

**Board of Selectmen  
January 12, 2009**

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

The Pledge of Allegiance was recited by those present.

Chairman Montecalvo announced that Selectman James Marzec would not be in attendance for tonight's meeting because he is at a meeting with the School Superintendent's Search Committee.

**Employee and Volunteer Appreciation Awards for 25+ Years of Service.** Chairman Montecalvo presented plaques to the following volunteer for their many years of service to the town: Varkis Arakelian, Kenneth Warchol, Constance Dion, and Paula McCowan. Town Manager Kozak presented awards to Town employees for their years of service to the Town: Sheila Brennan, Mark Kuras, and Edna John. Lorraine Bell and Clarence LaChapelle received recognition but were not present at the meeting. Their plaques will be mailed to their home address. Town Manager Kozak announced that others will be receiving recognition at their next scheduled meeting on January 26, 2009 at 7 PM.

**Public Hearing/7:05 P.M. FY 2009 Community Development Block Grant. Present:** Gary Bechtholdt, Town Planner, and Tim Hansen, Central Mass. Regional Planning Commission. Chairman Montecalvo read the public hearing notice aloud. A motion/Mr. Melia, seconded/Mr. Ampagoomian to open the public hearing for the FY 2009 Community Development Block Grant. Vote yes/Messrs. Melia, Nolan, Ampagoomian and Montecalvo. Mr. Bechtholdt mentioned that a public workshop will be held next week at the planning office to receive public input for the application. Mr. Hansen provided the Board of Selectmen with a PowerPoint presentation regarding the process, procedures and the requirements of the grant application. He mentioned the town has applied for the application the past couple years but missed because of scoring criteria. The FY '09 application is due February 13<sup>th</sup> and must meet the following criteria: Must meet National Objectives; Project Eligibility, and Must be consistent with Community Development Strategy Plan. The National Objectives are: 1) Benefit to low and moderate income persons, 2) Prevention or elimination of slums and blight, 3) Urgent Need. Possible Activities in Northbridge are: North Main Street, Upper Border Street, Crescent Street, C Street, and D Street. Mr. Hansen stated that every community must now have a target area and the town has decided it to be the New Village Area. He further mentioned that Mr. Bechtholdt submitted an RFP for Public Social Services. Continuing, he said there are two Community Development Funds: CDF1 and CDF2. Northbridge has always chosen the Community Development Fund 1 because there is more money and felt they had a greater chance of receiving the grant. Mr. Hansen then mentioned the need score is 26 for the Town of Northbridge and is factored into the CDF1. The higher the need score the better off your town is. DHCD has reduced the threshold that towns can apply for and Mr. Hansen is recommending that Northbridge choose CDF2, which is a maximum of \$700,000. Mr. Bechtholdt recommended that the Selectmen continue the Public Hearing until their next scheduled Board of Selectmen's meeting so that he can conduct the Public Workshop on Tuesday, January 20<sup>th</sup>, 6:30 PM, at the Planning Board Office. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to continue the public hearing until the next scheduled Board of Selectmen's meeting, January 26, 2009. Vote yes/Messrs. Ampagoomian, Melia, Nolan and Montecalvo.

**Appointments. By the Town Manager: Acting Treasurer/Collector: Laura Woeller.** Town Manager Kozak mentioned that due to the former Treasurer/Collector's departure, he is recommending that Laura Woeller be Acting Treasurer/Collector until a replacement is found. A motion/Mr. Ampagoomian, seconded/Mr. Melia to affirm the appointment of Laura Woeller as the Acting Treasurer/Collector. Vote yes/Messrs. Melia, Nolan, Ampagoomian, and Montecalvo. **By the Board of Selectmen/ Retirement Board: Sharon Susienka [3-YearTerm].** Chairman Montecalvo suggested the appointment be held off until their next meeting because another individual has expressed interest in serving on that Board. The Board of Selectmen agreed.

**Citizens' Comments/Input.** None.

**Town Manager's Contract/Vote to increase Deferred Compensation for calendar year 2009.**

Selectman Ampagoomian suggested that before moving forward with this Town Manager Kozak wait until he has more information regarding the financial situation of the town. Town Manager Kozak explained the reason for this request was the fact that his contract was extended until February 2011, however, his deferred compensation wouldn't be addressed in his contract after 2009. He wanted both to be in the same timeline. A motion/Mr. Melia, seconded/Mr. Nolan to approve the Town Manager's increase in Deferred Compensation in the amount of \$120 for calendar year 2009. Vote yes/Messrs. Melia, Nolan and Montecalvo. Vote no/Mr. Ampagoomian.

**Road Opening Permit Rules and Regulations/Vote to approve revisions. Present: Richard Sasseville, DPW Director.** A motion/Mr. Nolan, seconded/Mr. Melia to approve the revisions to the Road Opening Permit Rules and Regulations. Vote yes/Messrs. Nolan, Melia, Ampagoomian, and Montecalvo.

**Town-Owned Property Map 24 Lot 130/Appraisal.** Town Manager Kozak advised that there were two properties in town that were approved by Town Meeting to be placed “for sale”. The Assessor’s Office has appraised the property on Driscoll Lane for around \$2600.00. One of the abutters to the Town’s landlocked parcel would like to purchase the land. Town Manager Kozak is recommending that the Town ask the abutter (homeowner) if he would like to purchase the property for \$2600.00. He advised that if the homeowner wishes to purchase the property, it would need final approval at a future Board of Selectmen’s meeting.

**Blackstone River Bikeway Project Update [Gary Bechtholdt, Town Planner, and Diane Keefe, John H. Chafee Blackstone River Valley National Heritage Corridor Commission].** Ms. Keefe provided an overview on the timeline and status of the Blackstone River Bikeway project. Once the bikeway is built, it will be 48 miles long and 28.5 miles of it will be in Massachusetts with 5.5 miles in Northbridge, and 19.5 miles will be in Rhode Island. The bikeway will serve as both an alternative means of transportation and a major recreational amenity for the Valley. They have a taskforce that will be meeting again on January 27, 2009, to bring everyone together so they can discuss the status of each segment. Currently, Mass Highway is working with Department of Conservation and Recreation to work out a maintenance strategy and agreement once the bikeway is completed. That said, there are several sources of funding for the bikeway project and the cost for the Massachusetts’ portion will be around \$30 million dollars. Mr. Bechtholdt mentioned that the Board of Selectmen were provided a copy [in their Selectmen’s packets] of the map showing the bikeway in Northbridge. After a brief answer and question session, the Board of Selectmen mentioned they would endorse a letter to the State in support of the bikeway project and Northbridge’s interest in moving the project forward.

**Planning Workshop. Present: Gary Bechtholdt, Town Planner.** Mr. Bechtholdt mentioned the Planning Board and Master Plan Update Committee would be holding their next public workshop on Tuesday, January 27<sup>th</sup>, at 7 PM, in the Board of Selectmen’s Room. The presentation will be given by the State’s Executive Office of Energy and Environmental Affairs and the Department of Housing and Community Development on Transfer Development Rights and Smart Growth Planning.

**National Grid, Verizon, and Charter Communications/Removal of old poles. Present: Richard Sasseville, DPW Director, Michael Peterson, National Grids Account Representative, Dave Poplawski, Charter Communications Construction Manager, and Paul Schneider, Verizon Representative.** Mr. Peterson passed out a document referencing a database that national grid has put together for tonight’s meeting. The database provided the name of the street and what telephone remediation party national Grid was waiting for [Electric, Telephone, Street Light, Fire Alarm, Private, Fiber, Cable Television]. Mr. Peterson informed the Selectmen that as of right now, National Grid has 3 utility poles to address, Charter Communications has 3, Northbridge Fire Department has 34, and Verizon has 24 utility poles. Within the next few weeks each party will begin their process again so that all the old poles will be removed by springtime.

