

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
September 24, 2018 at 7:00 PM**

REVISED

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES: A. August 20, 2018

II. PUBLIC HEARING

III. APPOINTMENTS/By the Town Manager:

B. Olivia Mathieu, Outreach Worker [Senior Center]/**Present:** Kelly Bol, Senior Center Director

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

C. Northbridge High School DECA/Request to hold a boot drive at Memorial Square and Ovian Square on Saturday, April 6, 2019 from 9 AM to 1 PM [Rain date: Saturday, April 13, 2019]; subject to the safety requirements of the Northbridge Police Department

D. Northbridge Association of Churches/Request to hold their 44th annual Blackstone Valley Crop Walk on Saturday, October 20, 2018 at 8:30 AM

E. Pine Grove Cemetery Deed/Gloria Ahmadjian [Lot No. 189, Woodlawn Ave.]

F. Water Bill Dispute – 373 Lincoln Circle/**Present:** Property Owner David Medeiros, Treasurer/Collector Julie Harris, & Whitinsville Water Company General Manager Randy Swigor

G. DPW: Materials for Installation of Guard Rails and Fencing along Town Ponds/**Present:** James Shuris, Department of Public Works Director & Jamie Luchini, Highway Superintendent

H. State Election [Tuesday, November 6, 2018]/Vote to sign Warrant

I. Fall Annual Town Meeting Warrant: Vote to remove **A.** (Prior Year Bills), **B.** (Sewer Enterprise Fund Appropriations), and **C.** (Transfer to Stabilization)

J. Town Manager's Goals

VI. DISCUSSIONS

VII. TOWN MANAGER'S REPORT

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

Town Clerk: 2 Hard copies	<input type="checkbox"/>
Web: Post time-stamped copy	<input type="checkbox"/>

THIS AGENDA IS SUBJECT TO CHANGE

BOARD OF SELECTMEN S MEETING
August 20, 2018

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 6:16 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present** Board members Ampagoomian, Athanas, Cannon, Melia and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Chairman Melia announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the negotiating position of the body.

A motion/Mr. seconded/Mr. to go into Executive Session under **Under M.G.L c.30A, Sec. 21 2** - To conduct contract negotiations with Non-Union personnel (Town Manager) -and reconvene in open session. Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, and Mr. Nolan/Yes.

Open Session Adjourned 6 16 PM

Executive Session Continued 6 17 PM

Executive Session Adjourned 6 53 PM

Open Session Reconvened 7 00 PM

APPROVAL OF MINUTES **A. 1) June 11, 2018.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the June 11, 2018 minutes as presented, with the readings omitted. Vote yes/Unanimous. **2) June 25, 2018.** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the June 25, 2018 minutes as presented with the readings omitted. Vote yes/Board members Athanas, Ampagoomian, Cannon, and Melia. Abstain: Mr. Nolan. **3) July 16, 2018.** A motion/Mr. Athanas, seconded/Mr. Nolan to approve the July 16, 2018 minutes as presented with the readings omitted. Vote yes/Board members Athanas, Cannon, Melia and Nolan. Abstain: Mr. Ampagoomian. **4) August 9, 2018 Special Meeting.** A motion/Mr. Nolan, seconded/Ms. Cannon to approve the August 9, 2018 minutes as presented with the readings omitted. Vote yes/Board members Cannon, Melia and Nolan. Abstain: Mr. Ampagoomian and Mr. Athanas.

PUBLIC HEARING NONE

APPOINTMENTS By the Board of Selectmen Vote to appoint B. 1) Susan Brouwer, Northbridge Housing Authority. Ms. Brouwer expressed her interest in being appointed to the Housing Authority. Ms. Brouwer has previously worked in the Town of Northbridge specifically on the Housing and Community Development grants and feels as though that experience would be greatly used towards the Housing Authority. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to appoint Susan Brouwer to the Northbridge Housing Authority. Vote yes/Unanimous. **2) Central Mass. Regional Planning Commission a) Second Delegate b) Alternate.** A motion/Mr. Ampagoomian, seconded/Ms. Cannon to appoint Mr. Nolan as a seconded delegate, and Mr. Athanas as the Alternate for the Central Mass. Regional Planning Commission. Vote yes/Unanimous.

By the Town Manager Vote to affirm Caryn Gagner, Senior Library Assistant. Ms. Sasseville, Library Director introduced Ms. Gagner to the Board and explained she has been working for the Library for the past two years. Ms. Sasseville explained that when the Library Assistant position came available, Ms. Gagner took interest and applied. Selectman Athanas asked what the job duties are. Ms. Sasseville explained that her previous position of Library Assistant, which was working the circulation desk to check

books in and out, help patrons search the catalogue. The Senior Library Assistant job has more responsibility, which included supervising the Library Assistant, patrolling the Library, helping patrons at the computers. A motion/Mr. Athanas, seconded/Mr. Nolan to appoint Caryn Gagner to the position of Senior Library Assistant. Vote yes/Unanimous.

RESIGNATION Brian Murphy, Economic Development Committee. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to accept Mr. Murphy's resignation. Vote yes/Unanimous.

CITIZENS COMMENTS INPUT Local Business Spotlight Relay Power Present Neil Potter. Mr. Potter explained that there would be about ten megawatts of community solar developments that will be going in over four different sites in Northbridge. The permitting process is complete, and the construction will begin within the next month or two. Mr. Potter highlighted the environmental aspect which is the renewable solar energy, which he explained the ten megawatts is equivalent to taking sixteen thousand cars off the road. Mr. Potter explained the effects will not only be environmental, but customers will save money as well. Currently, about 100 people have already signed up. Mr. Potter explained that the savings would depend on what each individual's usage is, and the rate floats below what the National Grid bill is, and savings are guaranteed for the life of the agreement. For example, if the National Grid rate is nine cents per kilowatt hour the community solar rate floats at 8 cents. Mr. Potter stated that the requirements are to be a National Grid customer, and a credit score of 680. Mr. Potter explained that the community solar will work alongside the aggregation program. Selectman Athanas asked what the process is for someone moving out of town. Mr. Potter replied that as long as the customer lives within National Grid's service area they can take the savings with them to their new location. If the customer moves to an Eversource community or out of State they require a six-month notice, so Relay Power can find a resident to take that place. Mr. Potter also mentioned that there is a cancellation fee of \$250 if a customer decides they no longer wish to receive the Solar credits. Mr. Potter stated that small businesses are able to participate in Community Solar to reduce overhead costs. Ms. Cannon asked about the availability of renters being able to participate, and the six-month notification. Mr. Potter explained that it would depend on the individual, and the consultation would determine if each individual is a good fit. Selectman Melia asked how many residents and businesses are allowed to enter into an agreement with Relay Power. Mr. Potter explained that with the four-solar farm's in Northbridge it's about fifteen hundred residents. Anyone interested in learning more can visit <https://info.relaypower.com/northbridge>.

Whitinsville Christian School 1) Request to hold a road race on Saturday, September 22, 2018 at 8 30 AM, subject to the safety requirements of the Northbridge Police Department. Present Sonia Zeyl. Ms. Zeyl explained that they are excited that they have many different constituents coming from Connecticut, Rhode Island and Massachusetts. Ms. Zeyl explained that they are hoping to make this a yearly event and explained they held this race back in 2014 but have had some troubles keeping the leadership to keep it going. Ms. Zeyl stated that she has been communicating with Lt. Labrie on the route and have agreed upon one Police detail at the corner of Linwood Avenue and Cross Street, and if the registrants exceed a certain number she has been asked to call ahead to inform Lt. Labrie, so they can schedule an additional detail. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the road race on Saturday, September 22, 2018 at 8:30 AM, subject to the safety requirements of the Police Department. Vote yes/Unanimous. **2) Request to hang a banner across Church Street from Sunday, October 7, 2018 to Sunday, October 21, 2018 to advertise their Dutch Apple Pie sale.** Selectman Athanas asked how many pies are sold. Ms. Zeyl stated that last year they sold seven thousand, which were made in one day. Ms. Zeyl hopes that they sell eight to nine thousand this year. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the request to hang a banner across Church Street from Sunday, October 7, 2018 to Sunday, October 21, 2018 to advertise their Dutch Apple Pie Sale. Vote yes/Unanimous.

St. Patrick's Church, 7 East Street, Whitinsville/1) Request to hang a banner across Church Street from September 9, 2018 to September 23, 2018 to advertise the Annual Fall Family Fun Fest to be

held Sunday, September 23, 2018. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the request to hang a banner across Church Street from September 9, 2018 to September 23, 2018 to advertise the Annual Fall Family Fun Festival to be held on Sunday, September 23, 2018. Vote yes/Unanimous. 2) **Request to close East Street from Cross Street to the entrance of the Pleasant Street Christian Reformed Church parking lot on Sunday, September 23, 2018 from 7 AM to 5 PM.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the request to close East Street from Cross Street to the entrance of the Pleasant Street Christian Reformed Church parking lot on Sunday, September 23, 2018 from 7 AM to 5 PM. Vote yes/Unanimous.

Alternatives Unlimited, Inc., 50 Douglas Road, Whitinsville Request for a One-day Wine and Malt License for their Annual Valley Bag Toss event to be held on Saturday, September 22, 2018 from 12 PM to 5 PM on the Whitin Mill Community Plaza Rain date 9 23 18 . A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the request for a One-day Wine and Malt license for the Annual Valley Bag Toss to be held on Saturday, September 23, 2018 from 12 PM to 5 PM on the Whitin Community Plaza. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the One-day Wine and Malt license for their Annual Valley Bag Toss event to be held on Saturday, September 22, 2018 from 12 PM to 5 PM on the Whitin Mill Community Plaza. Vote yes/Unanimous.

Charles Thompson Request permission to hold the road race portion of the Greenway Challenge event in Whitinsville on Saturday, September 29, 2018, subject to the safety requirements of the Northbridge Police Department Rain Date October 6, 2018 . Mr. Thompson stated that this is the eighteenth year for this road race and will begin at Lincoln Woods State Park in Rhode Island and will finish in Whitinsville. The participants will be running from River Bend Farm in Uxbridge, come up Route 122 North and bear left on Linwood Avenue, turn right onto Cross Street straight through the Church Street intersection, turn left onto Cottage Street, right onto Hill Street, then the finish will be at the Community Center Tennis Courts. Mr. Thompson explained that he had a preliminary meeting with Lt. Labrie and will be following up after this meeting. Currently he anticipated hiring three details; one at the Linwood Mill, the Church Street intersection and Hill Street. Chairman Melia asked how many runners there would be. Mr. Thompson replied that there are sixty teams, with one runner per team. Selectman Ampagoomian asked if signage would be posted along the route. Mr. Thompson replied yes. Selectman Ampagoomian requested that the signage be removed once the race was over. Mr. Thompson replied that he agrees and explained that a lot of the time he picks them up himself and he plans to reuse them. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the road race portion of the Greenway Challenge event in Whitinsville on Saturday, September 29, 2018, subject to the safety requirements of the Northbridge Police Department [Rain Date: October 6, 2018]. Vote yes/Unanimous.

George Marston Whitin Memorial Community Association, 60 Main Street, Whitinsville 1) Request for a One-day Entertainment License for the Greenway Challenge event to be held on Saturday, September 29, 2018, from 12 Noon to 5 PM in Whitin Park . Present Sarah Lawson, Director of Marketing and Events. Ms. Lawson explained that they are looking to get a one-day entertainment license for the Greenway Challenge event. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the request for a One-day Entertainment License for the Greenway Challenge event to be held on Saturday, September 29, 2018, from 12 Noon to 5 PM in Whitin Park. Vote yes/Unanimous.

Purgatory Beer Company, LLC, 670 Linwood Avenue, Bldg. C., Whitinsville Request for a One-day Malt Only License for the Greenway Challenge event to be held in Whitin Park on Saturday, September 29, 2018, from 12 Noon to 5 PM. Ms. Lawson explained that the one-day malt license is through Purgatory Beer Company and the beer garden will be sectioned off with orange fencing and the Whitin Park, checking IDs and distributing wristbands. Ms. Lawson explained they all the servers are Tips Certified. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the request for a One-day Malt

Only License for the Greenway Challenge event to be held in Whitin Park on Saturday, September 29, 2018, from 12 Noon to 5 PM. Vote yes/Unanimous.

George Marston Whitin Memorial Community Association, 60 Main Street, Whitinsville 1) Request for a One-day Wines and Malt License for their Fall Food Festival to be held on Saturday, October 13, 2018 from 11 AM - 3 PM in Whitin Park. Ms. Lawson explained that this will be the same set-up. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve a One-day Wines and Malt License for their Fall Food Festival to be held on Saturday, October 13, 2018 from 11 AM - 3 PM in Whitin Park. Vote yes/Unanimous. **2) Application for a One-day Entertainment License for the Fall Food Festival. Present Sarah Lawson, Director of Marketing and Events.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve a One-day Entertainment License for the Fall Food Festival. Vote yes/Unanimous.

Fresh Brewed Inc. dba Dunkin Donuts, 4 North Main Street, Whitinsville Application for a Common Victualler's License contingent upon compliance with all requirements of the Town. Present: Barbara Denesowicz. Ms. Denesowicz stated that her new store is located inside the gas station on 4 North Main Street, and explained she has an inspection scheduled with Terry from the Board of Health. The anticipated opening date is August 30th. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the Common Victualler's License for Fresh Brewed Inc. dba Dunkin Donuts, 4 North Main Street, Whitinsville; contingent upon compliance with all requirements of the Town. Vote yes/Unanimous.

Whitinsville Gas and Market, LLC, 4 North Main Street, Whitinsville Application for a Common Victualler's License contingent upon compliance with all requirements of the Town. Tarek Yatim was present and explained he is present for the request of the Common Victualler license for Whitinsville Gas and Market, LLC, located at 4 North Main Street. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the Common Victualler license for Whitinsville Gas and Market, LLC, 4 North Main Street, Whitinsville. Vote yes/Unanimous.

Riverdale Cemetery Deeds 1) Leonard and Kathy Bangma Maple Ave. North, Lot 4. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the sale of lot # 4, Maple Ave. North to Leonard and Kathy Bangma. Vote yes/Unanimous. **2) Michael and April Jacobs Maple Ave. North, Lot 11.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the sale of lot # 11 Maple Ave. North to Michael and April Jacobs. Vote yes/Unanimous.

State Primary Election September 4, 2018 Vote to sign warrant. A motion/Mr. Athanas seconded/Mr. Nolan to vote to sign the warrant for the State Primary Election. Vote yes/Unanimous.

Northbridge 2018 Water Rates Schedule Adjustments. Mr. Shuris was present to discuss the proposed adjustments. Department of Public Utilities approved the increase rates and fees for the Whitinsville Water Company. Mr. Shuris is looking to mirror what was done for the Whitinsville Water Company. The current cost per one hundred cubic feet is \$4.24. Mr. Shuris explained that he is looking to increase approximately fourteen percent to \$4.83 per one hundred cubic feet. Mr. Shuris stated that the billing is also changing from quarterly billing to monthly billing. Selectman Ampagoomian asked if Mr. Shuris is expecting the rates to increase on a yearly basis. Mr. Shuris replied he does not currently anticipate a yearly increase. Mr. Shuris explained that this increase should cover several years. Mr. Shuris explained that with the upcoming subdivisions there will be an increase in connection in the for coming years. Selectwoman Cannon asked if the rate increase is going to be retroactive. Mr. Shuris explained that he thought that the approval from Department of Public Utilities approved Whitinsville Water Company's rate increase, he assumed that was a blanket approval for the Town Side, but it was not approved by the Board. The rates went into effect July 1, 2018. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the water rates and scheduled

adjustments to mirror that of the Whitinsville Water Company as approved by the Department of Public Utilities. Vote yes/Unanimous.

