IMPROVEMENTS						
ADA-Compliant Spy Pond Trails	Conservation Commission+ Planning and Community Development Department	\$ 67,000		\$ 67,000	\$ 94,000	\$ 27,000
Curb Cut Ramp Project	Arlington Commission on Disability	\$ 150,000	LMC	\$ 150,000	\$ 150,000	\$ -
ADA-Compliant Curb Cut Ramps+Sidewalk	Arlington Department of Public Works	\$ 532,729	LMA	\$ 300,000	\$ 300,000	\$ -
Acquisition of Operations Location	Food Link, Inc.	\$ 300,000	LMC	\$ 300,000	\$ 327,000	\$ 27,000
Sub-total		\$ 1,049,729		\$ 817,000	\$ 871,000	\$ 54,000
PLANNING						
Planners	Planning and Community Development Department	\$ 52,335	Exempt	\$ 52,335	\$ 52,335	
Planning Studies	Planning and Community Development Department	\$ 70,000	Exempt	\$ 70,000	\$ 84,000	\$ 14,000
Annual Town Survey 2018	Vision 2020	\$ 2,000	Exempt	\$ 2,000	\$ 2,000	
Sub-total		\$ 124,335		\$ 124,335	\$ 138,335	
ADMINISTRATION						
Grants Administrator (salary + benefits)	Planning and Community Development Department	\$ 75,000	Exempt	\$ 75,000	\$ 75,000	
General Administration	Planning and Community Development Department	\$ 15,000	Exempt	\$ 15,000	\$ 15,000	
Sub-total		\$ 90,000	Exempt	\$ 90,000	\$ 90,000	
Planning & Admin. Sub-total (FY19 Statutory limit: \$234,271)		\$ 214,335		\$ 214,335	\$ 228,335	
TOTAL		\$ 1,798,870		\$ 1,424,218	\$ 1,533,835	\$ 109,617

Estimated CDBG allocation, Fiscal 2018-19	\$ 1,111,355
Estimated CDBG program income, Fiscal 2018-19	\$ 60,000
Re-programmed CDBG funds	\$ 363,050
TOTAL Available	\$ 1,534,405
Current CDBG program income, Fiscal 2017-18 (As of 5/2/2018)	\$ 106,493
Public Services limit (15% of Total Estimated funds and prior year PI)	\$ 182,677
Planning & Admin. limit (20% of Total Estimated funds and current year PI)	\$ 234,271

*These numbers reflect the Federal Fiscal Year 18, funneled through the U.S. Department of Housing and Urban Development



Town of Arlington, Massachusetts

For Approval: Board Designee Committee Appointments

Summary:

Daniel J. Dunn, Chair

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	2018_Selectmen_Committees.doc	Current Board Liasons

BOARD OF SELECTMEN COMMITTEE LIASONS

Tree Committee

Dan Dunn

Arlington Committee on Tourism and Economic Development

Dan Dunn

Kevin Greeley

Parking Implementation/Governance Committee

Joe Curro

School Enrollment Task Force

Joe Curro

Diane Mahon

School Committee Liason

Kevin Greeley

Minuteman Bikeway 25th Anniversary Committee

Dan Dunn

Marijuana Study Committee

Dan Dunn

CDBG

Dan Dunn

Vacant

Snow & Ice (sub-committee)

Diane Mahon

Parking (sub-committee)

Diane Mahon

Rainbow Commission

Dan Dunn

Sunnyside Avenue Neighbors

Diane Mahon

Local Emergency Planning Committee

Joe Curro

Long Range Planning

Joe Curro

Dan Dunn

Information Technology Advisory Committee

Dan Dunn

Council on Aging

Joe Curro

Arlington Youth Health and Safety Coalition (local government rep.)