**Town Manager’s Report.** 1) Aldrich School Update – the lead paint stabilization project has been completed but they haven’t received the results yet and the work on the bathrooms will begin the week of January 12, 2009. As for an elevator, Town Manager Kozak mentioned he is looking into this and may be able to get a lift for a reasonable price; however, it may need to go to the Access Board in Boston for approval. 2) Economic Stimulus Package – Lt. Governor Murray’s Office contacted cities and towns for a list of projects that could be funded through federal government stimulus package. A list was prepared by Town Manager Kozak, Richard Sasseville, and the School Department and submitted to the Lt. Governor’s Office. 3) Emergency Plan in Preparation for Weather Disaster – contacted Richard West, Northbridge Emergency Management, and Paul Halacy, School Department. Both men have a plan in place if the school is needed for emergency housing (can hold up to 2500 people). 4) Personnel Policy – a draft personnel policy will be discussed at a Personnel Board Meeting on January 14, 2009, followed by a public meeting on January 26, 2009. Your input is welcomed. 5) Cable Studio/Church Street – work to repair heating system and water in the basement has been completed. Town Manager Kozak mentioned that Attorney Hewig is working on the completion of the Non-Profit Bylaws and Articles of Organization. He should have something for the Board by their next meeting, January 26, 2009. 6) SBAB Update – (audit of High School) review of project is almost completed and should have information in a few weeks.

**Selectmen’s Concerns. Selectman Ampagoomian 1)** sent his condolences to the Mellor family for the recent passing of Bob Mellor, former Selectman for the Town of Northbridge. 2) Flag pole located on Douglas Road (was due to the efforts of Bob Mellor). He has requested that the bronze plaque that was to be placed in front of the flagpole be installed as soon as the weather permits. **Selectman Nolan 1)** Is

there a status of the preliminary 2010 budget? Town Manager Kozak replied that he has asked all departments to submit a level funded expense budget and 3% COLA increase. He is also waiting until he receives the governor's budget before providing a preliminary budget. 2) He is concerned about not having the Free Cash Certification numbers. Town Manager Kozak advised that Town Accountant Neil Vaidya is working on it and plans to submit all the paperwork this week. That said, he mentioned that he is hoping to receive 1.2 million dollars or more. 3) What is the status on the snow removal and salt budget? DPW Director Richard Sasseville mentioned that they are \$65,000+ in the hole as of right now. As for salt, they don't have anywhere to store it and are still having trouble getting deliveries. **Selectman Melia 1)** offered his condolences to the Mellor family. 2) he congratulated and thanked the elected officials and town employees who received recognition awards for their years of service to the town. 3) Interested to know the free cash certification numbers and mentioned that the Town Manager informed everyone a couple weeks ago that the paperwork was being submitted. 4) He received a phone call from a businessman on Church Street regarding the posting of signs, which indicated not to shovel or push snow onto town property. Mr. Sasseville mentioned the signs are for designated areas and will be placed out there this week. 5) He asked Town Manager Kozak if he had a plan for FY2010 and the remaining FY09 budget should state aid be taken away. Town Manager Kozak said he set aside money for FY09 and then he would have to look at FY2010.

#### **Items for Future Agenda.**

#### **Correspondence.**

**Executive Session.** A motion was made and seconded to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Negotiations--not to reconvene in open session. Roll Call Vote: Mr. Melia/Yes; Mr. Nolan/Yes; Mr. Ampagoomian/Yes; ~~\*Mr. Marzec/Yes~~ and Mr. Montecalvo/Yes.

**Meeting Adjourned: 9:14 P.M.**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

/dg

**\*At their regularly scheduled meeting of February 9, 2009, the Board voted to amend the January 12, 2009 minutes as follows: Under the heading Executive Session, Roll Call Vote, delete Mr. Marzec/Yes, as he was absent from this meeting.**

**Board of Selectmen  
January 26, 2009**

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

The Pledge of Allegiance was recited by those present.

**Employee and Volunteer Appreciation Awards for 25+ Years of Service.** Chairman Montecalvo presented a plaque to James Carse for his many years of service to the Town. Three other individuals, Beatrice Rymeski, Lucille Blair and Jeanne Gould also received plaques but were not able to be present at tonight's meeting. Town Manager Kozak presented plaques to the following employees for their many years of service: Steven Dupre, Fire Chief Gary Nestor, Arthur Magowan, David Morrow, Francis Jackson, Police Chief Walter Warchol, Robert Briand and David White. Other employees, Robert Lachapelle, Donald Roy, Bruce Blair, Brian Castell and Shawn Heney also received plaques but were unable to attend tonight's meeting.

**Approval of Minutes. December 22, 2008 -** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the December 22, 2008 minutes as presented with the readings omitted. Vote yes/Unanimous.

**Public Hearing/7:05 P.M. Cont'd. FY 2009 Community Development Block Grant. Present: Gary Bechtholdt, Town Planner.** Mr. Bechtholdt announced that tonight's meeting was a continuation of the January 12<sup>th</sup> meeting. Continuing, he mentioned that a Public Workshop Meeting was held on Tuesday, January 20<sup>th</sup>, 6:30 PM, at the Planning Office and residents and property owners came in to discuss the funding of possible activities for the FY '09 CDBG grant such as Infrastructure Improvements, Housing Assistance, Economic Commercial Rehab, Public Facilities and Public Social Services. Those present inquired about the following issues: 1) the need to have Crescent Street improved due to the high traffic area and 2) a possible housing rehab program. They also expressed desire to clean up and repair tenant structures within the target area. Others suggested we look to offer some public social services. The public was reminded that eligible projects must satisfy one of three national objectives: 1) must benefit low to moderate income persons, 2) prevent or eliminate conditions of slums or blight, and 3) address an urgent or critical community need. Mr. Bechtholdt reiterated that a community may submit their grant application under two different funding pools: CDF I and CDF II. He then explained the difference between them noting that under CDF II, the Community Need Score is not calculated in the overall scoring of the application. In addition, under CDF I, the funding eligibility is \$750,000 and \$700,000 under CDF II. Mr. Bechtholdt further explained that should the town decide to move forward with CDF II and be awarded the grant, the town would have to wait a year, as they will not be eligible until the next cycle. There being no further questions, a motion/Mr. Marzec, seconded/Mr. Ampagoomian to close the public hearing. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Nolan to submit the FY '09 CDBG application under CDF II for an infrastructure project on Crescent Street. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to release all draft minutes pertaining to the CDBG hearing and public meetings to submit with the application. Vote yes/Unanimous.

