

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
February 26, 2018 at 7:00 PM**

Present: Representative Muradian - update

PLEDGE OF ALLEGIANCE

- I. APPROVAL OF MINUTES: A. 1)** January 8, 2018 **2)** January 22, 2018
3) February 12, 2018 executive session

II. PUBLIC HEARING

III. APPOINTMENTS/ B. By the Board of Selectmen:

- 1) Brian Murphy, Economic Development Committee/**Present:** Gary Bechtholdt, Town Planner
- 2) Alan Ratcliffe, Board of Assessors/**Present:** Robert Fitzgerald, Principal Assessor
- 3) School Building Committee/Vote to appoint James Marzec as Representative of Office

By the Town Manager: Present: Lieutenant Labrie

- 4) Kaitlyn Laflash, Permanent Intermittent Reserve Police Officer
- 5) Sean McDevitt, Permanent Intermittent Reserve Police Officer
- 6) Victoria Schotanus, Permanent Intermittent Reserve Police Officer
- 7) Tyler Mitchell, Permanent Intermittent Reserve Police Officer
- 8) Benjamin T. O'Donnell, Permanent Intermittent Reserve Police Officer

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

- C.** Whittin Community Center/Request to use the Great Hall for the 2018 Gala event on Saturday, April 28, 2018 from 6:30 PM to 10:30 PM
- D.** Pine Grove Cemetery/John H. Karagosian [Lot No. 42, Yew Ave, South]
- E.** Spring Annual Town Meeting [May 1, 2018] / Vote to place articles on warrant

VI. DISCUSSIONS:

- F.** Whitinsville Water Company/Water Rate Filing Update/**Present:** Attorney David Doneski
- G.** Town Manager's FY 2019 Budget Presentation

VII. TOWN MANAGER'S REPORT:

- H. 1)** Meetings Attended
- 2) School Building Project Update
- 3) DPW Garage Project
- 4) Fire Station Project (Feasibility Study)
- 5) Other ongoing tasks

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

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

THIS AGENDA IS SUBJECT TO CHANGE

BOARD OF SELECTMEN'S MEETING
January 8, 2018

AI

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: None

PUBLIC HEARING: None

APPOINTMENTS: A. Local Historic District Study Committee [1 Historical Society Rep. and 1 Member-at-large] 1) David Piper. Mr. Piper stated he has lived in town for almost his entire life. Local history has been a vast interest since retiring and he looks forward to being able to serve on this committee. **2) Robert Laflamme.** Mr. Laflamme stated he is recently retired from working in management with several manufacturing companies under the umbrella of supply chain management. Mr. Laflamme is interested in serving on this committee for the historic nature of the subject matter, giving back to the community, and he hopes to utilize the skills he has developed in his career. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Mr. David Piper as the Historical Society Representative on the Local Historic District Study Committee. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Mr. Robert Laflamme to the Local Historic District Study Committee as a member at large. Roll call vote: Mr. Athanas/Yes, Mr. Melia/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Ampagoomian/Yes.

CITIZENS' COMMENTS/INPUT: None

B. Special Town Meeting [February 6, 2018] / Vote to sign warrant upon completion and final review by Town Counsel. A motion/Mr. Marzec, seconded/Mr. Nolan to sign the warrant upon completion and final review by Town Counsel. Vote yes/Unanimous.

C. Spring Annual Town Meeting [May 1, 2018]/Vote to close the warrant Friday, March 2, 2018 at Noon. A motion/Mr. Marzec, seconded/Mr. Nolan to vote to close the warrant on Friday, March 2, 2018 at noon. Vote yes/Unanimous.

D. School Building Project Update/Present: Joseph Strazzulla, School Committee. Mr. Strazzulla explained that the Massachusetts School Building Authority requires a plan that is educationally appropriate, flexible, sustainable, and cost effective. Currently the MSBA will fund at a 61.11% reimbursement rate, which is a recent increase due to the additions to the design. The decided upon configuration is Pre-K through 5th grade, which Mr. Strazzulla explained was the best option for the selected site. Currently the Preferred Schematic Report has been submitted, which includes the choice in plan and why it was chosen. Mr. Strazzulla stated that Around April or May they will need to submit the schematic design. From there the Board will meet and discuss feedback, and once approved it will be presented to the Town at the Fall Annual Town Meeting, and if it passes it will be on the ballot. Mr. Strazzulla explained that the School Building Committee created a matrix and scored all of the options. The preferred option is C3.1b, which is a phased new build, 3 stories, at the rear of the site. This option will take 3 years to complete and will allow minimal interruption to students during the construction with groundbreaking beginning 2 years from now. Mr. Strazzulla listed the pros of the project: the site/location has excellent solar orientation, a better option for bus and car drop-off, and administration has a good view of the site. Mr. Strazzulla stated the cons being: the new construction is close to the current building, some of the playing fields will be distant from the building, and the intensive site work to cut, fill and grade the area.

Mr. Stazzulla shifted topics to cost estimate, explaining the Owners Project Manager and the design team have cost estimators that take into account the design which is where the numbers come from. Part of the cost estimator includes the non-reimbursable portions by the MSBA. The MSBA will not reimburse for asbestos removal, site cost over 8%, building cost over \$326 per square foot, technology costs over \$2,400 per student, legal fees, moving expenses, construction contingencies over 1% for new construction or 2% for renovations. Mr. Strazulla stated the 20 year average annual tax impact on an average home would be \$811.79. Selectman Nolan asked how the reimbursable percentage was able to increase. Mr. Strazulla replied that increased rate was received due to adhering to the Massachusetts LEAD program, which validates the mechanicals, water usage, etc., and the project falls under Massachusetts guidelines for a LEAD project. Selectman Ampagoomian asked Mr. Strazulla if the ownership of Vail field would be discussed with the Trustee's of Soldiers Memorials. Mr. Strazulla stated he had a discussion with Mr. Bennaway, Chairman of the Trustee's of Soldiers Memorials, and the anticipation is there will be no changes to Vail field other than its reconstruction. Selectman Ampagoomian asked if the selected plan allows for future expansion. Mr. Strazulla stated that option has not yet been discussed, and the enrollment prediction by the MSBA was a lower number than what the School Building Committee came up with, but it can be an upcoming discussion. Selectman Ampagoomian expressed concern if the School does not pass at the ballot, and asked what would happen. Mr. Stazulla stated they would need to have discussions with the School Building Committee, School Committee, Finance Committee, and Board of Selectmen to see what the next steps are. Selectman Ampagoomian asked if there will be a presentation at the Fall Annual Town meeting. Mr. Stazulla stated that if it is allowable they absolutely will. Town Manager Gaudette stated that on Wednesday, January 10, 2018 at 6 PM at the Balmer School Library there will be a public forum held in conjunction with the Blackstone Valley Chamber of Commerce regarding the School Building Committee project. The name of the forum is called "Open for Business." All local businesses that are members of the Chamber are welcome to attend as well as the public.

TOWN MANAGER'S REPORT: E. 1) Meetings Attended: a) DPW/Town Planner: Walmart Traffic Light Discussion – 12/18/2017. b) Library Director: FY2019 Budget Discussion – 12/18/2017. c) Board of Selectmen Meeting – 12/18/2017. d) Board of Health/DPW: Town Landfill Discussion – 12/19/2017. e) School Building Committee Meeting – 12/19/2017. f) Whitinsville Community Center Executive Director – 12/20/2017. g) Library Director: Department Issues Discussion – 1/3/2018. h) Fire Chief: Department Issues Discussion – 1/5/2018. i) DPW Director & Highway Superintendent: Storm Update – 1/5/2018. 2) Balmer School Building Project: The School Building Committee submitted the PDP (Preliminary Design Program) report to MSBA on January 3, 2018. The next step is advertising for Construction Managers. Also, the School Building Committee and Blackstone Valley Chamber of Commerce will be holding an "Open for Business" forum to try and get information on the school project to the business community. The forum will be held on Wednesday, January 10, 2018 at the Balmer School Library at 6 pm. **3) DPW Garage Project:** The utility work, majority of paving, and foundation are complete. The next phase of erecting the steel structure has begun and should be complete over the next several weeks. **4) Fire Station Project (Feasibility Study):** The Town Manager has been working with staff and the OPM, as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing an RFQ for Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. **5) FY2019 Budget Planning –** Department Heads are required to submit their FY2019 Budget and Capital Plan requests by January 8, 2018. BPCC Meetings will be held in January to prepare for the Capital Plan Submission by February 1, 2018. Also, Finance Committee Meetings will be held in February and March to prepare for the Annual Town Meeting on May 1, 2018.

VIII. SELECTMEN'S CONCERNS Selectman Ampagoomian 1) asked for an update on the pipe bust at the middle school. Dr. Stickney stated that everything was repaired and there was no disruption to the students.

- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

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

Meeting Adjourned: 7:56 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

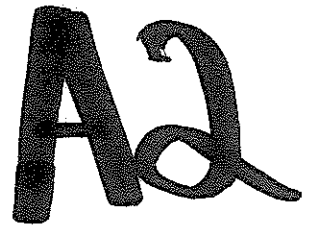
LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

January 8, 2018

- I. APPROVAL OF MINUTES: None**
- II. PUBLIC HEARING: None**
- III. APPOINTMENTS:**
 - A. Local Historic District Study Committee [1 Historical Society Rep. and 1 Member-at-large] 1) David Piper**
 - Copy of letter from Gary Bechtholdt, Town Planner regarding the nomination of David Piper
 - Copy of talent bank application for David Piper
 - 2) Robert Laflamme**
 - Copy of letter from Gary Bechtholdt, Town Planner regarding the nomination of Robert Laflamme
 - Copy of talent bank application for Robert Laflamme
- IV. CITIZENS' COMMENTS/INPUT: None**
- V. DECISIONS**
 - B. Special Town Meeting [February 6, 2018] / Vote to sign warrant upon completion and final review by Town Counsel**
 - Copy of Special town meeting warrant
 - C. Spring Annual Town Meeting [May 1, 2018] / Vote to close the warrant Friday, March 2, 2018 at Noon**
 - No documentation
- VI. DISCUSSIONS**
 - D. School Building Project Update/Present: Joseph Strazzulla, School Committee.**
 - No documentation
- VII. TOWN MANAGER'S REPORT**
 - E. 1) Meetings Attended/No documentation**
 - 2) School Building Project Update/No documentation**
 - 3) DPW Garage Project/No documentation**
 - 4) Fire Station Project (Feasibility Study)/No documentation**
 - 5) Other ongoing tasks/No documentation**
- VIII. SELECTMEN'S CONCERNS/No documentation**
- X. ITEMS FOR FUTURE AGENDA: None**
- X. CORRESPONDENCE: None**
- XI. EXECUTIVE SESSION: None**

BOARD OF SELECTMEN'S MEETING
January 22, 2018



A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:26 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Athanas, Melia, and Nolan. Selectman Marzec was absent and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager and Attorney David Doneski, KP Law.

The Pledge of Allegiance was recited by those present.

