

CORRESPONDENCE

7/25/16

CORRESPONDENCE

7-11-16

1	Library Trustee Minutes	June 13, 2016 & July 13, 2016
2	Comcast	Information on Set Top Boxes
3	Mass State Lottery Commission	KENO TO GO
4	Tec Associates	Mass Coastal Railroad Vegetation Mgmt Plan

#1

The Middleborough Public Library Board of Trustees met on June 13, 2016. In attendance were Edward Pratt, Eleanor Osborne, Sherri Hartlen-Neely, George Davey, Chasity Armstrong-Menard, Stephen Conway, James Okolita, Maryanna Abren, and Library Director Jason Bloom. Keith Macdonald was able to join the meeting in progress.

Chairman Okolita called the meeting to order at 6:00 p.m.

The Minutes from May 9th were accepted as presented.

The Treasurer's Report was accepted, subject to audit.

Jason noted that most "Expenditures" accounts are at 94%, and will be spent down close to zero by the end of FY16.

One item was considered under "Unanticipated Business". It was necessary to move the Annual Meeting to July.

The following were contained in the Director's Report:

- Security cases have replaced the POD machines. Feedback has been positive. There is a savings of over \$1000 annually.
- A Cut Above Tree & Lawn Service has been hired. They have been weeding and cutting back overgrown plants. The Library is also on their weekly mowing schedule. This will free Roger up to work inside the building. The cost, \$800, has been split between two fiscal years.
- The students from Bristol -Plymouth Technical School have completed this year's lighting project.
- Windows were cleaned on May 13th.
- Air conditioning has been a big problem. The new vendor, Tech Mechanical, is from West Bridgewater, and has been much more responsive. Jason has been looking into a full replacement as a Capital Expense project possibly next year.
- Painting of the Peirce Street entrance has been scheduled for the second week in July. This will be done by Gilson Painting.
- The Friends will relocate their shed as soon as possible.
- The Summer Reading Kick-Off will be held on June 18th. Patrons will be able to enjoy a Mini-Golf @ the Library program. The two floors of the Library will be transformed into an 18-hole mini-golf course for all ages. This is generously sponsored by the Friends.
- Author Diana Nyad will be talking with Ellie and her Bookies about her new book Find a Way by means of a Skype call. This is the first of our monthly Adult Summer Reading programs.
- A Summer Reading program brochure was included with Trustee handouts. Amanda, Lori, Chris, and Libby have streamlined the process to make it easier for all ages to participate.

The next meeting is scheduled for July 11, 2016 at 6 p.m.

At 6:26 p.m. the Trustees voted to go into Executive Session for the purpose of discussing personnel issues, and not to return to Open Session.

The Trustees of the Middleborough Public Library held their annual meeting on July 13, 2015. In attendance were Eleanor Osborne, Sherri Hartlen-Neely, Keith Macdonald, George Davey, Charity Armstrong-Menard, James Okolita, Edward Pratt, Maryanna Abren, and Library Director Danielle Bowker.

Chairman Okolita called the meeting to order at 6:00 p.m.

The Minutes from the annual meeting of July 14, 2014 were accepted as presented.

The following slate of officers was put forth:

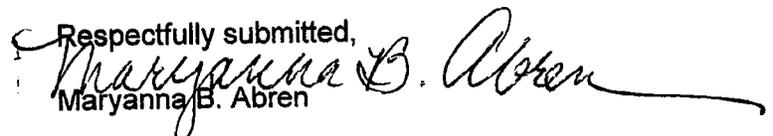
Chairman	James Okolita
Vice Chairman	Eleanor Osborne
Clerk	Maryanna Abren
Treasurer	Edward Pratt
Vice Treasurer	Stephen Conway

Trustees voted unanimously to instruct the Clerk to cast one vote for this slate of officers.