**Appointments/By the Board of Selectmen:**

**1) Northbridge Community Access and Media Inc. [Cable Non-Profit Corporation]. Positions: One 1-year Term, One 2-Year Term, One 3-year term. Applicants: a) Harry Berkowitz, b) Ronald Guillaume, c) Daniel Nolan, and d) Sharron Ampagoomian.** Selectman Ampagoomian read aloud a statement referencing a disclosure he made pursuant to "Conflict of Interest" under M.G.L. Chapter 268A, Paragraph 23B & 3. He mentioned that he had a long conversation with the State Ethics Commission regarding these appointments and explained to them that he is a Selectman in the Town of Northbridge and his wife has been a member of the Cable Advisory Board for a number of years. Mr. Ampagoomian noted that the State Ethics Commission Representative asked him a number of questions to which he responded that there is no financial gain for his wife and that she does not influence him at all with any decision-making processes. He then reported that the State Ethics Commission felt he is capable of performing his duties as a Selectman and could participate in appointing members to the Non-Profit Northbridge Community Access and Media Inc. Corporation. Selectman Ampagoomian stated that the disclosure statement is on file in the Town Clerk's Office. Selectman Marzec requested a written statement/determination from the State Ethics Commission saying such. Selectman Ampagoomian responded that he never asked for a written statement nor did the representative offer one. Selectman Marzec offered a motion to hold off on the appointments this evening as the application deadline had not been posted for 30 days. Selectman Marzec asked the following questions: 1) When did the Board of Selectmen vote on this particular appointment? 2) When did we decide there would be three appointments by the Board of Selectmen? 3) Who decided it would be a one 1-year term, one 2-year term, and one 3-year term? 4) When did we have a vote on the job description for each of the appointments? Three of them are on the cable committee. 5) Will there still be a Cable Committee? 6) Can a member of the non-profit corporation also be a member of the corporation? 7) When did we vote on this? 8) Why are we making appointments to a corporation, which cannot assume responsibility until July? 9) We must give Charter a 6-month notice, what is the rush for making these appointments? 10) Why do we post these openings for a week and a half when in fact we wait 30 days for every other posting? Chairman Montecalvo reminded Selectman Marzec that he wasn't present at the last Board of Selectmen's meeting when the Chairman asked Board members how they wanted to proceed with these appointments. A suggestion was made and no one refused. Selectman Marzec read aloud a brief statement to Chairman Montecalvo expressing his dissatisfaction above moving forward with these appointments. \* ~~Selectman Nolan expressed his concerns about forming an LLC and does not like the set up.~~ Selectman Nolan clarified his position from the previous meetings stating he would prefer the 30B process be implemented. A motion/Mr. Marzec, seconded/Mr. Nolan to hold off on these appointments to the Northbridge Community Access and Media Inc. until the proper process including a 30-day posting is followed. Vote yes/Messrs. Marzec and Nolan. Vote no/Messrs. Ampagoomian, Melia and Montecalvo. Motion doesn't carry. A motion/Mr. Melia, seconded/Mr. Marzec to hold off on the appointments until February 9<sup>th</sup>, and re-advertise as soon

as possible with a closing date of Thursday, February 5th at Noon. Vote yes/Messrs. Marzec, Melia, Nolan and Montecalvo. Vote no/Mr. Ampagoomian.

**2) Retirement Board [3-yr term]: a) Sharon Susienka b) Phyllis DiPalma.** Chairman Montecalvo announced that he received a letter from Ms. Susienka requesting reappointment to the Retirement Board for a third term. Continuing, Mr. Montecalvo read aloud Ms. DiPalma's letter requesting consideration for appointment to the Retirement Board and reviewed her qualifications. Town Manager Kozak stated that he knows both applicants and each of them are highly qualified for the position, however, he recommended that Ms. Susienka be reappointed to the Retirement Board. The Selectmen thanked each applicant for coming forward and noted they both come with high qualifications. There being no further comments, a motion/Mr. Melia, seconded/Mr. Nolan to appoint Sharon Susienka to a 3-year term on the Retirement Board. Vote yes/Unanimous.

**Resignation: Playground & Recreation Commission-Cari-Lynn Fisher.** Chairman Montecalvo read aloud a letter of resignation from Cari-Lynn Fisher, member of the Playground and Recreation Commission. Town Manager Kozak expressed his gratitude for all her hard work, in the short amount of time she served on the Playground and Recreation Commission and then wished her well. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the resignation of Cari-Lynn Fisher from the Playground and Recreation Commission. Vote yes/Unanimous.

**Citizens' Comments/Input.** None.

**Personnel Policy/Vote to approve proposed revisions.** Chairman Montecalvo announced that the vote to approve the proposed revisions to the Personnel Policy Manual will be continued at a future meeting.

**Linda Usher/Request to hold the 21<sup>st</sup> Annual "Whitin Five Mile Road Race" and "Two-Mile Healthwalk" on Thursday, November 26, 2009 (Thanksgiving Day).** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the 21<sup>st</sup> Annual "Whitin Five Mile Road Race" and "Two-Mile Healthwalk" on Thursday, November 26, 2009, subject to the safety requirements of the Police Department. Vote yes/Unanimous.

**Spring Annual Town Meeting [May 5, 2009]/Vote to close warrant Friday, March 20, 2009 at Noon.**

A motion/Mr. Ampagoomian, seconded/Mr. Marzec to close the Spring Annual Town Meeting warrant on Friday, March 20, 2009 at Noon. Vote yes/Unanimous.

**Whitinsville Christian School [Barbara Petrocelli & Phil Buurma]/Request permission to hang a banner across Church Street from April 5<sup>th</sup> through April 19<sup>th</sup> to advertise a "Community Bike Swap" on April 18, 2009.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to grant permission to the Whitinsville Christian School to hang a banner across Church Street from April 5<sup>th</sup> through April 19<sup>th</sup> to advertise a "Community Bike Swap" to be held, Saturday, April 18, 2009, in the parking lots of the Whitinsville Christian School and Whitin Community Center. Vote yes/Unanimous.

**Cable Non-Profit Corporation/Vote to create [Present: Attorney William Hewig, Kopelman & Paige].**

Attorney Hewig mentioned that the Board of Selectmen is all set to move forward tonight with voting to create a Cable Non-Profit Corporation. ~~\*Selectman Nolan asked if there is a problem with nominating three cable committee members because it looks like a way to circumvent the 30B procurement process.~~ Selectman Nolan asked if there is a problem with the Board of Selectmen nominating four of the five members, three directly and one via Cable Advisory Board, which we also appoint. Attorney Hewig replied that the attorney whom Selectman Nolan spoke to provided him with incorrect information. He stated that there is no reason the Board of Selectmen couldn't create a non-profit corporation and/or appoint any or all of the directors as they see fit. Attorney Hewig also said that once a non-profit corporation is established it is not subject to the 30B procurement process, thus if the Selectmen create a Cable Non-Profit Corporation, they do not need to move forward with the 30B process with respect to finding a new location. [Item L – Cable Studio Lease]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to create a Cable Non-Profit Corporation as presented and written by Attorney William Hewig, Kopelman & Paige. Vote yes/Unanimous.

**Charter Communications/Vote to notify Charter that the town will be responsible for PEG access within 180 days (per the cable license).** Town Manager Kozak mentioned that the license requires the Board of Selectmen [Local Licensing Authority] to notify the Company of their intentions to take over the operation of the studio and personnel with a 180-day notice. Town Manager Kozak advised the Selectmen that he needs authorization from them to send a letter to Charter notifying them of the town's decision. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to authorize Town Manager Kozak to send a letter notifying Charter Communications that the town will be responsible for PEG access within 180 days (per the cable license) from the date of notification of this letter-on or about July 27<sup>th</sup>, unless the town can negotiate a sooner time with them. Vote yes/Unanimous.

**Cable Studio Lease/Vote to move forward on the 30B Process.** Town Manager Kozak mentioned that because the Board voted to create a Cable Non-Profit Corporation that there is no need to move forward with this vote. Selectman Nolan mentioned that he is against passing over the 30B process and wanted it recorded. A motion/Mr. Ampagoomian, seconded/Mr. Melia to pass over this agenda item. Vote yes/Messrs. Melia, Ampagoomian, and Montecalvo. Vote no/Messrs. Nolan and Marzec. Selectman Ampagoomian then asked Selectman Marzec if he would rescind his motion to postpone the Northbridge Community Access and Media Inc. appointments and proceed forward with tonight's appointments. Selectman Marzec replied that he would not rescind his motion. That said, the cable appointments will take place at a future meeting.

**Coyote Update. Present: Police Chief Walter Warchol and Animal Control Officer Dan Chauvin.**

Chief Warchol provided an update to the Board of Selectmen on the coyote situation. He mentioned that they have received numerous complaints (roughly 50) in town for 2008. It appears that Highland Street, Benson Road, Fowler



Road, Olivia Drive, Hill Street and Sutton Street are where coyotes are sited most frequently. They will travel in a radius of 20 to 30 miles searching for food and they adapt well to suburban and urban environments. He stressed that it is not considered unnatural to see a coyote out during the day. That said, he mentioned that just because a coyote attacks a dog or cat that doesn't make them a threat to human safety. Coyotes are considered a protected species, however, they can be shot during the hunting season, which runs from Oct 15<sup>th</sup> through March 8<sup>th</sup>, especially if they pose a threat to human safety. Chief Warchol also mentioned there is a website that residents can go to regarding coyote Do's and Don'ts and it can be found under the Department of Fisheries and Wildlife. Further, Chief Warchol stated that because Dan Chauvin has been doing such an excellent job he felt compelled to mention that his compensation should be more in line with the surrounding towns.

