

# CITY OF MARLBOROUGH MEETING POSTING

Meeting Name: City Council Finance Committee Meeting

Date: July 14, 2014

Time: 7:00 PM

Location: City Council Chamber, 2<sup>nd</sup> Floor, City Hall, 140 Main Street

Agenda Items to be addressed:

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2014 JUL -8 A 9:35

1. **Order No. 14-1005872:** Capital Outlay transfer request in the amount of \$956,208.00 which moves funds from Undesignated Stabilization to School Equipment, Emergency Management, DPW Projects and Police Department as indicated on the attached spreadsheet.
2. **Order No. 14-1005873:** Building Department transfer request in the amount of \$33,580.00 which moves funds from Contract Services to various accounts as noted on the attached spreadsheet to fulfill obligation to Avalon Bay.

THE LISTING OF TOPICS THAT THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING IS NOT INTENDED AS A GUARANTEE OF THE TOPICS THAT WILL HAVE BEEN DISCUSSED. NOT ALL TOPICS LISTED MAY IN FACT BE DISCUSSED, AND OTHER TOPICS NOT LISTED MAY ALSO BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.

The public should take due notice that the Marlborough City Council may have a quorum in attendance due to Standing Committees of the City Council consisting of both voting and non-voting members. However, members attending this duly posted meeting are participating and deliberating only in conjunction with the business of the Standing Committee.

Electronic devices, including laptops, cell phones, pagers, and PDAs must be turned off or put in silent mode upon entering the City Council Chamber, and any person violating this rule shall be asked to leave the chamber. Express authorization to utilize such devices may be granted by the President for recordkeeping purposes.



# IN CITY COUNCIL

JULY 7, 2014

Marlborough, Mass., \_\_\_\_\_

**ORDERED:**

That the Capital Outlay transfer request in the amount of \$956,208.00 which moves funds from Undesignated Stabilization to School Equipment, Emergency Management, DPW Projects and Police Department as indicated on the attached spreadsheet, be and is herewith refer to **FINANCE COMMITTEE.**

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:		Mayor				FISCAL YEAR:		2015	
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$8,241,283.67	\$956,208.00	83600	32925	Undesignated Stabilization	\$500,000.00	19300006	58630	School Equipment	\$0.00
Reason:		To fund capital outlay requests							
					\$378,243.00	19300006	58596	Emergency Management	\$0.00
Reason:									
					\$27,985.00	19300006	58514	DPW Projects	\$0.00
Reason:									
					\$49,980.00	19300006	58593	Dept Equipment Police	\$0.00
	\$956,208.00	Total			\$956,208.00	Total			

**ADOPTED**

ORDER NO. 14-1005872



City of Marlborough

Office of the Mayor

RECEIVED *Arthur G. Vigeant*  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

2014 JUL -2 P 4:53  
*Michael C. Berry*  
EXECUTIVE AIDE

140 Main Street  
Marlborough, Massachusetts 01752  
Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610  
[www.marlborough-ma.gov](http://www.marlborough-ma.gov)

*Patricia Bernard*  
EXECUTIVE SECRETARY

July 2, 2014

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

*Fin*

**Re: Transfer Request – Capital Outlay**

Honorable President Pope and Councilors:

Enclosed for your approval is a transfer request to fund capital outlay items in the School Department, Department of Public Works, Police Department, and Emergency Management.

Enclosed for your information is the pertinent back-up paperwork with additional details. Our Department Heads and I look forward to discussing these items with you in greater specificity in the coming weeks. Thank you in advance for your consideration.

Sincerely,

**Arthur G. Vigeant**  
Mayor

CITY OF MARLBOROUGH  
BUDGET TRANSFERS --

DEPT: Mayor

FISCAL YEAR: 2015

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$8,241,283.67</u>	<u>\$956,208.00</u>	<u>83600</u>	<u>32925</u>	<u>Undesignated Stabilization</u>	<u>\$500,000.00</u>	<u>19300006</u>	<u>58630</u>	<u>School Equipment</u>	<u>\$0.00</u>
	Reason:	<u>To fund capital outlay requests</u>							
					<u>\$378,243.00</u>	<u>19300006</u>	<u>58596</u>	<u>Emergency Management</u>	<u>\$0.00</u>
	Reason:								
					<u>\$27,985.00</u>	<u>19300006</u>	<u>58514</u>	<u>DPW Projects</u>	<u>\$0.00</u>
	Reason:								
					<u>\$49,980.00</u>	<u>19300006</u>	<u>58593</u>	<u>Dept Equipment Police</u>	<u>\$0.00</u>
	Reason:								
	Reason:								
	<u>\$956,208.00</u>	Total			<u>\$956,208.00</u>	Total			

