



TOWN OF HOPKINTON SELECT BOARD MEETING AGENDA

Tuesday, September 21, 2021 6:00 PM
Hopkinton Town Hall, 18 Main St, Hopkinton, MA-Room 215/216
(Executive Session will be held in Room 211)

Please attend in person or click the link below to join the meeting; the meeting is also broadcast at www.hcam.tv:
<https://us02web.zoom.us/j/81943788044?pwd=VjcrU3ZHM1Q1bVIZd21Bbzd5bzROUT09>

Passcode: **752119**

Or One tap mobile :

US: +13126266799,,81943788044# or +16468769923,,81943788044#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 or +1 253 215 8782 or +1 346 248 7799 or +1
408 638 0968 or +1 669 900 6833

Webinar ID: 819 4378 8044

International numbers available: <https://us02web.zoom.us/j/81943788044?pwd=VjcrU3ZHM1Q1bVIZd21Bbzd5bzROUT09>

6:00 PM

CALL TO ORDER

1.

EXECUTIVE SESSION

- a. Pursuant to *M.G.L. c.30A, §21(a)* (purpose 3) to consider strategy with respect to collective bargaining relative to DPW, Police, Fire and Library Unions, and negotiations with non-union staff, because an open meeting may have a detrimental effect on the negotiating position of the Board.
- b. Pursuant to *M.G.L. c.30A, §21(a)* (purpose 3) to consider litigation strategy with respect to the complaint filed with the Massachusetts Commission Against Discrimination in *Anderson v. Town of Hopkinton*, MCAD docket number 21WEM01645, because an open meeting would have a detrimental on the Town's litigation position.
- c. To approve executive session Minutes (9/7/2021).

6:30 PM

CALL TO ORDER - OPEN SESSION

2.

PLEDGE OF ALLEGIANCE

6:31 PM

PUBLIC FORUM

3.

Residents are invited to share ideas, opinions or ask questions regarding Town Government.

6:40 PM

CONSENT AGENDA

4.

The Select Board will consider the following consent agenda:

- a. **MINUTES** - The Select Board will consider approving the Minutes of the September 7, 2021 meeting.
- b. **PARADE PERMIT APPLICATION, WICKED 5K FUN RUN, OCTOBER 31, 2021** - The Select Board will consider approving a Parade Permit for the Wicked 5K fun run, to be held on Saturday, October 31, 2021. The course starts and ends at the Hopkinton Center for Arts at 10:30am. The course follows Loop Rd counter-clockwise without and back spurs on Center Trail extension, no road closures are requested.

- c. **ACCEPT A DONATION FOR THE FIRE DEPARTMENT** - The Select Board will consider accepting a \$20,000 donation which is designated to benefit the needs of the Hopkinton Fire Department. The donation is to remain anonymous.
- d. **ACCEPT A DONATION FOR THE HOPKINTON SENIOR CENTER** - The Select Board will consider accepting a \$25,000 donation which is designated to benefit the needs of the Hopkinton Senior Center. The donation is to remain anonymous.
- e. **ACCEPT A DONATION FOR THE POLICE DEPARTMENT** - The Select Board will consider accepting a \$20,000 donation which is designated to benefit the needs of the Hopkinton Police Department. The donation is to remain anonymous.

Supporting Exhibits: Parade Permit application and supporting documents; Permitting Team Comments

6:50 PM

APPOINTMENTS - TOWN EMPLOYEES

- 5. The Select Board will consider confirming the Town Manager’s appointment of Renee Chen as Deputy Assessor, Laurie St. John as Administrative Assistant, Finance, and Susan Sadhegi, Administrative Assistant, Finance.

Supporting Exhibits: Resumes & Applications

6:55 PM

CENTER SCHOOL UPDATE BY PERMANENT BUILDING COMMITTEE

- 6. The Select Board will receive an informational update from the Permanent Building Committee on its progress reviewing the feasibility of continuing municipal uses at Center School as recommended by the Center School Reuse Advisory Group.

7:05 PM

COVID-19 UPDATE

- 7. The Select Board will receive an update on the Town’s response to the Covid-19 Pandemic.

7:10 PM

SELECT BOARD/TOWN MANAGER WEBSITE

- 8. The Select Board will review the Select Board/Town Manager page on the Town website.

7:20 PM

ADA OVERSIGHT COMMITTEE

- 9. The Select Board and Town Manager will discuss recruiting members for the ADA Oversight Committee.

Supporting Exhibits: Committee Information

7:30 PM

POLICY CONCERNING HOPKINTON LNG FACILITY

- 10. The Select Board will review and consider adopting a policy concerning the Hopkinton LNG facility.

Supporting Exhibit: Draft Policy Concerning Hopkinton LNG Facility

7:35 PM

TOWN MANAGER REPORT

- 11. The Town Manager will report on the following:
 - a. Main Street Corridor Project Update
 - b. Chapter 61A Notice of Intent - Conversion of Use - 0 & 5 Mechanic Street, Wood Street.
 - c. Town Manager and Human Resources Director Update on the Town’s Talent Acquisition and Optimization strategy and process.
 - d. Release of Executive Session Minutes

Supporting Exhibits: Town Manager Report

- 7:40 PM** **LIAISON REPORTS/BOARD INVITES**
12. Select Board members will consider providing liaison reports and reviewing invitations.
Supporting Exhibit: FY 22 Liaison Assignments
- 7:45 PM** **FUTURE BOARD AGENDA ITEMS**
13. The Board members will identify future agenda items.
- 7:50 PM** **ADJOURN**
-

Correspondence to Select Board

1. Planning Board Resignation - Deborah Fein-Brug
2. Issuance of Chapter 91 Waterways License, I-495/I-90

Upcoming Select Board Meetings

1. September 22, 2021
2. September 28, 2021
3. October 5, 2021
4. October 19, 2021
5. November 9, 2021
6. November 16, 2021

The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Unless an agenda item is a posted public hearing, the matter may be considered earlier than the indicated time if there are last minute cancellations or other unforeseen events which cause the Board to move more quickly through the agenda.

CONVENING IN EXECUTIVE SESSION UNDER THE OPEN MEETING LAW M.G.L. c.30A, §21(A)

PROCEDURE FOR CONVENING AN EXECUTIVE SESSION

1. The Chair posts notice of the Executive Session at least 48 hours prior to convening (excluding Saturdays, Sundays and legal holidays). Such notice must state the purpose for convening in Executive Session (see reverse side).

If the Executive Session will be convened under Purpose 1, the individual in question must receive written notice 48 hours in advance of the Executive Session.

If the Executive Session could not have been reasonably anticipated by the Chair at the time of the posting of the meeting, the Chair must explain the circumstances that justify convening in Executive Session without having posted its intention to convene in Executive Session.

2. The Board or Committee convenes in an open session.
3. The Chair requests a motion to enter into Executive Session.
4. A majority of members vote (by roll call recorded in the minutes) to convene in Executive Session.

RECORDS RELATING TO AN EXECUTIVE SESSION

1. All votes taken during an Executive Session must be recorded roll call votes and shall become a part of the record of the Executive Session.
2. The minutes of the Executive Session and records used during the Executive Session may remain secret only as long as publication would defeat the lawful purpose(s) of the Executive Session, but must thereafter become public records.
3. The Board or Committee must, at reasonable intervals, review the minutes of Executive Sessions to determine if the minutes remain exempt from disclosure, and such determination must be announced at the next meeting of the Board or Committee and recorded in the minutes of that meeting.

MODEL MOTION FOR CONVENING IN EXECUTIVE SESSION

[CHAIR READS]: I request a motion that the Board vote to convene in Executive Session

1. For the purposes of [*insert purpose as listed on reverse side modified to include all subjects that may be revealed without compromising the purpose of the Executive Session (for example, the motion should specifically identify of the union, the nonunion member, the litigation matter, or the property to be discussed)*];
2. [*For Purposes 3, 6, and 8*] because the Chair declares that having such discussion in Open Session would have a detrimental effect on [*insert language from specific Purpose*];
3. To allow [*name any nonmembers*] to participate in the discussion; and
4. [*Not to/to*] convene in Open Session after the conclusion of the Executive Session.¹

¹ Remote Participation: A member participating remotely may participate in an executive session, but shall state at the start of any such session that no other person is present and/or able to hear the discussion at the remote location, unless presence of that person is approved by a simple majority vote of the public body.

PURPOSES FOR CONVENING IN EXECUTIVE SESSION

1. To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or discuss the discipline or dismissal of, or complaints or charges against, a public officer, employee, staff member or individual.²
2. To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel.
3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.
4. To discuss the deployment of or strategy regarding security personnel or devices, e.g., a sting operation.
5. To investigate charges of criminal misconduct or to consider the filing of criminal complaints.
6. To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.
7. To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements.
8. To consider or interview applicants for employment by a preliminary screening committee, if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants. This shall not apply to any meeting regarding applicants who have passed a prior preliminary screening.
9. To meet with a mediator regarding any litigation or decision; provided that (i) any decision to participate in mediation shall be made in open session and the parties disclosed and (ii) no action shall be taken with respect to the issues involved without deliberation and approval of the action at an open session.
10. To discuss trade secrets or confidential or proprietary information regarding activities by a governmental body as energy supplier, municipal aggregator or energy cooperative, if an open session will adversely affect conducting business relative to other entities making, selling or distributing energy.

² If the Board wishes to convene in Executive Session for these purposes, the individual in question has the right to receive written notice 48 hours in advance of the Executive Session; to be present at the Executive Session; to have counsel or another representative present to advise the individual, though not to actively participate in the session; to speak in his/her own behalf; to make an audio recording or transcription of the Executive Session; and to require that that the discussion be held in open session.