**Town Manager's Report.** **1)** Mass. Municipal Association Annual Trade Show Conference Overview – provided a brief overview of the Governor's speech and the events that took place at the conference. He mentioned that he attended human resource & green energy workshops. Mr. Kozak stated that after the Governor releases the budget information, he will meet with department heads to discuss ways to find savings in this year's budget such as fixed costs, expenses, and labor. **2)** Conservation Programs – Stated the town is working on an application for an energy audit for Town buildings with the Mass. Department of Energy Resources and National Grid. **3)** Aldrich School Update – The Sheriff's Department Inmates have begun painting the interior of the building. **4)** Driscoll Lane Property – Attorney Henry Lane contacted the Town Planner regarding a land swap of town property for a similar size lot to benefit the Blackstone River Valley National Heritage Corridor Commission [Blackstone River Bikeway]. **5)** Telephone Pole Removal Project – mentioned that he has been working with the Fire Chief to initiate removal of fire alarm infrastructure from existing double poles and that the work should be completed as soon as weather permits. He pointed out that many of the poles that the power company had listed for the Fire Department were already done. **6)** Snow & Ice Account Update – \$250,000 spent as of this date leaving us approximately \$170,000 in debt. **7)** Free Cash – was submitted to the State on Thursday, January 22, 2009. Selectman Nolan requested that this matter appear on the next agenda. Town Manager Kozak mentioned he would invite the Town Accountant in to discuss the certification of free cash.

**Selectmen's Concerns.** **Selectman Nolan 1)** would like to explore the possibility of revising the talent bank application process. **Selectman Ampagoomian 1)** suggested that the members of the Board receive a list with all the individual's names who will be receiving a service/employee recognition award before each meeting. **2)** asked the Town Manager to find out why there is a difference in the Cable Access fee from the bill and the contract before he submits the letter to Charter of the 180-day notice. Town Manager Kozak advised that he has spoken to Tom Cohan about this and he is looking into it. **3)** Asked the Town Manager if he received any more information regarding the chairlift for Aldrich School. Town Manager Kozak replied that he added it into the stimulus package process. **4)** Asked whether the Fire Chief's new vehicle has been lettered yet? Town Manager will look into this. **5)** How is the Fire Truck? Town Manager Kozak said we are still waiting to hear from the Insurance Company. **6)** High School Audit – no new information as of this date. **7)** remarked that the Mass. Municipal Association [MMA] will hold seminars in the Town of Northbridge for residents on how to conserve energy. Town Manager Kozak mentioned that he signed Northbridge up as did Selectmen Nolan and Marzec. **Selectman Marzec 1)** mentioned the loss an outstanding citizen in Connie Dion, expressed his gratitude for her years of service and extended his sympathy to her family and friends. **2)** Wish list projects-- would like a status on where the town stands on fixing the bridges? **3)** MMA Conference – attending the energy act and would like to share information he received on the formation of a green community. **4)** Causeway/Carpenter Road – wanted to know if this was on the list that was sent in for repairs. Town Manager replied yes. **5)** Brought up that Charlie Thompson from the Methodist Church asked if there could be access from Wickstrom's building. Chairman Montecalvo responded that they are still working on this. **6)** Asked if there was any progress on the DPW facility or Fire Station and asked for an update at the next meeting. **7)** He mentioned that he had the pleasure of serving on the Superintendent's Search Committee and it was a positive experience. **8)** He responded to a statement made by Selectman Ampagoomian at the December 22, 2008 Selectmen's Meeting relative to Town Manager Kozak and Chairman Montecalvo visiting sites after the flooding incident. \*He stated in his opinion that it is not the Town Manager's job to do this but the elected officials.

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

**Meeting Adjourned: 9:14 P.M.**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

/dg

**At their regularly scheduled meeting of February 9, 2009, the Board voted to amend the January 26, 2009 minutes as follows: Selectman Nolan requested the following items be revised: 1) Under Northbridge Community Access and Media Inc., "Selectman Nolan expressed his concerns about forming an LLC", change to "Selectman Nolan clarified his position from the previous meetings stating he would prefer the 30B process be implemented". 2) Under the title "Cable Non-Profit Corporation, second sentence should be changed to: "Selectman Nolan asked if there is a problem with the Board of Selectmen nominating four of the five members, three directly and one via Cable Advisory Board, which we also appoint". Selectman Marzec requested the following be added: Under Selectmen's Concerns, Selectman Marzec, Item #8, add this statement to the end of the sentence "he stated in his opinion that it is not the Town Manager's job to do this but the elected officials".**

**Board of Selectmen  
February 9, 2009**

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

The Pledge of Allegiance was recited by those present.

**Senator Louis P. Bertonazzi Foundation – Citizenship Award presented to the Northbridge Town Clerk.** 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 after the 2007 local election, 2008 local election, 2008 Presidential Primary, 2008 September Primary and the 2008 Presidential election (November). The updated standings are released after each election and then the final tally represents the cumulative total of all five elections. Senator Bertonazzi presented the 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 and the Board of Registrars (Dr. John Baker, Sandra Ovian and Peter Andonian) 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”.

**Approval of Minutes.**

**December 8, 2008 -** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the December 8, 2008 minutes as presented with the readings omitted. Vote yes/Unanimous.

**December 8, 2008 [Executive Session]**

A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve but not release the December 8, 2008 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**December 22, 2008 [Executive Session]**

A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve but not release the December 22, 2008 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**January 12, 2009 –** Selectman Marzec requested the January 12, 2009 minutes be amended as follows: under the heading entitled Executive Session - Roll Call Vote, delete his name, as he was not present at this meeting. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the January 12, 2009 minutes as amended by Selectman Marzec. Vote yes/Unanimous.

**January 12, 2009 [Executive Session]**

A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve but not release the January 12, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Nolan, Montecalvo, and Ampagoomian. Abstain/Mr. Marzec.

**January 26, 2009 –** Selectman Nolan requested the January 26, 2009 minutes be amended as follows: 1) Under the topic Northbridge Community Access and Media Inc., strike out the language: “~~Selectman Nolan expressed his concerns about forming an LLC~~”, and replace it with the following: “Selectman Nolan clarified his position from the previous meetings stating he would prefer the 30B process to be implemented”. 2) Under the title “Cable Non-Profit Corporation, second sentence should read as follows: “Selectman Nolan asked if there was a problem with the Board of Selectmen nominating four of the five members, three directly and one indirectly via the Cable Advisory Board, which is also appointed by the Board of Selectmen. Continuing, Selectman Marzec requested the minutes be amended as follows: Under the heading of Selectmen’s Concerns (Selectman Marzec, Item #8), insert the following statement at the end of the sentence: “he stated in his opinion that it is not the Town Manager’s job to do this but the elected officials”. A motion/Mr. Marzec, seconded/Mr. Nolan to approve the January 26, 2009 minutes as amended by Selectmen Nolan and Marzec. Vote yes/Unanimous.

**Appointments/By the Board of Selectmen:**

**1) Playground & Recreation Commission: Dwayne Fitzgerald. Present: Dwayne Fitzgerald, 157 School Street, Northbridge.** Selectman Marzec, Selectman Nolan and Selectman Melia each stated that they know Dwayne Fitzgerald and highly recommend him for appointment to the Playground and Recreation Commission. A motion/Mr. Marzec, seconded/Mr. Melia to appoint Dwayne Fitzgerald to the Playground and Recreation Commission. Vote yes/Unanimous.

