

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
March 2, 2015 AT 6:30PM
Revised**

EXECUTIVE SESSION: 6:30 PM

PLEDGE OF ALLEGIANCE

Northbridge Firefighter Appointment [Nicholas Shelburne]

I. APPROVAL OF MINUTES

A. 1) February 10, 2015

II. PUBLIC HEARINGS

III. APPOINTMENTS

IV. CITIZENS' COMMENTS/INPUT

Local Business Spotlight: Featuring – Eastern Acoustic Works [Matt Moniz]

V. DECISIONS

B. Spring Annual Town Meeting [May 5, 2015]/Vote to place articles on warrant

C. List of warrant posting locations/Vote to revise list of locations

VI. DISCUSSIONS

D. Flood Plain Study/Present: Justin Arbuckle, Chairman of the Conservation Commission

E. Trustees of Soldiers' Memorials/1) Request to install two monuments in Memorial Park, and 2) Proposal to refurbish the World War I Memorial in Rockdale.

F. 2015 Partnership Program Grant Application [Blackstone Heritage Corridor, Inc]/Vote to submit

G. Veterans Services

H. Pennsylvania and New York Departments of Transportation: Letters thanking them for their help with snow removal

VII. TOWN MANAGER'S REPORT

I. 1) Northbridge Unsung Heroes

2) Meeting with State Senator Stan Rosenberg and other legislative leaders

3) Spring Annual Town Meeting

4) Legislative Breakfast

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION:

G. Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to contract negotiations

THIS AGENDA IS SUBJECT TO CHANGE

A.

**Board of Selectmen's Meeting
February 10, 2015**

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. Marzec, Nolan and Melia. **Also Present:** Theodore D. Kozak, Town Manager. **Absent:** Selectman James Athanas was absent and it is duly noted.

The Pledge of Allegiance was recited by those present.

PRESENTATION OF PROCLAMATION TO KENNETH LACHAPELLE

Chairman Ampagoomian presented Mr. Kenneth Lachapelle with a proclamation from the Town Manager and Board of Selectmen. He read aloud the proclamation and congratulated him on being a great football coach and leader for the Town of Northbridge. Selectman Melia congratulated Mr. Lachapelle and commended Coach Lachapelle for his remarkable dedication to teaching, inspiring, and coaching many young athletes. Mr. Lachapelle thanked everyone and stated that he takes pride in what he does and appreciates the Town acknowledging him. Representative David Muradian and Senator Michael Moore presented Mr. Kenneth Lachapelle with a citation from the Massachusetts General Court recognizing Mr. Lachapelle for the winningest high school football coach in Massachusetts state history.

Presentation: SENATOR LOU BERTONAZZI FOUNDATION – OUTSTANDING CITIZENSHIP AWARD presented to Town Clerk's Office staff Doreen Cedrone and Linda Zywiec. **Present:** Doreen Cedrone, Town Clerk, Linda Zywiec, Office Clerk, Senator Lou Bertonazzi. Senator Bertonazzi congratulated the Town of Northbridge for winning the second such Senator Louis P. Bertonazzi Foundation Citizenship Award. He explained that the Citizenship Award is a voting competition amongst nineteen towns. The process consists of Town Clerks forwarding election information to the foundation consisting of the number of registered voters and the actual number of people who voted in each town for the past 4 elections. The 4 elections included the Special State Election in June 2013, the 2014 Town Election, the State Primary in September, and the Special State Election in November. The updated standings are released after each election and then the final tally represents the cumulative total of all elections. Senator Bertonazzi presented Town Manager Theodore Kozak and Board of Selectmen with an inscribed plaque to be placed in the Northbridge Town Hall for the next two years. He then presented a check in the amount of \$1,000 to Town Clerk Doreen Cedrone to be used as they see fit to enhance voter participation in future elections. With that done, he presented a banner to the Town of Northbridge that read "Citizenship Award, Best Voting Community, Northbridge". Mr. Bertonazzi noted that Town Clerk Doreen Cedrone and the past Town Clerk are the most efficient and effective Town Clerk's in the entire area and he has enjoyed working with both of them.

APPROVAL OF MINUTES. January 30, 2015. A motion/Mr. Marzec, seconded/Mr. Melia, to approve the January 30, 2015 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian and Marzec. Abstain/Mr. Nolan.

PUBLIC HEARINGS/None.

APPOINTMENTS/None.

CITIZENS' COMMENTS/INPUT None.

Town Manager Kozak announced that the order of the agenda needs to be revised. He asked that Item D. – WGM Fabricators TIF Agreement be discussed first so that the Owner, Mr. Chip Rogers can leave due to another appointment this evening. Town Manager Kozak explained that a "draft" TIF Agreement was

presented to the Board of Selectmen at their last meeting and tonight the “final” TIF Agreement needs approval by the Board. He mentioned that Mr. Roger’s attorney and the Town’s attorney have both reviewed and approved the agreement. Town Manager Kozak also mentioned that the agreement is for five years on the addition of the building, located at 369 Douglas Road. The current building is valued at \$1.9 million, but the addition to the building is valued at \$800,000. Town Manager Kozak then explained that the TIF percentage for the 1st year will be 50%, 2nd year 45%, 3rd year 40%, 4th year 35% and 5th year 30% and feels this is a fair proposal. That said, a motion/Mr. Melia, seconded/Mr. Nolan to approve the TIF Agreement for WGM Fabricators, LLC. Vote yes/Messrs. Nolan, Melia, Marzec and Ampagoomian.

Town Manager Kozak asked if Item E - Special Town Meeting [February 24, 2015] could be taken up next on the agenda because Ms. Walker and Mr. Lebrasseur need to attend tonight’s School Committee meeting.

Special Town Meeting [February 24, 2015]/ Vote positions on articles 1 through 4. Present: Christopher Thompson, Vice Chairman of the Finance Committee, Melissa Walker, Business Manager for the School Department and Michael Lebrasseur, Chairman of the School Committee.
Article 1 [Tax Increment Financing Agreement WGM Fabricators] – A motion/Mr. Marzec, seconded/Mr. Melia to support Article 1. Vote yes/Messrs. Nolan, Melia, Marzec and Ampagoomian. The Finance Committee voted unanimously to support Article 1. **Article 2 [\$36,800 for repairs made to Balmer School kitchen]** – Mr. Thompson mentioned that the Finance Committee has met and they support Article 2, 3 and 4. The repairs are necessary maintenance projects. Town Manager Kozak explained that the money will be coming from “free cash”. A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 2. Vote yes/Messrs. Nolan, Melia, Marzec and Ampagoomian. The Finance Committee voted unanimously to support Article 2. **Article 3 [\$28,940 for replacement of the Middle School Auditorium condensing unit]** - A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 3. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 3. **Article 4 [\$24,288 for replacement of the Middle School Locker Room air units]** – A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 4. Vote yes/Messrs. Nolan, Melia, Marzec and Ampagoomian. The Finance Committee voted unanimously to support Article 4.

DECISIONS – Cemetery Deeds – Vote to approve Pine Grove Cemetery Deed and Riverdale Cemetery Deed. Town Manager Kozak mentioned that the Town needed a cemetery deed for Pine Grove Cemetery and then noted that he had Town Counsel review both the Pine Grove Cemetery deed and the Riverdale Cemetery deed to make sure they are in compliance. That being said, both deeds are in compliance. A motion/Mr. Melia, seconded/Mr. Nolan to approve both the Pine Grove Cemetery Deed form and Riverdale Cemetery Deed form. Vote yes/Messrs. Nolan, Melia, Marzec and Ampagoomian.

Pine Grove Cemetery Deed/Lot No. 24A – Locust Avenue South [David J. Westbury]. A motion/Mr. Melia, seconded/Mr. Marzec to sign the Pine Grove Cemetery Deed for Lot #24A – Locust Avenue South – David J. Westbury. Vote yes/Messrs. Nolan, Melia, Marzec and Ampagoomian.

Pine Grove Cemetery Deed/Lot No. 4 – Locust Avenue South [Richard & Ria Jorritsma]. A motion/Mr. Marzec, seconded/Mr. Nolan to sign the Pine Grove Cemetery Deed for Lot #4 – Locust Avenue South – Richard & Ria Jorritsma. Vote yes/Messrs. Nolan, Melia, Marzec and Ampagoomian.