Department Head signature:

Auditor signature:

Comptroller signature:

*[Handwritten Signature]*  
*[Handwritten Signature]*  
*[Handwritten Signature]*

## Mayor

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**From:** Mark Leonard  
**Sent:** Tuesday, July 01, 2014 11:55 AM  
**To:** Mayor; Patricia Bernard  
**Subject:** MILO Range quote  
**Attachments:** Milo Range Pro Proposal for Marlborough PD 7-1-14.pdf

Mayor Vigeant,

Attached is a price quote for the MILO range we spoke about this morning. The range can be installed in our classroom, and be available anytime for our officers to train on. I think this system is a great way to provide realistic, scenario based training, and will eliminate the need to either rent or wait to schedule the shooting trailer each year (when we have to rent the trailer it costs us \$6,000 each time).

Thank you,

Mark F. Leonard  
Chief of Police  
Marlborough Police Department  
355 Bolton Street  
Marlborough, MA 01752  
Office: 508-485-1212 x6974  
Fax: 508-624-6938



# **MILO RANGE PRO**

**Interactive Firearms and Force Options Training  
Simulator**

*Proposal prepared for:*

**Chief Mark F. Leonard  
Marlborough Police Department  
Marlborough, MA**

July 1, 2014

Thank you for your interest in the Interactive MILO Range Firearms Training Simulators from FAAC Incorporated. This proposal will provide you with requested system information, specifications, pricing and details for the system and equipment for your training requirement.

The MILO Range use of force and firearms training simulators have been selected by the most demanding law enforcement, military and public safety agencies, and are in daily use around the world in over 40 countries. The MILO Range training system is a comprehensive solution that is designed to allow trainers the ability to give presentations and classes, conduct interactive testing and assessment, and provide immersive hands-on scenario based exercises with detailed debriefing and after action review. Each MILO system is designed to increase trainee knowledge, skills and confidence in a safe, challenging environment that is highly interactive and engaging.

Through our 20-year history of providing innovative interactive simulation training solutions, we have become widely regarded as a low-risk, highly reliable contracting and business partner. We have the industry's most dedicated and experienced sales and support team on staff, and all MILO customers receive the best technical service in the business, including free software updates, newly filmed and released scenarios with new exercises and environments to keep interest high and skills sharp.

On behalf of the entire MILO Range Team, I sincerely appreciate the consideration of our proposal for this requirement, and also to have the opportunity to be of service to the men and women of Marlborough Police Department.

Respectfully sent on 1 July, 2014

## **Chip Johnson**

**Eastern Sales Manager**

MILO Range Training Systems

FAAC Incorporated

Office: **800.344.1707**

Cell: **734.223.1875**

Fax: **734.531.4002**



Email: [chip.johnson@milorange.com](mailto:chip.johnson@milorange.com)

[www.milorange.com](http://www.milorange.com)

## MILO RANGE PRO TRAINING SIMULATOR SUITE

Item	Description	Qty	Unit Price	Extended Price
1	<p><b>MILO Range PRO HD system with 5.1 Audio System Includes:</b></p> <ul style="list-style-type: none"> <li>▪ MILO CPU 4 – Based on MS Windows 7 OS</li> <li>▪ HD Projector(1920 x 1080) 2800+ lumens high contrast</li> <li>▪ HD (12' x7') fast-fold projection Screen</li> <li>▪ 16-device Hit Detection Box with Flashlight option</li> <li>▪ All Power and Video Cables, Power Strip</li> <li>▪ Touch-screen LCD Flat Panel Monitor</li> <li>▪ Keyboard and Optical Mouse</li> <li>▪ Speakers/Digital Audio Sound System</li> <li>▪ (2)Transport Cases for System and Peripheral Items</li> <li>▪ <b>650+</b> Multi-Branching Interactive Scenarios are Pre-loaded as well as <b>55+</b>Skill Builder exercises</li> </ul>	1	\$42,000.00	\$42,000.00
	<p><b>Course Designer Program:</b> The Course Designer Program is editing software program that can be used to create lessons, tests and presentations for classrooms, auditoriums, and training rooms or for one on one instruction. Allows the user to utilize both digital video and computer graphics capabilities to create fully interactive training videos and/or graphics based training environments. <b>Includes HD Camera for scenario filming.</b></p>	Inc		
	<p><b>Dry-Fire Laser Training Inserts:</b></p> <ul style="list-style-type: none"> <li>• (2) Dry-Fire Weapon Lasers of your choice, MILO laser choices: 9mm, .40 or .45</li> </ul>	Inc		
	<p><b>OC Spray Training Devices:</b> Laser modified OC spray training devices for less-lethal applications. Thumb or trigger activation. <b>Includes (2) devices standard</b></p>	Inc		
	<p><b>Low Light Training Program:</b> Allows the trainee to use real flashlight in-conjunction with his/her weapon for low light training. This system is non-lane based which allows for multiple users. <b>Includes (2) MILO Supplied Surefire G2 Flashlight with IR lens.</b></p>	Inc		
	<p><b>MILO Trainee Action Capture (TAC) with Picture in Picture Video/Audio debrief:</b> Audio and color video capture of trainee's actions in a scenario for immediate or later debriefing and review.</p>	Inc		
	<p><b>Graph-X Targets:</b> Allows the user to utilize any of the Graph-X modules for Marksmanship, Shoot-house, Basic Targets and Range Practice includes <b>55+ interactive CGI skill-builder exercises</b></p>	Inc		