Joe Curro

Application and Permits Working Group

Joe Curro



Town of Arlington, Massachusetts

Vote: Approval of Town Manager's Evaluation

Summary:

Daniel J. Dunn, Chair

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	TM_Evaluation_2018.pdf	Evaluation



TOWN OF ARLINGTON

HUMAN RESOURCES DEPARTMENT

730 MASSACHUSETTS AVENUE, ARLINGTON, MA 02476
PHONE (781) 316-3120 FAX: (781) 316-3129

CARYN COVE MALLOY
DIRECTOR OF HUMAN RESOURCES

Memorandum

To: Board of Selectmen Chair Dan Dunn
From: Director of Human Resources Caryn Malloy
Re: Town Manager Adam Chapdelaine Annual Performance Review
Date: May 15, 2018

Pursuant to the evaluation forms completed by each member of the Board of Selectmen I am providing you with the consensus document for your consideration.

1. Personal Characteristics – Average Score 4.82

Members of the Board describe Adam as having the ideal personal characteristics for the demanding role of Town Manager. Having served with multiple town managers one member described Adam as the smartest, most creative and approachable of any they had served with. Adam is described as showing flexibility with regard to his problem solving, bringing calm and a plan to move forward when a situation could have as easily caused upset and anxiety. One member specifically did not give a top score under the resiliency question because of a continued concern about Adam working himself towards burnout; this member also actively expressed they would like to figure out a way to prevent that from happening.

2. Professionalism – Average Score 4.9375

Members of the Board were very pleased that Adam recently became President of the Massachusetts Municipal Manager's Association. One member described Adam's knowledge of local governance as "second to none". Additionally members of the Board were pleased that the Town Manager had instituted professional development training sessions for Department Heads; members of the Board had previously given feedback that they would like to see this type of training for Department Heads.

3. Public Relations/Communication – Average Score 4.995

As in previous years, the Board rated this area as among Adam's greatest strengths. Adam is described as accessible, positive, careful and wise. One member expressed that even though this is among the most challenging areas to be successful in as a Town Manager, Adam excels at it; this member expressed that as an elected official it is reassuring to know that the Town Manager is always a "true professional" when dealing with the Public. Members were complimentary of

Adam's use of all aspects of media, from the local use of the Town's email and announcement list all the way to the larger media outlets. One member noted how remarkable it is that a person in the public eye would have so little negative feedback as Adam does.

4. Board Support/Relations – Average Score 4.7320

Members again praised Adam for his excellent judgement in keeping them appropriately informed and for his support and insight on difficult issues; his advice is described as “invaluable”. With regard to problem solving Adam is described as excellent at thinking through options and unintended consequences. Adam is also described as good at navigating “the many concerns and perspectives of a demanding Board”. One member, while praising Adam for his consistency in implementing Board directives, expressed regret that certain initiatives were not brought to fruition in a more accelerated manner, but this member also recognized that the Board shares responsibility in making deliverables a reality in partnership with the Town Manager.

5. Community Leadership – Average Score 4.9250

Members expressed that they truly enjoy working with Adam, and while they get excellent feedback from people in the community, they get the highest praise from the people that work with him. One member, having attended a conference with Adam, was surprised at the number of people that wanted to talk to Adam just to get his advice and insight. Members liked that Adam invites members of our state delegation to attend Budget and Revenue Task Force meetings and are confident in his efforts to stay informed of developments at the State House. One member noted that communications that one might expect to go to the Board's first often go straight to Adam.

6. Organizational Leadership/Personnel Management – Average Score 4.6042

Members indicated that the Manager has made strides in the areas of professional development and delegation; members expressed that the appointment and utilization of a capable Assistant Town Manager (Jim Feeney) has freed Adam up to more effectively manage staff. Members are also pleased to see that other elected officials are representing the Town at various community events and fundraisers, sharing the role to “wave the flag” of the Town. Members are impressed with the financial competence of Deputy Town Manager Sandy Pooler. Collectively the Board is supportive of greater engagement and utilization of senior staff. One member expressed that they while they are confident in the competence and overall approach to collective bargaining, they would like to know more details and updates about the process.