DISCUSSIONS - Water & Sewer Abatement Appeal [James M. Knott]. Present: James Shuris, DPW Director, Randy Swigor, General Manager @ Whitinsville Water Company and James Knott Jr., Riverdale Mills Corporation. Mr. Knott advised that Riverdale Mills Corporation is requesting an abatement on their water [\$21,220.50] and sewer [\$7414.18] bill based on the Town’s failure to read the water meter on a timely basis from February 2014 through October 2014. During this time, the Riverdale Mills Corporation average daily usage increased from a few hundred cubic feet per day to 3000 cubic feet per day, unbeknownst to them. Mr. Knott mentioned that on November 26, 2014, the Northbridge

Department of Public Works denied their request for an abatement. They are now appealing the DPW's denial of request pursuant to Section 198A-4 of the Northbridge Code. James Shuris, DPW Director mentioned that Randy Swigor, General Manager of the Whitinsville Water Company brought this item to his attention back in November 2014. He then advised that the Operation Manager at Riverdale Mills was aware of the leak in February of 2014. Mr. Shuris was informed that the leak was repaired in August of 2014. He stated that Mr. Knott was correct about receiving their bill in October, instead of July. Mr. Shuris then noted that based on the facts that he saw before him, the leaky valve existed from February 2014 to August 2014. Mr. Randy Swigor, General Manager of Whitinsville Water Company advised that his Company wasn't able to get a meter reading in April, due to the outside equipment having some type of issue so they had to estimate the bill. However, Mr. Swigor then announced that 3 months later [July], the Whitinsville Water Company meter reading equipment died and unfortunately, the Riverdale Mills account was never sent a bill. In October, the Whitinsville Water Company read the Riverdale Mills water meter and noticed that the reading was quite high. At that point, they contacted Riverdale Mills Corporation to notify them that the amount of water used was extremely high. Mr. Swigor stated that his Company was informed by Riverdale Mills that a valve had been left open back in February and repaired in August. Mr. Shuris mentioned that Riverdale Mills has a water meter that measures the amount of water used and a sewer meter that measures the amount of sewer used. Town Manager Kozak said that because Mr. Shuris wasn't aware of the sewer bill abatement he asked that this item be discussed after Mr. Shuris has time to review it. Mr. Knott mentioned that both the water and sewer abatement forms were sent certified to the Town of Northbridge. Mr. Swigor stated that he was not aware of the sewer bill problem and mentioned that Riverdale Mills Corporation has received all of their sewer bills on time and currently has a zero balance owed. He noted that the sewer meter is completely separate and has nothing to do with the water consumption. Mr. Knott disagreed with Mr. Swigor and said that the sewer bill is based on the water consumption and that the Riverdale Mills sewer bill was eight times more than what they usually pay. Mr. Swigor stated that he would go back and review the bills. Selectman Melia asked Mr. Shuris to explain his response to Mr. Knott's claim and Mr. Shuris explained that he based his response on the emails from the Whitinsville Water Company. Mr. Swigor mentioned that in the rules and regulations, failure to receive a bill does not relieve the customer of their obligation to pay their bill. Chairman Ampagoomian mentioned that the Board of Selectmen will take this matter under advisement and contact Mr. Knott with their findings.

Purchase of Water Meters. Present: Randy Swigor, General Manager of the Whitinsville Water Company. Town Manager Kozak announced that this item was discussed at a previously held meeting and noted that at the Fall Annual Town Meeting there was an article to borrow funding and utilize retained earnings to purchase the meters for the Town side of the system, however this article did not pass. That being said, the Whitinsville Water Company would like to know if the Town wants to purchase new meters through a rate increase. Town Manager Kozak then suggested placing another article on the Spring Annual Town Meeting to see if residents would pass the purchase of water meters if the Whitinsville Water Company were to purchase the meters. Mr. Swigor advised that the Whitinsville Water Company feels that the installation of the new meters would be a cost savings to the Town due to the improved accuracy of the meters.

Roads/Snow & Ice Update/Present: James Shuris, DPW Director and Jamie Luchini, Highway Superintendent. Chairman Ampagoomian read aloud a letter commending Highway Superintendent Jamie Luchini for doing a great job. Mr. Shuris provided a brief update to the Board with respect to the 27 snow events and noted that the Town has exceeded over 80 inches of snow in the past several weeks. He mentioned that he doesn't have an exact dollar amount for the costs of all the snowstorms yet but at the end of January [blizzard] he did submit a \$140,000 dollar request to MEMA for 75% reimbursement. The dollar amount includes: equipment, overtime, supplies and materials. Mr. Shuris advised that Mr. Luchini had put together a snow removal plan and will continue to use this plan until all the streets, roads and sidewalks are cleared up and in good shape. He also mentioned that MEMA will be delivering a piece of equipment to Northbridge [snow blower] to help clear the sidewalks and streets at no cost to the

Town. Mr. Luchini thanked the residents of Northbridge for their patience and mentioned that the DPW workers and contractors are doing everything possible to keep up with snow removal in the Town of Northbridge. Both Mr. Shuris and Mr. Luchini commended their staff and all the snow plow drivers for their hard work and dedication during these extreme weather conditions. Mr. Luchini noted that because of all the snowstorms their salt consumption was getting low so they have been using it sparingly to treat the roads. That being said, MassDOT located on Route 16 Uxbridge/Douglas allowed the Town of Northbridge to borrow 100 tons of salt so they wouldn't run out during the next storm. The Town will replenish the salt borrowed from Mass DOT once the Town receives their delivery. Selectman Melia stated that he hasn't received any complaints regarding the streets and sidewalks in town and then commended the Highway Department for doing a good job. Town Manager Kozak commended the Highway personnel for doing such a good with little staff.

Invitation to Governor Baker to visit Northbridge. Chairman Ampagoomian mentioned that Governor Baker has been visiting towns and cities to see what their needs are and suggested that a letter be sent inviting Governor Baker to Northbridge. Town Manager Kozak will contact the Governor to see if he can visit the Town of Northbridge.

Selectmen's Meeting Schedule. Town Manager Kozak asked the Board of Selectmen to consider changing the Selectmen's Meeting Schedule in March from March 9th and 23rd to March 2nd and March 16th. This will give him more time to try and work with the departments on any articles they may want to submit for Town Meeting. A motion/Mr. Marzec, seconded/Mr. Nolan to take the Selectmen's Meeting Schedule out of discussion and move into decision. Vote yes/Messrs. Marzec, Melia, Nolan and Ampagoomian. A motion/Mr. Marzec, seconded/Mr. Nolan to change the March Selectmen's Meeting Schedule from March 9th and March 23rd to March 2nd and March 16th. Vote yes/Messrs. Marzec, Melia, Nolan and Ampagoomian.

TOWN MANAGER'S REPORT - 1) Mass. Municipal Association Annual Meeting & Trade Show: Attended workshops and trade show in Boston. **2) Senior Center Luncheon:** Attended a luncheon at the Northbridge Senior Center to celebrate Irene St. Martin's 100th birthday. Also, presented Ms. Martin with a citation honoring her special day. **3) Energy Supply Purchase:** Reminder that this will not go into effect until next summer. Individuals should be cautious if they enter into any agreements before receiving notification directly from the Town. Town Manager Kozak mentioned there is a link on the Town's webpage with information regarding energy suppliers. **4) Special Town Meeting:** Deadline for Voter Registration. – Announced the deadline for Voter Registration is Saturday, February 14, 2015 from 9 AM to 8 PM. **5) Posting Agendas Electronically:** The new open meeting law, effective 7/1/10, requires meetings notices for all public bodies to be posted in a manner conspicuously visible to the public at all hours. Initially, municipalities were not allowed to use their websites as the 24/7 means of compliance in regards to posting meetings – that is why we purchased the TV for the police station...cable was one of the options. Attorney General's Office decided that Municipalities could use the internet as a means of 24/7 compliance. We would still post the meetings on cable.

SELECTMEN'S CONCERNS. Selectman Marzec/1) Stressed the importance of shoveling roofs to homeowners, especially if you have a flat roof. **2)** Status of cemetery – is the Town vaulting people? Mr. Jamie Luchini advised that they don't vault people anymore and then stated that there are two burials scheduled for this week and next week. **Selectman Melia 1)** Attended the MMA Conference in Boston. **2)** Attended Irene St. Martin's 100th birthday celebration. **3)** Asked Mr. Shuris if he had a chance to discuss with the Safety Committee or review the streetlight policy for Route 122, near the Klocek property. Mr. Shuris stated that the Safety Committee has not met but based on the streetlight policy there is one light that is required to be lit and noted that National Grid has been notified but it usually takes them a couple weeks to follow through. **Chairman Ampagoomian 1)** Asked Mr. Shuris to send all documents pertaining to Mr. Knott's abatement to the Town Manager's office for distribution to the Select Board. **2)** Announced that the Special Town Meeting is scheduled for Tuesday, February 24, 2015

at 7 PM at the Northbridge Middle School. 3) Mentioned Senator Michael O. Moore is sponsoring a Town Hall Meeting tomorrow night at the UMASS Medical Center, from 6:30 PM to 8:30 PM. This will give people an opportunity to speak with the Senate President Stan Rosenberg and the Minority Leader Bruce Tarr. Chairman Ampagoomian announced that he received a letter from Senator Richard T. Moore thanking the Board of Selectmen for taking the time to honor him for his many years of service. Senator Moore and his wife appreciate the recognition and support and wished the Town of Northbridge well.