TOWN OF HOPKINTON
Office of the Select Board
18 Main Street, Hopkinton, MA 01748 | 508-497-9701
selectboard@hopkintonma.gov

A Complete Application must be filed a minimum of 30 days before event date

APPLICATION FOR PARADE PERMIT

Applicant's Name: Hopkinton Center for the Arts / Enter Stage Left Theater

Applicant's Address: 98 Hayden Rowe St

Telephone Number: (HCA) 508-435-9222 Cell Number 617 461 9659 (Iiana)

Email Address: icasady@hotmail.com

Applicant: Private/Individual Business Non-Profit Town Dept./Board/Committee

Date of Event: 10/31/21 (Rain Date): N/A Time: 10:00am - 11:30am

Purpose of Parade Permit: Wicked 5K Fun Run

Road Closures: Loop Rd / N/A

Description/Purpose of Event (Please provide a separate visual or map of the complete route of the proposed event along with a Public Safety Plan)

Fundraiser for HCA/ESL

5K Fun Run - Start and end @ HCA

Run around Loop Rd w/ out + back on Center Trail + Center Trail extension.

Starting Point: HCA Ending Point: HCA

Expected number of Participants: 175 (Hopefully!!)

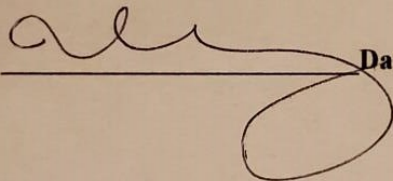
Person Responsible for Control of Litter: Iiana Casady Phone Number 617 461-9659

On-site person responsible (day of event) Ilana Casady Phone Number 617 461 9659

ADDITIONAL REQUIREMENTS:

1. A copy of a **Certificate of Insurance** must be provided to the Select Board Office with this application, naming the Town of Hopkinton as an additional insured for at least \$1million dollars in the case of accident.
2. The undersigned applicant agrees that the applicant and parade participants will conform to applicable laws, by-laws and regulations, as well as special requirements that may be made a condition of the granting of a Parade Permit pursuant to this application.
3. **Map or specific description of the route** of the proposed event, along with a **Safety Plan** must be submitted along with this request.
4. **Litter Control Plan.**

I/we agree to hold the Town of Hopkinton harmless from any and all liability and will defend the Town of Hopkinton in connection there within.

Signature of Applicant:  Date: 8/9/21

Enter Stage Left Theater's Wicked 5K Fun Run Emergency Plan
Oct 31, 2021 10:30 am

Point of contact:

Ilana Casady, MSOTR/L cell: 617-461-9659

Overview:

HCA/ESL's Wicked 5K Fun Run is a Halloween themed fundraiser is held on Halloween. The course starts and ends at the Hopkinton Center for the Arts at 10:30am. Registration will open at 9:00am. Last finisher is expected by 11:30am. Parking is at the HCA and HPS. Bathrooms are at the HCA. The course follows Loop Rd counter-clockwise with out and back spurs on Center Trail and the Center Trail extention. Volunteers are directing runners while dressed in costume and chararachter all along the course. There is a water stop at mile 2 (on Loop Rd). All finishers receive a finisher mini-pumpkin. Post-race halloween themed festivities are held at the HCA.

Medical Volunteers:

We will 1-2 designated medical volunteers on the course.
We will have a first aid kit on site at the HCA (start and finish) as well as plenty of hydration for participants along Loop Rd.

Communtication:

All volunteers along the course (about 25) have cell phones on them and are trained to 1st phone police in case of emergency and 2nd notify our medical professionals on the course.

Map:

One medical volunteer will be at the start/finish line
One medical volunteer will be floating (with cell phone for communication)
Hydration station at start/finish and mile 2
Select Board has copy of map.

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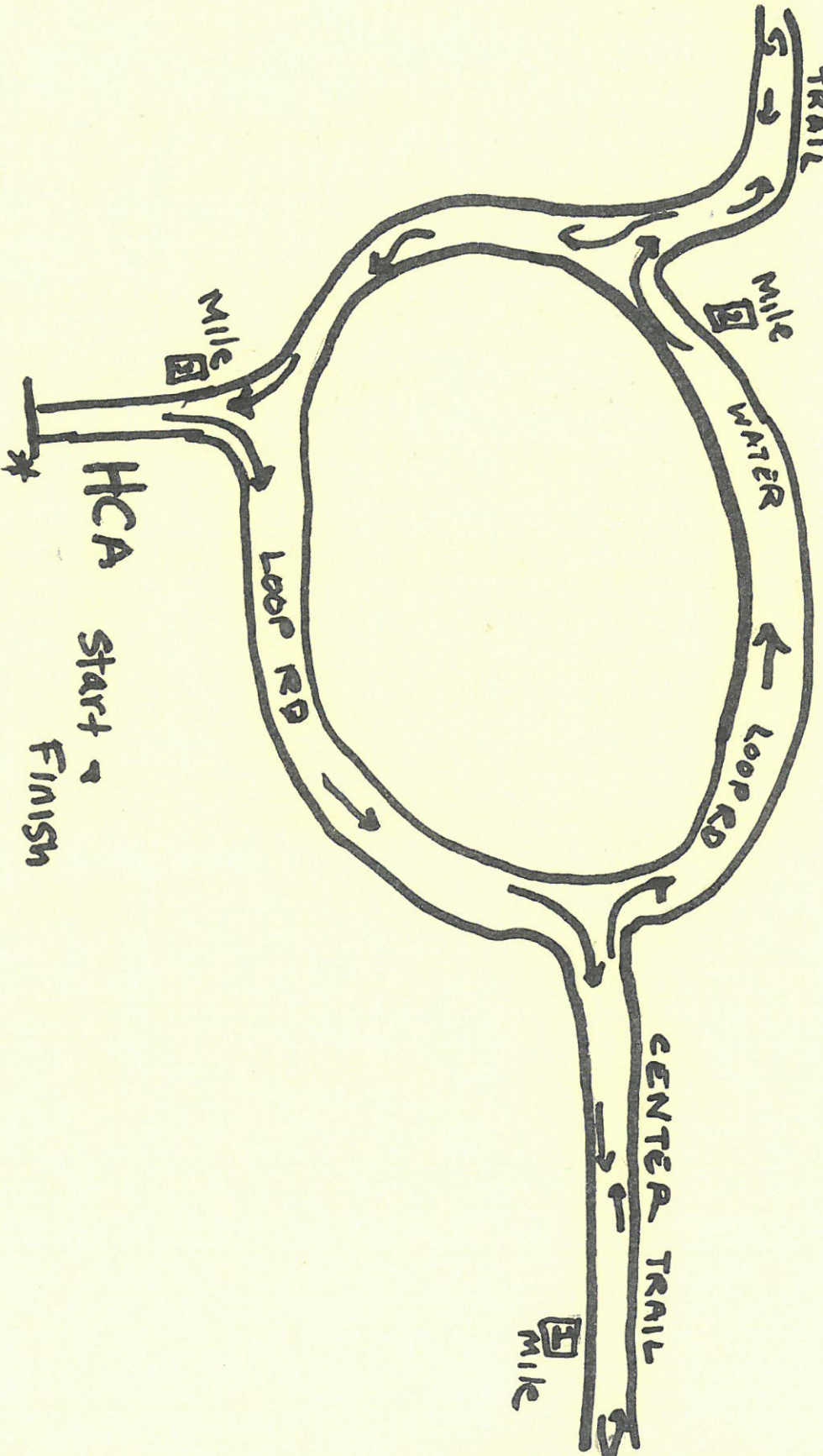
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WICKED 5K COURSE

CHAMBERLIN RD



MAIN ST

RT 15

Permitting Team Comments
Parade Permit- Wicked 5K Fun Run
SB Meeting- 09/21/2021

August 23, 2021

I approve the litter control plan and I have no other comment on the Hopkinton Cultural Council's application.

John K. Westerling
Director of Public Works, Hopkinton DPW

August 27, 2021

The Police have no issues with this event. We would request that the organizer's be in compliance with the joint Event Safety Plan (attached). We would request that they submit the plan to Chief Miller and myself at least one month prior

Lt. John J. Porter
Police Department.

September 13, 2021

Other than making sure the School Department is on-board (especially to use Loop Road) and personally not knowing what condition the trails are in I have no other comments.

Dave Daltorio
Facilities.

August 23, 2021.

I have reviewed and have no comments on the Wicked 5K Road Race plan.

Chief Miller
Hopkinton Fire Department.

Renee Hathaway Chen

EXPERIENCE

Town of Hopkinton, Hopkinton, MA

ADMINISTRATIVE ASSISTANT, FINANCE)

- Provide excellent customer service through phone, email, in-person, and live chat to all people contacting the Assessor's and Treasurer/Collector's offices
- Process Motor Vehicle Excise Tax Abatements and prepare monthly Excise Abatement Report for the Board of Assessors
- Prepare Warrants and Commitments for Real Estate and Motor Vehicle taxes
- Fulfill requests for Abutters' Lists using GIS Software
- Document all property deed transfers and permit filings in the Patriot CAMA system
- Prepare Assessor's invoices for submittal for payment
- Post tax payments in MUNIS for Treasurer/Collector's office
- Fulfill attorneys' requests for Municipal Lien Certificates
- Prepare department turnover receipts for deposit and deliver to the bank

Town of Southborough, Southborough, MA

ADMINISTRATIVE ASSISTANT, TOWN CLERK'S OFFICE

- Managed dog license program: mailed renewal letters, registered dogs, maintained vaccination records and dog database
- Registered residents to vote and updated voter records in VRIS
- Processed new business certificates (DBAs) and maintained business database
- Tracked board and committee meetings to ensure that minutes were submitted within 45 days and posted the minutes to the town web site
- Processed Vote by Mail requests, prepared ballots for mailing and checked-in returned ballots
- Assisted with hosting the 2020 Primary and State Elections
- Compiled tabulator results for the Town Clerk to certify the election results
- Updated VRIS with the results from the annual street listing (census)
- Maintained filing system for the official records of the town

EDUCATION

Bachelor of Science in Business Administration

RECEIVED

JUL 12 2021

HUMAN RESOURCES

July 9, 2021

Dear Human Resources Manager,

I am applying for the Town of Hopkinton's Deputy Assessor position. While serving as the town's Administrative Assistant, Finance supporting both the Assessor's and Treasurer/Collector's offices, I have developed an interest in learning the valuation methods that drive the town's revenue and affect all of the residents and businesses.

In my current role, I am the first point of contact fielding questions for the Assessing Department. I assist residents and business owners with questions regarding taxes, assessments, abatements and exemptions. I process the motor vehicle excise abatements and prepare the monthly excise report for the Board of Assessors. I also prepare the warrants and commitments for the Principal Assessor. Additionally, I update the Patriot CAMA system with all deed transfers and permit filings, maintain calculations for supplemental billing, and fulfill requests for Abutters' lists and property cards.