Fall Annual Town Meeting October 23, 2018 Vote to place articles on warrant. Town Manager Gaudette stated that there are a total of seven articles that are recommended Selectmen articles to be voted to be put on the warrant. **Article 1 Payment of Prior year bills.** Town Manager Gaudette explained that this is a standard operating procedure, and currently we do not have any, but something could arise. **Article 2 FY 18 Budget Adjustments.** Town Manager Gaudette stated that there are several items including additional Chapter 70, disability commission to create a budget line item, which could be moved to the Spring Town Meeting, and additional expenses for the Board of Health for testing at the Quaker landfill. **Article 3 Sewer Enterprise Budget.** Town Manager Gaudette stated that he is working with the Town Accountant for adjustments to be sure that we comply with requirements of Department of Revenue. **Article 4 Stabili ation Fund.** Town Manager Gaudette stated that this is another typical article, currently there is nothing. **Article 5 Exemption Increase.** Town Manager Gaudette stated that this is a change to the Senior Tax abatement, to increase the amount from \$500 to person's 65 or older to \$1,000 to persons 65 or older occupying property as their domicile. **Article 6 New W. Edward Balmer Elementary School.** Town Manager Gaudette stated that this is a School Building Committee Article, and no vote is needed. **Article 7 Community Preser ation Act.** Town Manager Gaudette explained that now the Community Preservation Act (CPA) has been adopted, the next step is to create a bylaw that would create a committee. Funds would accrue through Massachusetts Department of Revenue, and the Committee would be represented by the Planning Board, Conservation Commission, Historical Commission and others, which would then study the towns preservation needs, put together a plan, and as funds accrue can make recommendations at Town Meeting for appropriations for uses within the plan. **Article 8 Recreational Marijuana Sales Tax.** Town Manager Gaudette explained that this article is for the vendor rate of up to 3% sales tax on recreational marijuana. **Article 9 Recreational Marijuana oning.** Town Manager Gaudette stated that this is a Planning Board article, which they need to go forward with to meet the November Moratorium expiration, if the Town wishes to set designated areas. **Article 10 Petition Article-Re oning.** **Article 11 Petition Article-Re oning off Church Street.** **Article 12 Petition Article-Solar PILOT for Nexamp.** **Article 13 Petition Article-Special Tax Assessment Paw Steps .** A motion/Mr. Nolan, seconded/Mr. Athanas to vote to place the Selectmen's Articles on the Fall Annual Town Meeting on October 23, 2018. Vote yes/Unanimous.

Town Manager Performance E aluation. Chairman Melia thanked the Board for submitted their evaluations and stated that since Ms. Cannon just became a member, she has chosen not to take part in the evaluations. Chairman Melia stated that Town Manager Gaudette received an overall average score of 4.5 out of the eight categories. Selectman Melia stated that Mr. Gaudette's communication to the Board has been super, and very informative. Chairman Melia stated that after his review the Board has voted a 2% increase for a COLA increase and a 3% increase for a merit increase for a total of 5%. Town Manager Gaudette thanked the Board for their feedback and stated he values the evaluation process and allows for individual feedback. Town Manager Gaudette stated that he enjoys working here and stated that the staff Board have been great to work with. Mr. Gaudette stated that it has been a successful year, but there is also a lot of work ahead of us, and he looks forward to the next goal preparation process this fall. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the Town Managers Salary to a 5% total increase. Vote yes/Unanimous.

FY '17 Town Audit/Present: Scott McIntire, CPA (Melanson Heath). Town Accountant Vaidya introduced Mr. Scott McIntire, Principal Audit Manager, and Ms. Erica Lussier, Audit Supervisor, who will be the FY 18 Audit Supervisor. Mr. Vaidya explained that our former audit company Borgatti and Harrison had informed Mr. Vaidya that they are phasing out of municipalities. They in turn recommended Melanson Heath. Mr. McIntire stated that the audit for fiscal year 2017 went very well, with key accounts reconciled in a timely manner, and no significant audit entries to the Town's general ledger were needed. Mr. McIntire

stated that there were no disagreements between the firm and the Town on how to apply generally accepted accounting principles. Mr. McIntire stated that within the estimates, only two came back as significant estimates, which is the net pension liability, and the Other Post-Employment Benefits. Mr. McIntire explained that there are a lot of standards that go into the estimates. Mr. McIntire stated that the financial statements are in accordance with generally accepted accounting principles for local governments. Mr. McIntire explained that the recommendations are to secure outstanding receivables, and after being discussed there is a plan in place to have this completed by October 2018. The second recommendation is to develop a more formal risk assessment process, this translates to getting a process in writing and have the Board adopt it. The third recommendation is to adopt formal policies and procedures, which follows the previous recommendation. The final recommendation is to establish formal policies and procedures over Federal Awards. This would update policies and procedures to be compliant with Federal guidelines. In closing, Mr. McIntire stated the final recommendation is to modify current procurement policy to ensure compliance with Uniform Guidance. Selectmen Athanas asked what other Towns were doing with the retirement deficits. Mr. McIntire stated they see a lot of variations, and the Town is on a funding schedule and should be fully funded by 2036. Chairman Melia asked what the recommend avoiding theft of town funds by employees and when an audit should take place when an employee leaves. Mr. McIntire stated that there are statues in place for requirements of certain account balances. Mr. McIntire stated that is where the risk assessment comes into place and relying on internal controls to minimize or eliminate a risk.

TOWN MANAGER S REPORT 1) **Meetings Attended:** Monday, July 16, 2018 – Met with the Owners Project Manager (OPM) for the Fire Station project to discuss site selection with Chief White. Monday, July 16, 2018 – Attended the Board of Selectmen’s Meeting. Tuesday, July 17, 2018 – Attended the School Building Committee Meeting. Friday, July 27, 2018 – Read to Children and Parents as part of the “Read Around the Town” Program coordinated by the Whitinsville Social Library Staff. Monday, July 30, 2018 – Met with the OPM for the Fire Station project to discuss site selection with Chief White and Building Planning Construction Commission Member Kevin Curtin. Monday, July 30, 2018 – Met with Chief Warchol and Chief White to discuss Opioid Litigation documentation for counsel. Tuesday, July 31, 2018 – Met with J. Shuris, J. Luchini, N. Vaidya re: Pine Grove Cemetery Trust funding. Wednesday, August 1, 2018 – Attended a regional Town Managers luncheon. Thursday, August 2, 2018 – Met with G. Bechtholdt to discuss Fall Annual Town Meeting warrant articles. Friday, August 3, 2018 – Met with G. Bechtholdt and representatives from Paw Steps re: potential STA (Special Tax Assessment). Monday, August 13, 2018 – Attended the School Building Committee Meeting. Tuesday, August 14, 2018 – Attended the Council on Aging Meeting and issued a Certificate on behalf of the Town to Adele Gentry who is retiring after 18 years of service as an Outreach Worker at the Sr. Center. Wednesday, August 15, 2018 – Met with Chairman Melia to discuss Performance Evaluation and the Agenda for the next Selectmen’s meeting. Wednesday, August 15, 2018 – Conference Call with Department of Public Works and Tanko Lighting re: LED Streetlight Conversion Project. Friday, August 17, 2018 – Held a Department Managers Meeting. 2) **Balmer School Building Project** The Massachusetts School Building Authority (MSBA) has voted to approve the Schematic Design and Project Budget, along with the total facilities grant of \$46,043,257. The Selectmen have voted to place the debt exclusion for the project on the State Ballot for November 6, 2018. The warrant article has been reviewed and approved by Town Counsel, MSBA and Bond Counsel. The School Building Committee voted this past Monday, August 13, 2018 to sponsor the article on the Fall Annual Town Meeting Warrant. 3) **DPW Garage Project** A temporary certificate of occupancy (TCO) remains in-place. The OPM is working with the General Contractor/Engineer-On-Record to finalize the OEM manuals and project close-out documents. The final certificate of occupancy will be issued after the remaining/open items are completed. These include the installation of the permanent heat detector/exhaust fan connection and the existing/new building fire alarm/communication interconnections, Professional Engineering-On-Record affidavits and "as-builts". The fueling station remains an open item and the OPM is working on a revised delivery/installation schedule. 4) **Fire Station Project (Feasibility Study)** The Town Manager and the Fire Chief have begun working with the OPM team from Cardinal on the Site Selection for inclusion in the Request For Quotation for Designer (Architect)

Services. The Fire Chief had produced a list of properties from the Assessor (Town-owned), from the previous study, available parcels, and local knowledge, and is working with the OPM to site a building on the properties in order to eliminate parcels from consideration. The site selection team has met with the OPM several times to discuss site selection and are preparing for site recommendations for the BPCC. Another site review meeting is scheduled for August 20, 2018. **5) Fall Annual Town Meeting** The Manager's office has initiated the process for the FATM. Internal calendars and the Finance Committee schedule has been established and staff is aware that the deadline for articles is for the August 20th Board of Selectmen Meeting when the Board will vote to set the Warrant, which must be done prior to Friday, August 24th at noon. Anticipated articles are School Project Borrowing, Community Preservation Act Bylaw, Recreational Marijuana Zoning and 3% Local Option Tax, Solar PILOTS, and increase in Board of Health Additional Expenses.

SELECTMEN S CONCERNS Selectmen Ampagoomian **1)** sends condolences on behalf of the Board of Selectmen to the Knott family who recent lost James Knott Senior. **2)** asked why the hydrant in front of the middle school is covered. Mr. Shuris, Department of Public Works Director stated that the hydrant is on Whitinsville Water jurisdiction, and when a hydrant has a bag over as that one does it is awaiting repair. **3)** asked for an update on the progress of the road paving projects. Mr. Luchini, Highway Superintendent, stated that they are on schedule, Hill Street, Benson Road, Bachelor Road, and Highland Street will have a final coat tomorrow. Pollard road will be done next beginning September 1, 2018 and then Sprague Street will be taken care of after that.

ITEMS FOR FUTURE AGENDA None
CORRESPONDENCE None

EXECUTIVE SESSION 6 15 PM T. 1) Under M.G.L c.30A, Sec. 21 2 - To conduct contract negotiations with Non-Union personnel (Town Manager).

Chairman Melia announced that the next scheduled meeting is set for September 10, 2018.

A motion/Mr. Ampagoomian, seconded/Mr. Nolan to adjourn the public meeting. Vote yes/Unanimous

Meeting Adjourned 8 45 PM

Respectfully submitted,

Daniel Nolan, Cler

mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

August 20, 2018

EXECUTIVE SESSION 6 15 PM

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

A. 1) June 11, 2018

-Copy of June 11, 2018 meeting minutes

2) June 25, 2018

-Copy of June 25, 2018 meeting minutes

3) July 16, 2018

-Copy of July 16, 2018 meeting minutes

4) August 9, 2018 Special Meeting

-Copy of August 9, 2018 minutes

II. PUBLIC HEARING

III. APPOINTMENTS By the Board of Selectmen Vote to appoint B. 1) Susan Brouwer, Northbridge Housing Authority

-Copy of Talent Bank Form for Susan Brouwer

2) Central Mass. Regional Planning Commission a) Second Delegate b) Alternate

-Copy of letter requesting appointees for the Selectmen's Second Delegate and Alternate

C. By the Town Manager Vote to affirm Caryn Gagner, Senior Library Assistant

-Copy of Memo recommending Caryn Gagner be appointed to Senior Library Assistant

-Copy of Cover letter of Caryn Gagner

-Copy of application of Caryn Gagner

-Copy of resume of Caryn Gagner

D. RESIGNATION Brian Murphy, Economic Development Committee

-Copy of resignation email from Brian Murphy

IV. CITIZENS COMMENTS INPUT Local Business Spotlight Relay Power Present Neil Potter No documentation

V. DECISIONS

E. Whitinsville Christian School 1) Request to hold a road race on Saturday, September 22, 2018 at 8 30 AM, subject to the safety requirements of the Northbridge Police Department.

Present Sonia Seyl. 2) Request to hang a banner across Church Street from Sunday, October 7, 2018 to Sunday, October 21, 2018 to advertise their Dutch Apple Pie sale.

-Copy of course race map

- Copy of Certificate of Insurance
- Copy of email notice from the Public Works Director regarding the Road Race
- Copy of email notice from the Chief of Police regarding the Road race
- Copy of banner request from Elizabeth Deters

F. St. Patrick's Church, 7 East Street, Whitinsville/1) Request to hang a banner across Church Street from September 9, 2018 to September 23, 2018 to advertise the Annual Fall Family Fun Fest to be held Sunday, September 23, 2018. 2) Request to close East Street from Cross Street to the entrance of the Pleasant Street Christian Reformed Church parking lot on Sunday, September 23, 2018 from 7 AM to 5 PM.

- Copy of banner request and road closure request from St. Patrick's Parish
- Copy of email notice from Public Works Director regarding the road closure
- Copy of email notice from Police Lieutenant regarding road closure

G. Alternatives Unlimited, Inc., 50 Douglas Road, Whitinsville Request for a One-day Wines and Malt License for their Annual Valley Bag Toss event to be held on Saturday, September 22, 2018 from 12 PM to 5 PM on the Whitin Mill Community Plaza Rain date 9/23/18.

- Copy of application for a one-day Wine and Malt license
- Copy of REAP form
- Copy of Hold Harmless Agreement
- Copy of Certificate of insurance
- Copy of Tips certifications
- Copy of License Routing Slips

H. Charles Thompson Request permission to hold the road race portion of the Greenway Challenge event in Whitinsville on Saturday, September 29, 2018, subject to the safety requirements of the Northbridge Police Department Rain Date October 6, 2018.

- Copy of letter requesting road race from the Greenway Challenge
- Copy of email from Lt. Labrie approving the Greenway Challenge
- Copy of email from Department of Public Works Director approving Greenway Challenge
- Copy of course route
- Copy of Greenway Challenge flyer

I. George Marston Whitin Memorial Community Association, 60 Main Street, Whitinsville 1) Request for a One-day Entertainment License for the Greenway Challenge event to be held on Saturday, September 29, 2018, from 12 Noon to 5 PM in Whitin Park. Present Sarah Lawson, Director of Marketing and Events.

- Copy of application for a one-day entertainment license
- Copy of REAP form
- Copy of Workers' Compensation Insurance Affidavit
- Copy of informational page about the Greenway Challenge
- Copy of license routing slip

J. Purgatory Beer Company, LLC, 670 Linwood Avenue, Bldg. C., Whitinsville Request for a One-day Malts Only License for the Greenway Challenge event to be held in Whitin Park on Saturday, September 29, 2018, from 12 Noon to 5 PM.

- Copy of application for a one-day malts application license
- Copy of REAP form
- Copy of Workers' Compensation Insurance Affidavit
- Copy of Hold Harmless Agreement

- Copy of Tips certifications
- Copy of license routing slips

. George Marston Whitin Memorial Community Association, 60 Main Street, Whitinsville 1) Request for a One-day Wine and Malt License for their Fall Food Festival to be held on Saturday, October 13, 2018 from 11 AM - 3 PM in Whitin Parish. 2) Application for a One-day Entertainment License for the Fall Food Festival. Present Sarah Lawson, Director of Marketing and Events.

- Copy of application for a special license for a one-day wine and malt
- Copy of REAP form
- Copy of Workers' Compensation Insurance Affidavit
- Copy of Hold Harmless Agreement
- Copy of license routing slip
- Copy of information regarding the Fall Food Festival
- Copy of application for a one-day entertainment license
- Copy of REAM form
- Copy of Workers' Compensation Insurance Affidavit
- Copy of Hold Harmless Agreement
- Copy of license routing slip

L. Fresh Brewed Inc. dba Dun in Donuts, 4 North Main Street, Whitinsville Application for a Common Victualler's License contingent upon compliance with all requirements of the Town. Present Barbara Denesowicz

- Copy of application for a Common Victualler's license
- Copy of Articles of Organization
- Copy of floor plan
- Copy of REAP form
- Copy of Certificate of Insurance
- Copy of Workers' Compensation Insurance Affidavit
- Copy of emergency contacts
- Copy of cost of equipment
- Copy of license routing slip

M. Whitinsville Gas and Market, LLC, 4 North Main Street, Whitinsville Application for a Common Victualler's License contingent upon compliance with all requirements of the Town.

