

NEW BUSINESS

2-2-09



January 27, 2009

Town of Middleborough
Board of Selectmen acting as
Sewer and Water Commission
20 Centre Street
Middleborough MA 02346

Re: Application for water and sewer
Lot 18 Campanelli Business Park
Leona Drive, Middleborough

Dear Members of the Board:

On behalf of our client Campanelli Middleborough Land II LLC we respectfully request that the Board allocate 2,400 Gallons per day ("GPD") of sewer capacity and 2,640 GPD of water capacity to the project to be constructed on the above referenced site.

The project will involve the construction of an approximately 80,000 square feet building of which approximately 60,000 square foot would be dedicated to manufacturing use and approximately 20,000 square feet would be dedicated to office use. The building is to be occupied by IDEX Health and Science LLC.

Expected Sewer flows are calculated based on 314 CMR 7.00 (The DEP Sewer Connection Program) as follows:

Office use: 20,000 square feet x 75 GPD/1000 square feet = 1,500 GPD
Manufacturing use: 60 employees x 15 GPD/employee = 900 GPD

It is assumed that water use will be 1.1 times the sewer use = 2,640 GPD

It is our hope that the Board can grant this request at your Monday February 2nd meeting.

If you have any questions or desire additional information please feel free to call.

Sincerely,

KELLY ENGINEERING GROUP, INC.

David N. Kelly, P.E., President

Copy: Katharine Bachman esq.
Jeffrey DeMarco-Campanelli Companies

Incorporated 1669
339 Years of Progress



CRANBERRY CAPITAL
OF THE WORLD



Town of Middleborough

Massachusetts

Department of Public Works

48 Wareham Street
Middleborough, MA 02346
Tel. 508-946-2480
Fax 508-946-2484

Donald A. Boucher
Highway Superintendent
Joseph M. Ciaglo
Wastewater Superintendent
Richard E. Tinkham
Water Superintendent

DIVISIONS
Highway
Sanitation
Insect & Pest Control
Tree Warden
Water
Wastewater

January 30, 2009

To: Charles J. Cristello
Town Manager

From: Joseph M. Ciaglo
Wastewater Supt.

Re: Sewer Allocation Request
Campanelli Business Park

I have reviewed the request for sewer allocation developed by Kelly Engineering Group on behalf of Campanelli Middleborough Land II LLC.

The request is for 2,400 gallons per day.

The Campanelli Park has been approved for 75,000 gallons per day.

The total sewer use by all current tenants is 11,000 gallons per day.

Sufficient capacity exist to service lot 18, to be occupied by IDEX Health and Science LLC.

The Board of Selectmen are the approval authority for sewer connections over 2,000 gallons per day.

I recommend the Board approve the request.

If you have any questions I may be reached at 508-946-2485.



Town of Middleboro
Water Division - Department of Public Works
48 Wareham Street, Middleboro, Massachusetts
508-946-2482
Fax 508-946-2484



Richard E. Tinkham
Water Superintendent/Chief Operator

January 30, 2009

Middleborough Board of Selectmen
Attn: Mr. Patrick Rogers, Chairman

Re: Water Allocation for Sapphire Engineering (IDEX Health and Science LLC)

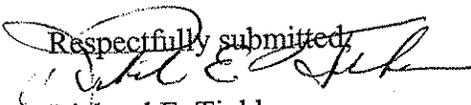
Dear Chairman Rogers and Board Members

The project engineers – Kelly Engineering Group, Inc., have submitted a water consumption projection of 2,640 gallons per day for this facility as the requested water allocation.

This level of consumption is acceptable from a water supply standpoint. I recommend approval of this request for water allocation.

Please advise me if there are any questions concerning this.

Respectfully submitted,


Richard E. Tinkham
Water Superintendent

Cc: Mr. Charles Cristello, Town Manager



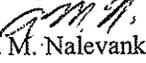
Town of Middleborough
Office of Economic & Community Development
20 Centre Street
Middleborough, MA 02346

Tel: 508-946-2402, Fax: 508-946-2413

January 26, 2009

Memorandum

To: Chair Patrick Rogers and Board Members Marsha Brunelle,
Steven Spataro, and Muriel Duphily

From:  Anna M. Nalevanko, Director, Office of Economic & Community Development

RE: Middleborough at Home Committee

In your November 24, 2008 Board of Selectmen's meeting you approved the formation of a new town committee, an affordable housing partnership to serve as an advocacy group for fair housing, for funding of affordable housing projects, and for continued support for affordable housing in our community. Currently the temporary title for this group is *Middleborough at Home*.