	<b>Statistics and Management:</b> Allows user to manipulate the database information as to create individual and/or group statistics using relevant filtering criteria.	Inc		
	<b>Baton/Punch/Strike Branching and Scoring:</b> Allows the trainer to manually branch the scenario while the trainee uses his actual baton or makes a strike.	Inc		
	<b>Delivery, Insurance and Standard 2-year Warranty</b>	Inc		
	<b>FREE Access to MILO Digital Scenario:</b> New HD Scenarios sent out- approx. 12-15 sent out a quarter.	Inc		
	<b>System and Peripheral Training – US sales only:</b> 4 Students at Client Site for three (3) days. Includes scenario editing and creation.	Inc		
<b>(A)</b>	<b>MILO RANGE PRO 4 TRAINING SYSTEM TOTAL (Qty.1)</b>		<b>\$42,000.00</b>	

<b>Requested Training Items</b>				
<i>*Select and add to Purchase Order as Needed</i>				
<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Unit Price</b>	<b>Total Price</b>
1	<b>MILO modified Taser X26 Training device</b> —allows trainees to use Taser devices in scenarios and training events on the simulator.	2	\$1,995.00	\$3,990.00
2	<b>MILO air-recoil kit conversion for AR-15 Rifle:</b> Includes drop-in air recoil kit, MILO laser, (2) 12gm C02 magazines. Does <u>not</u> include weapon (uses user supplied unmodified pistol)	1	\$2,400.00	\$2,400.00
3	<b>Glock 17R Red Dry-Fire Training Pistol:</b> for use on MILO system with dry-fire laser inserts.	2	\$795.00	\$1,590.00
<b>(B)</b>	<b>Optional Training Items Total:</b>			<b>\$7,980.00</b>

<b>MILO Range Pro System and Requested Items Cost (A + B):</b>	<b>\$49,980.00</b>
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FAAC (Seller) STANDARD TERMS AND CONDITIONS

1. Orders should be issued to "FAAC Incorporated"
2. Payment Terms: NET 30 from date of invoice
3. Delivery: 75 Days ARO
4. Partial Shipment and/or Partial Invoice are: Permitted.
5. Warranty: 24 Months from date of shipment.
6. If this sale is subject to Use Tax, then you are liable for the tax and should make payment direct to your taxing authority. However, we may collect Sales Tax for the following States: AK, CA, CO, FL, HI, KS, MA, MI, MO, MS, NC, NJ, NV, NY, SC, TN, TX, UT
7. Quote Valid 120 days.
8. All prices quoted in US Dollars (\$USD)

PURCHASING/CONTRACTING INFORMATION

1. Cage Code – 3J401
2. Tax ID – 38-2690218
3. DUNS – 175204163
4. Vendor POC – [Kassandra.Harrington@milorange.com](mailto:Kassandra.Harrington@milorange.com)
5. Phone – 800-344-1707 x363
6. Email – [Contracts@faac.com](mailto:Contracts@faac.com)
7. Estimated Delivery Date – 45 Days ARO
8. Order Fax to 734.531.4002



*City of Marlborough*  
*Emergency Management*

696 CONCORD ROAD  
MARLBOROUGH, MASSACHUSETTS 01752-5617  
TEL. (508) 481-1933 ■ FACSIMILE (508) 460-3795 ■ TDD (508) 460-3610  
CELL (508) 726-1088 ■ PAGER (978) 803-2061