Open Session Adjourned: 6:39 PM

Executive Session Convened: 6:40 PM

Executive Session Adjourned: 7:25 PM

Open Session Reconvened: 7:26 PM

APPROVAL OF MINUTES: None

PUBLIC HEARING: None

APPOINTMENTS: 1) By the Town Manger: George Hamm, Special Police Officer. Town Manager Gaudette explained Mr. Hamm was a full time police officer for 35 years and retired in January of 2007. The Police Department allows retired police officers to be appointed as special police officers until the age of 70. Police Chief Warchol is requesting his appointment effective January 17, 2018 to April 9, 2018 at which point he would turn 70. A motion/Mr. Melia, seconded/Mr. Athanas to affirm the Town Manager's appointment of George Hamm to Special Police Officer. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan. **2) By the Board of Selectmen: Christina Simonian, Northbridge Housing Authority.** Mrs. Simonian stated that she has been a resident of Northbridge for her whole life and a resident at the Housing authority for over 5 years. Mrs. Simonian stated she feels as though knowing and understanding the needs and concerns of the residents is an important aspect of being a member to the Housing Authority and has that knowledge. A motion/Mr. Melia, seconded/Mr. Nolan to appoint Mrs. Simonian to the Housing Authority. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

CITIZENS' COMMENTS/INPUT: None

Special Town Meeting [February 6, 2018] / Vote position on Warrant Article. Article 1 (Selectmen) Zoning Amendment: Town Manager Gaudette explained that this article will add a new subsection to provide for a Community Shared Overlay District. The Finance Committee supports passage of Article 1. A motion/Mr. Melia, seconded/Mr. Nolan to support article 1. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Annual Town Election [May 15, 2018] / Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant. A motion/Mr. Melia, seconded/Mr. Nolan to vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Northbridge Coalition - "Hearts of Kindness" / Request permission to use Memorial Park. Ms. Elster, Executive Director of the Whitin Community Center and Northbridge Coalition Representative explained that she is requesting use of Memorial Park for the Hearts of Kindness. Ms. Elster explained that Children

make hearts and put an act of kindness that they have done inside and the heart is hung up on a clothes line in Memorial Square. The hearts would go up on February 13, 2018 and would remain up for a week. Ms. Elster explained that by doing so the children can see that acts of kindness not only help someone else but the children themselves. A motion/Mr. Nolan, seconded/Mr. Melia to allow permission for use of Memorial Park to the Northbridge Coalition for the Hearts of Kindness. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Water Rate Filing Update Present: Attorney David Doneski, KP Law. Chairman Ampagoomian explained that the Board would be skipping over this item and plan to present more information on a future agenda.

TOWN MANAGER'S REPORT: 1) Meetings Attended: Tuesday, January 16, 2019 – FY2019 Budget Meetings (Town Clerk, Police, Accounting, Planning). Wednesday, January 17, 2019 – FY2019 Budget Meetings (Fire, COA, Building, ConCom, Assessors). Thursday, January 18, 2019 – FY2019 Budget Meetings (Library, BOH, IT, DPW). Friday, January 19-20, 2018 – Attended MMA Annual Conference in Boston where the Governor announced the official State H1 budget will be released this Wednesday, and Towns can expect a 3.5% increase in revenue as far as State Aid. **2) Balmer School Building Project:** The School Building Committee submitted the PDP (Preliminary Design Program) report to MSBA on January 3, 2018. The next step is advertising for Construction Managers. The School Building Committee and Blackstone Valley Chamber of Commerce held an “Open for Business” forum on Wednesday, January 10, 2018. The next Community Forum is scheduled for March 12, 2018. **3) DPW Garage Project:** The utility work, majority of paving, steel structure and foundation are complete. The installation of the siding is underway. The project is looking like it will be completed in the Spring of 2018 **4) Fire Station Project (Feasibility Study):** The Town Manager has been working with staff and the OPM (Owners Project Manager), as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing an RFQ (Request for Quotation) for Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. **5) FY2019 Budget Planning** – Department Heads have submitted their FY2019 Budget and Capital Plan requests and Staff Budget Meetings have begun. I will be meeting with the Superintendent next week and will start building the budget for presentations to the Selectmen and Finance Committee in early February in order to prepare for the Annual Town Meeting on May 1, 2018.

VIII. SELECTMEN'S CONCERNS: **Selectman Athanas 1)** asked Jamie Luchini, Highway Superintendent when the Highway Department would be repairing potholes. Mr. Luchini stated that they were out on Friday and will continue this week, weather pending. **Selectman Melia 1)** Attended the Massachusetts Municipal Association Conference and one of the seminars was regarding the Opioid epidemic, which was interesting, and he believes it should be something Northbridge looks into taking a part in as well. **2)** received the traffic study report regarding Balmer School, which was sent to the Board from the Town Manager. Selectman Melia stated he thought it was a very comprehensive study, and will eventually go in front of the Safety Committee for recommendations. Selectman Melia stated he looks forward to the recommendations from the Safety Committee. **Selectman Nolan 1)** asked how everything was going with DPW Facility and the inclement weather that we have has. Mr. Luchini replied that they are getting by, it is very muddy, but deliveries are still being made for salt and Highway equipment is able to pass.

IX. ITEMS FOR FUTURE AGENDA: None

X. CORRESPONDENCE: None

XI. EXECUTIVE SESSION: 6:30 PM M.G.L. Chapter 30A, S21A #3 To discuss strategy with

respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares.

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

Meeting Adjourned: 7:22 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

January 22, 2018

EXECUTIVE SESSION: 6:30 PM

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES: None

II. PUBLIC HEARING: None

III. APPOINTMENTS:

A. 1) By the Town Manager: George Hamm, Special Police Officer

-Copy of email from Chief Warchol requesting George Hamm be appointed to Special Police Officer

2) By the Board of Selectmen: Christina Simonian, Northbridge Housing Authority

-Copy of cover letter from Christina Simonian
-Copy of Talent Bank Application

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

B. Special Town Meeting [February 6, 2018] / Vote position on Warrant Article

-Copy of Special Town Meeting Warrant

C. Annual Town Election [May 15, 2018] / Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant

-Copy of memorandum from Sharon Susienka, Exec. Ass. To the Town Manager notifying the Board of their requirement to notify the Town Clerk of the Board vacancies
-Copy of list of vacancies

D. Northbridge Coalition - "Hearts of Kindness" / Request permission to use Memorial Park

-Copy of email regarding the "Hearts of Kindness" request

VI. DISCUSSIONS:

E. Water Rate Filing Update Present: Attorney David Doneski, KP Law/No documentation

VII. TOWN MANAGER'S REPORT:

F. 1) Meetings Attended/No documentation

2) School Building Project Update/No documentation

3) DPW Garage Project/No documentation

- 4) Fire Station Project (Feasibility Study) /No documentation
- 5) Other ongoing tasks/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

X. ITEMS FOR FUTURE AGENDA/ None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION: G. 6:30 PM M.G.L. Chapter 30A, S21A #3 To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares

DRAFT

BI

TALENT BANK APPLICATION

please return to:

BOARD OF SELECTMEN
Northbridge Town Hall
7 Main Street
Whitinsville, MA 01588

Pursuant to Town bylaw §4-209 (Eligibility for service),
you must be a registered voter in order to serve.

Date: 28 Dec 2017

Name Brian Murphy

P. O. Box _____

Home Address 51 WOODSIDE DR Whitinsville MA 01588

Email Address murphy.brianf@gmail.com

Telephone _____ Cell 617-875-8471

Business US Army Contracting Command

Address 100 Medway Rd, Milford MA Tel. 508-233-6121

Current Occupation/Title Contracting Officer

Education B.A. Economics, Stonehill College (1992)
MBA, BARBARA, (2000)

Governmental, Civic & Community Activities active school + soccer parent,
volunteer at John Dawson 3v3 soccer tournament.

Charitable & Educational Activities participate in charity road races
around town and area.

Town Committees or Offices /

I am interested in the following Committees: Economic Development Committee.

Please indicate whether the applicant and/or any family members are employed by the Town of
Northbridge. None

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

- | | |
|--------------------------|----|
| 1. Economic Development. | 4. |
| 2. wherever needed | 5. |
| 3. | 6. |

Present interest or business affiliation (dates, places)

National Contract Management Association (2010-2011)
Active Stonehill Alumni
Active Babson Alumni

Experience: Volunteer, social service, business (dates, places)

As a federal (DoD) government contracting officer, I constantly work with both large and small businesses to win government contracts. I search for new businesses to encourage competition for contracts and bring in new, innovative companies to meet war fighter needs. This experience can help me help the

Special skills and education (be specific)

town increase it's industrial base.

- Negotiation
- promoting competition
- evaluating proposals including pricing
- have significant contacts in Alumni Associations and government

How experience relates to particular committee interest

My experience finding innovative defense related businesses and negotiation skills can help Northbridge by finding up and coming businesses and presenting our town positively.

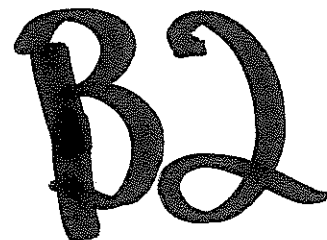
ADDITIONAL COMMENTS:

Mail completed form to:

Northbridge Town Hall
Office of the Town Manager
7 Main Street
Whitinsville, MA 01588

Melissa Wetherbee

From: Sharon Susienka
Sent: Wednesday, February 21, 2018 3:03 PM
To: Melissa Wetherbee
Subject: FW: Board of Assessors



Melissa:

You can print out this letter for the agenda. Thanks.

*Sharon L. Susienka
Exec. Asst. to the Town Manager
Town of Northbridge
Phone: 508-234-2095
Fax: 508-234-7640*

From: Robert Fitzgerald
Sent: Wednesday, February 21, 2018 2:47 PM
To: Charlie_Ampagoomian@waters.com
Cc: Adam Gaudette <agaudette@northbridgemass.org>; Sharon Susienka <ssusienka@northbridgemass.org>
Subject: Board of Assessors

Mr. Charles Ampagoomian, Chairman
Northbridge Board of Selectmen
Selectmen Room
7 Main St.
Whitinsville, MA 01588

February 21, 2018

Dear Mr. Ampagoomian:

The Board of Assessors interviewed Mr. Alan Ratcliffe for the current available position on the Board of Assessors during their February 20, 2018 meeting. Board members, Mr. John Gosselin and Mr. Walter Convent reviewed and discussed board procedures and functions. Mr. Ratcliffe's knowledge of the community as well as his expertise as a Real Estate Appraiser will make him a valuable asset to the Board of Assessors.

Mr. Gosselin and Mr. Convent would like to recommend that the Board of Selectmen appoint Mr. Ratcliffe as a member of the Northbridge Board of Assessors.

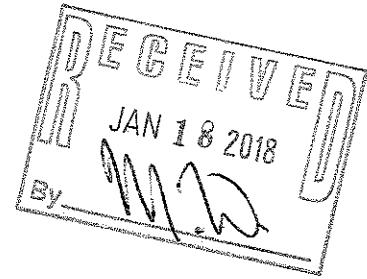
Sincerely,

Robert Fitzgerald
Principal Assessor

TALENT BANK APPLICATION

please return to:

BOARD OF SELECTMEN
Northbridge Town Hall
7 Main Street
Whitinsville, MA 01588



Pursuant to Town bylaw §4-209 (Eligibility for service),
you must be a registered voter in order to serve.

✓

Date: 1/18/18

Name AL RATCLIFFE

P. O. Box _____

Home Address 50 HUDSON ST. NORTHBRIDGE 01534

Email Address AMRAT@CHARTER.NET

Telephone _____ Cell 508 873 9189

Business SAME

Address SAME Tel. SAME

Current Occupation/Title REAL ESTATE APPRAISER

Education NORTHBRIDGE HIGH SCHOOL

ATTENDED WORCESTER STATE COLLEGE

Governmental, Civic & Community Activities _____

Charitable & Educational Activities _____

Town Committees or Offices _____

I am interested in the following Committees: _____

Please indicate whether the applicant and/or any family members are employed by the Town of Northbridge. _____

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

- | | |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

Present Interest or business affiliation (dates, places)

Experience: Volunteer, social service, business (dates, places)

Special skills and education (be specific)

How experience relates to particular committee interest

ADDITIONAL COMMENTS:

Mail completed form to:

Northbridge Town Hall
Office of the Town Manager
7 Main Street
Whitinsville, MA 01588

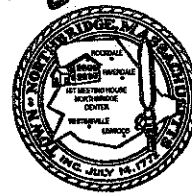


WALTER J. WARCHOL
CHIEF OF POLICE

TOWN OF NORTHBRIDGE
DEPARTMENT OF POLICE

1 HOPE STREET, WHITINSVILLE, MA 01588
www.northbridgepolice.com
TEL (508) 234-6211 • FAX (508) 234-9021

B 4-8



TIMOTHY LABRIE
LIEUTENANT

To: Mr. Adam Gaudette, Town Manager (Appointing Authority)
From: Walter J. Warchol, Chief of Police
Subject: Appointment of Five (5) Permanent Intermittent Reserve Police Officers
(Certification List #04959)
Date: February 2, 2018

I am requesting that the following five candidates be recommended for appointment as Permanent Intermittent Reserve Police Officers at the February 26, 2018 Board of Selectmen's meeting. The five candidates were selected by an interview panel consisting of Chief Dennis Towle, Sutton Police Department, Chief Norman Crepeau, Grafton Police Department, Chief Ronald Landry, Millville Police Department.