Chairman Okolita made appointments to standing committees as follows:

Executive Committee	James Okolita Eleanor Osborne Maryanna Abren
Book Committee	Maryanna Abren Eleanor Osborne Keith Macdonald Chasity Armstrong-Menard
Finance Committee	Edward Pratt Stephen Conway

The annual meeting was adjourned at 6:03 p.m.

Respectfully submitted,

Maryanna B. Abren

#2



July 18, 2016

Board of Selectmen
Town of Middleborough
10 Nickerson Avenue
Middleborough, MA 02346

Important Information about Comcast Set-top Boxes

Dear Chairman and Members of the Board:

As part of our continuing effort to keep you informed, I wanted to let you know about an upcoming change affecting certain models of Comcast's set-top boxes. Beginning September 6, 2016, some customers in your community will be asked to upgrade their set-top boxes, so that they are compatible with our new enhanced HD service. With this system enhancement, customers will enjoy improved HD picture quality and be able to record and store more shows on their DVR.

To continue to view all of their current favorite HD channels and enjoy these upcoming improvements, some customers will need to upgrade their set-top boxes. We have included instructions for upgrading their cable boxes in our notification to customers. These instructions are:

"To see which set-top boxes need to be replaced, go to channel 1995 on each of your TVs and follow the on-screen instructions. You can order a new box right from your TV and have it shipped to your home."

While we know replacing equipment can be inconvenient for customers, this change will pave the way for more enhanced services.

We are informing our customers of this upcoming change through letters to their homes and set-top box messaging. Sample notifications are attached for your reference. We will continue to notify customers on an ongoing basis about this change, including any deadlines for action, and will keep you informed as well.

If you have any questions, please visit xfinity.com/HDenhanced or you may contact me at 508.732.1536.

Sincerely,

Michael Galla

Michael Galla, Sr. Manager
Government & Regulatory Affairs

Sample - Notice #1

Equipment Update



<Sam A Sample>
<123 Main Street>
<XXXXXX>
<Anytown, US 12345-6789>

Update your TV box — on us.

Dear Sam Sample,

We've noticed you have an older TV box and we'd like to give you a new one — on us.

You'll need the latest technology to enjoy an unmatched entertainment experience. Older devices like yours can't keep up with new features and will eventually lose HD channels.

That's why we've made it easy to update equipment so you can enjoy enhanced HD and, for those of you with DVR, up to 8x the storage. Here's how:

- 1> Tune to channel 1995 on each TV in your home.
- 2> Follow the simple instructions on the screen to order your replacement.
- 3> Set up and activate your new equipment.

With this update, you'll get XFINITY X1 — a whole new way to experience TV throughout your home. X1 delivers the simplest, fastest and most complete way to enjoy all your entertainment on all your screens. It even lets you change channels with your voice.

Questions? Find answers at xfinity.com/tradeup or call 1-800-XFINITY and mention "Equipment Update."

Thank you for choosing XFINITY. Ensuring that you get the most from your TV service is part of our commitment to improving your overall experience.

Sincerely,

Tracy L. Pitcher
Senior Vice President - Greater Boston Region

**Replace and activate your new TV box by
XX/XX to keep your favorite HD channels.**



LTP185989-0001

Sample - Notice #2

Equipment Update

<Sam A Sample>
<123 Main Street>
<XXXXXX>
<Anytown, US 12345-6789>

Update your TV box — on us.

Dear Sam Sample,

Time is running out to replace your TV box. To keep watching your favorite HD channels, trade up to a newer box by XX/XX — on us.

We've made it easy to update equipment so you can enjoy enhanced HD and, for those of you with DVR, up to 8x the storage. Here's how:

- 1> Tune to channel 1995 on each TV in your home.
- 2> Follow the simple instructions on the screen to order your replacement.
- 3> Set up and activate your new equipment.

With this update, you'll get XFINITY X1 — a whole new way to experience TV throughout your home. X1 delivers the simplest, fastest and most complete way to enjoy all your entertainment on all your screens. It even lets you change channels with your voice.

