



NATICK BOARD OF SELECTMEN
AGENDA
Edward H. Dlott Meeting Room
Monday, May 13, 2019
6:00 PM

Agenda Posted Thursday, 5/9/19 at 4:30 p.m. Revised Friday, 5/10/19 at 8:55 a.m. to add announcement regarding Peace Officers' Ceremony. Revised Friday, 5/10/19 at 10:20 a.m. to change discussion category for Mathworks topic. Revised Monday 5/13/19 at 12:58 p.m. to add Reynolds Ave Block Party.

(Times listed are approximate. Agenda items will be addressed in an order determined by the Chair.)

1. 6:00 OPEN SESSION - Call to Order, Roll Call Vote to Enter Executive Session
2. 6:05 EXECUTIVE SESSION

This portion of the meeting is not open to the public.

- A. Purpose 3: To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares:
 - a. Kurtin, et al. v. Natick Planning Board, et al., 18-MISC-00456 (Land Court)
 - b. E.L. Harvey

3. 6:30 RECONVENE OPEN SESSION
4. ANNOUNCEMENTS

- A. Recognition of Lt. Matt Mullen-Natick Fire Department
- B. Peace Officers' Memorial Ceremony
- C. New West Natick Fire Station Ground Breaking
- D. MassDOT Capital Investment Plan-Public Meeting Schedule

5. CITIZENS' CONCERNS

Any individual may raise an issue that is not included on the agenda and it will be taken under advisement by the Board. There will be no opportunity for debate during this portion of the meeting. Any individual addressing the Board during this section of the agenda shall be limited to five minutes.

6. 6:50 APPOINTMENTS

- A. Interviews for Appointment of a Republican Member to the Board of Registrars, Term Ending 2022
 - a. Elizabeth Yobaccio
 - b. Sandra LaFleur

- B. Senior Property Tax Exemption Study Committee
 - a. Interview Richard Tresch
(Previously interviewed applicants: Andrew Eschtruth, Patricia Sciarra, Robert Caplin)
 - b. Discuss change in Committee composition

7. 7:10 REQUESTED ACTION

- A. Accept MathWorks Scholarship Committee Recommendations for Scholarship Recipients
 - a. Kyle Whitecross
 - b. Kaitlyn Wong
- B. Request to Site Food Truck on Home Depot Property - Douglas Gordon
- C. Public Hearing-Brokk and Eitri, LLC: Application for S.12 Wine and Malt License

8. 7:40 BOARD OF SELECTMEN UPDATES

- A. Town Counsel Screening Committee Update
- B. Proposed BOS Recommendation to Town Administrator to Close Town Hall at 11:00 p.m.
Monday-Thursday

9. 7:55 DISCUSSION AND DECISION

- A. Capital Infrastructure and Transportation Projects
- B. BOS Values and Visions as Basis for 2019 Goals
- C. Accept Resignation of Ken Soderholm from the Lookout Farm Advisory Committee
- D. Discussion Regarding Lookout Farm Advisory Committee

10. 9:30 SELECTMEN SUBCOMMITTEE/LIAISON UPDATES

11. CONSENT AGENDA

- A. Lookout Farm: Application to Sell Wine at the Farmers Market
- B. Dah Mee: Change in Manager
- C. Town Common Request: Morse Stitchers - 6/8/19
- D. Request to Occupy a Public Way: 9 Adams Street Demolition/Dumpster
- E. Banner Request: Natick Service Council
- F. Woodland Village Block Party
- G. Reynolds Ave Block Party
- H. Request for Exemption from Town By-Laws Chapter 41, Section 4: Vaughn Johnson - DPW
Skilled Laborer/Part-Time Bus Driver
- I. BOS Meeting Dates - June 2019-June 2020
- J. Approve Meeting Minutes

12. TOWN ADMINISTRATOR NOTES

13. SELECTMEN'S CONCERNS

14. CORRESPONDENCE

A. Correspondence 5/13/19

15. 10:00 ADJOURNMENT

NEXT MEETING DATES: Tuesday 5/28; Monday 6/10; Monday 6/24

Agenda posted in accordance with Provisions of M.G.L. Chapter 30, Sections 18-25

Meeting recorded by Natick Pegasus

ITEM TITLE: Recognition of Lt. Matt Mullen-Natick Fire Department

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Westborough Fire Department Email-Chief Patrick Purcell	5/9/2019	Cover Memo



Patricia O'Neil <poneil@natickma.org>

Westborough Fire

5 messages

Patrick Purcell <ppurcell@town.westborough.ma.us>

Mon, May 6, 2019 at 5:17 PM

To: Michael Lentini <mlentini@natickma.org>

Cc: "mmalone@natickma.org" <mmalone@natickma.org>, "Selectmen@natickma.org" <Selectmen@natickma.org>

Dear Chief,

On Saturday, May 4, 2019, the Westborough Fire Department responded to 13 Summer Street in our community for a reported building fire. With two ambulance calls in progress our staffing was limited to a three person Engine Company and two person Ladder Company. Upon arrival crews located a fire in a third floor condo unit of a multi family dwelling. The building was still partially occupied. Please know that Natick Fire Department Lieutenant Matt Mullen was passing by this incident and stopped to assist our units. Lieutenant Mullen was instrumental in tying our supply line into a hydrant to establish a water supply as well as provide assistance with outside fireground operations until auto-aid companies arrived. Please extend my sincere thanks to the Lieutenant for his help and let him know how much we appreciated him stopping to assist us. It's comforting to know that he not only lives in our community but that he had the backs of our personnel.

Very Respectfully,

Pat

=====

Chief Patrick J. Purcell, MA, CFO, NR EMT-P

Westborough Fire Department

[42 Milk Street](#)

[Westborough, MA 01581](#)

p 508-389-2311

f 508-366-0079



Michael Hickey <mhickey@natickma.org>

Mon, May 6, 2019 at 8:31 PM

To: Patrick Purcell <ppurcell@town.westborough.ma.us>

Cc: Michael Lentini <mlentini@natickma.org>, "mmalone@natickma.org" <mmalone@natickma.org>, "Selectmen@natickma.org" <Selectmen@natickma.org>

Dear Chief Purcell,

Thank you for taking the time to write about Lt. Matt Mullen's recent efforts to assist your Department. Matt is a valued member of the Natick Fire Department and your email is another reminder of how fortunate we are to have him here. While the entire Board is undoubtedly pleased and proud to hear that he stopped and provided assistance, I suspect that none of my colleagues are surprised to hear this about Matt.

I will reach out to Chief Lentini to arrange for public recognition of Matt's efforts in this regard, as he is most deserving of recognition and sincere thanks.

Thank you again for your note, and all the best to you, and the men and women of the Westborough Fire Department.

Sincerely,
Mike Hickey

Michael J. Hickey, Jr., Chair
Natick Board of Selectmen

On May 6, 2019, at 5:17 PM, Patrick Purcell <ppurcell@town.westborough.ma.us> wrote:

Dear Chief,

On Saturday, May 4, 2019, the Westborough Fire Department responded to 13 Summer Street in our community for a reported building fire. With two ambulance calls in progress our staffing was limited to a three person Engine Company and two person Ladder Company. Upon arrival crews located a fire in a third floor condo unit of a multi family dwelling. The building was still partially occupied. Please know that Natick Fire Department Lieutenant Matt Mullen was passing by this incident and stopped to assist our units. Lieutenant Mullen was instrumental in tying our supply line into a hydrant to establish a water supply as well as provide assistance with outside fireground operations until auto-aid companies arrived. Please extend my sincere thanks to the Lieutenant for his help and let him know how much we appreciated him stopping to assist us. It's comforting to know that he not only lives in our community but that he had the backs of our personnel.

Very Respectfully,

Pat

=====

Chief Patrick J. Purcell, MA, CFO, NR EMT-P

Westborough Fire Department

42 Milk Street

Westborough, MA 01581

p 508-389-2311

f 508-366-0079

<image001.jpg>

Michael Lentini <mlentini@natickma.org>

Tue, May 7, 2019 at 8:35 AM

To: Patrick Purcell <ppurcell@town.westborough.ma.us>

Cc: "mmalone@natickma.org" <mmalone@natickma.org>, "Selectmen@natickma.org" <Selectmen@natickma.org>

Hi Chief Purcell,

Thank you for recognizing Lt Mullen as an outstanding member of your community. We certainly value him highly here at Natick Fire. He constantly goes above and beyond no matter what the challenge is. I am glad he was available to help and we will certainly recognize his contribution formally here in Natick. Thanks again for reaching out to let us know about Matt's efforts.

Chief of Department
Natick Fire Department
508-647-9559

[Quoted text hidden]

[Redacted text block]

ITEM TITLE: Peace Officers' Memorial Ceremony

ITEM SUMMARY:

ATTACHMENTS:

Description

Invitation

Upload Date

5/10/2019

Type

Cover Memo

**YOU ARE CORDIALLY INVITED TO
ATTEND THE
NATICK POLICE DEPARTMENT'S
19TH ANNUAL**

***Peace Officers'
Memorial Ceremony***

**PLEASE JOIN US
AS WE PAY TRIBUTE TO
LOCAL, STATE AND FEDERAL
LAW ENFORCEMENT OFFICERS**

TUESDAY, MAY 21ST, 2019 10:00 AM

**GUEST SPEAKER
WILLIAM G. GROSS
COMMISSIONER BOSTON POLICE DEPARTMENT**

**On the grounds of the Natick Police Department
20 East Central Street
Natick, MA**

Please join us for a collation immediately following the ceremony

RSVP: Marylee Watkins at (508) 647-9510 extension 2625
Watkins@natickpolice.com

ITEM TITLE: New West Natick Fire Station Ground Breaking
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Ground Breaking	5/10/2019	Cover Memo

West Natick Fire Station Ground Breaking:

Tuesday, May 28, 2019
10:00 a.m.

ITEM TITLE: MassDOT Capital Investment Plan-Public Meeting Schedule
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Public Meeting Schedule	4/23/2019	Cover Memo



massDOT

Massachusetts Department of Transportation

CAPITAL INVESTMENT PLAN

FACT

MassDOT will spend approximately \$17 billion dollars in transportation investments over the next 5 years.

FACT

Most people in Massachusetts are unaware of the capital planning process and do not participate in the conversations about where transportation funding should be prioritized.

FACT

Your voice is important! MassDOT wants to hear from ALL citizens across the Commonwealth!

MassDOT is preparing the next five-year capital plan, a spending plan that will guide investments in our transportation system between 2020 and 2024. The Capital Investment Plan (CIP) determines how we prioritize and fund our investments, covering all transportation projects – everything from highway and municipal projects to regional airports, rail and transit, including the MBTA and Regional Transit Authorities as well as bicycle and pedestrian projects across the Commonwealth.

JOIN US AND BE HEARD

We want to hear from you about your priorities for transportation projects both local and statewide. Tell us how we can improve our transportation systems, enhance our transportation capacity where needed, and build new projects to help communities prosper and get residents where they need to go. Representatives from MassDOT will inform attendees on how to get involved at the local and state level, provide a draft overview of the 2020 – 2024 CIP and record your input about your transportation needs and capital priorities. Please help spread the word about these Capital Investment Plan meetings to friends, family and business associates. Make your voice heard. Your participation is critical to meeting your transportation needs.

CIP PUBLIC MEETING SCHEDULE

- **BOSTON - Tuesday, May 21st – 6:30pm**
Transportation Building - 10 Park Plaza Board Room
*This meeting will be streamed live and recorded for future viewing
- **DANVERS - Tuesday, May 21st – 6:00pm**
Danvers Senior Center
25 Stone St.
- **FALMOUTH - Wednesday, May 22nd – 6:30pm**
Falmouth Library (Hermann Foundation Room)
300 Main St.
- **BRAINTREE - Thursday, May 23rd – 6:30pm**
Thayer Public Library
798 Washington St.
- **FALL RIVER - Thursday, May 23rd – 6:30pm**
Fall River Library (Large meeting room)
104 North Main St.
- **PITTSFIELD - Tuesday, May 28th – 6:00pm**
Berkshire Regional Planning Commission
1 Fenn St, #201
- **NATICK - Wednesday, May 29th – 6:30pm**
Natick Town Hall (Selectmen Room)
13 East Central St.
- **LOWELL - Thursday, May 30th – 6:30pm**
Pollard Library (Community Meeting Room)
401 Merrimack St.
- **LEOMINSTER - Monday, June 3rd – 6:30pm**
Leominster City Hall (Auditorium)
25 West St.
- **ROXBURY - Tuesday, June 4th – 6:30pm**
Bolling Municipal Building
2300 Washington St.
- **WORCESTER - Wednesday, June 5th – 6:30pm**
Worcester City Hall (South Meeting Room)
455 Main St.
- **SPRINGFIELD - Thursday, June 6th – 6:00pm**
Springfield Library (Mason Square Branch)
765 State St.

CAN'T MAKE A MEETING? POST YOUR IDEAS AT WWW.MASS.GOV/CIP OR EMAIL COMMENTS TO MASSCIP@STATE.MA.US

Meeting locations are accessible to people with disabilities and those with limited English proficiency. Accessibility accommodations and language services will be provided free of charge upon request, and as available. Requests should be submitted within ten days of the meeting at which services will be required, if at all possible. Such services include documents in alternative formats, translated documents, assistive listening devices, and interpreters (including American Sign Language). For more information or to request reasonable accommodation and/or language services, please contact Michelle Muallem at (857) 368-9027 or michelle.l.muallem@dot.state.ma.us.

ITEM TITLE: Interviews for Appointment of a Republican Member to the Board of Registrars, Term Ending 2022

ITEM SUMMARY: a. Elizabeth Yobaccio
b. Sandra LaFleur

ATTACHMENTS:

Description	Upload Date	Type
MGL Ch 51 S 15	5/8/2019	Cover Memo
Board of Registrars-Composition	5/8/2019	Cover Memo
Notice to Natick Town Republican Committee-D. Packer	5/8/2019	Cover Memo
Republican Town Committee Nominees-P. Sciarra	5/8/2019	Cover Memo
Elizabeth Yobaccio-Resume	5/9/2019	Cover Memo
Sandra LaFleur-Resume	5/9/2019	Cover Memo

MGL CHAPTER 51, SECTION 15 – BOARD OF REGISTRARS

Section 15. Except as provided in section seventeen, **there shall be** in every city, other than one having a board of election commissioners or an election commission, and **in every town a board of registrars of voters consisting of the city or town clerk and three other persons** who shall, in a city, be appointed by the mayor, with the approval of the aldermen, and in a town, by a writing signed by the selectmen and filed with the town clerk. When a board of registrars is first appointed, the registrars shall be appointed in February or March for terms respectively of one, two and three years, beginning with April first following. In February or March in every year after the original appointment, one registrar shall be appointed for the term of three years, beginning with April first following.

BOARD OF REGISTRARS

The Board of Registrars is a four-person Board consisting of the Town Clerk plus either two Republican or two Democratic representatives depending upon the Town Clerk's affiliation. The process is for the Town Clerk to notify the Chair of the Natick Democratic Town Committee or the Chair of the Republican Town Committee when a member's term has expired. The Committee Chair will then submit three names of potential candidates from which the Board of Selectmen will make an appointment. The new member will be appointed for a three-year term, effective immediately.



TOWN OF NATICK
Office of the Town Clerk
www.natickma.org

Diane B. Packer
Town Clerk

April 3, 2019

Ms. Patricia Sciarra
Chair, Town Republican Committee
1 Steven Circle
Natick, MA 01760

Via Mail and email

Dear Patti,

Sandy LaFleur's term as a member of the Board of Registrars expires this year. In accordance with Massachusetts General Law Chapter 51, Sections 15-25 (<http://www.mass.gov/legis/laws/mgl/51-15.htm>), the Town Republican Committee is requested to submit a list of three names of potential candidates for this position to the Board of Selectmen. The Board will be taking this up at their meeting on Monday, May 13th.

The member will be appointed for a 3-year term which will expire 2022. The appointment will be effective immediately upon taking the oath of office.

Please don't hesitate to call if you have any questions or would like additional information regarding the Board of Registrars. Thank you in advance for your prompt attention to this matter.

Sincerely,

cc: Mr. Michael Hickey (via e-mail)
Ms. Sandy LaFleur (via e-mail)
Ms. Patricia O'Neil (via e-mail)
Ms. Melissa Malone (via e-mail)
Ms. Donna Donovan (via e-mail)



Patti Sciarra <psciarra@verizon.net>

Mon, Apr 29, 2019 at 9:44 PM

To: Diane Packer <dpacker@natickma.org>

Cc: Michael Hickey <mhickey@natickma.org>, Donna Donovan <ddonovan@natickma.org>, Patricia O'Neil <poneil@natickma.org>, Melissa Malone <mmalone@natickma.org>

Hi All

The Republican Town Committee would like to submit the following individuals for consideration for the Republican representative to the Board of Registrars:

Elizabeth Yobaccio (Betty), [2 Meetinghouse Lane](#)

Sandra LaFleur, [6 Grandview St.](#)

Thank You

Patti Sciarra

Chair – Natick Republican Town Committee

From: Diane Packer <dpacker@natickma.org>

Sent: Wednesday, April 3, 2019 2:46 PM

To: Patti Sciarra <psciarra@verizon.net>

Cc: Michael Hickey <mhickey@natickma.org>; Donna Donovan <ddonovan@natickma.org>; Patricia O'Neil <poneil@natickma.org>; Melissa Malone <mmalone@natickma.org>

Subject: Board of Registrar's appointment

ELIZABETH J. YOBACCIO

2 Meetinghouse Lane
Natick MA 01760
(508) 655-0957

Bryant University
1150 Douglas Pike
Smithfield RI 02917-1284
(401) 232-6460
(401) 232-6319 (fax)
e-mail: byobacci@bryant.edu
<http://web.bryant.edu/~byobacci>

EDUCATION

DBA (High Honors), Finance, Boston University School of Management, 1991
MBA (High Honors), Boston University School of Management, 1983
BS (Highest Honors), Finance-Economics, Bentley College, 1980

RELEVANT EXPERIENCE

2018 – present	Professor Emeritus
2014 – 2018	Professor of Finance, Bryant University, Smithfield, RI
2011- 2014	Chair, Department of Finance, Bryant University, Smithfield, RI
2002 – 2009	Chair, Department of Finance, Bryant University, Smithfield, RI
2000 – 2018	Professor, Department of Finance, Bryant University, Smithfield, RI
2004 – 2006	Coordinator of International Business, Bryant University, Smithfield, RI
1997 – 2000	Associate Professor, Department of Finance, Bryant University, Smithfield, RI
1991 – 1997	Assistant Professor, Department of Finance, Bryant University, Smithfield, RI

Framingham State College, Assistant Professor, Fall 1987 - Spring 1991

Boston University School of Management, Instructor, Fall 1984 to Spring 1987

Boston University, September 1980 - September 1984, Graduate Research Assistant in the Finance-Economics Department; Administrator of the Financial Data Base
Allen Michel and Associates, Financial Consulting, 1985

Honeywell Information Systems, February 1973 - January 1977, Financial Analyst

AREAS OF TEACHING

Financial Management	Graduate/Undergraduate
Global Dimensions of Financial Management	Undergraduate
International/Multinational Finance	Graduate/Undergraduate
Multinational Business Simulation	Undergraduate
Financial Strategy and Planning	Graduate

PUBLICATIONS

"Integrative Business Education Focused on the Environment: A Description of the Sophomore Scholars Program, Its Effects on Academic Performance, and the Regulatory Focus of Its Participants." (with Jane McKay-Nesbitt, Angela Wicks, and Kwadwo Asare), *Journal of Higher Education Theory and Practice*, Vol 12(6), 2012.

"Internationalizing the Campus through Study Trips: Developing International Self-Reliance in Undergraduate Students". (with Ramesh Mohan and Jack Trifts), *Journal of the Academy of Business Educators*, vol. 13, Spring 2012.

"Modeling Potential Implications of a Change in Tenure Policy: A System Dynamics Approach," (with Hakan Saraoglu), *IR Applications*. Volume 22, June 1, 2009, 1 – 20.

"A Multidisciplinary and Student-Centered Approach to Teaching Quantitatively in Introductory Finance," (with Kristen Kennedy and Phyllis Schumacher) *Advances in Financial Education* vol 4 Spring 2006, 1-13.

"Teaching Dynamic Processes in Finance: How Can We Prepare Students for an Age of Rapid and Continual Change?"(with Hakan Saraoglu and David Louton), *Financial Practice and Education*, Special Issue 2000, 7-17.

"Using Systems Dynamics to Illustrate the Interrelationships of Business Policies," (with David Louton, Hakan Saraoglu, and Tim Brown), *Journal of Business Education*, 2000 Proceedings Issue – Winter 2000, <http://abe.villanova.edu/proceeding.htm>, no.082.

"Evidence of Psychological Barriers in the Conditional Moments of Major World Stock Index Returns Series" (with Dale Domian and David Louton), *Review of Financial Economics* 8,1999, 73-91. Abstracted in CFA Digest, Vol. 30, No. 2, Spring 2000.

"Measuring the Significance of Diversification Gains" (with Jack Rubens and David Louton), *Journal of Real Estate Research* volume 16 no. 1, 1998. Posted in FEN *Capital Markets Accepted Paper Series* (APS) and FEN *Real Estate APS*, September 17, 1998.

"The Inflation Hedging Properties of Risk Assets: The Case of REITS" (with David Ketcham and Jack Rubens) in *The Journal of Real Estate Research*, Volume 10, Number 3, 1995, 9-18. Abstracted by Youguo Liang in the *Pension Real Estate Association Digest*.

"Chaos in Treasury Bill Returns" (with Joe McCarthy, Hsi Li, and Helen Baron) in *Advances in Investment Analysis and Portfolio Management* Vol. III, 1995.

"The Value Line and Price Earnings Anomalies: A Comparison" in *The Journal of Business and Economic Studies* Vol.2, No. 2 (Summer/Fall 1994), 17-27.

WORKING PAPER SERIES

"What Role Do International Funds Play in Your Mutual Fund Portfolio?" (with Hakan Saraoglu and Miranda Lam Detzler, *Bryant College Faculty Working Paper Series*, 012-002, June 2001.

"Teaching Dynamic Processes in Finance: How Can We Prepare Students for an Age of Rapid and Continual Change?" (with Hakan Saraoglu and David Louton), *Bryant College Faculty Working Paper Series*, 003-007, October 2000.

REFEREED PROCEEDINGS

"Integrative Business Education Focused on the Environment: A Description of the Sophomore Scholars Program, Its Effects on Academic Performance, and the Regulatory Focus of its Participants," with Jane McKay-Nesbitt and Angela Wicks, 2011 Proceedings of the Academy of Marketing Science.

"Modeling Potential Implications of a Change in Tenure Policy: A System Dynamics Approach," (with Hakan Saraoglu) in the Proceedings of the 2007 Meeting of Decision Sciences Institute in Phoenix.

"Psychological Barriers in Canadian and U.S. Stock Indices" (with David Louton and Dale Domian) in the *Proceedings of the 1996 Meeting of the Administrative Sciences Association of Canada* in Montreal.

PROCEEDINGS

"Does Financial Literacy Training in High School Affect Credit Behavior of College Students?" (with Lisa Tenaglia) in the Proceedings of the 2010 Meeting of the Financial Education Association in San Antonio, Texas.

"Internationalizing the Campus through Study Trips: Developing International Self-Reliance in Undergraduate Students. (with Ramesh Mohan and Jack Trifts) in the proceedings of the 2009 Meeting of the Academy of Business Education in Ft. Lauderdale, FL.

"Evolution of a Business Summer Camp Program: Admissions Implications," (with James Segovis and Abraham Hunter) in the Proceedings of the 2007 Meeting of the Academy of Business Education in Bermuda.

"Modeling Potential Implications of a Change in Tenure Policy: A System Dynamics Approach," (with Hakan Saraoglu) in the Proceedings of the 2007 Meeting of the Academy of Business Education in Bermuda.

"Deriving a Linear Regression Equation with an Application from Financial Risk" (with Phyllis Schumacher and Kristen Kennedy), *Proceedings of the Northeast Decision Sciences Institute Conference*, 2005.

"A Reality Based Exercise to Stimulate Interest in Quantitative Fields," (with Phyllis Schumacher and Kristen Kennedy), *Proceedings of the 2004 IPSI Meeting* (Prague, Czech Republic).

"What Role Do International Funds Play in Your Mutual Fund Portfolio?" (with Hakan Saraoglu and Miranda Lam Detzler), *Proceedings of the 2004 Academy of International Business- Northeast*, Smithfield, RI.

"Case Analysis: Emily Pinchbeck, Financial Analyst at Novak Toolworks" (with David Ketcham), in the *Journal of the Academy of Business Education Proceedings 2004*, <http://www.abe.villanova.edu/proc2004/proceed2004.html>.

"What Role Do International Funds Play in Your Mutual Fund Portfolio?" (with Hakan Saraoglu and Miranda Lam Detzler), in the *Academy of Financial Services: Paper Abstracts*, October 2001.

"What Role Do International Funds Play in Your Mutual Fund Portfolio?" (with Hakan Saraoglu and Miranda Lam Detzler, *Proceedings of the Northeast Business and Economics Association*, September 2001.

"Can Fund Portfolios Reduce Risk? The Role of International Funds," with Hakan Saraoglu, *Proceedings of the Global Finance Conference*, April 1999, pp. 157-160.

"Using Systems Dynamics to Illustrate the Interrelationships of Business Policies," with David Louton, Hakan Saraoglu, and Tim Brown, *Proceedings of the Northeast Decision Sciences Institute Conference*, 1999. pp. 49-51.

"Diversifying a Fund Portfolio: The Impact of International Funds on Volatility," with Hakan Saraoglu, *Proceedings of the Northeast Decision Sciences Institute Conference*, 1999. pp. 61-63.

"Psychological Barriers in Major World Stock Indices" (with David Louton and Dale Domian), in the *Academy of Financial Services: Paper Abstracts*, October 1995.

"Do Public Utility Stocks Earn Superior Returns?" (with David Ketcham) in the *Proceedings of the Northeast Business and Economics Association*, September 1993.

BOOK REVIEWS

Review of *Studies in International Corporate Finance and Governance Systems*, edited by Donald H. Chew, in the *Journal of Financial Education* vol. 24, Fall 1998, 112-115.

PROFESSIONAL ASSOCIATIONS:

Academy of Business Education
American Finance Association
Financial Education Association
Financial Management Association

HONOR SOCIETIES, GRANTS, AND AWARDS:

Bryant University Alumni Association Distinguished Faculty Award (2012)

Omicron Delta Kappa , National Leadership Honor Society (2006)

Bryant University Faculty Award for Outstanding Service (2005-06)

CIBED Department of Defense Grant (1996)

Faculty Merit Award (1994, 2000, 2006)

Summer Research Award (1992, 1995, 1996, 2010)

Instructional Development Grant (2000, 2009)

Beta Gamma Sigma (1983)

Bentley College Presidential Award for Academic Excellence 1976 - 1979

Sandra LaFleur
6 Grandview Street
Natick, Massachusetts 01760
SandraWLaFleur@gmail.com
(508) 655-1673

EDUCATION

M.L.S., Simmons College, Boston, Massachusetts, 1982.

B.A., Theatre Arts, Mount Holyoke College, South Hadley, Massachusetts, 1981.

Board of Registrars, Town of Natick, MA
June 2013-April 2016

WORK HISTORY

Horn Library, Babson College, Babson Park, Massachusetts, Academic year.

2006-2007 Part-time Reference Librarian

2005-2006 Part-time Reference Librarian

2004-2005 Reference and Instruction Librarian

2003-2004 Part-time Reference Librarian

Provide fast paced, ready reference and in depth reference consultations in business and liberal arts subject areas for undergraduate and MBA students. Conduct formal bibliographic instruction sessions for Rhetoric classes, teach researching skills, and conduct follow up assessment of library instruction; handle Faculty and Administration research as assigned; provide telephone and email reference and passwords; participate in ongoing training in the use of over ninety business and academic databases covering global business, industry, financial resources, government documents, legal resources and liberal arts. Beta products and Web 2.0. Consult with colleagues daily regarding support of current coursework, other day to day trends in library services or pending programs. Train new employees and student workers in use of library business databases; assume responsibility in the absence of full time staff for decisions regarding passwords, functioning of databases, and failures of technology.

Projects included:

- Collection development in liberal arts and social sciences subject areas
- Recording scripts for online database instruction, using Camtasia
- Collection evaluation and weeding English, History
- Comparing online index coverage in Library databases of periodicals accessible in serials collections online and in hard copy in Horn Library periodical collection for overlap and inaccessibility

Annenberg Library, Pine Manor College. Chestnut Hill, Massachusetts, 1995-2003.

1997-2003 Acquisitions Coordinator. (Half-time salaried position)

Serve as the contact person for all collection development and ordering all library materials for library staff and faculty members, while continuing to provide reference services in

liberal arts and business subject areas as needed. In this position I was able to transform the Acquisition department from a paper, ledger-based accounting function, to an active and responsive online service useful to subject collectors and the Library Director. Participated in staff meetings, training, and worked collaboratively with colleagues on improvement projects in the library. Advised subject collectors on materials appropriate for the collection, monitoring spending. Responsible for collection development policy, the philosophy of which is to encourage subject collecting with an eye toward satisfying currency to support the curriculum and a culturally diverse community in art history, business/management, communications, dance, education English literature and languages, film, history, leadership, music, natural sciences, opera, theater, psychology, politics, social sciences. Worked closely with the Cataloger/Collection development librarian, the Webnet Administrator and the Library Director.

Responsibilities included:

- Installing and maintaining Sirsi Acquisitions database
- Entered all orders in the Sirsi database in short record OCLC MARC cataloging
- Tracking all budgets in the Acquisition Department, monitoring/cutting spending
- Communicating regularly with subject collectors, advising them on materials appropriate for the collection
- Participated in an online inventory of the Library collection, including weeding
- Authored the Pine Manor Collection development policy at the request of the Collection Librarian for inclusion in NEASC accreditation self study.

1995-1997 Part-time Reference Librarian.

Serve as Reference Librarian for the Pine Manor community evenings and weekends, working independently to provide full reference and library services in liberal arts and business to students and faculty. Instruct students in the use of Webcat (Sirsi online book catalog); use of internet resources and periodical data bases. Performed term paper and bibliographic instruction consultations, and projects for Head of Reference. Supervised work study students and circulation department functions.

OTHER WORK EXPERIENCE

Brennan Library, Lasell College, Auburndale Massachusetts. Reference Assistant, Spring 1985.

Newton Free Library, Newton, Massachusetts. Reference Assistant, Main Library, 1982-1983; Assistant Librarian, Newtonville Branch, 1983-1984.

Massachusetts Historical Society, Boylston Street, Boston, Massachusetts. Cataloger, Academic year, 1981-1982.

Harvard Theatre Collection, Houghton Library, Harvard University, Cambridge, Massachusetts. Reading Room Supervisor, May 1981-September 1983; Intern, 1981.

COMPUTER/RESEARCH SKILLS

- Familiarity with Microsoft Office Products, blogs, Social networking,
- Classes in HTML; Homesite, Dreamweaver; web updating (wysiwyg)
- Experience with Camtasia software, creating online tutorials
- Internet subject area websites; Government Web sites; Westlaw, Lexus Nexus.

- Business and Academic research databases including Factiva, Bloomberg, Capital IQ, Thomson, Forrester, IBISWorld, ISI Emerging Markets, Standard & Poor Industry Surveys, Infotrak, Ebscohost, Proquest and FirstSearch
- Sirsi system library database (public and internal)

NONPROFESSIONAL ACTIVITIES

Active in school parent organizations, 1988 to 2009: St. John School, Wellesley, Massachusetts; Montrose School, Natick, Massachusetts; Natick High School; Xaverian Brothers High School, Westwood. Other office work and campaign volunteer activities. Member of St. John the Evangelist Choir, Wellesley, MA., Alto and Email Scribe. Member and volunteer, Massachusetts Horticultural at Elm Bank.

ITEM TITLE: Senior Property Tax Exemption Study Committee

ITEM SUMMARY: a. Interview Richard Tresch
(Previously interviewed applicants: Andrew Eschtruth, Patricia Sciarra, Robert Caplin)
b. Discuss change in Committee composition

ATTACHMENTS:

Description	Upload Date	Type
Committee Charge and Composition	4/26/2019	Cover Memo
Committee Packet/Applications	4/24/2019	Cover Memo

Senior Property Tax Exemption Study Committee

Charge: The Senior Property Tax Exemption Study Committee will research and analyze the feasibility and the impact of the Town of Natick pursuing the adoption of a Senior Property Tax Exemption to lower the property tax of seniors who meet certain income, residency, and eligibility criteria for an annual property tax that is capped at a percentage of their annual income, or other senior property tax relief initiatives.

The Committee should make a report to the Board of Selectmen at their meeting of June 24, 2019.

Composition: Director of Assessing, Director of Council on Aging, Board of Selectmen Member, and Three Citizens At Large.

Profile

Richard

First Name

W

Middle Initial

Trescb

Last Name

tresch@bc.edu

Email Address

17 Loker Street

Street Address

Suite or Apt

Natick, MA

City

MA

State

01760

Postal Code

What district do you live in? *☒ Precinct 4

Home: (508) 655-6177

Primary Phone

Home:

Alternate Phone

Retired from Boston College July
2018

Employer

Professor Emeritus

Job Title

Which Boards would you like to apply for?

Senior Property Tax Exemption Study: Submitted

Are you a registered voter in the Town of Natick?☒ Yes ☐ No

Have you ever attended a Natick town meeting?☒ Yes ☐ No

Have you ever served on a board, committee, or commission in the Town of Natick?☐ Yes ☒ No**If yes, please list name(s) of board, committee or commissions, along with date(s) of service:**

Interests & Experiences

Why are you interested in serving on a board or commission? Are there any changes you would like to see to these boards, committees and/or commissions?

Invited to apply by Sue Salamoff because of my expertise in public finance.

Are you a graduate of the Natick Community Services Citizen's Leadership Academy?

☐ Yes ☒ No

Please list any skills or specialized knowledge you can bring to these boards, committees and/or commissions.

On the faculty of the Economics Department at Boston College for 49 years until my retirement last July. My area of expertise is public sector economics, which includes government spending, taxation, and federalism (the economic relationships between federal, state, and local governments).

Please list any professional affiliations.

American Economic Association

Let us know what other specialized interests or hobbies you might have.

Nothing particularly specialized. Just the usual for a retiree: , tennis, travel, reading, and the like.

[Tresch_CV_April_2019.doc](#)

Upload a Resume

April 2019

CURRICULUM VITAE

NAME: Richard W. Tresch

TELEPHONE:

Office: (617) 552-3671

Fax: (617)-552-2308

E-MAIL: Tresch@bc.edu

MARITAL STATUS: Married, two daughters

DATE OF BIRTH: November 26, 1943

PLACE OF BIRTH: E. Cleveland, Ohio

EDUCATION:

Institution

Major

Degrees

Williams College

Economics

B.A., 1965

M.I.T.

Economics

Ph.D., 1973-February

ACADEMIC HONORS AND AWARDS:

Phi Beta Kappa, Williams College

Board of Editors, American Economic Review, March 1988-March 1991

Named Massachusetts Professor of the Year, 1996, by the Carnegie Foundation for
the Advancement of Teaching

FIELD OF CONCENTRATION: Public Sector Economics

THESIS TITLE: Estimating State Expenditure Functions, 1954-69 (Completed, February
1973)

TEACHING EXPERIENCE:

M.I.T., Teaching Assistant (two years), Macro and Micro Principles
(undergraduate)

Boston College (forty-seven years), Principles, Public Finance (undergraduate), Tax
Policy (undergraduate), Welfare Economics (undergraduate), Public Finance
(graduate), Economic Theory Workshop (graduate), Independent Studies
(undergraduate), and undergraduate Honors Research

POSITIONS HELD:

Chairman, Department of Economics, Boston College, 1978-1982, Spring 1984, 1994-2000
 Director of Graduate Studies, Department of Economics, Boston College, 2008-2016
 Director of Undergraduate Studies, Department of Economics, Boston College, 2009-2010
 Emeritus Professor, retired, July 1, 2018-present
 Professor, 2002-2018
 Associate Professor, 1975-2002
 Assistant Professor, 1973-1975
 Instructor, 1969-1973
 President, Boston College Chapter of Phi Beta Kappa, 1976-2001

PROFESSIONAL ASSOCIATIONS:

American Economic Association

PUBLICATIONS

Two discussant papers presented at the New England Business and Regional Development Conference
 Instructor's Manual for Basic Economics (with Richard Eckaus)
 "State Governments and the Welfare System: an Econometric Analysis," Southern Economic Journal, July 1975
 "Estimating State Expenditure Functions: An Empirical Test of the Time Series Informational Content of Cross Section Estimates," Public Finance, No. 3-4, 1974
 "An Overview of a Quarterly Econometric Model of Massachusetts and Its Fiscal Structure," New England Journal of Business and Economics, Fall 1976
Public Finance: A Normative Theory, Business Publications, Inc., 1981 (graduate textbook)
Public Finance: A Normative Theory, Second edition, Academic Press, 2002; Third edition, Academic Press 2015; Fourth edition, Academic Press, under contract, forthcoming.
The Massachusetts Personal Income Tax, report to the Special Commission on Tax Reform, State of Massachusetts, October 30, 1986
 "Fundamentals Relating to the Economic Functions of Government," in Warren J. Samuels, ed., Fundamentals of the Economic Role of Government, Greenwood Press (1989)
Principles of Economics (West Publishing Company), January 1994. (Separate annual revised editions of the Micro and Macro splits, Cengage Learning Custom Publishing, currently 15th edition)
Public Sector Economics, Palgrave Macmillan, 2008 (published in Korean as well as English)

Public Sector Economics: Critical Concepts in Economics, (ed.), Four Volumes (Public Expenditures, Taxation, Distribution, Federalism), Routledge Major Works Series, Routledge, October 2009

COMPLETED PAPERS: "Optimal Fiscal Federalism in a First Best Environment with Dynastic Social Welfare"
 "Optimal Commodity Taxation and Public Production in a Federalist System of Governments with Dynastic Social Welfare"
 "Explorations into the Production of State Government Services: Education, Welfare, and Hospitals," with Andrei Zlate.

SPONSORED RESEARCH:

"An Econometric Analysis of the Massachusetts Economy and Its Fiscal Structure," with Anne Friedlaender, George Treyz, prepared for the Massachusetts State Government

Boston College Mellon Foundation Grant, Summer 1982, to begin work on a state budgetary model

Boston College Research Expense Grant, Summer 1985, to continue work on state budgetary model

"Estimating the Demand for State Government Services"

CONSULTING:

Consultant for Educational Testing Service on development of an introductory level test in economics

Consultant for Charles River Associates (primarily antitrust litigation and rate-setting deliberations, both public and private sector)

Consultant for James W. Lawson, P.C. (Railroad freight regulation)

REVIEWING

American Economic Review

Contemporary Economic Policy

Economic Inquiry

Economic Letters

International Economic Review

International Taxation and Public Finance

Journal of Economic Education

Journal of Economics

Journal of Finance

Journal of Human Resources

Journal of Public Economics

Journal of Public Economic Theory
Oxford Economic Papers
Public Finance Review
Regional Science and Urban Economics
Social Choice and Welfare

Manuscript Reviews for: Business Publications
 Little, Brown and Company
 Longman
 Richard D. Irwin
 McGraw-Hill
 Scott, Foresman
 Prentice Hall

OTHER:

Presentation on "Welfare Reform: Shared Views and Disagreements," Alex G.
McKenna Economic Education Series, Saint Vincent College, March 6, 1996.
External Reviewer: Economics Department, Stonehill College, 1994 and 2009.
External Reviewer: Economics Department, University of California-Riverside, 2016

Profile

Patricia

First Name

M

Middle Initial

Sciarra

Last Name

patti.sciarra@spftechnologies.com

Email Address

1 STEVEN CIR

Street Address

Suite or Apt

NATICK

City

MA

State

01760

Postal Code

What district do you live in? *☒ Precinct 7

Home: (508) 650-0946

Primary Phone

Mobile: (774) 279-0440

Alternate Phone

Self Employed

Employer

CPA

Job Title

Which Boards would you like to apply for?