I hold a Bachelor's Degree in Business Administration and am currently taking Assessor Course 101- Introduction to Assessment Administration: Law, Procedures and Valuation through the Massachusetts Division of Local Services.

I respectfully ask that you consider my application based on my education, prior professional work experience, and duties to date for the Assessor's Office. My subject matter knowledge grows daily and I will have gained additional assessing experience by the time a new Principal Assessor is appointed.

I look forward to discussing my application further with you. Thank you in advance for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Renee Chen". The signature is written in a cursive style with a long horizontal flourish at the end.

Renee Chen

Laurie A. St. John

SUMMARY

Experienced and dedicated administrative professional providing comprehensive office support. This knowledge I have accumulated throughout my many years of Office Assistant, Senior Administrative Assistant, Administrative Assistant, Secretarial, Customer Service Representative and Human Resource Assistant, which range from a Fortune 500 Computer Storage Corporation, as well as, Government and Insurance Agencies, Third Party Billing Services, Medicinal Marijuana Industry, Engineering, Manufacturing, Third Party Billing Services, Non Profit Medical Community, and Government Housing.

- ❖ *Providing administrative support for Vice President, Directors, Managers, Supervisors, Owners and co-workers.*
- ❖ *Interacting with multiple personalities to streamline functions, improve internal processes, and achieve individual and/or group goals.*
- ❖ *Take ownership of tasks quickly and prioritize daily work while working in a fast-paced environment.*
- ❖ *Adept at establishing and sustaining rapport with management personnel, customers, clients and patients.*
- ❖ *Ability to provide quality service to all parties and speak confidently over the phone.*
- ❖ *Highly motivated, self-starter, organized and detail-oriented.*
- ❖ *Ability to work well individually, as well as part of a team.*

PROFESSIONAL EXPERIENCE

Account Matters, Inc., Bellingham, MA

Office Administrative Assistant/Collections

- Created and implemented a system which tracks clinics patients that hold outstanding balances in over 65+ Physical Therapy locations.
- Responsible for the day-to-day monitoring, servicing and communication between Account Matters and clinics on all delinquent accounts.
- Answer in-coming calls and provide patient account resolution when possible.
- Contact patients via phone, email and mail communication in an effort to collect payment for clinic.
- Keep accurate patient history notes and updated collection logs regarding collecting payments.
- Follow up and coordinate with clinic for payment plan options when needed.
- Update patient demographics and when necessary, re-issue clinic statements to patient for payment.
- Maintains knowledge in several databases related to the electronic health records through multiple clinic sites.
- Submission of accounts to outside collection agencies once the in-house collection cycle has been exhausted.
- Scan documents to electronic files for clinics and/or law offices when requested.
- Research and submit medical request documentation to all clinics, law offices and insurance companies.
- Assist in-house collectors with attorney calls and document clinic sites as to outcome.
- Maintain the highest level of privacy in accordance with HIPAA requirements and laws.

Milford Regional Medical Center, Milford, MA

Patient Registration Secretary

- Greets patients via phone conversation with professionalism while identifying and responding to their needs; and on a daily basis, conducts an average of 75-85 Pre-Register telephone calls.
- Obtain and verify all confidential patient personal information via Meditech computer system (demographic, contact information, insurance eligibility, primary physician information) for our Out-Patient, Surgical Day Care Center, ENDO, Rehab, as well as, all walk-in LAB and X-ray pre-registrations.
- Works with clinical staff, scheduling, interpreters and other department Secretaries in responding to the needs of the patients.
- Identify and resolve account issues and insure accuracy of insurance eligibility, demographics and physician information.

EMC CORPORATION, Hopkinton, MA

Sr. Administrative Assistant, Credit & Collections/Accounts Receivable Department - Finance

- Provide administrative support in a demanding and highly confidential environment.
- Update and maintain Directors calendar, organized internal and external meetings and Domestic and International company visits. Prepare travel needs for Director, his staff and Credit Analyst.
- Collect, screen and collate regular mail and company lock box mail. Distribute to employees and other departments. Responsible for handling all FedEx packages, and the disbursement of their contents/checks for Credit Department and Revenue Accounting.
- Assist Revenue Accounting in the collection, coping and scanning of company checks (per Sarbanes Oxley) so they may prepare them for daily deposits.
- Liaison between Human Resources and Finance Department to contact and coordinate individuals for job interviews.
- Assistant to the chair person for the Rewards and Recognition Committee.
- Coordinated and managed relocation of Data General Employees into the Credit Department.

Susan Sadeghi

Objective

Professional, friendly and passionate individual looking to leverage my strong organization, communication and problem solving skills from Associate degree in accounting.

Experience

Data Entry Clerk (Contracted) at StratComm Inc- Natick, MA

- Scheduling and communications of the VHR who operate digital recording system during Disability Appeal hearings
- Proactive real-time problem solving to maintain highest level of service
- Maintain active daily communications by email to VHRS

Account Receivable clerk at KSI/Automotive- Franklin, MA

- Investigate and resolve customer queries
- Process adjustments
- After warehouse generates the receiving reports run the credit memos in the sales order and make sure the credit amount is reflected on customer's account
- Posting customers' payments by recording checks using Microsoft Navision
- Communicate with customers via phone or email
- Research and negotiate chargeback claims

Treasury Clerk (Contracted) at The Town of Hopkinton- Hopkinton, MA

- Providing excellent customer service to residents in person and on the phone
- Collecting tax payments with attention to detail on checks and due dates
- Organizing files, by labeling and scanning them for electronic access
- Answering incoming calls and transferring to appropriate party
- Sorting mail and applying payments to proper accounts

Data Entry Clerk (Contracted) at Spencer Technologies – Northborough, MA

- Accurately entering information into various computer programs
- Analyzing data for errors
- Report problems with the data
- Keeping sensitive information confidential


- **Massachusetts Bay Community College – Wellesley Hills, MA**

- Associates of Science, Accounting

Skills

- Familiar with Microsoft Office & Excel
- experience of Munis (Municipal accounts software)
- Motivated individual with a desire to learn
- Positive mind set with ability to work alone or as a team player
- Patient and respectful of others
- Flexible, reliable and dependable hard work

To: Select Board

From: Norman Khumalo 

Date: September 16, 2021

Ref: Staff Report - ADA Oversight Committee

Pursuant the Town's "Pledge" committing to equity, inclusion and social justice, I am recommending that the Select Board and staff actively recruit volunteers to join the ADA Oversight Committee. Attached is the current ADA Oversight Committee charge.

Further, I am recommending that the Board consider transitioning the ADA Oversight Committee to a full-blown statutory ADA Commission pursuant to MGL Chapter 40 Section 8J. This step will require town meeting approval. As such the commission may have the following charge:

- Research local problems, needs and opportunities of people with disabilities;
- Advise and assist municipal officials and employees in ensuring compliance with state and federal laws and regulations that affect people with disabilities;
- Coordinate or carry out programs designed to meet the problems of people with disabilities in coordination with programs of the Massachusetts office on disability;
- Review and make recommendations about policies, procedures, services, activities and facilities of departments, boards and agencies of said city or town as they affect people with disabilities;
- Provide information, referrals, guidance and technical assistance to individuals, public agencies, businesses and organizations in all matters pertaining to disability;
- Coordinate activities of other local groups organized for similar purposes.

The Board might also consider requesting the Town Manager to update the charge, including revising membership of the new commission to strengthen the active participation of persons with disabilities. Below is a record of the current ADA Oversight Committee charge.

1. **Charge:** ADA Oversight Committee to comprised of the Facilities Director, a representative from the School Department and three (3) members at large for three-year terms.

- 2. Description in Committee Handbook 2011:** This committee was established in 2007 for the purpose of assisting the town in its effort to move toward compliance with federal and state mandates requiring equal access to town services, programs, and activities for individuals with disabilities.

- 3. Description in 2014 Annual Town Report:** To ensure that Hopkinton's municipal buildings, parks, schools, sidewalks and programs are accessible to all, the Board of Selectman established the Americans with Disabilities Act (ADA) Oversight Committee. The Committee's charge is to develop a plan and process for reaching accessibility compliance with the Americans with Disabilities Act and to advocate for the funding necessary to remove existing barriers to access.

Hopkinton Select Board

Policy Concerning Hopkinton LNG Facility

Adopted [INSERT], 2021

The Select Board hereby adopts the following policy for the Town's ongoing management of the liquefied natural gas (LNG) peak-shaving storage facility located at 52 and 55 Wilson Street, known as the "HOPCO" facility.

1. Lead Town Official. The Select Board designates the Town Manager as the lead Town official for coordinating all Town activities concerning the HOPCO facility and the Town's participation in the Department of Public Utilities' investigation into the future of the natural gas industry in the Commonwealth, D.P.U. docket 20-80. The Town Manager's duties shall include:

- Taking direct charge of all Town activities that concern the HOPCO facility and that are not within the jurisdiction of another Town official or body.
- Communicating and coordinating with other Town officials or bodies that have jurisdiction over one or more Town activities that concern the HOPCO facility.
- Assigning and overseeing tasks for Town Counsel; and
- Implementing the Select Board's strategy for furthering the Town's interests with respect to the HOPCO facility and D.P.U. 20-80.

The Town Manager is authorized to delegate any one or more of these duties to other Town officials.

The Select Board's designation of the Town Manager as lead Town official shall not be construed to divest any other Town official or entity of jurisdiction over any Town activities concerning the HOPCO facility where such jurisdiction exists pursuant to a Town bylaw, Town Charter provision, or Federal or State statute or regulation. However, all such officials are specifically requested and encouraged—and all officials appointed by the Select Board are hereby directed—to comply with this policy.

2. Communications. The Town Manager, as lead Town official, shall have the opportunity to be included in or advised of all communications between any Town official or entity and any person or entity acting on behalf of the HOPCO facility. This includes all such communications by any Town official or entity acting pursuant to that official's or entity's jurisdiction over any Town activities concerning the HOPCO facility. Those officials subject to this policy shall coordinate with the Town Manager to develop protocols for determining what communications should be shared and how and when sharing is to occur.