The candidates are:

Ms. Kaitlyn Laflash
52 Sherry St.
Whitinsville, MA 01588

Mr. Sean McDevitt
550 Carpenter Road
Whitinsville, MA 01588

Ms. Victoria Schotanus
25 Carr St.
Whitinsville, MA 01588

Mr. Tyler M. Mitchell
414 Church St.
Whitinsville, MA 01588

Mr. Benjamin T. O'Donnell
89 Mason Rd.
Whitinsville, MA 01588

The appointments under MGL Chapter 31 §60 should be contingent upon but not limited to the following:

- Department of Human Resources certifies the appointment and the appointments are approved by the Town Manager and the Board of Selectmen as required by Town Charter

- Candidate's appointment date will become effective once they have completed the physical exam and the physical agility test (PAT) as required by the MA Department of Human Resources at their own expense.
- Candidate completes and passes the psychological evaluation at their own expense
- Candidate will be on a one year probation period
- Candidate cannot smoke tobacco products
- Candidate will be a "Wellness Employee"
- Candidate must possess a MA Operator's License
- Candidate must possess a Class A License to Carry Firearms issued by the Northbridge Police Department
- Candidate shall not serve as a sworn police officer in any other community
- Candidate will be required to attend all mandatory training as required by the Chief of Police
- Candidate will at all times conduct themselves in a professional manner consistent with all "Rules and Regulations and Policies and Procedures of the Northbridge Police Department
- Candidate will successfully complete the Reserve Intermittent Academy and all classes and courses required by the MA Municipal Police Training Council at their own expense

KAITLYN J. LAFLASH

774-293-0703
klaflash.kl@gmail.com

52 Sherry St
Whitinsville, MA
01588

Professional Summary

Service-oriented person with 6 years background in Law Enforcement. Core competencies include active listening, critical thinking, and resolving conflict as well as excellent communication and time management skills. Handles tasks with accuracy and efficiency.

Experience

United States Air Force - Security Forces

Nov 7, 2011- current

- Leads, manages, supervises, and performs force protection duties, including use of deadly force to protect personnel and resources. Protects nuclear and conventional weapons systems and other resources. Performs air base defense functions contributing to the force protection mission. Controls and secures terrain inside and outside military installations. Defends personnel, equipment, and resources from hostile forces. Operates in various field environments, performs individual, and team patrol movements, both mounted and dismounted, tactical drills, battle procedures, convoys, military operations other than war, antiterrorism duties, and other special duties. Operates communications equipment, vehicles, intrusion detection equipment, crew-served weapons, and other special purpose equipment. Applies self-aid buddy care, life saving procedures, including cardiopulmonary resuscitation, as first responder to accident and disaster scenes.

- Provides armed response and controls entry. Detects and reports presence of unauthorized personnel and activities. Implements security reporting and alerting system. Enforces standards of conduct, discipline, and adherence to laws and directives. Directs vehicle and pedestrian traffic. Investigates motor vehicle accidents, minor crimes, and incidents. Operates speed measuring, drug and alcohol, and breath test devices. Apprehends and detains suspects. Searches persons and property. Secures crime and incident scenes. Collects, seizes, and preserves evidence. Conducts interviews of witnesses and suspects. Obtains statements and testifies in official judicial proceedings. Responds to disaster and relief operations. Participates in contingencies.

Education

Worcester State University, Worcester, MA — BS Criminal Justice 2012

Community College of the Air Force, Montgomery, AL - AS Criminal Justice 2017

Skills

Active Listening	Critical Thinking	Speaking	Monitoring
Social Perceptiveness	Negotiation	Persuasion	Reading Comprehension
Service Orientation	Coordination	Active Learning	Instructing
Judgment and Decision Making		Time Management	Writing
Learning Strategies	Complex Problem Solving		

Sean McDevitt

550 Carpenter Road, Whitinsville, MA 01588

508-320-2013

mcdevittsean96@gmail.com

Objective

- To further a career in law enforcement.

Work Experience

- **Interiors by Paul Chaisson**

2013-Present

Assistant - responsibilities include deliveries, loading and unloading trucks, overseeing installations and office maintenance.

- **Showcase Cinemas**

2013-2015

Stand Attendant - responsibilities included prepping and making food, opening and closing the concession stand, serving patrons and transferring money.

Education

- **Worcester State University**

2014-Present (Anticipated Graduation May 2018)

Pursuing a bachelor's degree in Criminal Justice with a minor in Sociology.

- **Sutton Memorial High School**

2010-2014

High School Diploma

Law Enforcement Experience

- Boylston Reserve/Intermittent Police Academy (Anticipated Graduation April, 2018)
- Massachusetts State Police Intern, Millbury Barracks (May 2017 - August 2017)
- Member of the Charlton Police Explorer Post 296 (December 2012 - May 2014)
Platoon Sergeant (2013-2014)

Licensing

- Massachusetts driver's license (Class D- S92506645)
- Massachusetts License to Carry Firearms (12754075A)

B5

Sean McDevitt

550 Carpenter Road, Whitinsville, MA 01588

508-320-2013

smcdevitt@worchester.edu

References

Paul Chaisson, Interiors by Paul Chaisson, Owner

(617) 686-2701

Derek Desruisseaux, Sutton Police Department, Patrolman

(508) 304-3263

LT. Steve Marsh, Massachusetts State Police (Internship Supervisor)

(774) 535-2707

Nathan Grove, Ritter & Stark, Inc, Director of U.S. Sales

(860) 372-0677

B6

VICTORIA SCHOTANUS

25 Carr Street Whitinsville, MA 01588 C: 508.320.2245

SUMMARY:

Public Safety Dispatcher dedicated to helping people, able to remain calm and give emergency instruction effectively in a stressful environment. Able to remain focused on the task at hand while coordinating various emergency service responses. Seeking a position as a Permanent Intermittent Police Officer with the Town of Northbridge.

HIGHLIGHTS:

- Assuring disposition
- Calm under pressure
- Multitasking skills
- Years of experience in public safety

WORK EXPERIENCE:

Public Safety Dispatcher/Matron, Northbridge, Massachusetts February 2014-Present
Northbridge Police Department

- Answer Department business lines and assist walk-ins
- Dispatch for Police, Fire and EMS
- Answer E911 and dispatch appropriate emergency personnel
- Monitor prisoners, log each new call or event in regards to the Department

Auxiliary Police Officer, Milford, Massachusetts July 2017- Present
Milford Police Department

- Volunteer at events for traffic assistance
- Community policing
- Earn firearms, in-service and first responder training

Police Dispatcher, Hopkinton, Massachusetts July 2014-October 2015
Hopkinton Police Department

- Answer Department business lines and handle walk-ins
- Dispatch for Police
- Answer E911, dispatch personnel and provide EMD instructions
- Monitor prisoners, log each new call or event in regards to the Department

Painter/Job-site assistance, Whitinsville, Massachusetts November 2012-July 2014
Schotanus Construction

- Painting, job-site deliveries and demolition
- Demonstrated interpersonal skills with clientele
- Gained knowledge in time management and partnerships

Public Safety Dispatcher, Mendon, Massachusetts

October 2013-May 2014

Mendon Police Department

- Answered Department business lines and assisted walk-ins
- Dispatched for Police, Fire and EMS
- Answered E911 and provide EMD instructions when necessary
- Monitored prisoners, logged each new call or event in regards to the Department

Receptionist/Designer's Assistant, Fort Collins, Colorado

July 2012-November 2012

Woodley's Fine Furniture

- Used secretarial skills to assist running the sales floor and warehouse
- Worked in partnerships on projects as well as alone
- Utilized design & color knowledge

Color Consultant/Paint stock/Cashier, Uxbridge, Massachusetts

August 2009-July 2012

Koopman Lumber

- Demonstrated color consulting skills
- Worked in the paint department alone and in partnership
- Gained experience in communication and interpersonal skills

Receptionist, Whitinsville, Massachusetts

August 2008-December 2008

The Hair Studio

- Demonstrated communication and creativity skills
- Maintained file system
- Used multitasking skills to run front desk

EDUCATION:

Plymouth Police Academy, Plymouth Massachusetts

February 2016-July 2016

Reserve Intermittent Basic Academy M.P.T.C

New England Institute of Technology, Warwick Rhode Island

2010-2011

Interior Design

Blackstone Valley Regional Vocational Technical High School, Upton Massachusetts

2006-2010

Painting and Design

CPR and First Responder certified

Suicide prevention certification

LEAPS/CJIS certification

FEMA National Incident Management certification

FEMA Incident Command System certification

TYLER MITCHELL

B7

414 Church Street, Whitinsville, MA 01588 ♦ C: 774-262-8482 ♦ tylermmitchell1@gmail.com

OBJECTIVE

To utilize my education, training and experience to become an effective police officer and make a positive impact on a community.

EDUCATION

Bachelor of Science: Criminal Justice, 05/2015

Worcester State University - Worcester, MA

- 3.6 GPA
- MCVFA Safer Scholarship

Reserve/Intermittent Program: Completion, 03/2017

MPTC Academy - Boylston, MA

EXPERIENCE

Dispatcher, 06/2015 to Current

Northbridge Police Department – Northbridge, MA

Responsible for 911 and administrative line call handling, performing EMD, and utilizing proper radio communications to dispatch appropriate agencies promptly.

EMT- Basic, 04/2013 to 06/2016

Eascare Ambulance Service – Worcester, MA

Responsible for patient assessment and care, operating emergency vehicles, radio communications and maintaining ambulance and medical equipment.

Firefighter, 01/2011 to 12/2015

Millbury Fire Department

Responsible for fire suppression, search and rescue, vehicle extrication, hazmat, operating emergency vehicles, and maintaining fire apparatus and equipment.

Intern, 09/2014 to 12/2014

Worcester Police Department – Worcester, MA

Worked within newly developing Real Time Crime Center. Assisted with documentation, surveillance systems, and participated in ride alongs with Gang Unit and Operations Division.

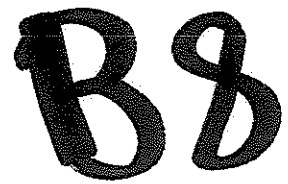
Shift Leader, 02/2011 to 04/2013

Papa Ginos Restaurant – Worcester, MA

Supervised employees, ensured customer satisfaction, and completed bank deposits and cash outs.

CERTIFICATIONS

- License to Carry Firearms - Class A
- TASER Certified End User
- Emergency Medical Technician - Basic
- Emergency Medical Dispatch
- APCO Public Safety Telecommunicator
- Tactical Combat Casualty Care



Permanent Address
89 Mason Road
Whitinsville, MA 01588

SUMMARY

Driven recent graduate aspiring to establish a long-term career in law enforcement. Will work diligently to contribute to the growth and success of a town and department by leveraging and expanding upon previous experience, skills, and knowledge. Motivated, adaptable and eager to be challenged. Committed to achieving success through hard work and determination.