Senior Property Tax Exemption Study: Submitted

Are you a registered voter in the Town of Natick?☒ Yes ☐ No

Have you ever attended a Natick town meeting?☒ Yes ☐ No

Have you ever served on a board, committee, or commission in the Town of Natick?☒ Yes ☐ No

If yes, please list name(s) of board, committee or commissions, along with date(s) of service:

Currently a Town Meeting member for precinct 7, Current Board Member of the Natick Affordable Housing Trust, Current Treasurer - Friends of Natick Community Services, Current Chair of Natick Republican Town Committee

Interests & Experiences

Why are you interested in serving on a board or commission? Are there any changes you would like to see to these boards, committees and/or commissions?

I am interested in protecting the ability of Natick senior citizens to stay in their homes despite the rising cost of property taxes

Are you a graduate of the Natick Community Services Citizen's Leadership Academy?

☒ Yes ☐ No

Please list any skills or specialized knowledge you can bring to these boards, committees and/or commissions.

I am a Certified Public Accountant so have skills related to finance and tax

Please list any professional affiliations.

MA Society of CPA's, AICPA,

Let us know what other specialized interests or hobbies you might have.

Interested in spending time with family and friends, reading, genealogy, gardening, yarn and enjoying life.

[Upload a Resume](#)

PATRICIA SCIARRA

1 Steven Circle
Natick, MA 01760

(508)650-0946
psciarra@verizon.net

EDUCATION

BENTLEY UNIVERSITY, Waltham, MA
Bachelor of Science in Accountancy
Masters of Science in Taxation

Graduated October, 1983
Graduated November, 1990

WORK EXPERIENCE

Self-Employed **March 1990 - present**
Certified Public Accountant - Accounting practice specializing in
bookkeeping and tax services for individuals and small businesses.

Price Waterhouse **June 1985- February 1990**
Tax Manager – oversaw tax preparation for multistate business entities,
foreign nationals and highly compensated individuals.
Senior Auditor – specialized in outside audits of banks and mutual funds.

CURRENT VOLUNTEER ACTIVITIES

Vice-President Natick Republican Town Committee
Natick Neighborhood Brigade
A Place to Turn

PAST VOLUNTEER ACTIVITIES

Natick Service Council - Holiday sponsorships
Catholic Memorial High School (2010-2011)
Marian High School Parents Association (2012-2015)
St. Paul Parents Teacher Association (2001-2009)
Adoption Community of New England, Treasurer (1998-2002)

OTHER

Town of Natick Citizen Leadership Academy – Graduate – November 2016

Profile

Andrew

First Name

D

Middle Initial

Eschtruth

Last Name

aeschtruth@gmail.com

Email Address

285 Bacon Street

Street Address

Suite or Apt

Natick

City

MA

State

01760

Postal Code

What district do you live in? *☒ Precinct 5

Mobile: (508) 801-4235

Primary Phone

Business: (617) 552-1729

Alternate Phone

Center for Retirement Research
at Boston College

Employer

Associate Director for External
Relations

Job Title

Which Boards would you like to apply for?

Senior Property Tax Exemption Study: Submitted

Are you a registered voter in the Town of Natick?☒ Yes ☐ No

Have you ever attended a Natick town meeting?☒ Yes ☐ No

Have you ever served on a board, committee, or commission in the Town of Natick?☒ Yes ☐ No**If yes, please list name(s) of board, committee or commissions, along with date(s) of service:**

Board of the Council on Aging

Interests & Experiences

Why are you interested in serving on a board or commission? Are there any changes you would like to see to these boards, committees and/or commissions?

I have been involved in conducting and disseminating research on aging policy -- particularly income security -- throughout my professional career (25 years). As a town meeting member and a member of the Board of the Council on Aging, I have been learning more about the needs of Natick's aging population. These include the need for older homeowners to receive property tax relief to help bolster their retirement security and maintain the ability to continue to stay in their home.

Are you a graduate of the Natick Community Services Citizen's Leadership Academy?

☒ Yes ☐ No

Please list any skills or specialized knowledge you can bring to these boards, committees and/or commissions.

I have an extensive background in retirement income security issues. From 1991-98, I was an analyst with the U.S. Government Accountability Office in Washington, DC. In this role, I studied corporate eldercare programs and the financial viability of and potential reforms to Medicare and Social Security. While at GAO, I served as a temporary aide to the chairman of the U.S. Senate Finance Committee during debates over proposed changes to Medicare. From 1998-present, I have served as the Associate Director for External Relations with the Center for Retirement Research at Boston College. During this time, I have helped develop the organization from a small start-up to a nationally recognized leader in research on retirement income security. Our Center covers a variety of issues related to money and retirement, including Social Security, employer-sponsored retirement plans (public and private sector), labor force issues involving older workers, health costs facing retirees, and the potential of using home equity to help support retirement income needs (including property tax deferral programs operated by Natick and other cities and towns in Massachusetts). My specific duties involve writing and editing publications, handling press relations, overseeing our website and social media activities, assisting with the overall management of the organization, and maintaining relationships with funders.

Please list any professional affiliations.

Member, National Academy of Social Insurance

Let us know what other specialized interests or hobbies you might have.

Running, reading, hiking, travel.

[aeschruth_resume_rev_2019.pdf](#)

Upload a Resume

ANDREW D. ESCHTRUTH

285 Bacon Street
Natick, MA 01760
(508) 801-4235
aeschruth@gmail.com

PROFILE | Communications leader. Skilled writer, editor, and public speaker. Excel at managing relationships with media, researchers, and funders. Adept at executing communication strategies to create high visibility for academic research among both professional and lay audiences.

WORK EXPERIENCE

Center for Retirement Research at Boston College | 1999-present

Associate Director for External Relations

Lead communications for nationally-recognized economic research organization.

- Oversee team responsible for publications, media relations, websites, conferences, and social media.
- Edit bi-weekly series of issue briefs on economic and policy research.
- Manage corporate partnerships with financial services firms.
- Represent organization as spokesperson to a variety of audiences, including press, financial professionals and policy practitioners.
- Serve as liaison to program officials at government agencies and foundations.
- Co-author of consumer guides on personal finance and retirement.

U.S. General Accounting Office | 1991-1999

Senior Evaluator, Accounting and Information Management Division

Evaluator, Health, Education, and Human Services Division

Led project teams analyzing federal fiscal policy and Social Security financing.

- Co-authored congressional reports and testimony, including analysis of implications of investing Social Security Trust Fund revenues in equities.
- Received outstanding performance recognition.
- Served on special assignment as legislative assistant to Senator William V. Roth, Jr., chairman, U.S. Senate Finance Committee.

PROFESSIONAL ACTIVITIES

Member, National Academy of Social Insurance

SELECTED PUBLICATIONS

- “Modernizing Social Security: Minimum Benefits” with Alicia H. Munnell. 2019. *Issue in Brief* 19-2. Chestnut Hill, MA: Center for Retirement Research at Boston College.
- Falling Short: The Coming Retirement Crisis and What to Do About It* with Charles Ellis and Alicia H. Munnell. 2014. New York, NY: Oxford University Press.
- Why Target Date Funds?* with Steven A. Sass and Alicia H. Munnell. 2011. Chestnut Hill, MA: Center for Retirement Research at Boston College.
- The Social Security Claiming Guide* with Steven A. Sass and Alicia H. Munnell. 2009. Chestnut Hill, MA: Center for Retirement Research at Boston College.
- The Social Security Fix-It Book* with Steven A. Sass and Alicia H. Munnell. 2009. Chestnut Hill, MA: Center for Retirement Research at Boston College.
- “Employers Lukewarm About Retaining Older Workers” with Steven Sass and Jean-Pierre Aubry. 2007. *Work Opportunities Issue in Brief* 10. Chestnut Hill, MA: Center for Retirement Research at Boston College.
- “Will Reverse Mortgages Rescue the Baby Boomers?” with Wei Sun and Anthony Webb. 2006. *Issue in Brief* 54. Chestnut Hill, MA: Center for Retirement Research at Boston College.
- “National Saving and Social Security Reform” with Robert Triest. 2005. *Just the Facts on Retirement Issues* 18. Chestnut Hill, MA: Center for Retirement Research at Boston College.
- “Are Older Workers Responding to the Bear Market?” with Jonathan Gemus. 2002. *Just the Facts on Retirement Issues* 5. Chestnut Hill, MA: Center for Retirement Research at Boston College.
- “Budget Surpluses: Experiences of Other Nations and Implications for the United States.” 1999. Washington, DC: U.S. General Accounting Office.
- “Social Security Financing: Implications of Government Stock Investing for the Trust Fund, the Economy, and the Budget.” 1998. Washington, DC: U.S. General Accounting Office.
- “The Deficit and the Economy: An Update of Long-Term Simulations.” 1995. Washington, DC: U.S. General Accounting Office.

EDUCATION

Duke University, M.P.P. in Public Policy, 1991
University of Michigan, B.A. in Political Science, 1989

ADDITIONAL EXPERIENCE

Member, Natick Town Meeting, 2015-present
Member, Board of Natick Council on Aging, 2017-present

Profile

Robert

First Name

E

Middle Initial

Caplin

Last Name

bobcaplin@gmail.com

Email Address

5 Crest Rd

Street Address

Suite or Apt

Natick

City

MA

State

01760

Postal Code

What district do you live in? *☒ Precinct 5

Home: (508) 655-7686

Primary Phone

Home:

Alternate Phone

Retired

Employer

Job Title

Which Boards would you like to apply for?

Senior Property Tax Exemption Study: Submitted

Are you a registered voter in the Town of Natick?☒ Yes ☐ No

Have you ever attended a Natick town meeting?☒ Yes ☐ No

Have you ever served on a board, committee, or commission in the Town of Natick?☐ Yes ☒ No

If yes, please list name(s) of board, committee or commissions, along with date(s) of service:

Interests & Experiences

Why are you interested in serving on a board or commission? Are there any changes you would like to see to these boards, committees and/or commissions?

I have lived in Natick for 24 years and never served on a Town committee. I am now retired and feel that my strong analytical tax skills and experience would add value to the Senior Property Tax Exemption Study committee.

Are you a graduate of the Natick Community Services Citizen's Leadership Academy?

☐ Yes ☒ No

Please list any skills or specialized knowledge you can bring to these boards, committees and/or commissions.

Through my 30 plus years of experience in large financial organizations, I have developed strong spreadsheet, database, and tax research and analysis skills which I have applied to create financial and tax applications. I have a BS in Accounting, MS in Taxation, and IT degrees and certifications. Although I am retired, I have retained my MA CPA license.

Please list any professional affiliations.

MA Certified Public Accountant

Let us know what other specialized interests or hobbies you might have.

I enjoy vegetable gardening (JJ Lane Community Gardens and home garden), bike riding, walking and attending local community events, especially concerts. I was Treasurer of TCAN in its storefront years and Treasurer of the Wellesley Tennis Association for about 20 years.

[Bob_Caplin_Resume.doc](#)

Upload a Resume

ROBERT E. CAPLIN, CPA

5 Crest Road, Natick, MA 01760 • (508) 655-7686 • bobcaplin@gmail.com

BUSINESS SYSTEMS ANALYST

Versatile CPA/ IT professional who offers extensive business experience, including a unique combination of tax / business systems and information technology expertise in diversified business environments. Effective communicator and team player adept at enhancing bottom line profitability by increasing tax reporting efficiency, as well as accuracy and planning tools for large, publicly traded corporations.

PROFESSIONAL EXPERIENCE

J.P. MORGAN WORLDWIDE SECURITIES SERVICES, Boston, MA 2006 - 2015

Assistant Vice President (Business/Systems Analyst), Information Technology (12/2007-2015)

Coordinate the design, development and review of client specific reports and data extracts for mutual fund, institutional accounting and mutual fund Tax department clients.

- Design client specific reports and data extracts from specifications in Business Requirement Documents.
- Write queries that extract data from Oracle accounting database and compare results to SUNGARD accounting system data.
- Prepare technical instructions for off shore Developers to create tables and stored procedures that store report data.
- Create Namespaces in IBM Cognos Business Intelligence that map table columns to Cognos Framework Manager.
- Prepare report design instructions for Developers to create client specific Fund Accounting and Institutional Accounting reports using Namespaces and Cognos Report Writer.

Assistant Treasurer, Mutual Fund Tax Department (6/2006 – 12/2007)

Provided technology support for Department that prepared 400 regulated investment company fiscal and excise tax provisions, federal and state tax filings and year-end shareholder information.

STATE STREET CORPORATION, Boston, MA

1996 - 2006

Assistant Vice President, Corporate Tax Department

Managed sales/use tax planning, compliance and audit functions.

- Developed policies, procedures and strategies to minimize use tax with Strategic Sourcing, Accounts Payable and business areas. Initiated a reverse sales tax audit.
- Developed procedures to efficiently collect use tax data and prepare tax returns with Accounts Payable Department. Reviewed monthly use tax returns.
- Researched taxability of sales and use tax transactions (primarily for technology related purchases) and discussed with internal counsel.
- Managed all aspects of sales tax audit, including responding to information requests and analyzing and summarizing work papers.
- Prepared state use tax registration forms, abatements and amnesty filings.
- Managed Internal Revenue Service Federal tax audit and state and city income tax audits.
- Met with auditors, responded to information requests, and analyzed and summarized audit work papers to determine technical accuracy.
- Prepared state apportionment work papers for State Street Bank for filing in forty states.
- Developed applications to improve efficiency and accuracy of Corporate Tax Department.
- Led team to reengineer the quarterly close, federal tax compliance and forecast processes. Designed Access database that accepts trial balance download and automatically populates general ledger driven tax adjustments for each legal entity.

- Developed Federal taxable income calculation model using Excel and Visual Basic for Applications.
- Designed Access databases to track IRS audit information document requests and proposed adjustments, tax payments and refunds, state apportionment factors, partnership information and partnership K-1s and functional currency translation adjustments.
- Led team to implement tax compliance software application from 1997 to 2005 using Insource and AACTS tax software applications. Implemented Form M-3 for 2004 and 2005.

ERNST & YOUNG LLP, Boston, MA

1993 - 1996

Senior Tax Associate

- Applied technology to streamline corporate and partnership tax compliance process.
- Developed the Partner Bridge process that enabled users to prepare partner K-1s directly from Excel bypassing the tax software application.
- Trained and provided technical support to tax professionals in the use of CLR/Fasttax products, including the Corporate, Partnership and Partner Bridges and partnership compliance software.
- Prepared and reviewed large consolidated, federal and multi-state corporate tax returns and partnership, regulated investment company and individual tax returns.

S. ROTHMAN AND CO., P.C., Boston, MA

1989-1991 & 1984-1986

Senior Accountant

- Performed compilation, review and audit engagements of closely held business entities.
- Prepared and reviewed tax returns of individuals, corporations, partnerships and trusts.
- Corresponded with IRS and state revenue departments on behalf of clients.
- Trained and supervised staff accountants.

TOBIN AND WALDSTEIN, CPAS, Newton, MA

1986-1989

Staff Accountant

- Performed audit engagements for real estate limited partnerships.
- Prepared tax returns and financial statements for corporations and partnerships.

TECHNOLOGY TRAINING / CERTIFICATIONS

Applications Developer, JP Morgan Technology University, July 2014

Business Analyst, JP Morgan Technology University, July 2013

Microsoft Certified Professional (MCP), Designing and Implementing Databases with Microsoft SQL Server, 2000 Enterprise Edition

Client/Server Application Development Certification, Boston University Corporate Education Center, June 2000

Microsoft Office Specialist Certification, Excel 2000 Expert

Microsoft Office Specialist Certification, Access 2000 Core

EDUCATION/MILITARY EXPERIENCE

MS, Taxation, Bentley University, Waltham, MA


BS, Accounting (cum laude), University of MA, Lowell, MA

Veteran, Massachusetts Army National Guard




SENIOR PROPERTY TAX EXEMPTION STUDY


BOARD DETAILS




OVERVIEW



SIZE 6 Seats



TERM LENGTH



TERM LIMIT

Seeking Applicants now....

The Senior Property Tax Exemption Study Committee will research and analyze the feasibility of the Town of Natick pursuing the adoption of a Senior Property Tax Exemption to lower the property tax of seniors who meet certain income, residency, and eligibility criteria for an annual property tax that is capped at a percentage of their annual income, or other senior property tax relief initiatives.

Committee will be made up of Natick's Director of Assessing, Director of Council on Aging, Board of Selectmen Member and three citizens-at-large.



DETAILS

ENACTING RESOLUTION

ENACTING RESOLUTION
WEBSITE



SENIOR PROPERTY TAX EXEMPTION STUDY

BOARD ROSTER



VACANCY



VACANCY



VACANCY



VACANCY



VACANCY



VACANCY

ITEM TITLE: Accept MathWorks Scholarship Committee Recommendations for Scholarship Recipients

ITEM SUMMARY: a. Kyle Whitecross
b. Kaitlyn Wong

ATTACHMENTS:

Description	Upload Date	Type
Mathworks Report	5/9/2019	Cover Memo

The MathWorks Scholarship Committee

Report - May 2019

Committee Chair: Lenore Freitas

Committee Members: Sarah Burr, Gregg Cohen, Brian Fay, Richard Williams

The scholarship committee would like to start by thanking Mathworks for their generous support of Natick students. We are continually grateful for the commitment that Mathworks has shown our community.

As in prior years the MathWorks Scholarship selection process was a challenge. This year in our application pool, we had 30 candidates, including students from Natick High School and from private schools.

During our evaluation process, the Committee reviewed all applications and ranked them based on academic achievement, a student essay, and a demonstrated commitment to math and science. We then interviewed the top candidates. This was, as always, the most interesting part of the process.

Although it was a difficult decision, the committee identified two students whom we would like to recommend for the MathWorks award. These students are Kyle Whitecross and Kaitlyn Wong.

Kyle Whitecross is a senior at Natick High School. Kyle is one of the top students in his class. He has taken an impressive course load which included, 9 AP classes, a math class above AP calculus and two college computer science courses at night. Outside of class Kyle founded the Computer Science club and work a number of jobs that utilized his computer science knowledge. Additionally, Kyle captained the Science Bowl Team at Natick High. Kyle will be attending UCLA in the fall.

Kaitlyn Wong is a senior at Natick High School. While being ranked as one of the top students in her class Kaitlyn took 9 AP classes and a math class above AP calculus. Outside of class Kaitlyn was a founding member of the Girls in Stem club and captained the Swim & Dive team. Kaitlyn was also very active with a number of community service organizations. Kaitlyn will be attending Northeastern in the fall.

It is with great pleasure that we recommend these students for the MathWorks scholarships. Their commitment and passion for learning will ensure their success at college and beyond.

ITEM TITLE: Request to Site Food Truck on Home Depot Property - Douglas Gordon
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Application Materials	5/10/2019	Cover Memo
Police Recommendation for Approval with Stipulations	5/13/2019	Cover Memo
Request	4/26/2019	Cover Memo
Other Information	4/26/2019	Cover Memo
BOS Food Truck Policy	4/26/2019	Cover Memo
Food Truck Review Process-K. North	4/26/2019	Cover Memo

Food Truck Review Process:

The request from Douglas Gordon is for approval of a food truck at the Home Depot at 339 Speen Street in Natick.

The Board of Selectmen are authorized to issue an Annual Privilege permit for Food Trucks at any location within Natick, including private property.

Mr. Gordon should submit an application for a Food Truck Annual Privilege permit to the Board of Selectmen, which includes the following information:

- Description of Truck and food services provided.
- Days of week and hours of Operation of Truck .
- Written approval from the private land owner to operate the Food Truck on the private property.
- Specific description, with map if possible, of where on private property food truck will be located. Indicate if utilizing existing parking spaces, locations of nearest crosswalks.
- Copies of other applications and, if applicable, subsequent approvals filed within the Town of Natick for the Food Truck (ie, the Board of Health, Zoning, Building).
- Fee in the amount of \$100 paid to the Town of Natick (unless Mr. Gordon already has a Common Victualers Permit issued by the Town of Natick, then there is no fee).

Once received, the BOS will submit copies to the Zoning Enforcement Officer, the Board of Health, the Building Department, and the Parking Safety Officer for review, or to indicate that review has previously been completed. Those Departments should review the application, based on the issues set forth in the Town of Natick Food Truck Policy

Once all of the above-reviews have been completed, the BOS will review the complete file and may issue the Annual Privilege permit.





Proposed Menu:

Breakfast Sandwiches, Pastry's, muffins etc. (TBD)

Cheeseburgers (\$5.99)

Italian Sweet & Hot Sausages (\$7.99)

Steak N Cheese Subs (\$8.99)

Marinated Chicken Sandwiches (\$7.99)

Salads (garden, Caesar, add chix etc.) (\$7.99)

Chicken Parm Sandwiches (\$8.99)

Veggie Burger (\$5.99)

¼ All Beef Hot Dog (\$3.99)

Lamb or Chicken Gyro (\$8.99)

Chicken Fingers & French Fries (\$8.99)

Fried Dough (\$5.00)

Fried Oreos (\$5.00)

20 oz Cold & Hot Beverages (\$2.00)

16 oz Fresh Squeezed Lemonade & Lime Rickey's (\$3.00)

All Sandwiches will be served on large size Torpedo Rolls and Burgers will be served on Bulky Rolls.

Our Company has been in business for over 25 years and has grown and evolved tremendously. We work with many different entities for stadium, sporting fields, concert venues, pool side café's, smoothie bars etc. We are the pioneers for creating the sausage vending at Fenway Park back in the 80's and in addition were exclusive outside vendors in all parking lots, 50 yard lines and end zones for the New England Patriots reporting directly to Jonathan Kraft. We hold long term contracts with the City of Boston and are one of the few allowed to vend on City Hall property. We believe in creating mutually beneficial business relationships with our business partners and nature those relationships. We are excited to work with a Home Depo and understand what it takes to make us both successful. In addition, we hope to bring on more stores and increase our foot print for stores that make sense for both parties.

Sincerely,

Douglas Gordon

References:

Sysco Foods Kevin O'Conner 617-803-6122

Coke Cola of New England Erika O'Brien 508-479-1579

Costa Foods Danny Aidonidis 617-593-6604



Patricia O'Neil <poneil@natickma.org>

Fwd: Street Eats Program

2 messages

Douglas Gordon <gordon.doug4@gmail.com>
To: Patricia O'Neil <poneil@natickma.org>

Thu, May 9, 2019 at 8:15 AM

I will be there at nine am to see you....Please find the H Depo standard operating agreement that I filled out and sent to them last week. In addition please find the menu, some basic experience and some references if needed. I have everything else for you.

Hours of operation will be 9 am to 6pm daily but will be subject to change based on weather especially in winter and foot traffic after we understand the foot traffic. see you in a bit...thx

----- Forwarded message -----

From: **Peterson, Lindsey** <LPeterson@bestvendors.com>
Date: Fri, Jan 4, 2019 at 2:04 PM
Subject: Street Eats Program
To: gordon.doug4@gmail.com <gordon.doug4@gmail.com>

Thanks for your interest in our program!

If you have already spoken to the store manager about operating at their location, excellent! If not, it is a good idea to find out if they would like to have a food operator. Also verify that the city and/or county will allow a food operator at that site. There is a monthly fee for each location. Do you have the store number or address for the site you are interested in? If so, let me know and I can see if it is available and what the monthly fee is for that location.

The next step is to review our application. I've attached it to this email.

Fill it out and submit it with the \$100 application fee. This does NOT guarantee a location and it is non-refundable.

We run a background check and review the application.

Once approved by Street Eats and store management, a contract package is issued to you. It is a 30 day agreement that automatically renews until either party gives notice.

Thanks!

Lindsey Peterson-Smilely

o: 763.287.7262 | f: 855.728.4119

www.bestvendors.com/street-eats

Street Eats Limited, a division of Best Vendors Management

Follow us on social media!



S T R E E T E A T S L I M I T E D

STREET EATS LIMITED TEMPORARY FOOD SERVICE OPERATOR APPLICATION

INTRODUCTION

Thank you for your interest in the Street Eats Limited temporary food service operator program (the "Temporary Operator Program"). Please review this Application carefully. **If you would like to apply, there is a non-refundable \$100.00 application fee (check or money order) that must accompany your completed application. Applications will not be processed without the application fee.**

Under the Temporary Operator Program, we grant independent operators the right to operate mobile food service carts, kiosks and trailers ("Food Service Units") at national retail locations. The rights are granted under "master" agreements that we enter into with the national retailers. The rights granted are temporary in nature in that each placement may be terminated by us or the operator, on short notice (usually 30 days or less).

We deal only with Food Service Unit operators. We do not deal with franchisors, management organizations, placement organizations or others who would transfer or "broker" placements that we award. To be clear, the rights that we award may be used only by the person(s) to whom we award them and may not be sublicensed, subcontracted, sublet or otherwise transferred or assigned to any other person(s).

Please review this Application carefully. If you are interested in applying for participation in the Temporary Operator Program, please complete the questionnaire found on pages 5 – 7 and then sign and return this Application to us.

The completed application should be returned to Street Eats Limited at 4150 Olson Memorial Hwy, Suite 200, Minneapolis, MN 55422. Faxed applications will not be accepted. Requests regarding the status of your application must be mailed to the above address or contact us by phone at 800-747-8363.

APPLICATION AND CONTRACTING PROCESS

If you would like to apply for participation in the Temporary Operator Program, please complete the questionnaire found on pages 5 – 7 and then sign and return this Application to us. Please be sure to keep a copy for your records.

If we find your Application of interest, we may keep it on file for consideration if the opportunity to place a Food Service Unit at a location that you identify arises. If we determine to award a placement to you, we will so notify you in writing. At that time, we will provide you a written Food Service Operator Agreement and a copy of our Operations Manual for your review. If you find that Food Service Operator Agreement and that Operations Manual acceptable, you will sign and return the Food Service Operator Agreement to us. If we decide to complete the placement, we will then sign the Food Service Operator Agreement and return a copy to you. It is only at this point that a placement will have been awarded.

Please be sure that you understand this process. Your completion and return of this Application to us will not guarantee you any placement. Additionally, our submission of a Food Service Operator Agreement to you for a particular location will not constitute an award of that location to you. Again, a location will have been awarded to you only when we have signed a Food Service Operator Agreement with you for that location. Until that time, you may have no assurance that a location will be awarded to you and you should not take any action in preparation to operate at any location.

Our application and review process will typically take a minimum of 2-6 weeks and may take longer due to obtaining corporate approval. We anticipate that you may contact us from time to time to inquire as to the status of your Application or the availability of a location. We will always do our best to answer any questions that you may have. However, nothing that we tell you will constitute the award of a location to you. Again, a location will have been awarded to you only when we have signed a written Food Service Operator Agreement with you for that location.

Until and unless you are directed to do so by us, you should not contact the management of the retail stores that you identify in this Application. Such contact only makes our process more difficult and may cause us to disregard your Application.

MINIMUM REQUIREMENTS

In order to operate in the Temporary Operator Program, you must meet (or be able to meet) the requirements set forth below (in addition to any requirements which may be set forth in your Food Service Operator Agreement). These requirements are also found in our Temporary Food Service Operations Manual which can be reviewed on our website at www.streats.net. Please do not submit this Application to us if you do not or cannot meet these requirements.

1. You must have at least 2 years experience in the Food Service Industry.
2. You must own or be able to acquire the Food Service Unit that you intend to operate.
3. Your Food Service Unit must be professionally manufactured by an established and reputable manufacturer within the mobile food service industry and must be NSF certified/listed.
4. You must have the financial ability to bear the costs associated with the operation of your Food Service Unit, including the costs of:
 - A. Employing all necessary personnel;
 - B. Acquiring all necessary equipment;
 - C. Acquiring all necessary permits and licenses;
 - D. Acquiring and carrying sufficient inventory;
 - E. Installing your Food Service Unit at its location;
 - F. Keeping your Food Service Unit in a "first class" and new or like new condition;
 - G. Paying us the fees and charges which will be due under your Food Service Operator Agreement; and
 - H. Carrying the insurance coverage that will be required under your Food Service Operator Agreement (we will require a minimum of \$2,000,000 in comprehensive general liability coverage). Street Eats Limited and the National Account must be listed as "additional insureds."
5. You must be certified under the ServSafe program or a similar and equivalent program.
6. No one associated with you may be employed with the national retailer at the location in which you operate.
7. You acknowledge that it is your policy to conduct background checks on all employees working for you at any facility placed at the national retailer's location.

OPERATIONAL INFORMATION

Information regarding the manner in which Food Service Units must be operated under the Temporary Operator Program is set forth below. Please do not submit this Application to us if any of this information is objectionable to you.

Food Service Units

1. The type and appearance (size, color, configuration, etc.) of the Food Service Unit must be approved by us in writing. Once a Food Service Unit has been placed into operation, no change may be made to its appearance without our prior written consent.
2. The Food Service Unit must be new or in like-new condition. The exterior of the Food Service Unit must be cleaned, repaired and repainted or resurfaced, as determined by us, to keep the Food Service Unit in like-new condition.
3. No signage of any type may be displayed on or at the Food Service Unit unless that signage has been approved by us in writing. In no event may any signage displayed on or at the Food Service Unit contain our name or the name of the national retailer or any trademark, service mark, logo or other commercial symbol owned by or associated with us or the national retailer.
4. The Food Service Unit must be located outside the retail store at which it is operated unless otherwise agreed by us in writing.
5. The specific area at which the Food Service Unit is operated is subject to change without advance notice.

Fees

1. We charge a flat monthly fee for each location.
2. Fees are due us on or before the first day of each month and must be accompanied by our standard form operating statement.
3. Fees are not abated by reason of inclement weather or other conditions which may result in the Food Service Unit being inoperable.
4. Fees may be reviewed annually and can be subject to change at our discretion.
5. We require an advance deposit as security for fees to be paid.
6. We require a one hundred dollar (\$100.00) non-refundable application fee (check or money order).

Days/Hours of Operation

1. Food Service Units must be operated 7 days a week, unless we agree otherwise in writing.
2. Operating hours must be tied to the business hours of the retail store at which the Food Service Agreement is operated for maximum sales potential.
3. Time off for vacations or maintenance must be reported to us at least 30 days in advance. In the case of vacations, arrangements must be made for an employee to work at the Food Service Unit and we must be notified as to how to contact that employee.

S T R E E T E A T B L I M I T E D TM

4. If a Food Service Unit will not be operated on any day because of sick leave, family emergency or like circumstances, we must be advised as early in that day as is possible.

Menu

1. All menu items must be approved by us in writing in advance.
2. Value meals, kids meals, senior discounts and other daily and/or weekly specials are encouraged. Plans for these types of programs should be included in your responses to the questions found on pages 5 - 7.

Dress Code

All persons working at the Food Service Unit must:

1. Wear a collared shirt with sleeves (short sleeves are acceptable, tank tops and bikinis are not);
2. Wear only knee length, hemmed, walking shorts, if shorts are worn (cut offs are not permitted);
3. Wear casual pants (pants with holes or that are fraying are not allowed);
4. Wear gloves at all times when handling food, and change any gloves which come into contact with anything other than food;
5. Tie back or otherwise contain hair that extends one inch or more below the ear;
6. Wear full sized aprons at all times;
7. Wear hats that advertise the name of the food service operation or products sold at the Food Service Unit; and
8. Otherwise wear clothing that is neat and clean and which projects a professional image.

QUESTIONNAIRE

If you wish to submit this Application to us, please provide us the information requested below. Please note that we are not in a position to treat any information that you provide us in a confidential manner.

1. What is the name of your business you intend to operate from a legal perspective.
DAC Concessions, DBA Boston Events
2. Please indicate whether you are a: ☐ sole proprietorship, ☒ corporation, ☐ limited liability company, ☐ partnership, ☐ other (please explain): _____
3. What is your Federal employer identification number? 46-2058098
4. If you are not a sole proprietorship, in what state is your business incorporated/organized? _____
When was it incorporated or organized? _____
5. What is your address? 21 Daniels Rd Framingham MA 01701
6. What is your phone #? 6177198034 mobile #? 6177198034 fax #? _____
7. What is your email address? GORDON.Doug4@gmail.com
8. If you are not a sole proprietorship, please identify all of your officers, directors, managers, governors, shareholders, members or partners. For each person listed, please identify the status of that person within your organization, i.e., is that person an officer (if so, please specify his or her title), director, manager (please specify title), governor, shareholder, member or partner.

<u>Name</u>	<u>Address</u>	<u>Status</u>
<u>Douglas Gordon</u>	<u>21 Daniels Rd Framingham MA 01701</u>	<u>President</u>

9. Please list the locations in which you are interested. Please note that you will only be considered for these locations. **Remember to do your due diligence prior to completing this application and check with your local municipalities for restrictions, if any, on outside food service; and for general requirements.**

<u>Retailer</u>	<u>Store Number</u>	<u>Address</u>
<u>H. Depo.</u>	<u>Spew St.</u>	<u>Natick MA</u>

10. What type of Food Service Unit do you propose to operate? Food Trailers

Is it NSF certified / UL listed? ☒ Yes ☐ No. (If you are unsure, please visit www.nsf.org for information on NSF equipment standards and www.ul.com/regulators under the related links section click on "The UL Mark" for UL equipment standards).

Please attach: A diagram of the Food Service Unit; A short description of the Food Service Unit's specifications (i.e., electrical, propane, burners and refrigeration); and Photographs of the top, front, side and rear views of the Food Service Unit.

11. If you do not currently own the Food Service Unit that you propose to operate, where will you acquire that Food Service Unit?
Currently Own + Operate
12. Where will you store your Food Service Unit when it is not in operation (typically, you will not be able to store it at the retail store at which it is operated)?
Framingham / Woburn.
13. Please describe how and where you will restock items during peak business hours.
Trailer will be stocked DAILY for days sales
14. Do you operate out of a commissary? X Yes No
Note: A commissary is a food service establishment or any other establishment where food and/or supplies are stored, prepared or packaged, where utensils are sanitized, and waste water from the vehicle is discarded.
15. Please attach the menu that you propose to use. Please include all products to be offered and indicate all portion sizes, quantities, brands and selling prices.
16. Please identify all other locations at which you operate (or have operated) Food Service Units:
- | Location | Dates | Type of Unit | Reference (name & phone number) |
|-------------------------|--------------|---------------|---------------------------------|
| Wellesley BSC. | 2015 to DATE | patio Seating | |
| Holliston Fair Festival | 2016 to DATE | Trailers | Theresa Barlow. |
17. Have you or any of your officers, directors, managers, employees, shareholders, members or partners ever been convicted of, or entered a plea of guilty or nolo contendere to, a felony criminal charge? Yes X No.
 If yes, please explain: _____
18. Please attach a brief statement, in letter or resume format, of your qualifications and your experience in the mobile food service industry. Please include three business references.
See info provided separately

STREET EATS LIMITED™

SIGNATURE

If you wish to submit this Application to us, please read and sign the certification and agreement set forth below. In that certification and agreement, the terms "I" and "we" mean both the person signing below and the applicant named in this Application.

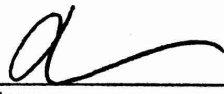
I hereby certify and agree that:

1. I have read this Application carefully and I understand its contents;
2. To the best of my knowledge and belief, the information provided to Street Eats Limited herein and herewith is true, accurate and complete in all material respects;
3. I will treat any information that Street Eats Limited provides me with respect to the Temporary Operator Program confidentially and will use such information solely for the purpose of participating in the Temporary Operator Program;

Without limiting the generality of the foregoing, if Street Eats Limited sends me a copy of its Operations Manual, I will treat the contents of that Operations Manual confidentially. I understand that Street Eats Limited is under no obligation to treat any information that I provide to it in a confidential manner

4. I understand that my signature grants permission to contact consumer credit reporting agencies, commercial credit reporting agencies, to conduct a criminal background check, and to contact bank and trade references as necessary. I may obtain a copy of the Fair Credit Reporting Act at www.ftc.gov/os/statutes/fcra.htm.

Dated: 5/10/19


Signature

Social Security # 020466232

Daylon Gordon
(Type or Print Name)

Date of birth 11/26/69

The following items must accompany your completed application. Your application will not be processed without these items. Please check each box as it is completed.

- ☒ A non-refundable \$100.00 application fee (check or money order)
- ☒ Color photographs of the food service unit you intend to operate.
- ☒ Please enclose a menu that you propose to use.



Patricia O'Neil <poneil@natickma.org>

Food Truck Review Process

8 messages

Patricia O'Neil <poneil@natickma.org>
To: Douglas Gordon <gordon.doug4@gmail.com>

Tue, Apr 30, 2019 at 1:08 PM

Hi Doug. I'm sending you the food truck process review that was submitted to us by Town Counsel and discussed at last night's meeting. We don't have an official application yet -- I'll be creating one at some point, but I don't want you to have to wait on that. If you can just pull the info together, we can go from there. Try to be somewhat specific about how/where the food truck will be parked because we will have to submit this to our safety officer before it goes back to the Board on 5/13.

I'm glad you were finally able to come before the Board -- it looks like things will work out in your favor. Thanks for **ALL** your patience!

--

Trish O'Neil
Executive Assistant
Town of Natick
13 East Central Street
Natick, MA 01760
P: 508-647-6410
F: 508-647-6401
poneil@natickma.gov
www.natickma.gov

 **Food Truck Review Process-Town Counsel.pdf**
5K

gordon.doug4@gmail.com <gordon.doug4@gmail.com>
To: Patricia O'Neil <poneil@natickma.org>

Tue, Apr 30, 2019 at 4:37 PM

Thx you a bunch for everything! I finally tracked down h depo mgr and we r meeting Thursday to look over the site and see where best to put out of the way from pedestrian traffic etc. I think at this point that will be the major hurdle but easy to fix. Back in touch soon. Health and fire permit can take one day so easy enough.