A motion/Mr. Marzec, seconded/Mr. Melia to adjourn the February 10, 2015 Board of Selectmen's Meeting. Vote yes/Messrs. Marzec, Melia, Nolan and Ampagoomian.

Meeting Adjourned: 8:32 PM

Respectfully submitted,

James Athanas, Clerk

/dg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 10, 2015

Copy of Proclamation to Kenneth Lachapelle.

Copy and photo of SENATOR LOU BERTONAZZI FOUNDATION – OUTSTANDING CITIZENSHIP AWARD presented to Town Clerk's Office staff Doreen Cedrone and Linda Zywień.

I. APPROVAL OF MINUTES

A. Copy of the January 30, 2015 minutes.

II. PUBLIC HEARINGS/None.

III. APPOINTMENTS/By the Board of Selectmen:

None.

IV. CITIZENS' COMMENTS/INPUT – Local Business Spotlight: Featuring –Omni Control Technology [Mr. Peter Bedigian] – No Documentation.

V. DECISIONS

B. Cemetery Deeds – Copy of Pine Grove Cemetery Deed and Riverdale Cemetery Deed.

C. 1) Copy of Pine Grove Cemetery Deed/Lot No. 24A – Locust Avenue South for David J. Westbury. **2)** Copy of Pine Grove Cemetery Deed/Lot No. 4 – Locust Avenue South for Richard and Ria Jorritsma.

D. Copy of WGM Fabricators TIF Agreement.

E. Copy of warrant articles.

VI. DISCUSSIONS

F. 1) Copy of letter dated January 22, 2015 from Mr. James M. Knott, Sr. regarding a water and sewer abatement at the Riverdale Mills Corporation. 2) Copy of application for utility abatement, water and sewer. 3) Copy of email from James Shuris dated January 30, 2015. 4) Copy of letter dated November 21, 2014 from Debra Krikorian, CFO of Riverdale Mills Corp. 5) Copy of Whitinsville Water Company's billing and payment. 6) Copy of water and sewer bills. 7) Map of town water supply at Riverdale Mills.

G. Purchase of Water Meters - No documentation.

H. Roads/Snow & Ice Update – No documentation.

I. Invitation to Governor Baker to visit Northbridge – No documentation.

J. Selectmen's Meeting Schedule – No documentation.

VII. TOWN MANAGER'S REPORT

- K. 1) Mass. Municipal Association Annual Meeting & Trade Show – No documentation.**
2) Senior Center Luncheon – Irene St. Martin's 100th birthday celebration – No documentation.
3) Energy Supply Purchase – No documentation.
4) Special Town Meeting – Deadline for Voter Registration – Copy of notice.
5) Posting Agendas Electronically – No documentation.

VIII. SELECTMEN'S CONCERNS – No Documentation.

IX. ITEMS FOR FUTURE AGENDA – None.

X. CORRESPONDENCE – None.

- L. Copy of letter from Senator Richard T. Moore**

XI. EXECUTIVE SESSION – None.

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE
WARRANT FOR SPRING ANNUAL TOWN MEETING
TRANSACTION OF TOWN BUSINESS
TUESDAY, MAY 5, 2015 - 7:00 P.M.**

DRAFT #1 – 2.27.15

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 High School Field House on Linwood Avenue, in Whitinsville, in said Northbridge, Massachusetts, on Tuesday, May 5, 2015 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 2014 Spring Session of the Annual Town Meeting (May 6, 2014), and under Article 2 of the 2014 Fall Session of the Annual Town Meeting (October 28, 2014), appropriations 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 2016, beginning July 1, 2015 and ending June 30, 2016; 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 2016; 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 2016; 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 2016, 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 reauthorize a revolving account pursuant to M.G.L. Chapter 44, Section 53E 1/2 for the Playground & Recreation Commission, to credit to such account any grants, donations, program user fees and fund raising proceeds received by said Commission and to authorize said Commission to expend from such account amounts required to maintain the Town's playgrounds and recreation fields, to make improvements thereto and to purchase, lease or rent equipment and support facilities for programs and activities taking place thereon provided, however, that the total amount which may be expended from the account in FY 2016 is \$20,000; or take any other action relative thereto.

ARTICLE 9: (Board of Selectmen)

To see if the Town will vote to accept M.G.L c. 40, §13D for the creation of a reserve fund for future payment of accrued liabilities for compensated absences owed to employees and full-time officers when

they terminate employment. Accrued liabilities would include accrued and unused sick and vacation leave and unused compensatory time earned pursuant to collective bargaining agreements, ordinances, by-laws and the like, which become due and payable upon retirement or other termination of employment as specified in the agreement or other binding provision; or take any other action relative thereto.

ARTICLE 10: (Board of Selectmen)

To see if the Town will vote to amend the votes taken under Article 3 of the 2014 Spring Session of the Annual Town Meeting (May 6, 2014), and under Article 2 of the 2014 Fall Session of the Annual Town Meeting (October 28, 2014), appropriations and transfers under the Omnibus Budget Article by transferring a sum of money to the newly created Compensated Absences Fund; or take any other action relative thereto.

ARTICLE 11: (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'16; or take any other action relative thereto.

ARTICLE 12: (Board of Selectmen)

To see if the Town will vote to amend the votes taken under Article 3 of the 2014 Spring Session of the Annual Town Meeting (May 6, 2014), and under Article 2 of the 2014 Fall Session of the Annual Town Meeting (October 28, 2014), appropriations and transfers under the Omnibus Budget Article by transferring a sum of money to the Health Insurance Stabilization Fund; or take any other action relative thereto.

ARTICLE 13: (Board of Selectmen)

To see if the Town will vote to transfer a sum of money from the Pine Grove Cemetery Trust to fund operations of the cemetery beginning July 1, 2015 and ending on June 30, 2016, said funds to be expended under the direction of the Director of Public Works; or take any other action relative thereto.

ARTICLE 14: (Board of Selectmen)

To see if the Town will vote to raise and appropriate a sum of money for the purpose of financing the purchase of a 2015 Elgin Pelican NP Dual Street Sweeper for use by the Highway Division of the Department of Public Works; and to determine whether such appropriation shall be subject to a capital outlay expenditure exclusion under Proposition 2½, so-called; or take any other action relative thereto.

ARTICLE 15: (Board of Selectmen)

To see if the Town will vote to raise and appropriate a sum of money for the purpose of financing the purchase of a 2015 International 7400 Combination Dump Truck w/Wing Plow for use by the Highway Division of the Department of Public Works; and to determine whether such appropriation shall be subject to a capital outlay expenditure exclusion under Proposition 2½, so-called; or take any other action relative thereto.

ARTICLE 16: (Board of Selectmen)

To see if the Town will vote to appropriate and/or transfer funds from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money for the purpose of financing the purchase of a 2015 4-Wheel Drive Utility Body Truck – with a snow plow (with foil), hydraulic crane, radio and light safety package for use by the Sewer Division of the Department of Public Works; or take any other action relative thereto.

ARTICLE 17: (Board of Selectmen)

To see if the Town will vote to transfer from available funds [free cash and/or ambulance receipts reserve fund] a sum of money for the purchase of an ambulance and associated appurtenances and equipment; or take any other action relative thereto.

ARTICLE 18: (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from available funds and/or borrow a sum of money for the purchase and installation of water meters and associated equipment, including a meter reading system, for the Town of Northbridge Water Distribution System; or take any other action relative thereto.

ARTICLE 19: (Board of Selectmen)

To see if the Town will vote to accept the provisions of G.L. c. 64L, §2 authorizing the imposition of a local sales tax in the statutory amount of .75% on the sale of restaurant meals originating within the Town, such tax to take effect January 1, 2015; or take any other action relative thereto.

ARTICLE 20: (Board of Selectmen)

To see if the Town will vote to appropriate and/or transfer funds from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money to be expended under the direction of the Director of Public Works, for the purpose of financing work recommended in the Town's Sewer System "2014 Flow Monitoring Report", for infiltration investigations that include sewer cleaning and TV inspections, a manhole inspection program, a sewer smoke testing program, community notifications, associated GIS information and mapping, development of probable cost estimates for necessary improvements, a value

effective analysis, and preparation of a final summary report, work to conform with requirements of the EPA issued Wastewater Treatment Plant NPDES discharge permit; or take any other action relative thereto.

ARTICLE 21: (Board of Selectmen)

To see if the Town will vote to appropriate and/or transfer funds from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money to be expended under the direction of the Director of Public Works, for the purpose of financing reporting and document preparation required under the EPA issued Wastewater Treatment Plant NPDES discharge permit, including a collection system annual operations report, a full collection system operations and maintenance (O&M) plan with gap analysis, system capacity, management operations and maintenance (CMOM), user fees evaluation, public outreach, an emergency overflow response plan, a preventative maintenance plan, EPA coordination and an update of the collection system mapping; or take any other action relative thereto.