**2) Northbridge Community Access and Media Inc. [Cable Non-Profit Corporation]. Positions: One 1-year Term, One 2-Year Term, and One 3-year term. Applicants: a) Harry Berkowitz, 294 Benson Road, Northbridge; b) Ronald Guillaume, 267 Rumonoski Drive, Northbridge; c) Daniel Nolan, 41 Alana Drive, Northbridge; d) Sharron Ampagoomian, 41 Henry Street, Whitinsville; and e) Russell Collins, 292 Mason Road, Whitinsville.** It was noted that Mr. Collins sent a letter to the Board stating that he was unable to make this evening's meeting due to a prior commitment. Continuing, each applicant introduced him/herself. Chairman Montecalvo began and asked each candidate why they wanted to be appointed to the committee and each candidate responded with their reason(s). Following that was a short question and answer period by Board members. Mr. Guillaume pointed out that Article One of the Corporation Bylaws for Northbridge Community Access and Media, Inc. be modified as follows: in Line 6, after the word public, insert the word government so that the line reads "provide non-commercial, public, government, and educational cable access"..... Town Manager Kozak remarked that they could make this change. Chairman Montecalvo then asked for nominations for the 3-year term. Selectman Nolan indicated that he would like to be a part of the voting process even though he was seeking appointment. Chairman Montecalvo and Selectman Ampagoomian both stated that they thought the State Ethics Commission would not allow this because Selectman Nolan is a candidate for appointment to the Cable Non-Profit Corporation. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Harry Berkowitz to the 3-year term on the Cable Non-Profit Corporation. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Montecalvo. A motion/Mr. Marzec to appoint Dan Nolan to the 2-year term on the Cable Non-Profit Corporation. No second, motion dies. A motion/Mr. Ampagoomian, seconded/Mr. Montecalvo to appoint Sharron Ampagoomian to the 2-year term on the Cable Non-Profit Corporation. A motion/Mr. Ampagoomian, seconded/Mr. Montecalvo to appoint Ronald Guillaume to the 2-year term on the Cable Non-Profit Corporation. Mr. Guillaume requested that his name be withdrawn from consideration for the 2-year term and asked that Sharron Ampagoomian be appointed to the 2-year term. Vote on motion to appoint Ms. Ampagoomian: Vote yes/Messrs. Ampagoomian, Melia and Montecalvo. Vote no/Mr. Marzec. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Ronald Guillaume to the 1-year term on the Cable Non-Profit Corporation. A motion/Mr. Marzec to appoint Dan Nolan for the 1-year term on the Cable Non-Profit Corporation. No second, motion dies. Vote on motion to appoint Mr. Guillaume: Vote yes/ Messrs. Ampagoomian, Montecalvo, Melia and Marzec.

**Citizens' Comments/Input.** Salvatore D'Amato, Finance Committee member, was present to express concerns from the Chairman of the Finance Committee Mary Frances Powers, who is unable to attend due to a medical condition. Mr. D'Amato stated that he wants to discuss free cash certification and the make up of it, preferably \$779,671 the one-time closeout in the reserves. He reported that this amount has remained on the annual town report since 2006 and could not fathom why the Town Accountant has not disclosed this account during a budget meeting or any revenue discussions. That said, the Finance Committee feels that it is important that the Municipal side be held to the same standards as the School Department, which in turn means full disclosure of all reserves and numbers associated with revenues in Town. Because of what happened previously with the School Department finding monies in their reserves, the school has since put forward quarterly meetings so that they can discuss what reserves they have. The Finance Committee is asking the municipal side to do the same, as the credibility of the town is at stake.

**South Middlesex Opportunity Council [SMOC] Subordination Agreements/Vote to sign. Present: David Bobillier, Senior Housing Coordinator for SMOC.** Mr. Bobillier stated that SMOC would like the Selectmen to sign off on several subordination agreements so that they can refinance 63 affordable units in the Rockdale area. This will allow them to create a cash flow along with helping them build their capital budgets for improvements. Chairman Montecalvo mentioned the Board of Selectmen would vote tonight, however, it would be subject to Town Counsel's approval. A motion/Mr. Melia, seconded/Mr. Nolan to sign the subordination agreements subject to review and confirmation of acceptable documentation by Town Counsel. Vote yes/Unanimous.

**Cable Non-Profit Corporation/Vote to appoint officers.** Town Manager Kozak advised the Board of Selectmen of a conversation he had with Attorney Hewig on what the next steps are for the Cable Non-Profit Corporation. Attorney Hewig suggested the Board of Selectmen file their Articles of Organization as soon as possible. Selectman Marzec suggested holding off on that until the School Committee makes their appointment. Selectman Ampagoomian suggested the officers of the Board of Selectmen be the officers for the cable non-profit corporation pending the other board members' approval. That said, a motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Chairman Montecalvo as President, Selectman Ampagoomian as Vice President and Selectman Nolan as Clerk of Northbridge Community Access and Media, Inc. [Cable Non-Profit Corporation]. Vote yes/Unanimous. Selectman Ampagoomian suggested that the name of the Cable Non-Profit Corporation be changed to: "Northbridge Community Television, Inc. as Cable has gone by that name for quite some time. Town Manager Kozak mentioned that prior to tonight's meeting he spoke to Attorney Hewig about changing the name of the Corporation and Attorney Hewig advised him that the Selectmen could name the Corporation whatever they liked. A motion was made and seconded to change the name of Cable Non-Profit Corporation from Northbridge Community Access and Media Inc. to Northbridge Community Television Inc. Vote yes/Unanimous. A



motion/Mr. Ampagoomian, seconded/Mr. Montecalvo to amend Article 1 of the Corporation Bylaws as follows: in Line 6, after the word public, insert the word government so that the line reads .....provide non-commercial, public, government, and educational cable access..... Vote yes/Unanimous.

**Emergency Plan Review/Present: Fire Chief Gary Nestor & Richard West, Director, Northbridge Emergency Management Agency.** Mr. West, 132 Swift Road, Whitinsville, announced that he came before the Board of Selectmen to discuss and answer questions relative to an emergency shelter should the need ever arise in Northbridge. He also informed the Selectmen that he is in the process of making some updates to the Town's Emergency Planning Manual. Chief Nestor mentioned that if there is anyone out in the Community that is interested in volunteering and helping the Emergency Management folks to contact him at 508-234-8448 or Mr. West at 508-328-9032. They can use all the assistance they can get.

**Formation of a Green Committee.** Selectman Marzec provided a packet of information regarding the formation of a Green Committee to the members of the Board of Selectmen for their review. By forming a Green Committee, the town will end up saving money in the long run especially with rising home energy costs. The Board of Selectmen agreed to form a Green Committee and suggested advertising for the committee by placing it in the Telegram & Gazette and posting it on Cable and Town's web page.

**DPW & Fire Station Facilities Update/Present: George Murray, Chairman of the Building, Planning & Construction Committee [BPCC].** George Murray, 43 Spruce Street, Northbridge, provided an update on the DPW and Fire Station facilities. He advised that his committee is reviewing the Wastewater Treatment Plant as a possible site for the DPW facility, as this would not cost the town any money for the land. The BPCC has chosen Earth Tech to do a preliminary review of the site to see if it's feasible and once they receive the study they can use it anywhere. However, Mr. Murray mentioned that his committee is still in negotiations with Earth Tech for the services they will provide to the Town. Mr. Murray also stated that a new Fire Station facility has been on the back burner for 20 plus years and his Committee has since hired Heritage Design Group to look at a site near the Police Station. They are currently waiting for Heritage Design to provide them with the details as to whether or not the site is suitable.