Education

Assumption College
Worcester, MA
Bachelor of Arts Degree in Sociology
May 2017
Concentration: **Criminology**
Minor: **Forensic Accounting/Fraud Examination**

Awards and Activities: Assumption College Baseball Team, NE10 Team Impact participant, intramural team activities

Experience

L & M Landscaping

Northbridge, MA

Crew Chief/ Assistant to the Foreman

May 2014-Present

- Determine daily schedule for lawn maintenance crew
- Maintain focus on customer service and efficiently meeting customer needs
- Promote a positive working environment for crew members
- Effectively communicate with foreman and business owner to ensure customer needs are fulfilled in a timely manner
- Consistently demonstrate ability to pay attention to detail, to work independently, and to trouble shoot unanticipated situations

Whitinsville Community Center

Athletic Department: Summer Camp Counselor

June 2010-August 2013

- Supervised and mentored approximately 60 campers from ages four to thirteen
- Ensured that each camper was signed out by a guardian at the end of each day
- Developed games and activities for campers to participate in

Volunteer Experience

Team Impact

Worcester, MA

Volunteer

January 2013- June 2015

- Help facilitate and foster the relationship between our baseball team and our honorary teammate
- Keep in touch and visit with teammate when he is physically unable to visit and keep him in high spirits
- Promote a fun environment for teammate to escape to while he and his family battle his medical issues

Pan Mass Challenge

Northbridge, MA

Rest Stop Volunteer

August 2012-Present


- Helped create a positive and proactive environment for the participants while also supplying them with water

Skills and Interests

Skills: Microsoft Excel, Microsoft Word, IBM SPSS Statistics Software, and Google Docs

Interests: Baseball; fishing; kayaking; statistic analysis, real estate, and remodeling




60 Main Street
Whitinsville, MA 01588
(508) 234-8184
www.WhitinCommunityCenter.com
info@OurGym.org

February 22, 2018

Board of Selectmen
Town of Northbridge
Northbridge Town Hall
1 Main Street
Whitinsville, MA 01588

Dear Selectmen,

I am writing to request use of the Great Hall in the Northbridge Town Hall for our Roaring 1920s Speakeasy fundraiser to be held on April 28, 2018 from 6:30-10:30pm. We also request use of the hall for set-up and clean-up prior to the event. This is a glamorous event for approximately 150-200 individuals and couples to provide membership, programs and services including our FREE Youth Outreach program to benefit disadvantaged youth in our community.

As in years past, the event will be catered by Peppers Artful Events out of Northborough, MA. They will also continue to provide the bartending services with TIPS certified bartenders. All of their bartenders are certified and Peppers can provide copies of the certifications for each individual bartender who will be serving that night once they schedule them. We have been told that this will be about 2 weeks out from the event.

The only people allowed to park at the Town Hall parking lot will be those with handicapped placards, the caterers, the DJ, and other vendors. All other guests will be directed to park at the Whitin Community Center and we will shuttle or valet from there to the Town Hall.

We will return the Great Hall to the condition in which we received it. We will work with the Town's custodial services to clean it, remove all garbage, and put all furniture back where we found them.

We are looking forward to a wonderful night and hope you can join us. Please contact me with any questions or concerns you may have concerning this request. On behalf of all of us at WCC, I would like to express our heartfelt appreciation for your consideration.

Sincerely,

Heather Elster
Executive Director
G.M. Whitin Community Center
60 Main Street
Whitinsville, MA 01588
Heather.Elster@OurGym.org/508.234.8184 x112

Memorial Town Hall, Northbridge, MA

INDEMNIFICATION AGREEMENT

Organization Name: George Marston Whitin Memorial Community Association, Inc.

Contact Person: Sarah Lawson

Address: 60 Main Street, Whitinsville, MA 01588

Tel. No.: 508 234-8184 ext.122.

KNOW ALL MEN BY THESE PRESENTS that in consideration of the Town of Northbridge's permission to the undersigned for use of the Memorial Town Hall facilities in Whitinsville, MA on April 28, 2018, at (time) 6:30-10:30 pm for the following purpose:

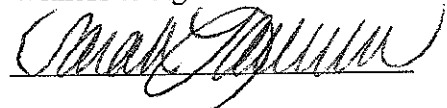
The Whitin Community Center's 1920s
Splakeary Gala

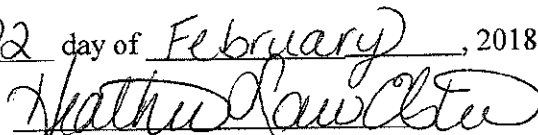
The undersigned, on behalf of themselves and the organization named above, do hereby agree to indemnify and save harmless the Town of Northbridge and its officers and employees (hereinafter referred to as "the Town") from and against any and all claims for damages, on account of injury or death to any person or persons in connection with the activities for which this use is granted as well as any damages to any property of the Town, including the Memorial Town Hall, or any property of other persons, which results from the undersigned's use of said facilities during said use. The undersigned represent that they are fully authorized to execute this agreement on behalf of the said organization.

And it is further agreed by the undersigned that in the event damage shall be caused to any property of the Town during the utilization of said facilities, the undersigned will pay to the Town, within thirty (30) days after written demand by the Board of Selectmen, all costs of repair for the Town's property so damaged.

Dated at Whitinsville, Massachusetts, the 22 day of February, 2018.

Witness to signatures:





This agreement has been approved by the Town Manager, Town of Northbridge.

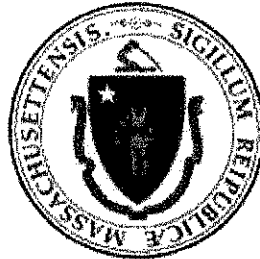
By: _____
Adam D. Gaudette, Town Manager

**RULES AND REGULATIONS FOR USE OF THE GREAT HALL
NORTHBRIDGE MEMORIAL TOWN HALL**

1. Application for use of the Town Hall and Indemnification Agreement must be filed by renter with the **Town Manager's Office**. The Town Manager has the right to refuse rental or usage and to set conditions of use for any portion of the Memorial Town Hall, if necessary or appropriate to ensure public safety and good order.
2. A security deposit of \$100.00 payable to the Town of Northbridge must be received by the **Town Manager's Office** prior to the event. The deposit will be returned within 7 days after the event provided there is no damage done to the floors, walls, windows, bathrooms, hallways, equipment, etc. Committees, Boards and Departments of the Town of Northbridge shall be exempt from the deposit.
3. Upon payment of said security deposit as noted in item #2, renter shall obtain an electronic key card from the **Town Manager's Office** and review the security system process for entering and leaving Town Hall after hours, as well as the location of lights, bathrooms, etc.
3. **Users of the Town Hall are responsible for taking away and disposing of their own trash. The renter will be responsible for Town custodial services following the event. Payment will be at the amount specified under the Town's current custodial contract.**
4. The renter must arrange for its own tables and chairs. **The renter is responsible for setting up and taking down the chairs and tables.** Persons setting up must be careful not to drag the tables and chairs across the floors. All tables and chairs must have rubber knobs on each leg.
5. If the event is catered or food is brought in, the renter is responsible for obtaining a Common Victualler's License through the Board of Selectmen as well as contacting the Board of Health for an inspection. There is an additional charge for both the Common Victualler's License and for the Board of Health inspection.
6. A coat rack is available at the entrance to the rear of the Great Hall.
7. **Entertainment taking place Monday through Saturday, requires a weekday Entertainment License preapproved by the Selectmen. Entertainment taking place on a Sunday must be preapproved by the Selectmen and licensed by the State.**
8. If the event requires wires, etc., such as a flea market, no wires may be taped to the floors. Also, no papers may be taped to the floor. No helium balloons allowed.
9. Renter of Great Hall must have limits of \$1,000,000 per occurrence/\$3,000,000 aggregate on a certificate of liability insurance naming the Town of Northbridge as an additional insured and certificate holder.
10. Alcohol may be permitted on a case-by-case basis as decided by the Board of Selectmen. **A Special License is required by M.G.L. Chapter 138 from the Board of Selectmen as Licensing Authority.** NOTE: Caterers who hold a current state-issued Caterers License for the sale of alcohol at private catered events are exempt from this requirement. It is mandatory that a police detail officer(s) be used for any event serving alcohol. Board of Selectmen may institute other requirements as needed for events serving alcohol.
11. If alcohol is to be served, in addition to the insurance noted in item #9, renter must also have a \$1,000,000 certificate of **liquor liability** insurance naming the Town as an additional insured and certificate holder.
12. If decorations are to be used, the Fire Chief may require the renter to obtain a permit. Please contact Chief White at 508-234-8448.
13. An event **may** require police officers. Renter **must** contact Police Chief Warchol at 508-234-6211 for a recommendation. (Mandatory for events with alcohol—see #10).
14. Renter is responsible for shutting off all lights and securing the building by locking the door and setting the alarm. Renter shall deposit the electronic key card in the lock box outside the main entrance to Town Hall.
15. Under the Clean Indoor Air Act, all municipal buildings are smoke free. There is to be no smoking in any part of the Northbridge Memorial Town Hall or on the grounds, including the parking lot.

THANK YOU FOR YOUR COOPERATION
Per Order of the Northbridge Board of Selectmen

**The Commonwealth of Massachusetts
Department of the State Treasurer**



License Number: TR-LIC-000055

Record Number: 2017-000017-CR-REN

Alcoholic Beverages Control Commission

Hereby Grants a

Transportation and Delivery Permit

Vehicle Plate Number: H16948

S.K.S., Inc. - DBA Art Bar Bartending

43 Hudson Street Northborough, MA 01532

Related License:

ABCC License Number: CR-LIC-000035

License Type: Caterer

No PERSON under eighteen years of age shall be permitted to handle, transport or deliver any alcoholic beverages under this permit.

IN WITNESS WHEREOF, the undersigned have hereunto affixed their official signatures this 3/23/2016.

2018

This License will expire
12/31/2018 unless otherwise
suspended or revoked during this period

Jean M. Lorizio
Jean Lorizio, Chairman

Elizabeth Lashway
Elizabeth Lashway, Commissioner

Kathleen McNally
Kathleen McNally, Commissioner

This permit is issued conditionally and subject to the fact that there exists no breach of any condition of any previous permit or violation of any law of the Commonwealth under any previous permit and this license shall be subject to revocation, cancellation, modification or suspension for any such breach of condition or violation of law.

This permit shall always be carried in the vehicle.

License Issued under the Provisions of Section 22, Chapter 138 of the General Laws, as Amended

Fee \$ 150.00

NTM License Slips

Row 1

Current Status On BOS Agenda 2.26.18

Done ☐

License ID: NTM#16043

License Type: Great Hall Use Request

Description: The Whitin Community Center has requested to use the Great Hall for their 95th Anniversary of the Whitin Community Center. The Gala event has been booked for the Great Hall for April 28, 2018 from 6:30 PM to 10:30 pm. Peppers Fine Catering will be serving food as well as alcohol, which the Board of Selectmen have agreed to allow. The Whitin Community Center will be providing their own tables, chairs, and trash receptacles. They have been made aware of the 200 person max capacity, and the Highway Department has ok'd the electrical requests of the catering company. They plan on having a food truck in the parking lot which uses electrical and propane, the back kitchen area behind the selectmen's room for hors d'oeuvres. Please respond with any concerns you may have ASAP as we are hoping to have this go before the Board on Monday 2.26.18. Attached is a copy of the Great Hall Policy.