*Don Cusson*  
EMERGENCY MANAGEMENT  
DIRECTOR  
dcusson@marlborough-ma.gov

Mayor Arthur G. Vigeant  
140 Main St. City Hall  
Marlborough, MA 01752

May 9<sup>th</sup>, 2014

**RE: Funds for Public Safety Radio System,**

**Honorable Mayor, Vigeant**

There are three parts to the Public Safety Radio up-grade. Each brings us into the 21<sup>st</sup> century, especially where some of our equipment is not being supportive by the manufacture since it is obsolete.

1. **Marlborough Police & Fire Comparator (Voter) these are mechanical units that will be replaced with JPS electronic units. There are 3 Comparators and 27 JPS Voter Modules. These have not been supported since 2012. The reason we did not replace when they became no longer supported was we were waiting on the New Radio system to be released. The cost for this portion is \$47,337.00. This is a must as it votes the strongest signal when broadcasting out in the field and picked up at the dispatch. The mechanical units have failed many times and must be replaces with the newer technology.**
2. **The new MCC7500 Dispatch console & K2 conventional redundant core radio system is the state of the art system. This solution will offer IP-based seamless connectivity between Marlborough Fire & PD's dispatch operators and field personnel with a scalable, flexible system architecture, sophisticated network management, security, and an easy migration to future capabilities. This is all three positions up-graded with the new software, computers and hardware. The total cost of this portion is \$324,212. Less a MCC7500/K-Core Promotion (Expires 6/30/14): (\$50,000.) Total cost \$ 274,212.**

Today I have received confirmation of an extension (180 day) from May 15<sup>th</sup>, 2014 for the discount from Motorola.

3. This portion would be the Point to Point from three locations connecting to dispatch and to the existing Point to Point system that connects four other locations to the present Point to Point. The elimination of the Verizon FDDA and the BANA lines from, New Horizon and the Easterly Waste Water Plant would pay for itself in three and a half years. These lines cost the city \$14,400.00 per year with four lines at each location to dispatch. These circuits are going to be no longer supportive from Verizon as they are pushing their FIOS, and our system does not work on FIOS. It is a matter of time when this happens. The cost to do these three locations would be \$56,694.

4. Total for the project would be:

1. Comparators replacement JPS Voting	47,337.00
2. MCC7500 System	274,212.00
3. Point to Point	56,694.00

**Total:** \$ 378,243.00

This would be a \$50,000. Savings if purchased by end of fiscal year 6/30/2014.

If there are any questions or more information is needed please do not hesitate to call or e-mail at any time.

Respectfully, Donald E. Cusson  
Emergency Management Director

Cc; Lenard  
Fortin  
Smith  
Doheny

## Mayor

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**From:** Don Cusson  
**Sent:** Friday, May 16, 2014 11:42 AM  
**To:** Mayor; Michael Berry  
**Cc:** Diane Smith; James Fortin; Mark Leonard; John Ghiloni  
**Subject:** Emailing: request radio funds  
**Attachments:** request radio funds.doc

**Importance:** High

This is just an up-date. As I have received an extension on the discount from Motorola, 180 days from May 15th, 2014 for a savings of 50K.

Any questions please call or email thank you.

Don Cusson

City of Marlborough Emergency Management Director Donald E. Cusson  
696 Concord Road  
Marlborough, MA. 01752-5617  
[dcusson@marlborough-ma.gov](mailto:dcusson@marlborough-ma.gov)  
Cell 508-726-1088

Your message is ready to be sent with the following file or link attachments:

request radio funds

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

**City Capital Equipment/Technology Request for the 2014-2015 Budget Year**

Project	# of Computers	Unit Cost	Total
Backup SAN	1	\$60,000	\$60,000
Video Archive Server	1	\$20,000	\$20,000
Switch Replacements		\$25,000	\$25,000
PC Replacements	30	\$879	\$26,370
Wireless Antennas		\$10,000	\$10,000
City Fiber for DPW West, East, Senior Center, Jerico Hill, Switches & Details		\$120,000	\$120,000
<b>Total</b>			<b>\$261,370</b>