7. Financial Management – Average Score 5

Adam received a perfect score in this area and more than one member pointed it out as a particular strength of his. Members were impressed with the work he has done balancing school growth pressures and preparation for the future given Arlington's many large scale projects and a possible override on the horizon. Adam is described as “flexible, but cautious, and always transparent in his budgeting...” additionally Adam was complimented for his work in supporting the move toward a consolidated, professional finance department.

8. Planning and Organization – Average Score 4.9267

Adam was complimented for embracing the performance review methodology and for his support of the Board in the setting and execution of their own goals. Adam and Town Counsel Doug Heim were complimented for the detailed reports the Board receives regarding warrant articles under the Board's purview. Adam is described as "the central force behind the preservation and vitality of the long-range financial planning process." One member expressed that "Arlington's future is in good hands with Adam and the team he has in place."

9. Overall – Average Score 4.94

Collectively members of the Board, as they have in the past, expressed that the Town of Arlington is very fortunate to have Adam as its Town Manager. More than one member expressed that Adam's performance has only improved with time, in part because he makes a continual effort to improve, even in response to modest criticism.

Adam is described as being skilled in being "transparent with Town residents and employees" and that he is always "looking for new ideas and approaches to provide the best growth in all aspects of the Town." He is described as being "universally trusted" and able to hand a wide variety of situations from resident concerns to employee relations while still having a focus and vision on the "important things".

Areas of concern for Adam continue to be around avoiding burnout and ensuring Adam has enough time for his family. Members of the Board recognize that Arlington is fortunate to have Adam as Town Manager and would like to retain him in what is a very demanding job. Other requested areas for improvement had to do with the refinement of systems to track and manage the long queue of work and related communications about work/project status. One member expressed that they would like improvement in balancing the distinct personalities of the Board and further refinement and clarity in Adam's role as Town Manager.

Thank you for entrusting me with the creation of this consolidated evaluation document. Please do not hesitate to contact me should you have any questions.

Note: For Selectman Byrne and Selectman Rowe their combined score was averaged then used as 1/5th of the overall score.



Town of Arlington, Massachusetts

Aggressive Dog Complaint at 72 Ronald Road

Summary:

Ann Houston, 70 Ronald Road

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Houston_CR.pdf	Correspondence from Ms. Houston

May 7, 2018

2018 MAY 10 AM 11:59

Dear Board of Selectmen:

I want to file a written complaint about an aggressive dog that lives next door to me at 72 Ronald Road, Arlington, MA. I live at 70 Ronald Road. There are two issues, one is an ongoing pattern of aggressive behavior through my picket fence between the two yards, and the second is an incident where the dog in question pushed its way through a picket of the fence to seek my dog out and attack her.

Pattern of Aggressive Behavior: For the past year the dog next door, a female terrier, has been rushing up to my picket fence barking and snarling in an aggressive manner. She does this whenever my dog happens to be in our yard and/or whenever any member of my household happens to be in the yard. When her owners call her off, she eventually obeys and leaves the fence, but if she is unattended in their backyard she persists in this stance at the fence. That situation by itself is not why I am filing this report; dogs have their issues and she was a rescue from Atlantic City.

However, in the past six months or so, she has provoked my dog through my fence when my dog is lying near there, resting under the shade of a mountain laurel or near a flower bed. My dog minds her own business and if she is not next to the fence, she ignores the terrier's snarling and barking, or just comes back into the house. But if my dog is next to the fence and this aggressive behavior is initiated by the terrier, my dog (a shepherd/lab mix) will snarl back through the fence. I must then go out and pull my dog away and admonish her. This is not a reciprocal situation, the terrier ALWAYS initiates the aggression and my dog responds to it only when the aggression is literally in her face through the fence. This is becoming a tiresome and frustrating situation, because I have to discipline my dog when she was provoked for no reason.

I have never seen the terrier playing or socializing with any other dogs; my dog knows and is friendly with about 40 dogs in the Arlington area and she socializes frequently with many of them.