[Quoted text hidden]

<Food Truck Review Process-Town Counsel.pdf>

Douglas Gordon <gordon.doug4@gmail.com>
To: Patricia O'Neil <poneil@natickma.org>

Mon, May 6, 2019 at 9:18 AM

please find the location for our trailer when discussion with store mgr. It abutt's a large enough curb (embankment) that will allow clients to stand on and order and be completely out of the way of impeding traffic. Hope this helps...DG

[Quoted text hidden]

H Depo Map with location05062019_0000.jpg
995K

LOCATED AT STORE FRONT
 ER AS INDICATED ON SITE PLAN.
 T BE KEPT CLEAR FOR

LOCATED IN STORE FRONT
 NTER AS INDICATED ON SITE
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ALL BE 1/3 OF THE DISTANCE
 WAY AND ANY BUILDING LINE.
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T APPROVAL

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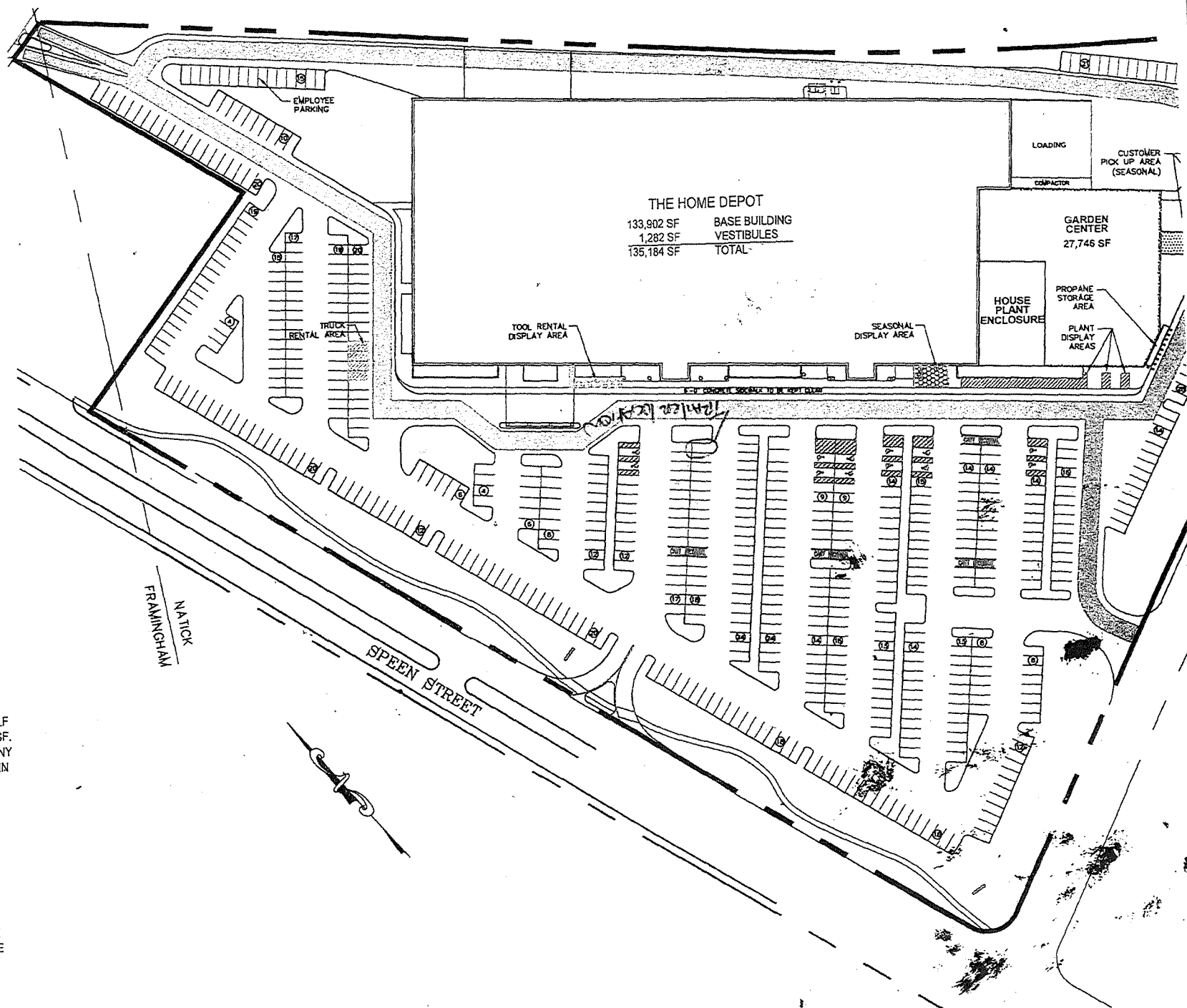
IT APPROVAL

MORE THAN 30 MINUTES AFTER
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 E THAN ONE SIGN AFFIXED TO ANY
 AVE MORE THAN THREE SIGNS IN
 SIGN.

AND INSTALLED TO MINIMIZE
 /.

E

ARDOUS MATERIALS SHALL BE
 US SURFACES WHICH SHALL BE
 3E.



PHONE – 508-647-6460

OFFICE OF THE
BOARD OF HEALTH
13 EAST CENTRAL STREET
NATICK, MA 01760

80#
FAX – 508-647-6466

MOBILE FOOD UNIT

ANNUAL INFORMATION SHEET

Date 5/8/19

Name of Mobile Unit Establishment: DAG Concessions DBA Basta Events

Type of Mobile Unit:

☐ Push Cart ☐ Ice Cream Truck ☐ Canteen Truck ☒ Full Service Food Truck

Base of Operations or Commissary where supplies and daily cleaning of mobile food unit is provided:

Name Landmark Fw Foods

Address 3 Oakland St Woburn MA 01801

Items to be included with this application:

- A copy of the local permit of the Base of Operations or Commissary
- A letter from your Base of Operations or Commissary confirming that you are authorized to use the facilities for your permitted mobile food unit
- Ice Cream Truck Drivers/Servers must obtain State and Federal Criminal History Records. Contact your local police department and the Natick Police Department.
- A copy of a valid State Hawkers and Peddlers License

List locations of hand wash and toilet facilities available on each route:

Available on Truck

List route stop locations in the Town of Natick and the approximate time of each stop:

Stationary at H-Depo. Natick

PLEASE USE REVERSE SIDE IF NECESSARY

FEE:

OFFICE OF THE
BOARD OF HEALTH
13 East Central St., Natick MA 01760

Telephone 508-647-6460
Fax 508-647-6466

BoH

APPLICATION TO OPERATE A FOOD ESTABLISHMENT

Today's Date: 5/8/19

Name of Establishment: DAG Concessions DBA Boston Events.

Event Location Address: H Dgo - 339 Speen St NATICK MA

Mailing Address:
(if different than above) _____

Telephone # at Establishment 617 719 8034

Email Address Gondow, Doug 4@gmail.com

Name & Title of Applicant Douglas Gondow President

Address of Applicant: 21 Daniels Rd Framingham MA 01701

Name of Owner (if different from applicant) _____

Type of Ownership: (circle one)

A Individual *B Partnership (C) Corporation *D Association *E Other explain _____

* if B, C, D, or E circled - provide Name, Title, Phone # and Home Address of Officers or Partners

Name	Title	Telephone #	Home Address
Douglas Gondow	President	617-719 8034	21 Daniels Rd. Framingham MA 01701

Emergency Response Person or Zone, District, Regional Manager:

Name: SAME AS ABOVE Telephone Number: _____

Address: SAME AS ABOVE Email: _____

Manager of Food Establishment:

Name: SAME AS ABOVE Telephone Number: _____

Address: SAME AS ABOVE Email: _____

OVER

Type of Food Establishment - check all that apply

- ☐ Food Service ☐ Caterer
- ☐ Retail Food ☐ Residential Kitchen
- ☐ Incidental Retail Food
(pre-packaged, non-refrigerated foods only) ☐ Institutional ex. School,
Nursing Home, Day Care
- ☒ Mobile *complete unit information sheet and other
permitting procedures as requested* ☐ Private Club, Church, Non Profit

Duration of Permit: ☒ Annual ☐ Seasonal ☐ *Temporary Event *must list all food and where it is from*

Day(s) and Hours of Operation / Temporary Event: 8am - 6pm, weekly

Seating Capacity: N/A


Square Footage (for Retail): N/A

*Temporary Event *must list the food to be served and where it is from; use an additional page if necessary*

Italian Sausages Chicken Fingers + Fries Cheeseburgers
BBO Chicken Fried Dough
Steak n cheese Slush
Hot Dogs SALADS

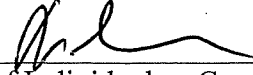
Person(s) Certified in: <u>Mark Mulhearn</u>		Yes	No
Food Safety Management		X	
Allergen Awareness		X	
Anti-Choking Procedures			
<i>services with seating capacity of 25 or more must have a certified employee on site for each shift</i>			
<u>All applicable certifications shall be posted in a conspicuous place</u>			

By signing this I attest to the accuracy of the information provided in this application. Furthermore I affirm compliance with the provisions of 105CMR 590.000/Federal Food Code and allow the regulatory authority access to the establishment as specified in this Code.

Signature of Applicant 

Pursuant to M.G.L. Ch 62C, section 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all State tax returns and paid all state taxes required under law.

44-2058098
Social Security # or Federal ID #


Signature of Individual or Corporate Name

Signature of Corporate Officer (if applicable)

Please make checks payable to the **Town of Natick** and return to
The Board of Health, 13 East Central St., Natick MA 01760



The Commonwealth of Massachusetts

City/Town of Natick

Application for Standard Permit

FP-006
(Rev. 1.1.2015)

Return completed application to: _____



Permit Number: _____

City or Town: Natick

Date: 5/8/19

DIG SAFE NUMBER

Start Date: _____

In accordance with the provisions of M.G.L. Chapter 148, as provided in Section _____ application is hereby made

by DAG Concessions
(Full Name of Person, Firm or Corporation)

of 21 Daniels Rd. Framingham MA 01701
(Address: Street or P.O. Box, City or Town, Zip Code)

for permission to (state clearly purpose for which permit is requested) _____

Propane Permit - H Depo - 339 Speen St
2019 - Annual Permit

Name of Competent Operator (if applicable) _____ Cert. No. _____

Date Issued-rejected _____ By AK
(Signature of Applicant)

Date of expiration _____ Fee _____ Amount Paid \$ _____



The Commonwealth of Massachusetts

City/Town of _____



FP-006
(Rev. 1.1.2015)

PERMIT

City or Town: Natick

Date: _____

Permit Number (if applicable): _____

DIG SAFE NUMBER

Start Date: _____

In accordance with the provisions of M.G.L. Chapter 148, as provided in _____ this permit is granted

to DAG Concessions
(Full Name of Person, Firm or Corporation)

for Propane permit

Restrictions: _____

at H Depo - 339 Speen St Natick MA
(Street and # for Describe Location for Adequate Identification)

Fee Paid \$ _____ This permit will expire on _____

Signature of Official Granting Permit: _____ Title _____



This permit must be conspicuously posted upon the premises





[Redacted content]

[Redacted content]

[Redacted content]

[Redacted content]

[Redacted content]



Food Truck Policy Revised_Permanent 01.27.14.PDF
103K

Brian Lauzon <lauzon@natickpolice.com>
To: Patricia O'Neil <poneil@natickma.org>

Mon, May 13, 2019 at 2:48 PM

Trish,

I met with the applicant on-site this afternoon at Home Depot. We would recommend that the BOS approve this request with the following requests:

1. Two parking spaces (front to back) be taken so that a vehicle trying to park in front of the trailer does not strike the trailer injuring the worker inside.
2. One or two picnic style tabled be placed in the landscaped area outside the serving area so that customers do not find the need to sit on the parking lot curbing exposing themselves to traffic.

I have discussed these recommendations with the applicant.

Respectfully submitted,

Lt. Brian G Lauzon
[Quoted text hidden]

On Thu, Mar 21, 2019 at 4:11 PM Douglas Gordon
<<mailto:gordon.doug4@gmail.com>> wrote:

To Whom It May Concern;

I am writing to you today to ask permission from the Selectman to allow my annually licensed food truck (BOH & Fire) to be utilized at the Home Depo in Natick located at [339 Speen Street](#). I started this request process back on Jan 7th 2019 and have been waiting for approval to get on the agenda for the Board. We have received permission from H Depo store General Mgr Geoffrey Holden and have already discussed with Natick BOH as well as Natick Fire Dept so really we are just waiting on approval from the Board to make this opportunity work.

Although we are not set in stone as far as hours due to the unknown of H Depo buying partners I feel comfortable that we would look to open 10 am to say 6 pm M through Friday and 10 am to possibly 7 pm on weekends. The exact location has yet to be selected but it would be in the parking lot close to the contractors door in a location away from the front doors and far enough away from the building that would apply under the fire code. That stuff will be worked out once given permission to the exact location.

It is clear however that there is a public need for food at this very busy location. The staff themselves of 65+ people daily have no availability to run out now under there given time allotment and be able to enjoy there lunch break. That was very clearly portrayed to me as I have gone through this approval process.

As a brief back ground note, the approval process governed by the Board do not seem to coincide with the annual permitting process for both the BOH and the Fire Dept. I have stood in front of the board on several occasions and multiple day events and it was clearly stated and acknowledged. I realize this may take some time to change but I am asking the board to please expedite this process so that I may take advantage of the spring market and follow the guidelines as requested by H Depo Corporate.

I thank everyone for all there efforts in advance and I look forward to being able to discuss in front of the board and gain proper approval. Please find the chain of emails going back and forth with Patricia for your review. Thanks for your attention to this matter!

Sincerely,

Douglas Gordon

617-719-8034

<http://www.Bostoneventspecialists.com>

----- Forwarded message -----

From: Patricia O'Neil <<mailto:poneil@natickma.org>>

On Tue, Jan 8, 2019 at 2:22 PM <<mailto:gordon.doug4@gmail.com>> wrote:

Hey there Trish good afternoon! Just checking in to see how the feedback went and if I was able to get on Jan hearing date? Thx u greatly for your help.

On Jan 7, 2019, at 3:02 PM, Patricia O'Neil <poneil@natickma.org> wrote:

Hi Doug. Just to let you know, in addition to the public safety officer, I'm also going to get an opinion from Town Counsel. I'll be in touch.

On Mon, Jan 7, 2019 at 2:23 PM Douglas Gordon <<mailto:gordon.doug4@gmail.com>> wrote:

Thank you for your time today. please find the email with a brief overview I sent to the planning dept. I believe it provides enough of a breakdown of what we are looking to accomplish but happy to have a call and or a face to face meeting with your dept if requested. Thanks for your help on this and look forward to hearing back from you.

Thanks you for speaking with me today on the possibility of putting a food truck in the parking lot of H Depo. As a brief overview, we would like to have a food trailer there on a daily basis from 9 am to approximately 6pm daily in a parking space on there private property. The location will be determined by the store mgr and of course agreed upon by all governing bodies. We have been operating in the Town of Natick for many years and have never had any issues on more one or two day events but of course this would be more of an every day occurrence. The truck will be removed nightly to be restocked and properly sanitized in accordance with the BOH. Please find a brief run down of the governing bodies I have contacted and are still in the process of gaining approval. Most of which are more formalities where the Planning Board is something I would need to gain approval based on the current food truck vending by laws. I would like to formally request to be put on the docket for the Jan hearing.

Planning Board; Met and discussed with Ann Greel who has looped in Lt Brian Lauzon as part of the initial phase prior to meeting in front of the board.

Health dept; Met with Michael Boudreau and once approved from Planning will have trailer inspected, discuss menu etc. much like we do every time we operate in the Town.

Zoning; Discussed briefly with zoning and requested a letter in writing to further comment and discuss any potential issues. However, the trailer will

be removed nightly and will not be a temporary or permanent structure.

Fire Dept; Left message for Inspector Tanya Quigley-Boylan to discuss however our trailer is self contained and is inspected annually by proper certified authorities so the trailer itself I do not anticipate any issues.

H Depot; Have met several times with store mgr and has no problems carving up space that all parties deem as safe and in accordance with the proper by laws and regulations. There is a big demand for fast food items and has been for a very long time.

As a brief note, years ago there used to be vending by the check out counters only to give way to a brief couple years to a Dunkin Donuts. Thanks for your help on this and we appreciate the opportunity to show we can provide a valuable service to the Town of Natick.

Sincerely,

Douglas Gordon
617-719-8034

<http://www.Bostoneventspecialists.com>

Trish O'Neil
Executive Assistant
Town of Natick
[13 East Central Street](#)
[Natick, MA 01760](#)
P: 508-647-6410
F: 508-647-6401

--



Rick Jennett
Boston
Director of Client Operations
O:508.661.6800 ext. 333 | C:508.397.9922
[280 Bear Hill Road | Waltham, MA 02451](#)
rjennett@smartsourcellc.com

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Patricia O'Neil <poneil@natickma.org>

Fwd: Food truck H Depot Natick

64 messages

Douglas Gordon <gordon.doug4@gmail.com>
To: poneil@natickma.org

Mon, Jan 7, 2019 at 2:23 PM

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED].com

Patricia O'Neil <poneil@natickma.org>
To: Brian Lauzon <lauzon@natickpolice.com>
Cc: Karis North <knorth@mhtl.com>

Mon, Jan 7, 2019 at 2:48 PM

[REDACTED]

Karis, by way of explanation, I left a copy of the BOS Food Truck Policy for your review. We have a person who wants to put a food truck in a Home Depot parking lot on a regular, probably daily basis. I spoke with Josh Ostroff (who was on the BOS when the policy was developed for a food truck event in which multiple trucks were sited in the downtown area for a one-day event) via email and his thought was that the original intent of the policy was that a food truck on nonresidential private property, with the permission of the owner, did not require BOS approval. However, Lt. Lauzon brought up a good point -- even though on private property, food would be sold to the public. However, the Board of Health inspects and permits all food trucks for school events, soccer fields, football fields, etc. The Fire Dept signs off on the trucks, and the trucks have to be in locations permitted by zoning. The BOS hasn't typically been involved unless a truck is requested to be on town or public property.

Can I get an opinion from you as to whether or not Mr. Gordon would have to get the permission of the BOS for his proposal based on the policy, or whether BOH, Fire Dept, and Zoning are sufficient?

----- Forwarded message -----

[Quoted text hidden]

--

Trish O'Neil
Executive Assistant
Town of Natick
13 East Central Street
Natick, MA 01760
P: 508-647-6410
F: 508-647-6401
poneil@natickma.gov
www.natickma.gov

[Redacted]

[Redacted]

[Redacted]

Brian Lauzon <lauzon@natickpolice.com>
To: Patricia O'Neil <poneil@natickma.org>
Cc: Karis North <knorth@mhtl.com>

Tue, Jan 8, 2019 at 9:59 AM

Trish and Karis,

I am interested in seeing if the Selectmen's policy actually is intended for regulating food trucks on private property, and enforceable for those areas. Over the years we have had a number of trucks set up on private properties, especially during large scale events, and for public safety purposes such as vehicle and pedestrian safety and access it would be important for us to have some oversight in what is actually going on.

Respectfully,

Lt. Brian G. Lauzon

[Quoted text hidden]

Karis North <knorth@mhtl.com>
To: Brian Lauzon <lauzon@natickpolice.com>, Patricia O'Neil <poneil@natickma.org>

Tue, Jan 8, 2019 at 10:01 AM

IRS Circular 230 disclosure: To ensure compliance with requirements imposed by the IRS and other taxing authorities, we inform you that any tax advice contained in this communication (including any attachments) is not intended or written to be used, and cannot be used, for the purpose of (I) avoiding penalties that may be imposed on any taxpayer or (II) promoting, marketing or recommending to another party any transaction matter addressed herein.



Please consider the environment before printing this e-mail.

[Quoted text hidden]

Patricia O'Neil <poneil@natickma.org>
To: Karis North <knorth@mhtl.com>

Fri, Mar 22, 2019 at 10:23 AM

Karis, I've attached the BOS food truck policy. Also attached is the state sanitary code, which is what the Board of Health goes by to issue a license for a mobile food operation. The BOH issues both temporary and annual licenses but the BOS does not approve these. The BOS policy was put together several years back when Josh Ostroff organized a food truck festival where multiple food trucks were brought into the center for one day. We have had people inquire about parking a food truck on a public way, and that would require approval by the Selectmen.

I spoke with Mike Boudreau in the BOH yesterday. Although Mr. Gordon is looking to put his truck on private property, it would still have to meet all the requirements of the BOH. And Lt. Lauzon has safety concerns related to parking, traffic, etc. so he feels there should be some review in that sense. However, I don't know that the BOS actually needs to approve the siting of a food truck on private property. Perhaps it should just be handled as the other food trucks are -- through the BOH, which then notifies Police and Fire about where they will be located and ensures that all requirements have been met.

[Quoted text hidden]

2 attachments



Food Truck Policy Revised_Permanent 01.27.14.pdf
103K



State Sanitary Code-Mobile Food Operations.pdf
708K

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

TOWN OF NATICK
FOOD TRUCK POLICY
Revised January 27, 2014

1. Intentions

It is the intent of the Town of Natick in establishing this trial policy to regulate the location and operation of mobile food vending services so as to achieve the following goals:

- A. Encourage new investment and economic activity in Natick
- B. Support and grow opportunities for existing restaurants and food businesses
- C. Anticipate demand for Food Trucks by residents, employees and visitors
- D. Provide for siting Food Trucks on public and/or private property
- E. Encourage use of existing town assets and amenities in siting of Food Trucks
- F. Encourage partnerships with associations and organizations
- G. Anticipate Food Trucks in various locations throughout Natick

2. Definition

- A. Food Truck: a readily movable trailer or motorized wheeled vehicle, currently registered with the Massachusetts Division of Motor Vehicles, designed and equipped to cook, prepare, and serve food.

3. Master Agreement Provision:

- A. The Town of Natick may grant approval for Food Trucks as part of any license or agreement to use Town Property, subject to the approval of the Board of Selectmen as licensing authority.

4. Locations

- A. Food trucks may be located on privately owned non-residential property, subject to applicable zoning bylaws, with the approval of the property owner. A food truck may not be located in any portion of a parking lot when and where such location would prevent the use of required parking spaces during the regular hours of operation of the primary businesses on the lot, unless the vendor provides documentation that the property would remain compliant with applicable parking requirements. The vending location shall not otherwise interfere with the movement of motor vehicles in the designated parking lot, nor with the safe movement of public safety vehicles and personnel.
- B. Except for the Natick Center Downtown Mixed Use and HOOP districts, Food Trucks may be licensed by the Board of Selectmen upon the recommendation of the Community Development Director or his designee.
- C. Within the Natick Center Downtown Mixed Use and HOOP districts, Food Trucks in Natick Center may be licensed in locations designated by the Board of Selectmen upon the recommendation of the Community Development Director or his designee,

who shall consult with Natick Center Associates prior to making such recommendation.

- D. Food Trucks shall be positioned on marked parking spaces and shall not block drive aisles, other access to loading and/or service areas, or emergency access and fire lanes. Food trucks must also be positioned at least 15' away from fire hydrants, any fire department connection, driveway entrances and alleys.
- E. Food Truck vendors shall comply with all local, county and state tax regulations, including but not limited to retail sales applicable to food and beverages.
- F. This Section shall not be applicable to canteen, coffee or ice cream trucks that move from place to place and are stationary for no more than fifteen minutes at a time.

5. Public Safety and Nuisance Prevention

- A. Food Truck vendors must obtain requisite licenses for operation from the Natick Health Department.
- B. Temporary connections to potable water are prohibited. All plumbing and electrical connections shall be in accordance with the State Building Code.
- C. Grease must be contained and disposed of in accordance with State Sanitary Code.
- D. Grey water must be contained and disposed of in accordance with State Sanitary Code.
- E. Food trucks must have a working fire extinguisher on board during hours of operation.
- F. Food trucks may not operate as a drive-in window operation.
- G. Trash and recycle receptacles shall be provided for customers and trash and recyclables removed from the site daily.
- H. If a food truck is proposed to operate after dark, the vendor must provide appropriate lighting.
- I. No signage shall be allowed other than signs permanently attached to the motor vehicle and a portable menu sign no more than 9 square feet in display area on the ground in the customer waiting area, located so as not to impede pedestrian movement and subject to applicable regulations.
- J. No food truck shall make or cause to be made any unreasonable or excessive noise or odor.

6. Permitting

- A. All licenses for food trucks must be coordinated through the office of the Board of Selectmen; the office will review applications and coordinate required permits and inspections, with the exception of Board of Health permitting.

- B. Food truck vendors must obtain requisite licenses for operation from the Natick Health Department.

7. Fees, subject to establishment and change by Town Meeting

- A. Annual Privilege Permit for Food Trucks operated by restaurants with a Common Victualers Permit issued by the Town of Natick: \$0
- B. Annual Privilege Permit for Food Trucks operated by businesses without a Common Victualers Permit issued by the Town of Natick: \$100
- C. One Time Permits: \$50
- D. Master Agreements including Food Trucks: fees subject to negotiation with the Board of Selectmen

Food Truck Review Process:

The request from Douglas Gordon is for approval of a food truck at the Home Depot at 339 Speen Street in Natick.

The Board of Selectmen are authorized to issue an Annual Privilege permit for Food Trucks at any location within Natick, including private property.

Mr. Gordon should submit an application for a Food Truck Annual Privilege permit to the Board of Selectmen, which includes the following information:

- Description of Truck and food services provided.
- Days of week and hours of Operation of Truck .
- Written approval from the private land owner to operate the Food Truck on the private property.
- Specific description, with map if possible, of where on private property food truck will be located. Indicate if utilizing existing parking spaces, locations of nearest crosswalks.
- Copies of other applications and, if applicable, subsequent approvals filed within the Town of Natick for the Food Truck (ie, the Board of Health, Zoning, Building).
- Fee in the amount of \$100 paid to the Town of Natick (unless Mr. Gordon already has a Common Victualers Permit issued by the Town of Natick, then there is no fee).

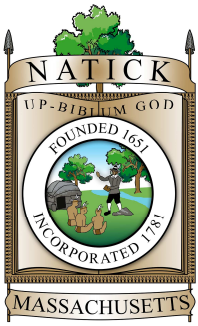
Once received, the BOS will submit copies to the Zoning Enforcement Officer, the Board of Health, the Building Department, and the Parking Safety Officer for review, or to indicate that review has previously been completed. Those Departments should review the application, based on the issues set forth in the Town of Natick Food Truck Policy

Once all of the above-reviews have been completed, the BOS will review the complete file and may issue the Annual Privilege permit.

ITEM TITLE: Public Hearing-Brokk and Eitri, LLC: Application for S.12 Wine and Malt License
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Hearing Notice	5/9/2019	Cover Memo
Application	5/8/2019	Cover Memo
Police Recommendation	5/10/2019	Cover Memo



TOWN OF NATICK MASSACHUSETTS

TOWN OF NATICK PUBLIC HEARING NOTICE

The Board of Selectmen will hold and conduct a public hearing on Monday, May 13, 2019, 7:00 p.m. at the Edward H. Dlott Meeting Room of Natick Town Hall, 13 East Central Street, upon the application of Brokk and Eitri, LLC d/b/a Brokk and Eitri (Laura Cusson, Manager) for a S12 restaurant wine and malt license. Brokk and Eitri will be located at 691 Worcester Street and the premises consists of approximately 2,500 square feet on two floors. The premises has 1 entrance and 4 exits.

All persons interested in this application may appear and be heard at the time and place mentioned above.

Jonathan Freedman, Clerk



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

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

APPLICATION FOR A NEW LICENSE

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

ECRT CODE: RETA

Please make \$200.00 payment here: <https://www.mass.gov/epay-for-online-payments-abcc>

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

EPAY CONFIRMATION NUMBER

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

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN

STATE

ZIP CODE

For the following transactions (Check all that apply):

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

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

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

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email and via text message.



Transaction Processed Successfully.

INVOICE #: 48b2c102-9494-43f3-acaf-dadde9f5efae

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	brokk and eitri LLC	\$200.00
		\$200.00

Total Convenience Fee: \$4.70

Date Paid: 4/4/2019 8:15:04 AM EDT

Total Amount Paid: \$204.70

Payment On Behalf Of

License Number or Business Name:
brokk and eitri, LLC

Fee Type:
FILING FEES-RETAIL

Billing Information

First Name:
Laura

Last Name:
Cusson

Address:
39 Rockland St

City:
Natick

State:
MA

Zip Code:
01760

Email Address:
laura@brokkandeitri.com

NEW LICENSE

To apply for an alcoholic beverages retail license, you will need the following:

- **New Retail Application**
- **Business Structure Documents**
 - If Sole Proprietor, **Business Certificate**
 - If partnership, **Partnership Agreement**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth
- **CORI Authorization Form** Complete one for each individual with financial or beneficial interest in the entity that is applying AND one for the proposed manager of record. *This form must be notarized with a stamp or raised seal.*
- **Manager Application**
- **Proof of Citizenship** for the proposed Manager of Record.
- **Vote of the Corporate Board**
- **Supporting Financial Records** for all financing and or loans, including pledge documents, if applicable.
- **Legal Right to Occupy**, a lease or deed.
- **Floor Plan**
- **Abutter's Notification**
- **Advertisement**
- **Monetary Transmittal Form**
- **\$200 Fee** paid online through our online payment portal, ePay
- **Payment Receipt**
- **Additional information, if necessary, utilizing the formats provided and or any affidavits.**
- **Management Agreement**, if applicable

Please Note: you may be requested to submit additional supporting documentation if necessary.



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

APPLICATION FOR A NEW LICENSE

Municipality

1. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES

TYPE

CATEGORY

CLASS

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

We wish to serve beer and wine during sessions held at our session-based maker space. Guests register for a session online to make a craft project, and can choose to purchase a beer, glass of wine, or non-alcoholic beverage during their 3-hour crafting session.

Is this license application pursuant to special legislation?



Yes



No

Chapter

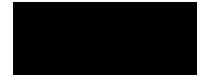
Acts of

2. BUSINESS ENTITY INFORMATION

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

Entity Name

FEIN



DBA

Manager of Record

Street Address

Phone

Email

Alternative Phone

Website

3. DESCRIPTION OF PREMISES

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

Building contains three floors.

Retail space occupied by customers is 1400 sq ft on the first floor of the building only. Staff members will assist with projects and serve beverages to the customers' tables. There will not be a centralized bar where customers can walk up and order a drink. Staff will pour drinks from a pantry area at the rear of the first floor.

Total Square Footage:

Number of Entrances:

Seating Capacity:

Number of Floors:

Number of Exits:

Occupancy Number:

4. APPLICATION CONTACT

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

Name:

Phone:

Title:

Email:

APPLICATION FOR A NEW LICENSE

5. CORPORATE STRUCTURE

Entity Legal Structure	LLC	Date of Incorporation	11/7/2018
State of Incorporation	Massachusetts	Is the Corporation publicly traded?	<input type="radio"/> Yes <input checked="" type="radio"/> No

6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST

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

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

Name of Principal	Residential Address	SSN	DOB
Jeffrey Cusson	39 Rockland St, Natick MA 01760	[REDACTED]	4/9/1980

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Member, Manager	100	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Laura Cusson	39 Rockland St, Natick MA 01760	[REDACTED]	7/24/1979

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Manager	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Additional pages attached? ☐ Yes ☒ No

CRIMINAL HISTORY

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

☐ Yes ☒ No

MANAGEMENT AGREEMENT

Are you requesting approval to utilize a management company through a management agreement?
Please provide a copy of the management agreement.

☐ Yes ☒ No

APPLICATION FOR A NEW LICENSE

6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

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

Name	License Type	License Name	Municipality

6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

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

Name	License Type	License Name	Municipality

6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

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

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

7. OCCUPANCY OF PREMISES

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

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

Please indicate by what means the applicant will occupy the premises

Lease

Landlord Name Boston India Realty

Landlord Phone 617-285-7549

Landlord Email deep.deshpande@talentburst.com

Landlord Address 679 Worcester St., Natick, MA

Lease Beginning Date 5/1/2019

Rent per Month \$3333.33

Lease Ending Date 4/30/2021

Rent per Year \$40,000.00

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

☐ Yes ☒ No

APPLICATION FOR A NEW LICENSE

8. FINANCIAL DISCLOSURE

A. Purchase Price for Real Estate	
B. Purchase Price for Business Assets	32000
C. Other (Please specify)	
D. Total Cost	32000

SOURCE OF CASH CONTRIBUTION

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

Name of Contributor	Amount of Contribution
Jeffrey & Laura Cusson	32000
Total:	32000

SOURCE OF FINANCING

Please provide signed financing documentation.

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

FINANCIAL INFORMATION

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

Costs for this business are being self-funded by the owners. We are currently seeking a home equity line of credit to cover working capital and any other startup costs we incur beyond our current free cash.

9. PLEDGE INFORMATION

Please provide signed pledge documentation.

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

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

To whom is the pledge being made?

10. MANAGER APPLICATION

A. MANAGER INFORMATION

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

Proposed Manager Name Laura Cusson

Date of Birth 7/24/79

SSN [REDACTED]

Residential Address 39 Rockland St Natick, MA 01760

Email laura@brokkandeitri.com

Phone 6176500221

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

50

B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen?*

☒ Yes ☐ No *Manager must be a U.S. Citizen

If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.

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

☐ Yes ☒ No

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

Date	Municipality	Charge	Disposition

C. EMPLOYMENT INFORMATION

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

Start Date	End Date	Position	Employer	Supervisor Name
9/2015	5/2019	Product Manager	Fidelity Investments	Deborah Ralys
2/2012	9/2015	Senior Manager	CVS Health	Vijay Kukreja
12/2008	2/2012	Senior Project Manager	89 Degrees, LLC	Tim Reilly
3/2006	11/2008	Project Manager	Valassis Communications	

D. PRIOR DISCIPLINARY ACTION

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

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

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

Manager's Signature

Laura M Cusson

Date

4-4-2019

ADDITIONAL INFORMATION

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

APPLICANT'S STATEMENT

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

of Brokk and Eitri, LLC
Name of the Entity/Corporation

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

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

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

Signature:

Laura Cusson

Date:

4-4-2019

Title:

Manager

CORPORATE VOTE

The Board of Directors or LLC Managers of

Brokk and Eitri, LLC

Entity Name

duly voted to apply to the Licensing Authority of

Natick

City/Town

and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

4-3-2019

Date of Meeting

For the following transactions (Check all that apply):

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

"VOTED: To authorize

Laura Cusson

Name of Person

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

"VOTED: To appoint

Laura Cusson

Name of Liquor License Manager

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

A true copy attest,

Corporate Officer /LLC Manager Signature

For Corporations ONLY

A true copy attest,

Corporation Clerk's Signature

ADDENDUM A

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

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

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

Name of Principal	Residential Address	SSN	DOB
Jeffrey Cusson	39 Rockland St, Natick, MA 01760	[REDACTED]	04-09-1980
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
Manager	50	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
MA Resident	<input checked="" type="radio"/> Yes <input type="radio"/> No		

Name of Principal	Residential Address	SSN	DOB
Laura Cusson	39 Rockland St, Natick, MA 01760	[REDACTED]	07-24-1979
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
Manager	50	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
MA Resident	<input checked="" type="radio"/> Yes <input type="radio"/> No		

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

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

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

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

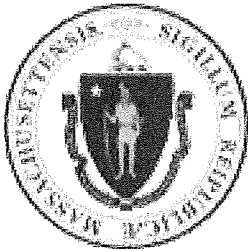
Name of Principal	Residential Address	SSN	DOB
Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
MA Resident	<input type="radio"/> Yes <input type="radio"/> No		

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

CRIMINAL HISTORY

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

☐ Yes ☒ No



The Commonwealth of Massachusetts
William Francis Galvin

Minimum Fee: \$500.00

Secretary of the Commonwealth, Corporations Division
 One Ashburton Place, 17th floor
 Boston, MA 02108-1512
 Telephone: (617) 727-9640

Certificate of Organization

(General Laws, Chapter)

Identification Number [REDACTED]

1. The exact name of the limited liability company is: BROKK AND EITRI, LLC

2a. Location of its principal office:

No. and Street: 39 ROCKLAND STREET
 City or Town: NATICK State: MA Zip: 01760 Country: USA

2b. Street address of the office in the Commonwealth at which the records will be maintained:

No. and Street: 39 ROCKLAND STREET
 City or Town: NATICK State: MA Zip: 01760 Country: USA

3. The general character of business, and if the limited liability company is organized to render professional service, the service to be rendered:

CRAFTS WORKSHOP; AND ANY OTHER ENDEAVOR AUTHORIZED BY THE LIMITED LIABILITY COMPANY STATUTES.

4. The latest date of dissolution, if specified:

5. Name and address of the Resident Agent:

Name: JEFFREY R. CUSSON
 No. and Street: 39 ROCKLAND STREET
 City or Town: NATICK State: MA Zip: 01760 Country: USA

I, JEFFREY R. CUSSON resident agent of the above limited liability company, consent to my appointment as the resident agent of the above limited liability company pursuant to G. L. Chapter 156C Section 12.

6. The name and business address of each manager, if any:

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
MANAGER	LAURA M. CUSSON	39 ROCKLAND STREET NATICK, MA 01760 USA
MANAGER	JEFFREY R. CUSSON	39 ROCKLAND STREET NATICK, MA 01760 USA

7. The name and business address of the person(s) in addition to the manager(s), authorized to execute documents to be filed with the Corporations Division, and at least one person shall be named if there are no managers.

Title	Individual Name	Address (no PO Box)
-------	-----------------	---------------------

	First, Middle, Last, Suffix	Address, City or Town, State, Zip Code
SOC SIGNATORY	JEFFREY R. CUSSON	39 ROCKLAND STREET NATICK, MA 01760 USA
SOC SIGNATORY	LAURA M. CUSSON	39 ROCKLAND STREET NATICK, MA 01760 USA
SOC SIGNATORY	MAURICE J. RINGEL	399 CHESTNUT STREET NEEDHAM, MA 02492 USA

8. The name and business address of the person(s) authorized to execute, acknowledge, deliver and record any recordable instrument purporting to affect an interest in real property:

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
REAL PROPERTY	JEFFREY R. CUSSON	39 ROCKLAND STREET NATICK, MA 01760 USA
REAL PROPERTY	LAURA M. CUSSON	39 ROCKLAND STREET NATICK, MA 01760 USA

9. Additional matters:

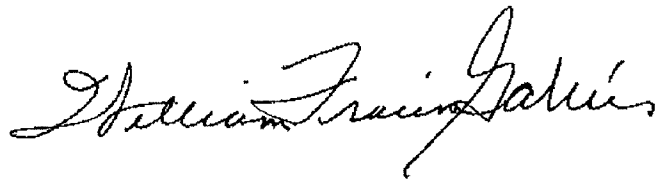
SIGNED UNDER THE PENALTIES OF PERJURY, this 7 Day of November, 2018,
JEFFREY R. CUSSON

(The certificate must be signed by the person forming the LLC.)

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

November 07, 2018 04:20 PM

A handwritten signature in black ink, reading "William Francis Galvin". The signature is written in a cursive style with a large, stylized "G" at the end.

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth



THE COMMONWEALTH OF MASSACHUSETTS
Division of Banks
1000 Washington Street, 10th Floor, Boston, MA 02118
TEL: 617-956-1500 | TDD: 617-956-1577 | FAX: 617-956-1599
MASS.GOV/DOB



**Criminal Offender Record Information (CORI)
Acknowledgement Form**

The Division of Banks has been registered by the Department of Criminal Justice Information Services ("DCJIS") to access **conviction and pending** Criminal Offender Record Information for the purpose of screening:

- Officers of, and applicants for, bank and credit union charters;
- Applicants for licenses to engage in the business of a check casher, check seller, debt collector, foreign transmittal agency, insurance premium finance company, mortgage broker, mortgage lender, motor vehicle sales finance company, retail installment sales finance company, small loan company; and
- Applicants for a license to engage in the activity of a mortgage loan originator for which the Division also has been certified to access non-conviction criminal data.