- Copy of application for a Common Victualler's license
- Copy of Workers' Compensation Insurance Affidavit
- Copy of REAP form
- Copy of Certificate of Insurance
- Copy of Certificate of Organization
- Copy of License routing slip

N. Rindale Cemetery Deeds 1) Leonard and Cathy Bangma Maple Avenue North, Lot 4 2) Michael and April Jacobs Maple Avenue North, Lot 11

- Copy of cemetery deeds

O. State Primary Election September 4, 2018 Vote to sign warrant

- Copy of State Primary Election warrant

P. Northbridge 2018 Water Rates Schedule Adjustments

- Copy of Memorandum regarding the water rate increase
- Copy of schedule of rates for water services

. Fall Annual Town Meeting October 23, 2018 Vote to place articles on warrant

- Copy of draft Town Meeting Warrant
- Copy of memorandum regarding Community Preservation Act
- Copy of draft Community Preservation bylaw
- Copy of memorandum regarding recreational marijuana establishments

R. Town Manager Performance Evaluation

- Copy of cumulative score sheet

VI. DISCUSSIONS

S. FY '17 Town Audit/Present: Scott McIntire, CPA (Melanson Heath)

- Copy of Report on Scheduled Employer Allocation and Pension Amount per Employer
- Copy of Annual Financial Statements for the year ended June 30, 2017
- Copy of Management Letter
- Copy of Auditors' Report

VII. TOWN MANAGER'S REPORT

- Copy of Town Manager's Report

VIII. SELECTMEN'S CONCERNS No documentation

I. ITEMS FOR FUTURE AGENDA None

. CORRESPONDENCE None

I. EXECUTIVE SESSION 6 15 PM T. 1) Under M.G.L c.30A, Sec. 21 2 - To conduct contract negotiations with Non-Union personnel (Town Manager).

- Documentation removed as the minutes have not yet been released

APPLICATION FOR EMPLOYMENT

COMMONWEALTH OF MASSACHUSETTS

Town of Northbridge

ALL APPLICATIONS TO BE RETURNED TO THE TOWN MANAGER'S OFFICE

Applicants are considered for all positions without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap.

(PLEASE PRINT)

Date of Application: 8-17-18

Position(s) Applied For: Outreach Worker Senior Center

Referral Source: ☒ Advertisement ☐ Friend ☐ Relative ☐ Walk-In
☐ Employment Agency ☐ Other:

Name: Mathieu Olivia P.
Last First Middle

Address: 11 Rice Rd. Millbury MA 01587
Number Street City State Zip Code

Telephone: (508) 887-5165
Area Code

If employed and you are under 18, can you furnish a work permit? ☐ Yes ☐ No

Have you filed an application here before? ☐ Yes ☒ No If yes give date: _____

Have you ever been employed here before? ☐ Yes ☒ No If yes give date: _____

Are you employed now? ☒ Yes ☐ No May we contact your present employer? ☐ Yes ☒ No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Proof of citizenship or immigration status will be required upon employment. ☐ Yes ☐ No

On what date would you be available for work? 2 weeks notice

Are you available to work ☐ Full Time ☒ Part Time ☐ Shift Work ☐ Temporary

Are you on a lay-off and subject to recall? ☐ Yes ☒ No

Can you travel if job requires it? ☒ Yes ☐ No

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities. You may exclude organization names which indicate race, color, religion, gender orientation, national origin, age, marital, or veteran status.

1. Employer: Advocates Framingham Gateway Address: 88 Lincoln St. Framingham, MA 01702

City: Framingham State: MA Zip: 01702 Phone: 508-628-6300

Supervisor: Bob Davis / Isabel Perez Reason for Leaving: Still employed

Dates Employed: from: July 2017 to: present Work Performed: Create, update and monitor social media accounts, active participation in community outreach through meetings and seminars

2. Employer: Bellingham Council on Aging Address: 40 Blackstone St.
City: Bellingham State: MA Zip: 02019 Phone: 508-966-0398
Supervisor: Jasie Dutil Reason for Leaving: Still employed
Dates Employed: from: June 2017 to: present Work Performed: Manage the day-to-day operations of the Supportive Day Program. Plan, develop and implement programs to serve the community's elders, serve as a liaison between clients and community agencies.

3. Employer: Justice Resource Institute Address: 75 Church St.
City: Thompson State: CT Zip: 06077 Phone: 860-928-5900
Supervisor: Ryan Gayne Reason for Leaving: Opportunity for daytime hours, work w/ seniors
Dates Employed: from: February 2017 to: June 2017 Work Performed: Provided the highest level of trauma informed care for young adults with trauma, mental illness, and cognitive impairments.

4. Employer: Altra Senior Living Address: 25 Hopedale St.
City: Hopedale State: MA Zip: 01747 Phone: 508-876-2833
Supervisor: Alan Lappas Reason for Leaving: Changes in company
Dates Employed: from: Dec. 2015 to: Dec. 2016 Work Performed: Actively engaged in community public relations by submitting positive stories pertaining to the residents interactions within the local community. Supervised the Engage Life Staff. Met departmental needs and goals.

5. Employer: Salmon Health & Retirement Address: 5 Lyman St.
City: Westborough State: MA Zip: 01581 Phone: 508-836-4354
Supervisor: Connie Pillsbury Reason for Leaving: Opportunity to become a director
Dates Employed: from: Oct. 2011 to: Dec. 2015 Work Performed: Facilitated purposeful, meaningful programs to our traditional and memory impaired residents. Handled the daily recreational needs of the assisted living building. Managed motivated and supported a team of 8-10 recreation staff members.

Special Skills and Qualifications: Summarize special skills and qualifications acquired from employment or other experiences:

Six years of experience working with seniors in various settings from
nursing home to assisted living to senior center.

EDUCATION:

	High School	College/University	Graduate/Postgraduate
School Name:	Grafton Memorial Senior High School	Salem State University	
Years Completed: (Circle)	1 2 3 ④	1 2 3 ④	1 2 3 4 or more
Diploma/Degree	HS Diploma	Communications (BS)	
Describe Course of Study:		Peace & Intercultural Relations (BS)	
Describe specialized training, apprenticeship, skills, and/or extracurricular activities			
Honors Received:			

State any additional information you feel may be helpful to us in considering your application:

List professional, trade, business or civic activities and offices held: (you may exclude those which indicate race, color, religion, gender orientation, national origin, age, marital or veterans:

Give name, address, and telephone number of three (3) references (who are not related to you)

1. Connie Pillsbury 1 Dale Rd. Hopkinton, MA 774-278-8117 or 508-435-3441
2. Bob Davis 7 William Hight Mill's, MA 794-993-9082
3. Robyn Becker 34 Cook St. Newton, MA 508-561-0697

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also that I am required to abide by all rules and regulations of the Company.

Olivia P. Matheis 8-17-18
Signature of Applicant Date

The information provided in this application for employment is true and complete to the best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

I authorize investigation of all statements contained in this application and the release of any pertinent information regarding my education, past employment history and background. I authorize the Town of Northbridge to obtain any information from schools, employers or individuals relating to my activities. This information may include, but is not limited to: academics, achievement, performance, attendance, personal history and discipline. Further, I hereby authorize all references, persons, schools, my current employer (if applicable) and previous employers and organizations named in this application, unless otherwise stated, to provide the Town of Northbridge any relevant information that may be required to arrive at an employment decision. I understand that the information released is for the Town of Northbridge's use only.

I hereby voluntarily release, Discharge and exonerate the Town of Northbridge, its agents and representatives, and any person so furnishing information from any and all liabilities of every nature and kind arising out of the furnishing or inspection of such documents, records and other information or the investigations made by or on behalf of the Town of Northbridge.

I understand that all appointments are probationary and that I must demonstrate my ability for continued employment. I understand that, if appointed, my employment will be at-will, for an indefinite period, and can be terminated at any time by the Town, unless otherwise stated in a collective bargaining agreement which covers the position to which I am appointed. I also understand that I must be available from time to time to work outside normal business hours, as the needs of the department require.

If required for the position I am seeking. I agree to take a physical examination, which may include testing for drugs or a psychological examination, as required, and recognize that any offer of employment may be contingent upon the results of such an examination.

I understand that any employment offer by the Town is conditional upon my ability to establish employment under the Immigration Reform and Control Act of 1986 within three (3) days of the date of hire.

I represent that I have read and fully understand the foregoing and seek employment under these conditions.

Signature Olivia P. Matheis Date: 8-17-18

"Discrimination against any person in any practice or procedure in advertising, recruitment, referrals, testing, hiring, transfer, promotion or any other term, condition or privilege of employment which limits or adversely affects employment opportunities, because of political or religious opinions, or affiliations, or because of race, color, sex, gender/ orientation, national origin, marital status, pregnancy, parenthood, age or handicap which is unrelated to the person's occupational qualifications or any other non-merit factor which is not a bona fide occupational qualification is prohibited".

It is unlawful in Massachusetts to require a lie detector test as a condition of employment or continued employment. An employer who violates that law shall be subject to criminal penalties and civil liabilities.

APPLICANT DATA RECORD

Applicants are considered for all positions, and employees are treated during employment without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, medical condition or handicap.

As employers/government contractors, we comply with government regulations and affirmative action responsibilities.

Solely to help us comply with government record keeping, reporting and other legal requirements, please fill out the Applicant Data Record. We appreciate your cooperation.

This data is for periodic government reporting and will be kept in a Confidential File separate from the Application for Employment.

(Please Print)

Date: 8-17-18 Position Applied For: Outreach Worker Senior Center

Referral Source: ☒ Advertisement ☐ Friend ☐ Relative ☐ Walk-In
☐ Employment Agency ☐ Other: _____

Name: Mathieu Olivia P.
Last First Middle
 Address: 11 Rice Rd. Millbury 01527
Number Street City Zip
 Telephone: (508) 887-5165

FOR HUMAN RESOURCES DEPARTMENT USE ONLY

Position(s) applied for is open: ☐ Yes ☐ No

Arrange Interview: ☐ Yes ☐ No

Employed: ☐ Yes ☐ No

Position(s) considered for: _____

Remarks: _____

Date of employment: _____

Job Title: _____ Salary: _____ Department: _____

Signature: _____ Date: _____

Notes:

Olivia P. Mathieu
11 Rice Road Millbury, MA 01527
Cell: (508) 887-5165 Email: oswanson87@gmail.com

Objective

As a highly compassionate, motivated, enthusiastic professional I am avidly seeking a rewarding career where I can navigate challenges and become a strength in your community.

Work History

Administrative and Social Media Coordinator July 2017 - Present

Advocates - Framingham Coalition, Framingham MA

- Create, update, and monitor social media accounts
- Provide direct assistance to Executive Director by compiling meeting notes, answering phones, and by working with youth and families
- Active participation in community outreach through meetings and seminars

Supportive Day Program Coordinator June 2017 - Present

Town of Bellingham Council on Aging, Bellingham, MA

- Manage the day-to-day operations of the Supportive Day Program
- Plan, develop and implement programs to serve the community's elders
- Serve as liaison or advocate between clients and community agencies
- Promote an optimal level of independence, dignity and well-being for elders and individuals with disabilities

Residential Counselor Feb. 2017 - June 2017

Justice Resource Institute, Thompson, CT

- Providing the highest level of trauma informed care for young adults with trauma, mental illness, and cognitive impairments
- Implementing the ARC (Attachment, Self-Regulation, and Competency) Framework treatment model to facilitate growth and development amongst the youth and their care giving systems
- Serving as an integral member of the interdisciplinary team to deliver the key building blocks of the ARC system

Engage Life Director Dec. 2015 - Dec. 2016

Atria Senior Living, Hopedale, MA

- Supervised and managed the Engage Life staff by scheduling, assigning, directing, hiring, and reviewing while being consistent with company policy
- Actively engaged in community public relations by submitting positive stories pertaining to the residents interactions within the local community
- Met departmental needs and goals while remaining within the budget
- Created monthly schedules of volunteers, contractor entertainers, religious professionals, and organized group outings
- Managed content on social media via Facebook

Assistant Director of Recreation June 2015 - Dec. 2015

Salmon Health and Retirement, Westborough, MA

- Managed, motivated and supported a team of 8-10 recreation staff members
- Handled the daily recreational needs of the assisted living building
- Facilitated purposeful, meaningful programs to our traditional and memory impaired assisted living residents

Education

Salem State University, Salem, MA

Communications (BS) & Peace and Intercultural Relations (BS)

Activities

Habitat for Humanity 2010, Salem State Club Lacrosse 2008, Mission Trip to Alabama 2006 and Mississippi 2005, Operation Friendship 2005-2006, MEPA I & II

Olivia Mathieu
11 Rice Road Millbury, MA 01527
1-508-887-5165 oswanson87@gmail.com

August 17, 2018

Dear Ms. Kelly Bol,

I am extremely interested in the Outreach Worker position at the Senior Center. Having worked with seniors in the recreation field for the last six years, I fully understand the invaluable opportunities, and relationships that can only be discovered through firsthand experience. I am confident that my skills and energy could aid the Northbridge Senior Center as I am an ideal candidate for the position.

In 2010, I earned a Bachelor's of Science in Communications and Peace & Intercultural Relations from Salem State University. In fall of 2011, I started my recreation career in a nursing home, where I was able to work with an Interdisciplinary team and learn all aspects of the community. After a year and a half, I transitioned into their assisted living and continued to work with memory impaired residents facilitating purposeful meaningful programs into their daily lives. With more experience I advanced and became an assisted living Engage Life/Activity Director. Here I managed and supervised the recreation department, facilitated programs and trips, handled the company's Facebook page, organized health lectures, and planned community events to actively engage the residents. It was also my responsibility to coordinate a range of volunteers - anywhere from Girl Scouts, high school acapella and band, honor students, high school interns, special needs students, and therapy dog personnel. Currently, I oversee the Supportive Day Program at the Bellingham Senior Center. This position includes managing the schedule of numerous volunteers, supervising staff, creating engaging programs for the clients, and maintaining appropriate documentation of client files.

My desire, understanding and connection with people will only help me as the Outreach Worker. This position requires a personable candidate such as myself to excel. I am not afraid of a challenge -- in fact I would embrace new responsibility and welcome any certifications or trainings that would make me a more valuable member of your team. I am available for an interview at your earliest convenience and will gladly bring my portfolio. I look forward to hearing from you and showing you in person why I am the best candidate for this position.

Warm Regards,

Olivia Mathieu

Boot Drive Request Form

Boot Drive Date: April 6, 2019 Time: 9am to 1pm

Rain date: April 13, 2019

Location (Select one): ☐ Memorial Square ☐ Ovian Square ☒ Both

Organization: DECA - Northbridge High School

Description of the cause:

Contact information: Susan Palmer-Howes 508-561-8086
(Name) (Phone)

Next available agenda: Sept 24, 2018

Date approved: _____

Date and time available: Yes ☒

cc: Chief of Police

The Town of Northbridge will allow one boot drive per month at Memorial Square and/or Ovian Square from the first Saturday in April through the first Saturday in November for the purpose of raising funds for a registered charity under the following conditions:

1. All drives must be approved in advance by the Police Department.
2. All drives are limited to the hours of 9:00 AM and 3:00 PM.
3. Each location will be limited to a maximum of 5 participants.
4. All participants must be at least 18 years of age at the time of the drive.
5. All participants must wear a reflective vest approved by the Police Department.
6. All participants may approach the traffic from the sidewalk or island side and
 - a. Not impede the flow of traffic
 - b. Not activate the electronic crosswalk devices
 - c. Not harass or intimidate drivers.

**BOOT DRIVES WILL NOT BE ALLOWED BETWEEN
the first Saturday in November and the first Saturday in April**

The Northbridge Police Department shall have the authority to suspend any drive in the interest of public safety.

Note:

- a.) The Selectmen voted unanimously on December 4, 2006, to approve the above policy as recommended by Chief Warchol and amended by Selectman Davis.
- b.) The Selectmen further voted to amend this policy at their April 28, 2008 meeting.
- c.) Further amended by the Board, November 6, 2017, allowing boot drives from the first Saturday in April to the first Saturday in November.