The Incident: On May 1, 2018, I was in my kitchen cooking and my dog was sleeping under a hemlock shrub outside in our backyard; the bush is about thirty feet from the fence. She had been resting there for at least an hour. I was startled to hear a sudden dogfight, which was not coming from the fence. I rushed out and saw the terrier attacking my dog at the hemlock bush. My dog was still under the bush and the terrier's head was shoved into it, only her back and tail were visible. I yelled and went towards the terrier and simultaneously, the man who lives with my neighbor some of the time, opened gates to rush over and grab his terrier. He had to hold her tightly in his arms, because she appeared ready to engage in a fight again. My dog sat quietly behind me, while I asked the man, Michael Villalba of Andover, MA, if the terrier was alright. There was no blood in evidence. He never made eye contact with me, but said she had a scratch on her nose. He got the terrier back into the neighbor's yard, without asking whether my dog was okay and without apologizing for his dog's conduct. He also did not answer my question as to why his dog behaved so aggressively. He took the terrier into the neighbor's house and violently

slammed two doors behind him (the windows shook). There was no further discussion from him on this matter. The terrier had come into my yard by pushing a weak picket forward, the bottom of the picket was rough with nails, so it's certainly a possibility that the terrier scratched her nose on that.


I learned the next day that Michael Villalba reported a dog bite on the day of the incident and had taken the terrier to the Lexington Veterinary Associates. (I go to the same vet, and had recommended this group to my neighbor a while ago). Based on this visit, the vet was required to file a report with Animal Control of Arlington to issue a 10-day quarantine for my dog. I spoke with Lexington Veterinary Associates about the incident after I spoke with the Animal Control officer who contacted me. I understand and respect the protocol which is seeking to keep rabies out of our communities, so of course I am complying with this.

Nevertheless, it is a frustrating situation because my dog was forced into defending herself from an unprovoked attack by another dog while minding her own business in her own yard. Furthermore, she is ten years old and has an arthritic hip which was stressed by her effort to defend herself through rapid motions.

Owners are responsible for keeping their pets on their own property; the terrier's aggressive nature is not being addressed sufficiently -- she is not under control and she has become a menace. Our fence is quite sufficient to keep our dog in our own yard; she is an 85-pound dog who is gentle and friendly. The dog that lives behind us has also never gone through our fence in fifteen years.

Breaking into my yard and attacking my dog unprovoked is unacceptable and is putting my dog in jeopardy. The repetitive unprovoked aggression at the fence when my dog is minding her own business near the fence is also unacceptable. I do understand that we all love our pets and my purpose is not to make trouble for my neighbor, but to find a solution to the terrier's chronic aggressiveness. The terrier could benefit from training and socialization, and the owners are free to put up their own fencing solution that is adequate for their dog's temperament. At the least, it seems putting the terrier on a line in their yard while she is unattended and keeping her at least a foot away from my fence, might be a simple solution.

Thank you for your time.

Sincerely,

Ann Houston

70 Ronald Road
Arlington, MA 02474
ann@grammarsmith.com
617-852-2393



Town of Arlington, Massachusetts

Request to Make Intersection of Rhinecliff Street and Oakland Avenue a 4-Way Stop

Summary:

David Levy, 95 Rhinecliff Street, via Request/Answer Center

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Levy_CR.pdf	Reference

Service Request Work Order # _____

Requested: ☐

Routine Maintenance: ☐

Emergency: ☐

Address 1	
Address 2	
City	
State/Province	
Zip/Postal Code	
Select Type of Concern	Other signage concern
Describe the Sign	Stop Sign Needed
Street, Intersection or general area	Intersection of Rhinecliff and Oakland
Provide details here	<p>Hope you had a nice weekend, A four way stop sign is needed at the intersection of Rhinecliff and Oakland. Currently there is only a stop sign for Oakland St, allowing those driving on Rhinecliff the ability to not stop. Too many cars drive on Rhinecliff St at greater than 25mph. Near this intersection is Dallin Elementary, making a four way stop sign to help slow down traffic even more important. I can deliver signatures from at least 10 neighbors who would support the four way stop sign. Thank you for your attention to this. The Neighborhood much appreciates it! Best regards, Dave</p>
DPW_Short Description	
DPW Division	
Scheduled Date	
DPW Category- Street Signs	
DPW Category - Cemetery	
DPW Category - Parks & Playgrounds	
DPW Category - Snow & Ice	
DPW Category - Streets & Roads	
DPW Category - Trash & Recycling Collection	
DPW Category - Trees	
DPW Category - Water & Sewer	
DPW Category - Engineering	
DPW Category -	