ARTICLE 22: (Board of Selectmen)

To see if the Town will vote to authorize a revolving account pursuant to MGL Chapter 44 Section 53E ½ for the Northbridge Board of Health to receive funds from food related permit fees, plan reviews, and non-compliance fees and to authorize the Northbridge Board of Health to spend these funds to carry out the duties of the Board of Health including but not limited to inspections, plan reviews, purchasing of supplies and any other administrative related costs, provided however, that the maximum amount of money that can be expended from the account for FY 2016 is \$20,000; or take any other action relative thereto.

ARTICLE 23: (Board of Selectmen)

To see if the Town will vote to authorize a revolving account pursuant to MGL Chapter 44 Section 53E ½ for the Northbridge Board of Health to receive funds from the sale of compost site stickers and to authorize the Northbridge Board of Health to spend these funds to carry out the duties of the Board of Health including but not limited to the salary of the compost site monitor, the purchase of the supplies and any other administrative related costs, provided however, that the maximum amount of money that can be expended from the account for FY 2016 is \$10,000; or take any other action relative thereto.

ARTICLE 24: (Board of Selectmen)

To see if the Town will vote to amend the votes taken under Article 3 of the 2014 Spring Session of the Annual Town Meeting (May 6, 2014), and under Article 2 of the 2014 Fall Session of the Annual Town Meeting (October 28, 2014), appropriations and transfers under the Omnibus Budget Article by transferring a sum of money to the Stabilization Fund; or take any other action relative thereto.

ARTICLES FOR DISCUSSION PURPOSES:

- 1) To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise a sum of money for the Design Phase/ Capacity Analysis Study / Pump Station and Force Main Study, and installation of approximately 1,500 linear feet of gravity sewer on Carpenter Road between Shannon Drive and Samuel Drive; or take any other action relative thereto.
- 2) To see if the Town will vote to raise and appropriate an additional sum of money to defray the necessary and usual expenses of the several departments of the Town for FY 2016, beginning July 1, 2015 and ending June 30, 2016, subject to the condition that the Town shall have first voted, at an election, to allow the Town to assess said additional sum in real estate and personal property taxes pursuant to MGL Chapter 59, Section 21C(g) (Proposition 2½ so-called); 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 in Whitinsville, in Precinct 1; Office of Polyfoam Corp., Gary's Variety and the Northbridge Post Office in Northbridge, all in Precinct 2; Town Clerk's Office and 1Quickstop in Whitinsville in Precinct 3; and the VFW Hall [875 Hill Street] and Town Hall Annex in Whitinsville 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 23rd day of March in the year Two Thousand Fifteen.

SELECTMEN OF NORTHBIDGE

Charles Ampagoomian, Jr., Chairman

Daniel J. Nolan

James R. Marzec

Thomas J. Melia

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

CURRENT POSTING LOCATIONS:

- PRECINCT 1:** Whitinsville Post Office
Brian's Restaurant
- PRECINCT 2:** Office of Polyfoam Corp.
Gary's Variety
Northbridge Post Office
- PRECINCT 3:** 1 Quickstop
Town Clerk's Office
- PRECINCT 4:** VFW Hall
Town Hall Annex

REVISED POSTING LOCATIONS:

- PRECINCT 1:** Whitinsville Post Office
~~Brian's Restaurant~~ Salvation Army
- PRECINCT 2:** ~~Office of Polyfoam Corp.~~
Gary's Variety
Northbridge Post Office
- PRECINCT 3:** 1 Quickstop
Town Clerk's Office
- PRECINCT 4:** VFW Hall
Town Hall Annex

§ 3-102. Closing, publication and posting of Town Meeting warrants.

A. The warrant for the spring and fall sessions of the Annual Town Meeting shall close not later than at 12:00 o'clock noon on the seventh Friday preceding the date set by bylaw for the said session to convene. The warrant for any Special Town Meeting which is to be called shall close not later than at 12:00 o'clock noon on the fifth Friday preceding the date such Special Town Meeting is to convene. Notwithstanding the date set in any warrant for a Town Meeting, no Town Meeting shall be convened by the Town Moderator until six weeks following the closing of the warrant for an Annual Town Meeting and until four weeks following the closing of the warrant for a Special Town Meeting.

B. Notice of every Town Meeting shall be given at least 28 days before an annual meeting (spring or fall session) and at least 21 days before any special meeting, by posting a copy of the warrant for such meeting in the office of the Town Clerk, on the town bulletin board, and in at least one public place in each precinct, by delivering a copy of the warrant to the Town Moderator and to the Chair of the Finance Committee and by publication in a local newspaper of notice of the date, time and place that the Town Meeting will be held, together with a summary, prepared by the Town Manager, of the subject matter of each article contained in the warrant for such meeting sufficient for identification. [Amended 10-24-2006 ATM, Art. 23]

January 30, 2015
File No. 172195.00

Town of Northbridge
Town Hall
7 Main Street
Whitinsville, MA 01588



Re: Peer Review of Mumford River Flood Analysis
For Application for Revision of Floodplain Boundaries
Northbridge, Massachusetts

Attention: Mr. Theodore Kozak – Town Manager

249 Vanderbilt Ave
Norwood
Massachusetts
02062
781-278-3700
FAX 781-278-5701
www.gza.com

Dear Mr. Kozak:

In accordance with our proposal dated October 16, 2014 and executed December 23, 2014, GZA GeoEnvironmental, Inc. (GZA) is pleased to submit our professional opinions to the Town of Northbridge ("Client"/ Town), related to our peer review services for the Mumford River Flood Analysis for Application for Revision of Floodplain Boundaries. Our review is focused on the Application for Letter of Map Revision (LOMR) submitted by to FEMA in January 2012 and the subsequent Tighe and Bond responses to FEMA comments. Our peer review is subject to the limitations in Attachment A.

FEMA requires that the Town of Northbridge take the following actions in support of such an application: 1) provide concurrence in the application and/or an acknowledgment by the Town that it has reviewed the application; 2) acknowledge that it understands the effects of the proposed revision on flooding conditions; and 3) certify that the area proposed to be removed from the Special Flood Hazard Area will be reasonably safe from flooding as defined in the regulations of the NFIP (44 CFR 59 through 44 CFR 80). The Town of Northbridge engaged GZA to assist them in evaluating the LOMR application and in qualitatively understanding the risks associated with the Town providing the required acknowledgement and certification.

Background

The property/ Site for which the LOMR application was developed is located at One North Main Street in Northborough, MA and is owned by Arcade Realty Trust (Owner/ Arcade). The Owner's Engineer is Tighe and Bond. The LOMR application and all responses to FEMA comments were developed by Tighe and Bond. During the course of our work, GZA reviewed the following documents provided by the Town and developed by Tighe and Bond.

- January 12, 2012 Application for Letter of Map Revision (included as Appendix F to 4/2013 response)
- November 6, 2012 Response to FEMA Comments (included as Appendix G to 4/2013 Response)
- April 8, 2013 Response to FEMA Comments
- August 19, 2013 Response to FEMA Comments

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- February 10, 2014 Response to Request for Additional Information (Draft, not submitted to FEMA)
- HEC-RAS model for Mumford River (Duplicate Effective, Corrected Effective with and without encroachment)



Portions of the Site are within the mapped floodplain boundaries of the Mumford River as shown in the Flood Insurance Rate Map (FIRM) for Worcester County, Massachusetts effective July 4, 2011. The January 2012 LOMR application reported that, while the flowrates during the October 14- 16, 2005 flood recorded on the Blackstone River was slightly greater than the FEMA 100-year discharge, the Owner did not observe flooding that is consistent with the current 100-year floodplain boundaries mapped on the FIRM.

GZA notes that the USGS had maintained a gage on the Mumford River in Uxbridge (USGS No. 01111050) at the time of the October 2005 flood. However, this gage is no longer active, having been taken out of service in (2009). On October 15, 2005, the gage reported a peak flow of 3,100 cfs, which is approximately 640 cfs less than the FEMA 100-year peak flow of 3,740 cfs at that approximate location and approximately 220 cfs greater than the FEMA 50-year flow of 2,880 cfs. This historical (flow rates) and anecdotal (observed flooding) information is useful for benchmarking flood mapping and providing a “reality check.” It is not, however, in and of itself sufficient to assess the validity of the FIRM. It is therefore appropriate that Arcade engaged an engineer to perform a formal flood study re-analysis.

