

**Lisa Tomyl**

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**From:** Steve Ledoux  
**Sent:** Friday, July 18, 2014 10:30 AM  
**To:** Frank Ramsbottom  
**Cc:** Lisa Tomyl  
**Subject:** RE: Refund request

So I guess we should agenda this on an upcoming BoS meeting, maybe under "Consent"

Steven L Ledoux  
Town Manager  
472 Main Street  
Acton, MA 01720  
Telephone (978) 929-6611

When writing or corresponding, please be aware that the Secretary of State has determined that most email is a public record and, therefore, may not be kept confidential.

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**From:** Frank Ramsbottom  
**Sent:** Friday, July 18, 2014 10:09 AM  
**To:** Steve Ledoux  
**Subject:** RE: Refund request

Hi Steve

Vivint solar did apply for the permits the permits were issued and the work has not begun . If the work had started I would consider this an active permit and not recommend any refund.

In the past the policy has been for refund request to be handled by the BoS. There is no other mechanism to handle refunds.

The policy has also been to not refund the entire amount to account for the costs associated with the application review and other administrative expenses

For the building permits I believe we generally refund 50% and for the electrical permits we refund all but \$20 for each permit.

Which would mean a refund of \$1121 for the building permits and \$120 for the electrical permits.

Frank Ramsbottom  
Building Commissioner  
Town of Acton, MA  
472 Main Street, 01720  
Phone # 978-929-6633  
Fax # 978-263-9630

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**From:** Steve Ledoux  
**Sent:** Friday, July 18, 2014 8:27 AM  
**To:** Frank Ramsbottom  
**Subject:** FW: Refund request

What is the deal with this?

Steven L Ledoux  
Town Manager  
472 Main Street  
Acton, MA 01720  
Telephone (978) 929-6611

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**From:** Roland Brandt [<mailto:roland.brandt@vivintsolar.com>]  
**Sent:** Friday, July 18, 2014 8:26 AM  
**To:** Building Department; Board of Selectmen  
**Cc:** Roland Brandt; Richard Anderson; Ryan Higgins  
**Subject:** Refund request

To whom it may concern;  
Attached please find a letter requesting a refund for two building and two electrical permits that have been withdrawn. I have also sent a copy via mail.

Please contact me with any questions,  
Thank you,

**Roland M. Brandt**  
**Construction Supervisor**

**Vivint. Solar**

**Boston West**

**53 Brigham St. #6**  
**Marlborough, Ma. 01752**

**Cell: 978-319-5682**

**Office: 508-460-0585**

[roland.brandt@vivintsolar.com](mailto:roland.brandt@vivintsolar.com)

# **Vivint Solar**

**53 Brigham Street #6**

**Marlborough, Ma. 01752**

**(Phone) 508-460-0585**

**(Fax) 508-460-0970**

**To whom it may concern;**

**07/17/14**

**This letter is to inform the board of selectmen for the town of Acton of two building and electrical permits that are being withdrawn, these accounts have been canceled at the customer's request after the permits were obtained. Further we would like to ask for a refund of the fees paid for those permits.**

**Our records indicate two checks were written one for both of the electrical permits, check# 1321 on 06/11/14 in the amount of 160.00 and check # 1322 in the amount of \$2,241.00 for both of the building permits also written on 06/11/14**

**The addresses are:**

**Permit# 140490, 5 West Road.**

**Permit# 140521, 5 Partridge Pond Road.**

**I had sent a letter to Frank Ramsbottom previously asking him to cancel these permits and what the process was to obtain a refund of fees, hence this letter.**

**Please contact me with any questions at the number above or on my cell at 978-319-5682 or via email to: [roland.brandt@vivintsolar.com](mailto:roland.brandt@vivintsolar.com)**

**Thank you**

**Respectfully,**

**Roland M. Brandt**

**Construction Supervisor #085141**