Reference No:	W095130-051318
Request Status:	Initiated
Service Request Type:	Street Signs
Priority:	Medium
Assigned To:	Fran Reidy
Email:	david.jeffrey.levy@gmail.com
Name:	David Levy
Phone:	609-651-3624
Address:	95 Rhinecliff St
City:	Arlington
State/Province:	MA
Zip/Postal Code:	02476
Create Date:	5/13/2018 8:52:22 PM
Update Date:	5/14/2018 8:35:46 AM
Source:	Web



Town of Arlington, Massachusetts

Request Two 'No Parking Here to Corner Signs' at Intersection of Warren Street and Wyman Street

Summary:

Donald Langbein, 56 Wyman Street

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Langbein_CR.pdf	Reference

Corres. Rec.
5/21/18

From: <don@dlangbein.com>
To: <mkrepelka@town.arlington.ma.us>
Date: 05/11/2018 12:17 PM
Subject: Signage on Warren Street

Hello,

At the intersection of Warren Street and Wyman Street cars are frequently parked on the South side of Warren Street much closer to the corner than the lawful twenty feet. The view of traffic oncoming in both directions on Warren Street is blocked. This morning I barely avoided a crash. I was driving on Wyman Street trying to turn left onto Warren street and I could not see an oncoming car eastbound on Warren Street.

Although the near-crash this morning involved a car eastbound on Warren Street there are problems seeing westbound cars as well. And I am not the only person having problems at this intersection. I have seen a couple of other near-crashes.

Two signs on the South side of Warren Street, one on either side of Wyman Street, saying "No parking here to corner" would be helpful. Ideally they would be located thirty or forty feet from the corner rather than the mere twenty feet that the traffic law requires.

Thank you for considering this matter.

Donald Langbein
56 Wyman Street
Arlington

OFFICE OF THE BOARD OF SELECTMEN

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



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

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

May 15, 2018

Donald Langbein
56 Wyman Street
Arlington, MA 02474

Dear Mr. Langbein:

We are in receipt of your correspondence in which you discuss the need for two signs on the South side of Warren Street on either side of Wyman Street.

Thank you for writing to the Board of Selectmen. Your correspondence will appear on the May 21st Selectmen's Agenda under "Correspondence Received". Although it is not necessary for you to attend the meeting, you may do so if you are so inclined.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request to Reconsider Existing Parking Regulations on Broadway

Summary:












Resident Petition

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Broadway_Parking_CR.pdf	Petition

We support a support a change to parking spaces on Broadway
















Request for more short-term parking spaces on Broadway	We would like to see more short-term parking spaces -- 90-minute or 2-hour -- along Broadway from Franklin St. heading east. Since implementing paid parking meters in Arlington Center and marking Broadway as 4-hour parking, the parking congestion along Broadway has made it difficult to park near our homes and the businesses we frequent. We also strongly encourage two 15-minute Loading/Unloading parking spaces at the south side intersection of Broadway and Franklin for families to safely drop off and pick up at Ready, Set, Kids.
Action petitioned for	We, the undersigned, are concerned Arlington community members, business owners, and patrons who urge you to reconsider the existing parking regulations in favor of a well-rounded plan that works for both residents and businesses in this area of Broadway.