3. Implementation of Town Strategy. The Town Manager, as lead Town official, shall be responsible for developing a unified Town strategy to further the Town's interests with respect to the HOPCO facility and D.P.U. 20-80. That strategy shall incorporate and reflect the Town's priorities and interests, as determined by the Select Board, as to the following areas: (1) Public Safety; (2) Emergency Management and Response Planning; (3) Environmental, including Climate Change; (4) Economic; (5) Decommissioning; and (6) such other areas as the Select Board may designate from time to time. That

strategy need not be memorialized in any particular form; nor must all of its components be memorialized in writing or as a single document.

All Town officials and bodies shall support and follow the unified Town strategy in their interactions with the HOPCO facility. Where a Town official or body has jurisdiction over a regulatory, permitting, or other form of legally required decision-making, said Town officials or bodies shall coordinate with and inform the Town Manager, and shall incorporate elements of the Town Strategy into their decision-making, as appropriate, but their decisions shall be made solely pursuant to applicable legal standards based upon those officials' or bodies' independent judgment.

4. External Subject Matter Experts. The Select Board recognizes that the HOPCO facility presents many unique and complex challenges with respect to management and oversight. The Select Board therefore supports and encourages, as appropriate, the Town's retention and use of external subject matter experts. The Town Manager, as lead Town official, shall be informed of every instance in which a Town official or body seeks approval or intends, pursuant to its own authority, to retain such an external expert. The Town Manager shall review all such notifications to ensure that the Town's retention of experts efficiently makes use of shared resources.

5. Document Management. Copies of all

- (1) permits or other legal authorizations issued by or on behalf of the Town;
- (2) significant emails, letters, or other written communications sent or received by any Town official or entity, including, without limitation, any application for any permit or other legal authorization;
- (3) complaints;
- (4) emergency response documents or information;
- (5) permits, legal authorizations, or other documents issued by State or Federal officials or entities; and
- (6) other documents of significance in the discretionary judgment of Town officials,

shall be forwarded to the Town Manager's office promptly after creation or receipt. The Town Manager shall maintain a central repository of all such documents and shall make them available to other Town officials and entities as appropriate to coordinate the Town's knowledge of and decision-making with respect to all activities at the HOPCO facility.

The Town of Hopkinton Select Board:

To: Select Board

From: Norman Khumalo 

Date: September 16, 2021

Ref: Staff Report - Select Board September 21, 2021 Meeting

1. *Main Street Corridor Project:* David Daltorio (Town Engineer/Facilities Director) and Michelle Murdock (Project Specialist) provided the following update:

Work Performed Last Two Weeks

- Contractor continues to mobilize, order materials and coordinate with the Town and VHB on shop drawing/ material reviews.
- Drainage installation continued west of the 85/135 intersection. Work related to the undergrounding of electrical utilities initially scheduled to begin the week of September 7, has been rescheduled until the drainage work is completed.
- Foundations for Traffic Signals and Controls have been installed.
- Final locations of six (6) Underground Electric Vaults have been confirmed between 85/135 and Wood Street.
- Upon request of the Town Eversource Gas remarked out all gas lines and services from Wood Street to Ash Street.

Construction Cost and Quantities through 8/14/21

Construction - \$1,840,000

Work Completed - rounded (does not include every bid item)

- Catch Basins - 55
- Drain Manholes - 37
- Reinforced Concrete Pipe - 2,500 feet
- Ductile Iron Pipe - 584 feet
- Hot Mix Asphalt - 716 tons
- Gravel - 1,900 cubic yards
- Rock Excavation - 557 CY

Community Contact (9/2/21 thru 9/15/21)

- Construction Advisory #15 was distributed via email Friday, September 10.
- A total of 8 issues/concerns were received and processed from the general public and 1 issue from the contractor. Issues were communicated via phone or email and were resolved in the same manner with input from the contractor as needed.

Issues addressed were related to:

- Gust of wind swung the open gate half-closed at Marshall Ave. lot
- Email sent to Marshall Ave. residents for whom we have contact information on 9/11/21 to advise of large delivery of materials to the Marshall Ave lot on 9/13/21 and 9/14/21.
- Dump truck idling on Marshall Ave.
- Stone wall fallen at 17 Main -- Eversource - not related to Main Street Corridor work
- Email from Amorello to ask if the Town allowed someone to place sand at Marathon Way. Response: No -- it was Eversource.
- Extremely loud noises caused by the truck traffic navigating the bumps all along Main Street.
- Bus stop safety at corner of Main Street and Marshall Ave and noise concerns at bus stop.
- Traffic issues commuting from Pond Street area to HHS in the morning causes late arrival. Issue with work at intersection of Pleasant and Main.

Work Anticipated Week of September 20, 2021

- Continuation of the Drainage Installation along Main Street (work will take place in the vicinity of 48-52 Main Street, 90, 92, 95 and 96 Main Street and 4 and 5 West Main Street)
- MassDOT survey crews to continue to locate limited of easements within the corridor
- Delivery of Drainage and Electric Vault Materials

This work may impact traffic and require lane and sidewalk closures limiting access to driveways and entrances to businesses.

Please expect delays and seek alternate routes when possible.

Continuous and Upcoming Work

- Undergrounding of Utilities - Work related to the undergrounding of electrical utilities initially scheduled to begin the week of September 7, has been rescheduled until the drainage work is completed. Estimated time to complete undergrounding work is 4-6 weeks. Work will begin with the installation of six underground electric manholes (vaults) on Main Street between Wood Street and the intersection of 85/135. The vaults range in size but will generally require the excavation of 8' x 15' and, in some cases as

large as 15' x 11' pits, with the installation of each vault scheduled to take three days. More details on this work are available in the Project Update sent out on August 27, 2021.

- An upcoming Project Update is scheduled to be released with details on traffic management plans and schedule of work operations related to the installation of the large Electric Manhole Vaults. Awaiting submission of traffic plan from Amorello.
- MassDOT Survey Crews are scheduled to be within the corridor from Ash Street to Wood Street to continue to locate limits of easements.
- Project cameras with live stream link went live at the end of June.
135W-Marathon Start
135 West - Intersection 135 and 85
135 West - Intersection 135 and Wood
85N - Intersection 135 and 85
- All work may impact traffic and require lane and sidewalk closures limiting access to driveways and entrances to businesses. Contractor is required to coordinate directly with impacted abutters in advance of this work.
- The ongoing work will likely require periodic lane closures. During this situation one lane of travel is scheduled to remain open at all times with alternating traffic being directed around the work zone. Police details will be directing vehicles, pedestrians, and bikers through the project work areas during regular working hours. Lane closures are not allowed before 9 a.m.

Miscellaneous

- The Project website will continue to be updated throughout the Project. Visit the website to sign up for Project Updates. A QR Code has been developed for quick access.
 - Project photos have been added to the website
<https://hopkintonmainstreet.com/construction-photos.htm>
 - Overall project schedule continues to be updated and refined as contractor mobilizes.
2. *Chapter 61A Notice of Intent - Conversion of Use - 0 & 5 Mechanic Street, Wood Street:*
The Town received a Notice of Intent from John and Pamela Larter to declassify a portion of 0 & 5 Mechanic Street (approximately 11.2 acres from Ch. 61A Agricultural and Horticultural Land Classification and Taxation to commercial use of a solar farm development on a lease basis. Town counsel and staff have deemed the notice dated August 31 complete. Thus, the Town is now in a process to decide if it will exercise its right to purchase the parcel at full and fair market value. The next steps for the Town, acting by and through the Select Board is to seek input from town departments and if to exercise its right of first refusal, to: (i) comply with the statutory appraisal process to determine the parcel's fair market value; (ii) hold a public hearing and take a vote; (iii) seek town meeting vote to authorize the purchase and an appropriation; (iv) send notice of exercise signed by the Select

Board to owner accompanied by a purchase and sale contract. Should the Town choose to exercise its right, it must do so within 120 days of determining the fair market value of the land through the statutory appraisal process. Should the Town choose not to exercise its right, it must send a written notice of nonexercise, signed by the Select Board, to the landowner by certified mail, that will be recorded with the registry of deeds. The statutory appraisal process is defined as follows:

“In the case of intended or determined conversion not involving sale, the municipality shall have an option to purchase the land at full and fair market value to be determined by an impartial appraisal performed by a certified appraiser hired at the expense of the municipality or its assignee, the original appraisal to be completed and delivered to the landowner within 30 days after the notice of conversion to the municipality. In the event that the landowner is dissatisfied with the original appraisal, the landowner may, at the landowner's expense, contract for a second appraisal, to be completed within 60 days after the delivery of the notice to convert. If, after completion of the second appraisal, the parties cannot agree on a consideration, the parties will contract with a mutually acceptable appraiser for a third appraisal whose cost will be borne equally by both parties. The third appraisal shall be delivered to both parties within 90 days after the notice of conversion to the municipality and shall be the final determination of consideration. Upon agreement of a consideration, the city or town shall then have 120 days to exercise its option. During the appraisal process, the landowner may revoke the intent to convert at any time and with no recourse to either party.”

3. *Release of Executive Session Minutes:* Pursuant to the Select Board Rules of Procedure, the Town Manager has reviewed a list of executive session minutes with the Chair to be released and will announce said list at the meeting.

SELECT BOARD LIAISON LIST FY 2022 - Approved	Brendan	Irfan	Mary Jo	Amy	Muriel	Norman	Elaine
FINANCE							
Appropriation Committee						X	
Board of Assessors			X				
Town Manager's Budget Advisory Team					X		
Capital Improvement Committee						X	
Cable Advisory Committee						X	
PUBLIC SAFETY							
Animal Control							X
Fire Department	X						
Police Department	X						
PERMITTING							
Board of Appeals					X		
Conservation Commission		X					
Planning Board					X		
Board of Health			X				
Permanent Building Committee		X					
EDUCATION							
School Committee		X					
Reg. Voc. Tech School Committee	X						
School Reentry Advisory Group	X						
PUBLIC SERVICES							
Cemetery Commission			X				
HUMAN SERVICES							
Town Clerk's Office						X	
Personnel Committee						X	
Council on Aging			X				
Veterans Services						X	
ADA Oversight Committee				X			
Veterans Celebration Committee	X						
Tax Relief Committee			X				
CULTURAL/RECREATIONAL							



John Gelcich <jgelcich@hopkintonma.gov>

Tendering a resignation

1 message

2021 SEP -9 PM 3: 50

Deb Fein-Brug <deb@fein-designs.com>

Thu, Sep 9, 2021 at 1:52 PM

To: John Gelcich <jgelcich@hopkintonma.gov>, Gary Trendel <gary.trendel@gmail.com>

Hi John - Let this letter be my formal resignation. This might be appropriate to submit to Hopkinton Independent.. Let me know if you need anything different.