As an above-described bank officer or license applicant I understand that a CORI check will be submitted for my personal information to the DCJIS. I hereby acknowledge and provide permission to Division of Banks to submit a CORI check for my information to the DCJIS. This authorization is valid for one year from the date of my signature. I may withdraw this authorization at any time by providing Division of Banks with written notice of my intent to withdraw consent to a CORI check.

The Division of Banks may conduct subsequent CORI checks within one year of the date this Form was signed by me provided, however, that Division of Banks must first provide me with written notice of this check.

By signing below, I provide my consent to a CORI check and acknowledge that the information provided on Page 2 of this Acknowledgement Form is true and accurate.

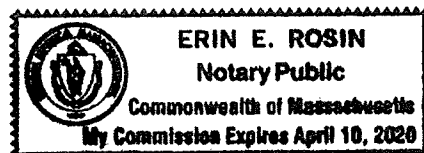
Rene Mlesna

Signature of CORI Subject

3-16-19

Date

On this 16th day of March, 2019, before me, the undersigned notary public, personally appeared Laura M. Cusson (name of document signer), proved to me through satisfactory evidence of identification, which were MA DRIVER'S LICENSE to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.



Erin E. Rosin
Notary Public



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY
Department of Criminal Justice Information Services
200 Arlington Street, Suite 2200, Chelsea, MA 02150
TEL: 617-660-4640 | TTY: 617-660-4606 | FAX: 617-660-5973
MASS.GOV/CJIS



SUBJECT INFORMATION

Please complete this section using the information of the person whose CORI you are requesting.
The fields marked with an asterisk (*) are required fields.

* First Name: Laura Middle Initial: M
* Last Name: Cusson Suffix (Jr., Sr., etc.): _____
Former Last Name 1: Ackroyd
Former Last Name 2: _____
Former Last Name 3: _____
Former Last Name 4: _____
* Date of Birth (MM/DD/YYYY): 07-24-79 Place of Birth: Haverhill MA
* Last **SIX** digits of Social Security Number: [REDACTED] ☐ No Social Security Number
Sex: F Height: 5 ft. 7 in. Eye Color: blue Race: Caucasian
Driver's License or ID Number: _____ State of Issue: MA
Father's Full Name: Kenneth W. Ackroyd
Mother's Full Name: Donna M. Ackroyd

Current Address

* Street Address: 39 Rockland St
Apt. # or Suite: _____ *City: Natick *State: MA *Zip: 01760

SUBJECT VERIFICATION

The above information was verified by reviewing the following form(s) of government-issued identification:

Verified by:

Laura M. Cusson

Print Name of Verifying Employee

Laura M Cusson

Signature of Verifying Employee

3-16-19

Date



THE COMMONWEALTH OF MASSACHUSETTS
Division of Banks
1000 Washington Street, 10th Floor, Boston, MA 02118
TEL: 617-956-1500 | TDD: 617-956-1577 | FAX: 617-956-1599
MASS.GOV/DOB



**Criminal Offender Record Information (CORI)
Acknowledgement Form**

The Division of Banks has been registered by the Department of Criminal Justice Information Services ("DCJIS") to access **conviction and pending** Criminal Offender Record Information for the purpose of screening:

- Officers of, and applicants for, bank and credit union charters;
- Applicants for licenses to engage in the business of a check casher, check seller, debt collector, foreign transmittal agency, insurance premium finance company, mortgage broker, mortgage lender, motor vehicle sales finance company, retail installment sales finance company, small loan company; and
- Applicants for a license to engage in the activity of a mortgage loan originator for which the Division also has been certified to access non-conviction criminal data.

As an above-described bank officer or license applicant I understand that a CORI check will be submitted for my personal information to the DCJIS. I hereby acknowledge and provide permission to Division of Banks to submit a CORI check for my information to the DCJIS. This authorization is valid for one year from the date of my signature. I may withdraw this authorization at any time by providing Division of Banks with written notice of my intent to withdraw consent to a CORI check.

The Division of Banks may conduct subsequent CORI checks within one year of the date this Form was signed by me provided, however, that Division of Banks must first provide me with written notice of this check.

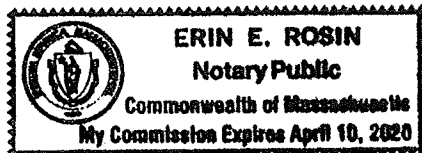
By signing below, I provide my consent to a CORI check and acknowledge that the information provided on Page 2 of this Acknowledgement Form is true and accurate.

Signature of CORI Subject

3-16-19

Date

On this 16th day of March, 2019, before me, the undersigned notary public, personally appeared Jeffrey Curson (name of document signer), proved to me through satisfactory evidence of identification, which were MA DRIVER'S LICENSE to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.


Notary Public



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY
Department of Criminal Justice Information Services
200 Arlington Street, Suite 2200, Chelsea, MA 02150
TEL: 617-660-4640 | TTY: 617-660-4606 | FAX: 617-660-5973
MASS.GOV/CJIS



SUBJECT INFORMATION

Please complete this section using the information of the person whose CORI you are requesting.
The fields marked with an asterisk (*) are required fields.

* First Name: Jeffrey Middle Initial: L
* Last Name: Cusson Suffix (Jr., Sr., etc.): _____
Former Last Name 1: _____
Former Last Name 2: _____
Former Last Name 3: _____
Former Last Name 4: _____
* Date of Birth (MM/DD/YYYY): 04-09-1980 Place of Birth: Worcester MA
* Last **SIX** digits of Social Security Number: [REDACTED] ☐ No Social Security Number
Sex: M Height: 5 ft. 10 in. Eye Color: _____ Race: Caucasian
Driver's License or ID Number: _____ State of Issue: MA
Father's Full Name: Richard Cusson
Mother's Full Name: Ann M. Cusson

Current Address

* Street Address: 39 Rockland St
Apt. # or Suite: _____ *City: Natick *State: MA *Zip: 01760

SUBJECT VERIFICATION

The above information was verified by reviewing the following form(s) of government-issued identification:

Verified by:

Jeffrey R. Cusson

Print Name of Verifying Employee

[Signature]

Signature of Verifying Employee

3-16-19

Date

*If the United States,
 der to form a more perfect Union,
 lish Justice, insure domestic Tranquillity,
 ide for the common defence,
 ote the general Welfare, and secure
 lessings of Liberty to ourselves and
 osterity, do ordain and establish this
 titution for the United States of America.*



SIGNATURE OF BEARER / SIGNATURE DU TITULAIRE / FIRMA DEL TITULAR



Type / Type / Tipo Code / Code / Código Passport No. / No. du Passeport / No. de Pasaporte
P USA 454416620

Surname / Nòm / Apellidos

CUSSON

Given Names / Prénoms / Nombres

LAURA MICHELLE

Nationality / Nationalité / Nacionalidad

UNITED STATES OF AMERICA

Date of birth / Date de naissance / Fecha de nacimiento

24 Jul 1979

Place of birth / Lieu de naissance / Lugar de nacimiento

MASSACHUSETTS, U.S.A.

Date of issue / Date de délivrance / Fecha de expedición

04 Mar 2009

Date of expiration / Date d'expiration / Fecha de caducidad

03 Mär 2019

Endorsements / Mentions Spéciales / Anotaciones

SEE PAGE 27

Sex / Sexe / Sexo

F

Authority / Autorité / Autoridad

United States

United States
Department of State

USA

[illegible]

COMMERCIAL LEASE

ARTICLE I (Parties)

Boston India Realty, LLC, a Massachusetts limited liability company with a principal address of 679 Worcester Road, Natick, Massachusetts 01760, hereinafter referred to as "**LESSOR**", which expression shall include LESSOR'S successors, executors, administrators, and assigns where the context so admits, does hereby lease to **Brokk and Eitri, LLC**, a Massachusetts limited liability company with a principal address of 39 Rockland Street, Natick, MA 01760, hereinafter referred to as "**LESSEE**", which expression shall include LESSEE'S successors, executors, administrators, and assigns where the context so admits, the following described premises upon the terms and conditions set forth in this Commercial Lease (the "**Lease**").

ARTICLE II (Leased Premises)

A. **Leased Premises**: LESSOR hereby leases and demises to LESSEE, subject to and with the benefit of the terms, covenants, conditions and provisions of this Lease, the building (the "**Building**") located at 691 Worcester Road, Natick, Massachusetts 01760 (the "**Property**"), consisting of approximately 3,500 rentable square feet, (the "**Leased Premises**").

B. **Condition of Premises**: Except as otherwise set forth in this Lease, LESSEE agrees to accept delivery of the Leased Premises on the Effective Date (as herein defined) in its "as is" condition. LESSEE acknowledges that LESSOR is not required to perform any work or improvements to the Leased Premises as a condition to LESSEE's initial occupancy thereof or the inception of this Lease other than as set forth in this Lease.

C. **LESSOR's Work**: LESSOR agrees to make certain improvements to the Property as set forth in **Exhibit B** as ("**LESSOR's Work**"). LESSOR's Work shall be performed by LESSOR or any appropriate contractors or subcontractors as determined in the sole and absolute discretion of LESSOR, all at LESSOR's sole cost. LESSOR shall complete LESSOR'S Work on or before the Effective Date. LESSOR shall deliver the Leased Premises with all base building systems servicing the Leased Premises in good working condition.

ARTICLE III (Term)

A. **Term**. Subject to satisfaction of all conditions precedent referenced in subparagraph C below ("Conditions Precedent), and not otherwise, the term of the Lease shall be for two (2) years commencing on the Effective Date (as defined herein) and ending one (1) month following the second (2nd) anniversary of the Effective Date (as the same may be extended, the "**Term**") unless otherwise earlier terminated or extend pursuant to the terms hereof. For the purposes of this Lease, the "**Effective Date**" shall be the earlier of May 1, 2019 or the first day of the calendar month in which the LESSEE occupies the Leased Premises. For the avoidance of doubt the Effective Date shall not commence unless and until all Conditions Precedent have first been satisfied; and unless all Conditions Precedent have first been

satisfied (by written notice given to LESSOR by LESSEE), this Lease shall be null and void and shall not be binding upon LESSOR or LESSEE.

- B. **LESSEE's Extension Option.** LESSEE shall have one (1) option to renew the Term for an additional one (1) year term (an "Extended Term") by giving LESSOR written notice not less than nine (9) months prior to the end of the original Term. During the Extended Term, if any, Base Rent shall be \$41,200.00 annually for the Leased Premises.
- C. **Conditions Precedent.** As Conditions Precedent, LESSEE shall first have obtained (1) a special permit from the Natick Planning Board for approval of zoning and usage under its guidelines as a Restaurant with Mechanical Entertainment; (2) a Massachusetts Alcoholic Beverage Retail License; (3) a Natick Common Victualer License; (4) approval of the Natick Board of Health to operate a food establishment for pre-packaged foods; and (5) LESSEE's satisfaction with the inspection report of an inspection of the property by LESSEE's architect or other inspector.

ARTICLE IV (Rent)

Commencing on the Rent Commencement Date, the LESSEE shall, for the first year of this Lease, pay to the LESSOR on or before the first day of each month, in advance, base rent in monthly installments of an amount equal to \$3,333.33 per month. On the first anniversary of the Rent Commencement Date and on each year thereafter during the original Term, the base rent amount shall remain the same, \$3,333.33 per month. Any and all base rent due to LESSOR during the Term is hereinafter referred to as the "Base Rent", and Base Rent together with other periodic payments required to be paid by LESSEE to LESSOR hereunder are sometimes collectively referred to as "Rent".

For the purposes of this Lease, the "Rent Commencement Date" shall be ~~June~~April 1, 2019 or first day of the first (1st) month following the date on which LESSOR provides factually correct written notice to LESSEE that the LESSOR's Work is completed.

ARTICLE V (Security Deposit)

Upon the execution of this Lease, LESSEE shall deposit with LESSOR an amount of \$6,666.67 (the "Security Deposit") and in addition first (1st) months' rent in the amount of \$3,333.33 for a total deposit of \$10,000.00. LESSOR may, at its option upon the occurrence and during the continuation of an Event of Default (as defined in Article XX), apply all or part of the Security Deposit to any unpaid Rent or other charges due from LESSEE, cure any other defaults of LESSEE, or compensate LESSOR for any loss or damage which LESSOR may suffer due to LESSEE's default. If LESSOR shall so use any part of the Security Deposit, LESSEE shall restore the Security Deposit to its full amount within ten (10) days after LESSOR's request. No interest shall be paid on the Security Deposit, no trust relationship is created herein between LESSOR and LESSEE with respect to the Security Deposit, and the Security Deposit may be commingled with other funds of LESSOR. Within thirty (30) days of the expiration or termination of this Lease not resulting from LESSEE's default, and after LESSEE shall have

vacated the Leased Premises in the manner required by this Lease, LESSOR shall pay to LESSEE any balance of the Security Deposit not applied pursuant to this Article.

ARTICLE VI (Taxes)

LESSOR shall pay any municipal real property taxes assessed against the Leased Premises and the Property and sewerage taxes, betterments, and any and all other taxes (collectively, the "Taxes") due and payable beginning with the Effective Date and continuing until the end of Fiscal Year 2019 (June 30, 2019). Beginning with Fiscal Year 2020 (beginning July 1, 2019), LESSEE shall pay to LESSOR LESSEE's Proportionate Share (as defined herein) of any increases in Taxes over Taxes due for the Fiscal Year 2019. LESSOR shall provide LESSEE with sufficient documentation evidencing any such increases. LESSOR shall elect to pay any betterment assessment over the longest permissible period to time and only the portion thereof allocable to each Fiscal Year after Fiscal Year 2019 shall be included in Taxes hereunder.

As used in this Lease, "LESSEE's Proportionate Share" shall equal 100%, based on the ratio of the rentable floor area of the Leased Premises to the total rentable floor area contained in the Building. LESSOR represents that the floor area of the Leased Premises consists of 3,500 rentable square feet and that the floor area of the Building consists of 3,500 rentable square feet, each as determined by LESSOR using the same methodology. LESSEE reserves the right to confirm LESSOR's measurement of the Leased Premises following completion of LESSOR's Work. Upon certification by LESSEE's architect or other professional measuring the Leased Premises, the rentable floor area of the Leased Premises shall be revised, together with the Base Rent and all applicable provisions of this Lease based thereon.

ARTICLE VII (Utilities)

Commencing with the Effective Date, LESSEE shall pay for all LESSEE'S utilities directly to Utility Companies as measured by a separate meter for the Leased Premises. In the event that utilities cannot be separately metered, LESSEE shall pay its proportionate share of the utilities as part of the Operating Expenses hereunder all subject to interruption due to any accident, to the making of repairs, alterations or improvements, to labor difficulties, to trouble in obtaining fuel, electricity, service or supplies from the source from which they are usually obtained for said Leased Premises, or to any cause beyond the LESSOR's control. In the event of any such interruption, LESSOR shall use diligent good faith efforts to restore all such utilities and other services to full operation as soon as reasonably possible. No plumbing, construction or electrical work of any type shall be done without LESSOR's prior written approval and appropriate permits.

ARTICLE VIII (Operating Expenses)

Beginning January 1, 2020, LESSEE shall pay to LESSOR LESSEE's Proportionate Share of any costs associated with Operating Expenses (as defined below) to the extent that they exceed the amount equal to the total Operating Expenses for calendar year 2019. LESSOR shall provide LESSEE with sufficient documentation evidencing any such increases.

The term "Operating Expenses" shall mean all of the expenses and costs incurred by LESSOR in connection with the operation, repair, maintenance, protection and management of the Building and Property, including utilities if not separately metered, but shall not include any expense incurred by LESSOR to provide any service to a specific tenant of the Building that is not generally provided to the other tenants of the Building. LESSEE is responsible for its own janitorial and snow plowing/removal. LESSOR will be responsible for anything structurally related to the Building and the HVAC. Damage and repair to the interior of the Building and doors is the LESSEE's responsibility.

ARTICLE IX (Use of Leased Premises)

LESSEE shall use the Leased Premises only for retail use, crafts and maker space, lawful uses ancillary thereto (sometimes referred to herein as the "Permitted Use"). LESSEE shall have unlimited, 24 hour-a-day, 7 days per week access to the Leased Premises and all portions of the Building and/or the Property necessary to access and use the Leased Premises so that LESSEE may conduct its business in an efficient manner.

ARTICLE X (Common Areas)

LESSOR shall maintain the common areas of the Building and/or the Property in good order, condition, and repair at LESSOR's sole cost and expense without further contribution from LESSEE beyond its payment of Base Rent.

ARTICLE XI (Insurance)

(a) LESSEE Insurance. LESSEE shall obtain and keep in full force during the Term the following coverage: (a) policy of commercial general liability insurance (including personal injury, broad form contractual liability, broad form property damage, and products liability), naming LESSOR as an additional insured, with minimum limits per occurrence of not less than Two Million Dollars (\$2,000,000), combined single limit and aggregate on an occurrence form, (b) an automobile liability policy (including all owned, hired or non-owned vehicles) naming LESSOR and LESSOR's mortgagee or mortgagees, as the case may be, as additional insureds, with minimum limits per occurrence of not less than One Million Dollars (\$1,000,000), combined single limit and aggregate on an occurrence form, (c) special form of coverage, including vandalism and malicious mischief theft and water damage in an amount equal to the actual cash value of LESSEE's personal property naming LESSOR and LESSOR's mortgagee or mortgagees, as the case may be, as additional insureds, and (d) worker's compensation insurance as required by applicable federal or state law.

(b) Waiver of Subrogation. Notwithstanding anything herein to the contrary, LESSOR and LESSEE each hereby waives any and all rights of recovery, claim, action, or cause of action against the other, its agents, employees, licensees, or invitees for any loss or damage to or at the Leased Premises or the Property or any personal property of such party therein or thereon by reason of fire, the elements, or any other cause which is covered, or would have been covered, by the insurance coverages required to be maintained by LESSOR and LESSEE, respectively, under this Lease, regardless of cause or origin, including omission of the other party hereto, its agents,

employees, licensees, or invitees. LESSOR and LESSEE covenant that no insurer shall hold any right of subrogation against either of such parties with respect thereto.

ARTICLE XII (Maintenance of Leased Premises)

The LESSEE agrees to maintain the Leased Premises including by making routine, non-capital repairs to all plumbing, electrical, heating, cooling and ventilation systems located within and serving exclusively the Leased Premises, in the same condition as they are at the Effective Date or as they may be put in during the Term of this Lease, reasonable wear and tear, damage by fire and other casualty excepted. LESSEE shall maintain and keep in force, at LESSEE's sole expense, all licenses, inspections and permits, if any, required by any governmental authority in connection with the occupation or use of the Leased Premises. The LESSEE shall not knowingly permit the Leased Premises to be overloaded, damaged, stripped, or defaced, nor suffer any waste. LESSEE shall be required to obtain the consent of LESSOR to erect any sign on the Leased Premises (in compliance with applicable law), which shall be situated outside of the Leased Premises. LESSEE shall be solely responsible for the maintenance and upkeep of the Leased Premises, including within LESSEE's responsibilities, cleanliness, safety, timely removal of all trash and debris, and overall neatness and shall hire (or perform) its own daily cleaning service.

ARTICLE XIII (Alterations, Improvements and Trade Fixtures)

LESSEE shall not make any alterations, installations, changes, additions or improvements in or to the Leased Premises without first having obtained LESSOR's written consent thereto, which consent may not be unreasonably withheld or delayed. All such alterations and other improvements shall be made at LESSEE's sole expense and shall become the property of the LESSOR and be surrendered with the Leased Premises upon the expiration of this Lease, unless and to the extent that LESSOR shall specify to the contrary simultaneously with granting any approvals therefor required under this Article. LESSEE hereby agrees to indemnify and hold LESSOR harmless from any and all claims, costs, demands and expenses resulting from such work performed in the Leased Premises by LESSEE.

LESSEE's furniture, equipment and supplies shall remain the property of LESSEE, even if affixed to the Leased Premises, and such furniture, equipment and supplies may be removed by LESSEE (and shall be so removed by LESSEE if so directed by LESSOR) at or prior to the expiration or prior termination of this Lease and LESSEE shall repair any damage to the Leased Premises resulting from such removal. All alterations, installations, changes, replacements, additions to or improvements upon the Leased Premises made without LESSOR's consent (exclusive of wholly cosmetic improvements) shall likewise at the election of LESSOR remain upon the Leased Premises and be surrendered, or removed, as aforesaid.

ARTICLE XIV (Parking)

At no cost to LESSEE, LESSEE shall have the right to use the onsite parking spaces in the parking lot of the Building as designated in Exhibit C and shall have unlimited, 24 hour-a-day, 7 days per week access to such parking spaces.

ARTICLE XV (Access)

The LESSOR or agents of the LESSOR may, at reasonable times with twenty-four (24) hours' notice, except in cases of emergency, enter the Leased Premises for any reasonable purpose, including to inspect or make repairs and alterations as LESSOR should elect to do. LESSOR may also show the Leased Premises to prospective tenants, at any time within six (6) months before the expiration of the Term.

ARTICLE XVI (Compliance with Laws)

LESSEE shall make all non-structural repairs, alterations, additions or replacements to the Leased Premises required by any law or ordinance or any order or regulation of any public authority pertaining to LESSEE's specific use or manner of use of the Leased Premises; keep the Leased Premises equipped with all safety equipment so required; pay all municipal, county, or state taxes assessed against personal property of any kind of the LESSEE; and comply with the orders, regulations, variances, licenses and permits of or granted by governmental authorities with respect to zoning, building, fire, health and other codes, regulations, ordinances or laws applicable to the Leased Premises, and the condition, improvement, use or occupancy thereof, except that LESSEE may defer compliance so long as the validity of any such order, regulation, code, ordinance or law shall be contested by LESSEE in good faith and by appropriate legal proceedings, provided LESSEE first gives LESSOR appropriate assurance reasonable satisfactory to LESSOR against any loss, cost or expense on account thereof and either a cash deposit or a bond equal to any potential loss, cost or expense to LESSOR, and provided such contest shall not subject LESSOR to criminal penalties or civil sanctions, loss of property or material civil liability.

ARTICLE XVII (Indemnification and Liability)

Upon notice and demand by LESSOR, LESSEE agrees to indemnify, defend and hold LESSOR and its shareholders, directors, managers, members, officers, employees, other agents and affiliates ("LESSOR Indemnitees") harmless from and against any and all losses, injuries, claims, demands, liabilities, obligations, suits, penalties, forfeitures, costs and expenses of every type or kind, including reasonable attorneys' fees actually incurred, disbursements and costs of investigation which are imposed upon, incurred by or asserted against LESSOR Indemnitees to the extent resulting from (i) the negligent act or omission or willful misconduct of LESSEE or any officer, employee or agent under the control or supervision of LESSEE, (ii) any injury to any party occurring at the Leased Premises, (iii) the violation of any applicable law, regulation or rule by LESSEE or any officer, employee or agent under the control or supervision of LESSEE or (iv) the violation by LESSEE of any provision of this Lease, except to the extent such claims, demands, causes of action, suits, proceedings or liabilities are attributable to the negligence or willful misconduct of any of the LESSOR Indemnitees. The provisions of this Article XVI shall survive the expiration or earlier termination of this Agreement.

ARTICLE XVIII (Casualty and Taking)

Should a substantial portion of the Leased Premises (or any portion of the Building or Property necessary to access the Leased Premises or reasonably use the same as contemplated hereby) be

substantially damaged by fire or other casualty, or be taken by eminent domain, the LESSEE may elect to terminate this lease by giving written notice of that effect to LESSOR within thirty (30) days after such occurrence. Any apportionment or adjustment of Rent shall be as of the time of termination (subject to abatement as of the damage as hereinafter provided). As used in this Article, the word "substantial" shall mean twenty-five percent (25%) or more of the Leased Premises or damage to the Leased Premises or Building that is reasonably established to require in excess of ninety (90) days to restore. LESSEE may also terminate this Lease if LESSOR fails to fully restore the Leased Premises (and portions of the Building necessary to access or use the Leased Premises) within one hundred fifty (150) days of the damage or if any damage to the Leased Premises occurs during the last 12 months of the Term that is reasonably established to require in excess of thirty (30) days to restore. When such fire, casualty, or taking renders any portion of the Leased Premises unsuitable for their intended use, a just and proportionate abatement of Rent shall be made and the LESSOR shall, forthwith and diligently, restore the Leased Premises to its prior condition, suitable for its intended use as contemplated under the Lease.

Without limitation, in no event, however, need LESSOR restore any portion of the Building (exclusive of the Leased Premises) which is not necessary to access the Leased Premises and not necessary for the use and enjoyment of the Leased Premises by LESSEE.

ARTICLE XIX (Eminent Domain)

If the whole or any part of the Leased Premises shall be taken or condemned for public or quasi-public use or purpose by any competent authority, or conveyed in lieu thereof (a "Taking"), LESSEE shall have no claim against LESSOR and shall not have any claim or right to any portion of any amount that may be awarded as damages or paid as a result of such taking; and all rights of the LESSEE to damages therefor, if any, are hereby assigned by the LESSEE to the LESSOR. Upon such Taking, if the Term of this Lease shall terminate, LESSEE shall have no claims against the LESSOR for the value of any unexpired term of this Lease. LESSEE, however, shall be entitled to claim, prove and receive in a condemnation proceeding such awards as may be allowed for damages to or the Taking of fixtures, equipment and other personal property installed by it and which is herein permitted to remove from the Leased Premises at the end of the Term and any moving expenses, but only if such awards shall be separately awarded in addition to (and not out of or in diminution of) the award made to LESSOR.

ARTICLE XX (Default and Bankruptcy)

In the event that (each an "Event of Default"):

- (a) The LESSEE shall fail to pay any installment of Rent, or other sum herein specified, and such default shall continue for five (5) days after written notice thereof, however, such notice shall only be required to be given once in any twelve (12) month period and following such one notice, no further notices of such failure shall be required to constitute a default during such twelve month period; or

- (b) The LESSEE shall default in the observance or performance of any other of the LESSEE'S covenants, agreements, or obligations hereunder, and such default shall not be corrected within thirty (30) days after written notice thereof; or
- (c) The LESSEE shall become insolvent, or shall make a transfer in fraud of creditors, or shall make an assignment for the benefit of creditors; or
- (d) The LESSEE shall file or there shall be filed against LESSEE a petition in bankruptcy or reorganization or for an arrangement for the benefit of creditors under any Article or chapter of the United States bankruptcy laws or under any similar law or statute of any State which is not dismissed within sixty (60) days of any involuntary filing; or
- (e) A receiver or trustee shall be appointed for all or substantially all of the assets of LESSEE.

Upon the occurrence and during the continuation of any such Event of Default, LESSOR may terminate this Lease by written notice to LESSEE, specifying a date not less than five (5) days after the giving of such notice on which this Lease shall terminate and this Lease shall come to an end on the date specified therein as fully and completely as if such date were the date herein originally fixed for the expiration of the Term of this Lease and LESSEE will then quit and surrender the Leased Premises to LESSOR, but LESSEE shall remain liable as hereinafter provided. In the event LESSEE fails to surrender the Leased Premises, the LESSOR shall re-enter and take complete possession of the Leased Premises, and remove the LESSEE'S effects, without prejudice to any remedies which might be otherwise used for arrears of any Rent or other default.

The LESSEE shall indemnify the LESSOR against all loss of Rent and other payments which the LESSOR may incur by reason of such termination during the residue of the Term. If the LESSOR makes any expenditures or incurs any obligations for the payment of money in connecting therewith, including but not limited to, reasonable attorney's fees for instituting, prosecuting or defending any action or proceeding, such sums paid or obligations incurred, with interest at the prime rate then published in The Wall Street Journal plus three percent (3%) per annum and costs, shall be paid to the LESSOR by the LESSEE as additional rent (the "Additional Rent").

The LESSEE covenants and agrees, notwithstanding any termination of this Lease as aforesaid or any entry or re-entry by the LESSOR, whether by summary proceedings (and the LESSEE hereby expressly waives any notice to quit possession of the Leased Premises prior to the institution of such summary proceedings), termination, or otherwise, to pay and be liable for on the days originally fixed herein for the payment thereof amounts equal to the several installments of Base Rent and other charges reserved as they would, under the terms of this Lease, become due if this Lease had not been terminated or if the LESSOR had not entered or re-entered, as aforesaid, and whether the Leased Premises be relet or remain vacant, in whole or in part, or for a period less than the remainder of the Term, and for the whole thereof. Additionally, LESSEE shall be responsible for the unamortized cost of the LESSOR's Work Value for the remainder of the Term. To induce the LESSOR to enter into this Lease, the LESSEE hereby waives any right to trial by jury in any action, proceeding or counterclaim brought by the LESSOR against the LESSEE on any matter whatsoever arising out of or in any way connected with this Lease, the relationship of the LESSOR and the LESSEE and the LESSEE's use and occupancy of the Leased Premises and/or any claim of injury or damage.

Nothing contained in this Lease shall, however, limit or prejudice the right of LESSOR to prove for and obtain in proceeding under any federal or state law relating to bankruptcy or reorganization or arrangement, an amount equal to the maximum allowed by any statute or rule of law in effect at the time when, and governing the proceedings in which, the damages are to be proved, whether or not the amount be greater than the amount of the loss or damages referred to above.

Any and all rights and remedies which LESSOR may have under this Lease, and at law and equity, shall be cumulative and shall not be deemed inconsistent with each other, and any two or more of all such rights and remedies may be exercised at the same time insofar as permitted by law.

Any consent or permission by LESSOR to any act or omission which otherwise would be a breach of any covenant or condition herein, or any waiver by LESSOR of the breach of any covenant or condition herein, shall not in any way be held or construed (unless expressly so declared) to operate so as to impair the continuing obligation of any covenant or condition herein, or except as to the specific instance, operate to permit similar acts or omissions. The failure of LESSOR to seek redress for violation or to insist upon the strict performance of, any covenant or condition of this Lease shall not be deemed a waiver of such violation nor a subsequent act, which would have originally constituted a violation, from having all the force and effect of an original violation. The receipt by LESSOR of Rent with knowledge of the breach of any covenant of this Lease shall not be deemed to have been a waiver of such breach or covenant of this Lease and shall not be deemed to have been a waiver of such breach by LESSOR unless such waiver is in writing signed by the LESSOR. No consent or waiver, express or implied, by LESSOR to or of any breach of any agreement or duty shall be construed as a waiver or consent to or of any other breach of the same or any other agreement or duty.

ARTICLE XXI (Notice)

Any notice from the LESSOR to the LESSEE relating to the Leased Premises or to the occupancy thereof, shall be deemed duly served as of the date sent, by registered or certified mail, return receipt requested, postage prepaid, or via hand delivery or via a recognized next business day delivery service and addressed as follows:

If to the LESSEE: Brokk and Eitri LLC
691 Worcester Road
Natick, MA 01760
Attn: Laura Cusson

with a copy to: Maurice J. Ringel, Esq.
Ringel Law, PC
399 Chestnut Street
Needham, MA 02492

If to the LESSOR: Boston India Realty, LLC

679 Worcester Road
Natick, MA 01760
Attn: Mr. Deep Deshpande

ARTICLE XXII (Surrender)

The LESSEE shall at the expiration or other termination of this Lease remove all LESSEE'S goods and effects from the Leased Premises (including, without hereby limiting the generality of the foregoing, all signs and lettering affixed or painted by the LESSEE, either inside or outside the Leased Premises). LESSEE shall deliver to the LESSOR the Leased Premises and all keys, locks thereto, and other fixtures connected therewith and all alterations and additions made to or upon the Leased Premises, in the same condition as they were at the Effective Date, or as they were put in during the term hereof, reasonable wear and tear and damage by fire or other casualty only excepted. In the event of the LESSEE'S failure to remove any of the LESSEES' property from the Leased Premises, LESSOR is hereby authorized, without liability to LESSEE for loss or damage thereto, and at the sole risk of LESSEE, to exercise LESSOR's rights under Article XIII above.

For each day after the expiration of the Term, or the earlier termination of this Lease, and prior to LESSEE's performance of its obligations to yield up the Leased Premises under this Article, LESSEE shall pay to LESSOR as Rent an amount equal to one hundred fifty percent (150%) of the Base Rent computed on a daily basis, together with all Additional Rent payable with respect to each such day. LESSEE shall further indemnify LESSOR against all loss by the payment of reasonable costs and, if LESSOR notifies LESSEE of LESSOR's agreement with another party to occupy the Leased Premises and LESSEE fails to vacate within fifteen (15) days of such notice, any damages resulting from LESSEE's delay in surrendering the Leased Premises as above provided.

ARTICLE XXIII (Brokerage)

Both parties warrant and represent that they have had no dealing with any broker or agent in connection with this Lease except Avison Young whose commission shall be paid by LESSOR per separate agreement.

ARTICLE XXIV (Other Provisions)

- A. **Assignment:** This Lease may only be assigned or sublet by LESSEE upon the prior written consent of LESSOR, which shall not be unreasonably withheld or delayed. Any net profits resulting from an assignment or sublease shall be split evenly between LESSOR and LESSEE. LESSEE shall pay LESSOR one half of any such excess within thirty (30) days after LESSEE's receipt of such excess consideration after deducting from the excess all reasonable and customary expenses directly incurred by LESSEE attributable to the sublease or assignment.

- B. **Lease Not to be Recorded:** LESSEE agrees that it will not record this Lease. Both parties shall execute and deliver a Notice of Lease and record same in such form, if any, as may be permitted by applicable statute. If this Lease is terminated before the Term expires, the parties shall execute, deliver and record an instrument acknowledging such fact and the actual date of termination of this Lease.
- C. **Applicable Law and Construction:** This Lease shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts. If any term, covenant, condition or provision of this Lease or the application thereof to any person or circumstances shall be declared invalid, or enforceable by the final ruling of a court of competent jurisdiction having final review, the remaining terms, covenants, conditions and provisions of this Lease and their application to persons or circumstances shall not be affected thereby and shall continue to be enforced and recognized as valid agreements of the parties, and in the place of such invalid or unenforceable provisions, there shall be substituted a like, but valid and enforceable provision which comports to the findings of the aforesaid court and most nearly accomplished the original intention of the parties.
- D. **No Other Agreements:** There are no oral or written agreements between LESSOR and LESSEE affecting this Lease. This Lease may be amended, and the provisions hereof may be waived or modified, only by instruments in writing executed by LESSOR and LESSEE.
- E. **No Representations by LESSOR:** Neither LESSOR nor any agent of LESSOR has made any representations or promises with respect to the Leased Premises except as herein are expressly set forth and no rights, privileges, easements or licenses are granted to LESSEE except as herein expressly set forth.
- F. **Headings and Article Numbers:** The headings and article numbers are contained herein are for convenience only and shall not be considered in construing this lease.
- G. **Signage:** LESSEE shall, at LESSEE's cost, have building standard listings on all lobby and building directories. After obtaining LESSOR's written approval, LESSEE may install exterior building signage subject to applicable law including but not limited to the bylaws of the Town of Natick.
- H. **Covenant of Quiet Enjoyment.** Subject to the terms and conditions of this Lease, on payment of the Base Rent and Additional Rent and observing, keeping and performing all of the other terms and conditions of this Lease on LESSEE's part to be observed, kept and performed, LESSEE shall lawfully, peaceably and quietly enjoy the Leased Premises during the Term hereof, without hindrance or ejection by LESSOR or any persons lawfully claiming under LESSOR to have title to the Leased Premises superior to LESSEE.
- I. **Multiple Counterparts; Entire Agreement.** This Lease may be executed in multiple counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same document. This Lease constitutes the entire agreement between the parties hereto, with respect to the subject matter hereof and thereof and supersedes all prior dealings between them with respect to such subject matter, and there are no verbal or collateral understandings, agreements, representations or warranties not

expressly set forth in this Lease. No subsequent alteration, amendment, change or addition to this Lease shall be binding upon LESSOR or LESSEE, unless reduced to writing and signed by the party or parties to be charged therewith.

- J. **"LESSOR" and "LESSEE":** The words "LESSOR" and "LESSEE" appearing in this Lease shall be construed to mean those named in Article One and their respective heirs, executors, administrators, successors and assigns and those claiming through or under them respectively. If there be more than one LESSEE, the obligations imposed by this Lease upon LESSEE shall be joint and several.
- K. **Rules and Regulations:** Lessee shall comply and shall cause its employees, agents, and invitees to comply with the rules and regulations promulgated by LESSOR and such other reasonable rules and regulations as LESSOR shall from time to time establish for the proper regulation of the Building, provided that LESSOR gives LESSEE reasonable advance notice to LESSEE of such other rules and regulations.

Signature page follows.

IN WITNESS WHEREOF, the LESSOR and LESSEE have hereunto set their hands and common seals this 29 day of March, 2019.

LESSOR:

Boston India Realty, LLC

By: 

Name:

Title:

DEEP SUDHAKAR
OWNER.

LESSEE:

Brokk and Eitri, LLC

By: 

Name: Jeffrey Cusson

Title:

Manager

By: 

Name: Laura Cusson

Title:

Manager

Exhibit A

[Plan Showing Leased Premises]

Exhibit B
(LESSOR's Work)

In addition to delivering the Leased Premises in AS-IS condition, LESSOR shall make the following improvements to the Property at its own cost and expense.

- Landscaping of entire property to clean up exterior image
- Repaint parking lot lines
- Repair Route 9 signage (fix it because it is tilted)
- Ensure lighting of signage is in good working order (if there is lighting)
- Ensure the building mechanical systems, HVAC, and electric panel is in good working order
- Ensure proper exterior building lighting in accordance with the Town requirements.