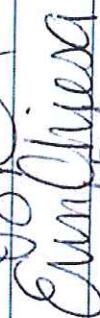








Printed Name	Signature	Address	Comment	Date
Liane Weber		26 Lake		3/23
Emily Hammer		16 Putnam		3/26
Dave Ledwig		178 Newport St		3/26
Carolyn Fox		67 Grafton St		3/26
Meg Bay		9 MORTON RD		3/26
Ashley Dubois		45 Magnolia St		3/26
Monica Torres		10 Regu Rd 02482		3/26
Emily Prince		01730		3/26
Cassie Kloverner		02451		3/26
Kelly Hiltz		02421		3/26
SABRINA DEJOANIS		02451		3/26


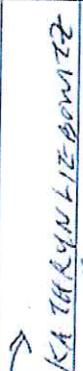









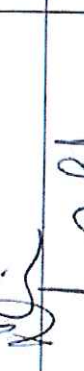




Printed Name	Signature	Address	Comment	Date
Amy Hunter	<i>Amy Hunter</i>	22 Fisher Rd, Arlington MA 02476		3/26
Bretton Clark	<i>Bretton Clark</i>	02125		3/26
Karen Kabisas	<i>Karen Kabisas</i>	02125		3/26
Alper Caltano	<i>Alper Caltano</i>	92 Webster St. 02474		3/26
Gabriela Karger	<i>Gabriela Karger</i>	25 Allen St 02474		3/26
Judith Schaefer	<i>Judith Schaefer</i>	62 Marathon St 02474		3/26
Ema Rodriguez	<i>Ema Rodriguez</i>	80 Webster St. 02474		
Jonathan Wilson	<i>Jonathan Wilson</i>	6 Cottage Ave. 02474		3/26
Adrian Weber	<i>Adrian Weber</i>	26 Lake St #1 02474		3/26
Cassidy Henry	<i>Cassidy Henry</i>	18 Locust St 02476		3/26
Michael Flap	<i>Michael Flap</i>	86 Egerton 02474		3/26
Michiko Tsunoda	<i>Michiko Tsunoda</i>	17 North St. Arlington, MA 02474		3/26
Mari Shapiro	<i>Mari Shapiro</i>	152 Lake St Arlington MA 02474		3/26
Michelle Lin	<i>Michelle Lin</i>	24 Cypress Rd. MA		3/26
Mara Katz	<i>Mara Katz</i>	77 E Warren St Arl, 02474	This would make pick-up much safer as it is difficult to see pedestrians crossing at night	3/26
Lupen Avramov	<i>Lupen Avramov</i>	54 Vileford St Arlington, MA 02474	See pedestrian crossing at night - Very much needed!	3/27



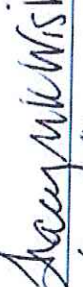


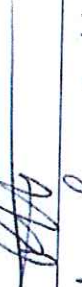










Printed Name	Signature	Address	Comment	Date
Connie Herbstman	Connie Herbstman	02421		4/2/18
Kevin Wagner	KW	07901/01890		2/4/18
Southern Data	S	02474		2/4/18
Irene Skrif	Irene Skrif			4/2/18
Drew Myers Regular	DMR	02442		4/2/18
Samus Gombel	Sam Gombel	23 Regis Rd.		4/3/18
Eve Mac	E	17 Wyman St.		4/3/18
Anny Guerra	Anny Guerra	75 Thorndike St.		4/4/18
JOERNAINE	J	279 HURON AVE		4/5/18
JASON CHIESA	J	110 PROSPECT HILL		4/5/18
Casey Sweeney	C	02140		4/5/18
Nora G	N	02474		4/5/18
JULIE GOLDBERG	JG	02474		4/5/18
Rachel OBrien	R	02476		4/5/18
Sarah Popper	S	02474		4/5/18
Dora Horvath	Dora Horvath	02474		4/5/18