Deborah Fein-Brug Resigns as member of the Planning Board (HOPKINTON, MA - September 2021)- Deborah Fein Brug is starting a new chapter in her career and will be leaving her position as Member of the Planning Board on September 28th. Deborah and her family have moved the family and her architecture business Fein-Designs to West Bath, Maine. After spending most of COVID in Maine the decision to move seemed overdue. Fein-Brug was appointed by town vote to the planning board in October of 2017. During her almost 4 year tenure to a 5 year term Deborah helped increase the openness of conversation about the unprecedented growth in Hopkinton. In the Downtown Revitalization Committee she started the transition of the downtown to a more walkable/communal place by increasing sidewalks along East Main Street, choosing street furniture; benches and lighting. She also obtained a Massachusetts historic grant with matching funds to renovate a crumbling front entry landscape, facade and roof to the historic town hall. Also as a part of the Downtown Historic District commission she helped get the Common's walkways paved economically when other paving avenues were unavailable.

"It's been an honor to serve the Hopkinton community during the 23 years as a resident and to work with the dedicated individuals on the staff, Planning Board, and multiple committees," said Fein-Brug. "I greatly appreciate the opportunity to have had the support of all those who will continue to make the community vibrant." She believes that the board will continue in the right direction with the strong leadership and looks forward to hearing about the successes.

Best Regards,
Deborah S Fein-Brug AIA NCARB
Fein Designs
508-641-1771

"All fine architectural values are human values, else not valuable."
Frank Lloyd Wright



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Kathleen A. Theoharides
Secretary

Martin Suuberg
Commissioner

September 15, 2001

Massachusetts Department of Transportation, Highway Division
c/o Sean Ross, HNTB Corporation
31 St. James Avenue, Suite 300
Boston, MA, 02116

Re: ISSUANCE OF CHAPTER 91 WATERWAYS LICENSE No. 15406

Parcel R23 495 0 and I-90 Right of Way, Waters of the Sudbury River, Cedar Swamp Area of Critical Environmental Concern, Hopkinton, Middlesex County

Dear Mr. Ross:

The Department of Environmental Protection hereby issues the above-referenced Waterways license, enclosed, authorizing the Licensee to perform certain activities pursuant to M.G.L. c. 91, the Public Waterfront Act and its regulations 310 CMR 9.00. Any change in use or alteration of any structure or fill not authorized by this license shall render this license void.

No work shall be undertaken until the License and accompanying Mylar plans have been recorded in the Registry of Deeds or the Land Court for the district in which the land is located, within the chain of title of the affected property.

RECORDING OF THE LICENSE

This License must be recorded at the appropriate Registry of Deeds or, if registered land, with the Land Registration Office within sixty (60) days from the date of license issuance. In the case of recorded land, the License shall also be noted in the Registry's Grantor Index under the name of the owner of the land upon which the project is located. In the case of the registered land, the License shall also be noted on the Land Court Certificate of Title of the owner of the land upon which the project is located. Failure to record this license within sixty (60) days of the date of issuance will render this license void pursuant to 310 CMR 9.18.

A Notification of Waterways License Recordation Form has been enclosed for your use. Failure to notify the Department of the recording of this license is a violation of 310 CMR 9.00 and is subject to enforcement action by the Department.

Waterways License No. 15406

Parcel R23 495 0 and I-90 Right of Way, Waters of the Sudbury River, Cedar Swamp Area of Critical Environmental Concern, Hopkinton, Middlesex County

CERTIFICATE OF COMPLIANCE

Pursuant to 310 CMR 9.19, once the licensed project is complete, the Licensee must file a Request for a Certificate of Compliance form, BRP WW05, within sixty (60) days of completion but in no event later than five (5) years from the License issuance date, or any extension thereof, in accordance with 310 CMR 9.19(1). The license for any project for which such a request is not filed and certificate issued may be revoked pursuant to 310 CMR 9.26.

Please contact Jerome Grafe of the Waterways Regulation Program, at Jerome.Grafe@mass.gov if you have any questions.

Sincerely,

Daniel J. Padien
Program Chief
Waterways Regulation Program

cc: Town of Hopkinton Town Manager
Town of Hopkinton Board of Selectmen
Town of Hopkinton Planning Board
Town of Hopkinton Conservation Commission
Timothy Dexter, MassDOT, Highway Division

Enclosures: Waterways License # 15406
Notification of Waterways License Recordation Form

Program Coordinator
Department of Environmental Protection
Waterways Regulation Program
1 Winter Street, 5th Floor
Boston, MA 02108
dep.waterways@mass.gov

RE: NOTIFICATION OF RECORDING CHAPTER 91 WATERWAYS LICENSE No: 15406
Parcel R23 495 0 and I-90 Right of Way, Waters of the Sudbury River, Cedar Swamp Area of
Critical Environmental Concern, Hopkinton, Middlesex County

This is to notify you that the above referenced Waterways License and accompanying Mylar License Plans were duly recorded with the appropriate Registry of Deeds/ Land Court for this project location and to provide your Office with the following recordation information.

Date Recorded: _____

County Registry of Deeds/ Land Court: _____

Book Number _____, Page Number(s) _____ and

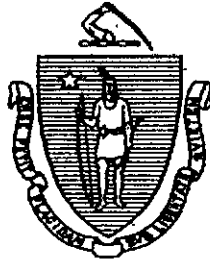
Plan Book Number _____, Page Number(s) _____

Sincerely,

Chapter 91 Waterways Licensee or Designee
(print and sign name)

LICENSE VOID IF NOT RECORDED WITHIN 60 DAYS OF ISSUANCE

The Commonwealth of Massachusetts



No. 15406

Massachusetts Department of Transportation, Highway Division

in the County of -- Suffolk -- and Commonwealth aforesaid, has applied to the Department of Environmental Protection for license to -- construct and maintain a new highway bridge as further described below -----

and has submitted plans of the same; and whereas due notice of said application, ~~and of the time and place fixed for a hearing thereon,~~ has been given, as required by law, to the -- Municipal Official -- of the -- Town of Hopkinton; -----

~~Now~~, said Department, having heard all parties desiring to be heard, and having fully considered said application, hereby, ~~subject to the approval of the Governor,~~ authorizes and licenses the said

Massachusetts Department of Transportation, Highway Division -- subject to the provisions of the ninety-first chapter of the General Laws, and of all laws which are or may be in force applicable thereto, to -- construct and maintain a highway bridge ramp measuring 1,465 square feet within Chapter 91 jurisdiction, with support structures located landward of Ordinary High Water -----

over waters of -- the Sudbury River -- in the Town of Hopkinton -- within the Cedar Swamp Area of Critical Environmental Concern -- and in accordance with the locations shown and details indicated on the accompanying License Plans No. 15406, dated July 28, 2021 and signed and sealed by Joseph V. Cahill, P.E.# 46051 on July 28, 2021 (5 sheets).

Specific Licenses and/or Legislative Authorizations issued previously at the project site include: Chapter 213 of the Acts and Resolves of 1955.

The structures hereby authorized shall be limited to the following uses: infrastructure crossing facility.

The structures and/or fill authorized pursuant to this License are valid for an Unlimited Term pursuant to 310 CMR 9.15(1)(c).

This License is subject to the following Special Conditions and Standard Conditions.

SPECIAL WATERWAYS LICENSE CONDITIONS

1. Any structural alteration or change in use, or any other modification, from that explicitly authorized herein and contained on said License Plans, shall require prior review of the Department to determine whether additional licensing is required pursuant to M.G.L. Chapter 91, the Public Waterfront Act, and the Waterways Regulations at 310 CMR 9.00.
2. In accordance with any license condition, easement, or other public right of lateral passage that exists in the area of the subject property lying below the high water mark, the Licensee shall allow the public in the exercise of such rights for all lawful purposes to pass freely from the either side of property lines, and over/around all structures within such area.
3. The proposed bridge shall provide the same or greater minimum clearance for navigation above the water line than existing conditions at the time of this license issuance. Said clearance shall be free of any obstruction at all times.
4. All structures authorized under this License shall meet the Engineering and Construction Standards pursuant to 310 CMR 9.37.
5. The Licensee shall maintain all structures in accordance with the terms and conditions specified herein or this License may expire, pursuant to 310 CMR 9.25(1)(c).
6. The Licensee shall allow agents of the Department to enter the project site to verify compliance with the conditions of this License.
7. All work authorized herein shall be completed within five (5) years of the date of license issuance. Said construction period may be extended by the Department for one (1) or more one (1) year periods without public notice, provided that the Applicant submits to the Department thirty (30) days prior to the end of the construction period, a written request to extend the period and provides adequate justification for said extension.
8. The Licensee shall request in writing that the Department issue a Certificate of Compliance within sixty (60) days completion of the licensed project, but in no event later than five (5) years from the date of License issuance, or any extension thereof, in accordance with 310 CMR 9.19(1). The request shall be accompanied by a certification by a registered professional engineer licensed to do business in the Commonwealth that the project was completed in accordance with the plans, specifications, and conditions of this License.

See page 4 for additional conditions to this License.

Duplicate of said plan, Waterways License No. 15406 is on file in the office of said Department, and original of said plan accompanies this License, and is to be referred to as a part hereof.