Datums

A “vertical datum” is defined by FEMA as a base measurement point (or set of points) from which all elevations are determined. GZA notes that the 2011 FIRM uses the NAVD 1988 datum. The FEMA hydraulic model (HEC-2) and the Tighe and Bond hydraulic model (HEC-RAS) of the Mumford River are in the NGVD 1929 datum. The Tighe and Bond model for Arcade Pond is in the NAVD 88 datum. The survey performed in support of the LOMR application was performed in the NAVD88 datum. The datum conversion is as follows:

$$\begin{aligned}\text{NGVD 1929} &= \text{NAVD 88} + 0.72 \text{ ft} \\ \text{NAVD 88} &= \text{NGVD 1929} - 0.72 \text{ ft}\end{aligned}$$

GZA confirmed the data conversion using Vertcon to confirm the data conversion reported by Tighe and Bond. Elevations reported in this document are in the NAVD 1988 datum for ease of comparison to the current FEMA flood elevations. FEMA is now using the NAVD88 datum for its flood mapping products. The topographic mapping completed for this study is therefore appropriately referenced to the NAVD88 datum. In any discussion of flood elevations, it is important that the vertical datum is clearly referenced and understood.

Technical Analysis Review

GZA reviewed the LOMR application and the subsequent Tighe and Bond responses to FEMA comments including drawings, engineering calculations and models, and other submittals made by project applicant. GZA is providing comments on several of the rounds of documents submissions, as a part of our overall peer review. However, as several iterations of mapping were performed, GZA will comment only on the topographic work map and the revised

annotated FIRM map associated with the most draft recent submission (dated Feb. 2014). GZA comments are in italics.

January 12, 2012 Application for Letter of Map Revision



The engineering analysis included in the January 12, 2012 LOMR application asserted that FEMA overestimated the peak elevation and the extent of the 100-year floodplain at the Site. Tighe and Bond's review of the HEC-1 model for the river showed that the Meadow Pond Dam on the Mumford River was modeled using ground cards instead of the special bridge method.

GZA is in concurrence that the Meadow Pond Dam should not have been modeled using ground cards as the in-line structure more accurately represents actual conditions. A survey of the dam revealed that the spillway elevation is lower than previously reported by others. As a result, the rating curve for the dam would differ and the spillway would have a greater hydraulic capacity.

Tighe and Bond produced a duplicate effective model to demonstrate that their HEC-RAS model produced similar results to the FEMA HEC-2 model. The duplicate effective model uses the same model input as the HEC-2 model but is developed in HEC-RAS. Tighe and Bond also developed a corrected effective model. A survey was performed to gather the information necessary to refine the model. The corrected effective model included additional cross sections in the area of the Site, included that dam as an "in-line structure," and used the surveyed spillway elevation. The corrected effective model produced elevations approximately 2.2 feet lower in the vicinity of the Site. As a result, portions of the Site and other areas along the Mumford River are apparently no longer within the 100-year floodplain. However, the Site and much of the area within the re-mapping limits remain in the corrected 500-year floodplain.

GZA is in agreement that the duplicate effective model reasonable matches the effective HEC-2 model. The cross sections added to the corrected effective model are appropriate. In GZA's opinion, the correction of the fixed spillway elevation and the modeling methodology at the Meadow Pond Dam are a significant driver in the reduction of expected upstream flood elevation in the Mumford River.

Tighe and Bond produced a duplicate effective floodway model and a corrected effective floodway model to establish whether there are any changes to the floodway as a result of the "corrections" to the model. The results showed that the floodway boundary was unchanged.

GZA is in agreement that the results show no change in the regulatory floodway.

November 6, 2012 Response to FEMA Comments

Tighe and Bond responded to FEMA Comments on the January 2012 LOMR Application in November 2012. FEMA identified a negative surcharge of 0.27 feet at Cross Section 37858 and requested that it be corrected. Tighe and Bond responded that the negative surcharge was present in the original model but that because the tie-in point was changed to a point further downstream of the presence of the negative surcharge is now a moot point. When a model shows a negative surcharge this means that the water surface elevation with encroachment is less than the water surface elevation without encroachment.



FEMA uses the U.S. Army Corps of Engineers Check-RAS program to perform a series of checking routines to check the reasonableness of data from HEC-RAS files. Such checks are used to identify potential model issues including the presence of a negative surcharge. GZA is in agreement that because the surcharge is outside the tie-in area the presence of the surcharge is not relevant.

April 8, 2013 Response to FEMA Comments

Tighe and Bond prepared a Hydrologic and Hydraulic (H&H) analysis of the Arcade Pond Watershed to address FEMA comments that insufficient information was provided to remove Arcade Pond from the 100-year floodplain. Tighe and Bond performed the rainfall-runoff for the Arcade Pond watershed in HEC-1 and developed the stage-discharge curve using the Hydraflow Hydrographs Extension for AutoCAD. Tighe and Bond Reported that the 100-year and 500-year flood elevations at Arcade Pond are 310.48 ft and 312.82 ft (NAVD 88).

GZA reviewed the Tighe and Bond H&H analysis. GZA did not develop an independent model. The model input for the watershed (curve number, lag time, watershed area, etc.) are reasonable, in GZA's opinion. GZA notes that 7.1 inches of precipitation was used to represent the 100-year precipitation. GZA believes that this value may be from Technical Paper No. 40(TP-40), Rainfall Frequency Atlas of the United States which was published in 1961. Many state agencies are using precipitation values from the Northeast Regional Climate Center (NRCC). GZA notes that the NRCC value for the Site is 9.0 inches of precipitation in 24 hours and is approximately 30 percent greater than the value used by Tighe and Bond. NOAA Atlas 14 Volume 10: Precipitation Frequency Estimates for the Northeastern States is currently available in draft form and under review. Once accepted it will supersede TP-40. The 100-year 24-hour precipitation totals (for large storms such as the 100-year precipitation) will be greater than that published in the current version of TP-40 but less than reported by the NRCC. GZA currently uses NRCC precipitation values when performing rainfall runoff analysis. Tighe and Bond should provide justification for the 100-year, 24 hour precipitation value used in the rainfall-runoff analysis.

The model input was not calibrated. However, no gage is available to provide for calibration. GZA notes that the peak elevation reported in the text for the 500-year flood (312.82 ft) does not match the peak elevation contained in the HEC-2 output (311.09 ft,) but is more conservative.

GZA also reviewed the calculation of the stage discharge curve for the Pond. There is a single outlet for Arcade Pond, which consists of an intake structure on the south bank of the pond connected to what is reported to be a 48-inch diameter storm drain pipe which runs south under the Site to discharge into the Mumford River. GZA notes that the analysis does not consider tailwater effects (Tailwater Elevation = 0 ft) at the downstream end of the storm drain pipe. GZA also notes that the pipe length in the model (160 ft) is significantly shorter than the actual length (approximately 500 ft). The Mumford River watershed is approximately 47 square miles in area and is significantly



larger than the Arcade Pond watershed (approximately 0.5 square miles). Thus, in reality, one would expect the peak of the 100-year flood in the Arcade Pond Watershed to occur before the peak of the 100-year flood in the Mumford River watershed. According to the HEC-1 output, the peak for the 100-year flood in the Arcade watershed would occur 15.5 hours after the storm begins. The time to peak in the Mumford for the October 2005 is unclear due to the "double peak". Flow out of the outlet structure is considered to be "outlet control" rather than inlet control. This means that water can flow into the culvert faster than it can flow out. An increase in tailwater due to a rise in the level of the Mumford River at the culvert outlet will result in less flow capacity through the outlet structure and a higher 100-year and 500-year elevation in Arcade Pond. Analysis of the Arcade watershed using the 100-year tailwater would likely produce a higher water level, in GZA's opinion. Consideration of an appropriate and justified level of flooding in the Mumford River, and therefore some application of tailwater conditions at the Arcade Pond storm drain outlet, is necessary, in GZA's opinion.

Beyond the initial request for the analysis of the Arcade Pond watershed, FEMA did not provide any comments on this analysis.

August 19, 2013 Response to FEMA Comments

Tighe and Bond addressed FEMA comments that the encroachment station was placed within an ineffective flow area for cross section 26726. Tighe and Bond moved the encroachment station to the edge of the ineffective flow area.

GZA reviewed the HEC-RAS model and confirmed that the encroachment station was moved to the edge of the ineffective flow area.

February 10, 2014 Response to Request for Additional Information

The February 10, 2014 Response to Request for Additional Information is in draft form and had not been submitted to FEMA at the time of this peer review. Within the document, Tighe and Bond addressed FEMA comments that the topwidth of the regulatory floodway computed in the corrected effective HEC-RAS model at cross section 26726 does not match the topwidth on the topographic work map. They explained that the discontinuity from model to map is because the model includes ineffective flow areas. The cross sections shown on the map were manually adjusted to include these ineffective flow areas. Tighe and Bond also noted that the mapping does not match the model at cross section 25456 for the same reason.

GZA is in agreement that although certain top widths in the model do not strictly match what is shown on Tighe and Bond's map, the limits on the map are reasonable and justifiable. Additionally, the boundaries shown on the map are more conservative than if the model sections utilized the lengths shown on the map.