**Ross Rajotte & Mumford Bridges Update/Present: Richard Sasseville, DPW Director.** Mr. Sasseville announced that representatives from Mass Highway were invited to attend this evening's meeting, however, they were not able to attend due to conflicts with their schedules. He stated that he gathered some information off Mass Highway's website and provided each of the Selectmen with a one-page synopsis. The Ross Rajotte and Mumford Bridges are currently in the design phase, which can be viewed after the meeting. Mr. Sasseville mentioned that the drawings [design] for Sutton Street have been sent to Mass Highway for their review and Plummer's Corner is in the 25% design process. Selectman Marzec reported that he spoke with Rep. George Peterson regarding the hold up on the Mumford Bridge and he was under the impression that it was a local issue. After conducting some further research on the bridge, he noted that someone at no cost to the Town did some design plans in 2004 that were approved. Selectman Marzec said it doesn't make sense that the bridge project won't be done until 2012. Chairman Montecalvo interjected by stating that the Mass Highway Department does their own design process and that the Town of Northbridge was informed by them that the bridge project would not begin until 2010-2012. Chairman Montecalvo also pointed out that the bridge is being held up due to funding issues.

**Vail Field Concession Stand/Present: Louie Bernard, Member-Playground and Recreation Commission, 1429 Providence Road, Whitinsville.** Mr. Bernard mentioned that he is speaking as a member of the Northbridge Youth Softball Association this evening asking for assistance with the use of a shed at Vail field. He provided a handout to the Selectmen that included a timeline of events of when construction of a shed began at Vail field. Mr. Bernard continued by stating that his association is looking for sole usage of the shed to be granted to them. Mr. Bernard was advised that their association would pay to have all the issues repaired and/or modified for occupancy of the shed should the Parks and Recreation Commission grant them sole usage. Selectman Ampagoomian suggested a meeting take place with the Parks and Recreation Commission, Northbridge Youth Softball Association and Town Manager Kozak to come to some kind of common ground for use of the shed.

**Town Manager's Report.** 1) Local Aid Adjustments – provided a report on the impacts of the Governor's proposed reduction of local aid in FY09 and FY10. 2) Free Cash Certification – provided a report of free cash funds certified by the State. 3) Updated the Selectmen on the process to hire a new Treasurer/Collector for the community. He mentioned that he received 11 applications and out of the 11 applicants, 6 of them had municipal backgrounds. That said, he established a sub-committee for the interviewing process, which includes Sharon Susienka, Neil Vaidya, Peter Mimmo of the Personnel Board and Mary Thompson of the Finance Committee. 4) Personnel Board Update – continues to work on the personnel policy revisions. Reminded the Board of the upcoming continued public hearing, Wednesday, February 11<sup>th</sup> at 5 PM in the BOS Room. 5) Four Town Group Meeting – to be held in the Town of Douglas on February 19, 2009 at 1 PM with the new Secretary of Housing and Economic Development, Gregory Bialeki. 6) Home Energy Seminar – seminar will assist homeowners with

conserving energy. **7)** Applications for the Community Development Block Grant will be submitted Friday, February 13<sup>th</sup> for the Village Infrastructure work.

**Selectmen's Concerns. Chairman Montecalvo 1)** Recommended cancelling the Board of Selectmen's meeting on February 23<sup>rd</sup>. The Board of Selectmen agreed. **Selectman Ampagoomian 1)** Suggested sending a letter of opposition to the Governor voicing their concerns about the gas tax increase. **2)** Concerned about town services and whether or not they would be cut. Town Manager Kozak mentioned that there would be no cuts this year. **3)** He wanted to go on record to say that he thought it was inappropriate for an earlier guest to speak out of turn regarding the Town Accountant. **Selectman Nolan 1)** Congratulated Susan Cote on becoming the new School Superintendent for Northbridge. **Selectman Melia 1)** Inquired about a letter the Town received from Dr. Fitzpatrick of Blackstone Valley Regional Vocational Technical High School regarding the retroactive recovering of monies from grants on Storage Tank removals. Town Manager Kozak mentioned that he has contacted Mr. George Murray, Chairman of the Building, Planning and Construction Committee, to see if they had any tanks that we could go after. **2)** Congratulated the Northbridge Police Department for doing a great job apprehending a suspect in a recent burglary on Fowler Road.

**Executive Session.** A motion/Mr. Ampagoomian, seconded/Mr.Marzec to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Negotiations and Chapter 39, S. 23B#5 Criminal Misconduct --not to reconvene in open session. Roll Call Vote: Mr. Marzec/ Yes; Mr. Melia/Yes; Mr. Nolan/Yes; Mr. Ampagoomian/Yes; and Mr. Montecalvo/Yes.

**Meeting Adjourned: 9:48 P.M.**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

**/dg**

**Board of Selectmen  
March 9, 2009**

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

The Pledge of Allegiance was recited by those present.

**Harry Berkowitz – Chairman, Cable Advisory Committee/Presentation on Cable Equipment Upgrades in Selectmen’s Meeting Room.** Mr. Berkowitz informed the residents about the upgrade of cable equipment in the Board of Selectmen’s room including state of the art cameras, new audio equipment, panels and a digital flat screen TV. He mentioned the total bill was less than \$30,000 and the cable grant covered it.

**Approval of Minutes.**

**February 9, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the February 9, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**Appointments/By the Board of Selectmen:**

**1) Building, Planning and Construction Committee. Present: Thomas Pilibosian, 16 Dudley Ave., Whitinsville, MA.** Mr. Pilibosian provided the Board of Selectmen with some background information about himself and how he could assist the committee. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Thomas Pilibosian to the Building, Planning and Construction Committee. Vote yes/Unanimous.

**Resignation/Blackstone River and Canal Commission-Burnham Miller.** Chairman Montecalvo read aloud Mr. Miller’s resignation letter and Selectman Ampagoomian suggested sending a letter of appreciation to Mr. Miller for his years of serving on the Blackstone River and Canal Commission. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to accept the resignation of Burnham Miller from the Blackstone River and Canal Commission. Vote yes/Unanimous.

**Citizens’ Comments/Input.** Mr. Thomas Bellacqua and Holly Gallerani, Co-Chairmen of the Blackstone Valley Tourism and Association are requesting to use the Whitinsville Town Common in April. Chairman Montecalvo suggested that they put something in writing and submit it to the Town Manager’s Office. That said, once the information is received, it would be placed on the Board of Selectmen’s agenda for action.

**Armenian Apostolic Church/Request to hang a banner over Church Street from April 12<sup>th</sup> to April 25<sup>th</sup> in honor of “Martyr’s Day”.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to the Armenian Apostolic Church to hang a banner over Church Street from April 12, 2009 to April 25, 2009 in honor of Martyr’s Day. Vote yes/Unanimous.

**Sunday Entertainment Licenses/Vote to approve.** The Board was informed via a memo that there were no outstanding monies due the Town and therefore, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the Sunday Entertainment License renewals subject to the payment of all outstanding taxes. Vote yes/Unanimous.

**Safety Committee Minutes [February 18, 2009]/Vote to accept recommendations.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee as outlined in the minutes of February 18, 2009. Vote yes/Unanimous.