STANDARD WATERWAYS LICENSE CONDITIONS

1. Acceptance of this Waterways License shall constitute an agreement by the Licensee to conform with all terms and conditions stated herein.
2. This License is granted upon the express condition that any and all other applicable authorizations necessitated due to the provisions hereof shall be secured by the Licensee prior to the commencement of any activity or use authorized pursuant to this License.
3. Any change in use or any substantial structural alteration of any structure or fill authorized herein shall require the issuance by the Department of a new Waterways License in accordance with the provisions and procedures established in Chapter 91 of the Massachusetts General Laws. Any unauthorized substantial change in use or unauthorized substantial structural alteration of any structure or fill authorized herein shall render this License void.
4. This License shall be revocable by the Department for noncompliance with the terms and conditions set forth herein. This License may be revoked after the Department has given written notice of the alleged noncompliance to the Licensee and those persons who have filed a written request for such notice with the Department and afforded them a reasonable opportunity to correct said noncompliance. Failure to correct said noncompliance after the issuance of a written notice by the Department shall render this Waterways License void and the Commonwealth may proceed to remove or cause removal of any structure or fill authorized herein at the expense of the Licensee, its successors and assigns as an unauthorized and unlawful structure and/or fill.
5. The structures and/or fill authorized herein shall be maintained in good repair and in accordance with the terms and conditions stated herein and the details indicated on the accompanying license plans.
6. Nothing in this License shall be construed as authorizing encroachment in, on or over property not owned or controlled by the Licensee, except with the written consent of the owner or owners thereof. The Licensee stated that the Massachusetts Department of Transportation, Highway Division was the property owners at the time the application was submitted.
7. This License is granted subject to all applicable Federal, State, County, and Municipal laws, ordinances, and regulations including but not limited to a valid final Order of Conditions issued pursuant to the Wetlands Protection Act, M.G.L. Chapter 131, §40.
8. This License is granted upon the express condition that the use of the structures and/or fill authorized hereby shall be in strict conformance with all applicable requirements and authorizations of the MassDEP.
9. This License authorizes structure(s) and/or fill on:

_____ Private Tidelands - In accordance with the public easement that exists by law on Private Tidelands, the Licensee shall allow the public to use and to pass freely upon the area of the subject property lying between the high and low water marks, for the purposes of fishing, fowling, navigation, and the natural derivatives thereof.

_____ Commonwealth Tidelands - The Licensee shall not restrict the public's right to use and to pass freely, for any lawful purpose, upon lands lying seaward of the low water mark. Said lands are held in trust by the Commonwealth for the benefit of the public.

_____ Great Pond of the Commonwealth - The Licensee shall not restrict the public's right to use and to pass freely upon lands lying seaward of the high water mark for any lawful purpose.

X Navigable River or Stream - The Licensee shall not restrict the public's right to use and to pass freely, for any lawful purpose, in the waterway.

No restriction on the exercise of these public rights shall be imposed unless otherwise expressly provided in this License.

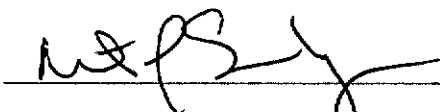
10. Unless otherwise expressly provided by this License, the Licensee shall not limit the hours of availability of any areas of the subject property designated for public passage, nor place any gates, fences, or other structures on such areas in a manner that would impede or discourage the free flow of pedestrian movement thereon.

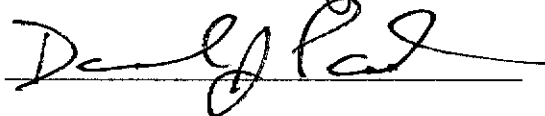
The amount of tidewater displaced by the work hereby authorized has been ascertained by said Department, and compensation thereof has been made by the said -- Massachusetts Department of Transportation, Highway Division -- by paying into the treasury of the Commonwealth -- (\$2.00) -- for each cubic yard so displaced, being the amount hereby assessed by said Department -- *exempt pursuant to 310 CMR 9.16(4)(a)*.

Nothing in this License shall be so construed as to impair the legal rights of any person.

This License shall be void unless the same and the accompanying plan are recorded within sixty (60) days from the date hereof, in the appropriate Registry of Deeds for -- the County of -- Middlesex.

In witness whereof, said Department of Environmental Protection have hereunto set their hands this 15th day of September in the year 2021.

Commissioner 

Program Chief 

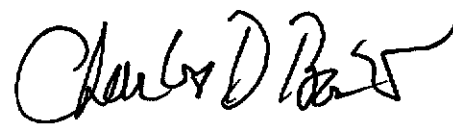
*Department of
Environmental Protection*

THE COMMONWEALTH OF MASSACHUSETTS

This License is approved in consideration of the payment into the treasury of the Commonwealth by the said -- Massachusetts Department of Transportation, Highway Division -- the further sum of -- *exempt pursuant to 310 CMR 9.16(4)(a)* -- the amount determined by the Governor as a just and equitable charge for rights and privileges hereby granted in the land of the Commonwealth.

BOSTON,

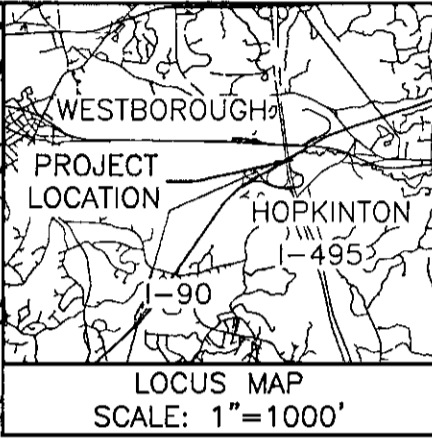
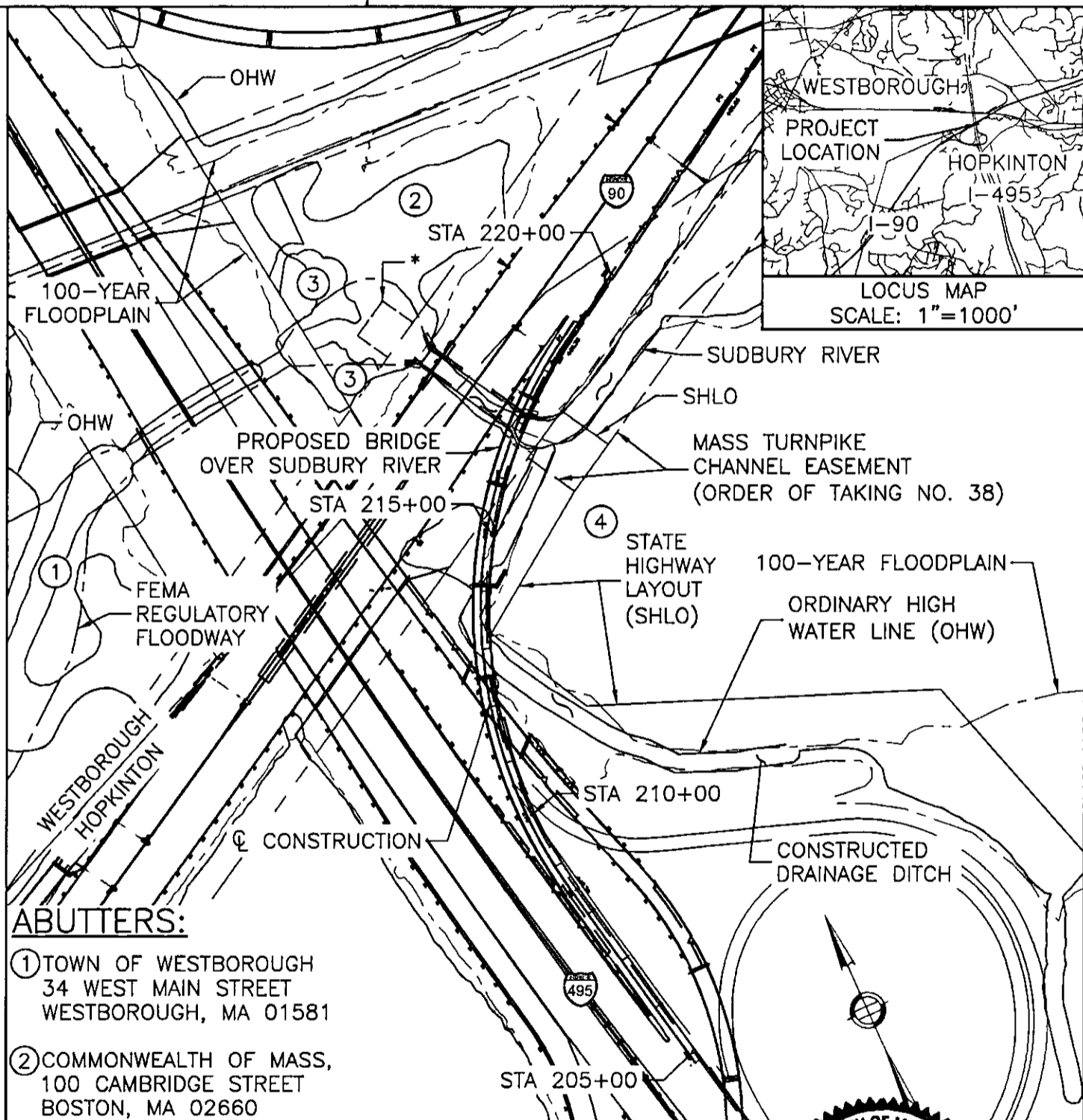
Approved by the Governor.



I CERTIFY, THIS PLAN, AS PREPARED,
CONFORMS TO THE RULES AND REGULATIONS
OF THE REGISTRY OF DEEDS.

Joseph V. Cahill
PROFESSIONAL ENGINEER

7/28/21
DATE



ABUTTERS:

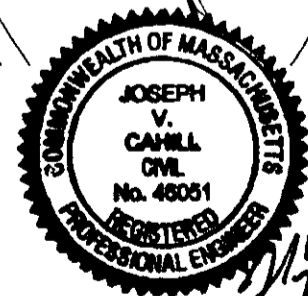
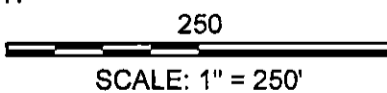
- ① TOWN OF WESTBOROUGH
34 WEST MAIN STREET
WESTBOROUGH, MA 01581
- ② COMMONWEALTH OF MASS,
100 CAMBRIDGE STREET
BOSTON, MA 02660
- ③ COMMONWEALTH OF MASS,
DCR OFFICE OF WATERSHED MGMT.
251 CAUSEWAY STREET
BOSTON, MA 02114
- ④ COMMONWEALTH OF MASS,
DEPT. OF CONSERVATION AND REC.
251 CAUSEWAY STREET
BOSTON, MA 02114

*MASS TURNPIKE CHANNEL EASEMENT
(ORDER OF TAKING NO. 42)

SEE SHEET 2 FOR GENERAL NOTES

PLAN ACCOMPANYING PETITION OF
MASSDOT, PROPOSED BRIDGE OVER
THE SUDBURY RIVER, HOPKINTON,
MIDDLESEX COUNTY.