Business: Whitin Community Center

Applicant: Sarah Lawson

Address: Event to be held at the Town Hall in the Great Hall

Approval Target 02/23/18

Slip Started on: 02/22/18 10:26 AM

PLANNING Approve: ☒

PLANNING Comments: N/A

POLICE Approve: ☒

POLICE Comments: Police department has no objections

FIRE Approve: ☐


FIRE Comments: Subject to fire inspection

BUILDING ZONING Approve: ☒


BUILDING ZONING Comments: 2/22/2018

CONSERVATION 
Approve:

CONSERVATION
Comments:

HEALTH 
Approve:

HEALTH **Comments:** The caterer and the food truck will each be required to obtain a one-day food permit from the Board of Health.

ASSESSORS 
Approve:

ASSESSORS **Comments:** No issues.

TREASURER
COLLECTOR 
Approve:

TREASURER
COLLECTOR
Comments:

Know all Men by These Presents,



That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of Three Thousand Two Hundred Dollars, paid by **John H. Karagosian, of 21 Marywood Street, Uxbridge, MA**, the receipt of which is hereby acknowledged, does sell and convey to said John H. Karagosian, that certain cemetery **Lot No. 42, two burial plots, situated on the way called Yew Ave South, in the Pine Grove Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

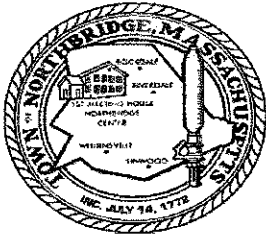
2nd. That if any trees or shrubs in said Lot shall become in any way detrimental to the adjacent lots or avenues, or dangerous or inconvenient, the Town shall have the right to enter into said Lot and remove said trees or shrubs, or such parts thereof as are dangerous, detrimental or inconvenient.

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

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

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

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 26th day of February, in the year of our Lord Two Thousand Eighteen.



TOWN OF NORTHBRIDGE, MASSACHUSETTS

COMMUNITY PLANNING & DEVELOPMENT

R. Gary Bechtholdt II, Town Planner
7 Main Street Whitinsville, MA 01588
Phone: (508) 234.2447 Fax: (508) 234.0814
gbechtholdt@northbridgemass.org

MEMORANDUM

Date: February 21, 2018

To: Adam Gaudette, Town Manager
NORTHBRIDGE BOARD OF SELECTMEN

From: R. Gary Bechtholdt II, Town Planner

RE: **RECREATIONAL MARIJUANA ESTABLISHMENTS**
2018 Spring Annual Town Meeting

Please find attached for your review and consideration DRAFT zoning & general bylaw provisions for Recreational Marijuana Establishments prepared by Town Counsel (KP Law) for the 2018 Spring Annual Town Meeting.

Because a majority of Northbridge voters voted YES (4,217 -yes & 4,103-no) on Question #4, the local option to opt-out and prohibit Recreational Marijuana Establishments requires a 2-step process: (1) Town Meeting and (2) local Ballot Question.

It is the understanding of the Planning Board that the Board of Selectmen shall vote to sponsor both warrant articles (zoning & general bylaw) at its meeting of Monday, February 26, 2018 and shall place similar language on the May 2018 Ballot.

In accordance with MGL, the Planning Board has scheduled its public hearing for the proposed zoning amendment for Tuesday, March 27, 2018 (7:05PM -Town Hall), see hearing notice attached.

Should you require additional information or have any questions please contact the Planning office.

Cc: Town Clerk
Planning Board
Police Chief
Building Inspector
Board of Health
FinCom
/File

Draft

**ZONING BYLAW AMENDMENT ARTICLE
FOR RECREATIONAL MARIJUANA ESTABLISHMENTS**

To see if the Town will vote to amend the Zoning Bylaw, Chapter 173 of the Code of Northbridge, as follows:

- A) By adding the term "Recreational Marijuana Establishments" to Section 173-2, Definitions, with the following definition:

RECREATIONAL MARIJUANA ESTABLISHMENTS

Consistent with G.L. c.94G, § 3(a)(2), all types of non-medical "marijuana establishments" as defined in G.L. c.94G, §1, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses.

- B) By adding a new Section 173-18.6, "Recreational Marijuana Establishments," as follows:

§173-18.6 Recreational Marijuana Establishments.

Recreational Marijuana Establishments shall be prohibited within the Town of Northbridge. In addition, the sale of marijuana accessories, as defined in G.L. c.94G, §1 and any other applicable law or regulation, shall be prohibited within the Town of Northbridge.

- C) By adding to Section 173-12, Table of Use Regulations, a new entry for Recreational Marijuana Establishments, and a corresponding footnote, as follows:

§173-12 Table of Use Regulations

USE	ZONING DISTRICT											
Retail Services	R-1	R-2	R-3	R-4	R-5	R-6	B-1	B-2	B-3	I-1	I-2	H
Recreational Marijuana Establishments, including marijuana social consumption operations ⁷	--	--	--	--	--	--	--	--	--	--	--	--

⁷ Notwithstanding the provisions of Section 173-48 or any other provision of this Zoning Bylaw, no use variance for a Recreational Marijuana Establishment or sale of marijuana accessories shall be permitted.

,or take any other action relative thereto.

Draft

**GENERAL BYLAW AMENDMENT ARTICLE
FOR RECREATIONAL MARIJUANA ESTABLISHMENTS**

To see if the Town will vote to amend Chapter 9 of the Code of Northbridge, Certain Conduct Regulated, by adding a new Section 9-1100, "Recreational Marijuana Establishments," as follows:

Section 9-1100: RECREATIONAL MARIJUANA ESTABLISHMENTS

§9-1101: Recreational Marijuana Establishments Prohibited.

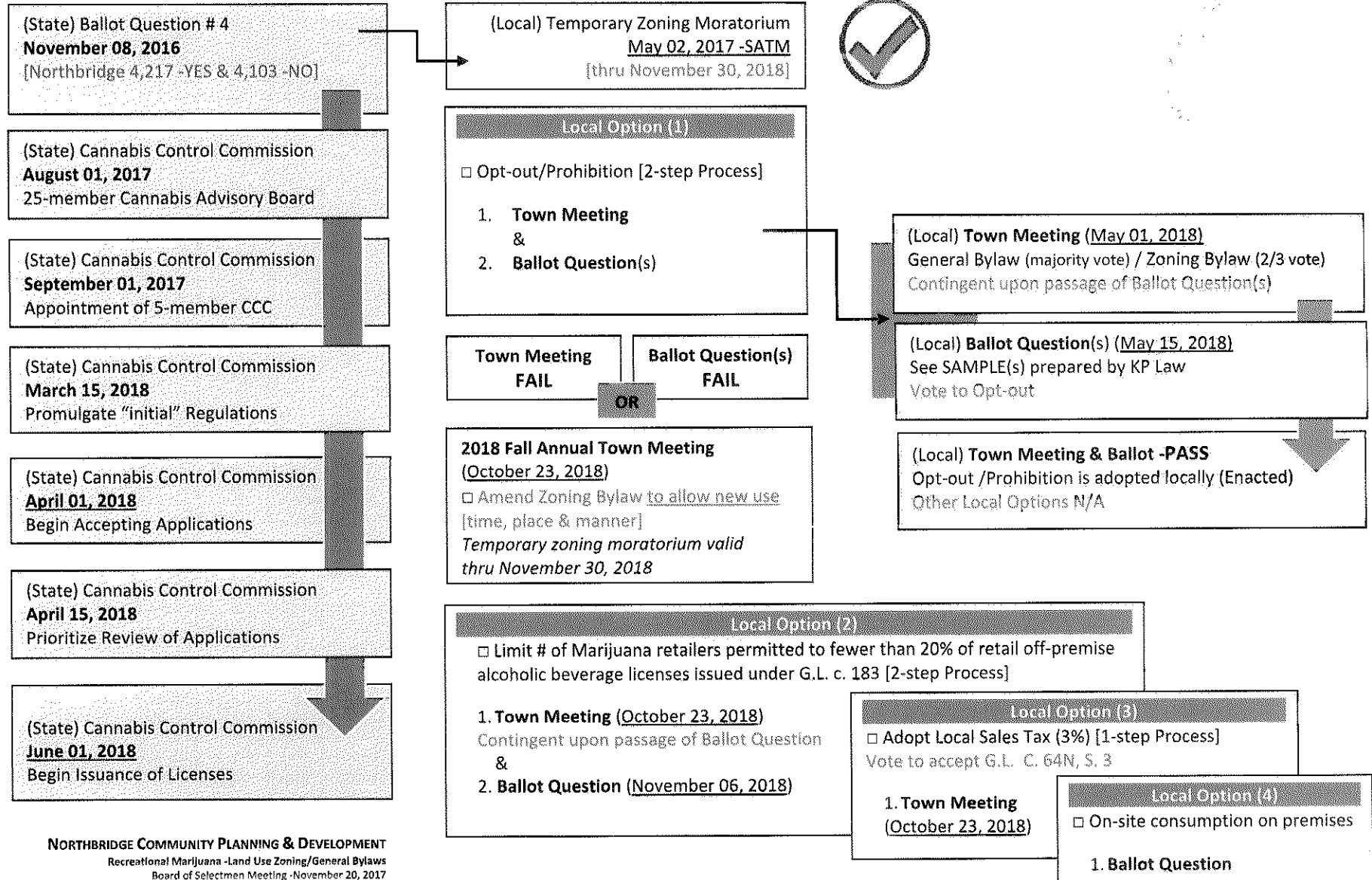
Consistent with G.L. c.94G, § 3(a)(2), all types of non-medical "marijuana establishments" as defined in G.L. c.94G, §1, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Northbridge. In addition, the sale of marijuana accessories, as defined in G.L. c.94G, §1 and any other applicable law or regulation, shall be prohibited within the Town of Northbridge.

,or take any other action relative thereto.

RECREATIONAL MARIJUANA ESTABLISHMENTS

Regulations & Taxation of Marijuana Act
An Act to Ensure Safe Access to Medical & Adult-Use of Marijuana in the Commonwealth

**Disclaimer - Timeline/Flowchart for illustrative purposes ONLY*



FINGROUP WORKSHEET

ESTIMATED

per Governor's Budget Proposal

2/22/2018

Calculations for Levy Limit

As of November 30, 2018

	Final FY'18	DRAFT 19
Levy limit	19,939,580.00	20,770,441.00
2 1/2 Increase	498,598.00	519,261.00
New Growth	332,263.00	275,000.00
Existing Debt Exclusion	339,120.00	339,120.00
Projected Debt Exclusion		293,750.00
2 1/2 override		
Allowable Tax Levy	21,109,561.00	22,197,572.00

Revenue Calculation

Actual Tax Levy	21,109,561.00	22,197,572.00
Estimated Receipts	3,200,000.00	3,200,000.00
State Aid	18,505,212.00	18,531,741.00
Free Cash	783,000.00	750,000.00
Other Available Funds		
Current Year Transfers		
Other Available Funds/Transfers	770,529.00	862,829.00
Fd. Balance Reserved For		
Extra/Unforeseen Expenditures	50,000.00	50,000.00
Total Revenue	44,418,302.00	45,592,142.00

Charges Against Revenue

Deficit/Court Charges/Snow	385,000.00	0.00
State and County Charges	183,941.00	188,089.00
Allowances for Abatements	214,834.00	250,000.00
Tax Title Charges	20,000.00	20,000.00
Offset (school choice)	1,065,330.00	1,075,749.00
Cherry Sheet Offset	705,119.00	627,916.00
Other Offset (53E1/2)		
Transfers in current FY		
Total Charges	2,574,224.00	2,161,754.00
Total Funds Available	\$41,844,078.00	43,430,388.00
Budget Requests	41,822,784.00	43,430,388.00
ATM Requests/Capital Items		
Debt Exclusion Articles		
FATM Articles		
Total Uses of Funds	41,822,784.00	43,430,388.00
Difference	21,294.00	0.00

Estimated Additional Revenue:	1,173,840.00
Less Estimated Additional Charges:	412,470.00
Available Funds:	1,586,310.00

Notes:

Health Insurance	\$0	0.00%
Retirement System	\$66,600	4.00%
Blackstone Valley Tech - Regional	\$325,000	25.00%
NPS Request	\$449,487	1.96%
Fire Fighter Staff Adjustments	\$286,177	18.56%
Debt Service Adjust (DPW Project)	\$293,750	New
COLA & Misc. Adjustments	\$165,296	2.00%
Total:	1,586,310.00	

Budget Deficit/Surplus 0.00



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

**Adam D. Gaudette
Town Manager**

MEMORANDUM

TO: Board of Selectmen
FROM: Adam Gaudette, Town Manager
RE: FY2019 Initial Budget Presentation
DATE: Thursday, February 22, 2018

A. FY2019 Revenue Outlook

I. Tax Levy

The allowable increase to the Tax Levy Limit over the previous fiscal year based on Proposition 2 ½ is \$519,266 and in addition, the estimated New Growth has been preliminarily set at \$275,000.