USE OF TOWN OF NORTHBRIDGE

PUBLIC WAYS FOR BOOT DRIVE

EVENT: Boot Drive

RELEASE OF CLAIMS, INDEMNITY AND HOLD HARMLESS AGREEMENT

*****Please read this document thoroughly before completing and signing*****

I, Susan Palmer-Howes, in consideration of my use of the Town of Northbridge's Public Ways for a non-town sponsored event on 4/6/19, and for other good and valuable consideration hereby acknowledged, do hereby agree to forever RELEASE the Town of Northbridge, its employees, agents, officers, volunteers, or contractors (the "Town"), from any and all claims, actions, rights of action and causes of action, damages, costs, loss of services, expenses, compensation and attorneys' fees that may have arisen in the past, or may arise in the future, directly or indirectly, from known and unknown personal injuries which I or my guests, employees, agents, successors or assigns may have as the result of my use or the use of my guests, employees or agents of the Town of Northbridge's Public Ways for a non-town sponsored event on 4/6/19, and all activities related thereto.

I further promise, to INDEMNIFY, REIMBURSE, DEFEND, and HOLD HARMLESS the Town against any and all legal claims and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, including damages, costs and attorneys' fees, arising from personal injuries to myself or others or property damage resulting from my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on 4/6/19, and all activities related thereto.

I hereby further covenant for myself, my successors and assigns not to sue the said Town on account of any such claim, demand or liability.

I am fully aware that by signing this document I am releasing the Town from liability that may arise as a result of the acts or omissions of the Town. Additionally, it is my intent to release the above mentioned parties from liability and defend and indemnify said parties for liability relating to any accident and resulting injuries and/or death that may occur as a result of my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on 4/6/19, and all activities related thereto.

To the extent I am signing this document on behalf of an organization, corporation, association or similar entity, I represent that I am fully authorized by said entity to execute this document.

Witness my hand and seal this 19 day of September 2018

Name (Printed): Susan Palmer-Howes

Susan A Palmer-Howes
Signature

Witness

THIS FORM MAY NOT BE ALTERED

CROP WALK

Oct 20th 2018 - at 8:30 AM

Three mile walk from Trinity
Episcopal Church. on Linwood
Ave, Whitinsville to Uabridge

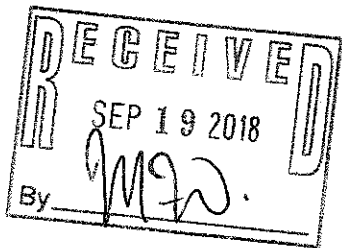
Town Commons

About 100 walkers will
raise money for Northbridge
Food Pantry and World Hunger.

Tanya Morin, Chairperson

Carolyn Lavallee.

tel# 508-341-6652



Melissa Wetherbee

From: Walter Warchol
Sent: Friday, September 21, 2018 12:46 PM
To: Melissa Wetherbee
Subject: RE: Blackstone Valley Crop Walk Request

No problems they stay on the sidewalks and do not create any safety hazards

Chief

Walter J. Warchol
Chief of Police
Northbridge Police Department
508-234-6211
Fax 508-234-9021

From: Melissa Wetherbee
Sent: Friday, September 21, 2018 9:42 AM
To: Walter Warchol <wwarchol@northbridgemass.org>
Subject: RE: Blackstone Valley Crop Walk Request

Chief,

Any issues with this request?

*Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588
Phone: 508-234-2095*

From: Melissa Wetherbee
Sent: Wednesday, September 19, 2018 10:56 AM
To: Walter Warchol <wwarchol@northbridgemass.org>; James Shuris <jshuris@northbridgemass.org>; Jamie Luchini <jluchini@northbridgemass.org>
Subject: Blackstone Valley Crop Walk Request

Good morning,

Please see attached request for the Blackstone Valley Crop Walk. This is scheduled for the Board to approve on Monday, September 24th. Please comment.

Thank you

*Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588*

Melissa Wetherbee

From: James Shuris
Sent: Wednesday, September 19, 2018 1:31 PM
To: Melissa Wetherbee
Subject: Re: Blackstone Valley Crop Walk Request

Melissa:

DPW has no comments on this event. You have our approval.

Jim Shuris

James Shuris, P.E., MBA
Director of Public Works & Town Engineer
Town of Northbridge
P.O. Box 88
11 Fletcher Street
Northbridge, MA 01588
Tel. No. (508) 234-0816
Fax. No. (508) 234-0807

From: Melissa Wetherbee
Sent: Wednesday, September 19, 2018 10:55 AM
To: Walter Warchol; James Shuris; Jamie Luchini
Subject: Blackstone Valley Crop Walk Request

Good morning,

Please see attached request for the Blackstone Valley Crop Walk. This is scheduled for the Board to approve on Monday, September 24th. Please comment.

Thank you

Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588
Phone: 508-234-2095

Know all Men by These Presents,

E

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of One Thousand Six Hundred Dollars, paid by **Gloria Ahmadjian, of 197 Royalston Road, Orange, MA**, the receipt of which is hereby acknowledged, does sell and convey to said Gloria Ahmadjian, that certain cemetery **Lot No. 189, single burial plot, situated on the way called Woodlawn Ave, in the Pine Grove Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

1st. That the said Lot shall not be used for any other purpose than as a place of burial for the dead, and proper Cemetery uses, such as the Town may approve; and no trees within the Lot or the Cemetery shall be cut down or destroyed without consent of the Town.

2nd. That if any trees or shrubs in said Lot shall become in any way detrimental to the adjacent lots or avenues, or dangerous or inconvenient, the Town shall have the right to enter into said Lot and remove said trees or shrubs, or such parts thereof as are dangerous, detrimental or inconvenient.

3rd. That if any monument or other structure whatever, or any inscription, be placed in the said Lot which shall be determined by the Town to be offensive, the Town shall have the right to enter upon said Lot and remove said offensive or improper object or objects.

4th. If a fence shall at any time be erected or placed in or around said Lot, the materials or design of which shall not be approved by the Town, it must be forthwith removed upon direction of the Town, and if not so removed the Town shall have the right to enter upon said Lot and remove said fence.

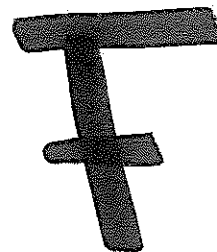
5th. The said lot shall be holden subject to all by-laws, rules and regulations made and to be made by the Town.

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 24th day of September, in the year of our Lord Two Thousand Eighteen.




Adam D. Gaudette
Town Manager

**TOWN OF NORTHBRIDGE
OFFICE OF THE TOWN MANAGER
NORTHBRIDGE TOWN HALL
7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588
Phone- (508) 234-2095 Fax- (508) 234-7640
www.northbridgemass.org**



MEMORANDUM

TO: Board of Selectmen
FROM: Adam Gaudette, Town Manager 
RE: 373 Lincoln Circle – Medeiros – Water Shut Off
DATE: Monday, September 24, 2018

Timeline for Water Bills Past Due and Subsequent Shut-off

5-31-2018 Bill Date: 2nd Quarter Water Bill (Account #36-2110) was sent in the amount of \$107.82.

6-30-2018 Payment Due Date (30 days) – noted on 2nd Quarter Bill.

7-11-2018 Late Due Notice Sent: 30 days past due - due upon receipt.

Notice regarding \$140 Termination Charge if water service is terminated.

Notice regarding Right to dispute Water Bill and Right due to Hardship.

8-14-2018 Final Notice Sent: Due upon Receipt – added interest of \$1.26, bill now \$109.08.

Advised of Shut off date of 8-28-2018 if bill not paid by the end of previous business day.

2nd Notice regarding \$140 Termination Charge if water service is terminated.

8-27-2018 Shut-off Notice applied to resident door. Shut-off to occur at on/about 1 pm on the following day of 8-28-2018.

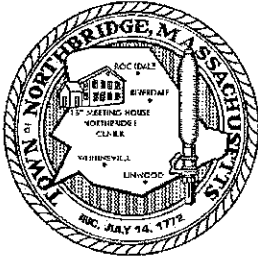
3rd Notice regarding \$140 Termination Charge if water service is terminated.

8-28-2018 Whitinsville Water Company (WWC) shuts off water at 3:04 pm.

- 8-28-2018 On-line payment of arrears (\$109.08) only – 8:45 p.m.
- 8-29-2018 Owner did not contact Town or make \$140 termination fee payment.
- 8-30-2018 WWC detected usage via meter. WWC suspects tampering. **WWC shuts off water 2nd time** at 1:41 p.m.
- 8-31-2018 D. Medeiros contacts Town Managers Office – Talks with Town Manager stating that the Town was wrong to shut off water after on-line payment was made.
- 8-31-2018 N. Escamilla (Collectors Office) returns call to D. Medeiros who states does not want water shut off again, indicated that water was on, advised will not pay \$140 termination charge.
- 8-31-2018 WWC detects usage again, suspects a second tampering despite 2nd shut-off. Contacts Town Manager.
- Town Manager advises WWC to leave water on for Labor Day Weekend and will contact owner following the weekend.
- 9-4-2018 Town Manager Contact Customers proposing a resolution of:
- 1) Pay only one \$140 termination fee by the end of the day on 9-5-2018 (offering to waive second \$140 termination fee) (also offered to waive two \$200 tampering fines)
 - 2) If wish to dispute, a hearing will be held on September 24th with the Board of Selectmen/Water Commissioners
 - 3) **NOTE: Property owner asked to go before on September 24.**
 - 4) NOTE: Property owner regularly late to pay, on water shut off list, bounced checks, for water and excise tax.

Town Manager Recommendations:

- A) Pay Full Amount of Termination Fees (2 X \$140) plus Tampering Fines (2 X \$200) = \$680
- B) Pay one \$140 Termination Fee as originally offered by Town Manager
- C) Based on evidence provided by Property Owner, waive all fees and fines



Town of Northbridge

TREASURER/COLLECTOR

Northbridge Town Hall
7 Main Street
Whitinsville, Massachusetts 01588-2210

Phone: (508) 234-5432 Fax: (508) 234-0815

September 19, 2018

DAVID MEDEIROS PAYMENT HISTORY

NSF HISTORY

8-27-2012	BOUNCED 2 PYMNTS WATER AND SEWER	WAS ON SHUT OFF
9-11-2012	BOUNCED 2 PYMNTS W&S THAT WAS PAYING BACK THE 8-27-2012 BOUNCE	
6-4-2014	BOUNCED 2 PYMNTS W&S	WAS ON SHUT OFF
8-29-2014	BOUNCED 2 PYMNTS W&S	WAS ON SHUT OFF
3-29-2016	BOUNCED EXCISE PAYMENT	STILL OWES THE NSF FEE OF \$25.00, Is currently with the Police for collection.

Since 7-19-2011 David Medeiros has paid 7 excise bills in his name, 5 of which were paid to the Deputy Collector Kelley & Ryan. One of which bounced with the town.

Since 8-2012 David Medeiros has bounced 9 payments, 8 of which avoided water shut off before being returned by the bank.

As of 9-5-2018 David Medeiros has an outstanding excise bill that was originally due on 5-14-2018
Is now with the Deputy Collector Kelley & Ryan for collection.
As of 9-5-2018 the bill amount is \$159.50.

Real estate taxes are escrowed and current.

TOTAL OUTSTANDING AND OWED TO TOWN:

NSF FEE: \$25.00 MUST BE PAID SEPERATELY AT TREASURER/COLLECTORS OFFICE BY CASH, BANK CK OR MONEY ORDER.

EXCISE: MUST CALL FOR UPDATED FIGURE. CAN BE PAID AT THE TREASURER COLLECTORS OFFICE BY MONEY ORDER ONLY B/C IT IS WITH THE DEPUTY COLLECTOR OR BY PAYING ONLINE AT WWW.KELLEYRYAN.COM/EPAY



Town of Northbridge
DPW Water Div.
7 Main St.
Whitinsville, MA 01588-2238

DAVID & LAURA MEDEIROS
373 LINCOLN CIR
NORTHBRIDGE MA 01534-2009

IMPORTANT INFORMATION

Make Checks Payable To:
NORTHBRIDGE DPW - Water Div.
Please write your Account Number
on front of check.

Office Hours:

Monday 8:30 AM - 7:00 PM
Tuesday 8:30 AM - 4:30 PM
Wednesday 8:30 AM - 4:30 PM
Thursday 8:30 AM - 4:30 PM
Friday 8:30 AM - 1:00 PM
Saturday Closed
CLOSED ON HOLIDAYS

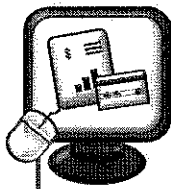
Contact Information:

Billing Questions - (508)234-7358
Payment Questions - (508)234-5432

Additional Information:

AFTER HOURS PAYMENT DROP BOX
LOCATED AT BACK OF TOWN HALL

Name	Service Address		Account Number		Bill Date			
DAVID & LAURA MEDEIROS	373 LINCOLN CIRCLE		36-2110		05/31/2018			
Service Description	Read Dates		Meter Readings		Usage	Days	Avg. Daily Use	Charge
	Previous	Present	Previous	Present				
WATER	02/26/2018	05/26/2018	45,522	46,604	1,082	89	12	\$45.87
SERVICE BASE CHARGE			0	0	0			\$61.95



NEW
Go Paperless!
View and Pay
Your Bill Online!

northbridgemawater.billtrust.com

Web Enrollment Token
DRZ DFW RDK

Consumption History

(Current Usage Displayed First)

Month	Days	Usage
May	89	1,082
February	92	1,560
November	93	1,110
August	84	987
May	95	1,183
February	92	1,241
November	94	1,134
August	99	1,607
May	89	1,200

Detail

Balance Forward:	\$0.00
Current Charges:	\$107.82
Total Due:	\$107.82

Summary

Messages

Please be aware your
first monthly bill will
be September 30, 2018.

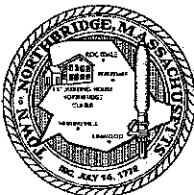
PAYMENT DUE UPON RECEIPT

RIGHT TO DISPUTE YOUR BILL AND TO AN IMPARTIAL HEARING - SEE REVERSE SIDE.
FINANCE CHARGE: INTEREST AT THE RATE OF 14% AFTER 60 DAYS FROM DATE OF BILL

Please return bottom portion with payment and write your account number on front of check.

WATER BILL

Account #	Bill Date
36-2110	05/31/2018
Amount Due	Due Date
\$107.82	06/30/2018
Service Address	
373 LINCOLN CIRCLE	



Town of Northbridge
DPW Water Div.
7 Main St.
Whitinsville, MA 01588-2238

Make checks payable to:



Town of Northbridge DPW - Water Div.
P.O. Box 823
Reading MA 01867-0406

DAVID & LAURA MEDEIROS
373 LINCOLN CIR
NORTHBRIDGE MA 01534-2009

07261000036211000000107820000001806307

TOWN OF NORTHBRIDGE
DPW WATER DIVISION
7 MAIN STREET
WHITINSVILLE, MA 01588-2238

TEL. 508-234-5432

ACCOUNT NUMBER 36-2110
ARREARS AMOUNT 107.82
PAYMENT DUE DATE Due Upon Receipt

Please remit to:

DAVID & LAURA MEDEIROS
373 LINCOLN CIRCLE
NORTHBRIDGE, MA 01534-2009

TOWN OF NORTHBRIDGE
DPW WATER DIVISION
7 MAIN STREET
WHITINSVILLE, MA 01588-2238

THIS IS YOUR PAST DUE NOTICE FOR WATER SERVICE

NOTICE DATE	ARREARS BALANCE	ACCOUNT NUMBER	PAYMENT DUE DATE
07/11/18	107.82	36-2110	Due Upon Receipt

Current Balance	0.00
Over 30 Days	107.82
Over 60 Days	0.00
Over 90 Days	0.00

Total Account Balance 107.82
Date last paid 05/17/2018

Service Address 373 LINCOLN CIRCLE

Your water service account is now more than 30 days past due.
To avoid water service termination, please pay the balance in full immediately.
If water service is terminated, there will be an additional minimum service restoration charge of at least \$140 (potentially higher in some cases) and service will only be restored during normal business hours.