**School Capital Equipment/Technology Request for the 2014-2015 Budget Year**

Area	Target	Item	Qty	Unit Cost	Total
District	Network T	Wireless Antennas	1	\$50,000	\$50,000
		Blades for Switches	1	\$20,000	\$20,000
Students	Grade 4-5	Chromebooks	900	\$270	\$243,000
	Hildreth S	Chromebooks	40	\$270	\$10,800
	Whitcomb	Desktops	30	\$700	\$21,000
	Jaworek L	Desktops	25	\$700	\$17,500
	Kane Libra	Desktops	12	\$700	\$8,400
	Richer Lib	Desktops	12	\$700	\$8,400
	Whitcomb	Desktops	90	\$700	\$63,000
Staff	HS Grade	Laptops	25	\$850	\$21,250
	Hildreth S	Netbooks	20	\$500	\$10,000
	Whitcomb	Netbooks	90	\$500	\$45,000
	Jaworek T	Netbooks	60	\$500	\$30,000
	Whitcomb	Desktops	10	\$700	\$7,000
Parent Information Center	Workstations		5	\$1,000	\$5,000
Replacement Equipment	Computers		1	\$50,000	\$50,000
<b>Total</b>					<b>\$610,350</b>

**Patricia Bernard**

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**From:** Patricia Bernard  
**Sent:** Wednesday, July 02, 2014 4:36 PM  
**To:** Patricia Bernard  
**Subject:** FW: capital request

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**From:** John Ghiloni  
**Sent:** Friday, June 27, 2014 2:22 PM  
**To:** Patricia Bernard  
**Subject:** RE: capital request

Trish,

Riding mower for Parks Dept	\$ 15,500
Plate compactor	\$ 5,285
Tool boxes for water Dept trucks	\$ 7,200

Thanks,  
John





City of Marlborough

Office of the Mayor

140 Main Street  
Marlborough, Massachusetts 01752  
Tel. (508) 460-3770 Facsimile (508) 460-3698 TDD (508) 460-3610  
[www.marlborough-ma.gov](http://www.marlborough-ma.gov)

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

7  
Arthur G. Vigeant  
MAYOR

Michael C. Berry  
EXECUTIVE AIDE

Patricia Bernard  
EXECUTIVE SECRETARY

July 2, 2014

City Council President Patricia Pope  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

*fin*

**Re: Building Department Transfer Request**

Honorable President Pope and Councilors:

Enclosed for your approval is a transfer request in the amount of \$33,580.00 from the Building Department.

These funds are necessary to fulfill our obligation to Avalon Bay for an expedited inspection and building code review process, an accommodation they are being afforded through a voluntary mitigation payment of \$75,000 they made to the city.

After several meetings between our Building Department and Avalon's on-site management team regarding their construction schedule, we expect near daily inspections from now through the early part of 2015.

Our game plan is to utilize a combination of contract inspectors along with an increased utilization of our alternate Wiring and Plumbing Inspectors. Our alternate inspectors have strong track records and are trusted members of our inspectional team. I am confident that we will meet the high demand the Avalon Bay project will require in the coming months while ensuring our Building Department maintains the high level of responsiveness and customer service our residents and businesses deserve.

Please do not hesitate to contact my office with any questions or concerns.

Sincerely,

Arthur G. Vigeant  
Mayor

CITY OF MARLBOROUGH  
BUDGET TRANSFERS --

DEPT: Building Department

FISCAL YEAR: 2015

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$75,000.00</u>	<u>\$33,580.00</u>	<u>12410004</u>	<u>53140</u>	<u>Contract Services</u>	\$10,400.00	<u>12410001</u>	<u>50970</u>	<u>Assistant Wiring Insp.</u>	<u>\$3,750.00</u>
	Reason:	<u>Funds available through Avalon Bay mitigation payment</u>				<u>Necessary to complete add'l inspections for Avalon Bay</u>			
					\$16,000.00	<u>12410001</u>	<u>50250</u>	<u>Deputy Inspector</u>	<u>\$10,000.00</u>
						<u>Necessary to complete add'l inspections for Avalon Bay</u>			
					\$6,250.00	<u>12410001</u>	<u>50960</u>	<u>Assistant Plumb Insp</u>	<u>\$5,000.00</u>
						<u>Necessary to complete add'l inspections for Avalon Bay</u>			
					\$930.00	<u>12410006</u>	<u>57100</u>	<u>Instate Travel</u>	<u>\$4,420.00</u>
						<u>Necessary to reimburse inspectors for use of personal vehicle</u>			
	<b>\$33,580.00</b>	<b>Total</b>			<b>\$33,580.00</b>	<b>Total</b>			

Department Head signature:



Auditor signature:



Comptroller signature:

