TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
November 7, 2016 AT 7:00 PM
REVISED

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES
A. 1) October 3, 2016 **2)** October 17, 2016 **3)** October 25, 2016 (FATM)

II. PUBLIC HEARING

III. APPOINTMENTS/Resignations:
B. 1) Leon Duquette, Council on Aging **2)** Sidney Koopman, Associate Member, Council on Aging **3)** Phyllis DiPalma (Vacancy) **Present:** Kelly Bol, Senior Center Director

IV. CITIZENS' COMMENTS/INPUT
Local Business Spotlight: David Gunness, Fulcrum Acoustics at the Linwood Mill
C. John Killeen: Riverdale Street issues [water trucks]

V. DECISIONS
D. 2017 Selectmen's Meeting Schedule/Vote to approve
E. 2017 Holiday Schedule/Vote to approve
F. Daniel O'Neill /Vote to accept monetary donations for the Fire Department, Police Department, and Veteran's Services
G. Fuel Efficient Vehicle Policy / Vote to adopt

VI. DISCUSSIONS
H. Building Planning & Construction Committee / DPW Facility Update / **Present:** Michael Beaudoin, Chairman

VII. TOWN MANAGER'S REPORT
I. 1) Public Forum -Local Historic District (Whitinsville) Tuesday, November 15, 2016 (6 PM – Town Hall)
2) Highway Safety Grant
3) Town Election Update
4) Economic Development Conference
5) Needle Disposal Update

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

Town Clerk: 2 Hard copies	☐
Town Clerk: E-mail hard copy	☐
Web: Post time-stamped copy	☐

THIS AGENDA IS SUBJECT TO CHANGE

A1

BOARD OF SELECTMEN'S MEETING
October 3, 2016

A meeting of the Board of Selectmen was called to order by Chairman James Marzec at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Athanas, Melia, and Marzec. Selectman Nolan was absent and it is duly noted. **Also Present**: Theodore D. Kozak.

The Pledge of Allegiance was recited by those present

APPROVAL OF MINUTES. August 15, 2016. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the August 15, 2016 minutes. Vote yes/Messrs. Ampagoomian, Athanas, Marzec and Melia. **September 12, 2016 [Executive Session].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve but not release the September 12, 2016 executive session minutes. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

PUBLIC HEARING/None

RESIGNATIONS / Gretchen Tucker, Cultural Council. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to accept Gretchen Tucker's letter of resignation and send a letter of appreciation for her years of service. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

APPOINTMENTS/Patricia Corkum, Cultural Council / Present: Christine Fung-a-fat. Ms. Fung-a-fat was present to introduce Ms. Corkum, stating that she has an interest in becoming a member and believes she will make an excellent member. Ms. Corkum has been a resident for a little over 20 years, and is interested in becoming more involved in the Town community. A motion/Mr. Melia, seconded/Mr. Athanas to appoint Ms. Corkum to the Cultural Council. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

CITIZENS' COMMENTS/INPUT Local Business Spotlight: Clarks Dog Training / Present: Beth Clark. Beth Clark, owner of Clarks Dog Kennel was present to introduce and discuss her business. Clarks Dog Training is located on 425 School Street. The services provided are dog training, dog boarding, doggie day care, and they now have grooming. Any dogs in the full daycare program are able to go outside every day in one of the 3 fenced in fields or for smaller dogs the courtyard. Ms. Clark stated a lot of customers rave about the knowledge of her staff regarding the animals and their quirks along with the one on one time. Ms. Clark asked the Board if they had any questions. Selectman Melia asked Ms. Clark how many dogs were boarded in one day. Ms. Clark replied about 25 dogs and sometimes 10 dogs. High demand would be summer and holidays. Selectman Athanas asked if the new grooming is by appointment. Ms. Clark explained that it was by appointment and the groomer is typically booked out two to three weeks in advance. There has been discussion of adding another groomer. For more information go to their website at www.clarksdogkennel.com or send an email to clarksdogkennel@gmail.com or call at 508-234-9385.

Warrant posting locations/Vote to revise Precinct 4 posting locations. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the revision of the Precinct 4 warrant posting location to the Whitinsville Social Library as opposed to the VFW Hall. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Shining Rock Drive [remaining portion of]/Vote to layout the remaining portion of Shining Rock Drive located in the Shining Rock Golf Community residential subdivision/Present: Brian Massey. Mr. Massey was not able to attend so Mr. Bechtholdt, Town Planner was present to discuss this item. Mr. Bechtholdt explained that proper notice was provided to the owners that live in the subdivision along that portion of the roadway. The Planning Board convened on two separate occasions and there are no outstanding issues. The DPW is in support of the acceptance of the road as well. Town Counsel has

reviewed the conveyance documents, the deeds, and legal descriptions in preparation for town meeting. At the Planning Boards last meeting they did vote to recommend the layout of Shinning Rock Drive and the Board of Selectmen's vote tonight is to determine whether or not to layout Shinning Rock Drive, which would need to be done prior to Town Meeting action. Abutter, Andrew Downing resident of 624 Shining Rock Drive was present to ask some questions and relay his concerns. Mr. Downing sought verification on some punch list items that he thought seemed incomplete. He explained the lamp posts do not match the remaining light posts, and there are no caps on the bottom of the lamps to cover the bolts, leaving them exposed to the elements. Mr. Downing also mentioned there was some discussion as to the drains being vacuumed out, one of which has filled with dirt and asphalt and wanted to know if it would be cleaned out prior to the turn over. Mr. Bechtholdt replied that this was in preparation for acceptance at town meeting, and the Planning Board will offer recommendation to support the article as well as the Board of Selectmen on two separate motions. Mr. Bechtholdt explained that the Department of Public works is working with National Grid ordering the lights, and if there is a discrepancy in the style of lights that is something that will need to be addressed. National Grid provides the lighting in conjunction and cooperation with the Town, any remaining exposed bolts can also be addressed at that time. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to vote to layout the remaining portion of Shining Rock Drive located in the Shining Rock Drive Golf Community. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Playground & Recreation Commission/Request Board of Selectmen to accept the Jimmy Poulin Memorial located at the Skateboard Park on Church Street / Present: Michelle Poulin. Michelle Poulin explained to the Board that she wanted the memorial there because it was her son's favorite place to be and gives his friends a place to feel close to him. The memorial is a stone and marble engraved bench located at the skate park near Plummers Park. Ms. Poulin also announced that she was looking to repair the skate park as well with new ramps, noise reduction on the current ramps, coating the old ramps, and sealcoating the skate park. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the Jimmy Poulin Memorial locate at the skateboard park on Church Street. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Alternatives Unlimited, Inc. / Application for a Sunday Entertainment License / Present: Cristi Collari. Ms. Collari explained that there are events throughout the year on Sundays and prior to this license they were applying every Sunday for a one-day license, which didn't make much sense. Ms. Collari is looking for the Annual Sunday Entertainment License for the entire year. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the annual Sunday Entertainment License for Alternatives Unlimited, Inc. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Peter Lacasse d/b/a Olde New England Antique & Art Centre, LLC / Application for a Junk Dealer's License located at 116 Church Street, Whitinsville, MA 01588 / Present: Peter Lacasse. Mr. Lacasse has been selling antiques for 28 years, and wishes to bring his quality of items to the Town of Northbridge. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the application for a Junk Dealer's License to Peter Lacasse d/b/a Olde New England Antique & Art Centre, LLC located at 116 Church Street, Whitinsville, MA 01588. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Mumford Knights of Columbus #365 / Application for a Change of Manager [James Masterson/ Present: Plato Adams. At the request of the applicant this item was deferred to a future meeting.

Blackstone Valley Gardeners / Request to use the Town Common on Saturday, May 20, 2017 from 9 AM to 12 PM for a Public Plant Sale. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Blackstone Valley Gardeners to use the Town Common on Saturday, May 20, 2017 from 9 AM to 12 PM for a Public Plant Sale. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Village Congregational Church [Robert G. Sherwood, Pastor]/Request permission to use Memorial Park on Sunday, October 9, 2016, from 9:00 A.M. to 11:00 A.M. for a worship service. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the request for the Village Congregational Church to use Memorial Park on Sunday, October 9, 2016 from 9 AM to 11 AM for a worship service. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Fairlawn Christian Reformed Church [305 Goldthwaite Road]/Request to hang a banner across Church Street from Wednesday, November 9, 2016 to Sunday, November 20, 2016 to advertise a Community Breakfast event on Saturday, November 19, 2016 at 9:00 AM at the church. A motion/Mr. Melia, seconded/Mr. Athanas to approve the request to hang a banner across Church Street from Wednesday, November 9, 2016 to Sunday, November 20, 2016 to advertise a Community Breakfast event on Saturday, November 19, 2016 at 9 AM at the church. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Northbridge Association of Churches/Request to hold their 42nd annual Blackstone Valley Crop Hunger Walk on Saturday, October 15, 2016 at 9AM. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the request to hold the 42nd annual Blackstone Valley Crop Hunger Walk on Saturday, October 15, 2016 at 9 AM. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

MRA Multisport [Alex Rogozenski] /1) Request to hold the 5th annual 1st Day 5k road race beginning at 11 AM A motion/Mr. Melia, seconded/Mr. Athanas to approve the request to hold the 5th annual 1st day 5K road race on Sunday, January 1, 2017 at 11 AM. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. **2) Request to close down Linwood Avenue between 10:45 AM and Noon.** A motion/Mr. Melia, seconded/Mr. Athanas to approve the request to close down Linwood Avenue between 10:45 AM to 12 PM subject to the safety requirements required by Police Chief Walter Warchol. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Pine Grove Cemetery / Present: Kenneth Warchol. Town Manager Kozak announced that he invited Mr. Warchol in to discuss the request for street signs at the Pine Grove Cemetery. Town Manager Kozak mentioned that a few months back a Cub Scout was working on the layout of the cemetery and the construction of signage, but since it is a historical cemetery we need to be considerate of that as well. Mr. Warchol explained that Historical signs have been in existence for past 30 years. The historical signs for the cemetery would be similar to those historical signs with the street name in black on a white background and a black lined boarder. Mr. Warchol explained that would be the recommendation of the Historical Board to keep it similar to the historical areas in Town. Selectman Melia asked if he had been in contact with the friends of the Pine Grove Cemetery. Mr. Warchol replied someone was supposed to get in touch with him, but he has not heard anything. Selectman Melia stated he was contacted by someone from The Fiends of Pine Grove Cemetery, and they want to be involved with the discussion, planning, and choosing the signs. Mr. Warchol asked if Mr. Kozak could set up a meeting with the Friends of the Pine Grove Cemetery he would be happy to attend to discuss the signage.

Conservation Commission - Land clearing update / Present: Richard Chiras and David Pickart. Mr. Pickart, Conservation Agent stated they are continuing to keep track of this issue and are attempting to get the agent, Mr. McCarthy who had the work done make the necessary repairs. The main focus has been attempting to prevent washouts at the two landing areas off of Providence Road and off of Church Street. There are currently two to three acres at each site that have no vegetation on it and exposed soil. If and when we get rain there is a high potential for that area to be washed out into abutting properties and wetlands. Another focus is the fill material that was placed in the wetlands without a permit. Once the cease and desist gave confirmation to the ongoing issues, an enforcement order was put in place, which listed the violations and expectations of changes to be done. Mr. Pickart explained Mr. McCarthy was given a date to come back with the plan to reflect the required changes and address the concerns. A plan was received

but was not adequate in the opinion of the Conservation Commission. One of the requests which was not fulfilled was to obtain a specialist to oversee the process and develop the restoration plan, but instead it was prepared by the agent, Mr. McCarthy. Mr. Pickart stated that Mr. McCarthy was requested to attend their meeting following the submission of the unsatisfactory plans, and Mr. LaChance was informed of the concerns of inadequacies of the plan. Mr. McCarthy's attorney was present, who assured the Conservation Commission that it was understood what the concerns were and he would have his client engage in a wetland consultant in the immediate future. The Commission also reiterated to Mr. McCarthy that they want erosion control at the two landings, to which Mr. McCarthy replied it would be difficult to do with the cease and desist in place. The Conservation Commission made it very clear that he was authorized to go forward with the erosion control. Mr. Pickart announced that to date that has not been completed and the Commission has issued a second enforcement letter stating that if the erosion controls are not in place by October 12, 2016, the Commission would begin the process to fine the individual under the provisions of the bylaw. Selectman Ampagoomian asked if there is anything the Commission can do to present the issue to the state for Mr. LaChance to be reprimand for failure to do his duty. Mr. LaChance is the Department of Conservation and Recreation Forester who reported to the Conservation Commission that the cutting was fine. Mr. Pickart replied representatives from the Massachusetts Department of Environmental Protection as well as Mr. LaChance of DCR met onsite along with two members from the Conservation Commission. The Department of Environmental Protection agreed with the Northbridge Conservation Commission the violations were accurate. Mr. Pickart told Selectmen that Mr. LaChance had stated that the features were not obvious wetlands while the work was being done, and his focus was primarily on the landing where the flooding had occurred and as far as acting as the party responsible for ensuring that the wetlands were protected, that was not his role. Mr. Pickart announced that there is a conference coming up in a week, which is held by the Massachusetts Association of Conservation Commissioners. The conference will solely focus on forest cutting in wetlands, which Mr. Pickart plans on attending and addressing his concerns. Selectman Ampagoomian asked if the removal of the rock wall was a violation. Mr. Pickart explained that the Conservation Commission does not have jurisdiction over that, but he believes the Historical Committee has been informed of that, and it was just confirmed a few weeks ago that parts of the wall were removed. Selectman Athanas asked Mr. Pickart if he felt as though they were being "stone walled." Mr. Chiras replied he did feel as though they were dragging their feet, and he wasn't quite sure why. Selectman Athanas asked how much the charge was and if it was a daily amount. Mr. Pickart replied it can be every day per violation and he is not sure of the monetary value off hand. Selectman Melia asked if anyone was flagging these wetlands prior to the tree clearing. Mr. Pickart replied that they did need to notify the Commission, which they did, and at that meeting it was mentioned to DCR that the Conservation Commission believed the proposed area was said to have more wetlands than were shown on the plans. The Conservation Commission was told that these maps were unpublished but not to worry since the foresters can tell where the wetlands are and it could be adjusted, which was not the case. Chairman Marzec stated that his concern is if the company decides to move on from the project and drag the project out further. Mr. Pickart assured him that something will be done, and unfortunately it is a long slow process.

School Committee Resolution regarding Question II. Chairman Marzec stated that he believes if question two passes the charter schools will affect the public schools locally. Chairman Marzec stated that this question if passed would allow expansion for charter schools, which are not particularly run with the same administration and oversight that public schools are. Chairman Marzec asked the Board of Selectmen if they were in favor of the resolution to go forth with a vote. Selectman Melia announced that there were only 4 Board members present, but he has no issues moving it to decisions. A motion/Mr. Melia to move item R. School Committee Resolution regarding Question II, from discussions to decisions. There being no second, the motion dies. Selectman Ampagoomian asked if a school committee member could attend a meeting to give the Board more details. Chairman Marzec stated if possible a School Committee member and even the Superintendent if available could attend a meeting to inform the Board and answer any questions. Town Manager Kozak stated he will invite the School Superintendent and the School Committee Chairman to attend the next meeting for further discussion.

Proposed naming of the Sutton Street Bridge. Chairman Marzec announced that this item was requested to be in the agenda by Selectman Ampagoomian. Selectman Ampagoomian explained that his intention of this item is to get the Boards feelings and thoughts on the naming of the Sutton Street Bridge after Jack Driscoll. He served as a State Representative 18 plus years, was an assessor for the town, and has been a lifelong resident of Northbridge. Selectman Ampagoomian is suggesting that the Sutton Street Bridge be named after Jack Driscoll and asked for the Boards support, but was only for discussion at this time. Selectman Melia stated he would be more inclined to naming something in honor of Jack Driscoll in the area of Linwood Avenue, where he lived versus a bridge.

TOWN MANAGER'S REPORT

S. 1. Flu Shot Clinic - The Northbridge Board of Health and Salmon VNA & Hospice will be hosting a Flu Shot Clinic on Tuesday October 4, 2016 at 9 AM - 11 AM & 4 PM - 6 PM at the Northbridge Senior Center. The Flu Shot Clinic is for any Northbridge residents 6 months or older. Be sure to bring your insurance cards. **2. Stormwater Coalition Meeting Update** - The Stormwater Coalition Meeting was held in Holden, which the Director of Public Works attended. The EPA regulations are beginning to go into effect. The town is currently maintain those requirements. The new stormwater regulations will be unfolding over the next 5 years. It appears the town will be able to continue to meet those regulations for the foreseeable future. **3. International City/County Management Association Conference Update** - Attended the Annual International City/County Management Association Conference (ICMA) last week, which included a number of workshops in areas such as energy conservation, community policing, economic development, and human resource management, along with keynote speakers and vendor opportunities for municipal products. **4. Rockdale Youth Center Open House** - Attended the open house for new Rockdale Youth Center, which is overseen by the Whitin Community Center. This facility was previously the St. Peters School and was transformed to the new Rockdale Youth Center through the cooperation of Federal and State agencies in conjunction with donations and a fundraiser by the Whitin Community Center, which raised over two hundred and fifty thousand dollars. The facility will assist in youth activities and after school programs in the Rockdale section of Northbridge. **5. Stretch Code Public Hearing** - A Stretch Code public hearing was held to inform the public of the building code requirements pending the code is successfully passed at Town Meeting. Representatives from Massachusetts Department of Energy Resources was in attendance to answer questions from the general public. **6. Worcester Regional Transit Authority Ridership Update** - The WRTA bus program has a slight decrease in route A, which goes to the Shoppes of Blackstone and route B, which goes to the commuter rail had an increase. The WTRA is happy with the progress and will continue to monitor and help increase the amount of riders.

SELECTMEN'S CONCERNS Selectman Melia 1) stated there is a broken ornamental light base near Highland Farms on Church Street, which was a safety hazard, and was reported to the Town Manager's office. The Highway Department was very responsive and are working on correcting the issue. **2)** asked the Town Manager if there was an update on the Fire Chief hiring process. Town Manager Kozak replied that at this point he is working with the Fire Chief on developing an updated job description and an advertisement, but it's still quite some time away. **3)** asked if there was any update on the DPW Facility. Town Manager Kozak replied at the meeting last week they were still working with their architect's contractor on the scope of work, and there has been arrangements made for the demolition of buildings. **Selectman Ampagoomian 1)** stated that on Church Street Extension across from Bob's Storage there is a dip that appears as though the pavement sunk in and asked if it could be leveled. Mr. Luchini explained that the area is a proposed Mass Works project, it can be repaired in the meantime but the town should know in a couple of months if the project is approved. **2)** asked about the ripples on Mendon Road. Mr. Luchini replied they will need to be cut out and repaved. Mr. Luchini explained that road was a trial for that particular process, which he is not a fan off, but stated the Highway Department would make the repairs. **Chairman Marzec 1)** reminded the public to utilize the sidewalks especially at night with the decrease in daylight. He stated he was concerned due to an occurrence that happened while he was driving up Hill

Street where a jogger was running on the side of the road with no sidewalk.

Chairman Marzec announced that the next meeting is scheduled for Monday, October 17, 2016 at 7 PM and the Board will vote their positions on the articles at that time.

A motion/Mr. Ampagoomian, seconded/Mr. Melia to adjourn the public meeting. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Meeting Adjourned: 8:23 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

October 3, 2016

I. APPROVAL OF MINUTES

A. August 15, 2016
-Copy of August 15, 2016 minutes

B. September 12, 2016 [Executive Session]
-Copy of September 12, 2016 executive session minutes

II. PUBLIC HEARING

III. C. RESIGNATIONS / Gretchen Tucker, Cultural Council
-Copy of letter of resignation
D. APPOINTMENTS/Patricia Corkum, Cultural Council / Present: Christine Fung-a-fat
-Copy Patricia Corkum's Talent Bank Application

IV. CITIZENS' COMMENTS/INPUT Local Business Spotlight: Clarks Dog Training / Present: Beth Clark

V. DECISIONS

E. Warrant posting locations/Vote to revise Precinct 4 posting locations
-Copy of current posting locations and revised posting locations

F. Shining Rock Drive [remaining portion of]/Vote to layout the remaining portion of Shining Rock Drive located in the Shining Rock Golf Community residential subdivision/Present: Brian Massey
-Copy of letter regarding the Planning Board vote to recommend the layout of Shining Rock Drive
-Copy of public meeting notice
-Copy of Exhibit A
-Copy of map of layout
-Copy of letter from the Highway Department stating that Shining Rock Drive is ready for acceptance
-Copy of a letter from Strong Point Engineering Solutions confirming the completion of work
-Copy of a letter from Stong Point Engineering Solutions regading the binder course seasonal certification
-Copy of the Surveyors Affidavit

G. Playground & Recreation Commission/Request Board of Selectmen to accept the Jimmy Poulin Memorial located at the Skateboard Park on Church Street / Present: Michelle Poulin
-Copy of an email from the Playground & Recreation Commission Chairperson confirming the acceptance of the Jimmy Poulin memorial bench asking the Board of the Selectmen to accept the gift
-Copy of letter from Ms. Poulin requesting the placement of the Jimmy Poulin Memorial Bench
-Copy of a rough draft of the bench
-Copy of an email from the playground a recreation confirming the acceptance of the bench

H. Alternatives Unlimited, Inc. / Application for a Sunday Entertainment License / Present: Cristi Collari
-Copy of an application for a Sunday Entertainment License for Alternatives Unlimited, Inc
-Copy of the Workmen's compensation Insurance Affidavit
-Copy of Certificate of Liability for Alternatives Unlimited, Inc.
-Copy of the License Routing Slip

I. Peter Lacasse d/b/a Olde New England Antique & Art Centre, LLC / Application for a Junk Dealer's License located at 116 Church Street, Whitinsville, MA 01588 / Present: Peter Lacasse
-Copy of application for a Junk Dealers License
-Copy of Revenue Enforcement Protection Attestation
-Copy Worker's Compensation Insurnace Affidavit
-Copy of Corporation Business Entity Summary
-Copy of LCC Certificate of Incumbency and Authority
-Copy of the fire inspection report
-Copy of the License Routing Slip

~~***J. Mumford Knights of Columbus #365 / Application for a Change of Manager [James Masterson/ Present: Plato Adams***~~ **-deferred to a future meeting**

K. Blackstone Valley Gardeners / Request to use the Town Common on Saturday, May 20, 2017 from 9 AM to 12 PM for a Public Plant Sale
-Copy of a letter requesting the use of the Town Common for a public plant sale on Saturday, May 20, 2016 from 9 AM to 12 PM.
-Copy of a Hold Harmless Agreement

L. Village Congregational Church [Robert G. Sherwood, Pastor]/Request permission to use Memorial Park on Sunday, October 9, 2016, from 9:00 A.M. to 11:00 A.M. for a worship service
-Copy of letter requesting permission to use Memorial Park on Sunday, October, 9, 2016 fir a worship service
-Copy of Certificate of Liability Insurance
-Copy of Hold Harmless Agreement

M. Fairlawn Christian Reformed Church [305 Goldthwaite Road]/Request to hang a banner across Church Street from Wednesday, November 9, 2016 to Sunday, November 20, 2016 to advertise a Community Breakfast event on Saturday, November 19, 2016 at 9:00 AM at the church
-Copy of letter requesting to hang a banner across Church Street from Wednesday, November 9, 2016 to Sunday, November 19, 2016 to advertise the Community Breakfast event on Saturday, November 19, 2016 at 9 AM

N. Northbridge Association of Churches/Request to hold their 42nd annual Blackstone Valley Crop Hunger Walk on Saturday, October 15, 2016 at 9 AM
-Copy of letter requesting to hold the annual Blackstone Valley Crop Hunger Walk on Saturday, October 15, 2016 at 9 AM.

O. MRA Multisport [Alex Rogozenski] /1) Request to hold the 5th annual 1st Day 5k road race beginning at 11 AM 2) Request to close down Linwood Avenue between 10:45 AM and Noon

-Copy of letter requesting to hold the Annual 1st Day 5K road race beginning at 11 AM and request to close down Linwood Avenue between 10:45 AM to noon.
-Copy of road race map
-Copy of map of police detail and road closure
-Copy of map of police detail and volunteers at the Town Common Intersection
-Copy of email approval from the Police Department
-Copy of email approval from the Highway Department

VI. DISCUSSIONS

P. Pine Grove Cemetery / Present: Kenneth Warchol - No documentation

Q. Conservation Commission - Land clearing update / Present: Richard Chiras and David Pickart
-Copy of Telegram and Gazette article "Loggers ordered to stabilize clear-cut area in Northbridge."
-Copy of Telegram and Gazette article "Loggers ordered to repair damaged land in Northbridge"
-Copy of Telegram and Gazette article "Selectmen blast Northbridge tree-cutting Project."
-Copy of Telegram and Gazette article "Northbridge tree-cutting operation under review/"

R. School Committee Resolution regarding Question II
-Copy of resolution Against Lifting the Cap on Commonwealth Charter Schools

RR. Proposed naming of the Sutton Street Bridge -No documentation

VII. TOWN MANAGER'S REPORT

S. 1. Flu Shot Clinic
-Copy of flu shot clinic flyer
2. Stormwater Coalition Meeting Update - No documentation
3. International City/County Management Association Conference Update - No documentation
4. Rockdale Youth Center Open House - No documentation
5. Stretch Code Public Hearing - No documentation
6. Worcester Regional Transit Authority Ridership Update - No documentation

VIII. SELECTMEN'S CONCERNS /No documentation

IX. ITEMS FOR FUTURE AGENDA / None

X. CORRESPONDENCE / None

XI. EXECUTIVE SESSION /None

A2

BOARD OF SELECTMEN'S MEETING
October 17, 2016

A meeting of the Board of Selectmen was called to order by Chairman James Marzec at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Athanas, Melia, Nolan, and Marzec. **Also Present**: Theodore D. Kozak.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES A. September 12, 2016. A motion/Mr. Athanas, seconded/Mr. Melia to approve the September 12, 2016 minutes. Vote yes/Unanimous.

PUBLIC HEARING: None

APPOINTMENTS: None

CITIZENS' COMMENTS/INPUT B. Mike Lebrasseur / Re: School Department Budget Forums. Mike Lebreasseur, School Committee Chairman was present to inform the Board and the community of the School Department Budget Forums. Community input forms have been established to obtain information from parents and citizens of the town on the school criteria to find out what is working well and areas of improvement. Mr. Lebrasseur explained that this will help the school to prioritize what is developed for the budget for the next school year. There are 3 forums scheduled which commence on October 18, 2016 at 10:45 AM at the senior center, and 2 evening session on October 27, 2016 at 6:30 located at the Balmer School and November 3, 2016 at 6:30 PM at the High School. All who are interested are highly encouraged to attend.

C. Fall Annual Town Meeting [October 25, 2016] / Vote position on warrant articles/Present: Plato Adams, Finance Committee Chairman. Article 1 (Selectmen). Bill(s) of prior year: Town Manager Kozak explained this article is a usual article and there are no prior year bills at this time. A motion/Mr. Nolan, seconded/Mr. Athanas to pass over Article 1. Vote yes/Unanimous. The Finance Committee voted unanimously to pass over Article 1. **Article 2 (Selectmen).** FY '17 Budget Adjustments: Town Manager Kozak explained that this article is another typical article that is always on the warrant to raise and appropriate funds for the operating budget for the fiscal year. Town Manager Kozak explained that in the hand out there were a number of recommendations that were voted on by the Finance Committee. Town Manager Kozak noted that after the recommendation was made there was a request for additional assistance for the Trustees of Soldiers' Memorials. They have had some concerns that they will need additional funds, and in working with the Town Accountant they were able to locate $2,500 in additional funds. The Finance Committee was not able to vote on that request but will at an upcoming meeting. Town Manager Kozak explained that it was the Boards decision to either vote on the entire amount, or vote on the original amount and wait for the additional amount after it has been voted on by the Finance Committee. A motion/Mr. Athanas, seconded/Mr. Melia to support article 2 including the additional $2,500 dollars. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 2. **Article 3 (Selectmen).** Transfer to Stabilization Fund: Town Manager Kozak explained the purpose of this article is to raise and appropriate $125,000 to place in the Stabilization Fund. A motion/Mr. Melia, seconded/Mr. Nolan to support article 3. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 3 in the amount of $125,000. **Article 4 (Selectmen).** Approve the conveyance of land located at 2219 Prov. Rd. from the Whitin Community Center to the Town: Town Manager Kozak explained the old recreation center of the Whitin Community Center has been torn down and is a vacant lot. This article is for the Town to take ownership of that vacant lot. A motion/Mr. Melia, seconded/Mr. Athanas to support article 4. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 4. **Article 5 (Selectmen).** Purchase a Dump Truck for DPW: This article

is for the funding to finance the purchase a one ton dump truck for use of the Public Works Department. A motion/Mr. Nolan, seconded/Mr. Melia to support article 5. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 5 in an amount not to exceed $65,000. **Article 6 (Selectmen).** Adoption of the Stretch Energy Code: The purpose of this article is to adopt the "Stretch Energy Code" as part of the Town bylaws and would be effective January 1, 2017. Selectman Athanas asked if the new DPW Facility would be Stretch compatible. Town Manager Kozak replied he wasn't 100% sure and would need to talk to the architect about it. A motion/Mr. Melia, seconded/Mr. Athanas to support Article 6. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 6. **Article 7 (Selectmen).** $550,000 for Fire Department Pumper Truck/Subject to capital exclusion: A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 7. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 7 in an amount not to exceed $550,000. **Article 8 (Trustees of Soldiers Mem.).** $100,000 for restoration of repair of the Rockdale WWI Memorial/Subject to capital exclusion: Selectman Melia verified the vote would be 2/3 at the Town Meeting and at the Ballot it would be a majority rules. Town Manager Kozak replied it would be a majority in both cases since it is not a bond. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 8. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 8 in an amount not to exceed $100,000. **Article 9 (Planning Board).** Funding to hire a consultant to assist the Planning Board with the Master Plan: A motion/Mr. Nolan, seconded/Mr. Melia to support article 9. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 9 in an amount not to exceed $35,000. **Article 10 (Planning Board).** Amend Table of Use Regulations to allow miscellaneous business offices and services by-right within Heritage Zoning District and to allow office for administrative, executive professional, sales and other similar uses by-right within the Heritage Zoning District: Chairman Marzec asked if the house located on the corner was a single story. Mr. Bechtholdt replied he was not familiar with the structure, but the zoning there is a specific provision where if additions were sought there would be additional oversight by the town. A motion/Mr. Athanas, seconded/Mr. Nolan to support article 10. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 10. **Article 11 (Planning Board).** Street Acceptance – Remaining portion of Shining Rock Drive: Selectman Ampagoomian asked if the concerns raised from the resident at the previous meeting were completed. Mr. Bechtholdt answered that the lights that have been installed are offered by National Grid and are little bit smaller. The lights if damaged or in need of replacing would be paid for and replaced by National Grid. The bolts will be addressed, and the catch basins were marked, which tells him that they were in fact cleaned. A motion/Mr. Nolan, seconded/Mr. Athanas to support Article 11. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 11.

~~***D. Daniel O'Neill /Vote to accept monetary donations for the Fire Department, Police Department, and Veteran's Services.***~~ **-Withdrawn per Mr. O'Neill.**

E. Koopman Lumber Co., Inc. / Vote to accept monetary donation for the Police Department to be used towards the School Resource Officer for the next Summer Youth Police Academy. A motion/Mr. Melia, seconded/Mr. Athanas to accept the monetary donation from Koopman Lumber Co. for the Police Department to be used towards the School Resource Officer for the next Summer Youth Police Academy. Vote yes/Unanimous.

F. State Election Warrant [Tuesday, November 8, 2016] / Vote to sign. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the State Election Warrant. Vote yes/Unanimous.

G. Downtown businesses/Request to hang a banner across Church Street from Sunday, November 20, 2016 to Sunday, November 27, 2016 to promote "Small Business Saturday" in Whitinsville. A motion/Mr. Melia, seconded/Mr. Athanas to approve a banner to be hung across Church Street from Sunday, November 20, 2016 to Sunday, November 27, 2016 to promote "Small Business Saturday." Vote yes/Unanimous.

H. School Committee Resolution regarding Question II/Present: Michael Lebrasseur, School Committee Chairman & Dr. Catherine Stickney, School Superintendent. Mr. Labrasseur stated that in June the Massachusetts Municipal Association voted in opposition of question 2. The concern was how the Charter Schools would be funded and the impact on local school districts as well as municipalities. Mr. Lebrasseur stressed the fact that the legislature put together a commission last year to investigate the foundation budget on how adequate levels of funding are determined by the state. The commission determined that public education is currently underfunded by at least one billion dollars. To add additional schools to an already struggling school budget will be a challenge. The Senate attempted to put a bill in place which would have begun to address some of the concerns in the Foundation Budget Review Commission Report and would have allowed for some lifting of the cap, but the bill was denied by the house. Mr. Lebrasseur opened the discussion to the Board for questions. Selectman Athanas asked if the Town will receive a reimbursement from the State when a student leaves the public school system. Mr. Lebrasseur replied there is reimbursement and it is based on the increase of charter tuition from the previous year. Mr. Lebrasseur explained that if the charter school's tuition did not have any increase than there is no reimbursement to the public school. Mr. Lebrasseur noted that for every student schools earn $6,500 per student but when a student moves to a charter school the loss is almost $12,000. Selectman Athanas asked if there is a limit to the number of students who could attend charter schools. Mr. Lebrasseur replied that the cap is not to the number of schools that are open but also the amount of money that a school district can pay in tuition which is capped to 9% or 18%. That number would depend on the ranking in the school districts. Mr. Lebrasseur explained that a vote yes on question 2 would eliminate the financial cap, the school cap, and the enrollment cap. Mr. Lebrasseur clarified that he does not have an opposition to charter schools and his no vote to question 2 is against the language of the question, which he explained is his belief is of a lack of a sustainable funding plan for the additional schools. Selectman Melia asked why Mr. Lebrasseur would be for charter schools. Mr. Lebrasseur replied he is not opposed to charter schools and read an article today reminding the public that the point of charter schools was to address an underserved community within the Commonwealth, and to serve as labs to test and try new programs, which return to the district schools. A motion/Mr. Ampagoomian, seconded/Mr. Melia to move item H. School Committee Resolution regarding Question II from discussion to decision. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Melia to adopt and sign the resolution as presented regarding question II. Vote yes/Unanimous.

I. Early voting / Present: Doreen Cedrone. Ms. Cedrone announced that early voting would be taking place for the first time in Massachusetts. Early voting will begin Monday, October 24, 2016 to Friday, November 4, 2016, and may be done in person or by mail. Ms. Cedrone explained that early voting is slightly different than absentee voting. Ms. Cedrone explained that an absentee ballot was for voters who would not be in town on Election Day, those who have a physical disability that prevents them from getting to the polls, or a religious belief that they could not go to the polls. Early voting does not require a reasoning and must be done between the designated dates and times and may be done in person or by mail. If voting by mail, the ballot can requested by application or any written form of communication to the Town Clerks office. There are also links on the town's website, which will redirect users to the application on the States website. Early voting ballots are not able to be mailed until October 24, 2016. The second option is to vote in person at the Town Hall in the Town Clerks office during business hours, beginning on October 24, 2016 until November 4, 2016, and on Saturday, October 29, 2016 from 8:30 AM to 4:30 PM at the Town Hall upstairs in the Great Hall. Ballots will be placed in an envelope by the voter and stored in a safe and brought to the ballots on Election Day for processing through the tabulators. The town will be receiving $1,200 in grant money for partaking in early voting. Selectman Athanas asked how close the grant money comes to covering the cost for the additional weekend shift. Ms. Cedrone answered that is an immense help and does in fact cover the costs. Selectman Melia asked if there were any plans for parking for those looking to participate in the early voting. Ms. Cedrone explained that she did not have a plan for parking during the week, as she was hoping voters would come on Saturday when employees and residents doing normal business would not be present. Selectman Melia presented the idea

of possibly having Employees Park at the DPW if it appears to be an issue. Selectman Nolan asked if the early voting was in place of an absentee ballot. Ms. Cedrone answered that at this time it is in conjunction with absentee ballots. Selectman Ampagoomian asked if the state gave suggestions or training. Ms. Cedrone explained that the State has provided the town with early voting signage, they have had speakers, and keep in contact by sending emails and press releases.

J. BPCC DPW Facility Update/Present: Michael Beaudoin. Mr. Beaudion was not able to make the meeting. Town Manager Kozak and Highway Superintendent Jamie Luchini gave the update in his place. The contract has been finalized with the BPCC's architect for the design of the new facility as well as the upgrades to the current facility. The BPCC is currently in search of a company to remove the asbestos in the facility to be demolished, which needs to be removed prior to it being torn down. Town Manager Kozak announce that everything seems to be on schedule to go out to bid later this fall and commencing work in the spring. Mr. Luchini announced that the Owners Project Manager, and architects are now under contract. Mr. Luchini stated the BPPC is now meeting bi-weekly due to the contract that need to be handled in a timely manner.

TOWN MANAGER'S REPORT 1) Evergreen Center Public Safety Workshop - Attended the public safety workshop provided by the Evergreen Center to discuss their community housing program for communities within the Blackstone Valley. The workshop allowed communities to meet with public safety personnel to enhance the working relationship with towns and the Evergreen Center. **2) Senior Center Open House** - The Senior Center will be hosting an open house on Saturday, October 22, 2016 from 10 AM to 2 PM. The dedication of the Billiard Room in honor of the late John Driscoll will be taking place at 1:30 PM. **3) Department of Public Works Leaf Pickup Program** - The Northbridge DPW will begin collecting bagged leaves from Town residents commencing on October 24, 2016 until Thanksgiving, weather permitting. For more information on this program please visit the Town's homepage at www.northbridgemass.org. **4) Town Department Records Retention Project-** King Information Systems has finalized the coordination of sorting records in the Town Hall and Town Hall Annex. We are currently awaiting permission from the State to allow us to destroy old records that are no longer needed. **5) Announcement:** The Fall Annual Town Meeting will be held Tuesday, October 25, 2016 at 7 PM located in the Auditorium of the Northbridge Middle School on Linwood Avenue.

SELECTMEN'S CONCERNS Selectman Ampagoomian 1) asked the Department of Public Works to take a look into streetlights at the crosswalk in front of the Library. **2)** asked for an update on the Great Hall progress. Town Manager Kozak replied there is a meeting set up with the lead removal consultant to find out what needs to be done for the asbestos and lead paint removal, which will be put into bid proposal. **Selectman Marzec 1)** encouraged citizens to lock their car doors and house doors as this time of year with the Holiday's around the corner theft crimes are heightened.

Chairman Marzec reminded the public that the State Election would be held on Tuesday, November 8, 2016 from 7 AM to 8 PM at the Northbridge High School Field House.

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

Meeting Adjourned: 8:05 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

October 17, 2016

I. APPROVAL OF MINUTES

A. September 12, 2016.
-Copy of September 12, 2016 minutes

II. PUBLIC HEARING/None

III. APPOINTMENTS/None

IV. CITIZENS' COMMENTS/INPUT

B. Mike Lebrasseur / Re: School Department Budget Forums
-Copy of Community Input Forum flyer

V. DECISIONS

C. Fall Annual Town Meeting [October 25, 2016] / Vote position on warrant articles/Present: Plato Adams, Finance Committee Chairman
-Copy of Fall Annual Town Meeting Warrant

~~***D. Daniel O'Neill /Vote to accept monetary donations for the Fire Department, Police Department, and Veteran's Services***~~ **Withdrawn per Mr. O'Neill**

E. Koopman Lumber Co., Inc. / Vote to accept monetary donation for the Police Department to be used towards the School Resource Officer for the next Summer Youth Police Academy
-Copy of letter of support regarding the monetary donation to the Police Department
-Copy of email from Police Chief regarding the use of the Monetary Donation

F. State Election Warrant [Tuesday, November 8, 2016] / Vote to sign
-Copy of State Election Warrant

G. Downtown businesses/Request to hang a banner across Church Street from Sunday, November 20, 2016 to Sunday, November 27, 2016 to promote "Small Business Saturday" in Whitinsville
-Copy of email request to hang a banner across Church Street from Sunday November 20, 2016 to Sunday, November 27, 2016 to promote "Small Business Saturday"

VI. DISCUSSIONS

H. School Committee Resolution regarding Question II/Present: Michael Lebrasseur, School Committee Chairman & Dr. Catherine Stickney, School Superintendent
-Copy of Resolution against lifting the cap on Commonwealth Charter Schools

I. Early voting / Present: Doreen Cedrone
-Copy of early voting flyer
-Copy of letter from the Commonwealth of Massachusetts regarding the receipt of the application and agreement for early voting

J. BPCC DPW Facility Update/Present: Michael Beaudoin -No documentation

VII. TOWN MANAGER'S REPORT

K. 1. Evergreen Center Public Safety Workshop -No documentation

2. Senior Center Open House

-Copy of letter invitation to the Senior Center Open House

3. DPW Leaf Pickup Program

-Copy of news release regarding the Bagged Leaf Collection Program

-Copy of Bagged Leaf Collection Program schedule

-Copy of Bagged Leaf Collection Program map

4. Town Department Record Retention Project -No documentation

5. Announcement: Annual Town Meeting Tuesday, October 25, 2016 -No documentation

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA - No documentation

X. CORRESPONDENCE -No documentation

XI. EXECUTIVE SESSION/None

A3

BOARD OF SELECTMEN'S MEETING
FALL ANNUAL TOWN MEETING

October 25, 2016

A meeting of the Board of Selectmen was called to order at 6:34 PM by Chairman Marzec, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Marzec, Melia, Nolan, Ampagoomian, and Athanas.

Also Present: Theodore D. Kozak, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business. Town Manager Kozak brought up Article 2- Budget Adjustments. In particular, he mentioned the $25,000 increase for the Trustees of Soldiers' Memorials budget for repair of the Rockdale Memorial. He noted that the Select Board voted unanimously at their last meeting, October 17th, to support Article 2 including the additional $25,000 for the Trustees of Soldiers' Memorials, but because the change came after the Finance Committee booklets were printed, a supplementary handout had to be prepared for town meeting. He also informed the Board that the Finance Committee did not have a chance to vote on the revised motion, however, they support the project and will say so when they speak on the motion during town meeting.

Mr. Kozak then advised the Board that the Town Moderator, Harold Gould, would not be presiding over town meeting this evening and that Attorney Henry Lane has agreed to do the honor. Therefore, the Town Clerk will ask for nominations for Deputy Town Moderator and a motion will have to be put forth to appoint Mr. Lane as Deputy Town Moderator.

Selectman Ampagoomian updated the Selectmen on the Earth Removal Board's meeting that took place on Monday, October 24th. He said residents on Riverdale Street are not supporting an extension of Riverdale Mill's earth removal permit so it has been tabled until Town Counsel reviews everything and advises how to proceed. The residents are also complaining about Riverdale Mill's water company [loud] and earth removal operations. It was also reported that Jim Knott, Jr. has offered to buy the residents' houses.

There being no further business before the Board at this time, a motion/Mr. Nolan, seconded/Mr. Ampagoomian, to adjourn the Selectmen's Meeting at the conclusion of the Fall Annual Town Meeting this evening. Vote yes/Messrs. Marzec, Ampagoomian, Athanas, Nolan and Melia.

Meeting Adjourned: 8:30 P.M.

Respectfully submitted,

James Athanas, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 25, 2016

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

A. Town Meeting Business:
-No documentation

DISCUSSIONS/None

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

B1

Council on Aging
20 Highland Street
Whitinsville, MA 01588
Attn: Mr. Ted Haringa

~~September 25, 2016~~ October 11, 2016

It is with regret that I must offer my resignation as Secretary and Board Member on the Council on Aging.

I have enjoyed working with my fellow board members and participating in the activities of the Council, however, circumstances prevent me from continuing to offer the time that is required to perform my duties.

When possible, it is my plan to continue to volunteer my services to the activities programs of the COA.

Sincerely,

Leon Duquette

Leon Duquette

D

TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN
REGULAR MEETING SCHEDULE
2017

January 9	**Monday**
January 23	**Monday**
February 6	**Monday**
February 27	**Monday**
March 13	**Monday**
March 27	**Monday**
April 10	**Monday**
April 24	**Monday**
May 8	**Monday**
May 22	**Monday**
June 5	**Monday**
June 19	**Monday**
July 17	**Monday**
August 21	**Monday**
September 11	**Monday**
September 25	**Monday**
October 2	**Monday**
October 16	**Monday**
November 6	**Monday**
November 20	**Monday**
December 4	**Monday**
December 18	**Monday**

***Subject to revisions and the calling of special meetings.**

HOLIDAYS AND SPECIAL DATES

2017

Sunday, January 1st	New Year's Day/Holiday
Monday, January 2nd	New Year's Day/Holiday Observed
Monday, January 16th	Martin Luther King, Jr. Day/Holiday
Monday, February 20th	Presidents' Day/Holiday
Friday, April 14th	Good Friday/Close at Noon*
Monday, April 17th	Patriots' Day/Holiday
Tuesday, May 2nd	Spring Annual Town Meeting
Tuesday, May 16th	Annual Town Election
Monday, May 29th	Memorial Day/Holiday
Tuesday, July 4th	Independence Day/Holiday
Monday, September 4th	Labor Day/Holiday
Monday, October 9th	Columbus Day/Holiday
Tuesday, October 24th	Fall Annual Town Meeting
Friday, November 10th	Veterans Day/Holiday Observed
Saturday, November 11th	Veterans Day/Holiday
Thursday, November 23rd	Thanksgiving Day/Holiday
Friday, November 24th	*Holiday
Sunday, December 24th	Christmas Eve/Holiday
Monday, December 25th	*Christmas Eve/Holiday Observed
Monday, December 25th	Christmas Day/Holiday
Tuesday, December 26th	Christmas Day/Holiday Observed
Friday, December 29th	*New Year's Eve/Holiday Observed
Sunday, December 31st	New Year's Eve/Holiday
Monday, January 1st	New Year's Day/Holiday

***Employees covered by AFL-CIO Contract and Town Personnel By-Laws only.**
(Subject to future Collective Bargaining Agreements)

F

BOS Agenda
11/7/16

Breakout of Funds Donated

This is the way that I would like my 3 donations to the town to be spent:

Police : General fund

Fire: General Fund

Veterans Services: General Fund

RECEIVED
OCT - 3 2016
By

Sincerely,

(Dan O'Neill

Dan O'Neill

G

APPENDIX A

Northbridge **FUEL EFFICIENT VEHICLE POLICY**	
Effective Date	
Revisions	
Board of Selectmen Approval Date	
School Superintendent Approval Date	

DEFINITIONS

Combined city and highway MPG (EPA Combined fuel economy): Combined Fuel Economy means the fuel economy from driving a combination of 43 percent city and 57 Percent highway miles and is calculated as follows:

=1/((0.43/City MPG)+(0.57/Ihighway MPG))

Drive System: The manner in which mechanical power is directly transmitted from the drive shaft to the wheels. The following codes are used in the drive field:

- AWD = All Wheel Drive: 4 -wheel drive automatically controlled by the vehicle power train system
- 4WD = 4-Wheel Drive: driver selectable 4-wheel drive with 2-wheel drive option
- 2WD = 2-Wheel Drive

Heavy-duty vehicle: A vehicle with a manufacturer's gross vehicle weight rating (GVWR) of more than 8,500 pounds.

POLICY STATEMENT

In an effort to reduce the Town of Northbridge's fuel consumption and energy costs the Board of Selectmen hereby adopts a policy to purchase only fuel efficient vehicles to meet this goal.

November 7, 2016

PURPOSE

To establish a requirement that the Town of Northbridge purchase only fuel efficient vehicles for municipal/school use whenever such vehicles are commercially available and practicable.

APPLICABILITY

This policy applies to all divisions and departments of the Town of Northbridge.

GUIDELINES

All departments/divisions shall purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.

The Town of Northbridge will maintain an annual vehicle inventory for ALL vehicles and a plan for replacing any non-exempt vehicles with vehicles that meet, at a minimum, the fuel efficiency ratings contained in the most recent guidance for Criterion 4 published by the MA Department of Energy Resources' Green Communities Division.

It is the responsibility of the Town of Northbridge to check the Green Communities Division's Guidance for Criterion 4 for updates prior to ordering replacement vehicles.

Exemptions

- Heavy-duty vehicles: examples include fire-trucks, ambulances, and some public works trucks that meet the definition of heavy-duty vehicle

- Police cruisers, passenger vans and cargo vans are exempt from this criterion since fuel efficient models are not currently available. However, we commit to purchasing fuel efficient police cruisers, passenger vans and cargo vans when they become commercially available. Police and fire department administrative vehicles are NOT exempt and must meet fuel efficient requirements.

Inventory

The following information shall be included in a vehicle inventory list and said list shall be updated on an annual basis and provided to the Green Communities Division:

Model	Make	Model Year	Year/month Purchased	Drive System: 2 WD, 4WD or AWD	> 8500 pounds ? (Y or N)	Exempt or non-exempt	MPG Rating	Vehicle Function

NOTE: Departments/Divisions may use EPA combined MPG estimates or actual combined MPG.

FUEL EFFICIENT VEHICLE REPLACEMENT PLAN

All non-exempt vehicles shall be replaced with fuel-efficient vehicles that adhere to the most recent Green Communities Criterion 4 Guidance. Vehicles shall be replaced when they are no longer operable and will not be recycled from one municipal department to another unless the recycled replacement vehicle meets the fuel efficiency ratings outlined in the Policy. In addition, when replacing exempt vehicles, the function of the vehicle will be reviewed for potential replacement with a more fuel efficient vehicle, including a fuel efficient non-exempt vehicle.

Northbridge will review on an annual basis the Vehicle Inventory, along with the Green Communities Criterion 4 Guidance, to plan for new acquisitions as part of planning for the new fiscal year budget.

QUESTIONS / ENFORCEMENT

All other inquiries should be directed to the department/division responsible for fleet management and/or fleet procurement. This policy is enforced by the Chief Administrative Officer and/or his/her designee(s).

ATTACHMENT B

NORTHBRIDGE ANTI-IDLING POLICY

This policy applies to municipal and school vehicles operated by or within the town/city of Northbridge

OBJECTIVES

1) To eliminate unnecessary idling of vehicles in order to reduce the community's exposure to exhaust from gasoline and diesel engines.
2) To educate and inform municipal employees and residents about the health and environmental effects of gasoline and diesel exhaust.

PURPOSE

Idling vehicles pollute the air and present several health and environmental hazards. Gasoline and diesel vehicles produce carbon monoxide, carbon dioxide, volatile organic compounds (VOCs) and oxides of nitrogen (NOx). Carbon monoxide causes respiratory distress and in high concentrations can be lethal; carbon dioxide is a primary contributor to global warming; and VOCs and NOx and form ozone, ground-level smog and impair lung function. In addition, diesel exhaust contains fine particulate matter, which the U.S. Environmental Protection Agency has designated as a likely carcinogen. The elderly, chronically ill and children are all particularly vulnerable to these health effects because their lung function is respectively decreased, impaired or still in development.

In addition, Massachusetts General Law (MGL Chapter 90, Section 16A) and the Massachusetts Department of Environmental Protection (DEP) idling reduction regulation (310 CMR 7.11(1)(b)) both prohibit unnecessary vehicle idling by stating that the engine must be shut down if the vehicle will be stopped for more than five minutes. Exemptions include: 1) the vehicle is being serviced and the idling is required to repair the vehicle; or 2) the vehicle is making deliveries and needs to keep its engine running (to power refrigerators, for example); and, 3) the vehicle's accessory equipment needs to be powered, such as a fork lift or a truck's rear dump bed, or a wheelchair lift in a bus or van. To provide additional protections for children, MGL Chapter 90, Section 16B further restricts unnecessary idling in school zones.

In order to reduce the health and environmental effects of vehicle exhaust, comply with the state's idling reduction regulation and law, and decrease our use of fuel by reducing unnecessary idling, the following actions shall be implemented to the maximum extent practicable:

Posting of signs in public areas, educating municipal employees and residents, and establishing best management practices for municipal vehicle operations.

This policy is hereby approved by the Board of Selectmen, this 7th day of November, 2016 to eliminate unnecessary idling.

Signature: _____

James R. Marzec, Chairman Board of Selectmen

Town of Northbridge

Energy Reduction Plan

Adopted 11/07/2016

This Energy Reduction Plan (ERP), in accordance with Criteria 3 of the Massachusetts Green Communities Program, outlines proposed energy efficiency measures to reduce costs and environmental impacts of municipal energy use in the Town of Northbridge, Massachusetts. The intent of this plan is to assist Northbridge in its energy reduction goals and help the Town achieve Green Communities designation through the Massachusetts Department of Energy Resources (DOER) Green Communities Program.

TABLE OF CONTENTS

I. PURPOSE and ACKNOWLEDGEMENTS	2
A. Letters Verifying Adoption of the ERP	2
B. Contributors to the Energy Reduction Plan	2
II. EXECUTIVE SUMMARY	2
A. Narrative Summary of the Town	2
B. Summary of Municipal Energy Uses	3
C. Summary of Energy Use Baseline and Plans for Reductions	4
III. ENERGY USE BASELINE INVENTORY	5
A. Identification of the Inventory Tool Used	5
B. Identification of the Baseline Year	6
C. Municipal Energy Consumption for the Baseline Year	6
IV. ENERGY USE REDUCTION PLAN	10
A. Narrative Summary - Overview of Short- and Long-Term Goals	10
B. Getting to a 20% Energy Use Reduction Within the 5-Year Period Following Baseline	11
C. Summary of Long-Term Energy Reduction Goals – Beyond 5 Years	15
V. ONSITE RENEWABLE ENERGY PROJECTS AND RENEWABLE ENERGY	15
VI. LIST OF RESOURCES	15

LIST OF TABLES AND FIGURES

Figure 1	Baseline Dashboard from MEI	4
Figure 2	Streetlights by Type and Status	7
Figure 3	Buildings to Target from MEI	10
Table 1	Summary of Municipal Energy Users	3
Table 2	Summary of Municipal Energy Use Baseline	5
Table 3a	Municipal Energy Use Baseline - Native Fuel Units	8
Table 3b	Municipal Energy Use Baseline- MMBtu	9
Table 4a	FY16 LED Streetlight Savings (complete)	12
Table 4b	General Vehicular Fuel Economy Measures	13
Table 4c	Anti-Idling Savings	14

APPENDICES

Appendix A	Adoption Verification Letters
Appendix B	Table 4, Energy Conservation Measures
Appendix C	Energy Conservation Incorporated Energy Services Audit

I. PURPOSE AND ACKNOWLEDGEMENTS

This Energy Reduction Plan (ERP), in accordance with Criteria 3 of the Massachusetts Green Communities Program, outlines proposed energy efficiency measures to reduce costs and environmental impacts of municipal energy use in the Town of Northbridge, Massachusetts.

The intent of this plan is to assist the Town of Northbridge in its ongoing green efforts, particularly in the Town's current goal to become a designated Green Community through the Massachusetts Department of Energy Resources (DOER) Green Communities Program. This plan satisfies Criterion 3 of the program, which requires a community to establish a baseline benchmark for energy use and to develop a plan to reduce its energy use by twenty (20) percent within five (5) years. Northbridge's energy baseline is computed from FY2015 energy usage and will be discussed in Section III of this plan.

The purpose of this Energy Reduction Plan is to identify opportunities and establish a timeline with specific targets to reduce energy use in Northbridge's municipal facilities and vehicles by twenty (20) percent over a five-year period. The action plan draws upon information from energy audits performed by Energy Conservation Incorporated and the Central Massachusetts Regional Planning Commission (CMRPC). It provides a realistic path for implementation. The decreased energy use realized as a result will reduce energy usage, greenhouse gas emissions, and municipal operating costs.

A. Letters from Both General Government and School District Verifying Adoption of the ERP

- General Government – Please see attached documents.
- Regional School Districts – Please see attached documents.

B. List of Contributors that Participated in the Baseline and ERP Process

- Theodore Kozak, Northbridge Town Manager
- Sharon Susienka, Executive Assistant to the Town Manager
- Northbridge School, DPW, and other Departments
- Kelly Brown, Central Region Green Communities Coordinator, DOER
- Jim Barry, Western Region Green Communities Coordinator, DOER
- Chris Collins, Energy Conservation Incorporated (ECI)
- Central Massachusetts Regional Planning Commission (CMRPC)

II. EXECUTIVE SUMMARY

A. Narrative Summary of the Town

The Town of Northbridge is situated in the western part of Worcester County and is bordered by Sutton on the west, Grafton on the north, Uxbridge on the south, and Upton and Mendon on the east. According to the latest US Census, there are 15,707 residents in Northbridge. The Town comprises 18.1 square miles of contrasting landscapes, including historical manufacturing and mill districts, settled villages, and suburban communities.

B. Summary of Municipal Energy Uses

Total Number of Municipal Buildings
The Town of Northbridge has nineteen (19) municipal buildings. Of these building, eight (8) are heated exclusively with oil (Hill Street Building, Whitinsville Social Library, Rockdale Fire Station, the Pine Grove Cemetery shed, and four (4) buildings included within the Sewer Complex). The Main Fire Station, Town Hall, and W. Edward Balmer School are heated with oil and natural gas). The remaining buildings are heated exclusively with natural gas. All buildings have electricity.

Building Additions and New Construction:
In May of 2016, Northbridge residents appropriated funds to construct of a new DPW garage and office space. The building is in the design phase and will comprise 6,000- 8,000 sf. Northbridge will ensure the project complies with 780 CMR 115.AA, the Massachusetts Stretch Energy Code.

Total Number of Vehicles
Northbridge is responsible for 69 vehicles, 58 of which are exempt. The Town's Exempt vehicles include fire (20), highway (26), police (11), and other vehicles over 8,500 GVW (2). The Town's police cruisers are outfitted with power patrol modules that limit the use of fuel while idling.

Total Number of Street Lights and Traffic Lights
There are 1,118 streetlights and (3) blinking traffic lights in the Town of Northbridge.

Water and Sewer
Northbridge owns and operates a Wastewater Treatment Plant, four (4) wastewater pumping stations, and one (1) drinking water pumping station.

Table 1. Summary of Municipal Energy Users

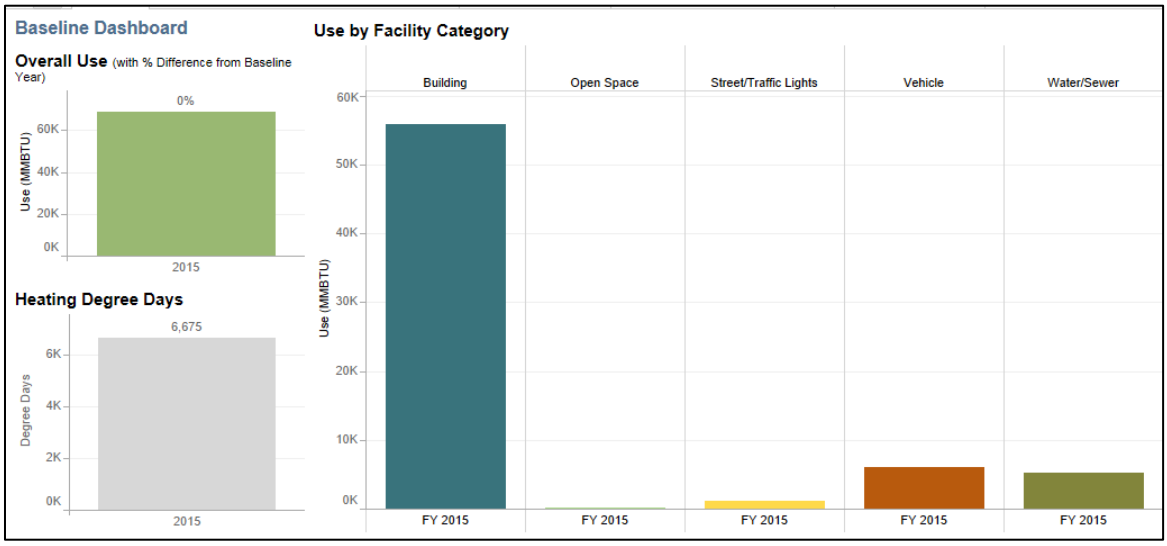
	Number	Ownership
Buildings		
Oil Heat	11	Town of Northbridge
Electric Heat	0	Town of Northbridge
Natural Gas	13	Town of Northbridge
Vehicles	55	
Non-Exempt	11	Town of Northbridge
Exempt	46	Town of Northbridge
Street Lights	1,118	
	64	Town of Northbridge
	1054	National Grid
Traffic Lights	3	Town of Northbridge
Water and Sewer	6	
Wastewater Treatment Plant	1	Town of Northbridge
Drinking Water Treatment Plant	0	N/A
Water Pumping Stations	1	Town of Northbridge
Sewer Pumping Stations	4	Town of Northbridge

C. Summary of Energy Use Baseline and Plans for Reductions

During the baseline year, FY 2015, the total energy use in municipal vehicles and facilities in the Town of Northbridge was 68,533 MMBtus. Tables 3A and 3B present energy use for each municipal facility in Native Units and MMBtus, respectively. The majority of energy consumed in FY 2015 in the Town of Northbridge was used by buildings (81.69%) The Northbridge High School used (33%) of the total energy used by buildings in Northbridge. Municipal vehicles represented the second largest energy consumption (8.83%). Water and sewer facilities accounted for 7.74% while street and traffic lights only accounted for 1.74%

At the request of the Town of Northbridge, Energy Conservation Incorporated (EIC) assessed and documented potential energy conservation measures at a number of Northbridge facilities. ECI's analysis included several site visits, inspections, staff interviews, and data collected through the course of ASHRAE Level 2[1] audits. In conjunction with behavioral and vehicular changes, the measures will reduce Northbridge's municipal energy use by more than twenty (20) percent from the baseline year. Specific actions are detailed in Section IV of this report. Prism's full report is included as Appendix C.

Figure 1. Baseline Dashboard from MEI (FY 2015)



[1] An **ASHRAE Level** 1 assessment determines how much energy a building uses and how that compares to other similar buildings, includes a short walk-through of the facility and identifies potential efficiency measures. The costs and savings of the measures are usually identified with low precision. An ASHRAE Level 1 assessment is often referred to as a scoping audit. An **ASHRAE Level 2** assessment expands on a Level 1 by identifying much more accurate costs and savings for the recommended efficiency measures. Note that these costs are still not bid-level construction costs but generally are within 15-20 percent of accuracy. Cost and energy savings from operational and behavioral measures are also quantified in an ASHRAE Level 2 assessment. For more complex facilities, an end-use breakdown of how a facility uses its energy (i.e., 30 percent of electricity use is for lighting, 60 percent for HVAC, and 10 percent for plug load) is typically included.

Table 2: Summary of Municipal Energy Use Baseline

BASELINE YEAR 2015	**MMBtu Used**	**% of Total MMBtu Baseline Energy Consumption**	**Projected Planned Documented MMBtu Savings[1]**	**Savings as % of Total MMBtu Baseline Energy Consumption**
Buildings	55,881	81.54	12,509	18.29
Open Space	131	0.19	0	0
Vehicles	6,046	8.82	509	.74
Street/Traffic Lights	1,179	1.72	474	.69
Water/Sewer	5,296	7.73	925	1.35
Total	68,533	100	14,417	21.07

III. ENERGY USE BASELINE

A. Identification of the Inventory Tool Used

The Town of Northbridge used the Department of Energy Resources (DOER) MassEnergyInsight (MEI) web-based energy use analysis tool (which is provided at no cost to Massachusetts communities by the Massachusetts Department of Energy Resources (DOER) as part of the Massachusetts Green Communities Program) for this energy reduction plan.

MassEnergyInsight tracks energy using one million British thermal units (MMBtus) as the standard unit of measurement. This allows energy use from the various units of measure to be combined to show overall energy consumption. MMBtus are therefore used as the common unit of measure of energy in this report.

MMBtu Conversion

Fuel Energy Content of Common Fossil Fuels per DOE/EIA (for more information visit mass.gov/energy/greencommunities

BTU Content of Common Energy Units – (1 million Btu equals 1 MMBtu)

- 1 kilowatt hour of electricity = 0.003412 MMBtu
- 1 therm = 0.1 MMBtu
- 1 ccf (100 cubic foot) of natural gas = 0.1028 MMBtu (based on U.S. consumption, 2007)
- 1 gallon of heating oil = 0.139 MMBtu
- 1 gallon of propane = 0.091 MMBtu
- 1 cord of wood = 20 MMBtu
- 1 gallon of gasoline = 0.124 MMBtu (based on U.S. consumption, 2007)
- 1 gallon of E100 ethanol = 0.084 MMBtu
- 1 gallon of E85 ethanol = 0.095 MMBtu
- 1 gallon of diesel fuel = 0.139 MMBtu
- 1 gallon of B100 biodiesel = 0.129 MMBtu

- 1 gallon of B20 biodiesel = 0.136 MMBtu[2]
- 1 gallon of B10 biodiesel = 0.137 MMBtu[9]
- 1 gallon of B5 biodiesel = 0.138 MMBtu[9]
- 1 barrel of residual fuel oil = 6.287 MMBtu

B. Identification of the Baseline Year

Fiscal Year 2015 will serve as the baseline year. FY15 ran from July 1, 2014 to June 30, 2015.

D. Municipal Energy Consumption for the Baseline Year (FY 2015)

Northbridge's FY15 energy use is detailed in Table 3a- fuel units and Table 3b- MMBtus. Overall, the Town of Northbridge consumed 68,533 MMBtus of energy in FY15, including:

- 4,614,840 kWh of electricity
- 34,112 gallons of heating oil
- 420,003 therms of natural gas
- 24,806 gallons of gasoline
- 21,364 gallons of diesel

Buildings

The nineteen (19) municipal buildings in Northbridge used a total 55,881 MMBtus in FY15, accounting for 81.54% of all municipal energy use. The building with the largest energy consumption was the Northbridge High School (18,926 MMBtu) followed by the Northbridge Middle School (17,831 MMBtu), W. Edward Balmer School (6,478 MMBtu), Northbridge Primary School (3,979 MMBtu), Main Fire Station (1,979 MMBtu) and the Memorial Town Hall (1,387 MMBtu).

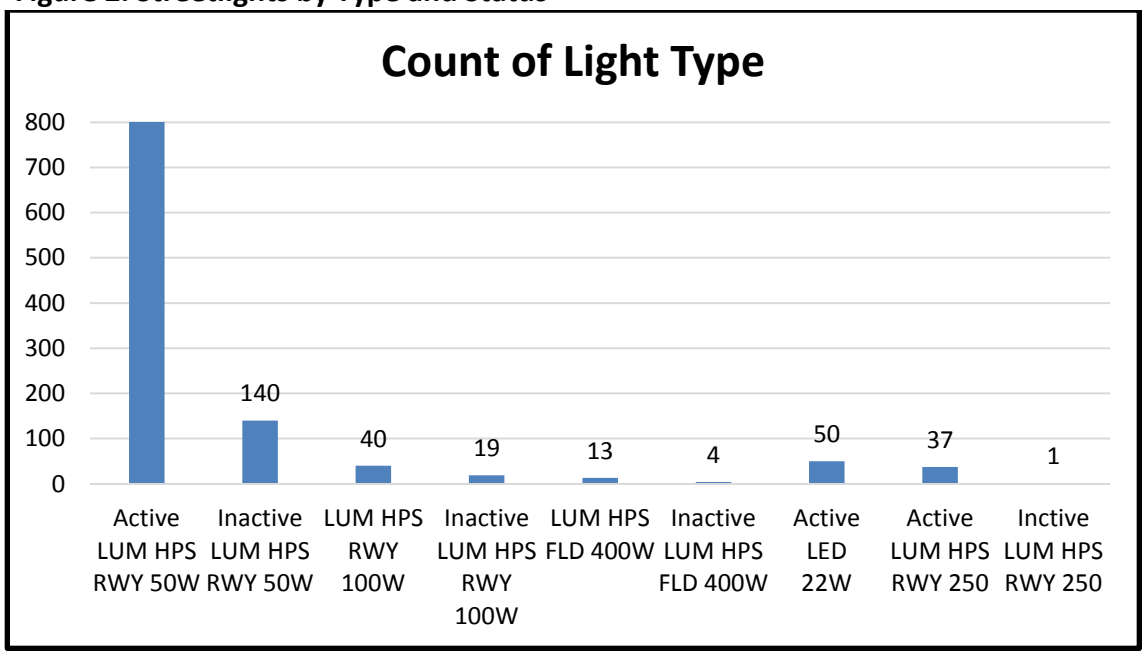
Vehicles

Municipal vehicles are the second largest users of municipal energy in Northbridge, accounting for 8.83% of the baseline total which is the equivalent of 6,046 MMBtus. Nearly 64% of this energy use is in the form of diesel fuel.

Street/Traffic Lights

Of Northbridge's 1,118 streetlights, 954 (85.3%) are active. 164 street lights are inactive. A majority of the streetlights (98%) are owned by National Grid. The remaining 2% are owned by the Town of Northbridge. Largely, these streetlights use 50 Watt High-Pressure Sodium bulbs. In FY16, the Town replaced fifty (50) 100-watt streetlights with 22-watt LEDs. In May of 2016, Northbridge submitted a streetlight Purchase Price Inquiry to National Grid.

Figure 2. Streetlights by Type and Status



Water/Sewer Facilities

The Town of Northbridge has nine (9) water/sewer facilities. The combined use of these facilities accounted for 5,296 MMBtus of energy in FY15. Four (4) of the facilities are wastewater pumping stations, which account for 2.7% of all energy used by water and sewer facilities. There is one (1) drinking water pumping station, which accounts for 3.1% of the energy used by water and sewer facilities. The sewer complex includes the Wastewater Treatment Plant, two (2) garages, and the Sewer Admin Building. Collectively, the Sewer Complex utilized 4,979 MMBtus or 94% of all energy consumed by water and sewer facilities in Northbridge. In total, water and sewer facilities accounted for 7.73% of the Town's overall energy use in FY 2015.

Renewable Energy

Currently, the Town of Northbridge includes one (1) privately operated large-scale solar facility. The Town has a Purchase Power Agreement with this facility, which provides the municipality with (1) Megawatt of electricity. A second large-scale solar facility is under construction. The facility's siting will be split between Northbridge and the neighboring Town of Sutton. Northbridge expects to enter into a Purchase Power Agreement with this vendor as well.

Table 3A: Municipal Energy Consumption for Baseline Year FY 2015 (Native Fuel Units)

ERP Guidance Table 3a - Municipal Energy Consumption for 2015 (Native Fuel Units)

		2015				
		Electric (kWh)	Gas (therms)	Oil (gallons)	Gasoline (gallons)	Diesel (gallons)
Building	Northbridge Primary School	163,274	34,219			
	W. Edward Balmer School	282,120	50,983	3,000		
	Northbridge High School	1,356,750	142,966			
	Aldrich School Town Hall Ann..	21,204	12,807			
	Northbridge Middle School	849,942	149,306			
	Hill Street Building	4,064		1,932		
	Whitinsville Social Library	48,088		4,200		
	Memorial Town Hall	76,520	11,255			
	Northbridge Senior Center	69,231	4,885			
	School Administration	61,429	1,766			
	11 Fletcher St	23,108	5,616			
	Main Fire Station	37,708	359	13,034		
	Rockdale Station	3,213		2,249		
	Police	103,046	4,954			
	Total	**3,099,697**	**419,116**	**24,415**		
Open Space	Parks/Playgrounds	10,674				
	Pine Grove Cemetery	1,525		646		
	Total	**12,199**		**646**		
Street/Traffic Lights	Street Lights & Traffic Signals	345,601				
	Total	**345,601**				
Vehicle	School Department				1,875	
	Sewer				339	1,768
	DPW				3,485	13,520
	Fire Department				49	4,151
	Ambulance				418	1,925
	Police Department				15,616	
	Code Enforcement				284	
	Council on Aging				2,740	
	Total				**24,806**	**21,364**
Water/Sewer	Sewer Complex	1,090,600		9,051		
	Adams Circle Pump Station	8,788				
	Marston Rd Pump Station	9,580	51			
	Shannon Dr Pump Station	22,795				
	Upton St Water Pump Station	25,110	836			
	Plummer Park Pump Station	470				
	Total	**1,157,343**	**887**	**9,051**		
Grand Total		**4,614,840**	**420,003**	**34,112**	**24,806**	**21,364**

Table 3B: Municipal Energy Consumption for Baseline Year FY 2015 (MMBtu)

ERP Guidance Table 3b - Municipal Energy Consumption for 2015 (MMBTU)

Please make sure that any data submitted to DOER contains complete Data!

		2015					
		Diesel	Electric	Gas	Gasoline	Oil	Total
Building	Northbridge Primary School		557	3,422			3,979
	W. Edward Balmer School		963	5,098		417	6,478
	Northbridge High School		4,629	14,297			18,926
	Aldrich School Town Hall Ann..		72	1,281			1,353
	Northbridge Middle School		2,900	14,931			17,831
	Hill Street Building		14			269	282
	Whitinsville Social Library		164			584	748
	Memorial Town Hall		261	1,126			1,387
	Northbridge Senior Center		236	489			725
	School Administration		210	177			386
	11 Fletcher St		79	562			640
	Main Fire Station		129	36		1,812	1,976
	Rockdale Station		11			313	324
	Police		352	495			847
	Total		10,576	41,912		3,394	55,881
Open Space	Parks/Playgrounds		36				36
	Pine Grove Cemetery		5			90	95
	Total		42			90	131
Street/Traffic Lights	Street Lights & Traffic Signals		1,179				1,179
	Total		1,179				1,179
Vehicle	School Department				233		233
	Sewer	246			42		288
	DPW	1,879			432		2,311
	Fire Department	577			6		583
	Ambulance	268			52		319
	Police Department				1,936		1,936
	Code Enforcement				35		35
	Council on Aging				340		340
	Total	2,970			3,076		6,046
Water/Sewer	Sewer Complex		3,721			1,258	4,979
	Adams Circle Pump Station		30				30
	Marston Rd Pump Station		33	5			38
	Shannon Dr Pump Station		78				78
	Upton St Water Pump Station		86	84			169
	Plummer Park Pump Station		2				2
	Total		3,949	89		1,258	5,296
Grand Total		2,970	15,746	42,000	3,076	4,742	68,533

IV. ENERGY REDUCTION PLAN

A. Narrative Summary

Overview of Goals for years 1-3

This time period runs from FY 2015 to the end of FY 2018. Northbridge's strategy will be to focus on high-return measures. Top priority will be given to mechanical measures (specifically pumps, motors, and drives) at Northbridge Primary School, Northbridge Middle School, and the Sewer Department, as these projects show the highest Rate of Return. Next will be Building Controls at Northbridge Middle School and interior lighting projects at Northbridge Primary School, W. Edward Balmer School, Northbridge High School, Northbridge Middle School, and the School Department Administrative Building.

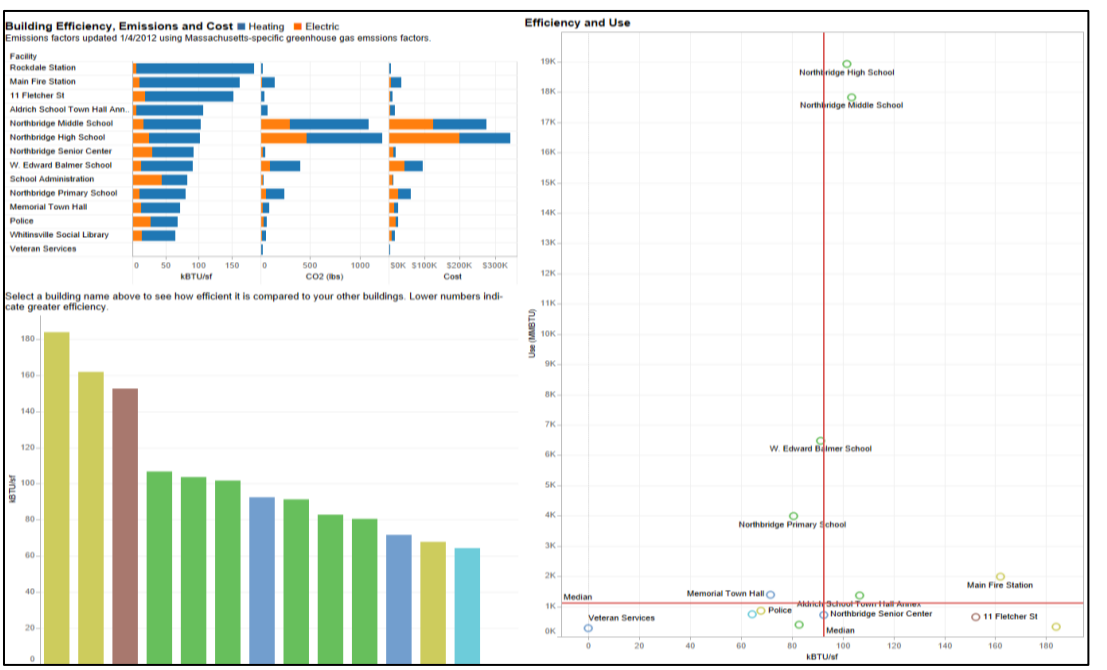
Overview of Goals for Years 4-5

The goals for FY 2019 and FY 2020 are to complete any unfinished projects listed as well as additional projects identified in Table 4.

Identify Areas of Least Efficiency/Greatest Waste

It is very useful to gain an understanding of how municipal facilities, namely buildings, perform compared to each other. Figure 2, *Buildings to Target*, compares the energy consumption to the building's efficiency for all the buildings in Northbridge. As shown in this Figure, the Northbridge High School is the largest user (of the buildings) of energy in Town. Its efficiency, expressed in energy consumption per square foot, falls slightly above the median for Town buildings. However, the High School is less than a decade old and audits by ECI indicate the building is adequately weatherized and that measures such as VFDs are already in place. Thus, no this plan includes no measures at the High School. The Northbridge Middle School is the next highest user of energy and also falls slightly above the median for efficiency. Energy-saving strategies are outlined for each of these locations. The Main Fire Station is also a building to target as it shows a below average result for efficiency.

Figure 3. Buildings to Target from MEI



B. Getting to a 20% Energy Use Reduction Within the 5 Year Period Following the Baseline Year

Overview

The Town of Northbridge is committed to reducing baseline (FY 2015) energy consumption by 20% over the five year period from FY 2015 to the end of FY 2020. A list of specific and documented strategies is presented in Table 4 (Appendix B), and accounts for 20.07 percent of total projected savings.