Printed Name	Signature	Address	Comment	Date
AMEYA JOSHI	A Joshi	438 MASS AVE		3/27
Jessica Marie Mawes		88 Egerton Rd		3/27
D. Redden	D.R.	79 Lakeshore St		3/27
Cesar Perez	Cesar P	43 Heloise St		3/27
Amey Yeager	Amey	74 Oxford St.		3/27
Kate Newberg	Kate	14 Varnum St.		3/27
Emily Stroh	Emily	85 Bow Street		3/27
Gwen-Bau Lan	Gwen	19 N. Union St.		3/28
Augustin Rem	A. Rem	2002 Symes Circle		3/28
Heather Hogan	Heather Hogan	438 Mass Ave, Apt 142		3/28
Chialin Kao	Chialin Kao	01730		3/28
Elizabeth Katina	Elizabeth Katina	39 Brand St Apt.		3/28
Emily Hanna	Emily Hanna	28 Parker House Lane, Medford	coming from Medford	3/28
Lauri Weinstein	Lauri Weinstein	19 Mystic St. Arlington	it makes sense to let parents unload the kids!	3/28
Carolyn Olsen	Carolyn Olsen	27 Cammeron Ave, Cambridge		3/28
M. Edward O'Toole	M. E. O'Toole	139 Medford St, Arlington		3/28/18

Printed Name	Signature	Address	Comment	Date
Lindsay Ludwig		7 Arrow St Cambridge, MA 02140	We need short-term parking!	3/27
Debbie Gorski		64 Waverton St. #2 Arlington, MA 02471		3/27
Angela		8 Fern Rd Belmont MA 02471		
Lisa Bell		10 Janet Rd Arlington MA 02474		3/27
Katie Shreehan		8 Pearl St Belmont MA 02478		3/27
Lawrence Family		23 Henry St Winchester MA 01890		3/27
Lily DeKeyser		123 Morrison Ave #A Somerville MA 02144		3/27
Kassidy Guadagni		02472		3/27
Rachel DeLucas		29 Seagrave Rd Cambridge MA 02140		3/27
Ciara McMahon		1498 Grove St Cambridge MA		3/27
Stephanie Watson		11 Cross St, Arlington		3/27
Celia Turpin		7 Francis Rd Arlington		3/27
Josephine Dennis		19 Winton Rd Arlington		3/27
Cassandra Spier		26 Cherokee Rd. Arlington		3/27
Laura DeHh		01801		3/27
Emily Manserv		8 Covey Ln. Arlington, MA		3/27

Printed Name	Signature	Address	Comment	Date
Beverly Termon		02144		3/27
Lynne Swain		02474		3/27
Heather Spivey		20476		3/27
Brooke Fox		02474		3/27
Emma Delucas		02140		3/27
Lauren Hague		02474		3/27
Joshi Pichota		02474		3/27
Enn Chivers		02474		3/27
Liana Blatt-Eisenberg		02474		3/27
Kelly Ching		02474		3/27
Aubine Sanchez		02134		3/27
LEE LICHTEINSTEIN		02474		3/27
Kezia Simister		02474		3/27
Andrew Burrell		02474		3/27
Khaled Aly		02474		3/27
MIKE LAMBEVILLE		02474		3/27

Printed Name	Signature	Address	Comment	Date
Ana Keepe		33 Paul St Water town		3/28/18
Kathryn Ludwig		432 Old Apple Rd. Sutton - MA 01450		3/28/18
ena Prykucko		424 Mass Ave Apt 2 Arlington		3/28/18
Lara Curtis Hays		5 Cleveland St. Arlington		3/28/18
David Atherton		7 Mott St, Arlington		3/28/18
Nada El-Newehy		38 Hillen St.		3/28/18
Klasiwira Pethou		652 Summer St Arlington		3/28/18
Lani Bernauer		15 Wyman St. Arlington		3/28/18
Simon Binet		157 Mt. Vernon St. Arlington		3/28/18
Bridget Samburg		8 Howard St Cambridge		3/28/18
Anna Miller		56 Ledgeview Ave Lexington		3/29/18
Dine Bednarec		11 Sparrow Pl Lewis		3/29/18
John Ellis		59 Teele		
Jason Tibbets		81 Fairfax St Somerville 02144		3/30
Clifton Lin		56 Churchill Ave, Arlington		3/30
Kath Katz		160 Gray St, Arlington		3/30