In this meeting, you approved a five committee membership. Our office advertised the open positions for this committee and we also outreached for membership. We have been successful in getting four members to date and would like to begin initial meetings while we pursue a fifth and final member.

Members were chosen because of their varied experience and proven commitment to the Town of Middleborough and affordable housing. The Committee will have its initial meeting the week of February 2, 2009. At that meeting, John Hixson, South Shore Housing, and Jane Kudcey (lead OECD staff) will hand out an informational packet outlining affordable housing issues and options to promote affordable housing.

We are requesting your appointment of the following to *Middleborough at Home*:

Laura O'Connor: Laura is on the Middleborough Disabilities Commission and is a member of Middleborough Youth Advocates (MYA). She is a proven grant writer, having worked for the state department of Mental Retardation for several years.

Josephine Ruthwicz: As Executive Director of the Middleborough Housing Authority, her mission is to provide affordable housing to Middleborough residents. In addition, Josephine has extensive experience with the Department of Housing and Community Development and has worked closely with our office.

Paul Provencher, Director of Veterans' Services, Town of Middleborough: Given his experience with the veteran's community and the various governmental programs offered to veterans, Paul Provencher recognizes the need for affordable housing for veterans.

Judy Bigelow-Costa: As the President of Middleborough on the Move (or MOM) and as a member of the Disabilities Commission, Judy is both committed to affordable housing for the disabled, and is also proactive in improving housing conditions and economic growth in the downtown area.

Thank you for your consideration. Please let us know if you have any questions.

c: Charles Cristello, Town Manager



Town of Middleborough
Office of Economic & Community Development
20 Centre Street
Middleborough, MA 02346

Tel: 508-946-2402, Fax: 508-946-2413
Analevankp1@verizon.net

Community Development Block Grant

FY2009 Application - February 13, 2009

What are Community Development Block Grants (CDBG)?

Massachusetts CDBG is a federally funded, competitive grant program designed to help small cities and towns meet a broad range of community development needs. Assistance is provided to qualifying cities and towns for housing, community, and economic development projects that assist low and moderate-income residents, or revitalize areas of slum or blight. Municipalities with a population of under 50,000 that do not receive CDBG funds directly from the federal Department of Housing and Urban Development (HUD) are eligible for CDBG funding. Communities may apply on behalf of a specific developer or property owner.

What Role does the Community Development Strategy Play?

The Community Development (CD) Strategy describes the manner in which a community has identified and will accomplish projects and activities which include, but are not limited to, the CDBG application. A list of projects and activities in order of the priority in which the community intends to undertake them are identified in the strategy along with target geographic areas where efforts will be focused. The CDBG applications must document that a CD Strategy and its priority list were discussed at a separate public forum, meeting or hearing, held at least two (2) months prior to the submission of a CDBG application in order to allow for timely community input. The community development strategy was updated for the FY2008 CDFI application and additional feedback was obtained for the FY2009 grant cycle.

What Activities are Eligible for Funding?

Eligible CDBG projects include but are not limited to housing rehabilitation or development, micro-enterprise or other business assistance, infrastructure, community/public facilities, public social services, planning; removal of architectural barriers to allow access by persons with disabilities, and downtown or area revitalization.

What are the Proposed Activities for the FY2009 Application?

Through the public hearing process several activities were identified and added to the community development strategy. The priority areas identified for the FY2009 application are:

- ***Housing Rehabilitation Program*** – continuation of housing rehabilitation projects for single family, multifamily, and investor owned residential properties. Examples of housing rehab work that was completed with CDBG loans/grants in FY2008: handicap accessible improvements (ramp, bathroom fixtures), heating systems, roof repairs, electrical upgrades, siding, septic system, energy efficient windows, etc.
- ***Planning Study: Slum & Blight Inventory*** – the Town of Middleborough does not have a current approved Slum and Blight Inventory. CDBG funded projects must meet a national objective and in past years we have met the national objective of addressing the needs of low to moderate income residents through our projects. With consultant support, we can complete a Slum and Blight Inventory and then get state Department of Housing and Community Development approval for this. We can then tackle projects that meet the national objective of addressing slum and blighted areas (areas of physical deterioration of buildings, high vacancy rates in commercial areas, known or suspected environmental contamination, etc.).