**Exhibit C
(Parking Plan)**

architecture + design
51 Melcher Street Boston, MA 02210
O 617.520.4950 M 617.792.6162

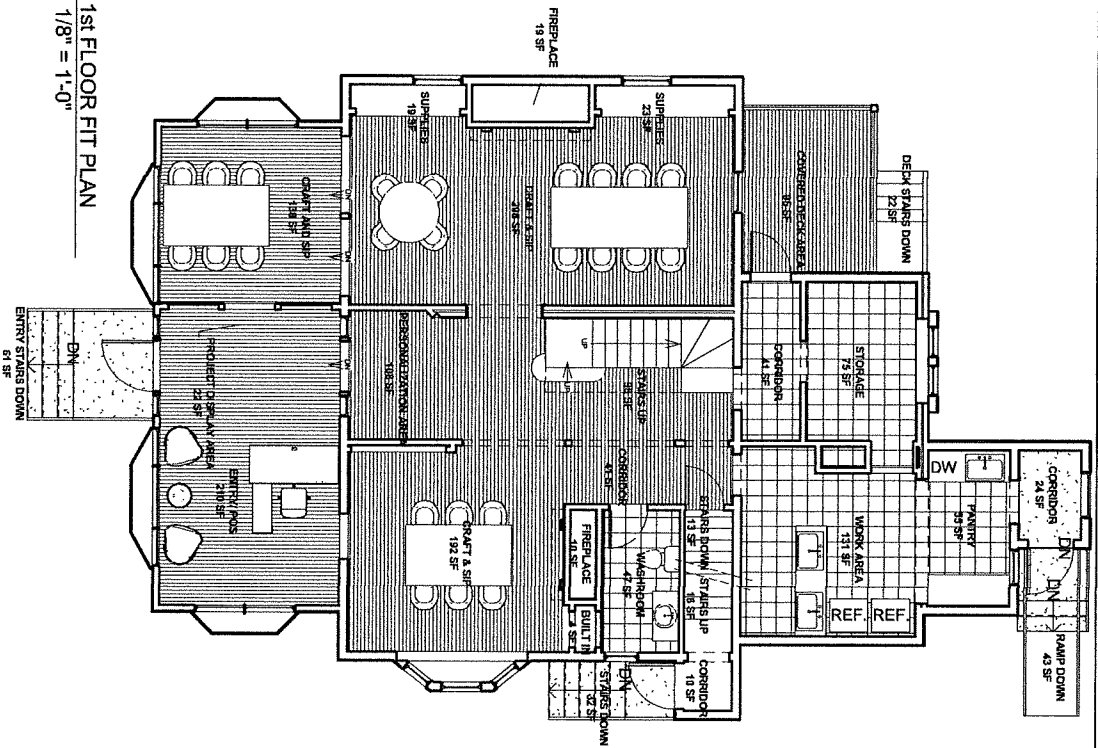


BROKK AND EITRI
691 WORCESTER STREET
NATICK, MA 01760

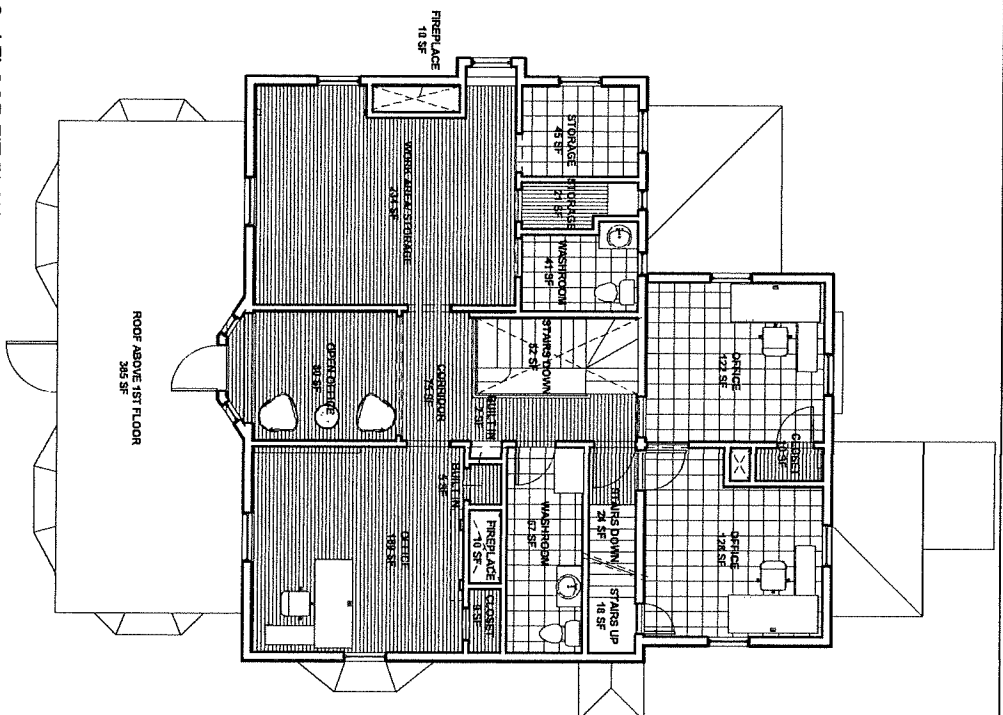
BROKK AND EITRI	
Project number	19015
Date	03.05.2019
Drawn by	STM

SD-01

1 1st FLOOR FIT PLAN
1/8" = 1'-0"



2nd FLOOR FIT PLAN
1/8" = 1'-0"



4/4/19



Accounts

Transfers

Bill Pay

Debit Cards

Settings

Support

Messages

Feedback

BROCK AND EITR LLC

● Checking *7978
FREE BUSINESS CKG

Current Balance Available Balance
\$32,578.68 \$32,578.68

Activity

Statements

Services

Alerts

Details

Search keyword, amount or date

Filter

☐ Show Scheduled Transactions ☐ Show Transaction Categories

Download

Print

Date Description

Amount Balance

In Process	Preauthorized Credit Stripe	+\$141.76	32,578.68
Apr 3, 2019	Preauthorized Credit Stripe	+\$129.33	32,436.92
Apr 2, 2019	Electronic Bill Pay Hartford Insurance	-\$183.44	32,307.59
Apr 2, 2019	Electronic Bill Pay Ringel Law	-\$140.00	32,491.03
Apr 2, 2019	Atm Deposit	+\$20,000.00	32,631.03
Apr 1, 2019	Preauthorized Credit Stripe	+\$16.87	12,631.03
Mar 27, 2019	Preauthorized Credit Stripe	+\$333.78	12,614.16
Mar 26, 2019	Electronic Payment Deluxe Check	-\$31.00	12,280.38



Donna Donovan <ddonovan@natickma.org>

Re:

1 message

Brian Lauzon <lauzon@natickpolice.com>
To: Donna Donovan <ddonovan@natickma.org>

Fri, May 10, 2019 at 2:58 AM

Donna,

I have met with the applicant and discussed her proposal in detail. At this time we would recommend that the BOS approve this request, but as this is a "Restaurant" license to sell beer and wine on premise, we feel food options beyond what the applicant proposed to me (pre-packaged popcorn and pretzels) should be required particularly since the applicant anticipates customers being on site for 3 1/2 hours or more. I did ask the applicant to consider something consistent with what another similar business in Natick Center had offered for food options along with what the Belkin Farm Tap Room does. The building in question is sited at Rt.9 west and Wethersfield Road, so i would anticipate most customers driving not walking or biking. Pulling out onto Rt.9 at this location can be difficult during many hours of the day and night for any driver given the speed and volume of traffic.

Respectfully submitted,

Lt. Brian G. Lauzon

On Thu, May 9, 2019 at 9:35 AM Donna Donovan <ddonovan@natickma.org> wrote:

Donna Donovan
Senior Executive Assistant
Town of Natick
508-647-6410

ITEM TITLE: Town Counsel Screening Committee Update
ITEM SUMMARY:

ITEM TITLE: Proposed BOS Recommendation to Town Administrator to Close Town Hall at 11:00 p.m. Monday-Thursday

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Proposal-S. Salamoff	4/9/2019	Cover Memo
Outreach Meeting Notice	5/10/2019	Cover Memo



Patricia O'Neil <poneil@natickma.org>

Fwd: Proposal to Recommend Town Hall Close at 11:00 p.m. Monday - Friday, Agenda April 16, 2019.

1 message

Sue Salamoff <ssalamoff@natickma.org>

Mon, Apr 8, 2019 at 2:05 PM

To: Melissa Malone <mmalone@natickma.org>

Cc: Donna Donovan <ddonovan@natickma.org>, Patricia O'Neil <poneil@natickma.org>

FYI

Sue

----- Forwarded message -----

From: Sue Salamoff <ssalamoff@natickma.org>

Date: Mon, Apr 8, 2019 at 12:43 PM

Subject: Proposal to Recommend Town Hall Close at 11:00 p.m. Monday - Friday, Agenda April 16, 2019.

To: Michael Hickey <mhickey@natickma.org>

It is in the interests of Natick citizens, volunteers elected and appointed and the employees of the town that the work of Town Boards, Committees and Commissions be conducted during reasonable hours. Access to government means hours that a person may be expected to be present to speak on an issue, participate as a decision maker or just observe their government in action. Additionally, it is reasonable to suggest that the decision making process is not always at it's best when meetings extend beyond 11 p.m.

Sue

--

Susan G. Salamoff, Vice Chair
Natick Board of Selectmen

Please note that emails are considered a public record.

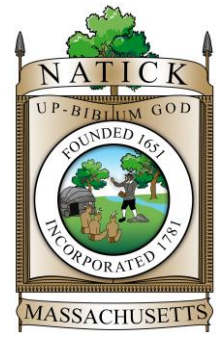
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Susan G. Salamoff, Vice Chair
Natick Board of Selectmen

Please note that emails are considered a public record.

Town of Natick

Meeting Notice



OUTREACH MEETING:

DISCUSSION REGARDING TOWN HALL CLOSING HOURS

**Proposal to recommend Town Hall Close at 11:00 p.m. Monday-Thursday
Presented by the Board of Selectmen's Vice Chair, Susan G. Salamoff:**

"It is in the interests of Natick citizens; volunteers, elected and appointed; and employees of the Town that the work of Town Boards, Committees, and Commissions be conducted during reasonable hours. Access to government means hours that a person may be expected to be present to speak on an issue, participate as a decision maker, or just observe their government in action. It is reasonable to suggest that the decision-making process is not always at its best when meetings extend beyond 11:00 p.m."

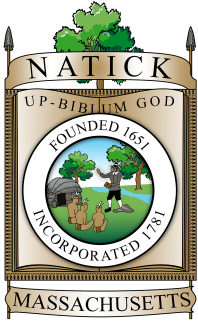
**WEDNESDAY, MAY 15, 2019
5:30-6:30 PM
NATICK TOWN HALL
13 EAST CENTRAL STREET, 2ND FLOOR
EDWARD DLOTT MEETING ROOM**

ITEM TITLE: Capital Infrastructure and Transportation Projects

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
South Main Street Project Update-B. McDowell	5/10/2019	Cover Memo
Washington Ave Project Update-B. McDowell	5/10/2019	Cover Memo
2019 Projects-Map	5/10/2019	Cover Memo
2020 Projects-Map	5/10/2019	Cover Memo
2021 Projects-Map	5/10/2019	Cover Memo
2022 Projects-Map	5/10/2019	Cover Memo
2019-2022 Projects-Map	5/10/2019	Cover Memo
Capital Infrastructure Projects-M. Malone	5/13/2019	Cover Memo
CRT Construction & Use Update	5/13/2019	Cover Memo
Route 27 N Main Street Project Presentation	5/13/2019	Cover Memo



TOWN OF NATICK MASSACHUSETTS

JEREMY T. MARSETTE, P.E.
DIRECTOR

WILLIAM E. MCDOWELL, P.E.
TOWN ENGINEER

MEMORANDUM

To: Michael Hickey, Chair, Board of Selectmen
From: Bill McDowell, Town Engineer
Date: May 10, 2019
Re: South Main Street Project Update

South Main Street Design continues. The design estimate at the 50% design stage was approximately 15% higher than the requested appropriation based on initial engineering estimate. Funding for the project was removed from the Annual Town Meeting Warrant and will be requested at the Fall Town Meeting. The engineers have been working with the Department to decrease construction costs. It is anticipated the project estimate, with 10% contingency, will be slightly under \$ 4.0M.

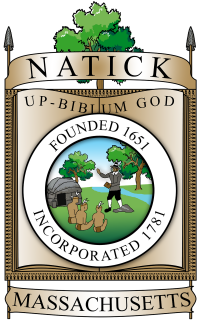
The Notice of Intent for the project is on the agenda for the Commission's May 16th Meeting. There are two separate areas where construction will occur within the buffer zones of wetland resource areas, from the Sherborn Town line to West Street (+/- 1330 linear feet) and near Bennett Street, between houses 132 and 134 S. Main St. where a drainage swale enters the piped drainage system under the roadway.

Geotechnical survey occurred along the route of the sidewalk being designed as a potential add/alternate during the weeks of April 29th and May 6th. Results of the survey will determine the easterly limits of work in this area.

The Department has confirmed the location of utility poles with Eversource Electric. All utility poles will be located within the existing 41.25' wide right of way. There are some support anchors which will need to be relocated. The nature of the anchors require that they be located, offset from the poles, on private property. The Engineering Division will be contacting the property owners at these locations in the next week. Support poles, which maintain required vertical clearance over the street and sidewalks for electric and communications wires, will need to remain in several locations along South Main Street.

Final design, specifications and estimate are anticipated in mid-June. Funding for the project will be requested at the Fall Town meeting. It is anticipated that construction would begin in Late April early May 2020. Construction is anticipated to take the full 2020 construction season and a portion

(2 -3 months) of the 2021 season to finalize traffic control measures and plantings. The Department is considering performing hydrant relocations during this construction season in advance of contract work in the roadway. Eversource Electric is evaluating whether relocation of their utility poles may begin in the fall of this year.



TOWN OF NATICK MASSACHUSETTS

JEREMY T. MARSETTE, P.E.
DIRECTOR

WILLIAM E. MCDOWELL, P.E.
TOWN ENGINEER

MEMORANDUM

To: Michael Hickey, Chair, Board of Selectmen
From: Bill McDowell, Town Engineer
Date: May 10, 2019
Re: Washington Ave Project Design Update

The design consultant, Environmental Partners have submitted 50% plans and estimate for Department review. Environmental permitting will be required for work near Cochituate Street and Valley Road where streams pass under the roadway

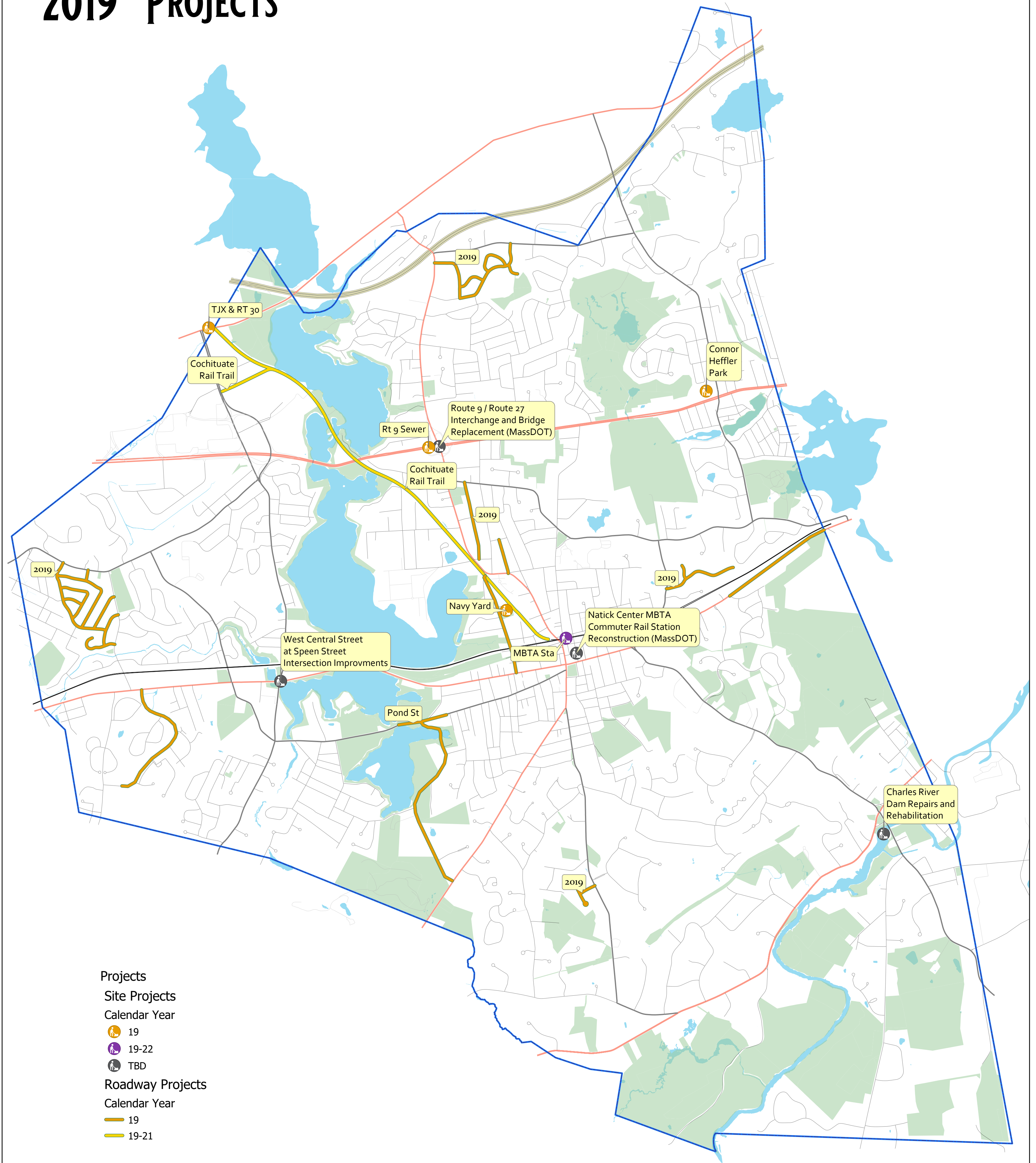
The roadway cross sections have been submitted and there are 8 individual locations where utility poles and overhead wiring will require relocation to accommodate ADA sidewalk requirements. The Department has submitted a request for a work order on Washington Ave but has not yet confirmed proposed locations. There is a location at the southeasterly corner of Cochituate Street where three primary circuits drop from overhead to underground conduit. We have been advised by Eversource Electric that this pole may not readily be moved and we are at this time evaluating design alternatives to accommodate this ramp. An additional location at the southwesterly sidewalk at the railroad bridge will require a variance from the local access authority for running slope due to the elevation of the bridge abutment in relation to the sidewalk.

The design engineer has requested additional subsurface test pit work in twenty locations along the roadway. This work is outside of the original scope of work. It is requested to avoid potential utility conflicts at areas where there is close proximity to existing underground utilities. We have requested that the engineer evaluate alternative methods or design around the potential conflict areas. The test pits would represent a significant expense in addition to the existing contract.

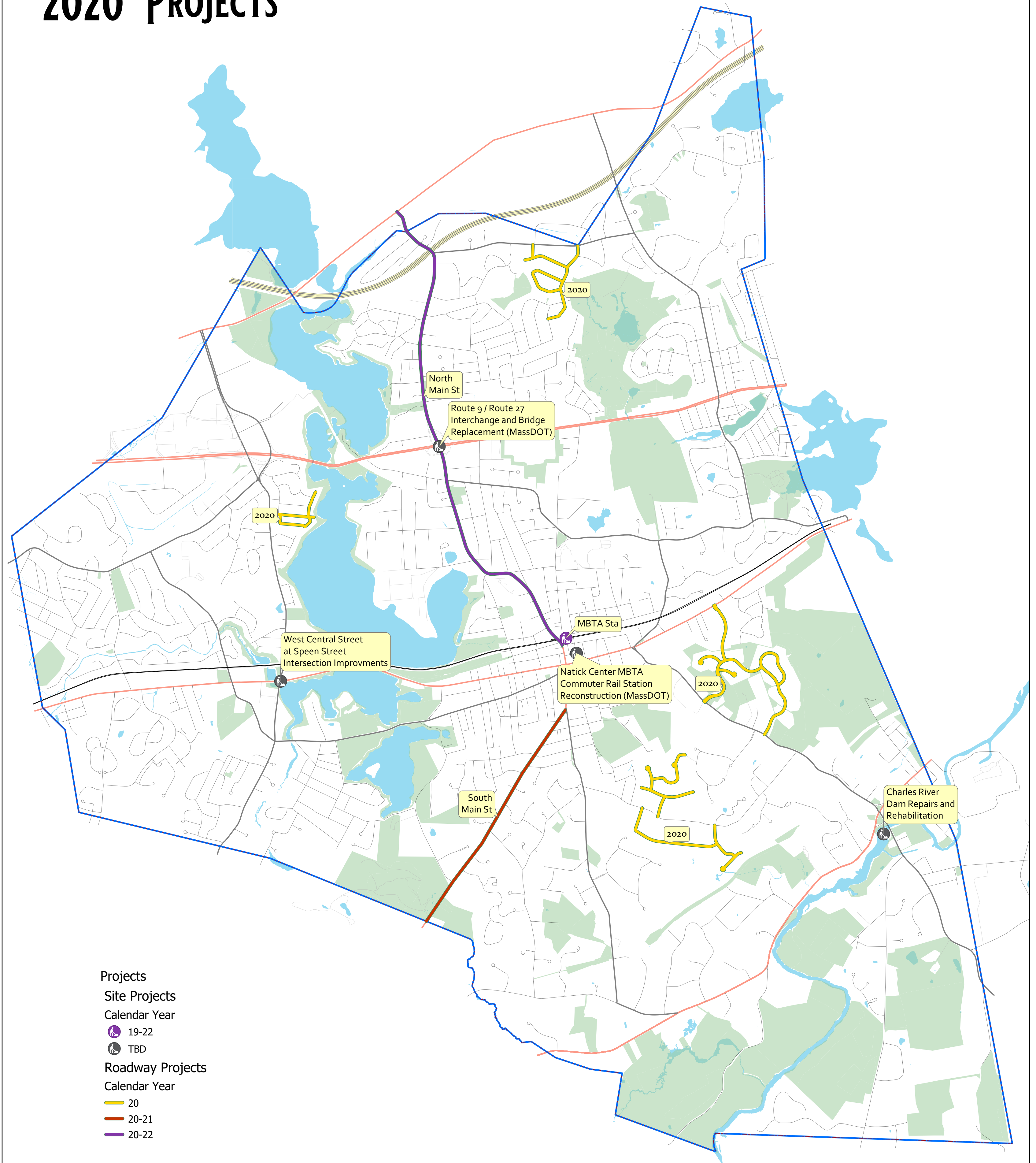
The design engineer anticipates final design to be complete 3 to 4 weeks following resolution of the underground utility locations.

If contract preparation is completed and bids received in July, construction could begin in late August. This project would likely extend into early spring 2020 to finish grading, seeding and finish treatments.

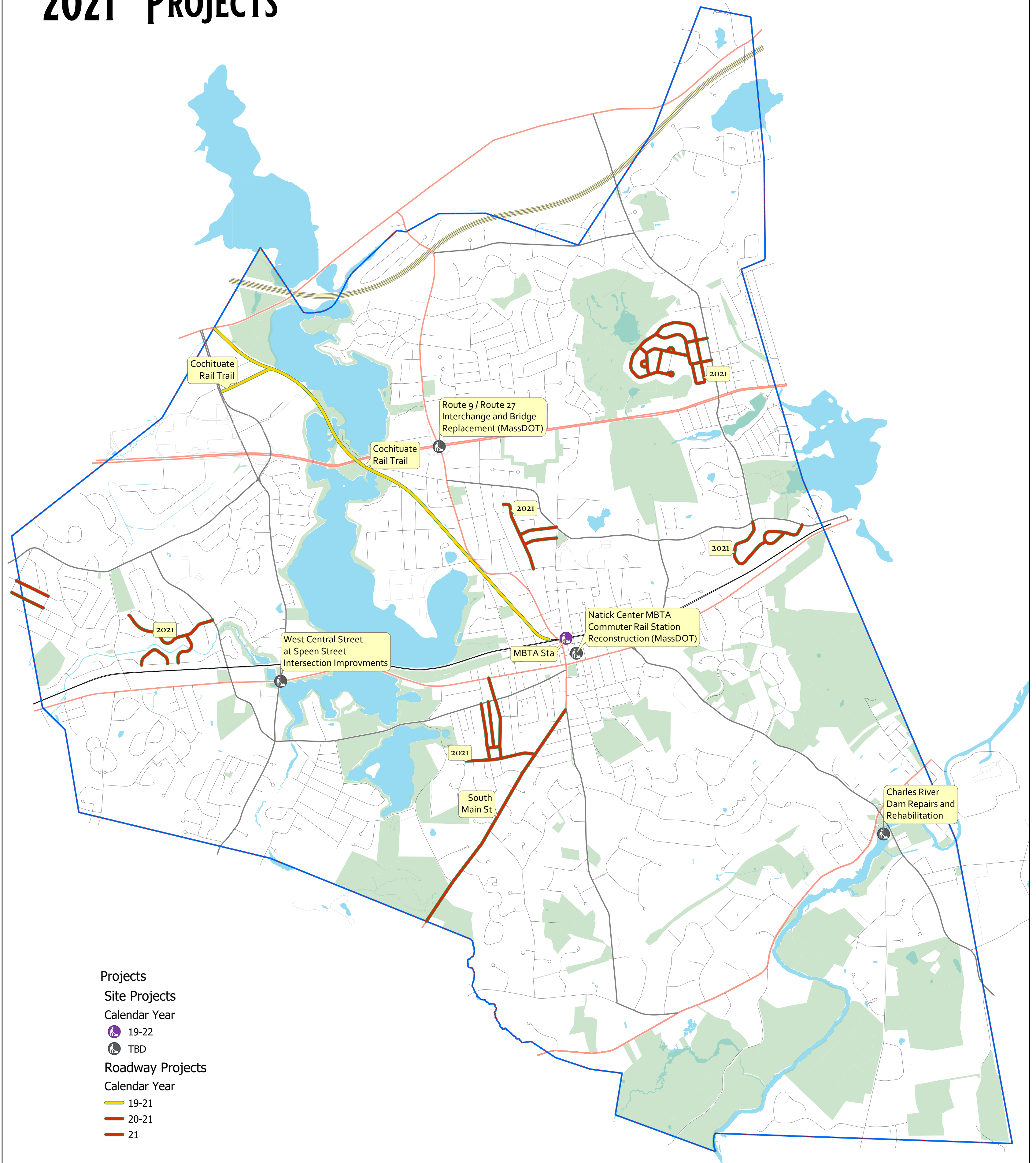
2019 PROJECTS



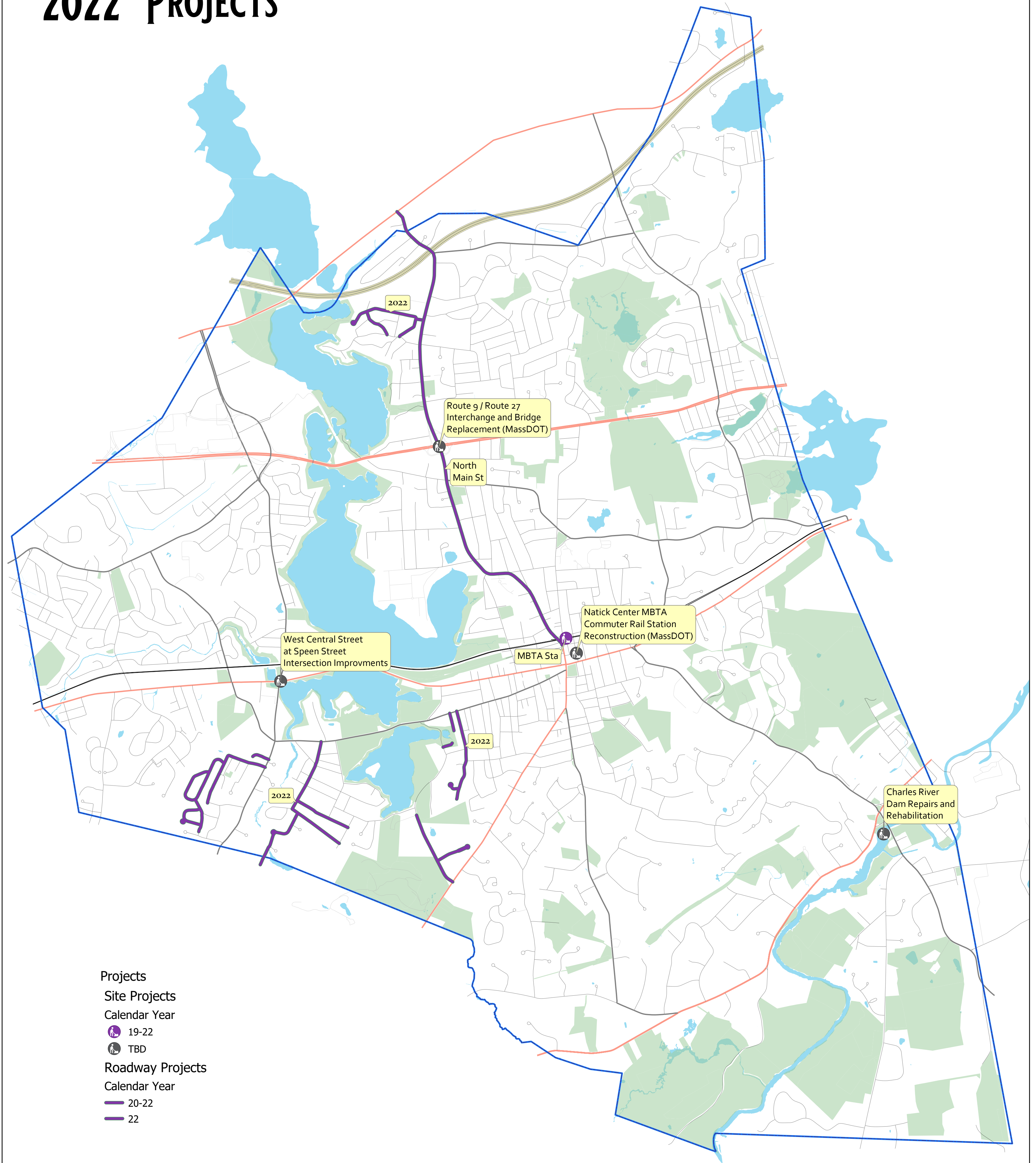
2020 PROJECTS



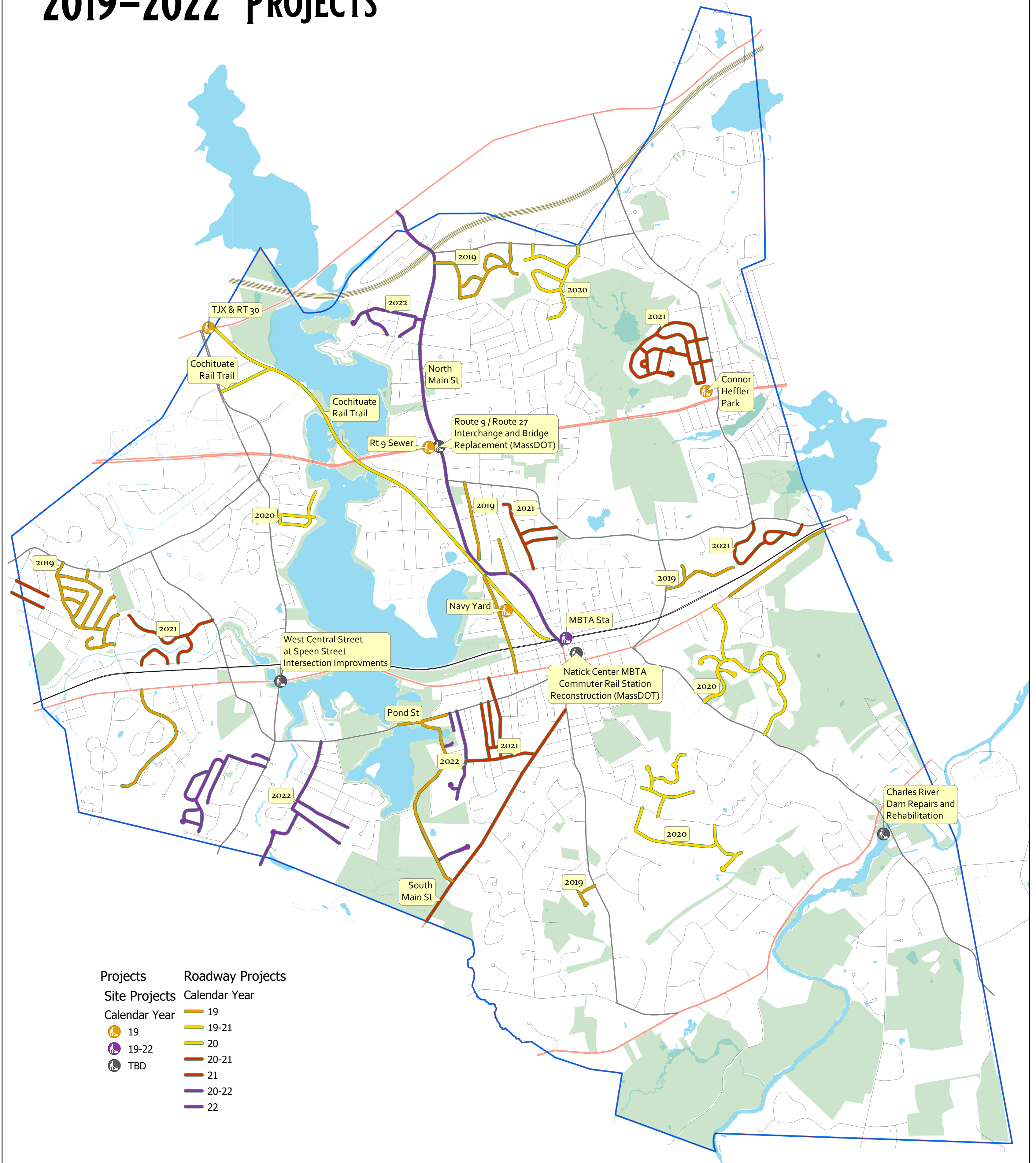
2021 PROJECTS



2022 PROJECTS



2019-2022 Projects



Memorandum

To: Board of Selectmen

From: M.Malone

Date: May 10, 2019

Re: Capital Infrastructure Projects

The Town of Natick is fortunate to be the recipient of state and federal infrastructure investments. Many of the projects are going to be in the same general vicinity and close in radius to each other and will be occurring back to back if not simultaneously. The purpose of this update is to consolidate all the major known projects into one discussion and to demonstrate the magnitude of work that is anticipated to be completed within our community.

Natick Center Commuter Rail Station Reconstruction

<https://www.mbta.com/projects/natick-center-station-accessibility-improvements>

South Main Street (Route 27) Reconstruction

Please see Attachment A for more specifics on this project.

North Main Street (Route 27) Reconstruction

Please see Attachment B for more specifics on this project.

Washington Avenue Reconstruction

Please see Attachment C for more specifics on this project.

Cochituate Rail Trail Construction

Please see Attachment D for more specifics on this project.

Route 27/Route 9 Interchange Reconstruction

Anticipated release of further information in early June to the public by MassDOT to the Natick community.

Complete Streets Projects

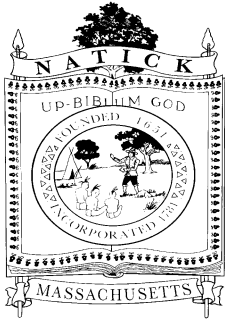
<https://www.natickma.gov/1331/Complete-Streets>

Five-year Roadway Improvement Plan

<https://www.natickma.gov/DocumentCenter/View/6961/2018--2022-Five-Year-Roadway-Improvement-Plan-Map>

Along with the improvement to our needed infrastructure that will inure to the benefit of our Town for years to come, during the construction we recognize that there will be inconveniences to our residents, businesses, and visitors. As a Town Administration we are meeting regularly with our State partners, and helping facilitate coordination with the various contractors and timing of projects.

We are very pleased to launch an online project map, and at the next few BOS meetings will be sharing more visual information and consolidating information on our webpage to ensure that there is an easy way for our residents and businesses to see what is happening and to communicate with Town Administration.
<https://www.natickma.gov/1461/Projects>



COMMUNITY AND ECONOMIC DEVELOPMENT

BUILDING

PLANNING

ZONING

CONSERVATION

MEMORANDUM

TO: Michael Hickey, Chair, Board of Selectmen

FROM: Jamie Errickson, Director

CC: Josh Ostroff, Chair CRT Advisory Committee

DATE: May 9, 2019

RE: **Cochituate Rail Trail – Construction & Use Update**

The construction of the Cochituate Rail Trail is finally here! This memo is provided to update the Board and the public on the next steps in the CRT construction process and the potential use/access limitations along the trail over the next couple of years. Please note that the construction of the trail is being managed by MassDOT, as the project is funded with Federal and State moneys. Bill McDowell (Town Engineering) and Marc Coviello (Project Manager in CED) are the primary representatives for the Town with MassDOT.

MassDOT awarded the contract to MAS Building and Bridge in January, with an official Notice to Proceed in March. MassDOT, the contractor, the Town and other parties have been meeting to review schedules and responsibilities.

The CRT is currently open for interim use as a rough, unimproved trail, including the railroad bridge over Route 9, which was made safe for temporary use in 2017. Public Access from Willow Street to the MBTA Station is currently prohibited.

The CRT in Natick will be closed to public access for most of the duration of construction. The Framingham portion from Route 30 to Saxonville will remain open, except the southernmost section during construction of the Route 30 bridge.

Some important dates to note during construction include (all dates are estimates):

- Utility work and trail clearing has started, and will continue through July 2019
- Route 9 bridge demolition and replacement is anticipated to begin in August 2019, with temporary roadway detours;
- Route 30 bridge construction is anticipated to start in March 2020;
- Final trail paving is anticipated to start in mid-2020;
- The project completion is anticipated to be no later than June 2021

We will have regular updates, and keep the public informed throughout.

The CRT project will not include the extension of the trail from Willow Street to the new Natick Center MBTA station. However, Town Staff is working to initiate a MassDOT project request to establish a direct connection to the new Station and to Main Street, once the station is constructed. This is an ongoing process about which the Board will remain informed. We anticipate applying for grant funding towards the cost of design for this project, and for construction to be funded through the TIP.

For the public's benefit, we invite people to download the [Interim Map and Guide](#), visit the CRT web page at natickma.gov/crt, or contact crt@natickma.org with any questions or concerns.