Program Management Plan for Implementation, Monitoring and Oversight

The Town of Northbridge's Town Manager and Select Board will be responsible for securing the funds and general oversight of the energy efficiency projects. The Town Administrator and Energy Conservation Inc. will be responsible for maintaining energy use data in MEI as well as DOER Green Communities Annual Reporting requirements.

Summary of Energy Audit(s) or Other Sources for Projected Energy Savings

A series of Energy Audits was conducted in several municipal facilities in Northbridge by Energy Conservation Inc. as part of the DOER Energy Audit Program. Energy audits were conducted FY2017 at fourteen (14) municipal facilities (see Table 4 and *Appendix C, Energy Audit* for a list of audited facilities). Complementing these audits are assessments by CMRPC; the organization assessed vehicular energy usage, costs, and savings, as well as policy changes that impact energy use.

Energy Conservation Measures

A list of documented and itemized energy conservation measures is presented in Table 4. These measures account for a 20.07 percent reduction from the baseline year. This table contains detailed information such as project status, projected annual energy savings, projected annual cost savings, total project cost, incentive and financing information, funding sources as well as a reference source for all information. Projects include:

- Interior Lighting and Mechanical Measures (12,509 MMBtus)
- Streetlights (474 MMBtus- 58 complete, 416 planned)
- General Vehicular Fuel Economy Measures (181 MMBtus)
- Anti-Idling Policy (328 MMBtus)

Methodology

The Town of Northbridge will proceed with the recommendations made by Energy Conservation Incorporated and CMRPC. These firms identified energy conservation strategies that will reduce Northbridge's energy use projected energy savings amounting to 14,417MMBtus or 20.07% of the baseline (specific strategies identified through this exercise are discussed in more detail below).

- **Buildings**
  Detailed audits were conducted at all municipal and school facilities. These audits entailed data collection, walkthroughs, review of utility bills and discussions with administration officials, staff, and building occupants. The data presented in these audits includes specific Energy Conservation Measures (ECMs) with detailed information about baseline energy use, projected usage savings and annual cost information. Each of these

reports is contained in Appendix C. Annual usage, cost estimates, and annual cost savings were taken directly or derived from these reports to estimate energy savings.

- **Streetlights**
  As previously noted, Northbridge's streetlights largely utilize high pressure sodium lamps. Energy Conservation Incorporated identified savings opportunities through replacing such lamps with LEDs. The projected savings of these measures are 121,807 kWh or 416 MMBtus. The Town is aware that in order to convert all of its streetlights to LEDs it needs to purchase the 1,054 National Grid-owned streetlights from the utility.

  Additionally, the Town completed a streetlight conversion project in FY16. The project entailed replacement of fifty (50) 100-watt streetlight lamps with 22-watt LEDs. The annual savings from this project is estimated at 17,035 kWh or 58 MMBtus. Savings were derived as shown in Table 4a (see the following page).

  Table 4a. FY16 LED Streetlight Savings (complete)

FY16 LED Streetlight Savings (complete)	
Hours running per day	12
Days per week	7
Hours run per year	4,368
Original wattage	100
New wattage	22
Wattage reduction	78
Hours per year x wattage reduction	34,0704
Number of units	50
Total annual watt savings	1,703,5200
Total annual kWh savings	17,035.2
Total annual MMBtus savings	58.1241024

- **Vehicles**
  The Central Massachusetts Regional Planning Commission (CMRPC) audited Northbridge's vehicular energy usage, projected usage savings, and annual cost information. CMRPC projects energy savings in the following vehicle-specific areas: (1) general fuel economy measures and (2) anti-idling policy and implementation. Savings projections were derived as follows:

  - **General Vehicle Fuel Conservation Measures (all departments)**
    Generally, applicable fuel economy measures can help reduce fuel consumption without any additional cost or investment. Table 4a on the following page

details actions that will conserve fuel across all departments. The rightmost column represents the minimum savings that the Town of Northbridge will strive to achieve. These goals should be quite achievable and the three (3) percent MMBtu reduction assumed is a small fraction of the estimated savings typically found (US DOE: fueleconomy.gov).

- **Anti-idling Policy (non-police)**
  The Town of Northbridge will adopt an Anti-Idling Policy for Town-owned vehicles (excluding police vehicles, which are often better-suited to other fuel-saving measures). After an initial thirty day educational period, it will be the responsibility of supervisors to enforce this policy. Department Heads will be asked to monitor compliance and report to the Town Manager after six (6) months of this policy taking effect in order to make suggestions for improvements or changes. Table 4c on page 14 presents the fuel savings anticipated as a result of this measure.

General Vehicular Fuel Economy Measures								
Key	**Action**	**Source for Measure**	**US Gov Estimate Range**	**ERP Estimate Used**	**Total Fuel Saved (gal.)**	**Gas % (gal.)**	**Diesel % (gal.)**	**MMBtus Saved**
Drive sensibly	Avoid aggressive driving (e.g., rapid acceleration/ braking).	*1	5-33%	**1.00%**	**461.7**	**248.07**	**212.93**	**60.35795**
Remove excess weight	Avoid storing unnecessary items in your vehicle. An extra 100 pounds could reduce mpg by up to 2% especially in smaller vehicles	*1	1-2%	**0.50%**	**230.85**	**124.04**	**106.47**	**30.18029**
Keep engine tuned	Fixing a vehicle that is out of tune or has failed an emissions test can improve gas mileage by an avg. of 4%.	*2	4%	**0.50%**	**230.85**	**124.04**	**106.47**	**30.18029**
Keep tires inflated	Improve gas mileage by up to 3.3% by inflating to proper pressure.	*2	Up to 3%	**0.50%**	**230.85**	**124.04**	**106.47**	**30.18029**
Use recommended grade of oil	Improve gas mileage by 1%-2% by using manufacturer's recommended grade of motor oil.	*2	1-2%	**0.50%**	**230.85**	**124.04**	**106.47**	**30.18029**
			Total Gallons Saved	**3.00%**	**1385.1**	**744.23**	**638.81**	**181.0791**
*1 www.fueleconomy.gov/feg/driveHabits.shtml *2: www.fueleconomy.gov/feg/maintain.shtml								

Table 4b. General Vehicular Fuel Economy Measures

Table 4c. Anti-idling Fuel Savings

Anti-Idling Policy Fuel Savings	
Fleet 1 (total fleet minus police)	58 vehicles
Fleet 1 vehicle fuel, gasoline	9,190 gallons
Fleet 1 vehicle fuel, diesel	21,264 gallons
Estimate fuel savings	8%
Fleet 1 gasoline saved	735.2
Fleet 1 diesel saved	1701.12
Conversion Rate MMBtu, Gasoline	0.124
Conversion Rate MMBtu, Diesel	0.139
MMBtus Saved, Gasoline	91.1648
MMBtus Saved, Diesel	236.45568
Total MMBtus Saved	**327.62048**

- **General Conservation**
  In addition to the above referenced projects, the Town will also implement general energy conservation measures. Such measures can be grouped by three categories: equipment use, heating/cooling, and lighting. Savings from these measures are not accounted for in the 20.07% energy reduction strategy.

  - **Equipment**
    Related to equipment use, municipal employees will be instructed to turn off or set computers and other electronic equipment to hibernation mode when not in use. Additionally, school equipment should be turned off when not in use during summer months.

  - **Heating and Cooling**
    Regarding heating and cooling, building and zone thermostats shall be set to the highest comfortable temperature in summer and the lowest in winter. Employees shall be encouraged to keep warmer clothes on hand so that heating can be set at a lower level. Northbridge will also establish specific guidelines for open window air exchange as may be feasible and practicable. Automatic thermostats will be considered where feasible and employees will be encouraged to dial down thermostats when leaving room or building for non-automatic systems. The Town will also evaluate energy efficient strategies for keeping IT equipment cool.

  - **Lighting**
    Regarding lighting systems, the town will ensure that public buildings are not lighted unnecessarily when in use, that buildings be upgraded to automatic light switches, and that employees be encouraged to turn off lights when exiting building or room.

Summary of Long-Term Energy Reduction Goals – Beyond 5 years

1. **Municipal Buildings**
   Town buildings are the largest energy users. Consequently, our municipal buildings will continue to be an area of focus into the future. After the priority work identified in Table 4 is complete, smaller but still significant projects can be undertaken in all buildings. Such projects would include energy conserving window treatments for smaller area windows where appropriate, upgrading storm windows and creating double door entrances where appropriate. We also view training and education of building occupants as an ongoing energy reduction strategy.

2. **Vehicles**
   The Town of Northbridge has eleven (11) non-exempt vehicles. When these vehicles are taken out of service and, if the decision is made to replace them, they will be replaced with models meeting the current energy efficient guidelines. The Town's vehicle fleet includes no electric vehicles. The Town intends to assess the feasibility of acquiring electric vehicle charging stations and adding electric vehicles to its fleet when existing vehicles reach the end of their lifespan.

3. **Perpetuating Energy Efficiency**
   The Town of Northbridge has considered creating an energy conservation savings reinvestment plan to help finance future EE/RE projects. The Town Manager will initiate discussions with the Select Board.

V. ONSITE RENEWABLE ENERGY PROJECTS & RENEWABLE ENERGY

As previously noted the Town of Northbridge has a solar Power Purchase Agreement with a private, Northbridge-based facility and expects to enter into another agreement in the near future. Otherwise, the Town has no immediate plans for on-site renewable energy. Northbridge has an interest is further expanding its use of renewable energy. The field located adjacent to the Wastewater Treatment Plant may present an opportunity raised solar arrays. Northbridge intends to assess the feasibility of such an installation.

VI. LIST OF RESOURCES

The Town of Northbridge used the following people and resources to create this ERP:

- Kelly Brown: Regional Green Communities Coordinator, Massachusetts Department of Energy Resources (DOER). Kelly.Brown@state.ma.us

- Green Communities Grant Program Information and Guidance: MA DOER, www.mass.gov/energy/greencommunities

- Idling Informational Presentation, *Idling Reduction Makes $ense*: U.S. Department of Energy (DOE) – Energy Efficiency & Renewable Energy, www1.eere.energy.gov/cleancities/pdfs/idle_reduction.pdf

- Energy Walkthrough Audit Reports, Energy Audit Reports, and Energy Audit Summary: Prepared by Energy Conservation Incorporated as part of the MA DOER Energy Audit Program (2016)

APPENDIX A

Adoption Verification Letters

APPENDIX B

Table 4

APPENDIX C

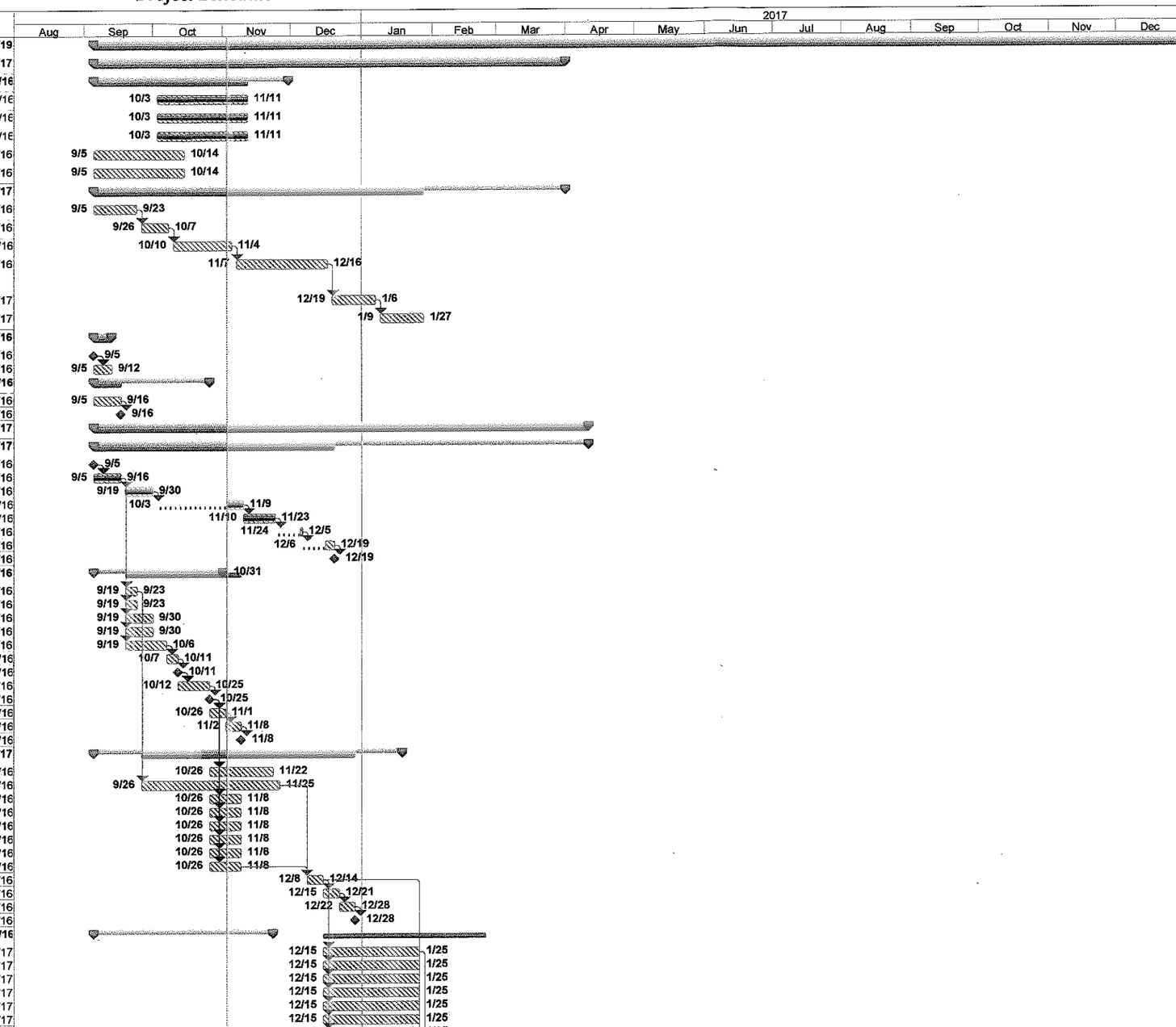
Town of Northbridge
Energy Reduction Audits and Summary

Cardinal Construction Inc.
10 East Worcester St.
Worcester, MA 01604

DPW Vehicle Storage Building
Northbridge, MA
Project Schedule

H.

ID	% Complete	Task Name	Duration	Start	Finish
1	8%	**Northbridge DPW & VSB.**	**629 days**	**Mon 9/5/16**	**Thu 1/31/19**
2	35%	**Northbridge Building Committee**	**150 days**	**Mon 9/5/16**	**Fri 3/31/17**
3	60%	**Land Acquisition**	**62 days**	**Mon 9/5/16**	**Tue 11/29/16**
4	100%	Survey Bounds	30 days	Mon 10/3/16	Fri 11/11/16
5	100%	Assessor Reviews/Appraisals	30 days	Mon 10/3/16	Fri 11/11/16
6	100%	Site Fit Diagrams	30 days	Mon 10/3/16	Fri 11/11/16
7	0%	Geotechnical Borings	30 days	Mon 9/5/16	Fri 10/14/16
8	0%	Environmental Impact Study	30 days	Mon 9/5/16	Fri 10/14/16
9	0%	**Site Development and Permitting**	**150 days**	**Mon 9/5/16**	**Fri 3/31/17**
10	0%	Review requirements	3 wks	Mon 9/5/16	Fri 9/23/16
11	0%	Develop Strategies	2 wks	Mon 9/26/16	Fri 10/7/16
12	0%	Develop early site packages	4 wks	Mon 10/10/16	Fri 11/4/16
13	0%	Procure Horizontal Work (Public Works MGL)	6 wks	Mon 11/7/16	Fri 12/16/16
14	0%	Abatement and Demolition	3 wks	Mon 12/19/16	Fri 1/6/17
15	0%	Closeout Site Contracts	15 days	Mon 1/9/17	Fri 1/27/17
16	0%	**Owner's Project Manager**	**6 days**	**Mon 9/5/16**	**Mon 9/12/16**
17	0%	PreConstruction Services	0 days	Mon 9/5/16	Mon 9/5/16
18	0%	Construction Administration	1.2 wks	Mon 9/5/16	Mon 9/12/16
19	0%	**Designer Selection (MGL c7)**	**37 days**	**Mon 9/5/16**	**Tue 10/25/16**
20	0%	Fee Negotiations	2 wks	Mon 9/5/16	Fri 9/16/16
21	0%	Contract Award	0 days	Fri 9/16/16	Fri 9/16/16
22	7%	**Design Process**	**156 days**	**Mon 9/5/16**	**Mon 4/10/17**
23	92%	**Programming Phase**	**156 days**	**Mon 9/5/16**	**Mon 4/10/17**
24	100%	Develop Program	0 days	Mon 9/5/16	Mon 9/5/16
25	100%	Identify Project Constraints	10 days	Mon 9/5/16	Fri 9/16/16
26	100%	Program Issued to Committee	10 days	Mon 9/19/16	Fri 9/30/16
27	100%	Program Comments to Designer	5 days	Mon 10/3/16	Wed 11/9/16
28	100%	Revised Program to Committee	10 days	Thu 11/10/16	Wed 11/23/16
29	0%	Program Budget Developed	1 day	Thu 11/24/16	Mon 12/5/16
30	0%	Program Acceptance	2 days	Tue 12/6/16	Mon 12/19/16
31	0%	Programming signed off	0 days	Mon 12/19/16	Mon 12/19/16
32	0%	**Schematic Design Phase (SD)**	**41 days**	**Mon 9/5/16**	**Mon 10/31/16**
33	0%	Develop Floor plans	5 days	Mon 9/19/16	Fri 9/23/16
34	0%	Develop Elevations	5 days	Mon 9/19/16	Fri 9/23/16
35	0%	Develop Constraint Strategies	10 days	Mon 9/19/16	Fri 9/30/16
36	0%	Material Uses	10 days	Mon 9/19/16	Fri 9/30/16
37	0%	Identify MEP Systems	14 days	Mon 9/19/16	Thu 10/6/16
38	0%	Estimate Construction Cost (ECC)	3 days	Fri 10/7/16	Tue 10/11/16
39	0%	Issue Schematic Design Package	0 days	Tue 10/11/16	Tue 10/11/16
40	0%	Review Schematic Design	10 days	Wed 10/12/16	Tue 10/25/16
41	0%	Comments Back to Designer	0 days	Tue 10/25/16	Tue 10/25/16
42	0%	Schematic Design Revisions	5 days	Wed 10/26/16	Tue 11/1/16
43	0%	Schematic Design Review	5 days	Wed 11/2/16	Tue 11/8/16
44	0%	Schematic Design Acceptance	0 days	Tue 11/8/16	Tue 11/8/16
45	0%	**Design Development (DD)**	**97.5 days**	**Mon 9/5/16**	**Wed 1/18/17**
46	0%	Site, Civil Plans	20 days	Wed 10/26/16	Tue 11/22/16
47	0%	Architectural Plans	45 days	Mon 9/26/16	Fri 11/25/16
48	0%	Structural Plans	10 days	Wed 10/26/16	Tue 11/8/16
49	0%	Plumbing Plans	10 days	Wed 10/26/16	Tue 11/8/16
50	0%	Fire Protection	10 days	Wed 10/26/16	Tue 11/8/16
51	0%	HVAC Plans	10 days	Wed 10/26/16	Tue 11/8/16
52	0%	Electrical Plan	10 days	Wed 10/26/16	Tue 11/8/16
53	0%	Draft Specification	10 days	Wed 10/26/16	Tue 11/8/16
54	0%	Cost Estimate (Detailed)	5 days	Thu 12/8/16	Wed 12/14/16
55	0%	Review & Comment Period	5 days	Thu 12/15/16	Wed 12/21/16
56	0%	Revisions Incorporated	5 days	Thu 12/22/16	Wed 12/28/16
57	0%	Design Development Signed Off	0 days	Wed 12/28/16	Wed 12/28/16
58	0%	**Contract Documents (CD)**	**57 days**	**Mon 9/5/16**	**Tue 11/22/16**
59	0%	Site, Civil Plans	30 days	Thu 12/15/16	Wed 1/25/17
60	0%	Architectural Plans	30 days	Thu 12/15/16	Wed 1/25/17
61	0%	Structural Plans	30 days	Thu 12/15/16	Wed 1/25/17
62	0%	Plumbing Plans	30 days	Thu 12/15/16	Wed 1/25/17
63	0%	Fire Protection	30 days	Thu 12/15/16	Wed 1/25/17
64	0%	HVAC Plans	30 days	Thu 12/15/16	Wed 1/25/17
65	0%	Electrical Plan	30 days	Thu 12/15/16	Wed 1/25/17



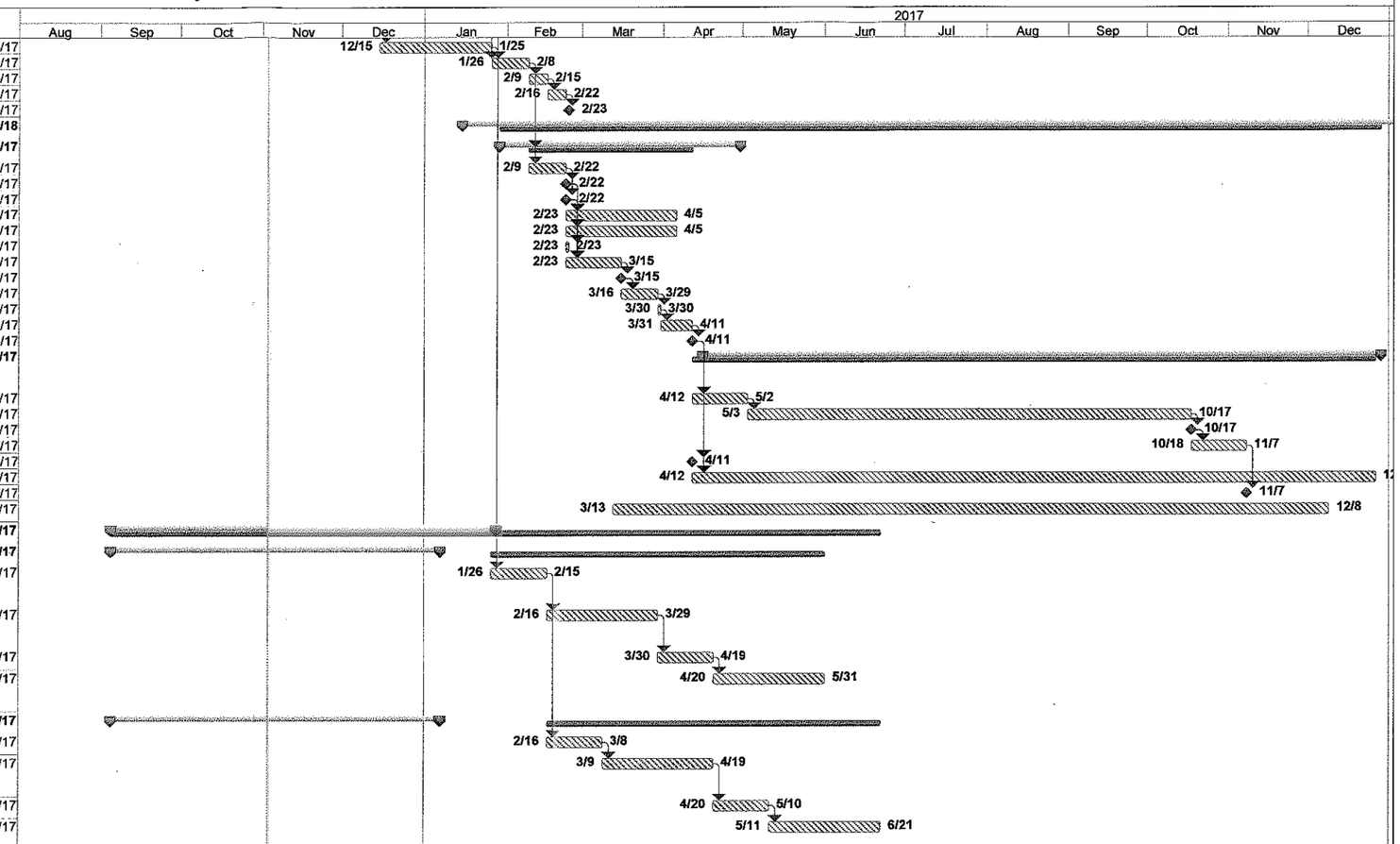
Project: DPW VSB Schedule (2016-11
Date: Thu 11/3/16

Task | Milestone | Summary | Rolled Up Task | Rolled Up Milestone | Rolled Up Progress | Split | External Tasks | Project Summary | Group By Summary | Inactive Task | Inactive Task | Inactive Milestone | Inactive Summary | Manual Task | Duration-only | Manual Summary Rollup | Manual Summary | Start-only | Finish-only | Progress | Deadline

Cardinal Construction Inc.
10 East Worcester St.
Worcester, MA 01604

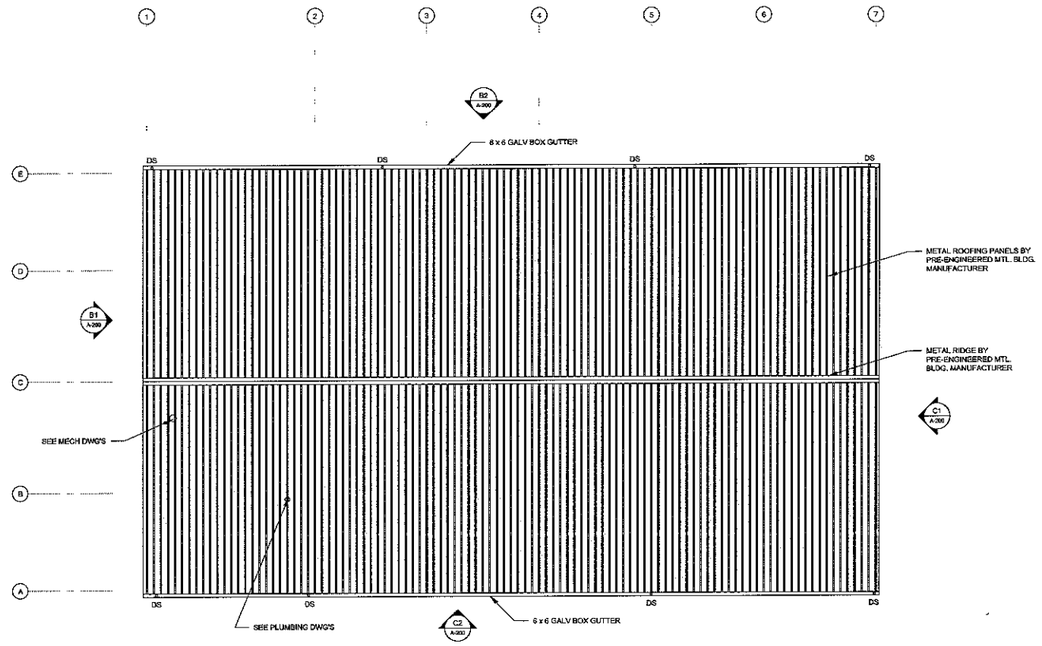
DPW Vehicle Storage Building
Northbridge, MA
Project Schedule