VICINITY PLAN

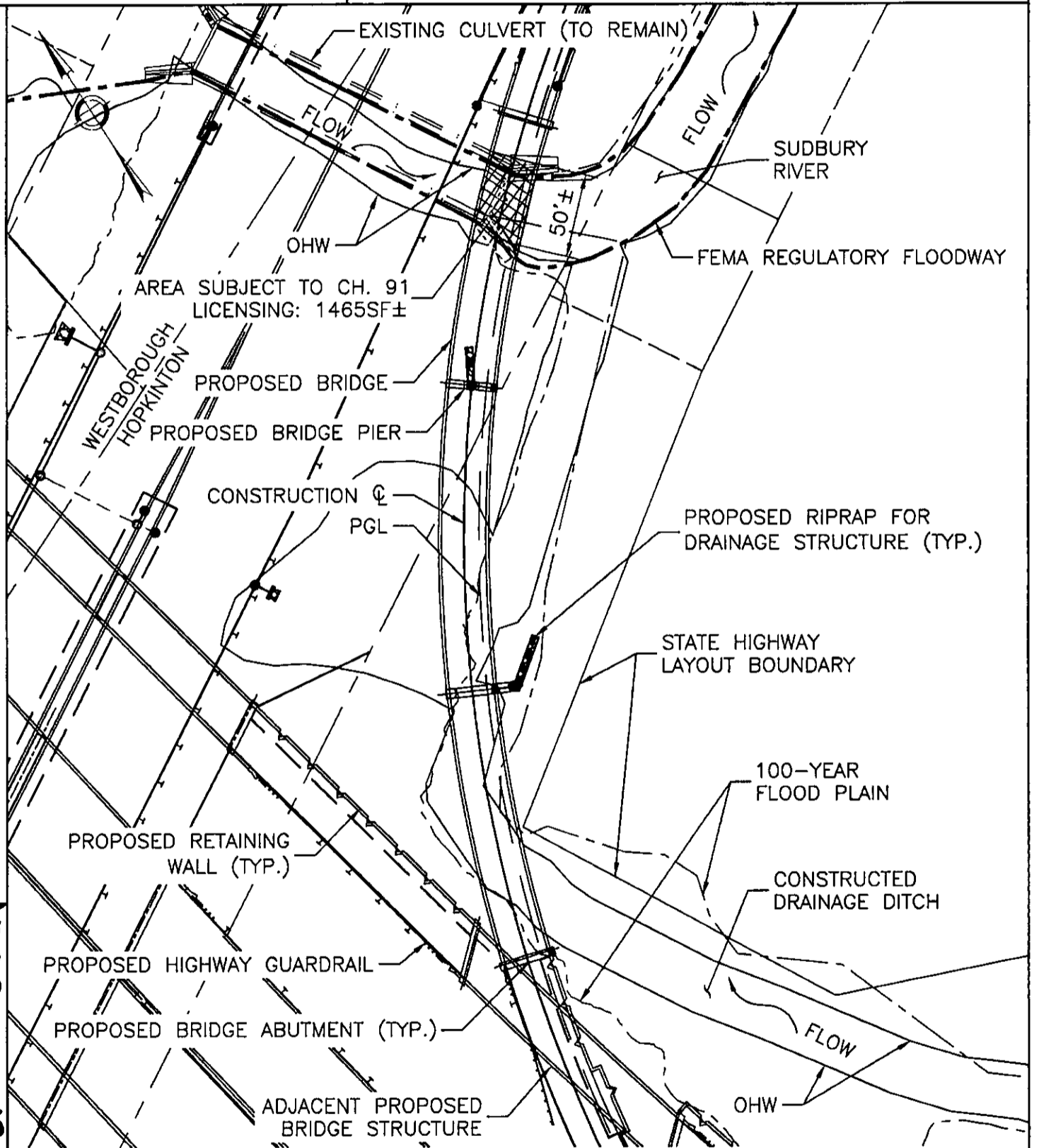


SHEET 1 OF 5 JULY 28, 2021

LICENSE PLAN NO. **15406**
Approved by Department of Environmental Protection
of Massachusetts **Sept 15 2021**
Daniel Paul
Robert [unclear]
Clinton [unclear]

I CERTIFY, THIS PLAN, AS PREPARED,
CONFORMS TO THE RULES AND REGULATIONS
OF THE REGISTRY OF DEEDS.

J.V. Cahill
PROFESSIONAL ENGINEER 7/28/21
DATE

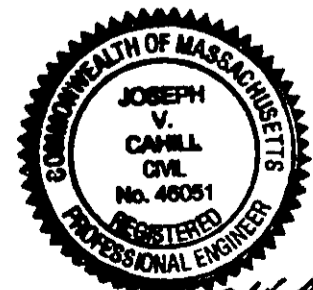
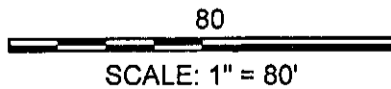


LICENSE PLAN NO. 15406
Approved by Department of Environmental Protection
Date: Sept. 15 2021

GENERAL NOTES:

1. ALL ELEVATIONS ARE REFERENCED TO NAVD 88.
2. APPROXIMATE OHW EL.=274.0.
3. APPROXIMATE BASE FLOOD ELEVATION (BFE) AT 277'-278' (FROM FEMA PANEL 5017C0489F, MIDDLESEX COUNTY, MA 7/7/2014).

PROPOSED BRIDGE PLAN



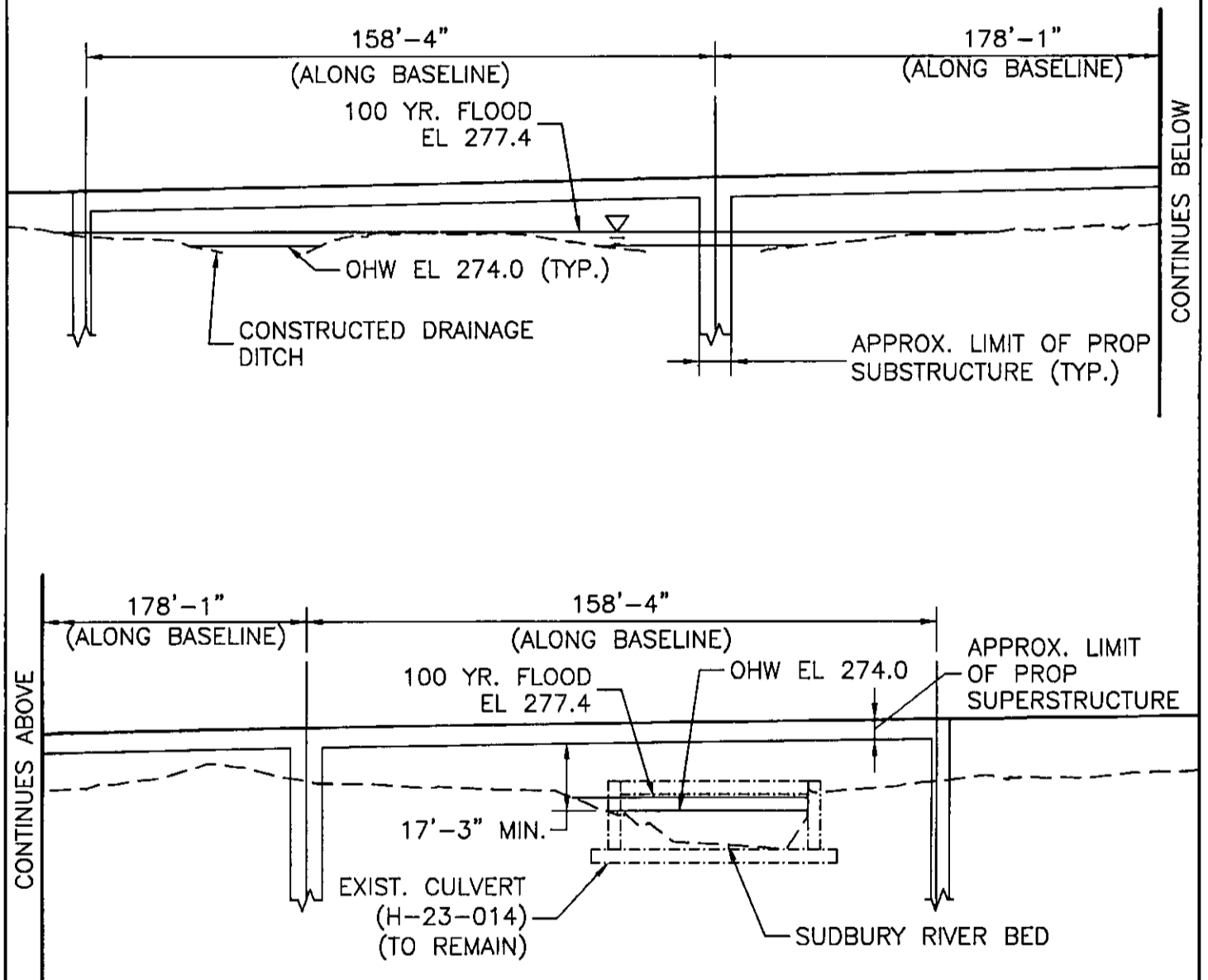
J.V. Cahill
7/28/21

PLAN ACCOMPANYING PETITION OF MASSDOT, PROPOSED BRIDGE OVER THE SUDBURY RIVER, HOPKINTON, MIDDLESEX COUNTY.

I CERTIFY, THIS PLAN, AS PREPARED,
CONFORMS TO THE RULES AND REGULATIONS
OF THE REGISTRY OF DEEDS.