Questions? Find answers at xfinity.com/tradeup or call 1-800-XFINITY and mention "Equipment Update."

Thank you for choosing XFINITY. Ensuring that you get the most from your TV service is part of our commitment to improving your overall experience.

Sincerely,

Tracy L. Pitcher
Senior Vice President - Greater Boston Region

**Replace and activate your new TV box by
XX/XX to avoid losing your HD channels.**

LTP186029-0001

Sample - Notice #3

Equipment Update



Update your TV box by XX/XX to avoid losing your HD channels. It's on us.

We've been trying to reach you about replacing your TV box. Older devices like yours can't keep up with new features and will lose HD channels. So we'd like to give you a new one.

We've made it easy to update your equipment so you can enjoy enhanced HD and, for those of you with DVR, up to 8x the storage. Here's how:

- 1> Tune to channel 1995 on each TV in your home.
- 2> Follow the simple instructions on the screen to order your replacement.
- 3> Set up and activate your new equipment.

With this update, you'll get XFINITY X1 — a whole new way to experience TV throughout your home. X1 delivers the simplest, fastest and most complete way to enjoy all your entertainment on all your screens. It even lets you change channels with your voice.

Questions? Find answers at xfinity.com/tradeup or call 1-800-XFINITY and mention "Equipment Update."

Sincerely,

Tracy L. Pitcher
Senior Vice President - Greater Boston Region

**Replace and activate your new TV box by
XX/XX to avoid losing your HD channels.**



SML186030-0001

#3



Massachusetts State Lottery Commission

DEBORAH B. GOLDBERG
Treasurer and Receiver General

MICHAEL R. SWEENEY
Executive Director

Middleborough Board of Selectmen
10 Nickerson Avenue
Middleborough, MA 02346

July 19, 2016

Dear Sir/Madam:

The Massachusetts State Lottery is offering existing, non-pouring agents our KENO To Go game, a transaction which is identical to the already existing on-line games, such as Megabucks and Mass Cash. At this time, the Lottery is not providing agents with a KENO monitor as part of this program.

In accordance with M.G.L. c 10, section 27A, as amended, you are hereby notified that the following existing agent(s) in your community will be sent an application and agreement to sell the KENO To Go product:

Ron's Geko
407 Wareham St.
Middleborough

If you object to these agent(s) selling KENO To Go, you must do so, in writing, within twenty-one (21) days of receipt of this letter. Please address your written objection to Christian Gonsalves, General Counsel, Legal Department, Massachusetts State Lottery Commission, 60 Columbian Street, Braintree, MA 02184. Should you have any questions regarding this program or any other issue relative to the Lottery, please call me at 781-849-5555. I look forward to working with you as the Lottery continues its' efforts to support the 351 cities and towns of the Commonwealth.

Sincerely,

Michael R. Sweeney
Executive Director

Certified Mail – Return Receipt Requested:
7001 2510 0004 1227 2662



Supporting the 351 Cities and Towns of Massachusetts

#4

26 June 2016

Middleborough Conservation Commission
Bank Building
20 Centre Street, 2nd Floor
Middleborough, MA 02346

RE: Mass Coastal Railroad Company
2016 - 2020 Vegetation Management Plan

Dear Commission Members:

The Massachusetts Coastal Railroad Company's 2016 - 2020 Vegetation Management Plan (VMP) has been prepared and approved in accordance with the Massachusetts Rights-of-Way Management Regulations (333 CMR 11.00). The VMP may be viewed and downloaded at the following internet address:

<http://www.mass.gov/eea/docs/agr/pesticides/rightofway/vmp/mrra-2016-2020-vmp-rev-2-26-16.pdf>

A hardcopy of the VMP will be promptly mailed to you, if requested. Please call TEC Associates with any questions about this VMP.

Very truly yours,
TEC ASSOCIATES



Thomas W. Lewis

Enclosure

cc: Board of Health
Board of Selectmen
DAR Rights-of-Way Program
Chris Podgurski, MCRR