Just like last Fiscal Year we are still carrying four (4) Debt Exclusion project borrowings: School Land Acquisition (FY2019), Police Station Roof (2027), Middle School Roof (FY2027), and Blackstone Valley Tech Expansion (Payoff TBD).

However, the FY2019 Budget will include an additional Debt Exclusion amount for the DPW Garage Project, which is projected to be \$293,750. This authorized increase to the Tax Levy is offset by the direct debt service expense for the initial premium and interest payment under the General Government Appropriations.

Thus, the preliminary FY2019 Tax Levy Limit is expected to increase by **\$1,088,011** (5.15%).

II. Cherry Sheet Estimated Receipts

Governor Baker released his initial FY2019 State Budget (H2) on January 24, 2018 which proposes a 3.5% increase to Unrestricted General Government Aid (UGGA) to match predicted State Revenues. Unfortunately, the \$73,806 in new UGGA is offset by the decrease in \$77,529 in School Choice as a result of a reduction of students entering into the District.

These changes, along with minor adjustments to other Local Aid categories (Chapter 70, Charter School Reimbursement, Veterans Benefits Reimbursement, State Owned Land, Exemptions for VBS and Elderly, and Public Library Offset Receipts), results in a proposed net increase of **\$26,529** (0.14%) for the Town of Northbridge in FY2019.

III. Other/Available Fund Transfers

The reduction of Free Cash reliance by \$33,000 (using \$750,000 versus \$783,000 that was used in FY2018), along with a \$92,300 increase to Other Available Funds Transfers (Ambulance Receipts), represents additional revenue in the amount of **\$59,300** for the Town of Northbridge in FY2019.

IV. Total Net New Revenue

At this time the total net new revenue forecasted for FY2019 is **\$1,173,840**.

2 ½ % Levy Increase:	\$519,261
Estimated New Growth:	\$275,000
DPW Debt Exclusion:	\$293,750
State Aid Increase:	\$ 26,529
Local Receipt Adjustment:	\$ 0
Free Cash Reduction:	(\$ 33,000)
<u>Other Transfers Reduction:</u>	<u>\$ 92,300</u>

Total Net New Revenue: \$1,173,840

This represents a total revenue increase of **2.64%** over the prior fiscal year.

B. FY2019 Charges Against Revenue

I. Deficit/Court Charges/Snow & Ice

I am proposing to utilize Free Cash as a transfer to the current FY2018 Budget, to wipe out any Snow & Ice expenditures above appropriations, thus allowing for last year's budgeted charge of **\$385,000** to be eliminated as a charge against the budget for FY2019.

II. State and County Charges

Minor adjustments in State and County Charges including Mosquito Control, Air Pollution, RMV Surcharge, MBTA, and Regional Transit, equate to a **\$4,148** additional Charge for FY2019.

III. Allowance for Abatements

Budgeting \$250,000 for Abatements is a **\$35,166** increase over last year's adjusted allowance of \$214,834.

IV. Tax Title Charges

Level Funded.

V. School Choice Offset

The result of additional students attending other districts (\$34,440) plus the reduction of required Charter School payments (-\$24,021), equates to an additional charge of **\$10,419** proposed in FY2019.

VI. Cherry Sheet Offset

The reduction from \$705,119 to \$627,916 (**\$77,203**) represents the reduction in revenue received from School Choice that is then transferred to the NPS revolving Fund.

VII. Net Non-Operating Budget Charges

At this time, the total net charges forecasted for FY2019 prior to preparing the Operating Budget is a **reduction of \$412,470**.

Snow & Ice Charges:	(\$385,000)
State & County Charges:	\$ 4,148
Abatements:	\$ 35,166
Tax Title Charges:	\$ 0
School Choice Offset:	\$ 10,419
<u>Cherry Sheet Offset:</u>	<u>(\$ 77,203)</u>

Net New Charges: (\$412,470)

VIII. Total Available Revenue for Operating Expenditures

Applying the net change in charges (less \$412,470) to the available net revenue (increase of \$1,173,840), prior to preparing the Operating Budget, results in **the total funds available to address General Government needs as \$1,586,310**.

C. Fiscal Year 2019 Operating Budget

Please note that the proposed Operating Budget includes the following:

- 0.0% increase for Employees Health Insurance and Employee Dental Insurance. The 0% increase to the Health Insurance Expense is due to successful union negotiations in the Fall of 2017 when we moved all employees to one carrier (Fallon) and also increased deductibles, allowing the Town to stay out of the GIC for FY2019.
- 4.0% increase for the Northbridge Retirement Assessment (\$66,600).
- 25% preliminary assessment increase from Blackstone Valley Technical High School (\$325,000). The Minimum Local Contribution (MLC) went up 19.82% mainly due to an increase of 16 students, which increased the Town's overall share of the MLC.
- 1.96% increase in appropriation for Northbridge Public Schools (\$449,487). Despite an overall reduction in enrollment of 89 students, along with an increase of \$34,440 in School Choice Charges and a reduction of \$77,529 in School Choice Revenue, the

current budget for NPS is proposed to exceed the Minimum Local Contribution amount set by MA DESE of \$438,673, which is a 3.86% increase over the FY2018 MLC.

- 4 additional FT Fire Fighters as part of the SAFER Grant. The FY2019 Budget proposes to build 100% of the grant now, due to the savings from the 0% Health Insurance savings, as the grant expires after 3 years and we may not have the room in the budget to fit the expense at that time.
- Proposed Debt Service for the DPW Project (\$293,750) which is offset by the matching increase to the Tax Levy from the approved Debt Exclusion.
- Reserve for COLA Adjustments for FY2019 (Currently negotiating with 4 Collective Bargaining Units) along with miscellaneous expense adjustments such as increased Town Clerk/Elections costs due to the State Primary and State Election in the Fall of 2018.

The Total Operating Budget for FY2019 is proposed to increase by \$1,586,310, matching the available funds allotted, and which is a **3.79% increase** over the amended FY2018 Budget.

Please feel free to contact me with any questions.

LINE # ACCOUNT NAME	FY 18 Appropriation	FY 19 Budget Requests	DRAFT #5 2.22.18 (AG)	Town Manager Reccomendation
GENERAL GOVERNMENT				
RAISE AND APPROPRIATE				
1 SELECTMEN				
1A Personnel	5,150	5,150		5,150
By allocating \$1,150 to the Chairman and \$1,000 to each of the other 4 Selectmen				
1B Expenses	131,485	133,500		133,500
Total Selectmen	136,635	138,650		138,650
2 TOWN MANAGER				
2A Personnel	273,888	276,627		284,377
2B Expenses	17,509	21,559		21,559
Total Town Manager	291,397	298,186		305,936
3 FINANCE COMMITTEE				
3B Expenses	15,000	15,000		15,000
Total Finance Committee	15,000	15,000		15,000
4 TOWN ACCOUNTANT				
4A Personnel	120,767	124,161		126,628
4B Expenses	15,350	15,380		15,380
Total Town Accountant	136,117	139,541		142,008
5 ASSESSORS				
5A Personnel	166,072	166,522		169,839
5B Expenses	14,831	15,870		15,870
Total Assessors	180,903	182,392		185,709
6 TREASURER/COLLECTOR				
6A Personnel	163,049	150,395		157,894
APPROPRIATE FROM PARKING TICKET RECEIPTS				
6A Personnel	5,000	5,000		0
RAISE AND APPROPRIATE				
6B Expenses	34,700	37,300		37,300
Total Treasurer/Collector	202,749	192,695		195,194

LINE # ACCOUNT NAME	FY 18 Appropriation	FY 19 Budget Requests	DRAFT #5 2.22.18 (AG)	Town Manager Reccomendation
7 INFORMATION SYSTEMS				
7A Personnel	75,091	75,091		76,589
7B Expenses	96,188	106,188		106,188
Total Information Systems	171,279	181,279		182,777
8 TOWN CLERK/ELECTIONS				
8A Personnel	121,958	125,779		128,282
8B Expenses	29,440	48,822		48,822
Total Town Clerk/Elections	151,398	174,601		177,104
9 CONSERVATION				
9A Personnel	32,722	32,944		33,701
APPROPRIATE FROM WETLAND FEES				
9A Personnel	5,000	5,000		5,000
9B Expenses	0	0		0
RAISE AND APPROPRIATE				
9B Expenses	1,940	2,500		2,500
Total Conservation	39,662	40,444		41,201
10 PLANNING BOARD				
10A Personnel	94,464	96,370		98,290
10B Expenses	9,627	9,849		9,849
Total Planning Board	104,091	106,219		108,139
11 ZONING/APPEALS BOARD				
11A Personnel	9,125	9,155		9,337
11B Expenses	6,255	6,255		6,255
Total Zoning/Appeals Board	15,380	15,410		15,592
12 ECONOMIC DEVELOPMENT				
12A Personnel	0	0		0
12B Expenses	0	0		0
Total Economic Development	0	0		0

LINE # ACCOUNT NAME	FY 18 Appropriation	FY 19 Budget Requests	DRAFT #5 2.22.18 (AG)	Town Manager Reccomendation
13 TOWN HALL/CENTRAL SERVICES				
13A Personnel	24,000	24,000		24,000
13B Expenses	58,625	58,625		58,625
Total Town Hall/Central Services	82,625	82,625		82,625
TOTAL GENERAL GOVERNMENT	1,527,236	1,567,042		1,589,935
PUBLIC SAFETY				
RAISE AND APPROPRIATE				
14 POLICE				
14A Personnel	2,516,343	2,498,789		2,543,512
14B Expenses	256,892	280,548		280,548
Total Police	2,773,235	2,779,337		2,824,060
15 FIRE				
15A Personnel	588,482	747,398		761,351
15B Expenses	142,140	151,123		151,123
Total Fire	730,622	898,521		912,474
APPROPRIATE FROM AMBULANCE RECEIPTS				
16 AMBULANCE				
16A Personnel	644,971	744,174		758,279
16B Expenses	93,950	99,550		99,550
Total Ambulance	738,921	843,724		857,829
RAISE AND APPROPRIATE				
17 CODE ENFORCEMENT				
17A Personnel	142,477	142,497		145,408
APPROPRIATE FROM WEIGHTS AND MEASURES RESERVE ACCOUNT				
17A Personnel	5000	5,000		5,000
RAISE AND APPROPRIATE				
17B Expenses	10,095	10,167		10,167
APPROPRIATE FROM WEIGHTS AND MEASURES RESERVE ACCOUNT				