Tighe and Bond addressed FEMA comments requesting that the topographic work map contains all items listed in Section C of Application/ Certification Form 2. Tighe and Bond addressed these comments by including a table summarizing the 1 percent and 0.2 percent annual chance tie-ins.

GZA notes that two of the tie-ins listed in the summary table have been switched. The 1 percent annual chance proposed downstream elevation should be stated as 296.34 ft and the 0.2 percent annual chance existing downstream elevation should be stated as 297.84 ft.



Topographic Work Map and Corrected Flood Insurance Rate Map

Several iterations of mapping were performed to address FEMA comments. GZA's comments are specific to the map included in the February 2014 submittal.

GZA reviewed the topographic map to confirm it contains the contents required on Form 2.

- Boundaries of the effective, existing, and proposed conditions 1%- and 0.2%-annual-chance floodplains and regulatory floodway- Yes
- Location and alignment of all cross sections with stationing control indicated- Yes
- Stream Alignment- Yes
- Road Alignment- Yes
- Other alignments (e.g., dams, levees, etc.)- Alignment of Meadow Pond Dam not shown. However it is reasonable to assume that it is in-line with the sections upstream and downstream of it.
- Current community easements and boundaries- Yes, community boundaries shown.
- Boundaries of the requester's property- No, property boundary is not shown
- Certification of a registered professional engineer registered in the subject State- GZA notes that the topographic work map included in the February 2014 draft was not stamped by a PE. However, the map contained in August 2013 submittal was stamped by two Professional Engineers licensed in Connecticut. The map should be stamped by a Professional Engineer licensed in Massachusetts.
- Location and description of reference marks- No reference marks noted on map.
- Referenced vertical datum (NGVD, NAVD, etc.)- Yes

GZA also reviewed FEMA comments with regard to the maps and provides the following discussion of how they were addressed.

The most recent topographic work map is included in the February 10, 2014 draft response to FEMA comments. However, the revision box indicated it was updated in August 2013. The revision box should be updated to match the date of the submittal and represent additions to the map since August 2013.



GZA notes that the tie-ins listed on the topographic work map match the tie-ins in the HEC-RAS model output. However, the HEC-RAS model is in the NGVD 1929 datum and the topographic map is in the NAVD 88 datum. Therefore the elevations listed on the map should be 0.67 feet lower than what is shown on the map.

The topographic work map indicates that the existing and proposed regulatory boundaries are coincident. The HEC-RAS results support this. GZA is in agreement that because there are no changes to the floodway boundaries, Floodway tie-ins are not needed, in GZA's opinion.

Site Reconnaissance

GZA project team members (Chad W. Cox, P.E. and Kristina Ekholm, P.E.) conducted a site reconnaissance on January 16, 2015 to observe existing Site features and to obtain a better understanding of the physical setting of the area. GZA observed the outlet structures at Arcade Pond and Meadow Pond. GZA also observed topography and grading, surficial geology, streams, wetlands, and abutting properties. Note that GZA did not independently verify any elevations used in the revised flood modeling. Photographs from the Site Reconnaissance are included in **Attachment 2**.

Three specific issues of note were observed during the site reconnaissance:

1) The elevation of Douglas Road as it passes through the right abutment of Meadow Pond Dam is lower than the top of the dam embankment. This condition could result in flooding upstream in the Mumford River that does not overtop the dam but does inundate and run down the road towards the east. This condition would not appreciably affect the proposed flood hazard area mapping limits changes upstream of the dam.

2) GZA observed that the intake structure at the Arcade Pond storm drain has stop log slots and that some stop logs are currently in place. GZA also observed that several sandbags had been placed upstream of the stop logs in the intake channel, potentially for the purpose of raising the pond level. GZA also noted that the inclined trash rack on the upper portion of the intake structure has a bar spacing of 1 ¼ inches (center to center). We note that the Tighe and Bond stage discharge curve appropriately does not assume any outflow from the pond until the water is above the top of the highest possible stop log level. However, GZA notes that outflow capacity from the pond could be diminished should the trash rack become clogged with debris or vegetation. Some minor vegetation was noted on the rack.

3) The presumed outfall of the Arcade Pond storm drain culvert was located on the north bank of the Mumford River, behind the Site. The location of this outfall, when plotted on the site plan, suggests that the storm drain pipe is approximately feet long, which is longer than the 160 feet assumed in the Tighe and Bond hydraulic analysis. In addition, on the day of the site visit, approximately six inches of sediment were observed in the bottom of the culvert and a tailwater of approximately three feet above the culvert invert was measured. While GZA is in agreement that FEMA does not account for sediment blockage in flood modeling, the culvert must be maintained free of sediment in order to provide the hydraulic capacity that it has been credited with in the estimation of the 100-year flood elevation.



In order for water to flow out of Arcade Pond as anticipated in the model, the intake structure and the pipe discharging flows from Arcade Pond must be maintained. Flow into the intake structure must not be blocked and the culvert must be clear of obstructions. If flow out of the Pond is not maintained, water will flow across Main Street and onto the Owner's property. Based upon subsequent conversations with the Town and Tighe and Bond, it is unclear who owns and maintains the structure. If the structure is not maintained free of obstructions, the actual 100-year flood elevations will differ from what is recommended by Tighe and Bond. Water will flow across Main Street and onto the Owner's property.

Discussion of the Effects of the Revision on Flooding Conditions

If the requested LOMR is issued by FEMA, it will function as FEMA's modification to the effective Flood Insurance Study for Worcester County (dated July 2014). Portions of the property that were previously within the Zone AE Special Flood Hazard Area (SFHAs) (i.e. area subject to inundation by the 100-year flood as determined by detailed methods) would be removed from Zone AE. GZA notes that the proposed 100-year boundary changes are not limited to the Owner's property. If the LOMR is accepted, portions of properties owned by others will also be removed from the SFHA. Therefore, these portions of the properties would no longer be subject to the National Flood Insurance Program Regulations.

Under the NFIP a permit is required for all development in the Zone AE SFHA. In Massachusetts, this permit requirement is incorporated into town zoning bylaws and building code. Additionally, under the NFIP, new, substantially improved, or substantially damaged buildings must be protected from damage by the 100-year flood. Such protections include having the lowest floor elevated to or above the base flood level (for residential structures), providing floodproofing and providing opening for reducing hydrostatic forces, and other provisions contained in Appendix G of the State Building Code. If the property is removed from the SFHA such permitting and construction requirements for the lowest level, openings, floodproofing, etc. would no longer be required under current Code requirements. GZA notes that future changes to the Building Code or Town Flood Plain By-Laws could impose stricter requirements. Voluntary use of flood resistant building techniques can reduce risk to properties which are outside of Zone AE areas but still subject to flood risk.

National Flood Insurance Act and Flood Disaster Protection Act Certification requires that lending institutions not make, extend or review and loan by improved real estate located in an area having flood hazards, and in which flood insurance is available, unless the building securing the loan is covered by flood insurance. If the property is removed from the Zone AE SFHA flood insurance may no longer be required by an insurer of the property.

Discussion of Community Concurrence

FEMA's comments to the Owner have included a request that the officials from the Town of Northbridge provide community acknowledgement in the form of a letter stating that they have reviewed the revision request and understand the effects of the revision on flooding conditions in their community and certify that the land and any existing or proposed structures to be removed from the Special Flood Hazard Area, the area that would be inundated by the base (1-percent-annual-chance) flood, will be reasonable safe from flooding as defined in Paragraph 65.2(c) of

the National Flood Insurance Program (NFIP) regulations. Alternatively, an official from the Town of Northbridge could sign a completed copy of the Application/ Certification Form 1, entitled "Overview and Concurrence Form."

The language contained in Form 1 is as follows:



As the community official responsible for floodplain management, I hereby acknowledge that we have received and reviewed this Letter of Map Revision (LOMR) or conditional LOMR request. Based upon the community's review, we find the completed or proposed project meets or is designed to meet all of the community floodplain management requirements, including the requirements for when fill is placed in the regulatory floodway, and that all necessary Federal, State, and local permits have been, or in the case of a conditional LOMR, will be obtained. For Conditional LOMR requests, the applicant has documented Endangered Species Act (ESA) compliance to FEMA prior to FEMA's review of the Conditional LOMR application. For LOMR requests, I acknowledge that compliance with Sections 9 and 10 of the ESA has been achieved independently of FEMA's process. For actions authorized, funded, or being carried out by Federal or State agencies, documentation from the agency showing its compliance with Section 7(a)(2) of the ESA will be submitted. In addition, we have determined that the land and any existing or proposed structures to be removed from the SFHA are or will be reasonably safe from flooding as defined in 44CFR 65.2(c), and that we have available upon request by FEMA, all analyses and documentation used to make this determination.

GZA developed an understanding of the Town's concerns regarding signing the above statement through our review of the meeting minutes contained in the LOMR submittals. GZA contacted Richard Zingarelli, the National Flood Insurance Program Coordinator for the Commonwealth of Massachusetts and the State Hazard Mitigation Officer to discuss the Town's concerns regarding the language. Mr Zingarlli indicated that it was common for a community to show their support for the LOMR by signing the concurrence form but to also append a statement to their signature. Such a statement may include language similar to the following, "Any structures being removed from the SPHA are being removed based upon the study performed by Tighe and Bond and certified by a Professional Engineer. The Tighe and Bond study recommends that the 100-year floodplain delineation be altered and structures be removed from the SFHA."

SUMMARY OF REVIEW AND RECOMMENDATIONS

It is GZA's understanding based on our review of the documents provided, that the original intent of the LOMR application was to correct inaccuracies associated with the flood plain mapping of the Mumford River. It is GZA's opinion that the proposed hydraulic model revisions for the Mumford River, which include the corrected elevation of Meadow Pond Dam spillway crest, are reasonable and that the re-mapping has been executed in an appropriate manner. With the changes to the SFHAs due to flooding from the Mumford River, FEMA requested additional (and likely unplanned) hydrologic and hydraulic analysis of the Arcade Pond system, which presents a separate but related flood hazard to the Site and nearby areas.



GZA has identified several technical questions for clarification by the applicant regarding the rainfall runoff analysis for the Arcade Pond watershed. These issues are judged to be important. If the 100-year precipitation on the watershed is greater than what was modeled, the peak elevation will be greater. Because there is only a single outlet from the pond the flood elevations are directly influenced by the capacity and condition of the outlet.

The technical aspects of the LOMR application prepared by Arcade's engineer are appropriate and properly executed, in GZA's opinion. Below is a summary of issues we recommend are addressed by the applicant prior to final submission to FEMA and certification of the LOMR application by the Town:

- Review of the hydraulic capacity of the Arcade Pond outlet in light of the revised length of the culvert and potential for tailwater effects and provide justification for the tailwater chosen. Revisions (if any) as needed to the flood surface elevations and extents resulting from changes to the hydraulic capacity.
- Provide justification for the 100-year 24-hour precipitation value used.
- Correct the elevations of the two tie-ins listed in the summary table.
- Show boundaries of the Owner's property on the Topographic Work Map and Corrected Flood Insurance Rate Map.
- Provide a Massachusetts Professional Engineer's stamp and a Massachusetts Registered Land Surveyor's stamp on the final Topographic Work Map and Corrected Flood Insurance Rate Map.
- Update the revision box dates on the final Topographic Work Map and Corrected Flood Insurance Rate Map.
- Correct the tie-ins elevations listed on the Topographic Work Map such that they reference the NAVD88 datum

GZA also respectfully suggests that the Town may wish to clarify who owns and who is responsible for the maintenance of the Arcade Pond storm drain system. As previously noted, it appears that this storm drain is the sole outlet from the Pond (other than overflow of the pond banks along Douglas Road). The proper functioning of this culvert is therefore critical to maintaining flood levels at or below those elevations cited in the LOMR application. Should the intake trash rack become clogged, the culvert outlet become filled with sediment, or some other condition reduce flow capacity, water surface elevations in the Pond could exceed the predicted levels and result in flooding, particularly in the area between Arcade Pond and the Mumford River. Tighe and Bond should provide justification regarding how and why the culvert can be counted on to discharge flow from Arcade Pond. The Town may wish to consider attaching certain conditions relative to culvert maintenance to its concurrence with the LOMR application.

Based on the above information presented by GZA and subject to resolution of the above issues by the applicant, it is GZA's opinion that the Town of Northbridge would be justified in signing the concurrence form once the above issues have been addressed. The Town should include the qualifying language provided above (or similar) with their concurrence.

The Town should provide a Public Notice regarding the LOMR application. A Public Notice will give the community an opportunity to comment on the proposed changes to the FIRM for the Town of Northbridge. FEMA's comments included a request for documentation that the Town provided a Public Notice.

We appreciate the opportunity to perform this peer review for the Town. We look forward to discussing the results of our review with you. Please contact Chad Cox at (781) 278-5787 if you have any questions or comments.

Very truly yours,

GZA GEOENVIRONMENTAL, INC.



A handwritten signature in cursive script, appearing to read "Kristina Ekholm".

Kristina Ekholm, P.E.
Project Manager

A handwritten signature in cursive script, appearing to read "Peter H. Baril".

Peter H. Baril, P.E.
Consultant/Reviewer

A handwritten signature in cursive script, appearing to read "Chad Cox".

Chad W. Cox, P.E.
Principal

Attachments:

Attachment 1- Limitations

Attachment 2- Photographs from Site Reconnaissance

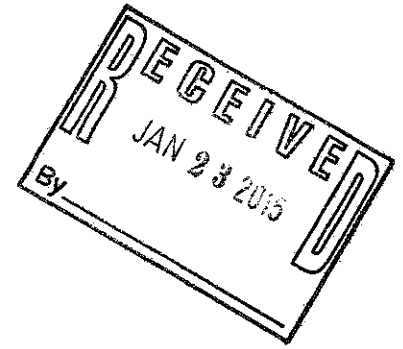
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E.

TRUSTEES OF SOLDIERS MEMORIALS

TOWN OF NORTHBRIDGE

7 Main Street – Whitinsville, MA 01588



January 20, 2015

Mr. Ted Kozak, Town Manager

Town of Northbridge Board of Selectmen

7 Main Street

Whitinsville, MA 01588

Dear Sir,

The Trustees of Soldiers Memorials respectfully request an opportunity to present a couple of important issues to the Board of Selectmen at their upcoming meeting on Monday, February 9, 2014. The two items we need to discuss are:

1. Our plans to install two monuments in the Whitinsville Memorial Park.
2. An urgent proposal to refurbish the World War I Memorial in Rockdale.

We appreciate your continued support of the veterans of Northbridge.

Sincerely,

Richard T. Trier, Secretary

Trustees of Soldiers Memorials

ROCKDALE WORLD WAR I MEMORIAL

The Memorial appears to have been built in 1922. Over the years it has been repaired, but badly. In 2000 the Northbridge Building Planning and Construction Committee retained a Monument Repair Expert to evaluate all of the monuments in Northbridge. At that time the WW1 N=Monument was considered to be in poor condition and an estimate of \$20, 000 was the estimated repair cost. With 15 more years of exposure this cost now exceeds \$50,000





CRACKING OF Mortar and the concrete i8s extensive and this permits the entry of water so that freezing and thawing accelerates the deterioration





Improper old patching is cracking which opens the monument to water penetration that freezes and extends the cracking. In this case the weep holes in the bottom of the wall illustrates that there is significant water flow within the wall





The floor of the monument has cracked in a number of places. An earlier fix was improper, so the failure is both spreading and increasing in severity.





Cracking along the joints is extensive and the old repairs are also now failing.





Repair requires the removal of all mortar and the replacement and pointing with new mortar.



F.

Donna Gosselin

From: Gary Bechtholdt <gbechtholdt@northbridgemass.org>
Sent: Thursday, February 26, 2015 11:07 AM
To: tkozak@northbridgemass.org
Cc: ssusienka@northbridgemass.org; dgosselin@northbridgemass.org
Subject: BOS agenda (March 02, 2015)
Attachments: BHC -2015 Partnership Program Grant.pdf

Ted:

Please include under Decisions on the next BOS agenda (Monday, March 02, 2015) the following:

Vote to Submit 2015 Partnership Program Grant Application [Blackstone Heritage Corridor, Inc.] –funds to repair damaged plaster & paint within the Great Hall of the Northbridge Memorial Town Hall.

As you will recall McGinley Kalsow & Associates, Inc. prepared an assessment/study of the Great Hall & Board of Selectmen's Room in report dated November 2014 -included preliminary cost estimates for a number of improvements and restoration work including decorative plaster repairs (\$45000); flat plaster repairs (\$15000) & painting (\$33,426) of the Great Hall.

Grant award may be \$5,000 to \$15,000 –requires a minimum of 1:1 matching funds

Grant application is due March 31, 2015

Attached is the grant application and guidelines we spoke of earlier.

-Gary

R. Gary Bechtholdt II
Northbridge Town Planner

COMMUNITY PLANNING & DEVELOPMENT

Town of Northbridge
7 Main Street
Whitinsville, MA 01588
(508)234-2447



Blackstone Heritage Corridor, Inc.

2015 Partnership Program Grants

Blackstone Heritage Corridor, Inc. (BHC) offers cities and towns, non-profit organizations, and state agencies an opportunity to receive funding for projects that relate to the work of the organization:

Telling the Story of American Industrialization

Sharing the Blackstone Valley's nationally significant story with residents and visitors.