Printed Name	Signature	Address	Comment	Date
Courtney Queen		80 Brooks Ave, Arlington	A parking space will create SAFETY for small kids at drop off	3/30
Debra Wilson		48 Country Club Rd, Stoughton		3/31
Tracy Wishon		15 Walcott St, Somerville, MA 02144	safety for the kids	3/30
Vanessa Wilson		145 Newport St, Arlington, MA 02176	Parking Spaces + Safety	3/30
Irene H.		426 Massachusetts Ave, #2, 02474		3/30
Paul Guscetti		280 Edinfield Ave, Woburn, MA 01801	Parking spots & safety for kids	3/30
Meaghan Saddawi		92 Decatur St, Arlington, MA		3/30
Mike Bui		22 Tonawanda Rd, Arlington	Safety for kids	3/31
Dan Brownell		485 Appleton Street, 02476		3/31
Meg Cumini		71 Dothan st		3/31
Brad Skow		63 Duffley		
William Corbis		23 Oxford Ave #, Belmont, MA 02478		3/31
Ann Cordis		23 Oxford Ave #1, Belmont, MA 02478	Safety for kids	3/31
Edith Wun		82 Marlborough St, #1, 02474		3/31
Katherine Rivelli		191 Newton St	Safety for kids	3/31
Maureen Picant		343 Brighton St, Belmont, MA 02476	Safety!!	3/31

[illegible]



Town of Arlington, Massachusetts

Opposed to Implementing Dedicated Bus Only Lane

Summary:

East Arlington Businesses

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	East_Arlington_Business_CR.pdf	Petition from Businesses

MASSACHUSETTS AVENUE BUS PRIORITY PILOT

Dear Selectmen:

We are East Arlington business people. We work, build, employ, invest, and own in this vibrant community. After participating in several explanatory meetings at Fox Library, we are alarmed at one of the pilot's proposed features – the **DEDICATED BUS ONLY LANE**.

The lack of on-street customer parking is already a severe problem. Eliminating all the parking along Massachusetts Avenue from Pleasant Street to Alewife Brook Parkway for a dedicated bus lane would be devastating for businesses serving early morning clientele. And hurting any local business hurts the entire community – business and residential alike.

We recognize that bus ridership should be encouraged but not by harming local establishments, the economic and cultural lifeblood of our community. Instead, we support implementing the **RE-TIMED TRAFFIC SIGNALS AND TRANSIT SIGNAL PRIORITY** as a much more sensible pilot option. This approach could be beneficial because - unlike the dedicated bus only lane - it would:

- a.) not disrupt the current early-morning patron parking availability;
- b.) not require ripping up newly-installed pedestrian protective bump-outs;
- c.) not add additional hazard to the bike lane;
- d.) not be as costly as installing a new bus lane and having town employees set up and remove lane cones every day.
- e.) not incentivize patrons to quick-park in people's driveways and private parking areas.

We urge you to support your local business community and prevent implementing the **DEDICATED BUS ONLY LANE** or any other pilot option that would harm Arlington local businesses.

Thanks,

Anthony's East Side Deli
Anthony's Hair Salon
Arlington Bakery
Arlington Diner
Arlington Vision Center
Art Beat
Back Bay Fit
Bessette Realty
Capitol Theatre
Continentale Hair Salon
Christos Marketplace
Derby Farm Flower & Garden
13FOREST Gallery
J and D Cleaners
La Mirage Hair Salon
Little Q Hot Pot

Maxima Gift Center

Olympic Pizza House

Otto Pizza

Personal Care Chiropractor

Quebrada Baking Co.

Rainbow Cleaners

Stella Hair Salon

Storey Properties LLC

Vincent's Barber Shop

Global Realty

Sugo's Restaurant

Casa
Esme Bilingual Nursery School



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

EXECUTIVE SESSION



Town of Arlington, Massachusetts

Next Scheduled Meeting of BoS June 11, 2018