ID	% Complete	Task Name	Duration	Start	Finish
66	0%	Specification Manual w/ Front-end	30 days	Thu 12/15/16	Wed 1/25/17
67	0%	Cost Estimate (Confirmation)	10 days	Thu 1/26/17	Wed 2/8/17
68	0%	Review & Comment Period	5 days	Thu 2/9/17	Wed 2/15/17
69	0%	Revisions Incorporated	5 days	Thu 2/16/17	Wed 2/22/17
70	0%	Bid Docs Complete	0 days	Thu 2/23/17	Thu 2/23/17
71	**0%**	**Contractor Procurement (MGL c149)**	**261 days**	**Sun 1/15/17**	**Sun 1/14/18**
72	**0%**	**Design-Bid-Build**	**66 days**	**Sun 1/29/17**	**Sun 4/30/17**
73	0%	Advertise (Central Register/Local)	2 wks	Thu 2/9/17	Wed 2/22/17
74	0%	Plans available to bidders	0 days	Wed 2/22/17	Wed 2/22/17
75	0%	Prebid Conference	0 days	Wed 2/22/17	Wed 2/22/17
76	0%	General Bid Period	6 wks	Thu 2/23/17	Wed 4/5/17
77	0%	Designer Bid Services	6 wks	Thu 2/23/17	Wed 4/5/17
78	0%	Addendum 1 issued	1 day	Thu 2/23/17	Thu 2/23/17
79	0%	Filed Sub-Bid Period	3 wks	Thu 2/23/17	Wed 3/15/17
80	0%	Filed Sub-Bids Due	0 days	Wed 3/15/17	Wed 3/15/17
81	0%	Addendum 2 (Filed Sub-Bid Results)	2 wks	Thu 3/16/17	Wed 3/29/17
82	0%	General Bids Due	1 day	Thu 3/30/17	Thu 3/30/17
83	0%	References/DCAM/Bonding Review	8 days	Fri 3/31/17	Tue 4/11/17
84	0%	Award/Reject	0 days	Tue 4/11/17	Tue 4/11/17
85	**0%**	**Construction Process (Design-Bid-Build)**	**185 days**	**Sun 4/16/17**	**Thu 12/28/17**
86	0%	Mobilize Site Offices	3 wks	Wed 4/12/17	Tue 5/2/17
87	0%	Construction Period	6 mons	Wed 5/3/17	Tue 10/17/17
88	0%	Substantial Completion	0 days	Tue 10/17/17	Tue 10/17/17
89	0%	Closeout/Punch list	15 days	Wed 10/18/17	Tue 11/7/17
90	0%	Construction Commencement	0 days	Tue 4/11/17	Tue 4/11/17
91	0%	Designer CA services	9.25 mons	Wed 4/12/17	Tue 12/26/17
92	0%	Construction Completion	0 days	Tue 11/7/17	Tue 11/7/17
93	0%	Contingency & Soft Costs	9.75 mons	Mon 3/13/17	Fri 12/8/17
94	**0%**	**Site Permitting**	**105 days**	**Mon 9/5/16**	**Fri 1/27/17**
95	**0%**	**Conservation Commission**	**90 days**	**Mon 9/5/16**	**Fri 1/6/17**
96	0%	Submission to Conservation Commission	15 days	Thu 1/26/17	Wed 2/15/17
97	0%	Conservation Commission Hearing (First Hearing)	30 days	Thu 2/16/17	Wed 3/29/17
98	0%	Resubmission	15 days	Thu 3/30/17	Wed 4/19/17
99	0%	Conservation Commission Hearing (Second Hearing) - Approval	30 days	Thu 4/20/17	Wed 5/31/17
100	**0%**	**Planning & Zoning**	**90 days**	**Mon 9/5/16**	**Fri 1/6/17**
101	0%	Submission to Planning & Zoning	15 days	Thu 2/16/17	Wed 3/8/17
102	0%	Planning & Zoning Hearing (First Hearing)	30 days	Thu 3/9/17	Wed 4/19/17
103	0%	Resubmission	15 days	Thu 4/20/17	Wed 5/10/17
104	0%	Planning & Zoning Hearing (Second Hearing) - Approval	30 days	Thu 5/11/17	Wed 6/21/17



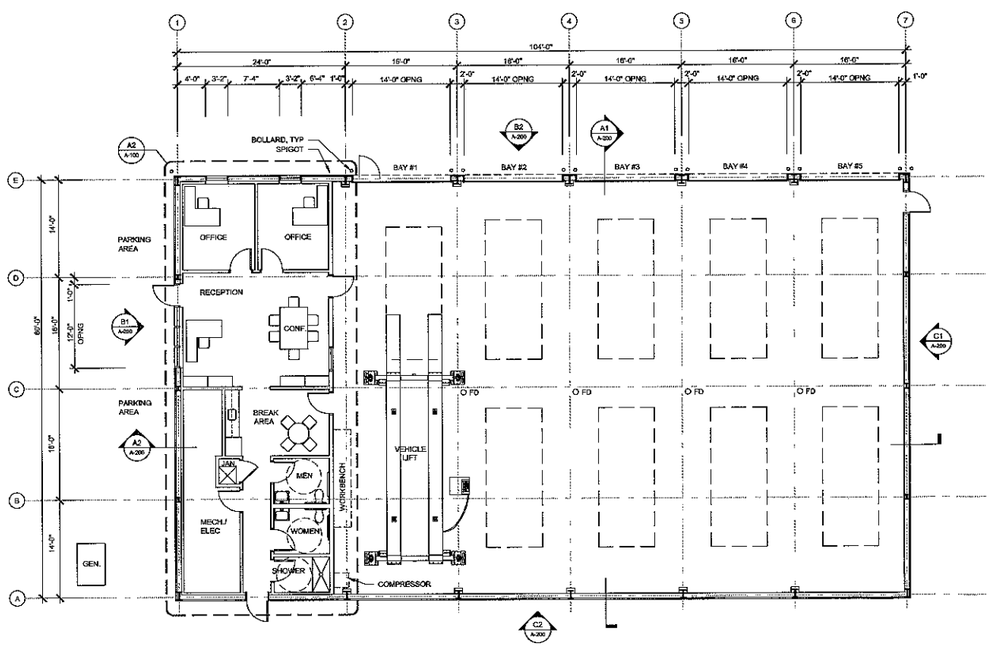
Project: DPW VSB Schedule (2016-11
Date: Thu 11/3/16

Task | Milestone | Summary | Rolled Up Task | Rolled Up Milestone | Rolled Up Progress | Split | External Tasks | Project Summary | Group By Summary | Inactive Task | Inactive Task | Inactive Milestone | Inactive Summary | Manual Task | Duration-only | Manual Summary Rollup | Manual Summary | Start-only | Finish-only | Progress | Deadline



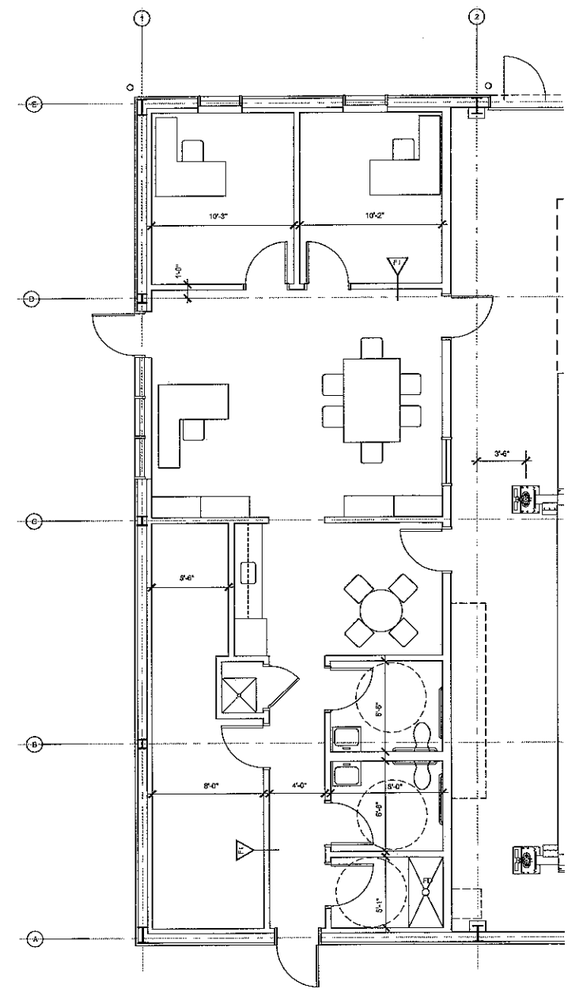
B1 ROOF PLAN (BASE BID)

SCALE: 1/8" = 1'-0"



A1 FLOOR PLAN (BASE BID)

SCALE: 1/8" = 1'-0"



A2 PLAN DETAIL

SCALE: 1/4" = 1'-0"

H&A HABEEB & ASSOCIATES ARCHITECTS
181 LINCOLN STREET
HOPKINTON, MA 01748
OFFICE 781.271.0200
FAX 781.271.0202
habeebarch.com

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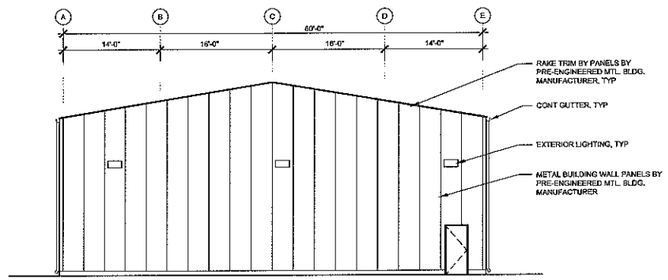
NEW VEHICLE STORAGE FACILITY
TOWN OF NORTHBRIDGE
DEPARTMENT OF PUBLIC WORKS
11 FLETCHER STREET WHITINSVILLE, MA 01588

REVISIONS:		
MARK:	DATE:	DESCRIPTION:

PROJECT NO:	1603.00
DATE:	11-03-16
SCALE:	1/8"/1'-0"/1/4"
DRAWN:	LM
CHECKED BY:	EL

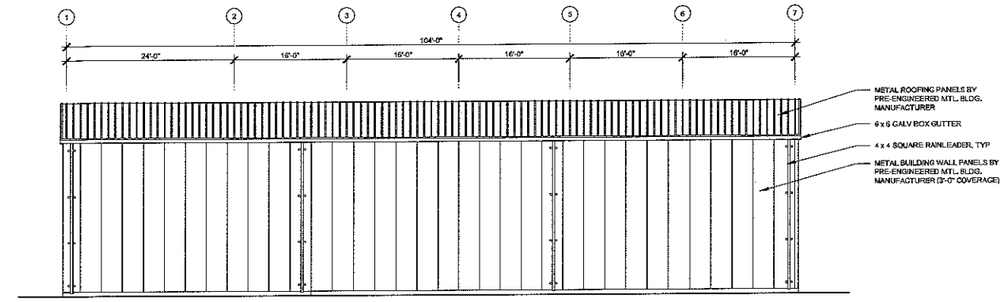
FLOOR PLAN

A-100



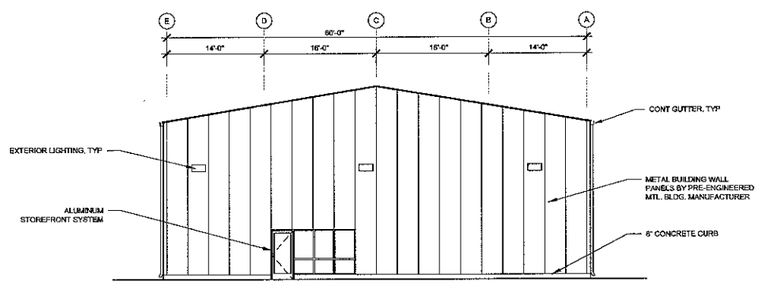
C1 WEST ELEVATION

SCALE: 1/8" = 1'-0"



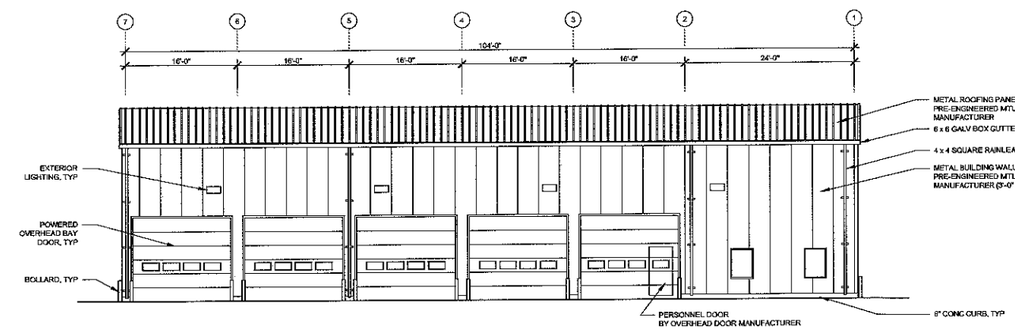
C2 NORTH ELEVATION (BASE BID)

SCALE: 1/8" = 1'-0"



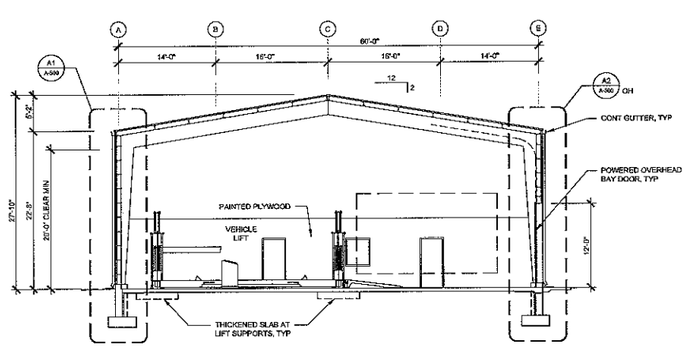
B1 EAST ELEVATION

SCALE: 1/8" = 1'-0"



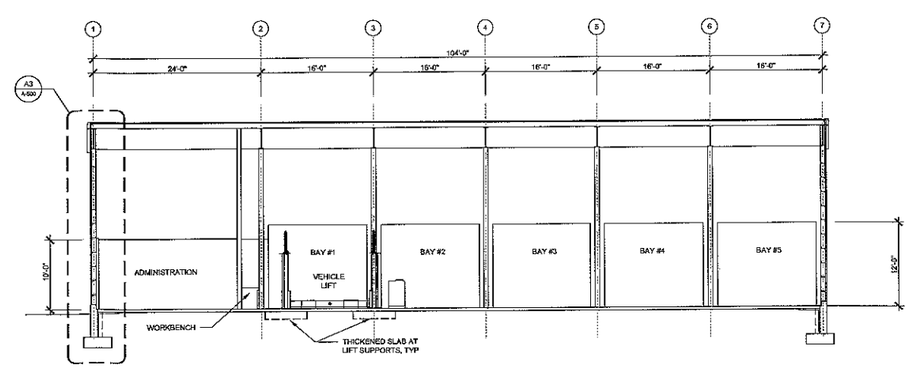
B2 SOUTH ELEVATION (BASE BID)

SCALE: 1/8" = 1'-0"



A1 BUILDING SECTION, TYP

SCALE: 1/8" = 1'-0"



A2 BUILDING SECTION (BASE BID)

SCALE: 1/8" = 1'-0"

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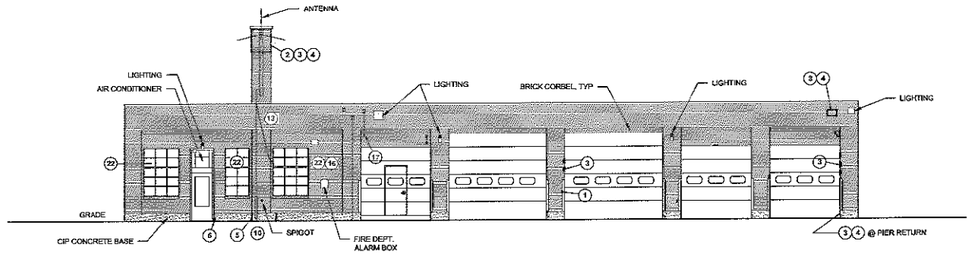
TOWN OF NORTHBRIDGE
DEPARTMENT OF PUBLIC WORKS
11 FLETCHER STREET WHITINSVILLE, MA 01588

REVISIONS:		
MARK:	DATE:	DESCRIPTION:

PROJECT NO:	1603.00
DATE:	11-03-16
SCALE:	1/8"=1'0"/32"
DRAWN:	LM
CHECKED BY:	EL

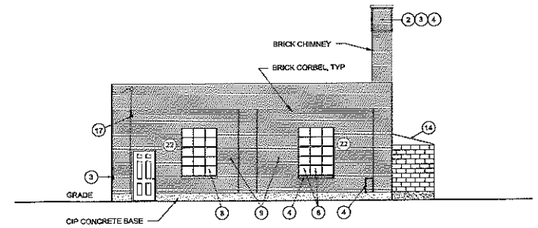
BUILDING SECTIONS AND ELEVATIONS

A-200



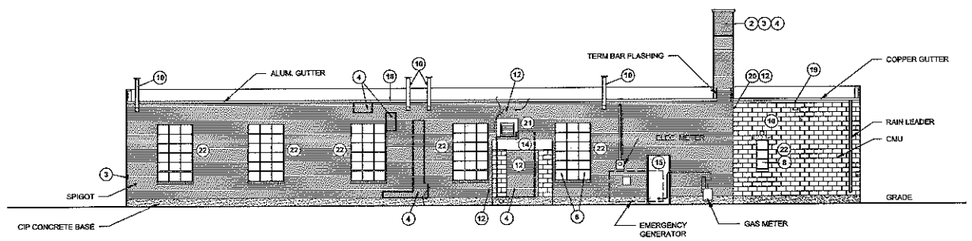
A4 SOUTH ELEVATION (EXISTING CONDITIONS)

SCALE: 1/8" = 1'-0"



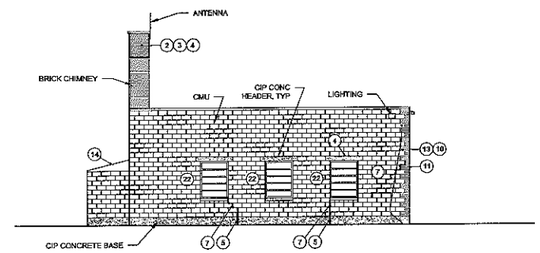
B4 EAST ELEVATION (EXISTING CONDITIONS)

SCALE: 1/8" = 1'-0"



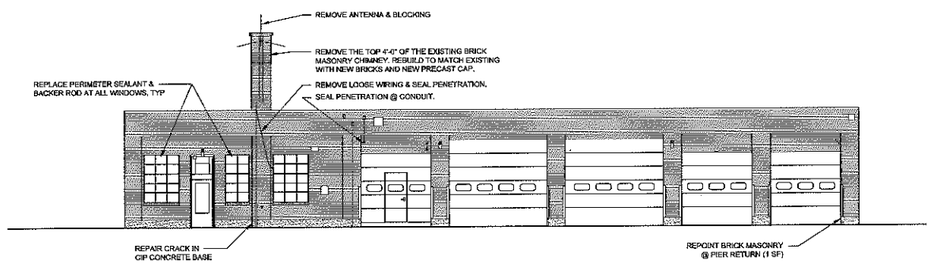
A3 NORTH ELEVATION (EXISTING CONDITIONS)

SCALE: 1/8" = 1'-0"



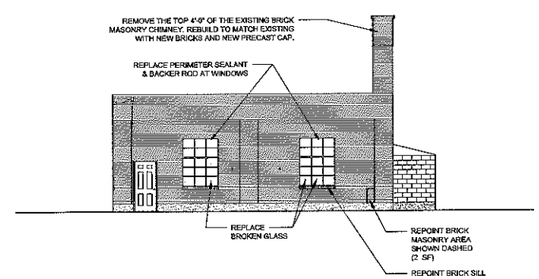
B3 WEST ELEVATION (EXISTING CONDITIONS)

SCALE: 1/8" = 1'-0"



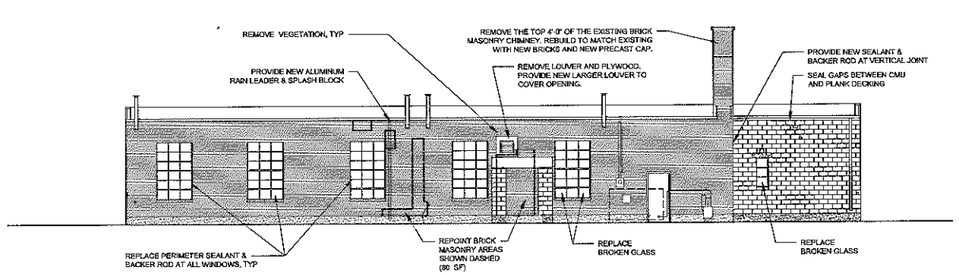
A2 SOUTH ELEVATION (NEW WORK)

SCALE: 1/8" = 1'-0"



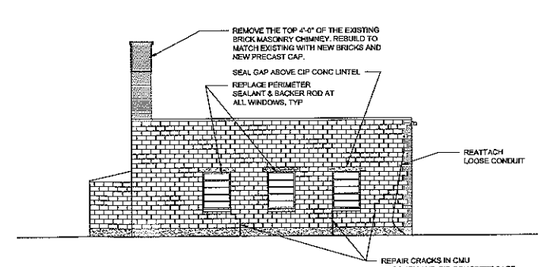
B2 EAST ELEVATION (NEW WORK)

SCALE: 1/8" = 1'-0"



A1 NORTH ELEVATION (NEW WORK)

SCALE: 1/8" = 1'-0"



B1 WEST ELEVATION (NEW WORK)

SCALE: 1/8" = 1'-0"

KEY NOTES (EXISTING BUILDING EXTERIOR DEFICIENCIES):

1. CRACKED BRICK
2. DISPLACED BRICK
3. SPALLED BRICK
4. DETERIORATED MORTAR
5. CRACKED CIP CONCRETE
6. SPALLED CIP CONCRETE
7. CRACKED CMU
8. CRACKED GLASS
9. RUSTED EMBED
10. RUSTED VENT/ PIPE
11. RUST STAINS
12. VINES/ VEGETATION
13. LOOSE CONDUIT OR WIRING
14. DETERIORATED/ MISSING WOOD ROOF
15. DETERIORATED WOOD DOOR (BLOCKED)
16. PREVIOUS BRICK REPAIR
17. MISSING SEALANT AT MASONRY PENETRATION
18. DOWNSPOUT W/ MISSING RAIN LEADER
19. OPEN JOINT BETWEEN CMU & ROOF DECKING
20. OPEN JOINT BETWEEN CMU & BRICK MASONRY
21. LOUVER MOUNTED ON PLYWOOD
22. SINGLE-GLAZED WINDOW WITH DETERIORATED PERIMETER SEALANT

HABEEB & ASSOCIATES ARCHITECTS
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101 CONGRESS ST
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FAX: 617.451.0002
habeebarch.com

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NEW VEHICLE STORAGE FACILITY
TOWN OF NORTHBRIDGE
DEPARTMENT OF PUBLIC WORKS
11 FLETCHER STREET WHITINSVILLE, MA 01588

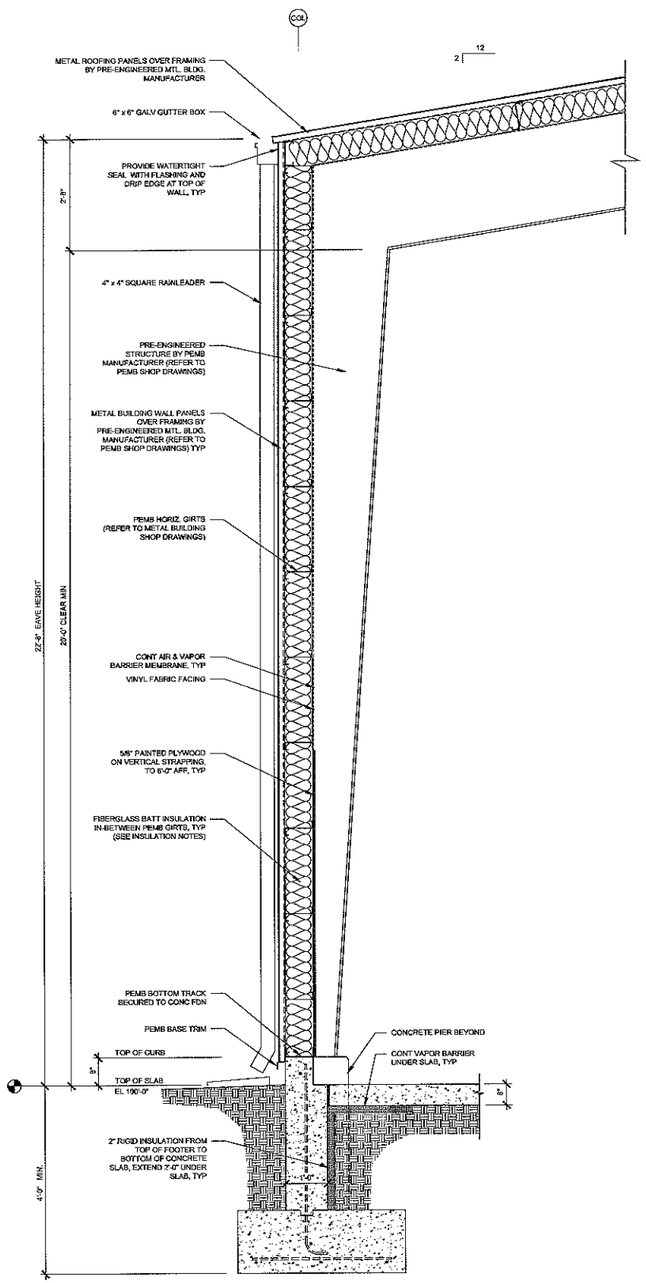
MARK	DATE	DESCRIPTION

REVISIONS:

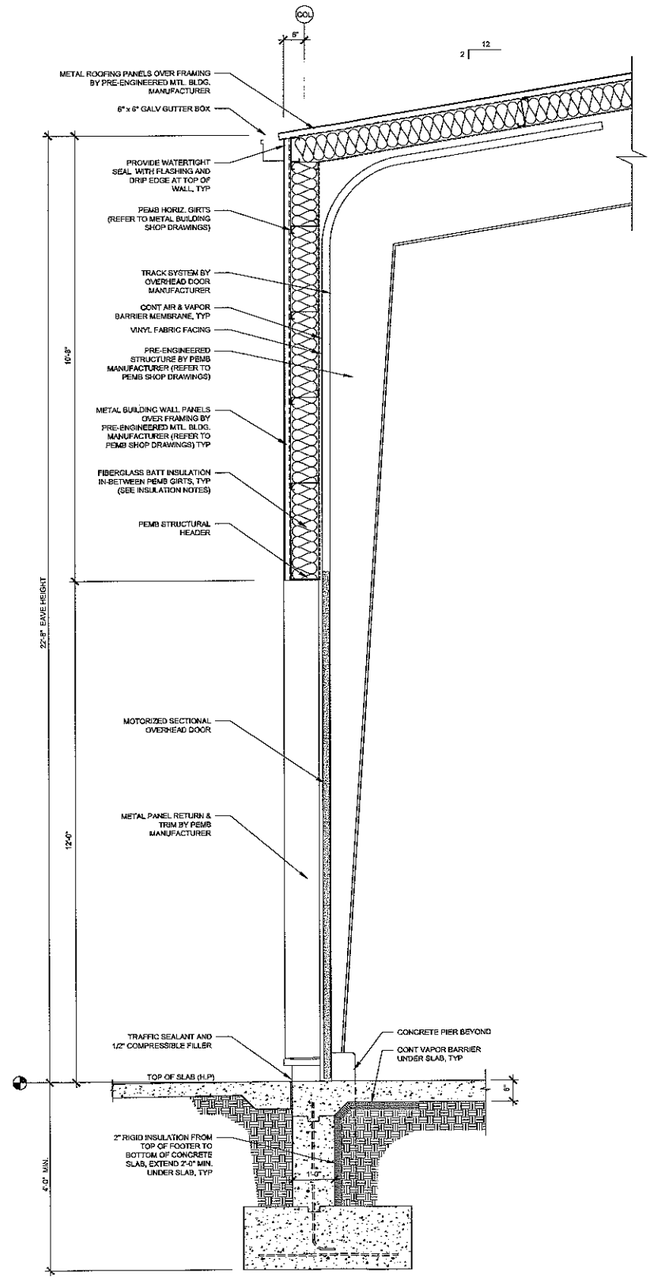
PROJECT NO:	1603.00
DATE:	11-03-16
SCALE:	AS NOTED
DRAWN:	LM
CHECKED BY:	BL

EXISTING BUILDING EXTERIOR ELEVATIONS

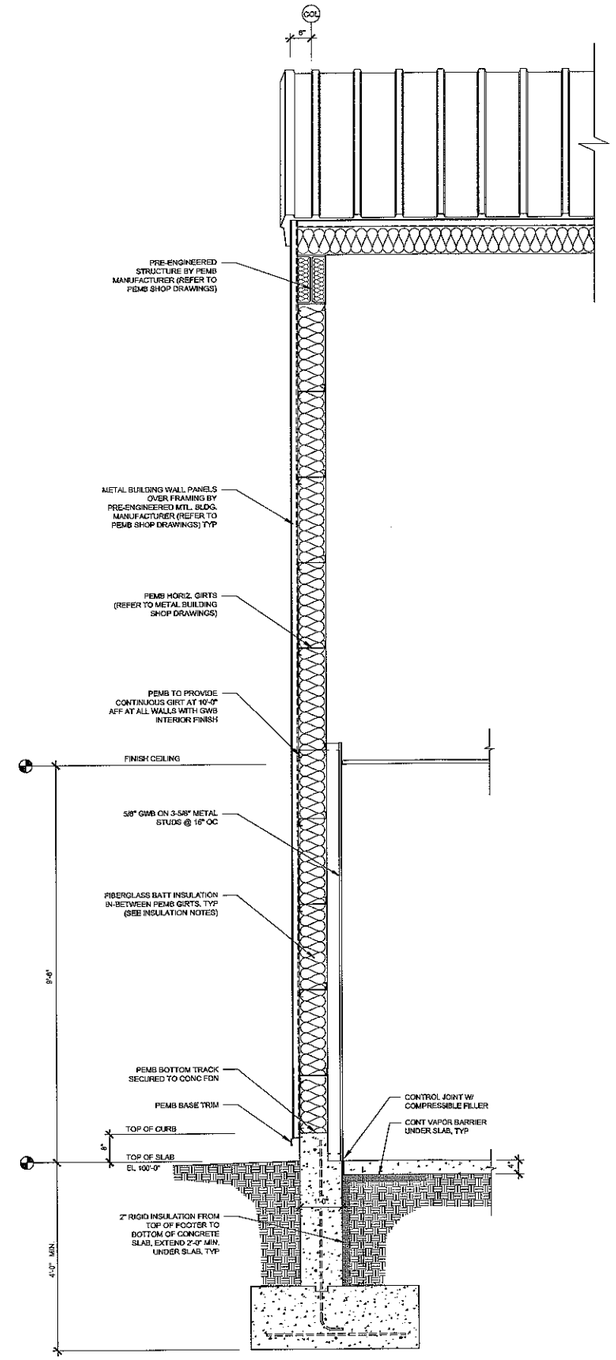
A-201



A1 **WALL SECTION, TYP**
SCALE: 3/4" = 1'-0"



A2 **WALL SECTION @ OVERHEAD DOOR**
SCALE: 3/4" = 1'-0"



A3 **WALL SECTION @ GABLE END, TYPICAL**
SCALE: 3/4" = 1'-0"

HABEEB & ASSOCIATES ARCHITECTS
H&A
1251 CHURCH STREET
NORTHBRIDGE, MA 01534
OFFICE: 774-314-3000
FAX: 774-314-3001
habeebarch.com

DRAFT
NOT FOR CONSTRUCTION

NEW VEHICLE STORAGE FACILITY
TOWN OF NORTHBRIDGE
DEPARTMENT OF PUBLIC WORKS
11 FLETCHER STREET WHITINSVILLE, MA 01588

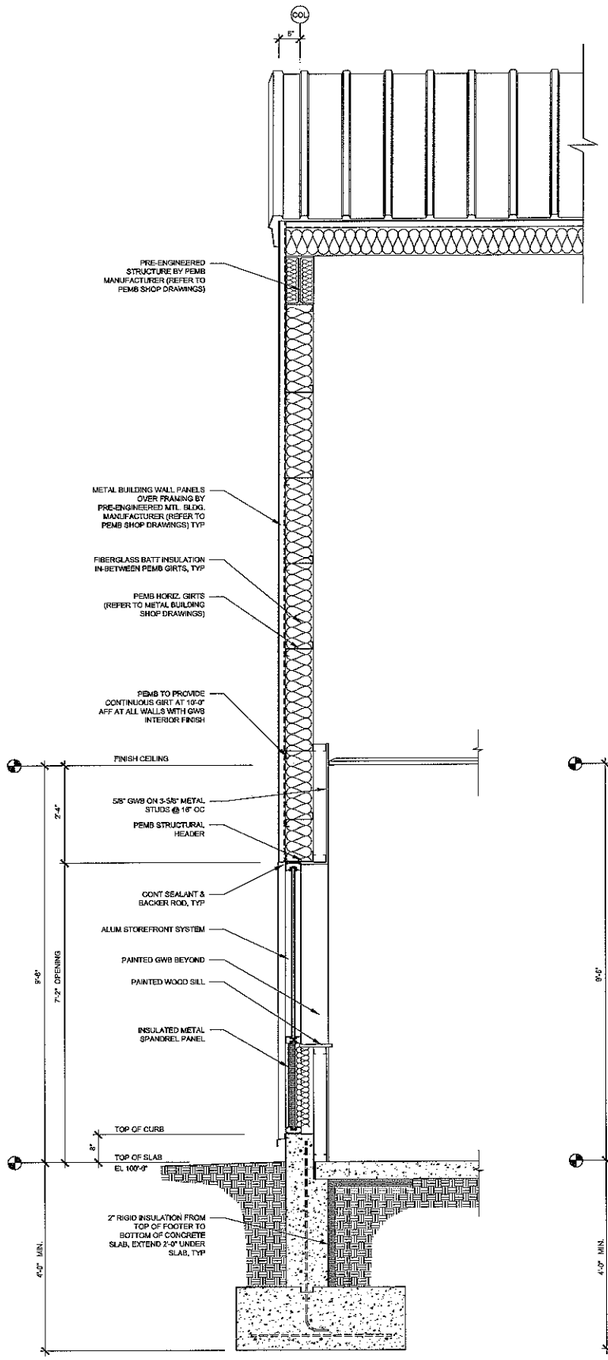
MARK	DATE	DESCRIPTION

REVISIONS:

PROJECT NO:	1603.00
DATE:	11-03-16
SCALE:	3/4"=1'-0"@
DRAWN:	LM
CHECKED BY:	EL

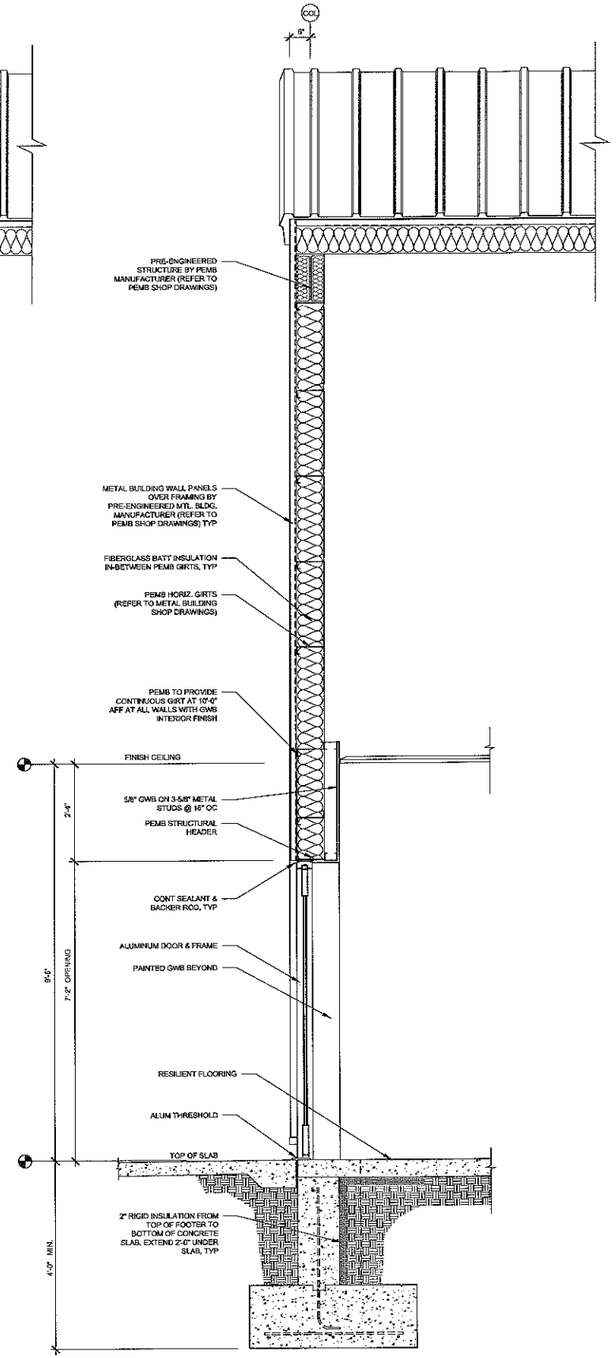
WALL SECTIONS

A-500



A1 **WALL SECTION @ WINDOW**

SCALE: 1/8" = 1'-0"



A2 **WALL SECTION @ ENTRY DOOR**

SCALE: 1/8" = 1'-0"

H&A HABEEB & ASSOCIATES ARCHITECTS
1201 PLUDWICK RD
WEYMOUTH, MA
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FAX: 781-331-1602
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NOT FOR CONSTRUCTION

NEW VEHICLE STORAGE FACILITY
TOWN OF NORTHBRIDGE
DEPARTMENT OF PUBLIC WORKS
11 FLETCHER STREET WHITINSVILLE, MA 01588

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REVISIONS

PROJECT NO:	1603.00
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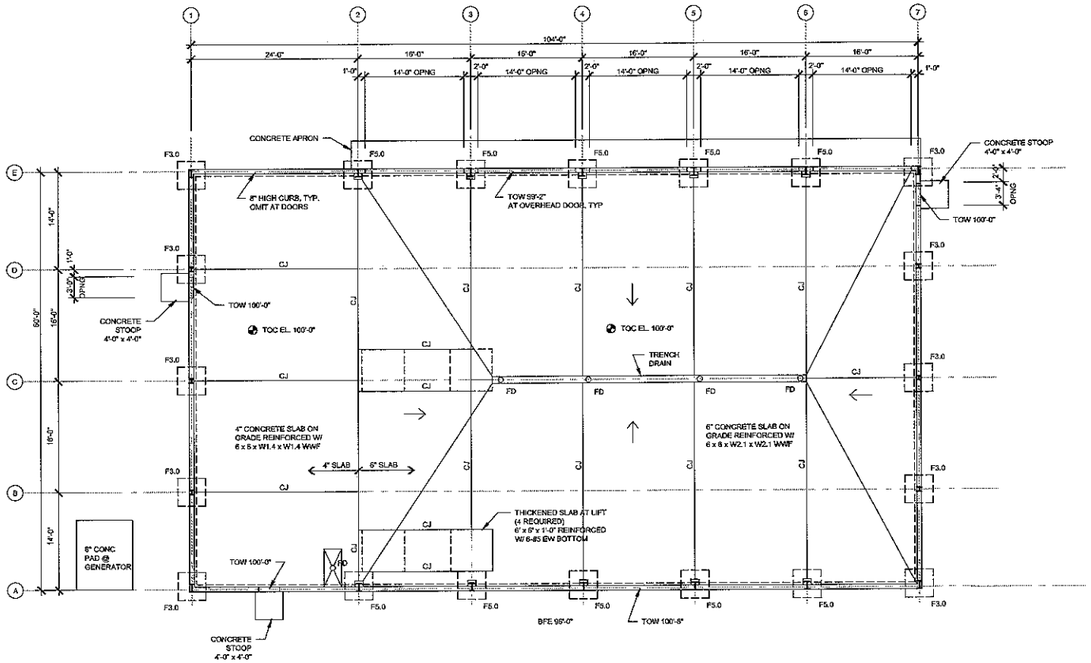
SCALE:	AS NOTED
DRAWN:	UM
CHECKED BY:	EL

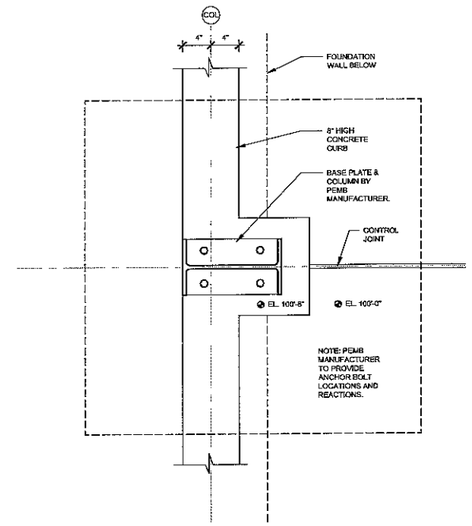
WALL SECTIONS

A-501

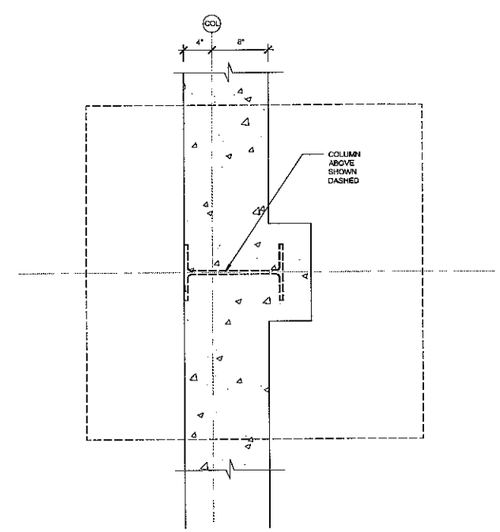
FOOTING SCHEDULE		
TYPE	SIZE	REINFORCING
F3.0		
F5.0		



A1 FOUNDATION PLAN (BASE BID)
SCALE: 1/8" = 1'-0"



B2 PLAN DETAIL @ PIER, TYP
SCALE: 1 1/2" = 1'-0"



A2 PLAN DETAIL @ FOUNDATION, TYP
SCALE: 1 1/2" = 1'-0"

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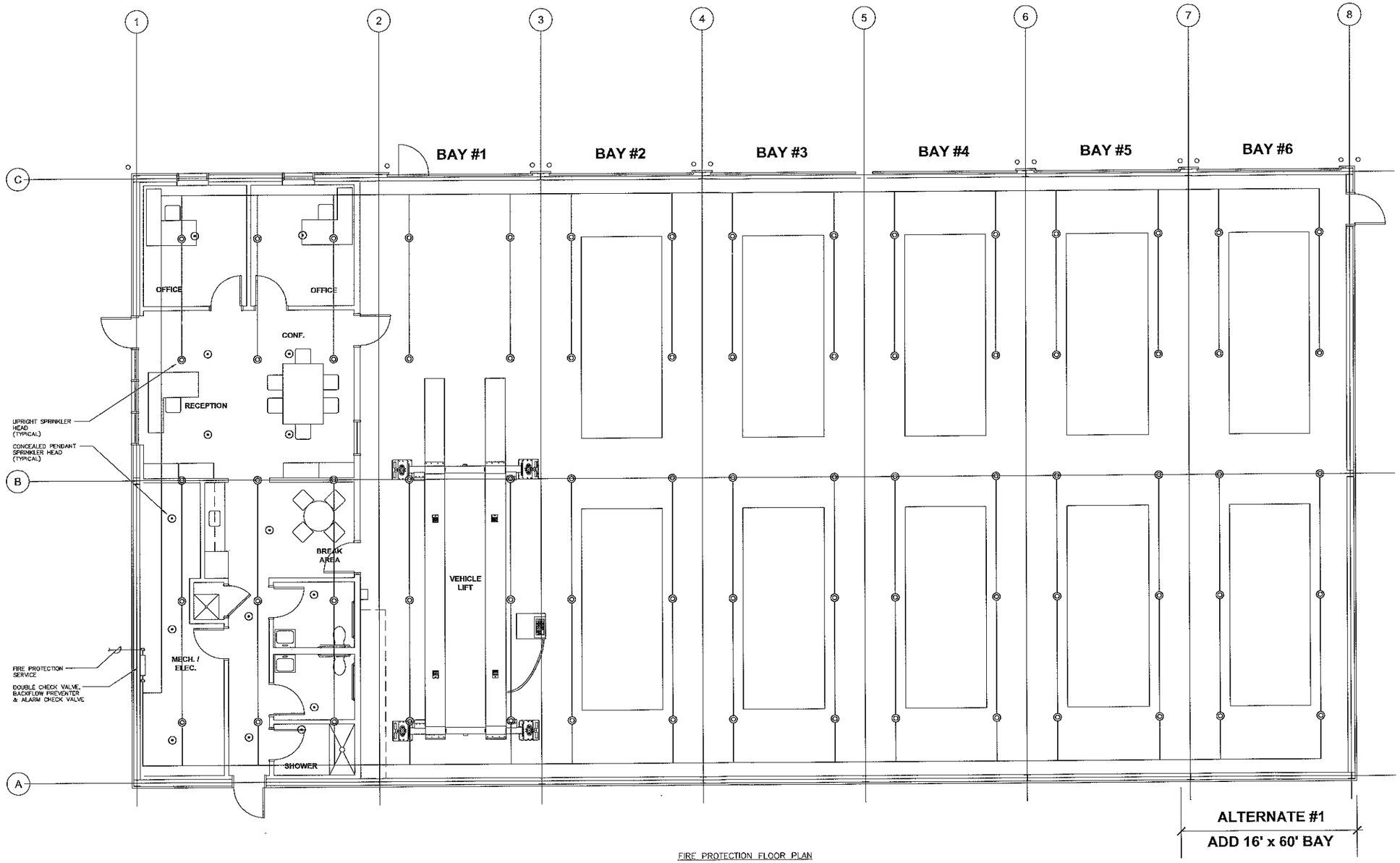
DRAWN:	LM
CHECKED BY:	EL

FOUNDATION PLAN

S-100



FIRE PROTECTION FLOOR PLAN
SCALE: 1/4" = 1'-0"

NOV/2016
DESIGN
DEVELOPMENT

HABEEB & ASSOCIATES
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NEW VEHICLE STORAGE FACILITY
TOWN OF NORTHBRIDGE
DEPARTMENT OF PUBLIC WORKS
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REVISIONS:

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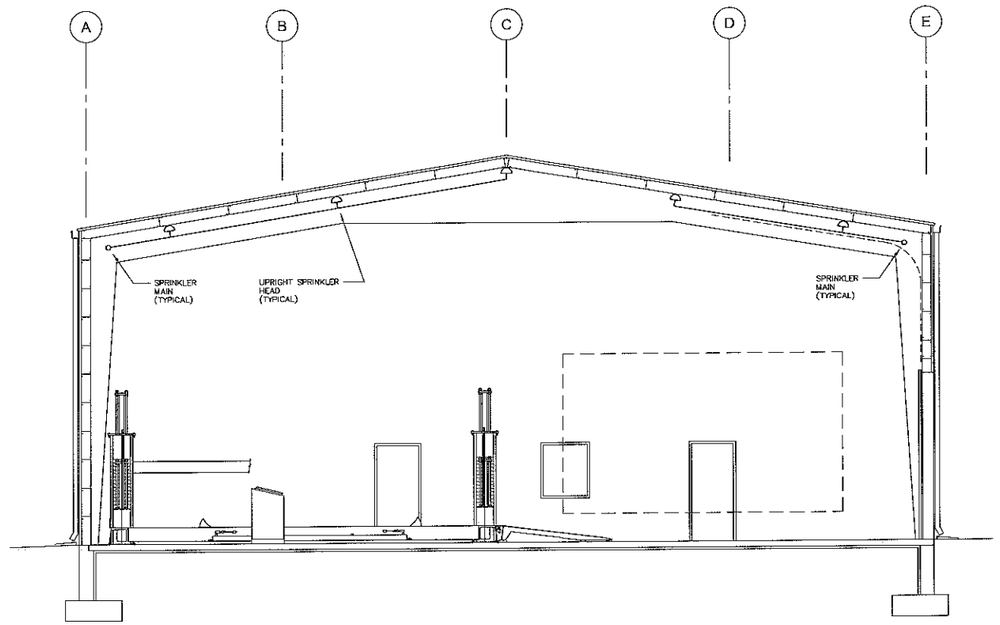
CHECKED BY:	SC

FIRE PROTECTION FLOOR PLAN

FP-100



BUILDING SECTION
SCALE: 1/4" = 1'-0"

HYDRANT FLOW DATA:

FLOW TEST CONDUCTED BY _____ FIRE DEPARTMENT
DATE: _____ & TIME: _____

FLOWING HYDRANT:

RESIDUAL HYDRANT:

STATIC PRESSURE: ___ PSI

RESIDUAL (ACTUAL) PRESSURE: __ PSI

FLOW: ___ GPM

HAZARD CLASSIFICATION:

SPRINKLER SYSTEM DESIGN SHALL BE APPROVED BY AUTHORITIES HAVING JURISDICTION. THE CONTRACTOR SHALL CONFIRM THE SPRINKLER OCCUPANCY HAZARD CLASSIFICATIONS, SPRINKLER DENSITIES AND SPRINKLER SPACING WITH AUTHORITY HAVING JURISDICTION AND THE OWNER' INSURANCE UNDERWRITER PRIOR TO SUBMITTING HIS BID, TO CONFIRM THAT THE CLASSIFICATIONS ARE LISTED ARE STILL APPLICABLE OR IF MORE STRINGENT REQUIREMENTS ARE TO BE USED FOR THE PROJECT.

1. MARGIN OF SAFETY FOR AVAILABLE WATER FLOW AND PRESSURE: 10 PERCENT, INCLUDING LOSSES THROUGH WATER-SERVING PIPING, VALVES & BACKFLOW PREVENTERS.
2. SPRINKLER OCCUPANCY HAZARD CLASSIFICATIONS:
   a. TRUCK STORAGE AREA & MECH/ELECT ROOMS: ORDINARY HAZARD, GROUP 2
   b. OFFICES, CONFERENCE, RECEPTION/CORRIDOR & PUBLIC AREAS: LIGHT HAZARD

FIRE PROTECTION NOTES:

1. THE WORK COVERED CONSISTS OF FURNISHING ALL LABOR AND MATERIALS NECESSARY TO INSTALL, COMPLETE AND READY FOR CONTINUOUS OPERATION, THE FIRE PROTECTION SYSTEMS, APPARATUS AND EQUIPMENT FOR THIS PROJECT.
2. ALL EQUIPMENT AND MATERIALS FURNISHED UNDER THE FIRE PROTECTION SUBCONTRACT, LABOR AND TESTING PERFORMED HEREIN SHALL BE IN COMPLETE ACCORDANCE WITH THE MASSACHUSETTS STATE BUILDING CODE, THE LOCAL AUTHORITIES, NATIONAL FIRE PROTECTION ASSOCIATION AND INSURANCE REGULATIONS AND REQUIREMENTS GOVERNING SUCH WORK.
3. ANY AND ALL PERMITS REQUIRED FOR INSTALLATION OF ANY MATERIAL SHALL BE OBTAINED AS PART OF THE SPECIFICATIONS INCLUDING ALL FEES OR EXPENSES INCURRED.