Route 27 North Main Street Improvements

MassDOT Project # 605034

Natick - 01760



- \$3.6M spent/appropriated for design & right of way
- 2+ Miles, 2 schools, 5 parks
- Over 200 impacted properties
- Over 22,000 daily trips
- \$100M Public Investment along the corridor
- \$400M Private Investment serviced by the corridor
- Updated cost estimate - \$18.5M



Route 27 Design History

- 2009 – Initial 25% design submission & approval
- 2010 to 2015 – Project delay (General Green Way, others)
- July 2017 – Resubmission of updated 25% design
- Fall 2017 – 25% design approved
- July 2018 – 75% design submission
- Fall 2018 – 75% design approved
- October 2018 – Initiate Right of Way (ROW) acquisition work
 - Appraisals, Legal, etc
- March 2019 – 100% design submission
 - Pending MassDOT approval

Route 27 Public Meetings/Hearing

- 2009 – Initial 25% design Public Hearing (MassDOT Required)
- June 2017 – Update 25% design Public Hearing (MassDOT Required)
 - Public Hearing Notice /Advertisement – May 2017
 - Notice to all impacted property owners – May 2017
- 2018 Right of Way (ROW) Meetings with Property Owners
 - North of Route 9 section on November 5
 - South of Route 9 section on November 7
 - Notice to all impacted property owners
- Regular updates at Board of Selectmen Meetings, Town Meetings, and others as requested





Route 27 Additional Outreach

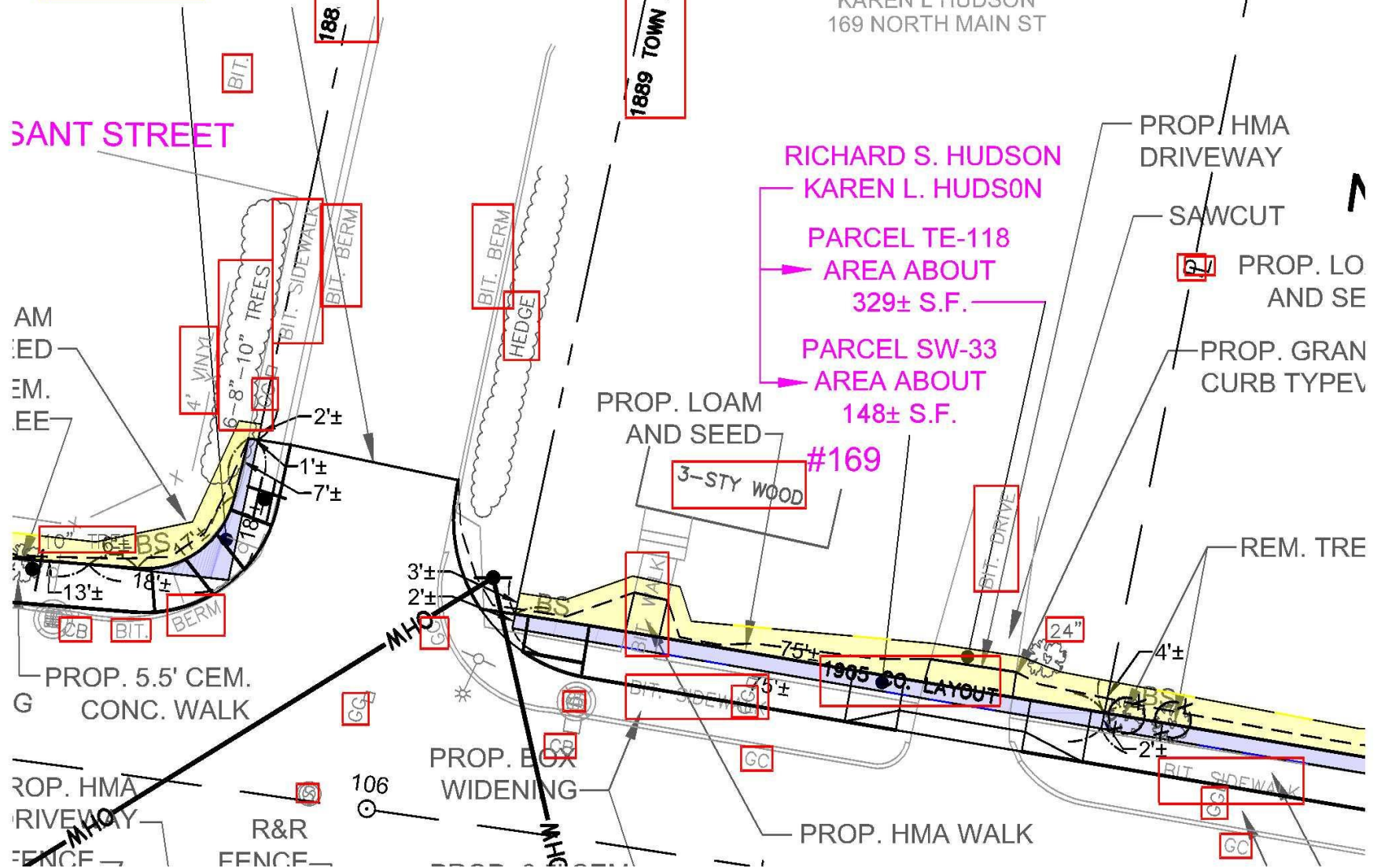
- Early 2015 – Targeted meeting with impacted property owners south of Rt. 9
- Fall/Winter 2018
 - Appraisal engagement packet sent (certified mail)
 - Federal Aid Acquisition Guide Packet sent (certified mail)
- Ongoing meetings with heavily impacted property owners
- Diary of contact with all property owners – Federal Requirement
- Property owners encouraged to contact CED throughout

Route 27 Typical Property Impact

- Less than \$10k in value (85%)
- Temporary and/or permanent easements for:
 - Utility pole relocation
 - Sidewalk work
 - Blending of driveways
 - Reconstruction of existing retaining walls
 - Traffic control equipment
- Significant improvements at primary intersections
 - Pine St., Bacon St., Lake St.



LEGEND

-  - PARCEL LOT LINE
-  - PERMANENT UTILITY EASEMENT
-  - TAKING/PERMANENT EASEMENT
-  - TEMPORARY EASEMENT



LEGEND

RICHARD M. BRAGDON, TRUSTEE OF
RICHARD M. BRAGDON TRUST
AREA ABOUT 1067± S.F.

-  - PARCEL LOT LINE
-  - PERMANENT UTILITY EASEMENT
-  - TAKING/PERMANENT EASEMENT
-  - TEMPORARY EASEMENT

& MINDY E.
ENYSE ST.
, WALNUT
TRUST
S.F.

#5 & #57

DRIVEWAY
OP. LOAM
ID SEED
ET. TIMBERS

1905 CO. LAYOUT
TIMBERS
BIT. SIDEWALK
DIRT
GC
CB

PROP GRAN.

CONST. B

PROP. LOAM
AND SEED
PROP. 5' CEM.
CONC. SIDEWALK
PROP. HMA
DRIVEWAY
SAWCUT

#53

REM. & REBUILD STONE
WALL & END POSTS

PROP. LOW
CEMENTED STONE
MASONRY RET. WALL

PROP. 3'
GRASS STRIP

SAWCUT

PROP. HMA
DRIVEWAY

REM. &
REBUILD
WALL

36"

STONE

LOW GRAN. WALL

BIT. SIDEWALK

DIRT

RETURN STONE S
TO MATCH EXIST. WALL,
PROVIDE END POSTS

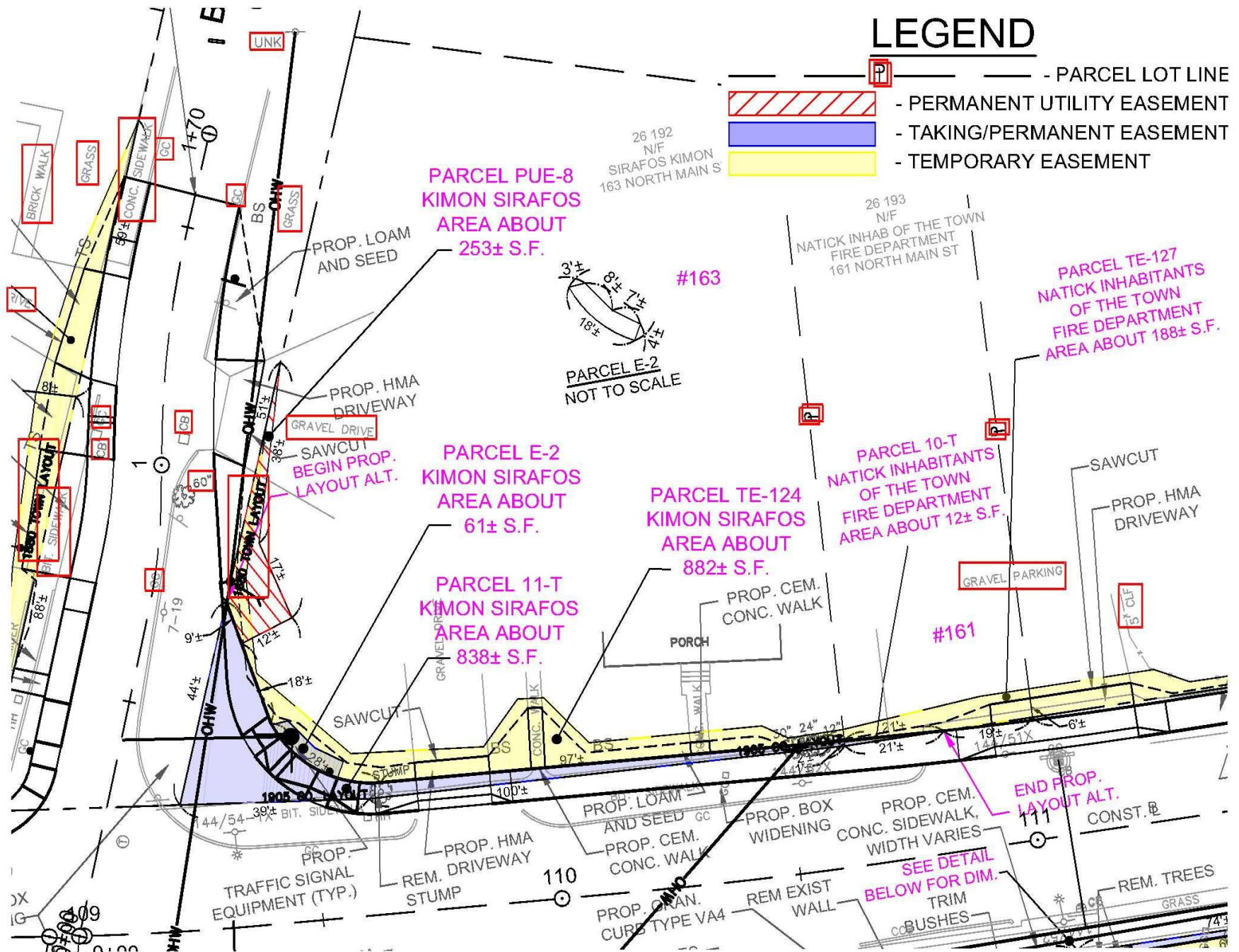
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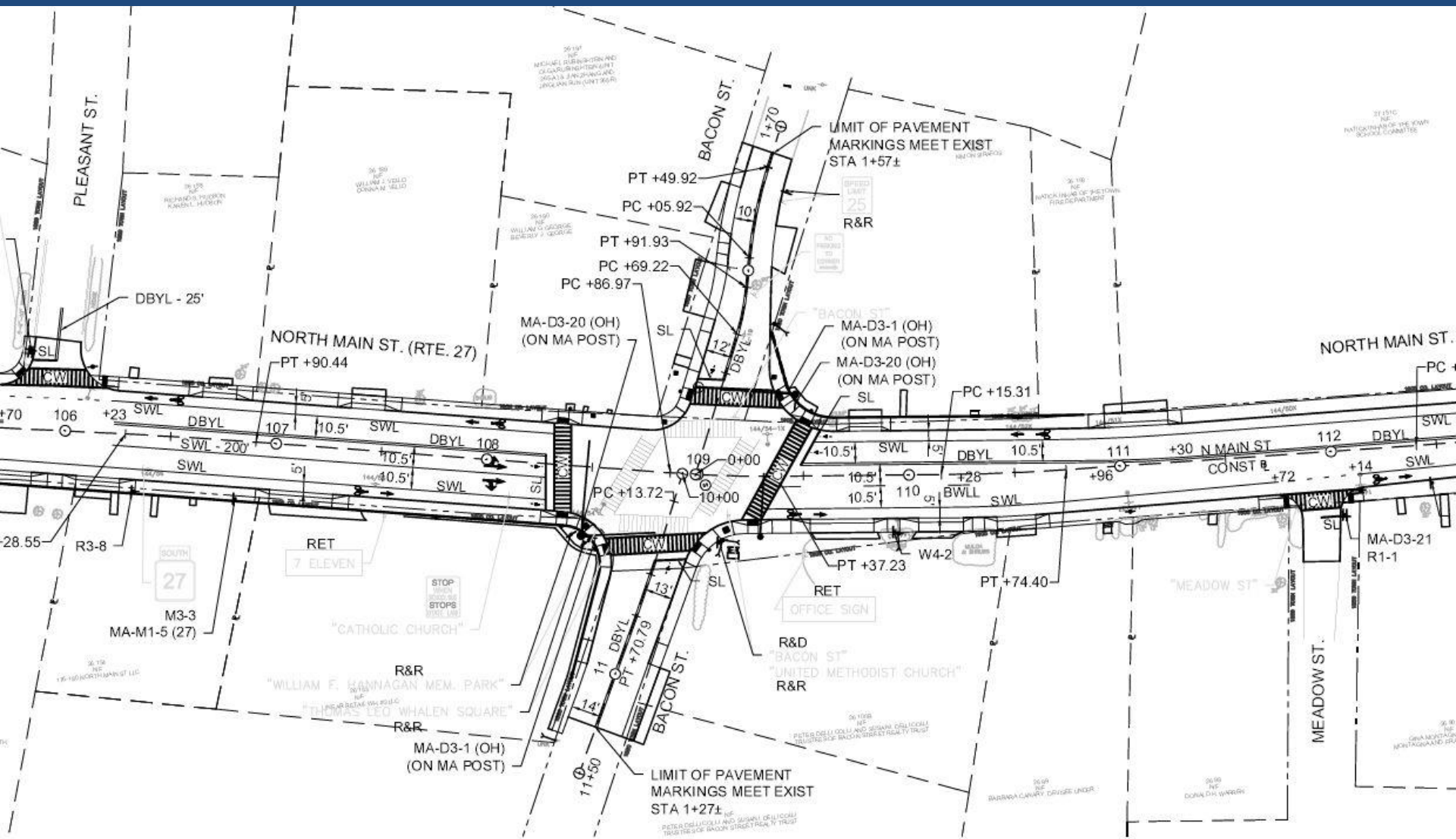
DET WALL

N. MAIN

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NATICK
NORTH MAIN STREET (ROUTE 27)

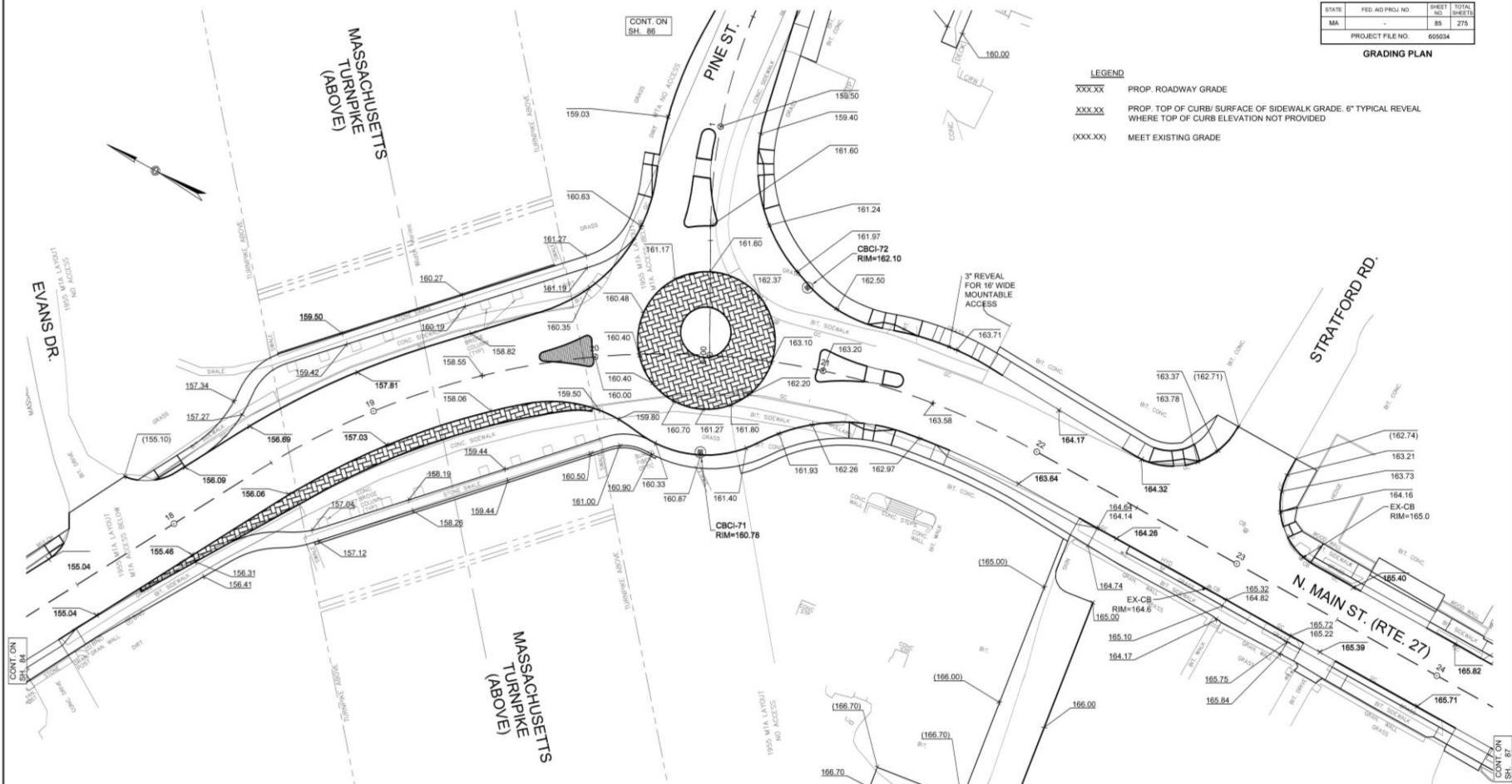
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	85	275
PROJECT FILE NO.		605034	

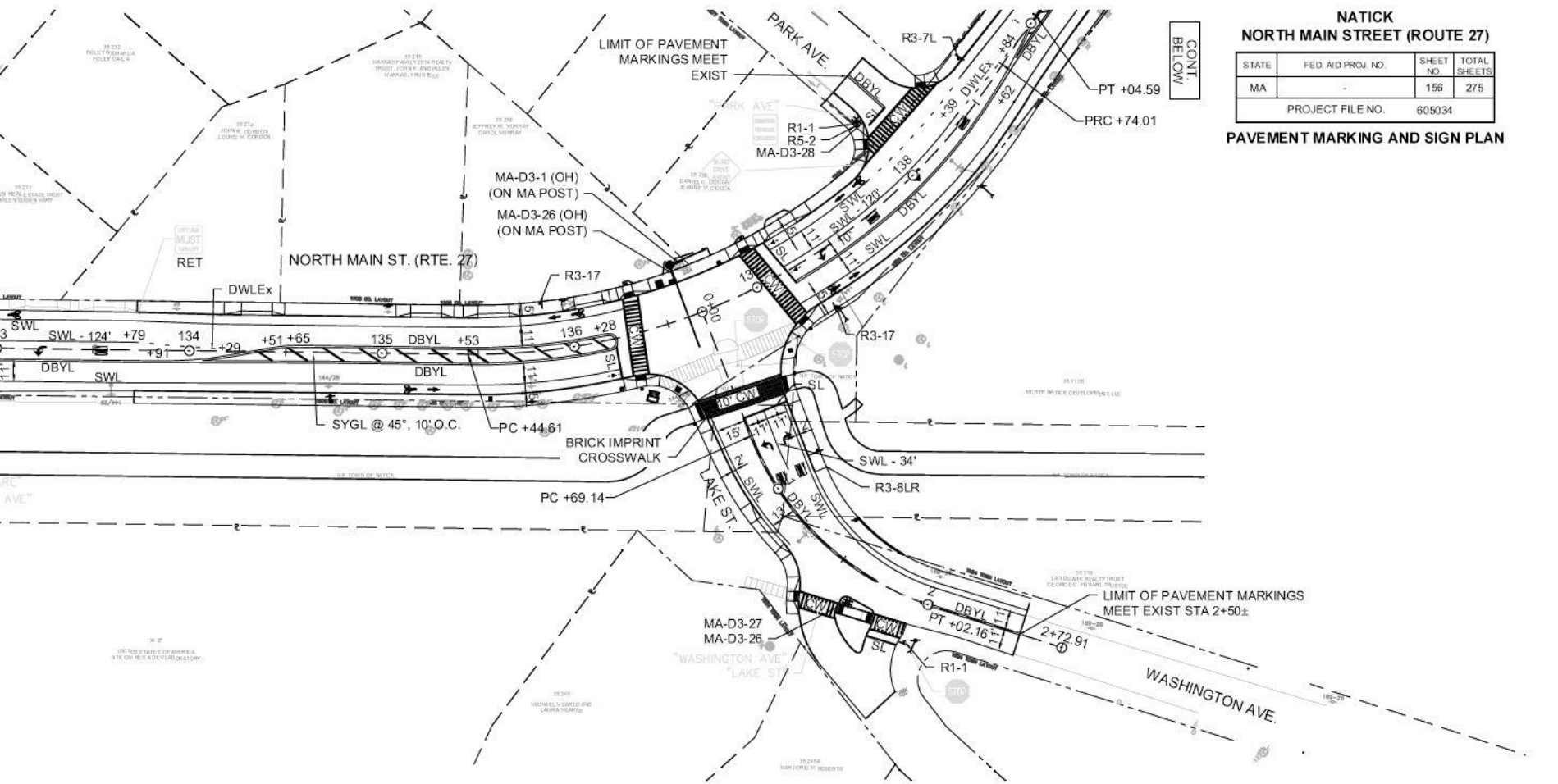
GRADING PLAN

GRADING PLAN

LEGEND

<u>XXX.XX</u>	PROP. ROADWAY GRADE
<u>XXX.XX</u>	PROP. TOP OF CURB/ SURFACE OF SIDEWALK GRADE. 6" TYPICAL REVEAL WHERE TOP OF CURB ELEVATION NOT PROVIDED
(XXX.XX)	MEET EXISTING GRADE





Route 27 Next Steps

- DCR/Article 97 Legislation (tonight)
- Offer letter to impacted property owners – May 1 (certified mail)
- Board of Selectmen vote to acquire ROW & rededication of Town-owned land – June 10, 2019
- Scheduled Bid – August 2019
- Construction start Spring/Summer 2020
- Estimated 30 month construction
- Post design Items:
 - Construction Oversight services
 - Non-participating items

ITEM TITLE: BOS Values and Visions as Basis for 2019 Goals
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Values and Vision as Basis for Goals - 2019	4/22/2019	Cover Memo
TA Goals & Work Plan	5/13/2019	Cover Memo



Natick Board of Selectmen

Values and Vision as Basis for Goals - 2019

Smart Growth and Economic Development

The Board's vision is to promote an ever more thriving community which attracts people from all walks of life. The Board values the character, vitality, cultural focus, and long-term viability of downtown Natick. The Board values the Town's strong commercial base and, in particular, supports the growth of the life sciences industry, and the long-term success of the Golden Triangle.

The Board recognizes that people come to Natick for its first class schools, its strong sense of community, and its affordability relative to nearby communities. The Board therefore believes that goals should be developed and updated with these interests in mind.

Quality of Life for All

The Board values improving the quality of life for residents of all ages. The Board's vision is to support responsible management and maintenance of capital infrastructure and critical assets, such as roadways and sidewalks, major buildings, and natural resources, as well as mitigation of traffic, safety and accessibility concerns. The Board's vision also includes enhancement of Town services.

The Board prioritizes improving the quality of life for all residents in an economically and environmentally-sustainable manner.

Financial Predictability

The Board values long-term financial planning, driven by strategic modeling, prudent fiscal management, informed decision making, and a view towards affordability. The Board supports open and honest discussion about whether existing services should be increased, reduced, or eliminated, whether new services should be created, and how to prioritize given budget constraints.

The Board values balanced outcomes, such as negotiation of sustainable and fair compensation (e.g., CBAs) and active management of major expense drivers (e.g., health care and pensions) while maintaining the ability to attract and retain employees.

Community Governance and Engagement

The Board values transparency, policy-driven long term strategic thinking and planning, and process-oriented and consistent implementation. The Board values communication and collaboration with all stakeholders.

The Board values its citizen volunteers, recognizing that the Town could not function without them, and therefore wishes to nurture those relationships. At the same time, the Board values new voices and perspectives, so it wishes to encourage broader civic engagement.

Perhaps most importantly, the Board values its dedicated Town employees, whether full or part-time, union or non-union, seasonal or year-round. The Board places a high premium on attracting, developing, and retaining a strong, engaged workforce, and believes that providing competitive and fair compensation and benefits is a key factor in this regard.

Generally speaking, the Board encourages the Administration to constantly challenge the status quo, pursue operational efficiencies, and find a better way to meet Natick's needs.

Adopted March 25, 2019 – Board of Selectmen

Amy K. Mistrot, Chairman; Susan G. Salamoff, Vice Chairman; Michael J. Hickey Jr., Clerk;
Jonathan H. Freedman; Richard P. Jennett, Jr.

Town Administrator – Town of Natick

Goals & Workplan

May 11, 2019

Smart Growth & Economic Development

Goals

- ❖ Create and evaluate feasible options that could provide for private public partnerships.
- ❖ Evaluate and set desired growth within metrics of reasonable expansion of water and other existing infrastructure.
- ❖ Streamline dissemination of development plans and options on-line to help facilitate local business opportunity and mitigate toward on-line application and document submittal.

In the coming 6 - 9 months

- Pursuant to Natick 2030 (R1.1) assist the BOS, Economic Development Committee, and Natick Center Associates determine their respect roles and responsibilities (See 5.20, Economic Development, of Natick 2030).
- Join and actively participate in the MetroWest Life Sciences group.
- Finalization and publish a Permitting Guide for the Town of Natick.
- Work to determine a feasible and best functional uses of the Town Common given the goals of economic development and thoughtful use of community space.
- Assist the BOS in assessing and evaluation of a “downtown” parking solution – garage financing, and increase of off-street parking close to Natick Center (residential permits and commercial)
- Provide analysis and information regarding establishment of a municipal redevelopment agency.
- Provide points of consideration for policy discussions regarding non-automotive transportation: bikes, motorized scooters, and Vespas, etc. Town Administration will present to the BOS items to consider in making its policy decisions, and the discussion will address: public safety concerns, lessons learned from other communities, and how the new capital infrastructure projects in the coming 4-5 years may encourage or discourage particular types of transportation modes at this time in particular areas.

- Provide recommendations to the BOS on licensing modifications for entertainment, food, and liquor establishments.
- Establish what the cost and method would be for a branding campaign for the Town of Natick that can be embraced by all.

Quality of Life for All

Proposed Goals

- ❖ Determine what is considered “affordable” for “Natick” based upon resident data and the Board’s visions.
- ❖ Address intergenerational fairness within our Town.
- ❖ Cost benefit analysis of the Town’s services and program, to provide a recommendation for continuing with investment or modification of spend.

In the coming 6 - 9 months . . .

- Begin the conversation with the Housing Authority regarding ways to possible fund modernization of existing and increase in mixed income. Natick 2030, 2.27.
- Help BOS evaluate whether a demolition delay and increased fee is complementary of the BOS’ vision for Natick. Natick 2030, 2.37.
- Collaborate with the Conservation Commission on preservation of existing open space.
- Assist the BOS understand and assess the Senior Property Tax Exemption Study Committee’s results, and provide a recommendation for consideration.
- Evaluate existing Human Services efforts and possible partnerships with non-profits for further support and collaboration.
- Work to better define what type of Affordable Housing the BOS supports (i.e. cluster housing, mixed use), and provide guidance and feedback to the Affordable Housing Trust and Planning Board to provide direction on what will be sought out by municipal departments and leaders.
- Evaluation of all respective Town departments to determine whether existing investment is sufficient or needs to be modified and/or redirected.
- Provide recommendations on capital infrastructure, including possible additional spend or disposition of Town property.

Financial Predictability

Goals

- ❖ Determine short and long term financial objectives.
- ❖ Improve collaboration and better coordination with Natick Public Schools.
- ❖ Define expectations of how to measure competing Town interests.

In the coming 6 –9 months . . .

- Analyze department invest and capital infrastructure in determining operational and capital budgets.
- Review and update of Finance Management Principles.
- Work with vendor to have the demographics and debt on ClearGov updated.
- Transparency of spend to our residents and businesses with ClearGov, and continuing to work with Natick Public Schools to have similar level of transparency of year over year spending. Trending models help determine financial predictability and the more specific the greater amount of predictability.
- Assist in establishing joint meetings with BOS and School Committee to discuss issues of anticipated significant spend and funding sources. Work to establish a clear understanding of historical and present enrollment trends, to help inform budgeting.
- Substantial completed MEPA analysis and information sharing with NPS based upon similar positions and total compensation.
- Dynamic comparison of where the Town of Natick sits to its peers with respect to debt, budgeting generally, and affordability.
- The BOS will be provided with a comprehensive liability analysis, inclusive of items such as OPEB, and benefits to current employees.
- Begin migration of data and upgrade of our accounting systems upgrade that will allow us to remove our dependence on a legacy billing system.
- Once documents are received from pension administration and respective Trustees perform a systematic evaluation of all Town pensions and improve coordination.
- Review and analysis of healthcare coverage options.

- Adoption of permitting and licensing for adult use recreational marijuana and accurate assessment of Town municipal cost to maintain appropriate controls and oversight.

Community Governance & Engagement

Goals

- ❖ Create multiple platforms to communicate with our community stakeholders and employees.
- ❖ Create the space for collaboration of ideas and realistic asks of residents and businesses participation.
- ❖ Capture and communicate regularly with stakeholders on a variety of issues.

In the coming 6 – 9 months. . .

- A comprehensive roll-out is forthcoming from our new Director of HR related to explanation of Town benefits, policies, and thoughtful ways to recognize the great work being done in our Town's employees.
- Work to maintain a continued positive partnership with the Personnel Board and personnel board members understand the merit review process and system.
- Begin the modernization of our HR records system to allow employees better access to understand their benefits.
- Publication of one comprehensive Town Guide with all Town Departments participating and noting scheduled community events and programming.
- Correspondence to residents in print and various social media platforms is forthcoming.
- Collaborate with the Town Moderator and newly created committee regarding a review of our Town Meeting procedures.
- Refreshing our website will provide a more complementary and organized manner to share information regarding events and to promote engagement.
- Determine whether existing reporting platforms are meeting our needs and providing the efficient communication between residents and businesses and Town departments.

ITEM TITLE: Accept Resignation of Ken Soderholm from the Lookout Farm Advisory Committee
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Resignation & Recommendation to Disband Committee	5/8/2019	Cover Memo

Ken Soderholm
87 Glen St
Natick, Mass. 01760
May 5, 2019

Michael Hickey, Chair
Natick Board of Selectmen

Dear Mr. Hickey,

I am writing to submit my resignation from the Lookout Farm Advisory Committee (LFAC), effective immediately.

It has been a great pleasure and honor to have chaired this committee since 1998, however, along with numerous personal reasons for wanting to step down from this role, the greater reason is that I personally believe that the committee has served the purpose for which it was created and is no longer a proper venue for review of activities at Lookout Farm. Please allow me to expound on this thought along with some background information regarding the committee.

The committee was formed in the late 1990's by the Board of Selectmen as a result of the continued activities at the farm by the owner at that time, Les Marino, president of the large construction company, Modern Continental. Although Mr. Marino was instrumental in saving the farm from decay and possible development, and indeed was an early proponent of what was to become the organic food and "farm to table" movement, supplying his restaurant in Cambridge with fruit, vegetables, etc. from the farm in Natick and making many positive infrastructure improvements at the farm, he was known for often acting in ways that were counter to many rules and regulations of the Town of Natick, often acting under the principle that it was easier to ask forgiveness after the fact than to ask permission before.

The Selectmen created the committee, made up of numerous town officials, state officials, and neighborhood representatives. I am attaching the original charge of the committee with this letter. The committee was charged with reviewing activities at the farm, both ongoing and proposed, as well as to review any complaints about those activities and to make recommendations to the Selectmen on any such proposals made by the farm. For many years, I believe the committee performed this duty constructively, both for the town and the farm.

In late 2004, Mr. Marino died unexpectedly of heart disease, and his family put the farm up for sale which was subsequently purchased by Mr. Steve Belkin, whose family continues to own the farm to this day. For the entire duration of the Belkin family stewardship of the farm, they have been, in my opinion, stellar stewards of the land and the legacy of Lookout Farm. Complaints about farm activities have been all but nil under the Belkin Family ownership, and they have always gone through all proper permitting channels and processes for proposed activities at the farm, unlike the prior owner.

In the meantime, many rules and regulations regarding allowed activities on farms in the Commonwealth have changed and been adapted to try and encourage ongoing viability of the precious remaining farms in the state, including encouraging more activities considered under the heading

“agritourism”, i.e. attempting to bring more people to farms in order to contribute to the financial viability of our farms.

Despite being admirable stewards of Lookout Farm, and responsible attendees of LFAC meetings, the Belkin family have often chafed (but without really complaining) under what is sometimes seen by them as an onerous oversight requirement that does not seem to be applied to any other business in the Town of Natick. I think they have also felt somewhat unfairly tainted by the legacy of Modern Continental’s ownership and activities at the farm which was the reason for the committee’s creation in the late 90’s.

In the last few years, along with an almost complete absence of any substantive complaints about activities on the farm, there has also been a great deal of turnover of neighborhood representation on the committee, including the decision by the Department of Agriculture to no longer send a representative to our meetings. Since the committee has no authority to permit, but only to make recommendations to permitting authorities, the meetings have begun to feel somewhat redundant to the process of reviewing and permitting such activities, which still have to go through the proper legal channels. Indeed, there have been recurring conversations about the need to keep the LFAC in place.

It is my opinion, that although the LFAC performed a constructive role in farm/town relations, that role has become greatly diminished and it should be disbanded and Lookout Farm should be allowed to perform its business under the same rules and regulations of all other successful businesses in Natick.

I would be happy to appear before the board to expound on these views or provide any other background may be deemed desirable to you to help with this decision.

Best regards,

Ken Soderholm

Cc: Peter Nottonson, Chair Planning Board
Jay Mofenson, Lookout Farm

ITEM TITLE: Discussion Regarding Lookout Farm Advisory Committee
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Committee Charge	5/8/2019	Cover Memo

Lookout Farm Advisory Committee Charge

- 1.) As submitted, the Committee shall review all changes on the farm that are proposed on land subject to the Agricultural Preservation Restriction (APR).
- 2.) The Committee shall review any proposed changes at the farm that may affect APR land and to insure that these changes are in compliance with local regulations.
- 3.) The Committee shall review and complaints made against the Farm.
- 4.) If no changes are proposed for the farm and no complaints have been made against the farm, the Committee shall convene at least twice a year, preferably in the spring and fall, to discuss future and ongoing activities at the Farm.
- 5.) The Committee shall be convened whenever the above situations arise to review the information presented and make recommendations to the Board of Selectmen. The Committee shall take a vote in favor of or opposed to any recommendations that are being made. A copy of these recommendations shall be forwarded to the Conservation Commission and other interested parties.
- 6.) The meetings shall be attended by the fifteen Committee representatives and will be scheduled for weekday afternoons in the Natick Town Hall. Members of the public are invited to attend the meetings and will be heard from through the direction of the Chair of the Committee.
- 7.) The neighborhood representatives who have been appointed to the Committee shall be responsible for notifying members of their neighborhood of the meeting dates and for communicating the findings of the Committee.
- 8.) The Committee will elect a Secretary who is responsible for the keeping and distribution of the Committee's meeting minutes and for preparing and submitting the Committee's recommendations. Copies of these as well as any other correspondence and files will be maintained by the town's Conservation Agent.
- 9.) Committee members are appointed for a 3-year term and must be re-appointed through a vote of the Board of Selectmen. Positions within the Committee (Chairman, Secretary, etc.) shall be appointed for a 1-year term and must be re-appointed through a vote of the Committee.

ITEM TITLE: Lookout Farm: Application to Sell Wine at the Farmers Market

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Application Packet	5/9/2019	Cover Memo
Police Recommendation for Approval	5/8/2019	Cover Memo

APPLICATION BY A FARMER WINERY FOR LICENSE TO SELL AT A
FARMER'S MARKET
(CH.138, §15F)

YEAR 20

19

1. Licensee Information:

Name of Applicant:	Lookout Hard Cider LLC	ABCC License Number: (If Existing Licensee)	FB-LIC-000194			
Mailing Address:	89 Pleasant St.	Business Name (d/b/a if different):				
Manager of Record:	Jay Motenson	City/Town:	Natick	State	MA	
				Zip	01760	
		Phone Number of Premises:				
Other Phone:	508-651-1539	Email:	mkelly@lookoutfarm.com		Website:	lookoutfarmbrewing.com

Contact Person concerning this application (attorney if applicable):

Name:	Marianne Kelly	City/Town:	Natick	State	MA	Zip	01760
Address:	89 Pleasant St.	Email:	mkelly@lookoutfarm.com				
Contact Number:	508-651-1539	Fax Number:	508-651-0439				

2. Event Information:

A. Farmer's Market licenses are only permitted at events that the Department of Agriculture has certified as Agricultural Events.

Please attach document from Department of Agricultural Resources certifying that this is an agricultural event.

Date(s) of Event: May 11, 2019 - October 26, 2019

B. Contact person for applicant during event:

Name: Laura Neville

Phone number of contact: 617-899-3152

C. Description of the premises within the Farmer's Market:

Address of Premises for the Sale of Wine: Town Common

City/Town: Natick State: MA Zip: 01760 Phone Number of Premises: 508-259-9114

Describe Area to be Licensed:

See attached map

**APPLICATION FOR LICENSE BY A FARMER WINERY TO SELL AT A
FARMER'S MARKET
(CH.138, §15F)**

3. Existing License(s) to Manufacture, Export and Sell at Retail:

List the license(s) you hold which authorize the manufacture, exportation and retail sale of wine to consumers: (Attach a copy of each license)

Name	License Type	License Address
Lookat Hard Cider	FW-LIC-000106 Farmer Winery	89 Pleasant St. Natick, MA 01760
Lookat Hard Cider	FB-LIC-000194 Farmer Brewery License	89 Pleasant St. Natick, MA 01760

4. Are you providing, without charge, samples of wine to prospective customers?

Yes ☒ No ☐

Section 15F specifically requires that "all samples of wine shall be served by an agent, representative or solicitor of the licensee."

A. If yes, please provide names and addresses of all agents, representatives and solicitors:

Name	Address	ABCC License Number
James Magee	28 Waban St. Natick, MA	4988 336N
Andrea Sarri's		4903304 N
Laura Neville	89A Pleasant St. Natick, MA	65949 (Certified trainer)

B. Proof of Age for Sale to Consumers:

Please identify all methods by which you will obtain proof of age before providing samples or making any sales of wine to consumers:

All staff members have been Classroom TIPS Certified & will ask for proper identification

5. Transportation and Delivery:

Please identify in detail all persons or businesses that are licensed under M.G.L. c. 138, §22 that will be making any delivery of wine on your behalf to the Farmer's Market in Massachusetts.

Transportation & Delivery License TRI-LIC-005518

*If additional space is needed, please use last page.

**APPLICATION FOR LICENSE BY A FARMER WINERY TO SELL AT A
FARMER'S MARKET
(CH.138, §15F)**

6. Safety and Tax Registration:

Has the Farmer's Market registered with the Food and Drug Administration? Yes ☐ No ☐ Registration Date:

7. Disclosure of License Disciplinary Action:

Have any of the your licenses to sell alcoholic beverages ever been suspended, revoked or cancelled?

Yes ☐ No ☒

If yes, list said interest below:

Date	License	Reason why license was Suspended, Revoked or Cancelled

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that, I have filed all state tax returns and paid all state taxes required under law. I further understand that each representation in this application is material to the determination of the application and state under penalty of perjury that all statements and representations therein are true.

Note: The LLA may require additional information.

Signature

Marlene Kelly

Title

manager

Date

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



CHARLES D. BAKER
Governor

KARYN E. POLITO
Lt. Governor

MATTHEW A. BEATON
Secretary

JOHN LEBEAUX
Commissioner

April 29, 2019

Marianne Kelley
Lookout Cider
89 Pleasant Street
Natick, MA 01760

Re: Natick Farmers' Market

Dear Marianne Kelley:

Please be advised that your application for certification of the Natick Farmers' Market, on Saturday, from May 11, 2019 to October 26, 2019, and from 9:00 am to 1:00 pm, as an agricultural event pursuant to M.G.L. c. 138, Section 15F has been approved.

Please remember that, upon certification of an agricultural event by MDAR, the farm-winery must submit a copy of the approved application to the local licensing authority along with the application for obtaining a special license from the city or town in which the event will be held. Upon issuance of a special license, the winery should confirm that a copy of the special license was sent by the local licensing authority to the Alcoholic Beverages Control Commission (ABCC) at least seven (7) days prior to the event.