Payments can be made by mailing the top portion of this notice to the remittance address above, in person at the Town Treasurer/Collector's Office at 7 Main Street, Whitinsville or online at:
NORTHBRIDGEMAWATER.BILLTRUST.COM

RIGHT TO DISPUTE YOUR WATER BILL

If for any reason you believe your water bill is in error you may write or call the Whitinsville Water Company and explain what you believe to be an error. If after a receipt of an answer from the Whitinsville Water Company, you still consider the bill inaccurate, you have the right to appeal to the Northbridge Board of Selectman.

RIGHT TO WATER SERVICE DURING FINANCIAL HARDSHIP

Your water service cannot be shut off or water restored if you certify to the Northbridge Treasurer/Collector that you are unable to pay your overdue bill because of FINANCIAL HARDSHIP AND:

- (1) If you or anyone presently and normally living in your home is SERIOUSLY ILL, provided you have a physician or Board of Health call the Northbridge Treasurer/Collector immediately and verify in writing that such illness exists – this certificate must be renewed monthly.

OR

- (2) A child under 12 months of age is living in your home and you provide to the Northbridge Treasurer/Collector a birth certificate or other valid verification.

IMPORTANT NOTICE TO RESIDENTS OF 65 YEARS OF AGE OR OLDER

If all residents in your house are 65 years of age or older, the Town cannot terminate your water service for failure to pay a past due bill without the approval of the Northbridge Board of Selectmen. If you cannot pay your bill in full you may be able to work out a payment plan with the Northbridge Treasurer/Collector. You have the right to a hearing with the Northbridge Board of Selectmen before termination. If you have any questions or want further information call the Whitinsville Water Company office at 508-234-7358.

TOWN OF NORTHBRIDGE
DPW WATER DIVISION
7 MAIN STREET
WHITINSVILLE, MA 01588-2238

TEL. 508-234-5432

ACCOUNT NUMBER **36-2110**
ARREARS AMOUNT **109.08**
PAYMENT DUE DATE Due Upon Receipt
SHUT-OFF DATE **08/28/18**

Please remit to:

DAVID & LAURA MEDEIROS
373 LINCOLN CIRCLE
NORTHBRIDGE, MA 01534-2009

TOWN OF NORTHBRIDGE
DPW WATER DIVISION
7 MAIN STREET
WHITINSVILLE, MA 01588-2238

THIS IS YOUR **FINAL** NOTICE FOR WATER SERVICE

NOTICE DATE	ARREARS BALANCE	ACCOUNT NUMBER	PAYMENT DUE DATE	SHUT-OFF DATE
08/14/18	109.08	36-2110	Due Upon Receipt	08/28/18

Current Balance	0.00
Over 30 Days	0.00
Over 60 Days	107.82
Over 90 Days	1.26

Total Account Balance	109.08
Date last paid	05/17/2018

Service Address **373 LINCOLN CIRCLE**

This is your FINAL NOTICE for your past due water account balance.

Your water service account is now more than 45 days past due. Your water service will be terminated on the date noted above in the "SHUT-OFF DATE" box if payment in full is not received by the end of the prior business day (4:30pm).

If water service is terminated, there will be an additional minimum service restoration charge of at least \$140 (potentially higher in some cases) and service will only be restored during normal business hours.

Payments can be made by mailing the top portion of this notice to the remittance address above, in person at the Town Treasurer/Collector's Office at 7 Main Street, Whitinsville or online at:

NORTHBRIDGEMAWATER.BILLTRUST.COM

RIGHT TO DISPUTE YOUR WATER BILL

If for any reason you believe your water bill is in error you may write or call the Whitinsville Water Company and explain what you believe to be an error. If after a receipt of an answer from the Whitinsville Water Company, you still consider the bill inaccurate, you have the right to appeal to the Northbridge Board of Selectman.

RIGHT TO WATER SERVICE DURING FINANCIAL HARDSHIP

Your water service cannot be shut off or water restored if you certify to the Northbridge Treasurer/Collector that you are unable to pay your overdue bill because of FINANCIAL HARDSHIP AND:

- (1) If you or anyone presently and normally living in your home is SERIOUSLY ILL, provided you have a physician or Board of Health call the Northbridge Treasurer/Collector immediately and verify in writing that such illness exists – this certificate must be renewed monthly.

OR

- (2) A child under 12 months of age is living in your home and you provide to the Northbridge Treasurer/Collector a birth certificate or other valid verification.

IMPORTANT NOTICE TO RESIDENTS OF 65 YEARS OF AGE OR OLDER

If all residents in your house are 65 years of age or older, the Town cannot terminate your water service for failure to pay a past due bill without the approval of the Northbridge Board of Selectmen. If you cannot pay your bill in full you may be able to work out a payment plan with the Northbridge Treasurer/Collector. You have the right to a hearing with the Northbridge Board of Selectmen before termination. If you have any questions or want further information call the Whitinsville Water Company office at 508-234-7358.

**TOWN OF NORTHBRIDGE
TREASURER/COLLECTOR**

7 Main Street
Whitinsville, MA 01588
(508) 234-5432 - (508) 234-3212
Fax (508) 234-0815

August 27, 2018

DAVID & LAURA MEDEIROS
373 LINCOLN CIRCLE
NORTHBRIDGE, MA 01544

Re: Account -36-2110
373 LINCOLN CIRCLE

This is to inform you that your water and/or sewer account remains unpaid. There has not been any response to the Overdue or Final Notices sent to you, therefore, the water service to the above noted location will be **terminated on/about 1 p.m. on Tuesday, August 28, 2018.**

Amounts due for these accounts are as follows:

Water Amount Due - \$109.08
Sewer Amount Due - \$96.11

Payments for pending shut offs must be made in person to the Town of Northbridge Treasurer/Collectors office located at 7 Main Street, Whitinsville before 1:00 p.m. on the day of the planned shut off. The use of the outside mailbox is *not* permitted.

Online payments at northbridgema.org will be accepted the day *before* the planned shut off. It is strongly recommended to call the Treasurer/Collectors office at (508) 234-5432 no later than 10:00 a.m. on the day of planned shut off to confirm your online payment has been received. We are unable to verify payments made online the day of planned shut off.

If service is terminated due to non-payment, all arrears plus an additional fee of \$140.00, in the form of a separate check, is required before service will be restored. The off/on fee includes \$70.00 for shut off service and \$70.00 to restore service. **Service will not be turned on before 8:30 a.m. on the business day following shut off.**

The Town of Northbridge is NOT responsible for any damages that may occur if water is shut off due to non-payment.

Northbridge Treasurer/Collector



Transaction Detail

Town of Northbridge

From:8/28/2018 To:8/28/2018

Sewer

Account Number	Name	Service Address	Post Time	Confirmation	Tender Type	Quick Pay	Chargeback	CC Type	Amount
36-2110	DAVID & LAURA MEDEIROS	373 LINCOLN CIRCLE	Aug 28 2018 8:45PM	201808288763831	ACH				\$96.11

Water

Account Number	Name	Service Address	Post Time	Confirmation	Tender Type	Quick Pay	Chargeback	CC Type	Amount
36-2110	DAVID & LAURA MEDEIROS	373 LINCOLN CIRCLE	Aug 28 2018 8:45PM	201808288763831	ACH				\$109.08

G.



Proposal

**Bartlett
Consolidated LLC**

www.BartlettConsolidated.com

MAIN OFFICE: TEN ALDRIN ROAD
PLYMOUTH INDUSTRIAL PARK
P.O. BOX 810
PLYMOUTH, MA 02362-0810
MA / RI: (800) 562-7474
(508) 746-4246
FAX: (508) 747-6587
EMAIL: Mail@BartlettConsolidated.com

NAME MR. JAMIE LUCHINI	TITLE HIGHWAY SUPT.	TELEPHONE 508-234-3581	DATE 8/9/18
ENTITY TOWN OF NORTHBRIDGE	DEPARTMENT PUBLIC WORKS	CELLULAR	FACSIMILE
STREET 11 FLETCHER STREET		EMAIL jluchini@northbridgemass.org	508-234-0807
CITY, STATE AND ZIP CODE WHITINSVILLE, MA 01588-0088		JOB NAME CORTEN GUARDRAIL INSTALLATION	
		JOB LOCATION MAIN STREET	

WE ARE PLEASED TO OFFER OUR QUOTATION TO PERFORM THE FOLLOWING WORK AT THE ABOVE REFERENCED LOCATION.

SCOPE OF WORK:

- REMOVE AND DISPOSE OF EXISTING CHAIN LINK FENCE - 700' L.F. @ \$2.00/L.F. = \$1,400.00
- FURNISH AND INSTALL APPROXIMATELY 700' L.F. OF CORTEN STEEL BEAM GUARDRAIL INCLUDING ½ CORTEN H POSTS, POLYMER OFFSET BLOCKS, AND TERMINAL ENDS; POST SPACING 6'3" O.C. @ \$37.50/L.F. = \$26,250.00

NOTE:

- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE CLEARING AND GRADING THE SITE AFTER REMOVAL OF CHAIN LINK FENCE
- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE PROVIDING REQUIRED POLICE DETAIL(S).
- PRICE IS BASED ON ALL POSTS BEING MACHINE DRIVEN WITH NO ABOVE OR BELOW GROUND OBSTRUCTIONS. SHOULD HAND DUG OR MODIFIED POSTS (CONCRETE FOOTING) BE REQUIRED ADDITIONAL COST SHALL BE \$150.00 PER POST.
- PLEASE SEE ATTACHED FEDERAL HIGHWAY ADMINISTRATION MEMORANDUM REGARDING CORTEN STEEL BEAM GUARDRAIL. THE CONTINUED MANUFACTURE AND AVAILABILITY OF CORTEN IS UNCERTAIN. SHOULD CORTEN BE INSTALLED, THE FHWA RECOMMENDS UTILIZING A ZINC FOIL BETWEEN THE PANELS AT SEAMS TO SLOW DETERIORATION AND STRONGLY RECOMMENDS THE TOWN ADOPT A FREQUENT INSPECTION AND REPLACEMENT PROGRAM. PRICING FOR ZINC FOIL IS INCLUDED IN UNIT PRICE.

PLEASE REVIEW THE ABOVE PROPOSAL, AND IF ACCEPTABLE, PLEASE SIGN AND FAX / MAIL BACK AS SOON AS POSSIBLE SO THAT WE MAY SCHEDULE THE WORK. IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE DO NOT HESITATE TO CALL.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

TWENTY SEVEN THOUSAND SIX HUNDRED FIFTY AND 00/100

TERMS: Payment to be made as follows: NET 30 dollars (\$ 27,650.00)

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Authorized Signature

Project Manager

BARTLETT CONSOLIDATED LLC

Robert P. McGrath, Sr. Field Proj. Mgr

Acceptance of Proposal - The prices, specifications and conditions listed above and on reverse side are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted By Jamie Luchini, Highway Superintendent
Print Name & Title

For Town of Northbridge, Dept. of Public Works
Entity

Signature



Proposal

Bartlett Consolidated LLC

www.BartlettConsolidated.com

MAIN OFFICE: TEN ALDRIN ROAD
PLYMOUTH INDUSTRIAL PARK
P.O. BOX 810
PLYMOUTH, MA 02362-0810
MA / RI: (800) 562-7474
(508) 746-4246
FAX: (508) 747-6587
EMAIL: Mail@BartlettConsolidated.com

NAME MR. JAMIE LUCHINI	TITLE HIGHWAY SUPT.	TELEPHONE 508-234-3581	DATE 8/9/18
ENTITY TOWN OF NORTHBRIDGE	DEPARTMENT PUBLIC WORKS	CELLULAR jluchini@northbridgema.org	FACSIMILE 508-234-0807
STREET 11 FLETCHER STREET		JOB NAME CORTEN GUARDRAIL INSTALLATION	
CITY, STATE AND ZIP CODE WHITINSVILLE, MA 01588-0088		JOB LOCATION PROVIDENCE ROAD AT BEAUMONT DRIVE	

WE ARE PLEASED TO OFFER OUR QUOTATION TO PERFORM THE FOLLOWING WORK AT THE ABOVE REFERENCED LOCATION.

SCOPE OF WORK:

- REMOVE AND DISPOSE OF EXISTING CHAIN LINK FENCE - 500' L.F. @ \$2.00/L.F. = \$1,000.00
- FURNISH AND INSTALL APPROXIMATELY 500' L.F. OF CORTEN STEEL BEAM GUARDRAIL INCLUDING 1/2 CORTEN H POSTS, POLYMER OFFSET BLOCKS, AND TERMINAL ENDS; POST SPACING 6'3" O.C. @ \$37.50/L.F. = \$18,750.00

NOTE:

- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE CLEARING AND GRADING THE SITE AFTER REMOVAL OF CHAIN LINK FENCE
- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE PROVIDING REQUIRED POLICE DETAIL(S).
- PRICE IS BASED ON ALL POSTS BEING MACHINE DRIVEN WITH NO ABOVE OR BELOW GROUND OBSTRUCTIONS. SHOULD HAND DUG OR MODIFIED POSTS (CONCRETE FOOTING) BE REQUIRED ADDITIONAL COST SHALL BE \$150.00 PER POST.
- PLEASE SEE ATTACHED FEDERAL HIGHWAY ADMINISTRATION MEMORANDUM REGARDING CORTEN STEEL BEAM GUARDRAIL. THE CONTINUED MANUFACTURE AND AVAILABILITY OF CORTEN IS UNCERTAIN. SHOULD CORTEN BE INSTALLED, THE FHWA RECOMMENDS UTILIZING A ZINC FOIL BETWEEN THE PANELS AT SEAMS TO SLOW DETERIORATION AND STRONGLY RECOMMENDS THE TOWN ADOPT A FREQUENT INSPECTION AND REPLACEMENT PROGRAM. PRICING FOR ZINC FOIL IS INCLUDED IN UNIT PRICE.

PLEASE REVIEW THE ABOVE PROPOSAL, AND IF ACCEPTABLE, PLEASE SIGN AND FAX / MAIL BACK AS SOON AS POSSIBLE SO THAT WE MAY SCHEDULE THE WORK. IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE DO NOT HESITATE TO CALL.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

NINETEEN THOUSAND SEVEN HUNDRED FIFTY AND 00/100

TERMS: Payment to be made as follows: NET 30 dollars (\$ 19,750.00)

Note: This proposal may be withdrawn by us if not accepted within 30 days.

BARTLETT CONSOLIDATED LLC
Authorized Signature Robert P. McGrath, Sr.
Project Manager Robert P. McGrath, Sr. Field Proj. Mgr

Acceptance of Proposal - The prices, specifications and conditions listed above and on reverse side are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted By Jamie Luchini, Highway Superintendent
Print Name & Title
Date
For Town of Northbridge, Dept. of Public Works
Entity
Signature





Proposal

Bartlett Consolidated LLC

www.BartlettConsolidated.com

MAIN OFFICE: TEN ALDRIN ROAD
PLYMOUTH INDUSTRIAL PARK
P.O. BOX 810
PLYMOUTH, MA 02362-0810
MA / RI: (800) 562-7474
(508) 746-4246
FAX: (508) 747-6587
EMAIL: Mail@BartlettConsolidated.com

NAME MR. JAMIE LUCHINI	TITLE HIGHWAY SUPT.	TELEPHONE 508-234-3581	DATE 4/2/18
ENTITY TOWN OF NORTHBRIDGE	DEPARTMENT PUBLIC WORKS	CELLULAR EMAIL jluchini@northbridgemass.org	FACSIMILE 508-234-0807
STREET 11 FLETCHER STREET		JOB NAME GUARDRAIL INSTALLATION	
CITY, STATE AND ZIP CODE WHITINSVILLE, MA 01588-0088		JOB LOCATION PROVIDENCE ROAD AT BEAUMONT DRIVE	

WE ARE PLEASED TO OFFER OUR QUOTATION TO PERFORM THE FOLLOWING WORK AT THE ABOVE REFERENCED LOCATION.

SCOPE OF WORK:

- REMOVE AND DISPOSE OF EXISTING CHAIN LINK FENCE - 500' L.F. @ \$2.00/L.F. = \$1,000.00
- FURNISH AND INSTALL APPROXIMATELY 500' L.F. OF WOOD BEAM GUARDRAIL @ \$29.50/L.F. = \$14,750.00

SPECIFICATIONS

WOOD RAIL:

4" X 10" X 16' LONG FULL DIMENSION SOUTHERN YELLOW PINE MILL SAWN AND PRESSURE TREATED WITH A.C.Q. TO 0.6 LBS PER C.F. RETENTION

WOOD POST:

6" X 8" X 6' LONG FULL DIMENSION SOUTHERN YELLOW PINE MILL SAWN AND PRESSURE TREATED WITH A.C.Q. TO 0.6 LBS PER C.F. RETENTION - POST SPACING 8' O.C.

NOTE:

- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE CLEARING AND GRADING THE SITE AFTER REMOVAL OF CHAIN LINK FENCE
- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE PROVIDING REQUIRED POLICE DETAIL(S).
- PRICE IS BASED ON ALL POSTS BEING MACHINE DRIVEN WITH NO ABOVE OR BELOW GROUND OBSTRUCTIONS. SHOULD HAND DUG OR MODIFIED POSTS (CONCRETE FOOTING) BE REQUIRED ADDITIONAL COST SHALL BE \$150.00 PER POST.

PLEASE REVIEW THE ABOVE PROPOSAL, AND IF ACCEPTABLE, PLEASE SIGN AND FAX / MAIL BACK AS SOON AS POSSIBLE SO THAT WE MAY SCHEDULE THE WORK. IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE DO NOT HESITATE TO CALL.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

FIFTEEN THOUSAND SEVEN HUNDRED FIFTY AND 00/100

dollars (\$ 15,750.00)

TERMS: Payment to be made as follows:

NET 30

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Authorized Signature

BARTLETT CONSOLIDATED LLC

Project Manager

Robert P. McGrath, Sr. Field Proj. Mgr

Acceptance of Proposal - The prices, specifications and conditions listed above and on reverse side are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted By Jamie Luchini, Highway Superintendent
Print Name & Title Date

For Town of Northbridge, Dept. of Public Works
Entity

Signature



Proposal

Bartlett Consolidated LLC

www.BartlettConsolidated.com

MAIN OFFICE: TEN ALDRIN ROAD
PLYMOUTH INDUSTRIAL PARK
P.O. BOX 810
PLYMOUTH, MA 02362-0810
MA / RI: (800) 562-7474
(508) 746-4246
FAX: (508) 747-6587
EMAIL: Mail@BartlettConsolidated.com

NAME MR. JAMIE LUCHINI	TITLE HIGHWAY SUPT.	TELEPHONE 508-234-3581	DATE 4/2/18
ENTITY TOWN OF NORTHBRIDGE	DEPARTMENT PUBLIC WORKS	CELLULAR jluchini@northbridgemass.org	FACSIMILE 508-234-0807
STREET 11 FLETCHER STREET	JOB NAME GUARDRAIL INSTALLATION		
CITY, STATE AND ZIP CODE WHITINSVILLE, MA 01588-0088	JOB LOCATION MAIN STREET		

WE ARE PLEASED TO OFFER OUR QUOTATION TO PERFORM THE FOLLOWING WORK AT THE ABOVE REFERENCED LOCATION.

SCOPE OF WORK:

- REMOVE AND DISPOSE OF EXISTING CHAIN LINK FENCE - 700' L.F. @ \$2.00/L.F. = \$1,400.00
- FURNISH AND INSTALL APPROXIMATELY 700' L.F. OF WOOD BEAM GUARDRAIL @ \$29.50/L.F. = \$20,650.00

SPECIFICATIONS

WOOD RAIL:

4" X 10" X 16' LONG FULL DIMENSION SOUTHERN YELLOW PINE MILL SAWN AND PRESSURE TREATED WITH A.C.Q. TO 0.6 LBS PER C.F. RETENTION

WOOD POST:

6" X 8" X 6' LONG FULL DIMENSION SOUTHERN YELLOW PINE MILL SAWN AND PRESSURE TREATED WITH A.C.Q. TO 0.6 LBS PER C.F. RETENTION - POST SPACING 8' O.C.

NOTE:

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- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE PROVIDING REQUIRED POLICE DETAIL(S).
- PRICE IS BASED ON ALL POSTS BEING MACHINE DRIVEN WITH NO ABOVE OR BELOW GROUND OBSTRUCTIONS. SHOULD HAND DUG OR MODIFIED POSTS (CONCRETE FOOTING) BE REQUIRED ADDITIONAL COST SHALL BE \$150.00 PER POST.

PLEASE REVIEW THE ABOVE PROPOSAL, AND IF ACCEPTABLE, PLEASE SIGN AND FAX / MAIL BACK AS SOON AS POSSIBLE SO THAT WE MAY SCHEDULE THE WORK. IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE DO NOT HESITATE TO CALL.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

TWENTY TWO THOUSAND FIFTY AND 00/100

dollars (\$ 22,050.00)

TERMS: Payment to be made as follows:

NET 30

Note: This proposal may be withdrawn by us if not accepted within 30 days.

BARTLETT CONSOLIDATED LLC

Authorized Signature 
Project Manager Robert P. McGrath, Sr. Field Proj. Mgr

Acceptance of Proposal - The prices, specifications and conditions listed above and on reverse side are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted By Jamie Luchini, Highway Superintendent
Print Name & Title Date

For Town of Northbridge, Dept. of Public Works
Entity

Signature





Proposal
**Bartlett
Consolidated LLC**
www.BartlettConsolidated.com

MAIN OFFICE: TEN ALDRIN ROAD
PLYMOUTH INDUSTRIAL PARK
P.O. BOX 810
PLYMOUTH, MA 02362-0810
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FAX: (508) 747-6587
EMAIL: Mail@BartlettConsolidated.com

NAME MR. JAMIE LUCHINI		TITLE HIGHWAY SUPT.	TELEPHONE 508-234-3581	DATE 8/9/18
ENTITY TOWN OF NORTHBRIDGE		DEPARTMENT PUBLIC WORKS	CELLULAR jluchini@northbridgemass.org	FACSIMILE 508-234-0807
STREET 11 FLETCHER STREET		JOB NAME STEEL BEAM GUARDRAIL INSTALLATION		
CITY, STATE AND ZIP CODE WHITINSVILLE, MA 01588-0088		JOB LOCATION MAIN STREET		

WE ARE PLEASED TO OFFER OUR QUOTATION TO PERFORM THE FOLLOWING WORK AT THE ABOVE REFERENCED LOCATION.

SCOPE OF WORK:

- REMOVE AND DISPOSE OF EXISTING CHAIN LINK FENCE - 700' L.F. @ \$2.00/L.F. = \$1,400.00
- FURNISH AND INSTALL APPROXIMATELY 700' L.F. OF TYPE SS STEEL BEAM GUARDRAIL INCLUDING STEEL H POSTS, POLYMER OFFSET BLOCKS, AND TERMINAL ENDS; POST SPACING 6'3" O.C. @ \$33.00/L.F. = \$23,100.00

NOTE:

- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE CLEARING AND GRADING THE SITE AFTER REMOVAL OF CHAIN LINK FENCE
- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE PROVIDING REQUIRED POLICE DETAIL(S).
- PRICE IS BASED ON ALL POSTS BEING MACHINE DRIVEN WITH NO ABOVE OR BELOW GROUND OBSTRUCTIONS. SHOULD HAND DUG OR MODIFIED POSTS (CONCRETE FOOTING) BE REQUIRED ADDITIONAL COST SHALL BE \$150.00 PER POST.

PLEASE REVIEW THE ABOVE PROPOSAL, AND IF ACCEPTABLE, PLEASE SIGN AND FAX / MAIL BACK AS SOON AS POSSIBLE SO THAT WE MAY SCHEDULE THE WORK. IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE DO NOT HESITATE TO CALL.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

TWENTY FOUR THOUSAND FIVE HUNDRED AND 00/100

TERMS: Payment to be made as follows: NET 30 dollars (\$ 24,500.00)

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Authorized Signature *Robert P. McGrath*
Project Manager **Robert P. McGrath, Sr. Field Proj. Mgr**

Acceptance of Proposal — The prices, specifications and conditions listed above and on reverse side are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted By Jamie Luchini, Highway Superintendent/
Print Name & Title Date
For Town of Northbridge, Dept. of Public Works
Entity
Signature _____



Proposal
**Bartlett
Consolidated LLC**
www.BartlettConsolidated.com

MAIN OFFICE: TEN ALDRIN ROAD
PLYMOUTH INDUSTRIAL PARK
P.O. BOX 810
PLYMOUTH, MA 02362-0810
MA / RI: (800) 562-7474
(508) 746-4246
FAX: (508) 747-6587
EMAIL: Mail@BartlettConsolidated.com

NAME MR. JAMIE LUCHINI	TITLE HIGHWAY SUPT.	TELEPHONE 508-234-3581	DATE 8/9/18
ENTITY TOWN OF NORTHBRIDGE	DEPARTMENT PUBLIC WORKS	CELLULAR jluchini@northbridgema.org	FACSIMILE 508-234-0807
STREET 11 FLETCHER STREET	JOB NAME STEEL BEAM GUARDRAIL INSTALLATION		
CITY, STATE AND ZIP CODE WHITINSVILLE, MA 01588-0088	JOB LOCATION PROVIDENCE ROAD AT BEAUMONT DRIVE		

WE ARE PLEASED TO OFFER OUR QUOTATION TO PERFORM THE FOLLOWING WORK AT THE ABOVE REFERENCED LOCATION.

SCOPE OF WORK:

- REMOVE AND DISPOSE OF EXISTING CHAIN LINK FENCE - 500' L.F. @ \$2.00/L.F. = \$1,000.00
- FURNISH AND INSTALL APPROXIMATELY 500' L.F. OF TYPE SS STEEL BEAM GUARDRAIL INCLUDING STEEL H POSTS, POLYMER OFFSET BLOCKS, AND TERMINAL ENDS; POST SPACING 6'3" O.C. @ \$33.00/L.F. = \$16,500.00

NOTE:

- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE CLEARING AND GRADING THE SITE AFTER REMOVAL OF CHAIN LINK FENCE
- PROPOSAL IS BASED ON THE TOWN OF NORTHBRIDGE PROVIDING REQUIRED POLICE DETAIL(S).
- PRICE IS BASED ON ALL POSTS BEING MACHINE DRIVEN WITH NO ABOVE OR BELOW GROUND OBSTRUCTIONS. SHOULD HAND DUG OR MODIFIED POSTS (CONCRETE FOOTING) BE REQUIRED ADDITIONAL COST SHALL BE \$150.00 PER POST.

PLEASE REVIEW THE ABOVE PROPOSAL, AND IF ACCEPTABLE, PLEASE SIGN AND FAX / MAIL BACK AS SOON AS POSSIBLE SO THAT WE MAY SCHEDULE THE WORK. IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE DO NOT HESITATE TO CALL.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

SEVENTEEN THOUSAND FIVE HUNDRED AND 00/100

17,500.00

TERMS: Payment to be made as follows:

NET 30

dollars (\$)

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Authorized Signature

Project Manager

BARTLETT CONSOLIDATED, LLC

Robert P. McGrath, Sr. Field Proj. Mgr

Acceptance of Proposal - The prices, specifications and conditions listed above and on reverse side are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted By Jamie Luchini, Highway Superintendent
Print Name & Title

For Town of Northbridge, Dept. of Public Works
Entity

Signature



[illegible]

Article 14 Fencing/Guardrail Project Options

	<u>Arcade Pond</u>	<u>Electric Pond</u>	<u>Total</u>
Materials:			
Chain Link Fence	\$ 16,217.40	\$ 10,686.25	\$ 26,903.65
Wood Guardrail	\$ 22,050.00	\$ 15,750.00	\$ 37,800.00
Steel Guardrail	\$ 24,500.00	\$ 17,500.00	\$ 42,000.00
Coreten Guardrail	\$ 27,650.00	\$ 19,750.00	\$ 47,400.00

*** Article 14 total funding- \$35,067.00

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

H

WARRANT FOR THE STATE ELECTION
TUESDAY, NOVEMBER 6, 2018

WORCESTER, SS.
To the Constables of the TOWN OF NORTHBRIDGE

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the Town of Northbridge who are qualified to vote in the State Election to vote at:

Precincts 1, 2, 3, and 4
Northbridge High School, 427 Linwood Avenue

on **TUESDAY, THE SIXTH DAY OF NOVEMBER, 2018**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Election for the candidates for the following offices and questions:

SENATOR IN CONGRESS	FOR THIS COMMONWEALTH
GOVERNOR AND LIEUTENANT GOVERNOR	FOR THIS COMMONWEALTH
ATTORNEY GENERAL	FOR THIS COMMONWEALTH
SECRETARY OF STATE	FOR THIS COMMONWEALTH
TREASURER	FOR THIS COMMONWEALTH
AUDITOR	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS	SECOND DISTRICT
COUNCILLOR	SEVENTH DISTRICT
SENATOR IN GENERAL COURT (PRECINCTS 1 & 3)	WORCESTER & NORFOLK DISTRICT
SENATOR IN GENERAL COURT (PRECINCTS 2 & 4)	SECOND WORCESTER DISTRICT
REPRESENTATIVE IN GENERAL COURT	NINTH WORCESTER DISTRICT
DISTRICT ATTORNEY	MIDDLE DISTRICT
CLERK OF COURTS	WORCESTER COUNTY
REGISTER OF DEEDS	WORCESTER DISTRICT
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	BELLINGHAM
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	BLACKSTONE
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	DOUGLAS
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	GRAFTON
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	HOPEDALE
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	MENDON
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	MILFORD
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	MILLBURY
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	MILLVILLE
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	NORTHBRIDGE
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	SUTTON
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	UPTON
REGIONAL SCHOOL COMMITTEE BLACKSTONE VALLEY	UXBRIDGE

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

SUMMARY

This proposed law would limit how many patients could be assigned to each registered nurse in Massachusetts hospitals and certain other health care facilities. The maximum number of patients per registered nurse would vary by type of unit and level of care, as follows:

- In units with step-down/intermediate care patients: 3 patients per nurse;
- In units with post-anesthesia care or operating room patients: 1 patient under anesthesia per nurse; 2 patients post-anesthesia per nurse;
- In the emergency services department: 1 critical or intensive care patient per nurse (or 2 if the nurse has assessed each patient's condition as stable); 2 urgent non-stable patients per nurse; 3 urgent stable patients per nurse; or 5 non-urgent stable patients per nurse;
- In units with maternity patients: (a) active labor patients: 1 patient per nurse; (b) during birth and for up to two hours immediately postpartum: 1 mother per nurse and 1 baby per nurse; (c) when the condition of the mother and baby are determined to be stable: 1 mother and her baby or babies per nurse; (d) postpartum: 6 patients per nurse; (e) intermediate care or continuing care babies: 2 babies per nurse; (f) well-babies: 6 babies per nurse;
- In units with pediatric, medical, surgical, telemetry, or observational/outpatient treatment patients, or any other unit: 4 patients per nurse; and
- In units with psychiatric or rehabilitation patients: 5 patients per nurse.

The proposed law would require a covered facility to comply with the patient assignment limits without reducing its level of nursing, service, maintenance, clerical, professional, and other staff.

The proposed law would also require every covered facility to develop a written patient acuity tool for each unit to evaluate the condition of each patient. This tool would be used by nurses in deciding whether patient limits should be lower than the limits of the proposed law at any given time.

The proposed law would not override any contract in effect on January 1, 2019 that set higher patient limits. The proposed law's limits would take effect after any such contract expired.

The state Health Policy Commission would be required to promulgate regulations to implement the proposed law. The Commission could conduct inspections to ensure compliance with the law. Any facility receiving written notice from the Commission of a complaint or a violation would be required to submit a written compliance plan to the Commission. The Commission could report violations to the state Attorney General, who could file suit to obtain a civil penalty of up to \$25,000 per violation as well as up to \$25,000 for each day a violation continued after the Commission notified the covered facility of the violation. The Health Policy Commission would be required to establish a toll-free telephone number for complaints and a website where complaints, compliance plans, and violations would appear.