NOV/2016
DESIGN
DEVELOPMENT

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NEW VEHICLE STORAGE FACILITY
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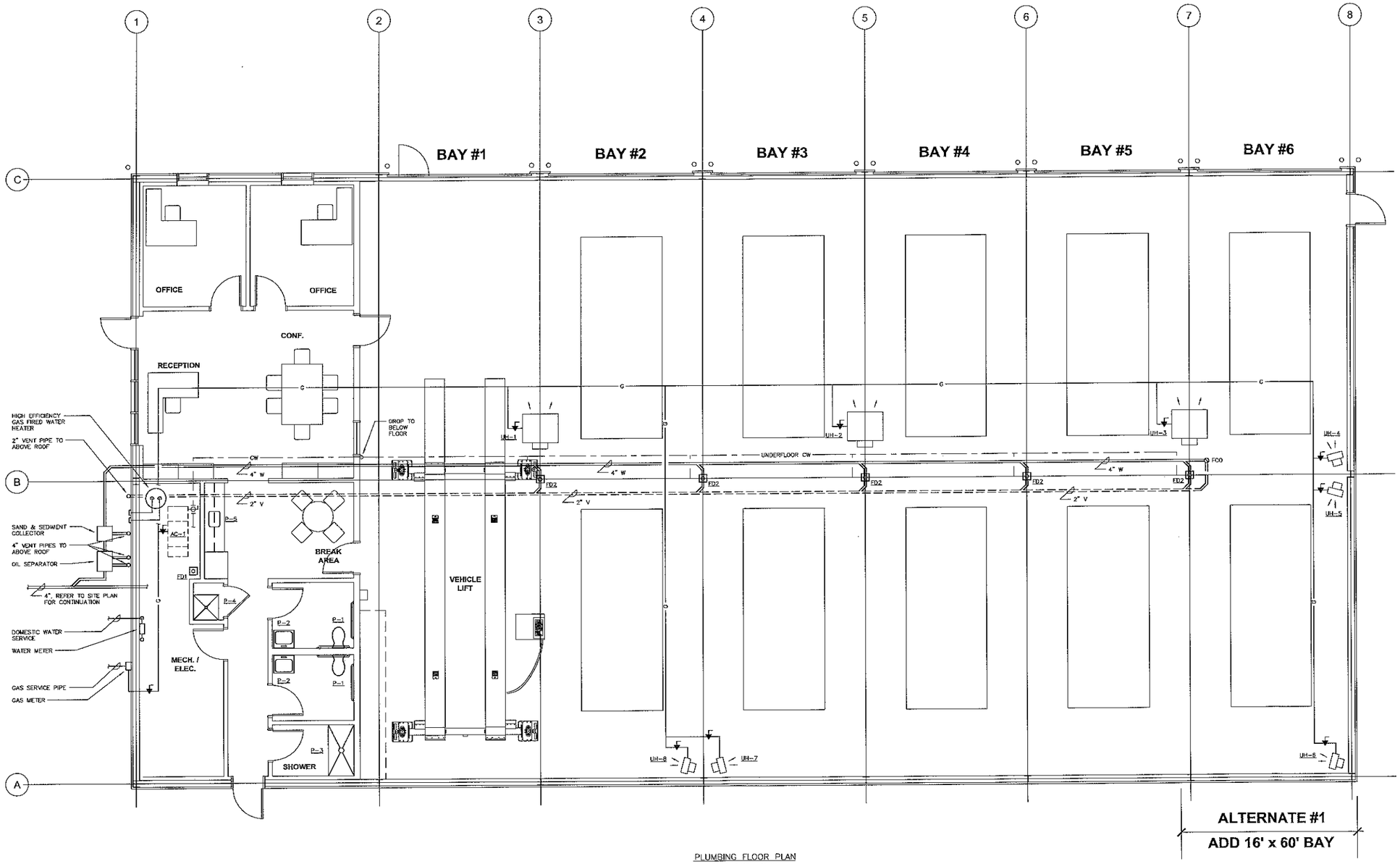
FIRE PROTECTION SCHEDULE SHEET

FP-200



PLUMBING FLOOR PLAN
SCALE: 1/4" = 1'-0"

NOTE:
ALL THE UNIT HEATERS AND GAS PIPE SHALL BE APPLICABLE FOR BOTH BASE BID AND ALTERNATE #1. UNIT HEATERS AND GAS PIPING SHALL BE LOCATED ADJACENT TO EXTERIOR WALL.

NOV/2016
DESIGN
DEVELOPMENT

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PLUMBING FLOOR PLAN

P-100

PLUMBING FIXTURE SCHEDULE

DESIGNATION	FIXTURE DESCRIPTION	CONNECTION SIZE CW	HW	S/W	V	REMARKS
P-1	WATER CLOSET (ACCESSIBLE)	1/2"	–	4"	2"	ELONGATED, OPEN – FRONT SEAT, K-7637 ANGLE SUPPLY WITH STOP – 3/8" NPT, WHITE, O-RING, FIELD COORDINATE TRIP LEVER LOCATION
P-2	LAVATORY (ACCESSIBLE)	1/2"	1/2"	1 1/2"	1/2"	W/POP UP DRAIN, SUPPLIED W/STOPS AND P-TRAP PROVIDE 1.0 GPM RESTRICTING DEVICE
P-3	SHOWER AND DRAIN	1/2"	1/2"	2"	2"	
P-4	MOP SINK	1/2"	1/2"	3"	2"	GERBER CAST IRON FLOOR MOUNTED CORNER/MOP SINK, MODEL #12-905, 99-185 WIRE RIM GUARD, SERVICE SINK FAUCET MODEL #CA-44-654
P-5	SINGLE BOWL SINK	1/2"	1/2"	2"	2"	W/STRAINER, SUPPLIED W/STOPS AND P-TRAP
MV-1	MIXING VALVE – 120°F	3/4"	3/4"	–	–	SYMMONS

DOMESTIC HOT WATER HEATER SCHEDULE

QTY.	MANUFACTURER	MODEL #	TYPE	NATURAL GAS INPUT	TANK STORAGE (GAL.)	VOLTAGE	RECOVERY RATE (GPH) AT 40°F – 140°F	REMARKS
1	RHEEM CONDENSING COMMERCIAL GAS WATER HEATER	–	GAS	–	–	–	–	AIR INLET – 4" VENT – 4"

* FLOOR DRAIN WITH TRAP PRIMER SCHEDULE

ITEM	DRAIN TYPE	TYPE	STYLE	OUTLET	STRAINER TOP	REMARKS	MANUFACTURER	MODEL NUMBER	SERVICE	NOTES
FD-1	FLOOR	LIGHT DUTY	NO-HUB OUTLET	4"	6" SQUARE	CAST IRON BODY WITH FLASHING COLLAR, ADJUSTABLE STRAINER HEAD, TRAP PRIMER, SEDIMENT BUCKET, NICKEL BRONZE	J.R. SMITH	2005Y-B-A06NB-P050	MECH ROOM	USE CAULK OUTLET FOR FLOOR DRAINS LOCATED ON SLAB ON GRADE
FD-2	FLOOR	EXTRA HEAVY DUTY	NO-HUB OUTLET	4"	12" SQUARE	CAST IRON BODY WITH FLASHING COLLAR, ADJUSTABLE STRAINER HEAD, TRAP PRIMER, SEDIMENT BUCKET, NICKEL BRONZE	J.R. SMITH	2142-B-A06NB-P050	TRUCK BAY	USE CAULK OUTLET FOR FLOOR DRAINS LOCATED ON SLAB ON GRADE

* TRAP PRIMER – TP

TRAP PRIMER SHALL BE _____ STATION, PRECISION PLUMBING PRODUCT
MODEL NUMBER _____ WITH SINGLE DRAIN TRAP WITH CHECK VALVE, SEAL & VACUUM BREAKER PORT

PLUMBING NOTES:

1. THE WORK COVERED CONSISTS OF FURNISHING ALL LABOR AND MATERIALS NECESSARY TO INSTALL, COMPLETE AND READY FOR CONTINUOUS OPERATION, THE PLUMBING SYSTEMS, APPARATUS AND EQUIPMENT FOR THIS PROJECT.
2. ALL EQUIPMENT AND MATERIALS FURNISHED UNDER THE PLUMBING CONTRACT, LABOR AND TESTING PERFORMED HEREIN SHALL BE IN COMPLETE ACCORDANCE WITH THE MASSACHUSETTS STATE BUILDING CODE, MASSACHUSETTS FUEL GAS AND PLUMBING CODES, LOCAL AUTHORITIES, NATIONAL FIRE PROTECTION ASSOCIATION AND INSURANCE REGULATIONS AND REQUIREMENTS GOVERNING SUCH WORK.
3. ANY AND ALL PERMITS REQUIRED FOR INSTALLATION OF ANY MATERIAL SHALL BE OBTAINED AS PART OF THE WORK OF THE SPECIFICATION INCLUDING ALL FEES OR EXPENSES INCURED.
4. WHERE WATER PIPING IS SHOWN DROPPING INTO PLUMBING CHASES WITH SIZES NOTED, THAT SIZE SHALL BE BE CARRIED FULL LENGTH THROUGH THE CHASE. REFER TO PLUMBING FIXTURE SCHEDULE ON THIS DRAWING FOR INDIVIDUAL FIXTURE CONNECTION SIZES.
5. UNLESS OTHERWISE NOTED, ALL BELOW FLOOR PIPING SHALL PITCH AT A MINIMUM OF 1/8" PER FOOT.
6. PROVIDE ALL FLOOR CLEANOUTS WITH HUB AND SPIGOT; LEAD AND OAKUM JOINTS FROM CLEANOUT TO AND INCLUDING CONNECTION TO SANITARY.
7. REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATION OF ALL PLUMBING FIXTURES AND EQUIPMENT.
8. HANDICAPPED ACCESSIBLE FIXTURES SHALL BE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT ACCESSIBILITY GUIDELINES FOR BUILDINGS AND FACILITIES AND THE RULES AND REGULATIONS OF THE MASSACHUSETTS ARCHITECTURAL ACCESS BOARD. WHERE THE TWO STANDARDS DIFFER, THE MORE STRINGENT SHALL APPLY.
9. PLUMBING CONTRACTOR SHALL COORDINATE WITH GENERAL CONTRACTOR ALL REQUIRED WALL, FLOOR AND CEILING OPENINGS NECESSARY FOR THE INSTALLATION OF THE PLUMBING SYSTEMS. UPON INSTALLATION OF PLUMBING SYSTEMS THE GENERAL CONTRACTOR SHALL REPAIR ALL WALL, FLOOR AND CEILINGS TO THE COMPLETE SATISFACTION OF THE ARCHITECT.
10. PROVIDE PIPE SLEEVE AND FIRE STOPPING FOR ALL PIPING PASSING THROUGH FIRE RATED WALLS.
11. COORDINATE LOCATIONS OF SHUTOFF VALVES WITH FINISHED CEILING TYPES. SHUTOFF VALVES SHALL ONLY BE INSTALLED ABOVE SUSPENDED CEILINGS AND WILL NOT BE PERMITTED ABOVE GYPSUM WALLBOARD CEILINGS.
12. MISCELLANEOUS DISCREPANCIES OR OMMISSIONS WHICH MIGHT APPEAR ON THE PLANS OR SPECIFICATIONS WILL NOT RELIEVE THE PLUMBING CONTRACTOR OF CODE COMPLIANCE.
13. ROUTING OF PLUMBING PIPING SHALL BE THOROUGHLY COORDINATED WITH THE OTHER TRADES AND BUILDING STRUCTURE PRIOR TO SUBMISSION OF COORDINATED SHOP DRAWINGS.
14. PROVIDE AND INSTALL 5 GALLON ACID NEUTRALIZATION TANK COMPLETE WITH LIME CHIPS FOR WATER HEATER CONDENSATE PRIOR TO DISCHARGE TO FLOOR DRAIN.
15. COORDINATE EXACT LOCATION OF WATER HEATER AIR INLET AND VENT PIPES IN FIELD PRIOR TO THE START OF WORK
16. COORDINATE LOCATIONS OF ALL ROOF PENETRATIONS WITH ARCHITECT PRIOR TO THE START OF CONSTRUCTION. FAILURE TO DO SO AND PENETRATIONS MADE WITHOUT ARCHITECTURAL APPROVAL WILL BE REPAIRED TO THE COMPLETE SATISFACTION OF THE ARCHITECT.
17. ALL FLOOR DRAINS SHALL BE PROVIDED WITH TRAP PRIMERS. TRAP PRIMER VALVES SHALL BE LOCATED IN JANITOR'S CLOSETS OR UNDER COUNTER TOPS. PIPING FROM PRIMER VALVES TO THE FLOOR DRAINS AND FLOOR SINKS SHALL BE SOFT ROLLED TYPE "K" COPPER WITH NO FITTINGS ALLOWED BELOW GROUND.

PLUMBING LEGEND

SYMBOL	ABBREVIATION	DESCRIPTION
		ABOVE FLOOR PIPING (INDICATED AS SINGLE LINEWORK)
		BELOW FLOOR PIPING (INDICATED AS DOUBLE LINEWORK)
		BELOW FLOOR VENT PIPING (INDICATED AS DOUBLE LINEWORK)
	CW	COLD WATER
	120°F HW	HOT WATER 120°F
	S/W	SANITARY DRAINAGE (SOIL/WASTE)
	V	SANITARY VENT
G	G	GAS (NATURAL)
	UP	UP
	DN	DOWN
		DIRECTION OF FLOW
		GAS SHUT-OFF VALVE
		GATE VALVE OR SHUTOFF VALVE
	CV	CHECK VALVE
		BALL VALVE
	FCO	FLOOR CLEANOUT
	PC	PLUMBING CONTRACTOR
	VTR	VENT THRU ROOF
	SL	WATER TIGHT SLEEVE
	P-	PLUMBING FIXTURE DESIGNATION
	WM	WATER METER
	WH	WALL HYDRANT
	FD	FLOOR DRAIN
	CO	CLEANOUT
	TP	TRAP PRIMER
	HB	HOSE BIB
	DF	DRINKING FOUNTAIN

NOV/2016
DESIGN
DEVELOPMENT

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NEW VEHICLE STORAGE FACILITY
TOWN OF NORTHBRIDGE
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11 FLETCHER STREET WHITINSVILLE, MA 01588

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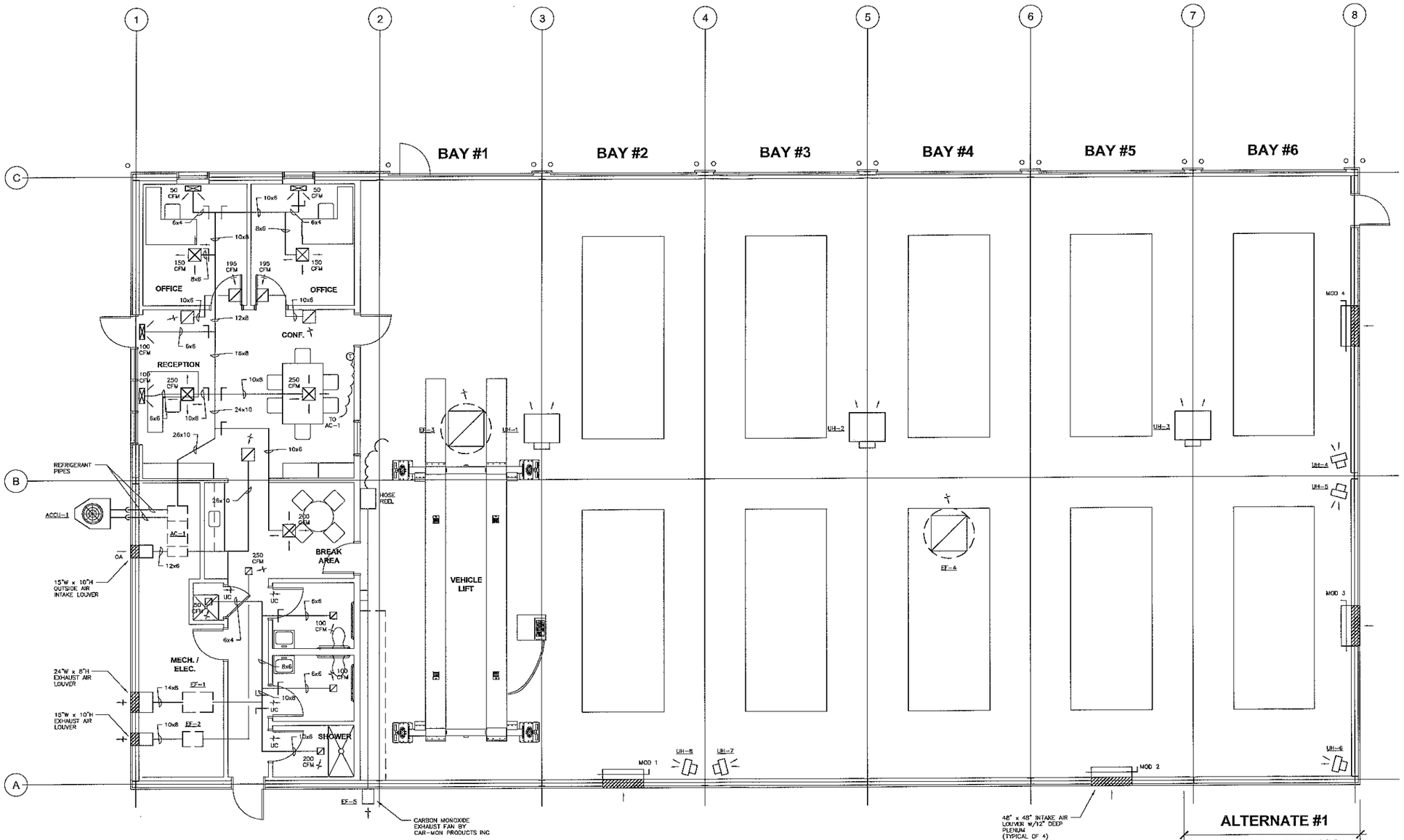
PLUMBING SCHEDULE SHEET

P-200



HVAC FLOOR PLAN
SCALE: 1/4" = 1'-0"

NOV/2016
DESIGN
DEVELOPMENT

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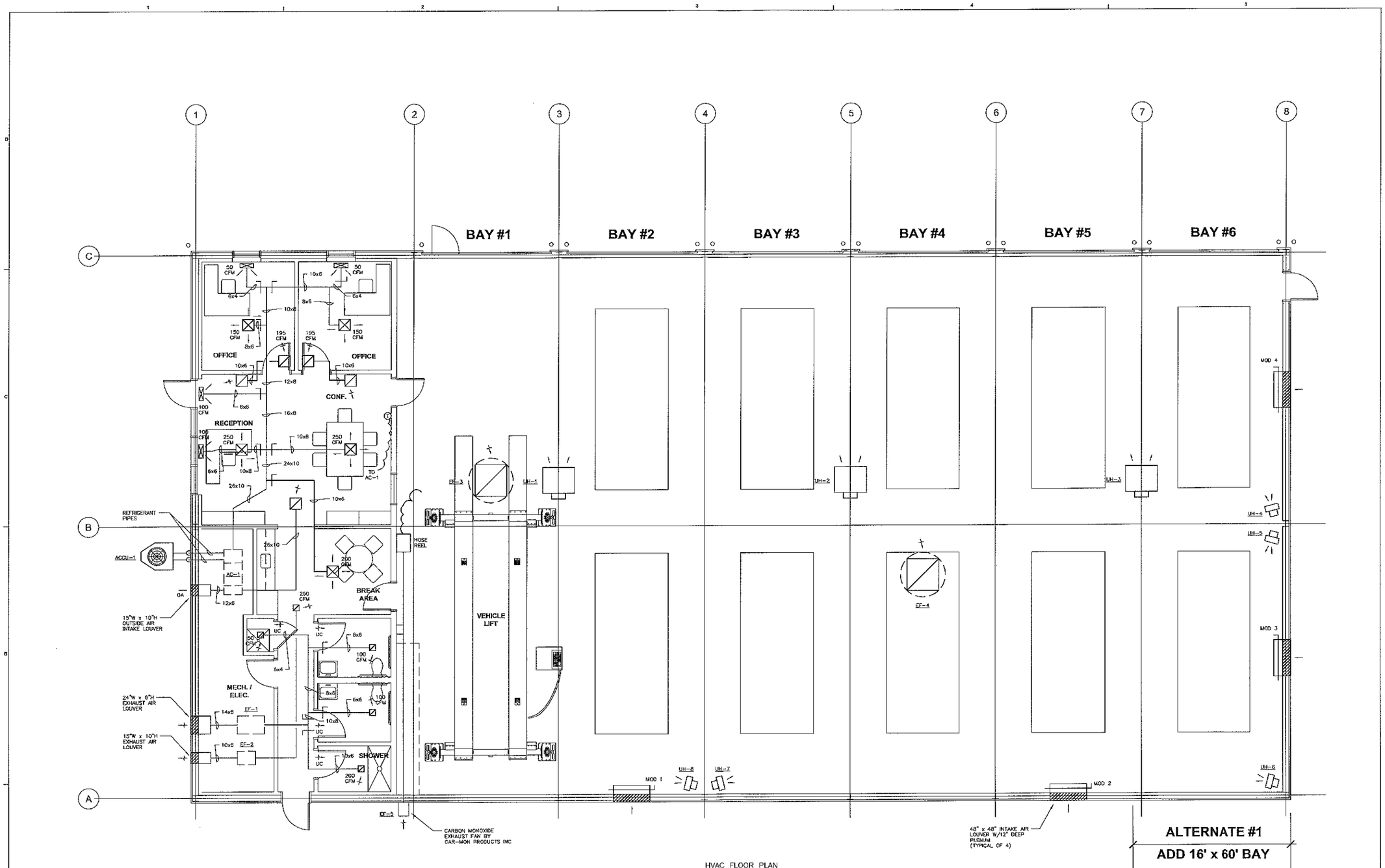
HVAC FLOOR PLAN

H-100



HVAC FLOOR PLAN
SCALE: 1/4" = 1'-0"

NOV/2016
DESIGN
DEVELOPMENT

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HVAC FLOOR PLAN

H-100

SPLIT SYSTEM AIR CONDITIOINING UNIT SCHEDULE

	UNIT No.	MANUFACTURER	MODEL NUMBER	CFM	ESP IN. H20 VG	COOLING (MBH) TOTAL	COOLING (MBH) SENS.	ENTERING AIR TEMP °F DB	ENTERING AIR TEMP °F WB	LEAVING AIR TEMP °F DB	LEAVING AIR TEMP °F WB	ELECTRICAL HP	ELECTRICAL VOLTS	ELECTRICAL PHASE	ELECTRICAL CYCLE	CONDENSER FAN TYPE	CONDENSER FAN CFM	CONDENSER FAN FLA	CONDENSER FAN COMP LRA	CONDENSER FAN COMP RLA	FAN COIL WEIGHT (LBS)	REMARKS
*	AC-1/ACCU-1	LENNOX	EL296UH110XE60C/SS8048H4-230	1317	0.50	47139	30937					1.0	208	3	60							DX COIL MODEL CH33_50/60C-2F

* 110,000 BTUH INPUT GAS HEAT

EXHAUST FAN SCHEDULE

SYMBOL	MANUFACTURER	MODEL No.	CFM	STATIC PRESS IN. OF WTR.	RPM	TYPE	MOTOR DATA WATTS/HP	MOTOR DATA TIP SPEED	MOTOR DATA VOLTS	MOTOR DATA PHASE	MOTOR DATA HZ	DRIVE	SONES	REMARKS
EF-1	PENN BARRY	TDA-210H	450				372				60			TOILETS, SHOWER, JC
EF-2	PENN BARRY	TDA-281S	200				84				60			BREAK AREA
EF-3	PENN BARRY	DX36B	6700	0.375		CENTRIF.	3/4		208		60	BELT	8.0	VEHICLE STORAGE
EF-4	PENN BARRY	DX36B	6700	0.375		CENTRIF.	3/4		208		60	BELT	8.0	VEHICLE STORAGE
EF-5	CAR-MON													BAY 1 VEHICLE LIFT

UNIT HEATER / CABINET UNIT HEATER SCHEDULE

UNIT No.	MANUFACTURER	MODEL No.	INPUT MBTUH	CFM	RPM	FAN MOTOR DATA HP	FAN MOTOR DATA VOLTS	FAN MOTOR DATA PHASE	FAN MOTOR DATA CYCLE	ESP IN. H20 VG	OUTPUT MBH	REMARKS
UH-1	REZNOR	UDAS400	400	5123		1/2				-	332	SEPARATED COMBUSTION
UH-2	REZNOR	UDAS400	400	5123		1/2				-	332	SEPARATED COMBUSTION
UH-3	REZNOR	UDAS400	400	5123		1/2				-	332	SEPARATED COMBUSTION
UH-4	REZNOR	UDAS75	75	961		.08				-	62.25	SEPARATED COMBUSTION
UH-5	REZNOR	UDAS75	75	961		.08				-	62.25	SEPARATED COMBUSTION
UH-6	REZNOR	UDAS75	75	961		.08				-	62.25	SEPARATED COMBUSTION
UH-7	REZNOR	UDAS75	75	961		.08				-	62.25	SEPARATED COMBUSTION
UH-8	REZNOR	UDAS75	75	961		.08				-	62.25	SEPARATED COMBUSTION

NOV/2016
DESIGN
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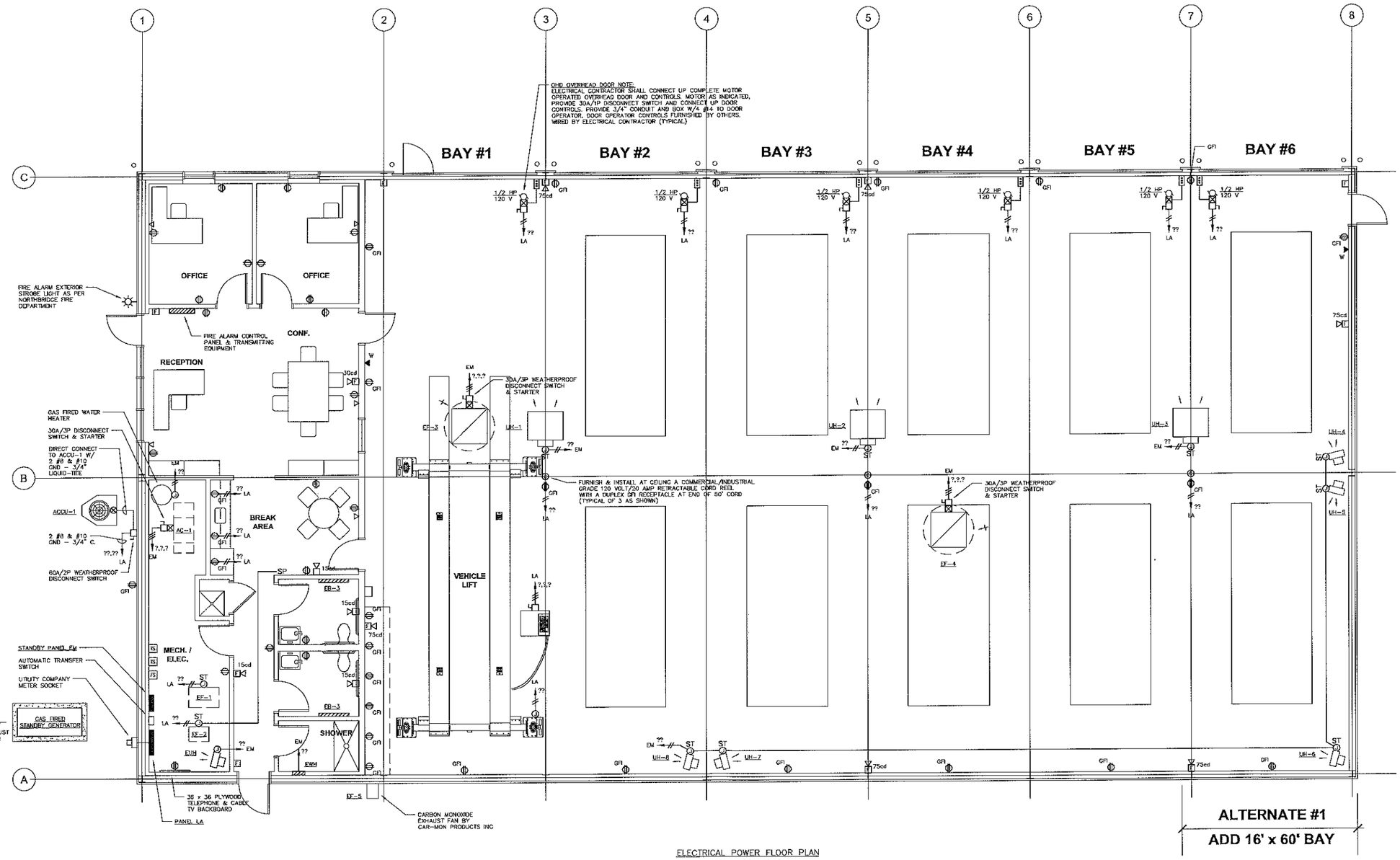
DATE:	NOV/2016
SCALE:	NONE
DRAWN:	GWG
CHECKED BY:	SC

HVAC SCHEDULE SHEET

H-200



ELECTRICAL POWER FLOOR PLAN

SCALE: 1/4" = 1'-0"

NOTES:

1. ALL CONDUIT/WIRING SHALL BE KEPT A MINIMUM OF 24" AFF. NO PENETRATIONS SHALL BE MADE THROUGH FLOOR OR THROUGH WALLS BELOW 24" AFF.