**Trinity Episcopal Church [Rev. Charles Sutton, Jr.]/Request permission to use the Whitinsville Town Common for a concert “Scarlet Fade” to be held the evening of Sunday, April 26, 2009, from 5 P.M. to 9 P.M.** A motion/Mr. Melia, seconded/Mr. Nolan to grant permission to the Trinity Episcopal Church to use the Whitinsville Town Common for a concert “Scarlet Fade” to be held the evening of Sunday, April 26, 2009 from 5 P.M. to 9 P.M. subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

**Playground & Recreation Commission/Vote to approve revisions to the Playground & Recreation Commission's Policy Manual. Present: Chairman Bruce Frieswick and Members: Frank Puda, Louis Bernard, Dwayne Fitzgerald and Alicia Cannon.** Selectman Melia asked if the language in the first paragraph on page 9, third line, could be changed from “will have their field use suspended” to “may have their field use suspended” and Chairman Frieswick responded that they are going to keep the word “will”. Town Manager Kozak mentioned that upon review of the policy manual, on page 5 there were some references to Massachusetts General Law that need to be deleted. Town Manager Kozak advised the Playground and Recreation Commission that he discussed this with Town Counsel and was advised to remove the references to M.G.L.'s because of frequently changing laws. Town Manager Kozak also pointed out that the second paragraph on page 9 regarding fines [letter d] should be incorporated with the paragraph below it: “If the Organization so chooses, they may appeal fines and rulings for first, second and third offenses to the Board of Selectmen”. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the corrections and revisions to the Playground & Recreation Policy Manual as recommended by the Town Manager and Board of Selectmen. Vote yes/ Unanimous.

**Personnel Policy Manual/Vote to approve proposed revisions. Present: Chairman William Lavallee and Committee Members: Phyllis DiPalma, Peter Mimmo and Peter Lachapelle.** Mr. Lachapelle introduced his committee and mentioned they are once again before the Selectmen for their approval of the proposed revisions to the Personnel Policy Manual. Mr. Lachapelle informed the Board of Selectmen that his committee recommended holding off on the longevity clause until the next fiscal year beginning July 1, 2009. Town Manager Kozak thanked the Personnel Board for all their hard work and effort in updating the Personnel Policy Manual. Selectman Melia thanked the Committee and then proceeded to explain why he felt the longevity clause should be dealt with this

year. He explained that if the town follows the same longevity pay schedule as the Fire Department, the cost would total around \$4750.00 (12 employees). He is looking for parity amongst the Unions and the town employees. Town Manager Kozak is opposed to this clause being added to the Personnel Policy this year because of the economy, not because he doesn't feel the employees are deserving of this. As the longevity begins to grow, funding will be an issue. Selectman Ampagoomian asked 1) If there was a designated smoking area. Town Manager Kozak responded that he was not aware of one. DPW Director Richard Sasseville mentioned that the law prohibits smoking on public property so the Town cannot have a designated smoking area. 2) What the current mileage rate was and Town Manager Kozak replied 48 ½ cents per mile. 3) Under Vacation Leave, define why the Town Manager shall determine whether newly hired full time employees will be allowed additional vacation time. Town Manager Kozak replied that when hiring an experienced employee, this could be the deciding factor for the candidate to accept the position. Selectman Nolan commended the Personnel Board in doing a great job with the manual. He mentioned it was easy to follow along especially with the changes being noted on the side. Mr. Lachapelle mentioned that the Assistant to the Town Manager, Sharon Susienka be commended for the format of the manual. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the proposed revisions to the Personnel Policy as recommended by the Personnel Board and by adding Section 6.70 establishing the proposed longevity clause effective July 1, 2009. Vote yes/Messrs. Melia and Ampagoomian. Vote no/Messrs. Montecalvo, Marzec and Nolan. Motion failed. The Personnel Board would like to review this at a later date. After further discussion amongst the members of the Board of Selectmen, they agreed to discuss the longevity clause at their next meeting. A motion/Mr. Marzec, seconded/Mr. Melia to look at the proposed language for the longevity pay that Selectman Melia has put forth at the next meeting. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept the Town of Northbridge Personnel Policy Manual as presented. Vote yes/Unanimous.

Chairman Berkowitz briefly mentioned that there is a problem with an old piece of equipment [a mixer], which is causing some problems with the sound.

**Spring Annual Town Meeting (May 5, 2009)/Vote to place articles on Warrant.** Town Manager Kozak read aloud each article and proposed his recommendations to the Board of Selectmen. Selectman Melia felt the article on additional compensation for Town Clerks and Treasurers/Collectors should not go to Town Meeting. Town Manager Kozak agreed and asked the Board of Selectmen to withdraw that article. The Board of Selectmen agreed. Veterans Services Director Kenneth Trajanowski came before the Board to discuss Chapter 137 of the Acts of 2003 Article. He mentioned that he wants the Town to vote on accepting Chapter 137, which provides that an employee who has been granted a military leave of absence shall be paid his regular base salary as a public employee for each pay period of such leave of absence after September 11, 2001, reduced by any amount received from the United States as base pay for military service performed during the same pay period, base pay being described so as not to include any allowances, overtime pay, shift differential pay, hazardous duty pay or any other additional compensation received for military service. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to place all Board of Selectmen articles [except the article regarding additional compensation for Town Clerks, Treasurers/ Collectors article] on the warrant for the Spring Annual Town Meeting [May 5, 2009]. Vote yes/Unanimous.

**Table 106 Inspection Fee Schedule/Present: James Sheehan, Building Inspector.** Mr. Sheehan provided a proposed fee schedule for the Board of Selectmen to review. He mentioned the fee schedule for table 106, which includes inspections for Assembly, Educational, Day Cares and Multi-family uses has been removed from the 7<sup>th</sup> edition of the Massachusetts State Building Code and that it is up to each town to adopt a fee schedule for the 106 inspections. The Board of Selectmen agreed to place this item on their next agenda [March 23, 2009] so they can vote to adopt the fee schedule.

**FY2010 Budget Presentation/Town Manager Kozak.** Town Manager Kozak presented his FY10 Budget and Revenue Forecast to the Selectmen. He proposed a spending plan of approximately \$37.1 million and mentioned that the FY10 budget increased only 0.37 percent more than FY09 budget of \$36,940,401. Consistent with the proposed overall town budget, the school department figure for FY10 is exactly level-funded at \$19,711,955. The FY10 budget for Blackstone Valley Regional Vocational Technical High School is also up only slightly, from \$744,518 to \$800,000. That leaves a total proposed FY10 education budget of \$20,565,955, up only 0.27 percent from FY09. The actual tax levy for FY10 is \$16,011,004 compared to FY09's \$16,175,467. Estimated receipts are listed at \$2.4 million for the coming year, compared with \$2.6 million this past year. He then mentioned that the State Aid dropped from \$19.3 million to \$18.6 million. On the other hand, free cash is projected at \$1,250,000, compared with \$597,000 in FY09. The total funds available in FY09 were \$37,705,624 compared with a projected \$37,081,136 in FY10. The budget request last year was \$36,940,401 compared to \$37,078,780 for FY10. Town Manager Kozak mentioned that he cut some \$200,000 from the overall FY10 town budget proposal.

**Update on Winter Road Conditions/Present: Richard Sasseville, DPW Director.** The DPW Director mentioned the town's roads are falling apart and that the major roads have deteriorated very badly due to the heavy traffic. Other roads that are in rough condition are Purgatory Road, Mendon Road, Quaker Street, North Main Street, Goldthwaite Road and portions of Hill Street. He stated that the long-term solution would be to rebuild the roads and there is no money to do this. He mentioned that he uses the Chapter 90 funds that come from the state to cover the reconstruction costs of the roads. Back in 1996 & 1997 the town received a total of \$750,000. For the Years 2008 and 2009, the town received a total of \$640,000. The DPW budget consists of about 1 million dollars and if you deduct all the fixed costs for the town such as utilities, repairs, etc. that leaves around \$150,000.00. Mr. Sasseville also mentioned that the present snow deficit is about \$300,000.