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CRANBERRY CAPITAL
OF THE WORLD



Town of Middleborough
Massachusetts

Town Manager

508-947-0928
FAX 508-946-2320

MEMORANDUM

To: Board of Selectmen

cc: Ruth Geoffroy, Town Planner
Anna Nalevanko, Economic and Community Development Director

From: Charles J. Cristello, Town Manager 

Date: January 30, 2009

Subject: *Economic Development Activities Funded from Resort Funds*

I am asking you to take three votes Monday evening related to promoting economic development in the Town of Middleborough.

At our workshop last month you supported issuing an RFP for a hotel feasibility study. Town Planner Ruth Geoffroy, Economic and Community Director Anna Nalevanko and I reviewed two proposals last week. We are recommending that you vote to sign a contract with Pinnacle Advisory group in the amount of \$16,000 from resort funds to fund a hotel feasibility study. The Pinnacle proposal was not only more highly rated in our review, it was also the least costly.

We also discussed in more general terms at the workshop hiring a firm to assist us with grant proposals at both the state and federal level to bring infrastructure investment to our commercial/industrial areas to make them more competitive in the marketplace. We are particularly focused on the business parks and recently adopted commercial development district that surround the Route 44 rotary (see attached map). We see the Governor's Growth District Initiative as a means of getting both planning and infrastructure funds for this area. We are recommending that you sign a contract with Fort Hill Advisors in the amount of \$7,500 (reduced from the \$9,000 in their proposal) from resort funds for assistance in obtaining Growth District Initiative or other grant funding.

Finally, the key to opening up the recently approved commercial development district is the town parcel on West Grove Street. As you can see from the attached conceptual plans the proposed ring road will connect through the town parcel to Route 44. It will also serve as the access road to whatever development is proposed for the commercial development district. In order for the town to issue an RFP for the town parcel we need to establish its value through an appraisal. We are recommending that you authorize up to \$5,000 in resort funds for an appraisal of the town parcel. I will be soliciting quotations from at least three commercial appraisers before asking you to sign a contract.

Ms. Geoffroy, Ms. Nalevanko and I would be happy to answer any questions you may have.



Town of Middleborough
Office of Economic & Community Development
20 Centre Street
Middleborough, MA 02346
Tel: 508-946-2402, Fax: 508-946-2413
Analevanko1@verizon.net

January 30, 2009

Memorandum

To: Charles Cristello, Town Manager
From: *AN* Anna Nalevanko, Director
Office of Economic & Community Development
RE: Hotel Feasibility Study Award

As you know, a Request for Proposals (RFP) for a Hotel Feasibility Study was issued by the Town on December 31, 2008. Two firms, Pinnacle Advisory Group and PKF Consulting, submitted proposals.

A proposal review committee consisting of you, Ruth Geoffroy, Town Planner, and myself met on Wednesday, January 28, 2009 to evaluate the narrative proposals using the evaluation criteria set up in the RFP document (50 points total for demonstrated capacity and 50 points total for project approach). As a result of this evaluation, the Committee determined that the Pinnacle Advisory Group was *highly advantageous* (receiving the highest score) and PKF Consulting was ranked as *advantageous* (with a lower score total). After the determination was made that the Pinnacle Advisory Group ranked higher in their narrative proposal, the cost proposals were opened and reviewed. Pinnacle Advisory Group was also the lowest bid response.

The Pinnacle Advisory Group was the firm selected by the Committee. This is to request that the Board of Selectmen award a contract to the Pinnacle Advisory Group in the amount of **\$16,000.00** to be funded out of resort casino funds as previously determined a funding source for this activity by the Board of Selectmen. Please let me know if you require further information.