NOV/2016
DESIGN
DEVELOPMENT

HABEEB & ASSOCIATES ARCHITECTS
H&A
TEL (781)337-0100
FAX (781)337-0101
OFFICE HOURS 8:30 AM - 5:00 PM
FRIDAY 8:30 AM - 1:00 PM
CLOSED WEDNESDAYS

SHEHAR & ASSOC. INC
775 PLEASANT STREET #14
EAST WEYMOUTH, MA. 02189
PHONE: (781)337-2952
FAX: (781)337-2952

NEW VEHICLE STORAGE FACILITY
TOWN OF NORTHBRIDGE
DEPARTMENT OF PUBLIC WORKS
11 FLETCHER STREET WHITINSVILLE, MA 01588

MARK:	DATE:	DESCRIPTION:

REVISIONS

PROJECT NO:	1603.00
DATE:	NOV/2016
SCALE:	1/4" = 1'-0"
DRAWN:	GWG
CHECKED BY:	SC

ELECTRICAL POWER FLOOR PLAN

E-200

LIGHT FIXTURE SCHEDULE

TYPE	MANUFACTURER	MODEL No.	LAMP	MOUNTING	REMARKS
A	ADVANTAGE ENVIRONMENTAL LIGHTING	LTRB2-35-M-W-M	45W LED	RECESSED	2' x 2' TROFFER
B	ADVANTAGE ENVIRONMENTAL LIGHTING	LTRB2-35-M-W-M-FK22	45W LED	RECESSED	2' x 2' TROFFER W/FLANGE KIT
C	ADVANTAGE ENVIRONMENTAL LIGHTING	LWC-4-42-M39-M	42W LED	SURFACE	1' x 4' WRAPAROUND
D	TECHLIGHT	LSBH-3-C-8-T5W-D-1-BK	183W LED	RIGID PENDANT	LED HIGH BAY – MOUNT AT 20' ABOVE FINISHED FLOOR
E	TECHLIGHT	LSBH-3-C-8-T5M-D-1-BK	183W LED	RIGID PENDANT	LED HIGH BAY – MOUNT AT 20' ABOVE FINISHED FLOOR
F	TECHLIGHT	LHLWP-2-C-8-T3-F-1-BK	144W LED	WALL	LED WALL PACK – MOUNT AT 16' ABOVE FINISHED FLOOR
G	TECHLIGHT	LHSWP-1-C-2-T3-F-1-BK	22W LED	WALL	LED WALL PACK – MOUNT AT 8' ABOVE FINISHED FLOOR
A A	HORIZON LINEAR LIGHTING	R-16RC-W-SD	2 – 5W MR16RC	WALL	BATTERY UNIT W/2 HEADS & REMOTE CAPABILITY
A WP	HORIZON LINEAR LIGHTING	RHWL-1-6V-5.4W	1 – 5.4W HEAD	WALL	EXTERIOR WEATHERPROOF REMOTE HEAD
⊗	HORIZON LINEAR LIGHTING	UE-R-2-W-B-SD	LED	UNIVERSAL	LED EXIT SIGN

PANEL "LA" 120/208V, 3ø, 4W W/400AMP MAIN BREAKER, GROUND BUS & SOLID NEUTRAL BAR

CIR. No.	CIRCUIT BREAKER	DESCRIPTION	CIR. No.	CIRCUIT BREAKER	DESCRIPTION
1			2		
3			4		
5			6		
7			8		
9			10		
11			12		
13			14		
15			16		
17			18		
19			20		
21			22		
23			24		
25			26		
27			28		
29			30		
31			32		
33			34		
35			36		
37			38		
39			40		
41			42		

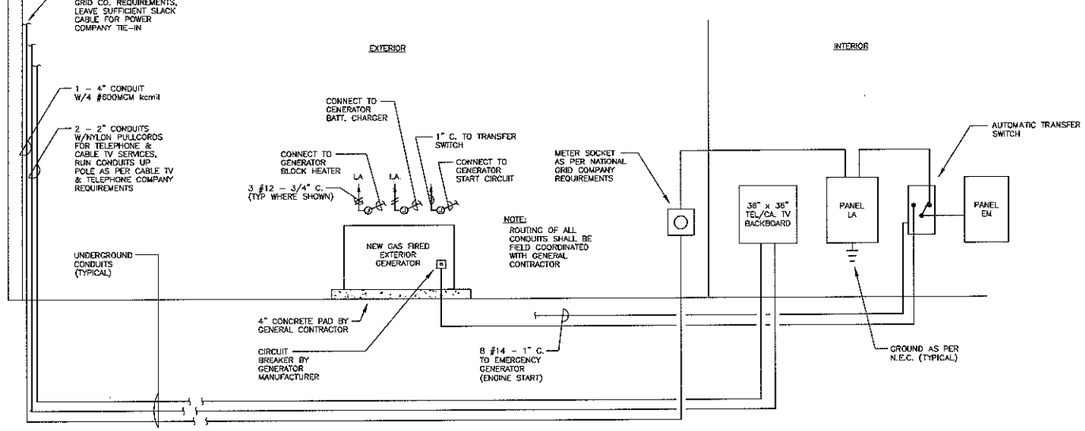
PANEL "EM" 120/208V, 3ø, 4W W/225AMP MAIN LUGS, GROUND BUS & SOLID NEUTRAL BAR

CIR. No.	CIRCUIT BREAKER	DESCRIPTION	CIR. No.	CIRCUIT BREAKER	DESCRIPTION
1			2		
3			4		
5			6		
7			8		
9			10		
11			12		
13			14		
15			16		
17			18		
19			20		
21			22		
23			24		
25			26		
27			28		
29			30		
31			32		
33			34		
35			36		
37			38		
39			40		
41			42		

LEGEND

- LIGHT FIXTURE "A" INDICATES FIXTURE TYPE (REFER TO SCHEDULE) "o" INDICATES SWITCHING
- LIGHT FIXTURE
- EXTERIOR WALL PAK LIGHT FIXTURE
- DUPLEX RECEPTACLE
- GFI DUPLEX RECEPTACLE W/ GROUND FAULT INTERRUPTOR
- 208 VOLT RECEPTACLE (TWISTLOCK)
- DOUBLE DUPLEX RECEPTACLE
- WP/GFI WEATHERPROOF DUPLEX RECEPTACLE W/GROUND FAULT INTERRUPTOR (WEATHERPROOF WHEN IN USE)
- VOICE/DATA OUTLET (2 JACK) WITH 3/4" EMPTY CONDUIT TO TELEPHONE/CABLE TV BACKBOARD IN MECH/ELECT ROOM
- W VOICE OUTLET (1 JACK) FOR WALL TELEPHONE 54" AFF WITH 3/4" CONDUIT TO TELEPHONE/CABLE TV BACKBOARD IN MECH/ELECT ROOM
- SURFACE MOUNTED ELECTRICAL PANEL REFER TO SCHEDULE FOR CHARACTERISTICS
- STARTER (SIZE AS REQ'D) & DISCONNECT SWITCH
- 75cd FIRE ALARM STROBE LIGHT "cd" INDICATES CANDELA RATING
- F FIRE ALARM PULL STATION WITH LEXAN COVER (STOPPER COVER) STOPPER COVER SHALL HAVE AUDIBLE SIGNAL & MEET ADA REQUIREMENTS FOR SURFACE MOUNTED DEVICE INSTALLATION
- 75cd FIRE ALARM HORN & STROBE LIGHT "cd" INDICATES CANDELA RATING
- S SYSTEM SMOKE DETECTOR
- FS SPRINKLER FLOW SWITCH
- TS SPRINKLER TAMPER SWITCH
- S LINE VOLTAGE SINGLE POLE SWITCH
- Sa LINE VOLTAGE SINGLE POLE SWITCH "a" INDICATES DEVICE TO BE SWITCHED
- S3 LINE VOLTAGE 3-WAY SWITCH
- ST MOTOR RATED TOGGLE SWITCH (DISCONNECT)
- SP LINE VOLTAGE SWITCH WITH PILOT LIGHT
- J JUNCTION BOX
- BRANCH CIRCUIT WIRING – "TICKS" INDICATE NUMBER OF No. 12 WIRES IN 1/2" CONDUIT PLUS GROUND, ABSENCE OF TICKS INDICATES 2 #12 & #12 GROUND IN 1/2" CONDUIT UNLESS NOTED OTHERWISE
- HOMERUN TO PANEL DESIGNATION – NUMBER OF ARROWHEADS INDICATE NUMBER OF CIRCUIT BREAKERS REQUIRED IN PANEL, REFER TO PANELBOARD SCHEDULE FOR CIRCUIT BREAKER SIZE (AMPERAGE) "TICKS" INDICATE NUMBER OF No. 12 WIRES IN 1/2" CONDUIT PLUS GROUND, ABSENCE OF TICKS INDICATES 2 #12 & #12 GROUND IN 1/2" CONDUIT UNLESS NOTED OTHERWISE
- EXIT SIGN
- EMERGENCY LIGHTING BATTERY UNIT
- WP WEATHERPROOF EMERGENCY HEAD
- OS OCCUPANCY SENSING WALL SWITCH AS MANUFACTURED BY EATON/GREENGATE MODEL ONW-D-1001-MV-W
- SL LOW VOLTAGE SWITCH AS MANUFACTURED BY EATON/GREENGATE, MODEL #RC-3TL9-21D
- OCCUPANCY SENSOR (DUAL TECHNOLOGY) AS MANUFACTURED BY EATON/GREENGATE, MODEL #OAC-DT-1000-R WITH RJ45, MOUNT ON CEILING OF ROOM. REFER TO MANUFACTURERS WIRING DIAGRAM FOR INSTALLATION & LOCATION GUIDELINES PRIOR TO INSTALLATION
- RC ROOM CONTROLLER AS MANUFACTURED BY EATON/GREENGATE, MODEL #RC3D-PL, MOUNT ABOVE CEILING, REFER TO MANUFACTURERS CONNECTION DIAGRAM FOR INSTALLATION

EQUIVALENT MANUFACTURERS FOR LIGHTING OCCUPANCY SYSTEM SHALL BE HUBBELL, LEVITON OR APPROVED EQUAL.



ELECTRICAL RISER DIAGRAM
NO SCALE

NOV/2016
DESIGN
DEVELOPMENT

HABEEB & ASSOCIATES ARCHITECTS
H&A
951 CHUCKWATER DR.
WALL TOWNSHIP, NJ 07719
(732) 919-1019
FAX: 732-919-9303
OFFICE: 732-919-9300
habeebarch.com

SHIGAR & ASSOC., INC.
775 PLEASANT STREET #14
EAST BOYLSTON, MA 01915
PHONE: (781) 337-4567
FAX: (781)337-2952

NEW VEHICLE STORAGE FACILITY
TOWN OF NORTHBRIDGE
DEPARTMENT OF PUBLIC WORKS
11 FLETCHER STREET WHITINSVILLE, MA 01588

REVISION		
MARK	DATE	DESCRIPTION

PROJECT NO:	1603.00
DATE:	NOV/2016
SCALE:	NONE
DRAWN:	GWG
CHECKED BY:	SC

ELECTRICAL SCHEDULE SHEET

E-300

Northbridge DPW – Habeeb and Associates Project Schedule

H&A JN 1603.00

March 3, 2016 – Building Committee interviews H&A for designer selection

March 10, 2016 – Building Committee meets with H&A to discuss project scope and budget

March 17, 2016 - H&A submits fee proposal for schematic, CD, Bid and CA

April 2016 – H&A assists Building Committee with materials for Town Meeting

April 30, 2016 – Northbridge Town Meeting approves funding for DPW project

May – July – on hold pending Building Committee appointments

July 20, 2016 – Building Committee meets with H&A to discuss project. Building Committee requests H&A provide revised proposal for Phase 1 only

July 27, 2016 – H&A submits revised proposal for code review/schematic design only

August 4, 2016 – H&A visits site, meets with DPW, and in the evening with the Building Committee. Building Committee votes to approve proposal and review program. Schedule agreed upon for 6 weeks to draft submission (September 15th).

August 5, 2016 – Northbridge executes contract for code review/schematic design

September 7, 2016 – H&A submits draft of code review/schematic design

September 15, 2016 – H&A meets with committee to review draft code review/schematic design submission

September 19, 2016 – H&A submits final code review/schematic design

September 27, 2016 - – H&A submits proposal for DD, CD, Bid and CA

October 4, 2016 – H&A submits revised proposal for DD, CD, Bid and CA (deleting scope)

Milestone schedule established:

DD complete	11/30/16
90% complete	1/25/17
100% complete	2/23/17
Bid	2/23 – 3/16/17
Construction	5/1/17 – 11/1/17

October 6, 2016 – H&A meets with Building Committee to review/approve proposal – no quorum

October 11, 2016 – Building Committee approves H&A proposal

November 1, 2016 – Northbridge provides contract to H&A for execution

I.

TOWN MANAGER'S REPORT – November 7, 2016

1. **Public Forum - Local Historic District (Whitinsville) Tuesday, November 15, 2016 (6 PM –Town Hall).** - Attendees will participate in a round table discussion to gauge public support, review potential boundaries of a historic district, and identify next steps.

2. **Highway Safety Grant** - The Executive Office of Public Safety and Security (EOPSS) has awarded the Town a $7,500 Traffic Enforcement grant specifically for the Police Department. The Traffic Enforcement grant includes the use of organizations such as "click it or ticket" and "drive sober or get pulled over." This grant program is intended to increase road safety and decrease motor vehicle fatalities.

3. **Town Election Update** - The Early Voting hours are now complete and it was a success thanks to the Town Clerk's Office and assistance from Election Workers. Early Voting commenced on Monday, October 24, 2016 and concluded with extended hours on Friday, November 4, 2016. A reminder that there is a fifth question on the ballot for a capital exclusion for the fire truck and the Rockdale World War I monument. Voting will take place on Tuesday, November 8, 2016 from 7 AM - 8 PM at the High School Field House.

4. **Economic Development Conference** - The Economic Development Conference was held at the DCU Center in Worcester, which included various workshops for communities to learn more about what the State is providing. I will be working with Mr. Bechtholdt through the process for the Community Compact Program.

5. **Needle Disposal Update** - A meeting was held with the Police, Fire, and Board of Health departments regarding the needle disposal program. The Town is going forward with the purchase of the necessary dispensers to become a drop off location for sharps. The program will be activated within the next 6-8 weeks. Jeanne Gniadek, Board of Health Administrator will be providing a brochure, which will be available for the public.

I1

LOCAL HISTORIC DISTRICT INITIATIVE

Whitinsville –Blackstone River Valley National Historical Park

PUBLIC FORUM

Tuesday, November 15, 2016
6:00 PM –Northbridge Memorial Town Hall
(7 Main Street, Whitinsville, MA 01588)

Please join the Northbridge Planning Board, Local Historic District Study Committee and other public officials on Tuesday, November 15, 2016 (6:00 PM –Northbridge Memorial Town Hall) to discuss the Blackstone River Valley National Historical Park designation and to review the process of creating a local historic district within Whitinsville, a critical first-step to taking full advantage of the park designation.

Attendees will participate in a round-table discussion to gauge public support, review potential boundaries of a historic district (inventory of properties), and identify next steps.

The Planning Board would like to hear your input in establishing a local historic district within Whitinsville. The Board believes that by establishing a local historic district, the character and historic significance of Whitinsville can be preserved and celebrated. From this, tourism and other economic development opportunities may be presented to the town, its residents and businesses. Please join the Planning Board on November 15th to explore the idea of establishing a local historic district for Whitinsville.

For more information please contact Kenneth Warchol, Chairman of the Northbridge Historical Commission or R. Gary Bechtholdt II, Town Planner at (508) 234-2447 gbechtholdt@northbridgemass.org.

Cc: Town Clerk Town Manager/BOS Northbridge Historical Commission BRV National Heritage Corridor, Inc. MA Historical Comm. NPS /File

TM Report
11.7.16

I2

Highway Safety Grants awarded

Representative David K. Muradian, Jr. (R-Grafton) is excited to announce that the Executive Office of Public Safety and Security (EOPSS) have awarded Highway Safety grants to the Towns of Grafton, Northbridge and Upton.

These grant funds will specifically be awarded to the Police Departments within the towns in order to help make the towns that much safer for the residents. The funds themselves come from different EOPSS grant programs. The town of Grafton will receive a total of $12,310. The community will specifically receive a $4,810 Underage Alcohol Enforcement grant and a $7,500 Traffic Enforcement grant. Similarly, Northbridge and Upton will also be receiving $7,500 Traffic Enforcement grants as well.

The two types of grants have different goals and initiatives within their programs. The Traffic Enforcement grant includes the use of mobilizations such as "click it or ticket" and "drive sober or get pulled over." It also includes specific information as to how much time an officer should be spending devoted solely towards traffic enforcement within a shift. This grant program has many end goals, two of which include increasing road safety and reducing motor vehicle-related fatalities. Meanwhile, the Underage Alcohol Enforcement grant will dedicate its funds towards reverse sting operations, shoulder taps, surveillance controls and much more. All three of these eligible activities help accomplish the grant programs over goals which include, reducing young driver-involved fatalities and lowering the rate of impaired driving by young drivers.

"These grant programs are shining examples of the way in which the Executive Office of Public Safety and Security continue to help improve and protect our communities and residents," stated Representative Muradian. "Advancing safety on our highways and roads is a crucial step in ensuring that residents across the Commonwealth are protected during travel and avoid emergency situations. I am grateful that all 3 towns within my district were lucky enough to be recipients of these grants, and I will continue to advocate for additional funds in the future."

Salvation Arm

Ringing bells for Salvation Army can b
lenge in the cold winter days, but it is a wo
endeavor for you and your family membe
ages. It will also benefit others who will ne
medical or rent assistance this winter. Can y
just two hours of your time? Do yo
Community Service Hours? The weeks b

STRA
LA
Are you sick
Enjoy a weed f
FERTIL
Now Booking Irrigati
AERATION & OVER SEED
Call Toda
For other sevices visit:
CREDIT CARDS ACCEPTED / MAS

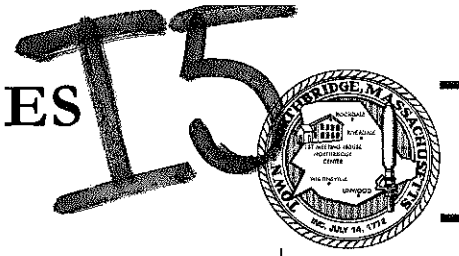
Grafton Country Store

What to Do in Case of Overdose or Accidental Poisoning

Poisoning, which includes drug overdoses, is the leading cause of accidental death in Massachusetts.

- *Call 911 if an overdose occurs and someone has collapsed, is having seizures, won't wake up, or has stopped breathing.*
- *Unsure if there has been a poisoning? The fastest way to find out is to call the Poison Control Center at 1-800-222-1222. Experts are available 24 hours a day, 7 days a week.*
- *To prevent accidental poisoning, be sure to read the labels on all prescription and over the counter medications. Store medications in a secure location out of the reach of children and teens. Check directions and warnings. Inventory your medications every 6 months and dispose of expired pills.*

DROP OFF SITES



SHARPS

ALDRICH SCHOOL TOWN HALL ANNEX
BOARD OF HEALTH OFFICE
14 HILL STREET
WHITINSVILLE, MA
(508) 234-3272
Hours:
Monday 8:30 AM—7:00 PM
Tuesday thru Thursday 8:30 AM—4:30 PM
Friday 8:30 AM—1:00 PM

NORTHBRIDGE SENIOR CENTER
20 HIGHLAND STREET
WHITINSVILLE, MA
(508) 234-2002
Hours:
Monday thru Thursday 8:30 AM—4:00 PM
Friday 8:30 AM—1:00 PM

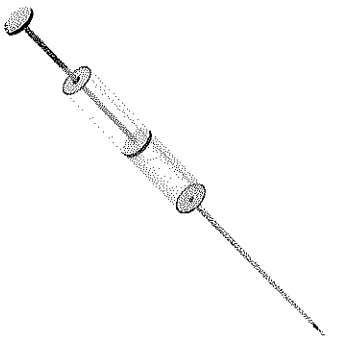
RX MEDICATIONS

NORTHBRIDGE POLICE DEPARTMENT
1 HOPE STREET
WHITINSVILLE, MA
(508) 234-6211
Hours:
24 Hours/Day

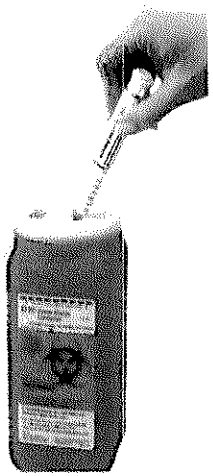
FOR NORTHBRIDGE RESIDENTS ONLY

Town of Northbridge

SAFE DISPOSAL OF SHARPS & PRESCRIPTION MEDICATIONS



SHARPS DISPOSAL



Massachusetts Department of Public Health regulations governing medical waste do not allow the disposal of sharps in household garbage.

The best, safest way to dispose of sharps is to place them in a designated sharps container, a container marked with the universal biohazard warning symbol.

You can turn in your sharps for safe disposal, no questions asked, at the Aldrich School Town Hall Annex—Board of Health Office located at 14 Hill Street or at the Northbridge Senior Center located at 20 Highland Street.

KIOSKS ARE NOT EQUIPPED TO HANDLE LOOSE NEEDLES.

ALL SHARPS MUST BE PLACED IN STURDY, PUNCTURE PROOF CONTAINERS APPROPRIATE TO THE AMOUNT OF SHARPS BEING DISPOSED OF BEFORE DEPOSITING IN KIOSK.

Protect yourself, your community, your environment, and family and friends. The proper disposal of needles and syringes is important!

WHY?

- Used sharps can cause injury & spread blood-borne diseases
- Hepatitis B, Hepatitis C, and HIV can all be transmitted by needle sticks.

PROPER DISPOSAL

- A sharps container. A Sharps container is a single use container that is filled with used medical needles and disposed of safely.
- If you do not have access to a sharps container, place sharps in a puncture resistant container such as a rigid plastic bottle or coffee can with a secure cap.
- Close container between uses & store away from children & pets.
- Deposit full sharps containers at a sharps collection kiosk.

HELPFUL HINTS

DO Put used syringes in a sharps container immediately.

DO Keep needles away from children and pets

DO Bring a sharps container when traveling

DO NOT Throw sharps in the garbage or recycling bin

DO NOT Flush sharps down the toilet or drop into storm drains

DO NOT Clip, bend, or recap needles

RX DISPOSAL

SAFE RX DRUG DISPOSAL

Turn in your unused or expired prescription and non-prescription drugs for free, safe disposal, no questions asked, at the prescription drug disposal kiosk located at:

Northbridge Police Station

1 Hope Street, Whitinsville, MA

Free disposal of medications includes:

- Rx Medications
- Over-the-Counter Medicines
- Pet Medicines
- Pills, capsules, and patches
- Ointments
- Vitamins

Call the Northbridge Police Department at

(508) 234-6211 for more information.

Proper disposal of medicines protects you and your community. It prevents poisoning of children and pets, deters misuse of mood altering medicine by teens and adults, and keeps medicines from polluting streams and rivers when poured down the drain or flushed down the toilet.