The proposed law would prohibit discipline or retaliation against any employee for complying with the patient assignment limits of the law. The proposed law would require every covered facility to post within each unit, patient room, and waiting area a notice explaining the patient limits and how to report violations. Each day of a facility's non-compliance with the posting requirement would be punishable by a civil penalty between \$250 and \$2,500.

The proposed law's requirements would be suspended during a state or nationally declared public health emergency.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

A YES VOTE would limit the number of patients that could be assigned to one registered nurse in hospitals and certain other health care facilities.

A NO VOTE would make no change in current laws relative to patient-to-nurse limits.

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

SUMMARY

This proposed law would create a citizens commission to consider and recommend potential amendments to the United States Constitution to establish that corporations do not have the same Constitutional rights as human beings and that campaign contributions and expenditures may be regulated.

Any resident of Massachusetts who is a United States citizen would be able to apply for appointment to the 15-member commission, and members would serve without compensation. The Governor, the Secretary of the Commonwealth, the state Attorney General, the Speaker of the state House of Representatives, and the President of the state Senate would each appoint three members of the commission and, in making these appointments, would seek to ensure that the commission reflects a range of geographic, political, and demographic backgrounds.

The commission would be required to research and take testimony, and then issue a report regarding (1) the impact of political spending in Massachusetts; (2) any limitations on the state's ability to regulate corporations and other entities in light of Supreme Court decisions that allow corporations to assert certain constitutional rights; (3) recommendations for constitutional amendments; (4) an analysis of constitutional amendments introduced to Congress; and (5) recommendations for advancing proposed amendments to the United States Constitution.

The commission would be subject to the state Open Meeting Law and Public Records Law. The commission's first report would be due December 31, 2019, and the Secretary of the Commonwealth would be required to deliver the commission's report to the state Legislature, the United States Congress, and the President of the United States.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

A YES VOTE would create a citizens commission to advance an amendment to the United States Constitution to limit the influence of money in elections and establish that corporations do not have the same rights as human beings.

A NO VOTE would not create this commission.

QUESTION 3: REFERENDUM ON AN EXISTING LAW

Do you approve of a law summarized below, which was approved by the House of Representatives and the Senate on July 7, 2016?

SUMMARY

This law adds gender identity to the list of prohibited grounds for discrimination in places of public accommodation, resort, or amusement. Such grounds also include race, color, religious creed, national origin, sex, disability, and ancestry. A "place of public accommodation, resort or amusement" is defined in existing law as any place that is open to and accepts or solicits the patronage of the general public, such as hotels, stores, restaurants, theaters, sports facilities, and hospitals. "Gender identity" is defined as a person's sincerely held gender-related identity, appearance, or behavior, whether or not it is different from that traditionally associated with the person's physiology or assigned sex at birth.

This law prohibits discrimination based on gender identity in a person's admission to or treatment in any place of public accommodation. The law requires any such place that has separate areas for males and females (such as restrooms) to allow access to and full use of those areas consistent with a person's gender identity. The law also prohibits the owner or manager of a place of public accommodation from using advertising or signage that discriminates on the basis of gender identity.

This law directs the state Commission Against Discrimination to adopt rules or policies and make recommendations to carry out this law. The law also directs the state Attorney General to issue regulations or guidance on referring for legal action any person who asserts gender identity for an improper purpose.

The provisions of this law governing access to places of public accommodation are effective as of October 1, 2016. The remaining provisions are effective as of July 8, 2016.

A **YES VOTE** would keep in place the current law, which prohibits discrimination on the basis of gender identity in places of public accommodation.

A **NO VOTE** would repeal this provision of the public accommodation law.

QUESTION 4:

Shall the Town of Northbridge be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to pay the costs for planning, designing, constructing, originally equipping, and furnishing the new W. Edward Balmer Elementary School, serving grades PreK-5 and located at 21 Crescent Street, Whitinsville, MA, and all costs incidental and related thereto, including construction administration and project management services?

And you are directed to serve this warrant by posting attested copies thereof at the Whitinsville Post office and Salvation Army, both in Precinct 1; Gary's Variety and the Northbridge Post Office, both in Precinct 2; Town Clerk's Office and 1Quickstop, both in Precinct 3; and the Whitinsville Social Library and Town Hall Annex, both in Precinct 4; seven (7) days at least before the time and place of election aforesaid.

HEREOF FAIL NOT, and make return of this warrant with your doings thereon, to the Town Clerk, at the time and place of said voting.

GIVEN under our hands this 24th day of September, 2018.

SELECTMEN OF NORTHBRIDGE

Thomas J. Melia, Chairman

Charles Ampagoomian, Jr.

Alicia M. Cannon

James J. Athanas

Daniel J. Nolan

WORCESTER, SS

Northbridge

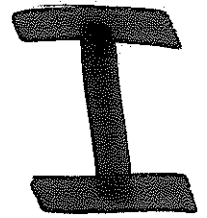
By virtue of this warrant, I have this day notified the inhabitants of the Town of Northbridge qualified to vote in Town elections and Town affairs to vote at the time and place and for the purpose stated in warrant by posting attested copies thereof as within directed.

Constable, Town of Northbridge

Date

Warrant must be posted by **October 30, 2018**, (at least *seven days prior* to the **November 6, 2018** State Primary).

FALL ANNUAL TOWN MEETING WARRANT ARTICLES TO BE REMOVED



A. (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the unexpended appropriated funds of one or more of the departments of the Town various sums of money and authorize the **payment of prior year bills**; or take any other action relative thereto.

B. (Board of Selectmen)

To see if the Town will vote to amend the votes taken under Article 4 of the 2018 Spring Session of the Annual Town Meeting (May 1, 2018), appropriations and transfers under the Sewer Enterprise Budget Article, to raise and appropriate, and/or to transfer from available funds in the Treasury to **supplement appropriations under the Sewer Enterprise Budget Article**; or take any other action relative thereto.

C. (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the unexpended appropriated funds of one or more of the departments of the Town, a sum of money to the **Stabilization Fund**; or take any other action relative thereto.

To any Constable of the Town of Northbridge in said County,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the Inhabitants of the Town of Northbridge, qualified to vote in Town elections and Town affairs, to meet in the Northbridge High School Field House on Linwood Avenue, in Whitinsville, in said Northbridge, Massachusetts, on Tuesday, October 23, 2018 at 7:00 o'clock P.M., then and there to act on the following articles:

To see if the Town will vote to amend the votes taken under Article 3 of the 2018 Spring Session of the Annual Town Meeting (May 1, 2018), appropriations and transfers under the Omnibus Budget Article, to raise and appropriate, and/or to transfer from available funds in the Treasury and/or the Health Insurance Stabilization Fund to supplement appropriations under the Omnibus Budget Article; or take any other action relative thereto.

To see if the Town will vote to accept MGL c. 64N, Section 3 and impose a local sales tax upon the sale of recreational marijuana originating within the Town by a vendor at a rate of 3% of the gross receipts of the vendor from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise to take effect on the first day of the calendar quarter commencing at least 30 days after the vote of Town Meeting hereunder; or take any other action relative thereto.

To see if the Town will vote to amend the Zoning Bylaw, Chapter 173 of the Code of Northbridge, by adding a new section 173-18.6, Recreational Marijuana Establishments, as follows, and inserting in the Table of Uses, section 173-12, under the "Retail and service" heading, the use designation information contained in subsection E (Location) of said section 173-18.6; or take any other action relative thereto:

To provide for the placement of Recreational Marijuana Establishments, in accordance with Chapter 369 of the Acts of 2012 and Chapter 55 of the Acts of 2017 - An Act to Ensure Safe Access to Marijuana, and the regulations issued by the Massachusetts Cannabis Control Commission, including but not limited to 935 CMR 500.00 et seq., in locations suitable for marijuana establishments and to minimize adverse impacts of such establishments on adjacent properties, residential neighborhoods, historic districts, schools, and playgrounds by regulating the siting, design, placement and security of Recreational Marijuana Establishments within the Town of Northbridge.

Nothing in this Section shall be construed to supersede federal and state laws governing the sale and distribution of marijuana.

The number of Marijuana Retailers that shall be permitted shall be limited to (20%) of the number of licenses issued within the Town of Northbridge for the retail sale of alcoholic beverages not to be drunk on the premises where sold under section 15 of Chapter 138 of the General Laws. In the event that 20% of said licenses is not a whole number, the limit shall be rounded up to the nearest whole number.

The following definitions shall apply for purposes of this Section and the Zoning Bylaw. Where not expressly defined in the Zoning Bylaw, terms used in this Section shall be interpreted as defined in G.L. c.94G and G.L. c.94I and regulations promulgated and/or incorporated thereunder, and otherwise by their plain language.

INDEPENDENT TESTING LABORATORY: A laboratory that is licensed by the Cannabis Control Commission and is: 1) accredited to the most current version of the International Organization for Standardization 17025 by a third-party accrediting body that is a signatory of the International Laboratory Accreditation Accrediting Cooperation mutual recognition arrangement, or that is otherwise approved by the Cannabis Control Commission; 2) independent financially from any medical marijuana treatment center or any licensee or marijuana establishment for which it conducts a test; and 3) qualified to test marijuana in compliance with regulations promulgated by the Cannabis Control Commission.

MARIJUANA ESTABLISHMENT: a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business for the non-medical, including recreational use of marijuana, as set forth in G.L. 94G, and any regulations promulgated thereunder.

MARIJUANA CULTIVATOR: an entity that may cultivate, process and/or package marijuana, to transfer and deliver marijuana to marijuana establishments, and to transfer marijuana to other marijuana establishments, but not to consumers.

MARIJUANA PRODUCT MANUFACTURER: an entity authorized to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to Marijuana Establishments and to transfer marijuana and marijuana products to other Marijuana Establishments, but not to consumers.

MARIJUANA RESEARCH FACILITY: is an academic institution, non-profit corporation or domestic corporation or entity authorized to do business in the Commonwealth of Massachusetts which may cultivate, purchase or otherwise acquire marijuana for conducting research regarding marijuana and marijuana products. Any research involving humans must be authorized by an Institutional Review Board. A Marijuana Research Facility may not sell marijuana it has cultivated.

MARIJUANA RETAILER: an entity authorized to purchase and deliver marijuana and marijuana products from Marijuana Establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to Marijuana Establishments and to consumers.

MARIJUANA TRANSPORTER: an entity not otherwise licensed by the Cannabis Control Commission, that is licensed to purchase, obtain and possess cannabis or marijuana product solely for the purpose of transporting, temporary storage, sale and distribution to Marijuana Establishments, but not to consumers.

On-site consumption of marijuana and marijuana products at Marijuana Establishments is not permitted unless expressly approved under this Section and authorized by and pursuant to state law or regulation.

Clubs, lodges, or other private grounds (non-profit and private) allowing on-site consumption of marijuana or marijuana products, but not operating as a licensed marijuana social consumption operator are prohibited.

No marijuana or marijuana product shall be smoked, eaten or otherwise consumed or ingested on the premises of any Marijuana Establishment unless expressly permitted under this Section and permitted by state law or regulation. The prohibition on on-site consumption shall also include private social clubs or any other establishment which allows for social consumption of marijuana or marijuana products on the premises, regardless of whether the product is sold to consumers on site.

No drive-through service shall be permitted at a Marijuana Establishment.

Marijuana Establishments may be allowed by Special Permit of the Planning Board (SPGA - Special Permit Granting Authority) within the following Zoning Districts of the Town of Northbridge. The designation S means allowed by Special Permit, and the designation "--" means not permitted.

USE	ZONING DISTRICT											
Marijuana Establishments:	R-1	R-2	R-3	R-4	R-5	R-6	B-1	B-2	B-3 (1)	I-1	I-2	H
Marijuana Cultivator	--	--	--	--	--	--	--	--	--	S	S	--
Marijuana Product Manufacturer	--	--	--	--	--	--	--	--	--	S	S	--
Marijuana Research Facility	--	--	--	--	--	--	--	--	--	S	S	--
Independent Testing Laboratory	--	--	--	--	--	--	--	--	--	S	S	--
Marijuana Retailer	--	--	--	--	--	--	--	S	S	S	S	--
Any other type of licensed marijuana-related business for the non-medical use of marijuana, as set forth in G.L. 94G	--	--	--	--	--	--	--	--	--	S	S	--

Marijuana Establishments may not be located within 500-feet of the following:

- School, including a public or private elementary, vocational, or secondary school or a public or private college, junior college, or university;
- Child Care Facility (registered in accordance with Massachusetts law);
- Public Library;
- Town Playground, Town of Northbridge ballfield; or
- Youth Center

The distance under this subsection shall be measured in a straight line from the nearest point of the property line of the protected use to the nearest point of the property line of the proposed Marijuana Establishment.

- The distance requirement may be reduced by twenty-five percent or less, but only if the applicant demonstrates that the Marijuana Establishment would otherwise be effectively prohibited within the Town.

A Marijuana Establishment shall be located within a fully-enclosed, secured, permanent building, including concrete floor, and may not be located in a trailer, cargo container, motor vehicle or other similar non-permanent enclosure.

All aspects of a Marijuana Establishment relative to the cultivation, possession, processing, sales, distribution, dispensing or administration of marijuana, marijuana products, or related supplies must take place at a fixed location within a fully enclosed building and shall not be visible from the exterior of the building. A Marijuana Establishment shall not be located in a trailer, storage freight container, motor vehicle or other similar movable enclosure, unless operating as a licensed Marijuana Transporter.

Marijuana, marijuana products, associated supplies, and promotional advertising materials shall not be displayed or visible from the exterior of a Marijuana Establishment.

All business signage shall be subject to the permitting requirements of all applicable governmental authorities within the Commonwealth of Massachusetts and the requirements of the Zoning Bylaw.

A Marijuana Establishment shall be ventilated in such a manner that:

- (a) No pesticides, insecticides or other chemicals or products used in the cultivation or processing are dispersed into the outside atmosphere; and
- (b) No odor from marijuana or its processing can be detected by a person with an unimpaired and otherwise normal sense of smell at the exterior of the Marijuana Establishment or within any adjoining property.

An odor control plan detailing the specific odor-emitting activities or processes to be conducted on-site, the source of those odors, the locations from which they are emitted, the frequency of such odor-emitting activities, the duration of such odor-emitting activities, and the administrative and engineering controls that will be implemented to control such odors, including maintenance of such controls.

The Planning Board shall be the Special Permit Granting Authority (SPGA) for Marijuana Establishments within the Town of Northbridge.

All applicants are encouraged to contact the Planning Department staff to schedule a pre-application meeting.

The SPGA shall refer copies of the application to the Board of Selectmen, Building Department, Fire Department, Police Department, Board of Health, Conservation Commission, Director of Public Works, Highway Department, and the Sewer Department for review of the application and submission of written recommendations to the Planning Board. Failure to make recommendations within 35 days of referral of the application shall be deemed lack of opposition.

After notice and public hearing and consideration of application materials, consultant reviews, public comments, and the recommendations of other Town Boards and departments, the SPGA may act upon such a special permit application.

In addition to the materials to be submitted as required under Section 173-49.1 [Site Plan Review by Planning Board] of the Zoning Bylaw, the Applicant shall provide the following:

- (a) Copies of all documentation demonstrating appropriate application status under State Law, including registration or license, as applicable, issued to the Applicant by the Cannabis Control Commission and other applicable Commonwealth of Massachusetts agencies for the establishment.
- (b) Evidence that the Applicant has site control and the right to use the site for a Marijuana Establishment in the form of a deed or valid purchase and sale agreement, or, in case of

a lease, a notarized statement from the property owner and a copy of the lease agreement.