Preserving and Enhancing Valley Communities

Preserving the Blackstone Valley's historically and culturally significant buildings and landscapes, thereby maintaining community character and improving quality of life; enhancing economic development efforts for local communities.

Balancing Conservation and Growth

Conserving the Blackstone Valley's natural resources and historic land use patterns and encouraging appropriate development.

Promoting River Recovery

Improving the health of the river system, increasing public awareness and facilitating the use and enjoyment of the Blackstone River and its tributaries.

Grant Amounts: \$5,000 – \$15,000. BHC reserves the right to fund at a level less than requested.

Deadline: March 31, 2015, 12:00 p.m.

Match requirements: Projects should demonstrate the ability to provide non-federal matching funds at a ratio of at least 1:1 through cash or in-kind contributions. In-kind contributions include donated volunteers services, employee salaries, supplies, materials, etc. **Projects that provide a greater ratio of non-federal match will score higher in the selection process.**

Eligible Organizations: Municipal boards, commissions or committees, schools, and nonprofit 501(c)(3) organizations are eligible to apply for projects located within the Blackstone River Valley National Heritage Corridor. Informal citizen groups and private businesses may access grant funds by developing partnerships with an eligible entity. **Priority will be given to groups that have received no grant funding from BHC in recent rounds.**

Eligible projects include but are not limited to:

- Preservation, rehabilitation or restoration of historic buildings and landscapes,
- Habitat restoration, park development, trails, and/or river clean-up,
- Canoe/kayak access sites and/or recreational development,
- Educational programs, exhibits and/or interpretive signs, publications,
- Heritage and sustainable tourism projects or programs, and
- Projects or programs engaging youth and/or minority populations in awareness and stewardship of the Valley's heritage.

The Fine Print:

- A 1:1 match of cash or in-kind contributions (such as volunteer labor or donated supplies) must be demonstrated.
- Incomplete, e-mailed, or faxed applications will not be considered. Applications will be evaluated by a selection committee whose members will recommend their decision to BHC Board of Directors/Executive Committee for final approval of grant awards.
- Applicants that are awarded funding will be expected to meet with BHC and sign all necessary paperwork within 30 days of award. Projects cannot begin, and funds cannot be spent, until a contract has been fully executed. Additional documentation may be required to contract the grant award.
- For all grants, payment of expenses will be made **on a reimbursement basis**. Projects must be concluded by the completion date specified on the application.
- All final products (i.e. reports, photographs, slides, etc.) will become the property of BHC and will be in the public domain. If a digital product is created, BHC may post a copy on its website. Applicants will also retain separate ownership rights to project products.

For More information: If you have any questions about the grant program or would like to discuss your proposal prior to submission, please contact Charlene Cutler, Executive Director, at 401-762-0250, ext. 5101 or C_Cutler@blackstoneheritagecorridor.org.

Application Process and Checklist:

- ☐ Complete and sign the Application Cover Sheet and Budget. [Copy on next page or you may also go on-line to www.blackstoneheritagecorridor.org and print it out.] You may also create a cover sheet using your own computer, as long as you retain the same format and submit a hard copy.
- ☐ Answer the following questions **using no more than 3 separate pages**. Please provide complete and specific information to the questions asked, keeping the answers numbered and in order:
 1. What do you want to do? (1 sentence!)
 2. Project Summary (Describe the project – What is it? Where is it located? Why is it needed?)
 3. Briefly, what are the history, purpose and accomplishments of the sponsoring organization(s)?
 4. What are the goals and/or outcomes of the project?

5. What is the work schedule?
6. Who are the personnel involved, paid or unpaid, and what are their qualifications and tasks? Who are your partners?
7. What is the overall budget for the project? How will the 1:1 match requirement be met? Please list the wage rates and dollar value of any donated labor. Gifts of cash, goods, and services from contributors other than the sponsoring organization should be detailed specifically.
8. What are the plans for publicity, education and/or community outreach? How will you credit Blackstone Heritage Corridor as a funder?
9. How will your organization evaluate the project?
10. What are the project's tangible results and lasting benefits to the community?

- ☐ Complete the Project Budget (also available on-line) using the space provided on the bottom of the Application Cover Sheet and Budget. You may also create a budget sheet using your own computer, as long as you retain the same format and submit a hard copy.

- ☐ **Provide the following supporting documents:**

For all applications:

- Up to three letters of support are strongly recommended;

For municipalities:

- A written document, signed by the chief elected or appointed municipal official, approving submission of the grant application and confirming the availability of matching funds and/or in-kind contributions;

For schools:

- A written document, signed by the principal or superintendent, confirming the availability of matching funds and/or in-kind contributions;

For nonprofits:

- Copy of the 501(c)(3) or (6) letter from the U.S. Internal Revenue Service;
- A written document, signed by an officer of the Board of Directors, approving submission of the grant application and confirming the availability of matching funds and/or in-kind contributions.

Submission: Postmark or hand-deliver the application package of **no more than 10 pages, including supporting documents, by March 31, 2015, 12:00 p.m. to:**

**Charlene Cutler, Executive Director,
Blackstone Heritage Corridor, Inc.,
One Depot Square
Woonsocket, RI 02895**



Blackstone Heritage Corridor, Inc.
Application Cover Sheet and Budget

For office use only:

Grant No. _____

Amount funded: _____

Project Title: _____

Sponsoring Organization(s): _____

Start and Completion Dates: _____ Total Amount Requested _____ Total Match _____

Project Director (responsible for project completion and accounting): _____

Mailing Address: _____

Phone: (days) _____ (evenings) _____ (fax) _____

E-mail: _____

Federal Employer Identification Number (required): _____

Signature of Project Director: _____ Date _____

Project Budget – Please list all expenses and revenues of the project. (The addition of the contributions from other sources, sponsor's cash, sponsor's in-kind contribution and grant funds requested should equal the cost, both by line item and totals.)

Item (describe)	Total Cost =	Contribution from other sources +	Sponsoring Organization's Cash +	Sponsoring Organization's In-kind Contribution +	BHC Grant Funds Requested
Totals					

TOWN MANAGER'S REPORT – MARCH 2, 2015

1. **Northbridge Unsung Heroes**: Announced that the Northbridge Senior Center was featured in Blue Cross Blue Shield of Massachusetts' "healthy times" magazine.
2. **Meeting with State Senator Stan Rosenberg and other Legislative Leaders**: Attended a meeting with the Chairman of the Select Board at UMASS Medical to meet the new President of the Senate and other Senate Leaders from the Legislature. This meeting was an opportunity to create dialog with the residents and organizations in Central Massachusetts.
3. **Spring Annual Town Meeting [May 5, 2015]**: Reminder that the warrant closes on Friday, March 6, 2015 at 12 Noon.
4. **Legislative Breakfast**: Attending a legislative breakfast on Friday, March 6, 2015 for FY 16 State budget.

unsung heroes

Making a difference, one day at a time

As the director of the Northbridge Senior Center, Kelly Bol supervises five employees and more than 85 passionate volunteers. "We strive to make it more than just what's in these four walls; it's about making members of the community feel like they are part of the community," Kelly says.

Read on to learn more about the distinct services of the center and the unsung heroes who make them possible.



Member Pauline "Mello" Hagopian with Kelly Bol



John Orasy—Staff Member

The senior center's full-time bus driver doesn't see it as just a driving job. "I see it as an opportunity to help others. I get to know the residents of the town. I bring their groceries in the house, take them to their appointments, and even learn to read the signs of aging—a change in behavior that may be a red flag for something more serious."



Susan Smith—Community Volunteer

Susan started The Virtual Giving Tree as a means for residents of the community to purchase items for seniors in need around the holidays. Susan has since opened a year-round "shop" with donations. She also now sponsors a summer version of The Giving Tree. "We try and keep it Christmas all year long. It's great receiving donations when the snow falls, but the need doesn't go away once the snow melts."



Jeannine Dionne—Staff Member

Jeannine is the program director who organizes a wide range of health, educational, recreational, and social interaction opportunities. Such activities are increasingly important for aging adults. "We provide a social environment with a support system aimed to reduce loneliness and depression, and to help provide a sense of well-being and independence."



Adele Gentry—Staff Member

The on-site outreach worker provides support and assistance in keeping the residents of Northbridge healthy, safe, and independent. She focuses her time helping older adults access services. "I provide guidance and support for those things that are sometimes more challenging to handle as we age. [Seniors] don't have to rely solely on family and friends for basic needs like food and fuel."

A special thanks to Northbridge native Pauline "Mello" Hagopian who wrote to us about how her local senior center is making a difference. And also a special Happy Birthday to Pauline who celebrates being 83 years young in February! How does a local senior center or Council on Aging (COA) keep you and your community healthy? Send an email to Angela.Gagnon@bcbsma.com. We may feature it in a future issue.