LINE # ACCOUNT NAME	FY 18 Appropriation	FY 19 Budget Requests	DRAFT #5 2.22.18 (AG)	Town Manager Reccomendation
17B Expenses	1,500	1,500		1,500
Total Code Enforcement	159,072	159,164		162,075
RAISE AND APPROPRIATE				
18 CIVIL DEFENSE				
18A Personnel	3,500	3,500		3,500
18B Expenses	9,500	10,300		10,300
Total Civil Defense	13,000	13,800		13,800
TOTAL PUBLIC SAFETY	4,414,850	4,694,546		4,770,238
EDUCATION				
RAISE AND APPROPRIATE				
20 SCHOOL DEPARTMENT				
20 SCHOOL DEPARTMENT	22,910,443	22,910,443		23,359,930
20A TRANSPORTATION	0	0		0
20B TRADE SCHOOL	300,000	300,000		300,000
20C BLACKSTONE REGIONAL	1,304,155	1,304,155		1,629,155
TOTAL EDUCATION	24,514,598	24,514,598		25,289,085
PUBLIC WORKS				
RAISE AND APPROPRIATE				
21 DPW HIGHWAY DIVISION				
21A Personnel	537,259	557,679		568,601
21B Expenses	598,836	610,996		598,836
21C Snow/Ice Personnel	100,000	100,000		100,000
Total Highway (Includes Snow & Ice)	1,236,095	1,268,675		1,267,437
21 DPW FACILITIES DIVISION				
21D Energy and Utilities	0	0		0
21E Building Maintenance (non-personnel)	0	0		0
TOTAL PUBLIC WORKS	1,236,095	1,268,675		1,267,437

LINE # ACCOUNT NAME	FY 18 Appropriation	FY 19 Budget Requests	DRAFT #5 2.22.18 (AG)	Town Manager Reccommendation
BUILDING, PLANNING & CONSTRUCTION COMM. RAISE AND APPROPRIATE				
21F BUILDING, PLANNING & CONSTRUCTION COMM.				
21F Expenses	0	0		0
TOTAL BUILD, PLAN, & CONSTRUCT	0	0		0
HUMAN SERVICES RAISE AND APPROPRIATE				
22 BOARD OF HEALTH				
22A Personnel	55,411	55,461		56,562
22B Expenses	19,658	19,995		19,995
Total Board of Health	75,069	75,456		76,557
23 LANDFILL ANALYSIS				
23A Expenses	15,000	15,000		15,000
Total Landfill Analysis	15,000	15,000		15,000
24 COUNCIL ON AGING				
24A Personnel	152,277	154,275		157,154
24B Expenses	20,508	20,508		20,508
Total Council On Aging	172,785	174,783		177,662
26 VETERANS				
26A Personnel	0	0		0
26B Expenses	242,840	236,570		229,778
Total Veterans	242,840	236,570		229,778
TOTAL HUMAN SERVICES	505,694	501,809		498,997
CULTURE & RECREATION RAISE AND APPROPRIATE				

LINE # ACCOUNT NAME	FY 18 Appropriation	FY 19 Budget Requests	DRAFT #5 2.22.18 (AG)	Town Manager Reccomendation
27 LIBRARY				
27A Personnel	154,567	208,931		213,102
27B Expenses	53,731	28,731		28,731
Total Library	208,298	237,662		241,833
28 RECREATION				
28A Personnel	0	0		0
28B Expenses	12,000	12,000		12,000
28C Youth League Equipment	0	0		0
Total Recreation	12,000	12,000		12,000
29 HISTORICAL COMMISSION				
29A Expenses	4,000	500		500
Total Historical Commission	4,000	500		500
30 MEMORIALS				
30A Soldiers Memorials	15,000	15,000		15,000
30B Veterans Celebrations	1,900	1,900		1,900
Total Memorials	16,900	16,900		16,900
31 RECYCLING				
31A Personnel	0	0		0
31B Expenses	7,500	7,500		7,500
Total Recycling	7,500	7,500		7,500
TOTAL CULTURE & RECREATION	248,698	274,562		278,733
DEBT SERVICE				
RAISE AND APPROPRIATE				
32 Debt Principal	227,000	227,000		520,750
APPROPRIATE FROM RECEIPTS RESERVED - TITLE V				

LINE # ACCOUNT NAME	FY 18 Appropriation	FY 19 Budget Requests	DRAFT #5 2.22.18 (AG)	Town Manager Reccomendation
32 Debt Principal	15,108	15,108		15,108
RAISE AND APPROPRIATE				
33 Debt Interest	86,755	86,755		86,755
34 Short Term Interest	20,000	20,000		20,000
35 BVRS Debt	78,122	78,122		78,122
TOTAL DEBT SERVICE	426,985	426,985		720,735
 NON-DEPARTMENTAL				
 RAISE AND APPROPRIATE				
36 Medicare	345,000	345,000		345,000
37 Life Insurance	10,000	10,000		10,000
38 Retirement System	1,653,651	1,653,651		1,720,251
39 Workers' Compensation	150,380	150,380		150,380
40 Unemployment Comp.	131,300	131,300		131,300
41 Employee Ins. Benefits	5,367,000	5,367,000		5,400,000
APPROPRIATE FROM AVAILABLE FUNDS [FREE CASH]				
41 Employee Ins. Benefits	783,000	783,000		750,000
APPROPRIATE FROM OVERLAY SURPLUS				
41 Employee Ins. Benefits	50,000	50,000		50,000
APPROPRIATE FROM HEALTH INSURANCE STABILIZATION				
41 Employee Ins. Benefits	0	0		0
RAISE AND APPROPRIATE				
42 Property & Liability Ins.	371,047	371,047		371,047
43 Reserve for Wage Adj.	12,500	12,500		12,500
44 Stabilization Fund	0	0		0
45 Reserve Fund	50,000	50,000		50,000
46 Retirement Benefits	24,750	24,750		24,750
TOTAL NON-DEPARTMENTAL	8,948,628	8,948,628		9,015,228
 TOTAL	 \$ 41,822,784	 \$ 42,196,845		 \$ 43,430,388

TOWN of NORTHBRIDGE
FY2019 CAPITAL PROGRAM

Dept Rank	Department	Project/Item	Article	Request	Not Fund	Free Cash	Water RE	Sewer RE	Ambul.	Bld. Main.	PG Trust	Swr Tran	Enc Tran
	Annex	UST Fuel Oil Tank Removal		\$15,000									
	Annex	Slate Roof Inspection/Repairs		\$8,500									
	COA	COA Carpeting & Window Treatments		\$18,000									
	DPW	Town-wide Sidewalk Maintenance Program		\$25,000									
	DPW	Pine Grove Cemetary Tree/Stump Removal		\$15,000									
	DPW	F-350 Pickup Truck w/Plow		\$40,000									
	DPW	Fencing Along Town Ponds		\$50,000									
	DPW	Pine Grove Cemetary Road Improvements		\$100,000									
	DPW	Town-wide Pavement Maintenance Program		\$150,000									
	DPW	Heavy Duty Dump w/Sander and Plow		\$185,000									
	DPW	Heavy Duty Dump w/Sander and Plow		\$185,000									
	Fire Dept.	Replace Rescue 1 (Ambulance)		\$230,000									
	Police Station	Drainage Repairs		\$10,000									
	Police Station	Sidewalk Repairs		\$25,000									
	School (HS)	Repair Sidewalks and Catch Basins		\$57,500									
	School (MS)	Remove 20,000 Gallon Oil Tank		\$31,000									
	School (HS)	LED Lighting Parking Lot		\$37,941									
	School (MS)	Auditorium Renovation		\$500,000									
	School	60" terrain mower with hydraulic bagging		\$17,000									
	School (MS)	Relocate Main Office to 1st Floor Entry Area		\$50,000									
	School (MS)	Replace Two 1955 Fitzgibbons Boilers		\$1,089,000									
	School (LF)	Aluminum Bleachers w/ Lift and Press Box		\$225,000									
	School (LF)	Storage Building Under Bleachers		\$50,000									
	School (LF)	Visitors Side Bleachers (Aluminum)		\$105,000									
	School (MS)	Replace Classroom Furniture (2 Classes)		\$6,000									
	School (HS)	Painting (Refer to Paint Plan For Locations)		\$25,000									
	School (HS)	Replace Classroom Furniture (2 Classes)		\$6,000									
	Sewer	Replace 2003 F-550 Utility Body Truck (S-1)		\$35,000									
	Sewer	Removal and Replace Heating Fuel UST		\$47,800									
	Sewer	CWMP Program Improvements		\$150,000									
	Town Hall	HVAC Modernization (Split System)		\$100,000									
		TOTALS		\$3,588,741		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE
WARRANT FOR SPRING ANNUAL TOWN MEETING
TRANSACTION OF TOWN BUSINESS
TUESDAY, MAY 1, 2018 - 7:00 P.M.**

DRAFT #7 – 2.23.18

WORCESTER, ss:

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

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the Inhabitants of the Town of Northbridge, qualified to vote in Town elections and Town affairs, to meet in the Northbridge Middle School Auditorium on Linwood Avenue, in Whitinsville, in said Northbridge, Massachusetts, on Tuesday, May 1, 2018 at 7:00 o'clock P.M., then and there to act on the following articles:

ARTICLE 1: (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the unexpended appropriated funds of one or more of the departments of the Town the following sums of money and authorize the payment of prior year bills:

or take any other action relative thereto.

ARTICLE 2: (Board of Selectmen)

To see if the Town will vote to amend the votes taken under Article 3 of the 2017 Spring Session of the Annual Town Meeting (May 2, 2017), and under Article 1 of the 2017 Fall Session of the Annual Town Meeting (October 24, 2017), appropriations (note: from Free Cash . Sow & Ice) and transfers under the Omnibus Budget Article; or take any other action relative thereto.

ARTICLE 3: (Finance Committee)

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the Health Insurance Stabilization Fund such sums of money not to exceed \$_____ to defray the necessary and usual expenses of the several departments of the Town for FY 2019, beginning July 1, 2018 and ending June 30, 2019; or take any other action relative thereto.

ARTICLE 4: (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money to operate the Sewer Enterprise Operation of the Department of Public Works for FY 2019; or take any other action relative thereto.

ARTICLE 5: (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Water Enterprise Fund a sum of money to operate the Water Enterprise Operation of the Department of Public Works for FY 2019; or take any other action relative thereto.

ARTICLE 6: (Board of Selectmen)

To see if the Town will vote to appropriate a sum of money and such additional funds as may become available from the Commonwealth's Department of Transportation, Chapter 90 Bond Issue proceeds, to be used by the Department of Public Works for the repair and maintenance of Town roads in conformance with MGL and further to see if the Town will vote to meet said appropriation by borrowing and to authorize the Treasurer/Collector, with approval of the Board of Selectmen, to issue bonds or notes of the Town therefor in anticipation of the receipt of said State Aid; or take any other action relative thereto.

ARTICLE 7: (Board of Selectmen)

To see if the Town will vote to authorize the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2019, pursuant to Chapter 44, Section 53F of the M.G.L.; or take any other action relative thereto.

ARTICLE 8: (Board of Selectmen)

To see if the Town will vote to set the FY19 spending limits for the Town's revolving funds under section 5-113 of the Northbridge Code as follows:

Program or Purpose	FY 2019 Spending Limit
Playgrounds and Recreation	\$20,000
Food Health and Safety	\$20,000
Compost Site	\$10,000

Or take any other action relative thereto.

ARTICLE 9: (Board of Selectmen)

To see if the Town will vote to raise and appropriate, and/or transfer from available funds in the Treasury, and/or transfer from the undesignated fund balance (free cash), and/or transfer from the Stabilization Fund a sum of money for the Compensated Absences Fund for FY 2019; or take any other action relative thereto.

ARTICLE 10: (Board of Selectmen)

To see if the Town will vote to appropriate and transfer a sum of money from the Pine Grove Cemetery Trust to fund operations of the Pine Grove Cemetery for FY 2019 beginning July 1, 2018 and ending on June 30, 2019, said funds to be expended under the direction of the Director of Public Works; or take any other action relative thereto.