Sincerely,

A handwritten signature in black ink, reading "John Lebeaux".

John Lebeaux, Commissioner



Commonwealth of Massachusetts
Office of the State Treasurer
Alcoholic Beverages Control Commission

FARMER-BREWERY LICENSE

M.G.L. c. 138, § 19C

This Farmer-Brewery License authorizes the following licensee to manufacture and brew, keep and expose for sale and to sell in kegs, casks, barrels, bottles or other containers malt containing not more than twelve percent alcohol by weight:

Lookout Hard Cider LLC

89 Pleasant Street
Natick, MA 01760

Approved by the Alcoholic Beverages Control Commission on December 11, 2018

Jean M. Lorizio
Jean Lorizio, Chairman

Elizabeth Lashway
Elizabeth Lashway, Commissioner

Kathleen McNally
Kathleen McNally, Commissioner

License Number: FB-LIC-000194

Record Number: 2018-000112-FB-REN

Capacity: More Than 5K but Less Than 20K Barrels

THIS LICENSE WILL EXPIRE DECEMBER 31, 2019 UNLESS REVOKED OR CANCELLED DURING THIS PERIOD

THIS LICENSE MUST BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS PLACE WHERE IT CAN BE EASILY READ



Commonwealth of Massachusetts
Office of the State Treasurer
Alcoholic Beverages Control Commission

FARMER-WINERY LICENSE

M.G.L. c. 138, § 19B

This Farmer-Winery License authorizes the following licensee to produce, rectify, blend, or fortify, keep and expose for sale and to sell wine containing not more than twenty-four percent alcohol by weight:

Lookout Hard Cider, LLC

89 Pleasant St
Natick, MA 01760

Approved by the Alcoholic Beverages Control Commission on December 11, 2018

Jean M. Lorizio
Jean Lorizio, Chairman

Elizabeth Lashway
Elizabeth Lashway, Commissioner

Kathleen McNally
Kathleen McNally, Commissioner

License Number: FW-LIC-000106
Record Number: 2018-000069-FW-REN
Capacity: More Than 20K but Less Than 100K Gallons

THIS LICENSE WILL EXPIRE DECEMBER 31, 2019 UNLESS REVOKED OR CANCELLED DURING THIS PERIOD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS PLACE WHERE IT CAN BE EASILY READ

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
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CHARLES D. BAKER
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Lt. Governor

MATTHEW A. BEATON
Secretary

JOHN LEBEAUX
Commissioner

April 29, 2019

Marianne Kelley
Lookout Cider
89 Pleasant Street
Natick, MA 01760

Re: Natick Farmers' Market

Dear Marianne Kelley:

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Please remember that, upon certification of an agricultural event by MDAR, the farm-winery must submit a copy of the approved application to the local licensing authority along with the application for obtaining a special license from the city or town in which the event will be held. Upon issuance of a special license, the winery should confirm that a copy of the special license was sent by the local licensing authority to the Alcoholic Beverages Control Commission (ABCC) at least seven (7) days prior to the event.

Sincerely,

A handwritten signature in black ink, appearing to read "John Lebeaux", written in a cursive style.

John Lebeaux, Commissioner



Commonwealth of Massachusetts
Office of the State Treasurer
Alcoholic Beverages Control Commission

TRANSPORTATION & DELIVERY PERMIT

M.G.L. c. 138, § 22

This Permit hereby authorizes the use of the following vehicle for transportation and delivery of alcoholic beverages:

Vehicle Plate Number

609L

Related License:

LOOKOUT HARD CIDER LLC

ABCC License Number: FB-LIC-000194

License Type: Farmer Brewery

Approved by the Alcoholic Beverages Control Commission on December 11, 2018

Jean M. Lorizio
Jean Lorizio, Chairman

Elizabeth Lashway
Elizabeth Lashway, Commissioner

Kathleen McNally
Kathleen McNally, Commissioner

License Number: TR-LIC-005518

Record Number: 2018-000112-FB-REN

THIS PERMIT WILL EXPIRE DECEMBER 31, 2019 UNLESS REVOKED OR CANCELLED DURING THIS PERIOD

THIS PERMIT SHALL BE CARRIED IN THE VEHICLE AT ALL TIMES

THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



Application for Certification of an Agricultural Event for the Sale of Wine
Pursuant to M.G.L. c. 138, Section 15F

*To be completed by the licensed farm-winery and returned to:

By Mail: Agricultural Event Certification Program, 251 Causeway Street, Suite 500, Boston, MA 02114

By Email: Katelyn.Rozenas@mass.gov with the subject line "Agricultural Event Certification"

(A separate application must be completed for each event)

In order for your application to be considered complete, you must include the following documents. Incomplete applications will not be accepted.

- ☒ Signed and dated application with farm-winery license number
- ☒ List of vendors with brief descriptions of products for current year/season
- ☒ Event operational guidelines or rules for current year/season
- ☒ Resume of event manager or description of experience
- ☒ Plan depicting the premises and specific location where the license will be exercised. See Template 1.
- ☒ Approval letter from event management including the name of the licensed farm-winery and the day(s), month and year of event. See Template 2.

1. Applicant Information

Name of Licensed Farm-Winery	Lookout Hard Cider, LLC				
Farm-Winery License Number	FW-LIC-000106	State of Issue	MA		
Contact Person	Marianne Kelly				
Address	89 Pleasant St.				
City	Natick	State	MA	Zip	01760
Phone Number	508-651-1539	Email	mkelly@lookoutfarm.com		
Correspondence preference	<input type="checkbox"/> Regular Mail <input checked="" type="checkbox"/> Email				
Note: Approval/denial letters will be sent regular mail.					
Do you intend to sell, sample, or both? Check all that apply.					
<input checked="" type="checkbox"/> Sell <input checked="" type="checkbox"/> Sample					

2. Event Information

Name of Agricultural Event	Natick Farmers Market				
Type of Event	<input type="checkbox"/> Agricultural Fair (as defined by MDAR policy)	<input checked="" type="checkbox"/> Farmers Market (as defined by MDAR policy)	<input type="checkbox"/> Other Agricultural Event		
If you selected "Other Agricultural Event", how does this event promote local agriculture?					
Event Address	Natick Common				
City	Natick	State	Ma	Zip	01760
Event Phone Number	508-259-9118	Event Website	Natick Farmers Market.com		

3. Event Description			
What are the date(s) and time(s) of the event?			
Start date	Ma / 11 / 2019	End date	Oct / 26 / 2019 Time 9 am - 1 pm
<small>Month</small>	<small>Day</small>	<small>Month</small>	<small>Day</small> <small>Year</small>
If this is a weekly event, on what day of the week does the event occur? Saturday			
If the event is an agricultural fair, does the event include competitive agriculture?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Is the event sponsored or run by an agricultural/horticultural society, grange, agricultural commission or association whose primary purpose is the promotion of agriculture and its allied industries?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
		If yes, identify:	

4. Event Management			
Name of Event Manager		Debra Sayre	
Email Address	natickfarmersmarket@gmail.com	Phone Number	508-259-9118
Is this person the on-site manager?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
If no, identify on-site manager (include contact information):			
<p>If there are multiple managers, list them and include contact information:</p>			
<p>Attach on-site manager(s) resume(s) <u>or</u> list any credentials or training of the on-site manager(s):</p> <p><i>Relevant credentials include, but are not limited to, experience as a market manager, attendance at any market manager workshops, and experience with other agricultural events.</i></p> <p>The manager has been overseeing this market since she was involved with it's start 20 years ago.</p>			

5. General

Attach or provide in the space below a plan depicting the premises and the specific location where the license will be exercised. See template for necessary elements to include.
see attached

<u>Marianne Kelly</u>	<u>4-11-19</u>
Signature of Applicant	Date
<u>Marianne Kelly</u>	<u>Manager</u>
Name (please print)	Title (please print)
<u>FW-LIC-000106</u>	<u>MA</u>
Farm-Winery License Number	State

FOR DEPARTMENT USE ONLY

APPROVAL

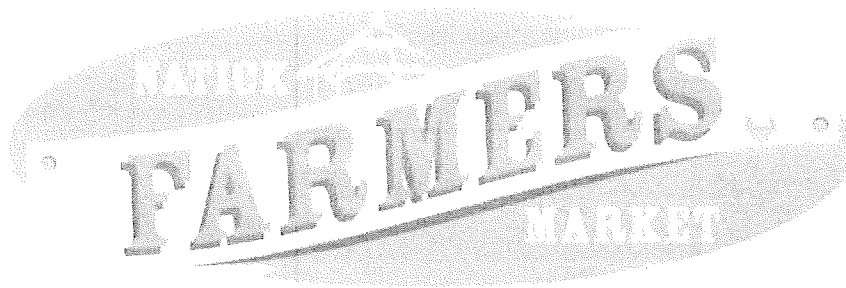
The event listed above is an approved agricultural event by the Massachusetts Department of Agricultural Resources under M.G.L. C138, Sec. 15F

<u>John Rebeaf</u>	<u>4/29/2019</u>
Signature	Date

DENIAL

The event listed above is not approved as an agricultural event by the Massachusetts Department of Agricultural Resources for the following reason(s):

_____	_____
Signature	Date



April, 2019

Lookout Farm
Pleasant Street
Natick, Ma. 01760.

Dear Colleen,

It is with pleasure that we request that Lookout Farm become a vendor at the Natick Farmers' Market beginning May 11, 2019.

The market is every Saturday from 9 am to 1 pm on the Natick Common. The outdoor market season will end on October 26, 2019 and we will then move indoors for the Winter Market season.

Once approved by the Mass. Dept. of Agriculture, your local application will be scheduled for a Selectmen's meeting for their approval.

Sincerely,

A handwritten signature in cursive script, appearing to read "Debra", with a long horizontal flourish extending to the right.

Debra Sayre,
Market Manager
508-259-9118
debrasayre@gmail.com



Market sponsored by



Policies

Natick Center Associates/Natick Center Cultural District is the sponsor of the market which was designed to bring local farmers and their produce to the community. Only those farms and food vendors approved by the market manager and the Natick BOH are allowed.

The Market Manager, at the direction of the NCA/NCCD Board of Directors, has been assigned responsibility for determining who is appropriate to be added to the market and what products will add to the success of the market. **The Farmers Market will not conflict with any business in the Natick Center.**

What is allowed at the Market:

In addition to produce, dairy products, breads, fish, flowers, plants, coffee & wine, value added products are allowed if presented by the primary producer...jams, made in a commercial kitchen by the person who designed the recipe, or their staff.

Handmade crafts are allowed if presented by the artist or their representative, subject to approval and scheduling by the Market Manager.

Nonprofit organizations may be part of the market if they serve the local community as approved by and scheduled by the Market Manager.

A table for NCA/NCCD members to display their brochures, flyers, business cards and special offerings may be available.

What is not allowed at the market:

There shall be no resale or third party representation of product unless approved by the Market Manager.

There shall be no mass produced products unless prior approved by Market Manager.

All food vendors must receive a permit from the Natick BOH or they will not be allowed to participate. Regular food vendors shall provide a copy of their liability insurance policies.

Vendors at the market must display signage regarding the origin of the products (i.e. name of farm or value added producer) and appropriate product pricing/labeling. Vendors will comply with all Federal, State and local laws and regulations.

Food trucks will not be allowed as part of the Farmers' Market unless part of a special event as approved by the Market Manager.

Should there be a grievance or complaint, the Market Manager will address it, individually or with one or more vendors or with staff of NCA/NCCD Board of Directors. If appropriate, the Board of Health may be involved as needed to resolve the matter.



A Basket of Herbs	carolpope@comcast.net	508-655-2018	Carol
Amir's Natural Foods	amirsdh@amirsnaturalfoods.com	518-487-1248	Fazia
Annabanana's Homemade	annabanashomemadegoodness@gmail.com		Sarah
Auntie Dallies	auntiedallies@verizon.net	774-573-4720	Jon/Maureen
Bagel Alley	bagelalley@aol.com	508-783-5969	Brett
Baking With Joy	info@bakingwithjoy.com	781-985-0772	Wendall
Birch Tree Bread	Robert@birchtreebreadcompany.com	508-612-8050	Robert
Caterina Cucina	caterina@cucinacaterinacatering.com	617-270-7199	Caterina
Chestnut Farms	chestnutfarms@comcast.net	413-230-6396	Kim/Theresa
ChockoSpice	Seta@chokospice.com		Seta
Chrissy's Crumble	Chrissy@chrissyscrumble.com	617-733-2622	Chrissy
Columbian Coffee	rpm966@hotmail.com	508-314-8979	Roberto
Couet Farm	cheese@couetfarm.com	203-216-1571	Marie-Laure
Cucina Aurora	gena@cucinaaurora.com	603-458-6159	Gena
Curiospice	claire@curiospice.com		Claire
Dafni Greek Gourmet	dafnishows@gmail.com	413-433-3355	Mary
Doos. P.K.	josemalary@gmail.com	508-944-6432	Jose
Doris' Peruvian Pastries	peruvianpastries@gmail.com	774-245-5175	Doris
Eric, Knife Sharpener	eric.spinner1014@gmail.com		Eric
Everything Jalapone	lsheerman@brightinsurance.com	508-246-5855	Mike
Flats Mentor Farm	283 North St. Leominster, Ma. 01453	978-502-9998	Pa Yang Thao
Foppama Farm	foppama@juno.com	508-887-3054	Jesse
Freitas Farm	Freitas.farm@yahoo.com	508-981-9906	Scott
Grateful Tastes	gratefultastes@gmail.com		Thomas
Hapi African Gourmet	PMNGABIZ@gmail.com	617-608-8933	Paulette
Happy Goats Farm	dianaip@earthlink.net	617-272-0170	Diana
Jaju Pierogi	jajupierogi@gmail.com	413-221-5328	Casey
Jamboleo	jamboleojams@gmail.com	617-308-8763	Marlana
Jan's Teaspot	jansartisanscup@comcast.net	781-647-9271	Jan
Jordan Bros. Seafood	jordanbrothersseafood@yahoo.com	781-308-5372	Bobby
King Wok	stephaniecao@gmail.com	617-372-3815	Stephanie
Lightening Ridge Farm	jnen@aol.com	508-653-3212	Nancy
Little Beehive Farm	tony@littlebeehivefarm.com	617-281-8867	Tony
Montville Candy	tim1candy@hotmail.com	508-714-9968	Tim
Narragansett Creamery	markjr@richeeses.com	401-272-4944	Mark
Natick Organic Farm	casey@natickfarm.com	508-655-2204	Casey
Nicewicz Family Farm	thomasnicewicz@comcast.net	978-697-1958	Alan
Nussli 118	angela@nussli118.com		Angela
Nutty Bird	Brian@nuttybirdgranola.com	508-545-3106	Brian
OMG Bagels	ed.eglitis@freshfoodsales.com	508-878-5484	Ed
One Bite Sweet	amirigulden@gmail.com	201-923-4241	Alev
Powerhouse Juice	hadeberio@yahoo.com	978-729-3244	Heather
Sa's Homemade	sashomestyle@gmail.com	508-397-0961	James
Shenanicandies	kt@shenanicandies.com	918-809-1793	Kevin
Stavra	admin@stavra.com		Stavra
Tangerini Farm	tangerinifarm@verizon.net	508-667-7638	Linda
The Fudge Lady	thefudgeladyuxbridge@gmail.com	508-446-2518	Jalene
Topalis/Stonegate Farm	tracitop11@gmail.com	508-243-4741	Traci
Valicenti Pasta	gimmiespaghetti@gmail.com	617-459-3627	David
WeGrowMicrogreens	wegrowmicrogreens@gmail.com	617-792-5424	Tim/Lisa

EAST CENTRAL ST (RTE 135)

PARK ST

M

Gazebo

nutraceutical

wine

SOUTH MAIN ST

COMMON ST

SCHOOL ST

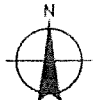


Natick DPW-GIS DIVISION
75 West Street
Natick, Mass. 01760
Date: Monday, March 10, 2014



TOWN COMMON

0 25 50 Feet





Donna Donovan <ddonovan@natickma.org>

Re: Farmers Market

1 message

Brian Lauzon <lauzon@natickpolice.com>
To: Donna Donovan <ddonovan@natickma.org>

Tue, May 7, 2019 at 3:58 PM

Donna,

After reviewing the attached application along with accompanying documents we would recommend that the BOS, acting as the Licensing Authority for the Town of Natick, approve this request. We would further request that the applicant be provided a copy of the Town of Natick's Alcohol Service policy in advance.

Respectfully submitted,

Lt. Brian G. Lauzon

On Tue, May 7, 2019 at 12:10 PM Donna Donovan <ddonovan@natickma.org> wrote:

Not sure if I already sent you this or not.

Donna Donovan
Senior Executive Assistant
Town of Natick
508-647-6410

ITEM TITLE: Dah Mee: Change in Manager

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Application	5/9/2019	Cover Memo
Police Recommendation for Approval with Stipulation	5/8/2019	Cover Memo



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

AMENDMENT-Change of Manager

☒ **Change of License Manager**

1. BUSINESS ENTITY INFORMATION

Entity Name

Municipality

ABCC License Number

Dah-Mee inc

2019:00033-RS-0768

2. APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name

Title

Email

Phone

Young Lee

Corporation clerk

yleepsi@gmail.com

617-448-3752

3A. MANAGER INFORMATION

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

Proposed Manager Name Soon Young Lee

Date of Birth 1/19/52

SSN

Residential Address

62 Yorkshire rd. Dover, Ma 02030

Email

Dahmeenatick@gmail.com

Phone

508-655-3951

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

63

Last-Approved License Manager

Young Ho Lee

3B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen?*

☒ Yes ☐ No *Manager must be U.S. citizen

If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.
Have you ever been convicted of a state, federal, or military crime?

☐ Yes ☒ No

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

Date	Municipality	Charge	Disposition

3C. EMPLOYMENT INFORMATION

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

Start Date	End Date	Position	Employer	Supervisor Name

3D. PRIOR DISCIPLINARY ACTION

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

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

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

Manager's Signature

Date

CORPORATE VOTE

The Board of Directors or LLC Managers of

Dah-Mee Inc.

Entity Name

duly voted to apply to the Licensing Authority of

Natick

City/Town

and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

Date of Meeting

For the following transactions (Check all that apply):

☒ Change of Manager

☐ Other

"VOTED: To authorize

Soon Young Lee

Name of Person

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

"VOTED: To appoint

Soon Young Lee

Name of Liquor License Manager

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

A true copy attest,


Corporate Officer /LLC Manager Signature

For Corporations ONLY

A true copy attest,


Corporation Clerk's Signature



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

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

AMENDMENT-Change of Manager

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

ECRT CODE: RETA

Please make \$200.00 payment here: <https://www.mass.gov/epay-for-online-payments-abcc>

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

EPAY CONFIRMATION NUMBER

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

2019:00033-RS-0768

ENTITY/ LICENSEE NAME

Dah-Mee, Inc d/b/u Dah-Mee Restaurant

ADDRESS

25 Washington Street

CITY/TOWN

Natick

STATE

Ma

ZIP CODE

01760

For the following transactions (Check all that apply):

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

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

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

UNITED STATES OF AMERICA

No. 11643156

CERTIFICATE OF



IMMIGRATION

Application No. 429406

ORIGINAL.

Alien Registration No. 35 483 253

Personal description of holder as of date of naturalization: Date of birth January 19, 1952; sex female; complexion medium; color of eyes dk. brown; color of hair black; height 5 feet 2 inches; weight 110 pounds; visible disfigurements none; country of former nationality Korea; marital status married; I certify that the description above given is true, and that the photograph affixed hereto is a likeness of me.

Soon Young Lee

(Complete and true signature of holder)

UNITED STATES OF AMERICA
DISTRICT OF MASSACHUSETTS

S.S.

Be it known, that a female, the

The United States

District of

held pursuant to natural

January 28, 1983

Boston

on January 28, 1983 the Court having found that

Soon Young Lee

then residing at 95 Nichols Ave., Watertown, MA 02172

is entitled to receive permanent residence in the United States (when so required by the Naturalization Laws of the United States), having all other respects complied with the applicable provisions of such naturalization laws, and was entitled to be admitted as a citizen of the United States of America;

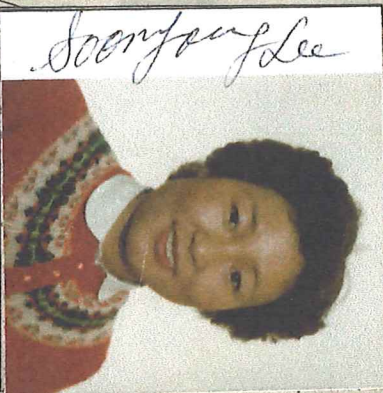
and as a citizen of the United States of America, by testimony whereof the seal of the court is hereunto affixed this 28th day of January in the year of our Lord nineteen hundred and

eighty-three.

GEORGE F. MCGRATH

Clerk of the U.S. District Court.

By *Qua & T. A. For* Deputy Clerk.



Seal

IT IS PUNISHABLE BY U. S. LAW TO COPY, PRINT OR PHOTOGRAPH THIS CERTIFICATE.

DEPARTMENT OF JUSTICE

OFFICE OF IMMIGRATION AND NATURALIZATION

This is your official TIPS certification card. Carry it with you as proof of your TIPS certification.

Congratulations!

This card certifies that you have successfully completed the TIPS (Training for Intervention Procedures) program. We value your participation and dedication to the responsible sale, service, and consumption of alcohol.

By using the techniques you have learned, you will help to provide a safer environment for your patrons, peers, and colleagues and reduce the tragedies resulting from intoxication, underage drinking, and drunk driving.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 800-438-8477.

TIPS®



Sincerely,
Adam Chafetz
Adam F. Chafetz
HCI President

ID#: 4130165 Name: SOON YOUNG LEE
Exam Date: 11/9/2015 Expiration Date: 11/9/2018



TIPS®

On Premise

CERTIFIED

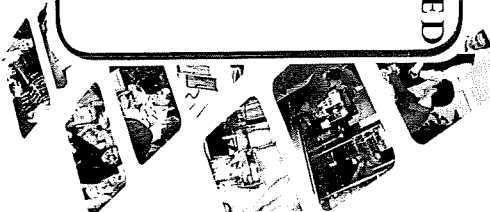
Issued: 11/19/2015

Expires: 11/9/2018

ID#: 4130165

SOON YOUNG LEE
25 Washington St
Natick, MA 01760-4625

For service visit us online at www.gettips.com
TIPS Trainer: Michael Marcantonio, 64



Change of Manager

- Manager Application
- CORI Authorization
- Vote of the Entity
- Proof of Citizenship (Manager must be U.S. citizen)
- Payment Receipt



Alcoholic Beverages Control Commission
239 Causeway Street, First Floor
Boston, MA 02114

DEBORAH B. GOLDBERG
TREASURER AND RECEIVER GENERAL

CORI REQUEST FORM

JEAN M. LORIZIO, ESQ.
CHAIRMAN

The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: <small>(OF EXISTING LICENSEE)</small>	2019:00033-RS-0	LICENSEE NAME:	Dah-Mee, d/b/u Dah-Mee Restaurant	CITY/TOWN:	Natick
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APPLICANT INFORMATION

LAST NAME:	Lee	FIRST NAME:	Soon Young	MIDDLE NAME:	NA			
MAIDEN NAME OR ALIAS (IF APPLICABLE):	Koh	PLACE OF BIRTH:	South Korea					
DATE OF BIRTH:	1/19/1952	SSN:	[REDACTED]	ID THEFT INDEX PIN (IF APPLICABLE):	NA			
MOTHER'S MAIDEN NAME:	Chung	DRIVER'S LICENSE #:	[REDACTED]	STATE LIC. ISSUED:	Massachusetts			
GENDER:	FEMALE	HEIGHT:	5	2	WEIGHT:	109	EYE COLOR:	brown
CURRENT ADDRESS:	62 Yorkshire Rd.							
CITY/TOWN:	Dover	STATE:	Ma	ZIP:	02030			
FORMER ADDRESS:	95 Nichols ave.							
CITY/TOWN:	Watertown	STATE:	Ma	ZIP:	02472			

PRINT AND SIGN

PRINTED NAME:	Soon Young Lee	APPLICANT/EMPLOYEE SIGNATURE:	[Signature]
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NOTARY INFORMATION

On this April 12, 2019 before me, the undersigned notary public, personally appeared Soon Young Lee
(name of document signer), proved to me through satisfactory evidence of identification, which were MA Drivers License
to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

[Signature]
NOTARY



MATTHEW FARREN
Notary Public
Commonwealth of Massachusetts
My Commission Expires Aug. 10, 2023

DIVISION USE ONLY

REQUESTED BY:	[Signature of CORI-AUTHORIZED EMPLOYEE]
---------------	---

The DCJ Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft PIN Number by the DCJ. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. All CORI request forms that include this field are

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email and via text message.



Transaction Processed Successfully.

INVOICE #: 61433825-9f0a-403b-af7b-dd83e1fd3975

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	2019:00033-RS-0768	\$200.00
		\$200.00

Total Convenience Fee: **\$4.70**

Date Paid: **4/4/2019 5:12:37 PM EDT**

Total Amount Paid: **\$204.70**

Payment On Behalf Of

License Number or Business Name:

2019:00033-RS-0768

Fee Type:

FILING FEES-RETAIL

Billing Information

First Name:

Soon

Last Name:

Lee

Address:

62 Yorkshire Rd.

City:

Dover

State:

MA

Zip Code:

02030

Email Address:

dahmeenatick@gmail.com



Donna Donovan <ddonovan@natickma.org>

Re: Day Mee

1 message

Brian Lauzon <lauzon@natickpolice.com>

Sun, May 5, 2019 at 6:54 AM

To: Donna Donovan <ddonovan@natickma.org>

Donna,

After reviewing the provided application we would recommend that the BOS, acting as the Licensing Authority for the Town of Natick, approve this request for change in Manager with the understanding that Ms. Lee renew her TiPS certification (expired 11/9/2018) so that she will be in compliance with the Town's Alcoholic Beverage Service Policy.

Respectfully submitted,

Lt. Brian G. Lauzon

On Mon, Apr 29, 2019 at 10:46 AM Donna Donovan <ddonovan@natickma.org> wrote:

Hi,

Attached is a change in manager application for Dah-Mee.

Thank you.

Donna Donovan
Senior Executive Assistant
Town of Natick
508-647-6410

ITEM TITLE: Town Common Request: Morse Stitches - 6/8/19

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Request	5/8/2019	Cover Memo
Rec & Parks Recommendation for Approval	5/8/2019	Cover Memo



April 24, 2019

Natick Recreation and Parks Department
170 Boden Lane
Natick, MA 01760

To Whom It May Concern:

The Morse Stitchers of the Morse Institute Library wish permission to knit on Natick Common in participation of World Wide Knit in Public Day (WWKiPD) on June 8, 2019. WWKiPD's purpose is to bring community together through the simple craft of knitting or stitching. Each year this event grows with Natick being one hundreds of Knit-In-Public events in countries all over the world.

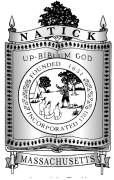
In the past five years, the Stitchers have gathered behind the bus stop on the common and stitched for two hours, 11 am-1 pm, usually on a project for charity. The Stitchers is a library group that meets the first Saturday of the month. Past WWKiPDs have drawn people from the community as well as the regular members of the group. The average group size is 20 people. We need no extra service from the town on this day for we provide our own chairs and tables.

Registration with WWKiPD is required through the organization. We would like register by May 1, 2019 and release library publicity at the same time. If you need further information, please contact me.

Looking forward to your approval.
Regards,

Karen Perkins and Fran Weisse
MIL Stitchers co-chairs

cc: Sekeatman's Office



Natick Community Services

People Driven. Service Focused

Karen Partanen
Recreation & Parks
Director

May 8, 2019

To the Board of Selectmen,

Please be informed that at their **Monday, May 6, 2019** meeting the Natick Recreation and Parks Commission voted unanimously in favor of the following request for use of the Common. The Commission is recommending the following to the Board of Selectmen:

- **Morse Institute Library** request to hold their **World Wide Knit in Public Day (WWKiPD)** on the Common on **June 8, 2019** from **11:00 am - 1:00 pm**.

Please feel free to contact me at the Recreation and Parks Department Office if you have any questions prior to your next meeting concerning this event.

Best Regards,

Linda Pinault

Linda Pinault

ITEM TITLE: Request to Occupy a Public Way: 9 Adams Street Demolition/Dumpster
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Request & Police Recommendation for Approval	5/8/2019	Cover Memo



Patricia O'Neil <poneil@natickma.org>

Re: Street parking spots: 9 Adams St

3 messages

EjF <ej@feiteira.com>

Thu, May 2, 2019 at 7:58 PM

To: Patricia O'Neil <poneil@natickma.org>

Will do. Thx

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Patricia O'Neil <poneil@natickma.org>

Date: 5/2/19 1:08 PM (GMT-05:00)

To: ej@feiteira.com

Subject: Re: Street parking spots: 9 Adams St

Ernie, I will include this on the 5/13 Selectmen's agenda for their consideration. Another company is also requesting to do work in the area and will have a representative at the meeting. Please plan on attending as well to answer any questions the Selectmen may have, especially since the two projects could potentially run into conflicts.

The meeting is scheduled for Monday, May 13th at 7:00 p.m. in the Dlott Meeting Room in Town Hall, 13 East Central Street.

On Wed, May 1, 2019 at 2:39 PM <ej@feiteira.com> wrote:

Hi Trish,

Demo and construction started 4-6 weeks ago at 9 Adams Street. Our intent was to have the dumpster in the garage, but we're finding it would be helpful to stage a dumpster and equipment on the right side of the street (where there are currently parking spaces). I've writing to request permission to occupy 2-3 spots for the rest of 2019. The parking spots would be used similarly to when construction crew occupied when the work was done at Fair Yeager.

If I can provide any further information, please let me know.

Sincerely,

Ernie

Ernesto J. Feiteira

Woodland Ventures, Inc.

617-692-257

From: ej@feiteira.com <ej@feiteira.com>

Sent: Wednesday, November 21, 2018 1:18 PM

To: 'Joe Mortarelli' <jmortarelli@natickma.org>; 'Brian Lauzon' <lauzon@natickpolice.com>

Cc: 'Chief Michael Lentini' <mlentini@natickma.org>; 'David Gusmini' <dgusmini@natickma.org>; 'John Digiacomo'

Trish,

I will not be at the meeting, but would offer to the BOS a positive recommendation if they were so inclined to approve two parking spaces, which would be the 2nd and 3rd in from Court Street on the west side of the Adams. The understanding then would be, for the two active projects in that area, the two contractors would be taking the first three spaces for construction dumpsters. I would also recommend that something be in the permit that the dumpsters be in place "only when necessary" so they don't unnecessarily linger there consuming available parking.

Respectfully submitted,

Lt. Brian G. Lauzon

[Quoted text hidden]

ITEM TITLE: Banner Request: Natick Service Council

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Request	5/8/2019	Cover Memo



Patricia O'Neil <poneil@natickma.org>

FW: Natick Service Council week banner request

2 messages

Lauren Mann <lmann@natickservicecouncil.org>
To: Donna Donovan <ddonovan@natickma.org>
Cc: Patricia O'Neil <poneil@natickma.org>

Fri, Apr 26, 2019 at 10:10 AM

Hi Donna and Tricia,

Happy Friday! Just following up on my email below to see if we can hang the NSC banner again this year during Natick Service Council week (week of 5/27).

Thank you!

Lauren

From: Lauren Mann [mailto:lmann@natickservicecouncil.org]
Sent: Thursday, April 18, 2019 9:33 AM
To: 'Donna Donovan' <ddonovan@natickma.org>
Subject: FW: Natick Service Council week

Hi Donna,

Hope all is well!

NSC week is going to be the week of 5/27 this year. Can we request the banner that week? Fingers crossed it's not already taken that week (with marathon and all we have going on I'm late to request it!)

Thanks!

Lauren

From: Lauren Mann [mailto:lmann@natickservicecouncil.org]
Sent: Tuesday, April 4, 2017 10:57 AM
To: Donna Donovan <ddonovan@natickma.org>
Subject: FW: Natick Service Council week

ITEM TITLE: Woodland Village Block Party
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Request & Police Recommendation for Approval	5/8/2019	Cover Memo



Donna Donovan <ddonovan@natickma.org>

Re: Natick Block Party Permit

1 message

Brian Lauzon <lauzon@natickpolice.com>
To: Donna Donovan <ddonovan@natickma.org>

Fri, Apr 26, 2019 at 3:20 PM

Donna,

Recommend approval with the following stipulations:

- Public Safety Dispatch (508-647-9500) to be notified when the roadway is going to be closed, and again when it is re-opened. All roadways shall be opened no later than 8pm.
- Nothing be erected or placed in the roadway that cannot be easily removed in the event an emergency response is needed
- Residents in the affected area to be notified in writing prior to the event date
- Nothing be placed on, or around a fire hydrant that cannot be easily moved. Fire hydrants shall not be blocked.
- Woodbury Lane to be barricaded at David Brook Drive.

Additionally:

- Traffic cones and/or barricades may be checked out from Police Headquarters the morning of the event, and returned immediately following.

Reminder:

- All laws relative to alcoholic beverages including the possession/carrying of same remain in effect.

Respectfully,

Lt. Brian G. Lauzon

On Fri, Apr 26, 2019 at 11:52 AM Donna Donovan <ddonovan@natickma.org> wrote:

Donna Donovan
Senior Executive Assistant
Town of Natick
508-647-6410

----- Forwarded message -----

From: **Pamela Anderson** <pamelaa1@comcast.net>
Date: Fri, Apr 26, 2019 at 11:46 AM
Subject: Natick Block Party Permit
To: <ddonovan@natickma.org>, Pamela Anderson <pamelaa1@comcast.net>

Donna

The neighbors of Woodland Village Homeowners Corp would like to hold an informal block party at the circle dead end of Woodbury Lane on Saturday, June 22, 2019 from 3-8 (includes set up and cleanup), rain date is Sunday, June 23, same time. The homeowners association consists for 43 families on

Woodbury Lane, Davis Brook Drive and the upper end of Farm Hill Road, all neighbors impacted by the shutdown of the street are members of the association and invited to the party. We picked this area as the area of least traffic (no through way). We would expect approximately 100 people (adults and kids) at most, probably all walking on foot to get there and might have a food and ice cream truck.

Please let us know how to proceed to get a proper permit, thanks. You may call me at my cell 781-789-6242 or email me, pamelaa1@comcast.net, for more information.

Thank you,

Pam

Treasurer of Woodland Village Homeowners Corp

Pamela J. Anderson

[35 Davis Brook Drive](#)

[Natick, MA 01760](#)

(508) 975-4066 Home

(781) 789-6242 Cell

Email: pamelaa1@comcast.net

ITEM TITLE: Reynolds Ave Block Party

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Request & Police Recommendation for Approval	5/13/2019	Cover Memo

Patricia O'Neil <poneil@natickma.org>

Request for Street Closure - Memorial Day Block Party

7 messages

Aaron Stevens <azs@bu.edu>

Sun, May 12, 2019 at 6:02 PM

To: Patricia O'Neil <poneil@natickma.org>

Cc: Rhiannon Agosti <rhiannon.agosti@gmail.com>, Eric Jones <emjones@alum.mit.edu>

Dear Ms. O'Neil,

I am writing to request a permit for a temporary road closure for our street, Reynolds Avenue, for our Memorial Day block party on 5/27/17. Would you please add this request to the agenda for an upcoming Board of Selectmen meeting? I apologize for writing to you so close to the event.

Our party is co-hosted with several neighbors, some of whom I have copied on this email. This will be our sixth annual Memorial Day block party. The event would be held from approximately 2pm-8pm, and we expect about 100-125 people in attendance including 40-50 children. Specifically, we would like to close Reynolds Avenue to through-traffic from Pond Street to Oliver Street, with an additional barrier placed around #19 Reynolds Avenue to block the south half of the street from local traffic (to increase safety for children playing in the street).

Thank you for your attention to this matter.

Sincerely,
Aaron
617-510-0743

on behalf of
Aaron Stevens, 22 Reynolds Ave
Rhiannon Agosti, 23, Reynolds Ave
Eric Jones, 25 Reynolds Ave

[illegible]

Trish,

Recommend approval with the following stipulations:

- Public Safety Dispatch (508-647-9500) to be notified when the roadway is going to be closed, and again when it is re-opened. All roadways shall be opened no later than 8pm.
- Nothing be erected or placed in the roadway that cannot be easily removed in the event an emergency response is needed
- Residents in the affected area to be notified in writing prior to the event date
- Nothing be placed on, or around a fire hydrant that cannot be easily moved. Fire hydrants shall not be blocked.
- Reynolds Ave to be barricaded at Pond Street and again at Oliver Street.

Additionally:

- Traffic cones and/or barricades may be checked out from Police Headquarters the morning of the event, and returned immediately following.

Reminder:

- All laws relative to alcoholic beverages including the possession/carrying of same remain in effect.

Respectfully,

Lt. Brian G. Lauzon

[Quoted text hidden]

ITEM TITLE: Request for Exemption from Town By-Laws Chaper 41, Section 4: Vaughn Johnson - DPW Skilled Laborer/Part-Time Bus Driver

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Request	5/9/2019	Cover Memo



Natick Community Services

People Driven. Service Focused.

Karen Partanen
Recreation & Parks
Director

To: Bill Chenard, Deputy Town Administrator
Cc: Arthur Goodhind, Land Facilities and Natural Resources Supervisor
From: Karen Partanen, Recreation & Parks Director
Re: Municipal Employee Exemption
Date: May 7, 2019

I request the following employee be granted an exception from the provision of Article 41, Section 4 of the Town of Natick By-Laws in order that the Community Services Department – Recreation & Parks Division, can hire this current town employee under the provisions of MGL Ch. 268A s1.