Rotary Club of Middleboro

District 7950 * Chartered May 1971

P.O. Box 596, Middleboro, Massachusetts 02346

Suzy Burkholder
100 South Main St.
Middleboro, MA 02346

Town of Middleboro
Board of Selectman
10 Nickerson Ave.
Middleboro, MA. 02346

January 29, 2009

RE: Arts & Crafts Fair 09

Dear Selectman:

Thank you for the Application and Utilization Agreement for the Town Hall for the above event, scheduled July 11, 2009

Middleboro Rotary appreciates your consideration in granting our organization the use of the Town Hall grounds for the Fair. The proceeds from this event will go towards the many local charities which the Rotary support, including \$12,000.00 towards the scholarships of graduating seniors going onto colleges and universities.

We ask your consideration in waiving the usage fee for the space in an effort that all money raised be reinvested back in to the charities we support.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Suzy Burkholder".

Suzy Burkholder
Chairman 508-436-0428



Rotary Club of Middleboro

District 7950 * Chartered May 1971

P.O. Box 596, Middleboro, Massachusetts 02346

January 28, 2009

Board of Selectmen
Town of Middleborough
10 Nickerson Ave.
Middleborough, MA 02346

Dear Board Members,

The Rotary Club of Middleboro is requesting use of the Town Hall Ballroom for a Community Blood Drive on March 28, 2009. This particular day is Rotary Service Above Self day and clubs all over the world will perform some type of community project on that day.

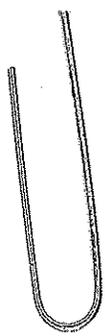
We would also request that the Board waive the rental fee for this event. This would allow those funds to go directly to the many community works that the Club supports. The members will put away any chairs and tables that are used and make sure the room is in order before we leave.

The Club also asks permission to erect a sign on the Town Hall Lawn for 2 weeks prior to that date announcing the Blood Drive to attract additional donors.

Yours in service,

A handwritten signature in cursive script that reads "Danielle Bowker".

Danielle Bowker
President



APPLICATION AND UTILIZATION AGREEMENT
TOWN HALL
MIDDLEBOROUGH, MASSACHUSETTS

PLEASE SUBMIT PAYMENT WITH APPLICATION

DATE OF APPLICATION 1-23-09

ORGANIZATION/INDIVIDUAL Alyce Browne

ADDRESS _____

CITY, STATE, ZIP Middleboro MA 02346 TEL # _____

CO-APPLICANT (BARTENDING SERVICE) Bill Fuller

OWNER NAME _____

ADDRESS P.O. Box 425

CITY, STATE, ZIP Middleboro MA 02346 TEL # _____

DATE(S) OF EVENT 8-15-09 APPROXIMATE NUMBER OF PARTICIPANTS 250

(ATTACH SEPARATE SHEET IF NECESSARY)
TIME OF DAY(S) REQUIRED 4pm TO 12 AM

Be sure to include any set-up or dismantling day(s)/time requirements.

BRIEFLY DESCRIBE TYPE OF ACTIVITY Cocktail Party

ASSIGNED SPACE _____ MEETING ROOM GRAND BALLROOM _____ GROUNDS If using grounds, will building access be required for sanitary facilities? _____

*Note - There is no air conditioning available in the Grand Ballroom

Are you requesting a one-day alcoholic beverage license? yes Licensing fee of \$ _____ plus \$100.00 required at time of application. This will be refunded if license denied prior to event or activity.

Food will be served yes Name of Caterer Joe Morrill Telephone # _____
*If food is to be served, please contact the Health Department for the appropriate permits.

We expect to bring in the following additional equipment/furnishings Tables

Any required insurance policy/indemnification agreement must be attached to application.

Rental Deposit (Bond) \$100.00 Check # _____ (must be tendered with application and will be returned within two-weeks if no damage to building, grounds or equipment has been reported).

Rental Cost _____ One-day alcoholic beverage license fee _____ Personnel Cost _____ Total Cost _____

Name of Designated Town Official volunteering to perform security service _____

Signature of Volunteer _____

Application Approved by Board of Selectmen (date) _____ Fees Waived _____ Fees Due _____

I/we Alyce Browne hereby acknowledge return of our \$100.00 bond payment.