ARTICLE 11: (Board of Selectmen)

To see if the Town will vote to transfer the sum of \$450,977 from the Healthcare Reimbursement Account to the Health Insurance Stabilization Fund; or take any other action relative thereto.

ARTICLE 12: (Board of Selectmen)

To see if the Town will vote to amend the vote taken under Article 2 of the 2007 Fall Session of the Annual Town Meeting (October 23, 2007) by increasing the real estate tax abatement for Senior Tax Work Off volunteers from \$750 to \$1,000 per Fiscal Year, in addition to any other exemptions or abatements for which they may be eligible; or take any other action relative thereto.

ARTICLE 13: (Board of Assessors)

To see if the Town will vote to transfer the sum of \$8,100 from (Account) to (Account) and the sum of \$11,800 from (Account) to (Account) to cover the cost to upgrade the Vision Government Solutions software to version 8.0; or take any other action relative thereto.

ARTICLE 14: (Board of Selectmen) DPW Capital Article

To see if the Town will vote to transfer from the undesignated fund balance (free cash) the following sums of money to be expended under the direction of the Director of Public Works: \$25,000 for a town-wide Sidewalk Maintenance Program; \$40,000 for an F350 Pickup Truck with plow; \$150,000 for a town-wide Pavement Maintenance Program; and \$185,000 for a Heavy-Duty Dump Truck with Sander and Plow; or take any other action relative thereto.

ARTICLE 15: (Board of Selectmen) Building Maintenance Fund Capital Article

To see if the Town will vote to appropriate and transfer a sum of money from the Town Building Maintenance Fund, established pursuant to Chapter 438 of the Acts of 2012, for maintenance of Town-owned buildings and facilities in Fiscal Year 2019 the following sums of money to be expended under the direction of the Director of Public Works: \$15,000 for the removal of an underground fuel oil storage tank at the Town Hall Annex; \$8,500 for inspection and repair of the slate roof at the Town Hall Annex; \$10,000 for carpeting and window treatments at the Northbridge Senior Center; \$10,000 for drainage repairs at the Northbridge Police Station; and \$25,000 for sidewalk repairs at the Northbridge Police Station; or take any other action relative thereto.

ARTICLE 16: (Board of Selectmen) Sewer Capital Article

To see if the Town will vote to transfer from the unexpended balances of Sewer Capital Accounts (will need account numbers) the following sums of money to be expended under the direction of the Director of Public Works: \$35,000 from to replace a 2003 F550 Utility Body Truck (what vehicle are they purchasing); \$47,800 for the removal and replacement of an underground fuel oil storage tank at the Wastewater Treatment Plant; and \$150,000 for Comprehensive Wastewater Management Plan Program improvements; or take any other action relative thereto.

ARTICLE 17: (Board of Selectmen) Ambulance Receipts

To see if the Town will vote to appropriate from Ambulance Receipts the sum of \$230,000 to replace Rescue 1; or take any other action relative thereto.

ARTICLE 18: (School Committee) Amend School Capital Article

To see if the Town will vote to amend the vote taken under Article 4 of the 2017 Fall Session of the Annual Town meeting (October 24, 2017) as follows: by raising and appropriating the sum of \$200,000 for the purpose of repairing plaster and reinforcing drop ceilings in the 1905 section of the Middle School, making repairs and upgrades to the Middle School auditorium sound system, and replacing Middle School student lockers; said funds to be expended under the direction of the School Committee.

ARTICLE 19: (School Committee) School Capital Article

To see if the Town will vote to transfer from the undesignated fund balance (free cash) the following sums of money to be expended under the direction of the School Committee: \$5,872 for the repair of sidewalks and catch basins at the High School; \$31,000 for removal of a 20,000-gallon oil tank at the Middle School; \$37,941 for LED lighting in the High School parking lot; \$500,000 for renovation of the Middle School Auditorium; \$17,000 for a 60+terrain mower with hydraulic bagging; \$6,000 for replacement of classroom furniture (2 classes) at the Middle School; and to further transfer the sum of **\$51,628 from miscellaneous project accounts (will need the account numbers)** for the repair of sidewalks and catch basins at the High School; or take any other action relative thereto.

ARTICLE 20: (Board of Selectmen) Solar PILOT

To see if the Town will vote in accordance with G.L. c. 59, § 38H to authorize the Board of Selectmen to enter into a Tax Agreement with Green Apple Farms, IV, LLC or its affiliated entity, located at 250 W 57th Street, Suite 701, New York, NY 10107, for a period of up to twenty-five (25) years, and to approve said agreement under which Green Apple Farms, IV, LLC or its affiliated entity, will pay the Town a sum of money per year relative to a one hundred thirty six (136) acre +/- tract of land consisting of twelve parcels located at 0 Puddon Street, Northbridge, MA related to the proposed construction and operation of a Large-Scale Ground Mounted Solar Photovoltaic Installation with an expected nameplate capacity of approximately 11 MW AC, and further to allow the Board of Selectmen to negotiate any amendments necessary to said Tax Agreement; or take any other action relative thereto.

ARTICLE 21: (Planning Board) Accept Subdivision Open Space

To see if the Town will vote to accept a deed in lieu of foreclosure from The Hill Street Nominee Trust, or the then current owner(s), pursuant to the provisions of G.L. Chapter 60, Section 77C, to seven (7) parcels of land identified by the Assessors as Map 15, Parcels 82, 169, 170, 214, 215, 216 and 217. Said parcels designated as open space being a portion of a subdivision commonly known as The Hills at Whitinsville, are subject to tax takings held by the Treasurer/Collector for unpaid real estate taxes, said parcels to be under the care, custody, control and management of the Board of Selectmen (Conservation Commission) for general municipal purposes, and to authorize the Board of Selectmen to record the deed, provided the Board of Selectmen determines that the deed and the acceptance shall comply with the provisions of G.L. Chapter 60, Section 77C; or take any other action relative thereto.

ARTICLE 22: (Board of Selectmen) Transfer Subdivision Open Space

To see if the Town will vote to transfer from the Board of Selectmen for general municipal purposes to the Conservation Commission for conservation purposes, seven (7) parcels of land identified by the Assessors as Map 15, Parcels 82, 169, 170, 214, 215, 216 and 217; or take any other action relative thereto.

ARTICLE 23: (Board of Selectmen) ZONING AMENDMENT – PROHIBITION OF MARIJUANA

To see if the Town will vote to amend the Zoning Bylaw, Chapter 173 of the Code of Northbridge, as follows:

- A) By adding the term ~~%Recreational Marijuana Establishments+~~ to Section 173-2, Definitions, with the following definition:

RECREATIONAL MARIJUANA ESTABLISHMENTS

Consistent with G.L. c.94G, § 3(a)(2), all types of non-medical ~~%marijuana establishments+~~ as defined in G.L. c.94G, §1, including marijuana cultivators, independent testing laboratories,

marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses.

B) By adding a new Section 173-18.6, ~~%Recreational Marijuana Establishments,~~as follows:

§173-18.6 Recreational Marijuana Establishments.

Recreational Marijuana Establishments shall be prohibited within the Town of Northbridge. In addition, the sale of marijuana accessories, as defined in G.L. c.94G, §1 and any other applicable law or regulation, shall be prohibited within the Town of Northbridge.

C) By adding to Section 173-12, Table of Use Regulations, a new entry for Recreational Marijuana Establishments, and a corresponding footnote, as follows:

§173-12 Table of Use Regulations

USE	ZONING DISTRICT											
Retail Services	R-1	R-2	R-3	R-4	R-5	R-6	B-1	B-2	B-3	I-1	I-2	H
Recreational Marijuana Establishments, including marijuana social consumption operations ⁷	--	--	--	--	--	--	--	--	--	--	--	--

⁷ Notwithstanding the provisions of Section 173-48 or any other provision of this Zoning Bylaw, no use variance for a Recreational Marijuana Establishment or sale of marijuana accessories shall be permitted.

,or take any other action relative thereto.

ARTICLE 24: (Board of Selectmen) GENERAL BYLAW – MARIJUANA OPT-OUT

To see if the Town will vote to amend Chapter 9 of the Code of Northbridge, Certain Conduct Regulated, by adding a new Section 9-1100, ~~%Recreational Marijuana Establishments,~~as follows:

Section 9-1100: RECREATIONAL MARIJUANA ESTABLISHMENTS

§9-1101: Recreational Marijuana Establishments Prohibited.

Consistent with G.L. c.94G, § 3(a)(2), all types of non-medical ~~%marijuana establishments~~as defined in G.L. c.94G, §1, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Northbridge. In addition, the sale of marijuana accessories, as defined in G.L. c.94G, §1 and any other applicable law or regulation, shall be prohibited within the Town of Northbridge.

,or take any other action relative thereto.

ARTICLE 25: (Board of Selectmen) LAST ARTICLE

To see if the Town will vote to raise and appropriate, and/or to transfer from the undesignated fund balance (free cash), and/or amend the votes taken under Article 3 of the 2017 Spring Session of the Annual Town Meeting (May 2, 2017), and under Article 1 of the 2017 Fall Session of the Annual Town Meeting (October 24, 2017), appropriations and transfers under the Omnibus Budget Article, to transfer a sum of money to the Stabilization Fund; or take any other action relative thereto.

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

WHEREOF FAIL NOT, and make due return of the warrant, with your doings thereon, to the Town Clerk at the time and place of said meeting. GIVEN under our hand this 26th day of March in the year Two Thousand Eighteen.

SELECTMEN OF NORTHBRIDGE

Charles Ampagoomian, Jr., Chairman

Thomas J. Melia, Vice Chairman

Daniel J. Nolan

James R. Marzec

James J. Athanas

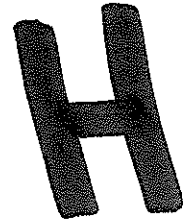
WORCESTER, SS Northbridge

Date:

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

Constable, Town of Northbridge

Town Manager's Report for the Period of February 12, 2018 – February 23, 2018



1. Meetings Attended:

- Monday, February 12, 2018 – Met with Bonnie Coombs from BVNHCC.
- Monday, February 12, 2018 – Met with the Police Association President.
- Monday, February 12, 2018 – Met with NPS Officials to discuss FY2019 Budget.
- Monday, February 12, 2018 – Attended the Board of Selectmen's Meeting.
- Wednesday, February 14, 2018 – Attended the MSBA Board Meeting in Boston.
- Wednesday, February 14, 2018 – Attended the Finance Committee Meeting.
- Thursday, February 15, 2018 – Met with new owners of Milford Hospital property.
- Thursday, February 15, 2018 – Met with the Dispatchers Bargaining Unit.
- Friday, February 16, 2018 – Attended a Green Communities project meeting.

2. **Balmer School Building Project:** The MSBA Board recently voted to accept the Town's Preferred Design Plan and in addition has recently certified the proposed enrollment for the new school project at 1,030 students. The School Building Committee is currently conducting the review for the services of a Construction Manager (CM). The next meeting of the School Building Committee is this Wednesday, February 28, 2018.
3. **DPW Garage Project:** The project continues to move forward; 2 passage doors and 6 overhead doors and louvre vents are now complete and the installation underground electrical, plumbing, communications and the electric transformer pad are all underway. Multiple trades are now on site which are expediting matters. Miscellaneous site work grading and preparation continues. The interior slab-on-grade is scheduled for placement by the end of next week. An end of March 2018 substantial completion is expected with landscaping/etc. continuing into April 2018.
4. **Fire Station Project (Feasibility Study):** The Town Manager has been working with staff and the OPM, as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing an RFQ for Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company.
5. **FY2019 Budget Development:** To date I have received all FY2019 budget and capital requests and have presented my initial FY2019 Budget and Capital Plan to the Finance Committee and to the Board of Selectmen this evening. In addition, I have met with Northbridge Public Schools officials to discuss the budget outlook and await the Budget Assessment from Blackstone Valley Tech.