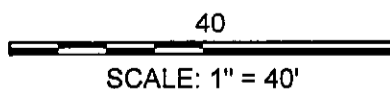
J. V. Cahill
PROFESSIONAL ENGINEER

7/28/21
DATE

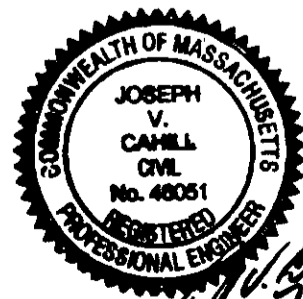


LICENSE PLAN NO. 15406
Approved by Department of Environmental Protection
Date: *SEP 15 2021*

PROPOSED LONGITUDINAL SECTION



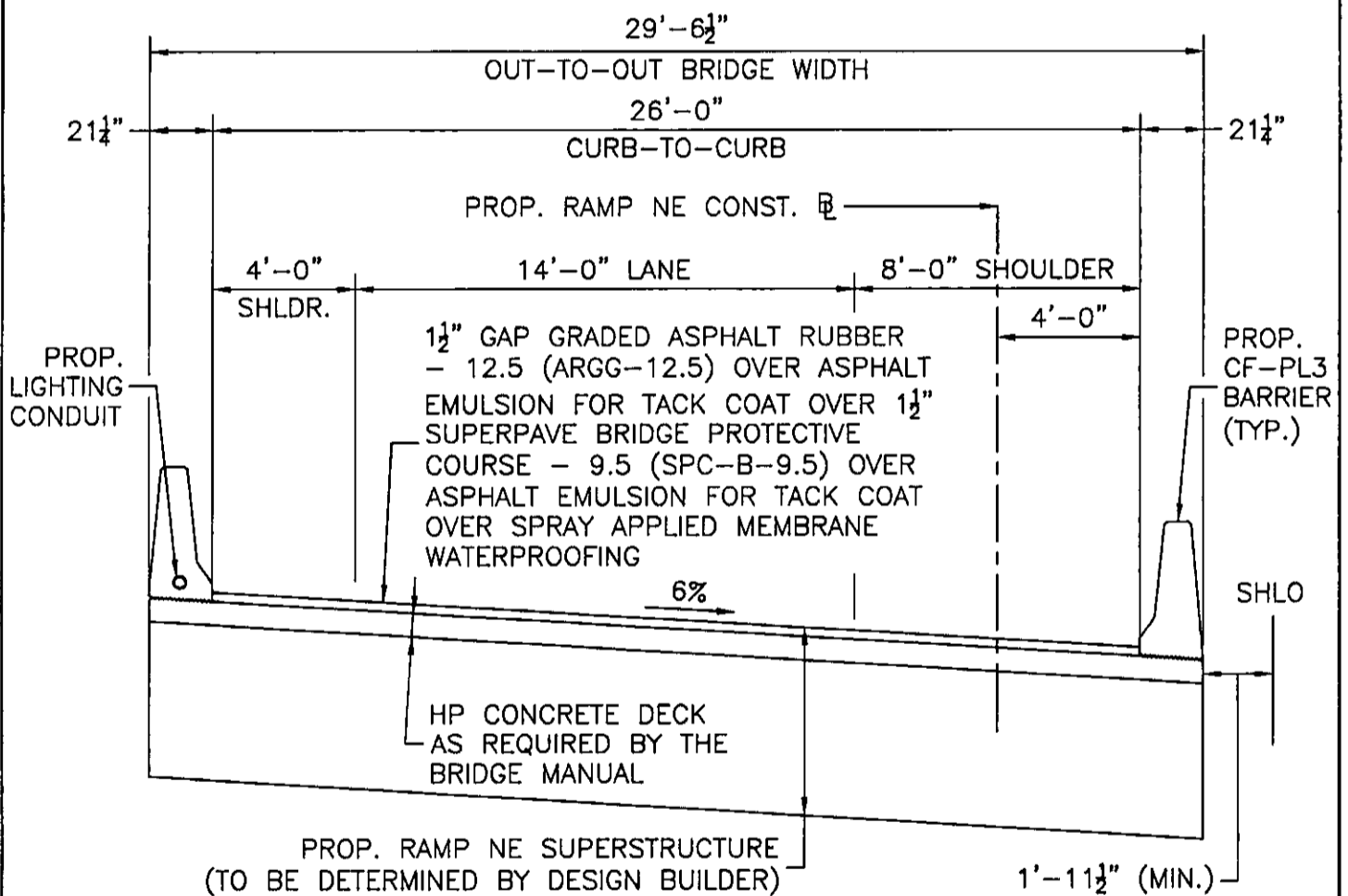
PLAN ACCOMPANYING PETITION OF
MASSDOT, PROPOSED BRIDGE OVER
THE SUDBURY RIVER, HOPKINTON,
MIDDLESEX COUNTY.



I CERTIFY, THIS PLAN, AS PREPARED,
 CONFORMS TO THE RULES AND REGULATIONS
 OF THE REGISTRY OF DEEDS.

Joseph V. Cahill
 PROFESSIONAL ENGINEER

7/28/21
 DATE



PROPOSED TRANSVERSE SECTION

SCALE: 1" = 5'



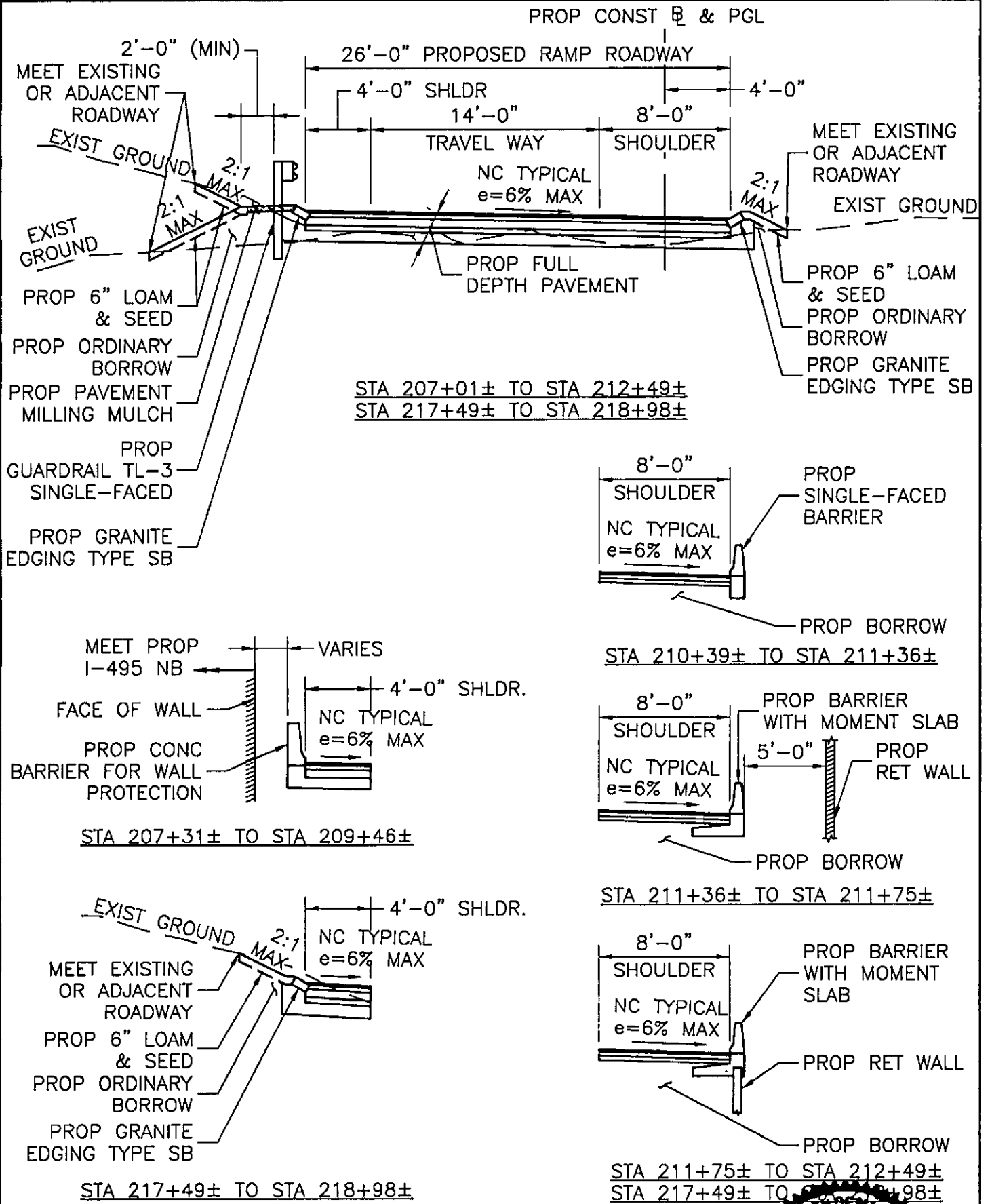
LICENSE PLAN NO. **15466**
 Approved by Department of Environmental Protection
 Date: **Sept 15 2021**

PLAN ACCOMPANYING PETITION OF
 MASSDOT, PROPOSED BRIDGE OVER
 THE SUDBURY RIVER, HOPKINTON,
 MIDDLESEX COUNTY.

I CERTIFY, THIS PLAN, AS PREPARED,
CONFORMS TO THE RULES AND REGULATIONS
OF THE REGISTRY OF DEEDS.

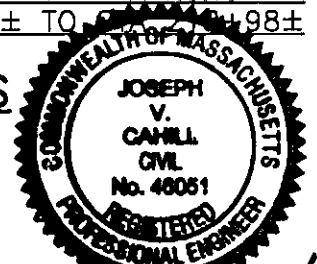
J. V. Camill
PROFESSIONAL ENGINEER

7/28/21
DATE



PROPOSED ROADWAY SECTIONS

SCALE: 1" = 8'



J. V. Camill
JULY 28, 2021

LICENSE PLAT NO. 15406
Approved by Department of Environmental Protection
Date: 2021 07 28

PLAN ACCOMPANYING PETITION OF
MASSDOT, PROPOSED BRIDGE OVER
THE SUDBURY RIVER, HOPKINTON,
MIDDLESEX COUNTY.