- (c) A notarized statement signed by the Applicant's chief executive officer and corporate attorney disclosing all of its designated representatives, including officers and directors, shareholders, partners, members, managers, directors, officers, or other similarly-situated individuals and entities and their addresses. If any of the above are entities rather than persons, the Applicant must disclose the identity of all individual persons associated with the entity as set forth above.
- (d) A description of all activities to occur on site, including all provisions for the delivery and storage of marijuana and marijuana products, and marijuana accessories.
- (e) A detailed floor plan of the premises of the proposed Marijuana Establishment that identifies the square footage available and describes the functional areas of the establishment.
- (f) Details showing all proposed exterior security measures for the premises, including lighting, fencing, gates and alarms, etc., for the purpose of ensuring the safety of employees and patrons and to protect the premises from theft and other criminal activity. A letter from the Town of Northbridge Chief of Police, or his/her designee, acknowledging review and approval of the security plan required and approved by the Cannabis Control Commission for the Marijuana Establishment. To the extent allowed by law, all such documents shall be confidential.
- (g) A description of the security measures, including employee security policies, approved for the establishment by the Cannabis Control Commission;
- (h) A copy of the policies and procedures for the transfer, acquisition, or sale of marijuana approved for the establishment by the Cannabis Control Commission; and
- (i) A copy of proposed waste disposal procedures.

In addition to the findings required for a Special Permit under Section 173-47 and any other provision of the Zoning Bylaw, the SPGA must also find all of the following:

The Marijuana Establishment meets all of the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will comply with all applicable State laws and regulations.

The Marijuana Establishment as proposed adequately addresses issues of appropriate site layout; security; vehicular and pedestrian traffic safety and circulation; parking requirements; landscaping/screening for the establishment; and the requirements of this Section.

The security plan meets all requirements of the Cannabis Control Commission, including the regulations at 935 CMR 500.110.

In addition to such conditions as the SPGA may impose for a particular special permit, the following conditions shall apply to all special permits issued under this Section.

A special permit granted under this Section shall be limited to the Applicant and shall be non-transferrable to another owner or operator.

The special permit shall lapse within three (3) to five (5) years of its issuance depending upon the terms and conditions of the Host Community Agreement between the Applicant and the Town, and the SPGA shall designate the specific period which shall apply. If the permit holder wishes to renew the special permit, an application to renew the special permit must be submitted at least 120 days prior to the expiration of the special permit. Failure to comply will be cause for termination of the special permit.

The special permit shall lapse upon the expiration or termination of the applicant's registration or licensure required by the Commonwealth of Massachusetts. The permit holder shall notify the Building Inspector and SPGA in writing within 48 hours of the cessation of operation of the Marijuana Establishment or the expiration or termination of the license or permit issued for such operation by the Cannabis Control Commission.

No outside storage of marijuana, marijuana products or related supplies, marijuana accessories, or educational materials is permitted.

The hours of operation of a Marijuana Establishment shall be set by the SPGA, but in no event shall a Marijuana Establishment be open to the public, nor shall any sale or other distribution of marijuana occur upon the premises or via delivery from the premises between the hours of 11p.m. and 8 a.m. Monday through Saturday and before 10 a.m. on Sundays.

The Applicant/permit holder shall provide to the Building Inspector and Chief of the Police, the name, telephone number and electronic mail addresses of a contact person(s) in the event that such person needs to be contacted after regular business hours to address an urgent issue. Such contact information shall be kept updated by the permit holder.

All other applicable provisions of the Northbridge Zoning Bylaw shall apply.

No Marijuana Establishment shall be allowed which creates a nuisance to abutters or to the surrounding area, or which creates any hazard, including but not limited to, fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive noise or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in the area. Failure to comply may result in suspension of the special permit and zoning enforcement action under the law.

The provisions of this Section are severable. If any provision, paragraph, sentence, or clause of this Section or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Section.

To see if the Town will vote to amend the Town of Northbridge Wetlands Protection Bylaw, Section 7-700 of the Code of Northbridge, as follows, or take any other action relative thereto:

- A. by adding the following sentence at the end of Section 7-702, Jurisdiction: "The jurisdiction of this bylaw does extend to the cutting and removal of trees for the purpose of selling the trees or products derived therefrom."
- B. by revising Section 7-703.C., Exemptions and Exceptions, to read as follows, with the new text shown in bold: "The application and permit required by this chapter shall not be required for work performed for normal maintenance or improvement of land in agricultural use as defined by the Wetlands Protection Act Regulations at 310 CMR 10.04, but shall be required for cutting and removal of trees for the purpose of selling the trees." .

To see if the Town will vote to amend its general by-laws by adopting a new section, §4-322 Community Preservation Committee, and inserting said section in the Code of the Town of Northbridge; or take any other action relative thereto:

There is hereby established a Community Preservation Committee, consisting of nine (9) voting members pursuant to MGL Chapter 44B. The composition of the committee, the appointment authority and the term of office for the committee members shall be as follows:

- a. One member of the Planning Board as designated by the Board;
- b. One member of the Conservation Commission as designated by the Commission;
- c. One member of the Historical Commission as designated by the Commission;
- d. One member of the Playgrounds and Recreation Commission as designated by the Commission;
- e. One member of the Housing Authority Board as designated by its Board of Directors;
- f. One member of the School Committee as designated by the Committee;
- g. Three at-large members appointed by the Board of Selectmen.

Members of the Community Preservation Committee shall serve for a term of three years or until the person no longer serves on the board or commission being represented. Any vacancy on the Community Preservation Committee shall be filled by the commission, authority or board that designated the member who creates the vacancy by designating another member for the unexpired portion of the term.

Should any of the commissions or boards who have appointment authority under this Section be no longer in existence for whatever reason, the appointment authority for that commission or board shall become the responsibility of the Board of Selectmen.

1. The Community Preservation Committee shall study the needs, possibilities and resources of the Town regarding community preservation. The Committee shall consult with existing municipal boards, including the Board of Selectmen, the Conservation Commission, the Historical Commission, the Planning Board, the Playgrounds and Recreation Commission and the Housing Authority, or persons acting in those capacities or performing like duties, in conducting such studies. As part of its study, the Committee shall hold one or more public informational hearings on the needs, possibilities and resources of the Town regarding community preservation possibilities and resources, notice of which shall be posted publicly and published for each of two weeks preceding a hearing in a newspaper of general circulation in the Town. The Committee may, after proper appropriation, incur expenses as permitted by state law using funds from the Community Preservation Fund to pay such expenses.
2. The Community Preservation Committee shall make recommendations to Town Meeting for the acquisition, creation and preservation of open space; for the acquisition, preservation, rehabilitation and restoration of historic resources; for the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use; for the acquisition, creation, preservation and support of community housing; and for the rehabilitation or restoration of open space and community housing that is acquired or created with Community Preservation funds. With respect to community housing, the Community Preservation Committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.
3. The Community Preservation Committee may include in its recommendation to the Town Meeting a recommendation to set aside for later spending funds for specific purposes that are consistent with community preservation but for which sufficient revenues are not then available in the Community Preservation Fund to accomplish that specific purpose or recommend to set aside for later spending funds for general purposes that are consistent with community preservation.

The Community Preservation Committee shall not meet or conduct business without the presence of a quorum and shall keep a written record of its proceedings. A majority of the members of the Community Preservation Committee shall constitute a quorum. The Community Preservation Committee shall approve its actions by majority vote. Recommendations to the Town Meeting shall include their anticipated costs.

The Community Preservation Committee shall, from time to time, review the administration of this Section, making recommendations, as needed, for changes in the Section and in administrative practice to improve the operations of the Community Preservation Committee. This Section may be amended from time to time by a majority vote of the Town Meeting, provided that the amendments would not be in conflict with Chapter 44B of the Massachusetts General Laws.

In case any paragraph or part of this Section be for any reason declared invalid or unconstitutional by any court of competent jurisdiction, every other paragraph or part shall continue in full force and effect.

Following Town Meeting approval, this Section shall take effect immediately upon approval by the Attorney General of the Commonwealth and publication as required by law. Each appointing authority shall have thirty days after approval by the Attorney General to make its initial appointments.

To see if the Town will vote to raise the exemption amount under Clause 41C Section 5, of Chapter 59 of the Massachusetts General Laws, providing tax exemptions to persons in Northbridge 65 years of age or older occupying property as their domicile, from \$500 to \$1,000; or take any other action relative thereto.

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended under the direction of the Northbridge School Building Committee for planning, designing, constructing, originally equipping, and furnishing the new W. Edward Balmer Elementary School, serving grades PreK-5 and located at 21 Crescent Street, Whitinsville, MA, and all costs incidental and related thereto, including construction administration and project management services, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), with the understanding that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town, and that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) sixty three point seventy-eight percent (63.78%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; or take any other action relative thereto.

To see if the Town will vote to amend the Zoning Map incorporated into its Zoning Bylaws by rezoning a 26.53 acre parcel of land southerly of Riverdale Street and westerly of the Providence and Worcester Railroad shown as Lot 5 on Assessor's Plat 23 from the existing Residential Three (R-3) zone to the Industrial Two (I-2) zone. (The parcel to be rezoned being shown on a plan on file with the Town Clerk); or take any other action relative thereto.

To see if the Town will vote to amend the Zoning Map incorporated into its Zoning Bylaws to expand the existing Business Three (B-3) Zoning District off Providence Road by rezoning from Residence Three (R-3) to Business Three (B-3) the premises known as 682-684 Church Street and shown on Assessor's Map

14, as parcel 58, the premises known as 674 Church Street and shown on Assessor's 14, as parcel 59, and the parcel containing 4.41 acres of land with no numbered address off Church Street and shown as Assessor's Map 14, parcel 214; or take any other action relative thereto.

Marijuana Cultivation shall be permitted within R2 zones in accordance with the Cannabis Control Commission on property greater than 12 acres in size, with at least two access points from constructed or non-constructed town roads, including minim of 100 feet distance from the road, and at least 50 feet surrounding tree cover.

To see if the Town will vote in accordance with G. L. c. 59, § 38H to authorize the Board of Selectmen to enter into a Real and Personal Property Tax Agreement with Northbridge McQuade, LLC or its affiliated entity, with its business address at 4 Liberty Square, Boston, MA 02109, for a period of up to twenty-five (25) years, and to approve said agreement under which Northbridge McQuade, LLC or its affiliated entity, will pay the Town a sum of money per year relative to a Large-Scale Ground Mounted Solar Photovoltaic Installation with an expected nameplate capacity of approximately 2.9 megawatts (MW) AC which Northbridge McQuade, LLC or its affiliated entity proposes to construct and operate on a 60 acre +/- parcel of land located on the easterly side of McQuades Lane, Northbridge, MA and further to allow the Board of Selectmen to negotiate any amendments necessary to said Tax Agreement; or take any other action relative thereto.

To see if the Town will vote in accordance with G. L. c. 59, § 38H to authorize the Board of Selectmen to enter into a Real and Personal Property Tax Agreement with Sutton Solar 2, LLC or its affiliated entity, with its business address at 4 Liberty Square, Boston, MA 02109, for a period of up to twenty-five (25) years, and to approve said agreement under which Sutton Solar 2, LLC or its affiliated entity, will pay the Town a sum of money per year relative to a Large-Scale Ground Mounted Solar Photovoltaic Installation with an expected nameplate capacity of approximately 1.0 megawatts (MW) AC which Sutton Solar 2, LLC or its affiliated entity proposes to construct and operate on a 2.28 acre +/- parcel of land located on the northeasterly side of Lasell Road, Northbridge, MA and further to allow the Board of Selectmen to negotiate any amendments necessary to said Tax Agreement; or take any other action relative thereto.

To see if the Town will vote to authorize the Board of Selectmen (a) to offer Crootof & Sawyer Ventures, LLC a Special Tax Assessment and to enter into a Special Tax Assessment Agreement ("STA Agreement") with Crootof & Sawyer Ventures, LLC for the property located at 18 and 28 Granite Street, Northbridge, MA consistent with the STA Agreement on file in the Office of the Board of Selectmen, (b) to execute the STA Agreement and any amendments and documents relating thereto on terms and conditions determined by the Board of Selectmen to be in the best interest of the Town, and (c) to undertake any actions deemed by the Board of Selectmen to be necessary to effectuate the STA Agreement, including but not limited to submitting to Massachusetts' Economic Assistance Coordinating Council (EACC), the STA Agreement and all such documents and information necessary to have the EACC approve the STA Agreement and certify a project consistent with the STA Agreement; to determine that the project authorized by the STA Agreement is consistent with the Town's economic development objectives and is likely to increase or retain employment opportunities for Town residents; or to take any other action related thereto.

And you are directed to serve this warrant by posting attested copies thereof at the Whitinsville Post Office and the Salvation Army, in Whitinsville, all in Precinct 1; Gary's Variety and the Northbridge Post Office in Northbridge, all in Precinct 2; Town Clerk's Office and 1Quickstop in Whitinsville, all in Precinct 3; and the Whitinsville Social Library and Town Hall Annex in Whitinsville, all in Precinct 4; twenty-eight (28) days at least before the time and place of meeting aforesaid.

WHEREOF FAIL NOT, and make due return of the warrant, with your doings thereon, to the Town Clerk at the time and place of said meeting. GIVEN under our hand this 10th day of September in the year Two Thousand Eighteen.

Thomas J. Melia, Chairman

James J. Athanas

Alicia M. Cannon

Charles Ampagoomian, Jr.

Daniel J. Nolan

WORCESTER, SS Northbridge

Date:

By virtue of this warrant I have this day notified the inhabitants of the Town of Northbridge qualified to vote in town elections and town affairs to meet at the time and place and for the purpose stated in said warrant by posting attested copies thereof as within directed.

Constable, Town of Northbridge



Adam D. Gaudette
Town Manager

TOWN OF NORTHBRIDGE
OFFICE OF THE TOWN MANAGER
NORTHBRIDGE TOWN HALL
7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588
Phone- (508) 234-2095 Fax- (508) 234-7640
www.northbridgemass.org

J.

SELECTMEN'S GOALS FOR TOWN MANAGER

September 24, 2018 through August 27, 2019

1) Budget Preparation for FY2020

Oversee the budget development process for FY2020 by working with Department Managers to provide budget materials for analysis by the Board of Selectmen and Finance Committee, in order to produce a balanced budget for adoption at the Annual Town Meeting on May 7, 2019. The Town Manager will also incorporate the following within his Budget Preparation in an effort to protect and enhance the financial health of the Town:

- Capital Improvements Planning and Budgeting
- Health Care Benefits and Liabilities (OPEB, Pension, other)
- School Department Funding
- Free Cash and Stabilization
- Seek out and apply for Grants and other sources of revenue to supplement appropriations
- Continue to utilize fiscal discipline, identify areas of savings, and promote transparency

2) Fire Station Building Project

Oversee the Fire Station Feasibility Study process, working with the Building, Planning, and Construction Committee and the Owner's Project Manager on required tasks such as a) site selection, b) architect RFQ, c) designer selection, d) site analysis, and e) recommendations and action plan. The Town Manager will incorporate a public review and comment process on all the potential costs associated with project development. The Town Manager will regularly communicate project outcomes to the Board of Selectmen.

3) Roadway Infrastructure Planning, Design and Construction

Develop a strategic road enhancement plan that will seek to target locations and road network reconstruction that may also include intersection realignments, bridge replacement, culvert and other drainage related improvements.

Coordinate application preparation for eventual grant funding for road network infrastructure improvements under the following programs:

- Chapter 90
- Accelerated Bridge Program
- Complete Streets

- Transportation Improvement Program
- Municipal Vulnerability Preparation
- Hazard Mitigation

4) **Financial Management Enhancements**

In an effort to solidify the Town's financial position and to prepare for future borrowings, address financial management recommendations from the 2017 audit, and seek other financial management strategies that could possibly contribute to maintaining or even possibly upgrading the Town's current Bond Rating.

Recommendations and strategies include the following:

- Secure Outstanding Receivables
- Prepare for OMS's Uniform Guidance Requirements over Procurement
- Develop a More Formal Risk Assessment Process
- Adopt Formal Policies and Procedures
- Adopt Formal Policies and Procedures over Federal Awards
- Revise Previously Adopted Financial Policies
- Revisit Pension Liability and OPEB Payment Strategies