Name: Vaughn Johnson
Current Position: Skilled Laborer - Public Works, LRNR Division
2nd Position: Part Time Bus Driver

ITEM TITLE: BOS Meeting Dates - June 2019-June 2020
ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Meeting Dates - Draft	5/10/2019	Cover Memo
Request Regarding 10/1/19 Start Time-S. Salamoff	5/13/2019	Cover Memo

BOARD OF SELECTMEN MEETINGS

**June
2019**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		May 28 BOS				1
2	3 School Committee Rec & Parks Comm	4	5	6	7	8
9	10 BOS	11	12	13	14	15
16 Father's Day	17 BOS PF Chang's Hrng School Committee	18	19	20	21	22
23	24 BOS Donna Vacation	25 Donna Vacation	26 Donna Vacation	27 Donna Vacation	28 Donna Vacation	29
30						

BOARD OF SELECTMEN MEETINGS

**July
2019**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Donna Vacation Rec & Parks Comm	2 Donna Vacation	3 Donna Vacation	4 Donna Vacation Independence Day	5 Donna Vacation	6
7	8 BOS Trish Vacation	9 Trish Vacation	10 Trish Vacation	11 Trish Vacation	12 Trish Vacation	13
14	15 Trish Vacation	16 Trish Vacation	17 Trish Vacation	18 Trish Vacation	19 Trish Vacation	20
21	22 BOS	23	24	25	26	27
28	29	30	31			

BOARD OF SELECTMEN MEETINGS

**August
2019**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 BOS Rec & Parks Comm	6	7	8	9	10
11	12 School Committee	13	14	15	16	17
18	19 BOS	20	21	22	23	24
25	26 School Committee	27	28	29	30	31

BOARD OF SELECTMEN MEETINGS

**September
2019**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Labor Day	3 BOS	4	5	6	7
8	9 School Committee Rec & Parks Comm	10	11	12	13	14
15	16 BOS	17	18	19	20	21
22	23 School Committee	24	25	26	27	28
29	30 Rosh Hashanah					

BOARD OF SELECTMEN MEETINGS

**October
2019**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 BOS	2	3	4	5
6	7 School Committee Rec & Parks Comm	8	9 Yom Kippur	10	11	12
13	14 Columbus Day	15 BOS	16	17	18	19
20	21	22	23	24	25	26
27	28 BOS School Committee	29	30	31 Halloween		

BOARD OF SELECTMEN MEETINGS

**November
2019**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 BOS Rec & Parks Comm	5	6	7	8	9
10	11 Veterans Day	12	13	14	15	16
17	18 BOS School Committee	19	20	21	22	23
24	25 School Committee	26	27	28 Thanksgiving Day	29	30

BOARD OF SELECTMEN MEETINGS

**December
2019**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 BOS Rec & Parks Comm	3	4	5	6	7
8	9 School Committee	10	11	12	13	14
15	16 BOS School Committee	17	18	19	20	21
22	23 Hanukkah	24	25 Christmas	26	27	28
29	30	31				

BOARD OF SELECTMEN MEETINGS

**January
2020**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 New Year's Day	2	3	4
5	6 BOS Rec & Parks Comm	7	8	9	10	11
12	13 School Committee	14	15	16	17	18
19	20 ML King Day	21 BOS	22	23	24	25
26	27 School Committee	28	29	30	31	

BOARD OF SELECTMEN MEETINGS

**February
2020**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 BOS School Committee Rec & Parks Comm	4	5	6	7	8
9	10	11	12	13	14	15
16	17 Presidents' Day	18 BOS	19	20	21	22
23	24 School Committee	25	26	27	28	29

BOARD OF SELECTMEN MEETINGS

**March
2020**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 BOS Rec & Parks Comm	3	4	5	6	7
8	9 School Committee	10	11	12	13	14
15	16 BOS	17	18	19	20	21
22	23 School Committee	24 TOWN ELECTION	25 BOS (Reorg)	26	27	28
29	30 BOS	31				

BOARD OF SELECTMEN MEETINGS

**April
2019**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 School Committee Reorg Rec & Parks Comm	7	8	9	10 Good Friday	11
12 Easter Sunday	13 BOS	14	15	16	17	18
19	20 Patriots' Day	21	22	23	24	25
26	27 BOS School Committee	28	29	30		

BOARD OF SELECTMEN MEETINGS

**May
2020**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 BOS School Committee Rec & Parks Comm	5	6	7	8	9
10 Mother's Day	11	12	13	14	15	16
17	18 BOS School Committee	19	20	21	22	23
24	25 Memorial Day	26	27	28	29	30
31						

BOARD OF SELECTMEN MEETINGS

**June
2020**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 School Committee	2	3	4	5	6
7	8 BOS Rec & Parks Comm	9	10	11	12	13
14	15 School Committee	16	17	18	19	20
21 Father's Day	22 BOS	23	24	25	26	27
28	29	30				



Patricia O'Neil <poneil@natickma.org>

Board of Selectmen 2019-2020 Draft Meeting Calendar

1 message

Sue Salamoff <ssalamoff@natickma.org>

Sun, May 12, 2019 at 5:45 PM

To: Bill Chenard <chenard@natickma.org>, John Townsend <jtownsend@natickma.org>, Jonathan Freedman <jfreedman@natickma.org>, Melissa Malone <mmalone@natickma.org>, Selectmen <selectmen@natickma.org>
Cc: Donna Donovan <ddonovan@natickma.org>, Patricia O'Neil <poneil@natickma.org>

I respectfully request that the Selectmen delay the start of the BOS meeting Tuesday, October 1, 2019 to 7:00 p.m. after sundown. Rose Hashanah begins at sundown Sunday, September 29 and is observed for 2 days by Conservative and Orthodox Jews. All holidays begin at sundown and end at sunset. The sunrise/sunset calendar for 2019 projects sunset at 6:26p.m.

--

Susan G. Salamoff, Vice Chair
Natick Board of Selectmen

Please note that emails are considered a public record.

ITEM TITLE: Approve Meeting Minutes

ITEM SUMMARY:

ATTACHMENTS:

Description

3/6/15

Upload Date

5/8/2019

Type

Cover Memo

BOARD OF SELECTMEN

Natick Town Hall

March 16, 2015

6:30 p.m.

PRESENT: Chairman Joshua Ostroff, Nicholas S. Mabardy, Richard P. Jennett, Jr., Charles M. Hughes and John Connolly

ALSO PRESENT: Town Administrator Martha White and Executive Assistant Donna Donovan

Executive Session

Mr. Hughes, seconded by Mr. Mabardy, moved to enter into executive session to discuss matters pertaining to litigation and real property. By roll call vote the Board voted to enter into executive session. Mr. Ostroff, Mr. Mabardy, Mr. Hughes and Mr. Jennett all voted in favor of the motion. At 6:30 p.m. the Board entered into executive session after announcing that the meeting would return to open session. The Chair further announced that discussion of litigation, collective bargaining and real property in open session would have a detrimental effect on the Board of Selectmen's negotiating position.

The open session reconvened at 7:00 p.m.

Announcements

1. Sustainability Coordinator Jillian Wilson-Martin gave an update on the Town's letter of intent to evaluate further solar opportunities. Ms. Wilson-Martin stated that the Letter of Intent (LOI) outlines the Town's interest in exploring rooftop solar opportunities with Ameresco on Morse Library, Police and Fire Headquarters, DPW and Ice Rink, Brown Elementary School and Lilja Elementary School buildings. Ms. Wilson-Martin further stated that by signing the LOI, the Town is committing to work exclusively with Ameresco on these projects while they spend resources to evaluate the sites, such as the costs of a structural analysis, and for three months after. Ms. Wilson-Martin also stated that this was a non-binding document and that the Town is not obligated to pay for any of these costs and the Town has the option to work with a different firm at the end of the three-month exclusive period.
2. Recreation and Park Director Jon Marshall appeared before the Board to discuss the J.J. Lane Park. Mr. Marshall stated that J.J. Lane Park received the "Design of Facility Agency Award" from the Massachusetts Recreation and Park Association. This award will be presented at the grand opening of the park on Sunday, April 26 at 3:00 p.m.

Citizen's Concerns

1. Resident Victoria Grafflin expressed concern with sidewalks in the Weathersfield area not being cleared of snow, stating it is a safety issue for students walking to the Wilson and Bennett-Hemingway Schools.
2. Resident David Fishman spoke in support of an override and emphasized the importance of residents being involved in budget discussions.

Appointments with the Board of Selectmen

1. **FY 2016 State Budget and Local Aid**
State Representatives David Linsky and Karen Spilka and State Senator Richard Ross attended the meeting. Representative Spilka gave an overview of the State education budget and requested input from the Town on what type of budget increases would be more beneficial to the schools such as Ch. 70 increases or special education funding increases. Representative Spilka also stated that the Foundation Budget Review Commission will be issuing a report at the end of June with recommendations on improving the Ch. 70 laws and she is hopeful that this will have a positive impact on next year's budget. Representative Linsky outline the budget process. Representative Linsky stated that they will continue

to advocate for Natick including the restitution of \$18M for a kindergarten early intervention program in which Natick would receive approximately \$200K. Representative Linsky also introduced Chief of Staff, Katelyn Kelly and Dennis Giombetti. Conversations continued regarding how state aid would impact the Town of Natick's FY2016 budget.

2. Natick Farmer's Market – Permission to use Public Parking Spaces

Market Manager Deb Sayre spoke on behalf of Natick Center Associates. Ms. Sayre requested the use of 4-6 parking spaces along the Common side of Park Street and the Common side of South Main Street from Common Street to Route 135 for vendors. Ms. Sayre stated that vendors are encouraged to park in the Pond Street lot and behind the Common Street church when possible, to leave some of the spaces for customers. Some board members raised concerns with the location of the market. On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to approve the use of the public parking spaces for the farmers market subject to modification by the public safety officer.

3. Natick Service Council PAYT Bag Program Update

Patty Shaffer was present on behalf of the Natick Service Council and Food Pantry. Ms. Shaffer presented a year 1 report of the PAYT program (2014) as well as projected numbers for 2015. Ms. Shaffer thanked the Board for their support and stated that they are now able to quadruple the number of bags given to families in need. On a motion by Mr. Hughes, seconded by Mr. Ostroff, the Board unanimously voted to donate 2800 large bags and 2600 small bags to the PAYT program for FY2016.

4. Athletic Hall of Fame and Natick Schools: Request a One Day Beer and Wine License

Kirk Buschenfeld, President of the Natick Athletic Hall of Fame and Kristen Gentili, Director of Natick Schools Food Service were present. Mr. Buschenfeldt stated they are requesting a one day beer and wine license for their annual Hall of Fame banquet being held on May 9, 2015 at the Natick Community/Senior Center. Aramark will be catering the event using certified bartenders. Additionally, a detail police officer will be hired for the duration of the event. It was noted that Lt. Lauzon recommended favorable approval. On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to approve a one day beer and wine license to Aramark Food Service.

5. Warrior Thunder Foundation: Request a One Day Entertainment Permit

Adrienne Kinchla was present on behalf of the Warrior Thunder Foundation. Ms. Kinchla stated they were requesting the one day entertainment permit for their annual Cabin Fever Comedy Night for the Troops being held on March 20, 2015 at the Natick Elks. The comedy show will run from 8:00 pm – 10:30 pm and approximately 200 tickets will be sold. It was noted that Lt. Lauzon recommended favorable approval. On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to approved the one day entertainment permit.

6. Public Hearing Continued: Lookout Farm, LLC Pouring Permit

Attorney David Deluca of Murphy, Hesse, Toomey and Lehan joined the Board for the public hearing. Attorney Thomas Grassia was present representing Lookout Farm. Atty. Grassia stated that the farm does not fall in the category for the Town's rules and regulations for an alcohol license, further stating that they are not a restaurant, tavern or other retail establishment but have a unique establishment. Attorney Grassia informed the Board that the Farm would like to sell their agricultural food products when serving their own produced malt and it would be difficult for them to meet the 65% food -35% alcohol ratio required. Discussion followed on whether the Farm should be held to the on premises alcohol rules and regulations.

Resident John Ciccariello asked if the Farm is subject to the meal tax and if the farm is willing to donate a portion of their proceeds from the sale of the alcohol to the Town. Mr. Ostroff opined that they are subject to the meal tax.

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to close the public hearing.

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to approve a pouring permit for Lookout Farm subject to the Town of Natick's alcohol rules and regulations for a restaurant serving 15 or more persons.

On a motion by Mr. Jennett, seconded by Mr. Mabardy, the Board voted 4-1 to set the fee for a pouring permit at \$250. Mr. Hughes opposed.

7. Public Hearing: Cedar Mill Lane Street Acceptance

Mr. Mabardy read the public hearing notice into the record. Town Engineer, Mark Coviello spoke to the matter stating that all the work has been completed in accordance with the rules and regulations of a subdivision and he supports the street acceptance. Mr. Coviello addressed some questions from the Board.

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to close the public hearing.

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to accept Cedar Mill Lane.

8. Shaanxi Restaurant: Application for a Common Victualer License

Applicant Kang Li was present to discuss his application. Mr. Li stated this was a proposed new restaurant with approximately 62 seats located at 259 Worcester Street (Route 9) and he was anticipating opening in approximately 30 days. Architect, John Ciccariello stated the restaurant learned after receiving a building permit and completing the work, the site required site plan review by the Planning Board. The Planning Board approved the site plan for one year with the condition that a landscape plan be submitted within that time.

On a motion by Mr. Jennett, seconded by Mr. Hughes, the Board unanimously voted to approve the common victualers license for Shaanxi Restaurant located at 259 Worcester Street.

DISCUSSION AND DECISION

1. Confirm the Appointment of James Errickson as the Director of Community and Economic Development

Town Administrator, Martha White asked the Board to confirm her appointment of James (Jaime) Errickson as the Director of Community and Economic Development. Ms. White briefed the Board on Mr. Errickson's credentials. On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to confirm Ms. White's appointment of Mr. Errickson as the Director of Community and Economic Development.

2. Proposed Dog Park Status Update

Ms. White informed the Board that several milestones have been achieved in recent weeks regarding the proposed Dog Park at Middlesex Path, as follows:

1. The Board of Selectmen have approved the Middlesex Path site for use as a Dog Park
2. The Safety Committee's concerns have been alleviated through design changes
3. FIDO's fundraising has continued; at present they have approximately \$57,000

Ms. White also stated that In speaking with representatives from the Stanton Foundation, it appears that the town is at a stage where they can begin negotiation of an Memorandum of Understanding, which MOU will be require Board of Selectmen approval. Once this is in place, Stanton will issue a Letter of Agreement through which the Town will be provided with funding to advance the project design and develop specifications for construction bidding.

The maximum funding provided by the Stanton Foundation is \$250,000; anything beyond that point must be funded locally; FIDO's fundraising efforts will be ongoing such that they can fund, or significantly offset, any additional costs.

Mr. Jennett requested that the Board seek an opinion from the Board of Health.

Melissa Probst of 120 West Central Street spoke in opposition of the dog park.

Nancy Nottinson of Precinct 4 stated she was a town meeting member and spoke in opposition of the dog park.

3. **Safety Committee Recommendations**

Police Chief James Hicks presented the following Safety Committee recommendations:

- a. FIDO proposed dog park – Safety Committee voted to recommend to the Board of Selectmen to approve proposal for a dog park at Middlesex Path as proposed by FIDO.
- b. Natick High School Faculty Parking Area - Safety Committee voted to recommend to Board of Selectmen to make the Faculty Parking Lot at Natick High School a restricted Permit Parking area during School Hours/Days Only.

On a motion by Mr. Jennett, seconded by Mr. Hughes, the Board unanimously voted to approve the Safety Committee recommendations.

4. **Amendment to the Property Tax Work Program**

Council on Aging Director, Susan Ramsey gave a summary of the program. Ms. Ramsey also made the following recommendations for amendments to the program:

- a. Adjust income guidelines to mirror those of the Massachusetts Good Neighbor Energy Fund. Such adjustment will provide an opportunity for the program to meet its goal of assisting Natick elders and veteran homeowners with property tax bills, through increased participation in municipal government and the school system by opening the program to more residents.
- b. Allow for the consideration of extenuating medical expenses in any given year. Municipal staff has on occasion become aware of extenuating circumstances suffered by applicants, particularly in the area of unanticipated medical expenses. Natick's Chief Assessor and the Director of Community services support the option of allowing for the consideration of these expenses in a given year. Allowing for such flexibility would make a real difference in the lives of our elders and veterans.

Ms. White recommended that the Board vote to allow the staff to adjust the income guidelines when the MA Good Neighbor Energy Fund adjust their guidelines. The Board opted to review the program again in 2017.

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to approve the recommended amendments to the Property tax Work Program.

5. **FY2016 Budget**

Ms. White spoke on the challenges of the 2016 budget and the importance of the budget balancing the needs and operations of all departments. Ms. White further spoke on the four budget scenarios that would be presented and how different departments would be affected.

Deputy Town Administrator/Director of Finance, Jeff Towne presented four different funding concepts that will eliminate the remaining budget gap. Three of the funding concepts meet the school department's request of a 4.51% increase from FY2015. The 4th scenario proposed a 3.93% increase from FY2015. Each scenario provides a combination of a number of different revenue sources and appropriation reductions have been utilized so that not one item is drastically cut or funding source utilized that would have negative impacts beyond what could be recovered in the future.

Mr. Towne answered questions from Board members and members of the audience.

Discussion ensued regarding establishing/raising school fees and town fees to meet the budget gap.

He following members of the audience spoke in reference to the proposed budgets:

- Tom Campbell, Precinct 10, School Committee Member
- Amy Mistrot, School Committee Chair
- David Mangan , School Committee Member
- Dirk Coburn, School Committee Member, Tow Meeting Member, Precinct 4
- John Ciccariello, Resident
- Trisha Connors, Resident
- Julie McDonough, Town Meeting Member, Precinct 3
- Kyle McCormick, Resident

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board voted 3-1-1 to meet the budget gap of \$1.5M with free cash. Mr. Hughes, Mr. Jennett, and Mr. Ostroff voted favorably. Mr. Connolly opposed and Mr. Mabardy abstained.

a. FY2016 Community Development Budget

Ms. White spoke to the article. On a motion by Mr. Jennett, seconded by Mr. Hughes, the Board unanimously voted favorable action for the proposed FY2016 Community Development budget.

6. Town Meeting Warrant Articles

Article 4 – Increase Personal Property Exemption: Board of Assessor Jan D’Angelo spoke of the Article. Ms. D’Angelo stated they are asking Town Meeting to vote to increase the personal exemptions amount by 47.5%. On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted favorable action.

Article 5 – Home Rule Petition for Means-Tested Senior Property tax Exemption: Ms. D’Angelo spoke to the article. On a motion by Mr. Hughes, seconded by Mr. Mabardy, the Board unanimously voted to refer this article back to the sponsor.

Article 30 – Moratorium on Development of Multi-Family Dwellings: Sponsor Mary Brown and resident Cathy Coughlin spoke to the article. On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to table this article until March 23rd.

Article 31 – Moratorium on Changes to Use Districts and Use Regulations: Sponsor John Ciccariello spoke to the article. Board members made three different motions; table the article to March 23rd, vote favorable action, and refer the article back to the sponsor. All three motions failed. There was no recommendation and further discussion of this article was postponed.

7. Authorize the Chair to Sign Disclosure Statement : David Lodding, Open Space Advisory Committee

No action was taken.

8. Authorize Chair to Sign Letters to MassDOT and Architectural Access Board for the Natick Center MBTA Station Project

On a motion by Mr. Jennett, seconded by Mr. Connolly, the board unanimously voted to authorize the Chair to sign the letters.

9. Town Administrator Performance Evaluation

Mr. Ostroff gave an update on the performance review, stating that it was in draft form for the Board members to review.

REQUESTED ACTION

1. Approval of Minutes: February 17, 2015

On a motion by Mr. Jennett, seconded by Mr. Hughes, the Board unanimously voted to approve the minutes of February 17, 2015.

2. Carry the Fallen: Request Parade permit 3/21

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to approve the parade permit.

3. Johnson School: Request permission for a road race

On a motion by Mr. Jennett, seconded by Mr. Hughes, the Board unanimously voted to approve the road race for May 31, 2019 beginning at 8:00 a.m.

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to adjourn at 12:20 a.m.



Nicholas S. Mabardy, Clerk

A list of all documents used at this Board of Selectmen meeting are available at:

<https://naticktown.novusagenda.com/agendapublic/MeetingView.aspx?MeetingID=147&MinutesMeetingID=-1&doctype=Agenda>

ITEM TITLE: Correspondence 5/13/19

ITEM SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
Correspondence 5/13/19	5/10/2019	Cover Memo
Correspondence from Middlesex Path Neighborhood Assoc.	5/10/2019	Cover Memo
Arbor Day Foundation_Tree City USA	5/10/2019	Cover Memo



Boston Athletic Association

185 DARTMOUTH STREET, 6th FLOOR, BOSTON, MASSACHUSETTS 02116
617.236.1652 www.baa.org

To: Ms. Melissa Mahone, Town Administrator
Town of Natick

Re: 2019 Boston Marathon

Dear Ms. Mahone:

Patriots' Day in Boston this year was about as memorable as can get: from varying weather by the hour to sprint finishes down Boylston Street and everything in between, the 123rd running of our event will be remembered in so many ways. I write to express thanks and gratitude on behalf of the B.A.A., 26,737 finishers, and 9,700 volunteers for all that you and the Town of Natick did for them.

It is a great privilege for us both to help organize the marathon each year and to work with all of you. The Boston Marathon isn't just a race – it is an event that brings people together to celebrate athletic achievement and community spirit. The atmosphere and collaboration working with you is very special and was on full display on Marathon Monday.

Please accept our thanks to you and the many others who combine to make the Boston Marathon an event that is the pinnacle of sport around the world.

Sincerely,

Thomas S. Grilk
Chief Executive Officer, Boston Athletic Association

Michael P. O'Leary, M.D.
President, Boston Athletic Association



FOUNDATION FOR METROWEST

May 1, 2019

Mr. Michael J. Hickey, Jr.
Chair, Board of Selectmen
Town of Natick
13 East Central Street, 2nd Floor
Natick, MA 01760

Dear Mr. Hickey, Jr.,

We know the vibrancy and strength of the MetroWest region is important to you. It's important to us, too, as the Foundation for MetroWest is the community foundation serving 33 cities and towns that makeup the MetroWest region, including *Natick*.

This year, we are embarking on a significant Community Needs Assessment project and we wanted to share our work with you. The project, **Impact MetroWest**, is an initiative that uses available data and community voice to assess strengths and challenges within our communities to build awareness and drive change.

Community data will be available publicly in the Fall of 2019 through a dedicated, interactive website, and will house municipal and/or county-level data coupled with important analysis, interpretation, and trends. We envision this site being an asset not only to our work, but to nonprofits in the region, community members, and you as a leader of our communities.

The voice of the community will be woven into this project through key stakeholder interviews, focus groups, and a community-wide survey. **This is where we need your help.**

1. **Community-wide Survey distribution** – In order to ensure a strong response, we are seeking your assistance in sharing the survey with all of the different networks of people who live and/or work in MetroWest. The survey will be available online in three languages starting on **Monday, May 13, 2019.**
2. **Attend a Focus Group session** – We are hoping you or a representative from your town can join one of our two available focus group sessions. They will take place in September, 2019.

We will be following up with you in the coming weeks via phone and email with specific dates, times and locations for the focus groups, as well as the link to the survey. If you have questions or would like to learn more about this project, please contact me to set up a phone call or meeting. I can be reached at 508.647.2260 or jkim@foundationformetrowest.org.

Thank you in advance for your support. Together, we can work towards a brighter and stronger MetroWest for everyone.

Sincerely,

Jay Kim
Chief Operating Officer



FOUNDATION FOR METROWEST

Our Mission

The Foundation for MetroWest connects philanthropic opportunity with demonstrated need in the MetroWest region. We help donors maximize the impact of their local giving, serve as a resource for local nonprofit organizations, and improve the quality of life for all who live and work in MetroWest.



Since 1995, the Foundation for MetroWest has distributed more than \$16 million dollars in grants all across the region.



The Difference We Make

- **INSPIRE** local philanthropy
- **EDUCATE** emerging leaders
- **CONNECT** donors with nonprofits
- **BUILD** civic responsibility
- **UNITE** people, ideas, and resources
- **AMPLIFY** one another's impact

Our Impact

- In 2018, we distributed over \$1.5 million dollars in grants throughout MetroWest
- More than 1,800 students have graduated from the Youth in Philanthropy program since 1997
- In 2018, 770 nonprofit professionals from 643 organizations across the region attended our Center for Philanthropy Education (CPE) offerings

Your Engagement

Community foundations like ours give donors the power to make a difference in their community. At the Foundation for MetroWest, we encourage your involvement as a donor, partner, and volunteer to help make an impact in the MetroWest community.

Middlesex Path Neighborhood Association
120 West Central Street
Natick, MA 01760
508.904.9246

April 18, 2019

Canine Welfare Program Officer
The Stanton Foundation
1 Broadway, 14th Floor
Cambridge, MA 02142

Dear Canine Welfare Program Officer:

We appreciate and applaud The Stanton Foundation's good work and positive impacts on the greater community, especially concerning the Foundation's efforts to promote a better informed citizenry. It is in the spirit of our roles as informed and engaged citizens, and in the interest of responsible decision making, that we are contacting you today. We have reason to understand that a lack of transparency on the part of the applicant may have contributed to the Foundation's decision to support the siting of a dog park at Middlesex Path in Natick; and that this project may not be in harmony with the values and intentions of the Foundation.

For example, it recently came to our attention, in reviewing documents that were secured as part of a Freedom of Information Act (FOIA) request, that the Assurance Letter to The Stanton Foundation, from then Town Administrator Martha White, dated January 28, 2016, stated that the plan to use this site had been "discussed and reviewed" with Natick's Board of Health, among other entities; implying that the site met with their approval. However the Board of Health has objected to the proposed location from the beginning. Its objections were articulated in the attached letter dated December 17, 2015.

Whereas the Assurance Letter suggested that "continued review of the project" would "ensure an inclusive design process and compliance with local regulations and processes," the Board of Health reiterated its objections in the attached letter dated December 1, 2017, after modifications to the plan did not mitigate their concerns. Furthermore, concerns about implications for the local water supply were registered by a neighboring town, in the attached September 12, 2017 letter from the town of Wayland's Surface Water Quality Committee, stating its opposition to locating a dog park at the proposed site. In a 2015 email communication, the Cochituate State Park Advisory Committee also registered its concerns about the proposed site's potential impacts on Lake Cochituate.

All of these concerns about water quality are affirmed by the fact that this location is part of a designated Aquifer Protection District. The Board of Health's recommendation that the project, if it were going to proceed at this location, include an impervious surface to prevent leaching of

waste into the groundwater, is consistent with what is required by the town's zoning bylaws for the Aquifer Protection District, which prohibit "the disposal of liquid or leachable waste, except as permitted into subsurface waste disposal systems subject to regulation under Title 5 of the State Environmental Code" [III-A.5(5)(b)3, Zoning Bylaws, Town of Natick]. Instead the plan proposes to filter the liquid waste with wood chips.

We understand from the Foundation's website that the requirements of the Assurance Letter included that: "The plan to use the site(s) for a dog park has been well communicated to relevant city/town bodies and residents/abutters." In fact, the abutters were not contacted. All of the abutters, and many other concerned community members, opposed the project. The Stanton Foundation was told, in an email message to Stephen Sallan, dated January 5, 2014, that there was a strong base of neighborhood support for this project; however there has been neighborhood opposition from the beginning. Concerned community members have been engaged for years now in efforts to move the town to address a number of irregularities which resulted in the land at Middlesex Path having been inappropriately offered, from the start, as a possible site for a dog park.

A particularly alarming lack of transparency is evidenced in a January 2014 email exchange, also revealed by the FOIA request, where a proponent of the dog park stated to the Town Administrator: "The preferred site is thought to be conservation land; I was on the conservation commission when the transfer was made...If the site location is mentioned, it is important that this information not be made public..." The location's status as conservation land should have disqualified it, at the outset, from being presented by the town as a possible dog park site.

In fact the town resisted, for many subsequent months, citizens' assertions about the status of the location as conservation land. The grant application process was well underway before the town was compelled to acknowledge, as of November 2015, that this in fact was conservation land. Only then was responsibility for the project transferred from the Board of Selectmen to the Conservation Commission.

As evidenced by the attached Recording document, it was not until May 12, 2016 that the land's status was properly certified and recorded in the Middlesex South Registry of Deeds, stating that it had been transferred "to the Conservation Commission, for conservation purposes, pursuant to G.L. c. 40 Section 8C," on October 8, 1992. As conservation land, Middlesex Path is subject to Article 97 of the state Constitution, which prohibits a change in use of the land.

As demonstrated by a preponderance of evidence to the contrary, the Assurance Letter's reference to "an inclusive design process and compliance with local regulations and processes," was misleading at best. Given the quality of the town's communications with its citizens, and with The Stanton Foundation; and given the resolution of informed citizens to continue to defend this protected land and the local water supply from the implications of the proposed dog park plan; it is respectfully requested that the Foundation reconsider its support for a dog park at Middlesex Path.

Respectfully submitted,

Adi Ahuja
Member

Eileen Ahuja
Member

Avi Aviv
Member

Greer Aviv
Member

Carole Berkowitz
Member

Christine Boisvert
Member

Tom Boisvert
Member

Kelley Greenwald
Member

Russell Greenwald
Member

Kris Gusmini
Member

James Howe
Member

Jaime Ide
Member

Kimika Ide
Member

Ann Karnofsky
Member

J. Barr Kenny
Member

Debbie McGeever
Member

George McGeever
Member

Evelyn Melancon
Member

Nancy Nottenson
Member

Peter Nottenson
Member

Melissa Probst
Member

cc: Liz Allison, *Executive Director, The Stanton Foundation*
Board of Selectmen, *Town of Natick*
Board of Health, *Town of Natick*
Conservation Commission, *Town of Natick*
Melissa Malone, *Town Administrator*

Attachments



Please note the proposed dog park site's proximity to surface water, to both the north and south.

DONALD J. BRED A, PE
PETER A. DELLI COLLI, DMD
IAN L. WONG, MSPH
ALAN G. COLE, MD,
PHYSICIAN TO THE BOARD
JAMES M. WHITE, JR., RS/REHS,
DIRECTOR OF PUBLIC HEALTH

OFFICE OF THE
BOARD OF HEALTH
13 EAST CENTRAL STREET
NATICK, MASSACHUSETTS 01760

PHONE - 508-647-6460
FAX - 508-647-6466

Matthew Gardner, Chairman
Natick Conservation Commission
Natick Town Hall
13 East Central St
Natick, Ma 01760

December 17, 2015

Re Dog Park Proposal Middlesex Park

Dear Matt,

Thanks for taking the time to listen to my thoughts regarding the FIDO proposal to create a dog park at Middlesex Park along West Central Street (Rte 135) and Lake Cochituate.

As present Chairman of the Board of Health, the following summarizes the thoughts and opinions of our Board members as conveyed at our recent meetings. The net result was a unanimous vote by the Board to not approve the dog park being located at Middlesex Park as presently proposed by FIDO. This vote was taken at our most recent meeting of November 10, 2015.

From a Public Health standpoint, Middlesex Park is located in a nitrogen sensitive area, alongside South Pond of Lake Cochituate to the north and Fiske Pond to the south. As we know South Pond is a major source of drinking water for the Town.

Being designated a nitrogen sensitive area is intended to minimize the organic loading allowed within tributary areas of such sensitive natural resources as Lake Cochituate. Allowable loadings for subsurface disposal and treatment of wastewaters are more stringent and garbage grinders are not allowed. All are intended to minimize pollution loadings.

Years ago, Lake Cochituate was a pristine body of water and even served as a drinking water supply for the city of Boston and many surrounding towns.

Unfortunately, the years have not been kind to the lake. Development within tributary areas has increased nitrate loadings due to runoff and inadequate treatment. Industrial wastes runoff and leachate from treatment systems adjacent to the Lake and along Beaver Dam Brook have significantly affected Fiske Pond and South Pond. The Army Labs have historically contaminated the groundwater such that there have been remediation programs for many years to reduce contamination.

The net result is a lake with nutrients at such a level that water plants such as milfoil found a very fertile home and necessitated the types of programs employed in the last couple of years to maintain positive dissolved oxygen levels in the water. The Board believes these nutrient levels should not be increased with dog wastes.

Considering all of the above, the Board of Health believes it is not prudent to locate the dog park at Middlesex Park unless provisions are included in the design that provide assurances that no contamination from dog wastes could enter the groundwater tributary to South Pond. This could be done by excavating to a predetermined level always above the groundwater level, placing a plastic liner with crushed stone and perforated PVC pipe leading to an underground tank which would need to be pumped out and disposed of with other septage wastes.

If, after considering other issues regarding the appropriateness of the Middlesex Park location for the project, this site remains the preferred, the Board of Health can approve it provided positive provisions for pollution prevention like those described above are included in the design.

We are prepared to meet with you and your Board to discuss this matter at your convenience.

Very truly yours,

A handwritten signature in cursive script that reads "Donald J. Breda".

Donald J. Breda, Chairman

Board of Health



Town of Wayland Massachusetts

September 12, 2017

Natick Conservation Commission
Natick Town Hall
13 East Central St.
Natick, MA 01760

Subject: Proposed Natick Dog Park

Attention: Matthew Gardner, Chairman

The Wayland Surface Water Quality Committee (WSWQC) believes that the location of the proposed Natick dog park, next to South Pond of Lake Cochituate, is not a good idea.

Background – Why is the WSWQC going on the record opposing this potential dog park:

1. The WSWQC is responsible to the Selectmen of Wayland for the quality of surface water in Wayland, which includes North Pond of Lake Cochituate and the Town of Wayland spends tens of thousands of dollars through the WSWQC managing surface water quality including one of Wayland's town beaches located on North Pond.
2. Lake Cochituate, which consists of South Pond, Middle Pond and North Pond, flows from South Pond through Middle Pond and North Pond and into the Sudbury River. Essentially Lake Cochituate is a river consisting of a chain of ponds that transports surface runoff and ground water, including weed nutrients and pathogens, from Natick, Framingham and Wayland and flows into the Sudbury River.
3. The State and Federal EPA have determined that Lake Cochituate is classified as Category 5 "Impaired Water Quality" due to low dissolved oxygen and invasive weeds caused by nutrients contained in rainwater runoff and groundwater.
4. Each year the WSWQC has to close a town beach when rainwater washes dog and waterfowl wastes into the pond because of E. Coli bacteria contained in the wastes.

Bottom Line

1. A dog park should not be located next to South Pond of Lake Cochituate because of the potential for contamination of the Lake from dog wastes containing E. Coli and weed/algae nutrients.

2. If the Town of Natick persists in locating a dog park next to Lake Cochituate provisions should be made to:
 - a. Make dog waste bags available at the park so that dog owners can clean up after their dog(s).
 - b. Include rainwater runoff control measures incorporated into the design of the dog park to prevent contaminants from entering the Lake, and
 - c. Conduct frequent, periodic testing of groundwater and rainwater runoff at the dog park to insure that nutrients and E. Coli are not adding to the distress of Lake Cochituate.

The Town of Wayland sincerely hopes that Natick will carefully consider the potential consequences of their decision to locate a dog park next to Lake Cochituate.

For the Wayland Surface Water Quality Committee

Charles "Toni" Moores
WSWQC Chairperson
1073tonimoores@gmail.com

Cc
Donald J. Breda, Chairman
Natick Board Of Health
13 East Central St.
Natick, MA 01760

Natick Board of Selectmen
13 East Central St.
Natick, MA 01760



NATICK BOARD OF HEALTH

13 East Central Street

Natick, MA 01760

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Peter A. Delli Colli, DMD, Chairman
Donald J. Breda, PE, Vice Chairman
Ian L. Wong, MSPH, Clerk
Paige Meisheid, MD, Physician to the Board
James M. White, Jr., RS/REHS, Director of Public Health

December 1, 2017

Matthew Gardner, Chairman
Natick Conservation Commission
13 East Central St.
Natick MA 01760

Re: Proposed Dog Park at Middlesex Path

Dear Matt;

The Natick Board of Health has reviewed WDA Design Group's October 11, 2017 revised proposed plans for the Dog Park at Middlesex Path. The Board observed the reduction to the size of the Park and the addition of wood chips to address the treatment of dog wastes.

While these measures may reduce the impact the dog park has on Lake Cochituate, the Board believes these revisions do not address the recommendations in our letter of December 17, 2015. The Board unanimously endorses that the design should insure a water tight barrier whereby "no contamination from dog wastes could enter the groundwater tributary to South Pond".

Although the Board of Health is in opposition to the dog park's current proposed location we extend our availability for continual discussion.

Very truly yours,

A handwritten signature in black ink, appearing to read "Peter A. Delli Colli", written over a horizontal line.

Peter A. Delli Colli, DMD, Chairman
Natick Board of Health

Middlesex South Registry of Deeds
Electronically Recorded Document

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Middlesex South Registry of Deeds
Maria C. Curtatone, Register
208 Cambridge Street
Cambridge, MA 02141
617-679-6300
www.cambridgedeeds.com



Diane B. Packer
Town Clerk

TOWN OF NATICK
Office of the Town Clerk
www.natickma.org

CERTIFICATE OF VOTE

I, Diane Packer, Town Clerk of Natick Massachusetts, do hereby certify the following vote:

The attached vote on Article 24 of the 1992 Fall Annual Town Meeting was taken on
October 8, 1992.

Diane B. Packer

PROCEEDINGS CONTINUED
Annual Fall Town Meeting
October 8, 1992 1st Session

ARTICLE 24
(Board of Selectmen)

To see if the Town will vote to transfer to the Conservation Commission, for conservation purposes pursuant to G.L. c. 40, Section 8C, the care, custody, management and control of all or part of the land in Natick shown on the Natick Assessors Maps as Map 42, Lot 36; Map 42, Lot 37; Map 42, Lot 45A; Map 42, Lot 45B; and Map 43, Lot 402, subject to any easements granted concerning said land, or otherwise act thereon.

FINANCE COMMITTEE RECOMMENDATION: The Finance Committee recommends indefinite postponement with regard to the subject matter of Article 24.

VOTED UNANIMOUSLY, to transfer to the Conservation Commission, for conservation purposes control of all or part of the land in Natick as printed above.

ARTICLE 25
AMENDMENT OF NATICK HOME RULE CHARTER TO MAKE
MINOR CHANGES IN WORDING
(Moderator)

To see if the Town Meeting will vote to approve an amendment to the Natick Home Rule Charter and to authorize the Board of Selectmen to take all steps required by law for amendment of the Charter. The amendment makes minor changes in wording necessitated by earlier amendments, court decisions, and events. The amendment shall be in six parts as follows:

Part 1 In Section 2-11 (d), pertaining to publication of the warrant, remove the provision requiring a duplicate distribution of the warrant by deleting the last sentence in its entirety.

Part 2 In Section 3-1 (a), pertaining to elective offices, in the first sentence, delete the words "trustees of the Leonard Morse Hospital". Also in the first sentence, change the name "recreation commission" to "recreation and human services commission." In the second sentence, remove the references to a redevelopment authority and the regional vocational school district so that the entire sentence is changed to read as follows:

In addition, members of a housing authority and representatives to such other regional authorities or districts as may be established by law or interlocal agreement may also be filled by the voters.

Town Administrator Melissa Malone
13 East Central Street
Natick, MA 01760

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Natick on earning recognition as a 2018 Tree City USA. Residents of Natick should be proud to live in a community that makes the planting and care of trees a priority.

Natick is one of more than 3,500 Tree City USAs, with a combined population of 150 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

If ever there was a time for trees, now is that time. Communities worldwide are facing issues with air quality, water resources, personal health and well-being, and energy use. Natick is stepping up to do its part. As a result of your commitment to effective urban forest management, you are helping to provide a solution to these challenges.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters coordinate the presentation of the Tree City USA recognition materials. We will forward information about your awards to your state forester's office to facilitate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Natick and thank you for helping to create a healthier planet for all of us.

Best Regards,



Dan Lambe
President

For more information, contact:
Danny Cohn, 402-473-9563
dcohn@arborday.org



FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Natick Tree City USA

Natick, MA, was named a 2018 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

Natick achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

"Tree City USA communities see the impact an urban forest has in a community first hand," said Dan Lambe, president of the Arbor Day Foundation. "Additionally, recognition brings residents together and creates a sense of community pride, whether it's through volunteer engagement or public education."

Trees provide multiple benefits to a community when properly planted and maintained. They help to improve the visual appeal of a neighborhood, increase property values, reduce home cooling costs, remove air pollutants and provide wildlife habitat, among many other benefits.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation: The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information is available at arborday.org.