**Town Manager's Report.** 1) MMA Home Energy Savings Seminar – announcement for homeowners in Northbridge to attend a seminar on March 18, 2009 at 6:30 PM in the Town Hall - Board of Selectmen's Room. 2) MMA Legislative Breakfast – discussed supporting the Mass Municipal Four Initiatives; Closing Telecommunication Tax Loophole, Support Local Option Meals Tax and Motel/Hotel Tax, Revision to the Charter School's Funding, and Help Municipal Health Insurance Reform to allow municipalities to make plan design changes similar to the State's plans. 3) Vail Field Concession Stand Update – meeting w/Bruce Frieswick,

Chairman of Playground and Recreation and Louis Bernard, Softball Representative, James Sheehan, Building Inspector and Jeanne Gniadek, Board of Health, to discuss work that is still required on the concession stand/storage shed to be used by P&R. **4)** Treasurer/Collector Search – update on committee’s review of candidates for the position. **5)** Building, Planning and Construction Committee – an update on the various projects the committee is undertaking. Field work at the High School will begin soon; Retention Pond is completed; the BPCC is working with the consultant on a DPW and Fire Station facility. **6)** RT 122 Bridge Design Update – received notification of a Public Hearing scheduled for May 6, 2009 at 7:00 PM in the Town Hall. **7)** Recycling Center was closed on March 7, 2009 due to it not being cleared out from previous storms.

**Selectmen’s Concerns.** **Selectman Marzec 1)** requested an update on the DPW facility at a future Board of Selectmen’s meeting; **2)** Residents in Town are asking about the Library certification. Town Manager Kozak mentioned because of the economic times there is no more money that the town can offer to the library. **3)** requested status of the new Fire Truck; **4)** Any interest in the Green Committee; Town Manager Kozak replied one or two people sent in a talent bank application. **5)** Lights in the back of the Baker building; **6)** Dentist Building on Church Street (Bump out), individuals were driving on the sidewalk. Chairman Montecalvo mentioned that this is a Safety Committee issue. **Selectman Ampagoomian 1)** asked if Selectman Marzec spoke to the Library Trustee’s regarding the certification of the library. **2)** Update on the Whitinsville Water Company Rate Hearing. DPW Director, Richard Sasseville responded that he hasn’t heard anything. **Selectman Melia 1)** requested a status on the removal of utility poles; Town Manager Kozak mentioned that he would send a letter to National Grid and Verizon. **2)** Any chance of assigning a department to clean up town signs? No response. **3)** asked if there should be further explanation on free cash; Town Manager replied “no”. **Selectman Nolan 1)** requested an update on the water meter survey’s; Town Manager Kozak mentioned that this topic is scheduled for discussion at the next Board of Selectmen’s meeting. **2)** Inquired about the mail delivery for Linwood and why it hasn’t begun; Town Manager Kozak will look into this and report back to the Board of Selectmen at a future meeting.

**Correspondence.** Chairman Montecalvo mentioned a letter that was received from John Baker expressing his appreciation for the Certificate of Service he received from the Board of Selectmen.

**Executive Session.** A motion/Mr. Ampagoomian, seconded/Mr.Marzec to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Litigation --not to reconvene in open session. Roll Call Vote: Mr. Marzec/ Yes; Mr. Melia/Yes; Mr. Nolan/Yes; Mr. Ampagoomian/Yes; and Mr. Montecalvo/Yes.

**Meeting Adjourned: 9:30 P.M.**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

**/dg**



**Board of Selectmen  
March 23, 2009**

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

The Pledge of Allegiance was recited by those present.

**Presentation of Citation to the Worcester County Sherriff's Department.** A slideshow was provided for viewers in town to see the work that was done inside the Aldrich School building by the Worcester County Sherriff's Department Community Service Program. At the conclusion of the slideshow, Chairman Montecalvo presented a citation to Sherriff Guy Glodis acknowledging the exemplary work by his Community Service Program.

**Approval of Minutes.**

**February 9, 2009 [Executive Session]** - A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve but not release the February 9, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**March 9, 2009 [Executive Session]** - A motion/Mr. Marzec, seconded/Mr. Nolan to approve but not release the March 9, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**Appointments/By the Board of Selectmen:**

**1) Animal Inspector (Annual Reappointment): Edward Mansfield, 44 Violette Circle, Whitinsville, MA.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to affirm the reappointment of Edward Mansfield as the Animal Inspector. Vote yes/Unanimous. **2) Treasurer/Collector: Kimberly Yargeau, 12 Central Turnpike, Sutton.** Ms. Yargeau introduced herself and provided the Board of Selectmen with some information about her skills and qualifications and noted that for the past 7 years she held the position of Assistant Treasurer in the Town of Douglas. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the appointment of Kimberly Yargeau as the new Treasurer/Collector for the Town of Northbridge. Vote yes/Unanimous.

**Citizens' Comments/Input.** None.

**Table 106 Inspection Fee Schedule/Vote to approve.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to adopt the Table 106 Inspection Fee Schedule recommended by James Sheehan, Building Inspector. Vote yes/Unanimous.

**Junk Dealer's License/Laura J. Caruso d/b/a Remember When Antiques. Present: Laura J. Caruso.** Ms. Caruso, 1697 Providence Road, stated that she has lived in town for 19 years and is a collector of antiques. After having four yard sales last year she decided to pursue a Junk Dealer's License. Selectman Ampagoomian requested a copy of the driveway agreement between her and her neighbor, Mr. Joseph Zayonc. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve and issue a Junk Dealer's License to Laura J. Caruso d/b/a Remember When Antiques at 1697 Providence Road, Northbridge, upon receipt of the driveway agreement. Vote yes/Unanimous.

**Spring Annual Town Meeting Warrant (May 5, 2009)/Vote to sign warrant upon completion and final review by Town Counsel.** Town Manager Kozak mentioned that the Finance Committee is submitting an additional warrant article, which will set aside funds in a special account for contractual obligations of the Fire Department at which time they settle the Union contract. He also noted that Article 23, which was submitted by the Building, Planning and Construction Committee, is similar to Article 14 [Police Station Roof], the only difference being that the BPCC received an estimate of \$20,000 over the original cost. With that said, Mr. Kozak asked the Board of Selectmen to withdraw Article 14 and replace it with Article 23. A motion/Mr. Marzec, seconded/Mr. Melia to withdraw Article 14 from the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. Selectman Ampagoomian asked what the dollar amounts for borrowing are under Articles 16 and 18. Town Manager Kozak responded that the borrowings are estimated to be \$80,000 to \$100,000 for Article 16 and around \$90,000 to \$95,000 for Article 18. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the May 5, 2009 Spring Annual Town Meeting Warrant upon completion and final review by Town Counsel. Vote yes/Unanimous.

**Personnel Policy Manual/Vote on longevity clause.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the insertion of a longevity clause within the Personnel Policy Manual to be effective July 1, 2009. Vote yes/Unanimous.

**Blackstone Valley Tourism Association/Request permission to use the downtown sidewalks [Church Street] to host a “Blackstone Valley Red Sox Pride Day” on April 6<sup>th</sup> from 11 AM to 4 PM.** Police Chief Walter Warchol mentioned that after speaking with Tom Bellacqua from the Blackstone Valley Chamber of Commerce, he is comfortable with allowing them to hold this function and that the sidewalks will not be blocked. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to the Blackstone Valley Tourism Association to use the downtown sidewalks on Church Street to host a “Blackstone Valley Red Sox Pride Day” on April 6<sup>th</sup> from 11 AM to 4 PM subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

**Core-Mark International/Vote recommendation on special permit.** Selectman Ampagoomian strongly urged the Selectmen to support Core-Mark International's request for a special permit to increase the amount of loading dock space at their facility. Thomas Hansson, Chairman of the Zoning Board of Appeals, mentioned that his board does not meet to discuss this issue until April 9, 2009, however, the ZBA will need the Board of Selectmen's recommendation prior to that meeting. A motion/Mr. Nolan, seconded/Mr. Marzec to move Item H. “Core-Mark International” from Discussions to Decisions. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to recommend the ZBA issue a special permit to Core-Mark International to increase the loading dock space at their facility. Vote yes/Unanimous.

**Enterprise Fund Budgets Proposal/Present: Richard Sasseville, DPW Director.** Mr. Sasseville presented a PowerPoint presentation on the FY2010 Water and Sewer Enterprise Fund Budgets. He also provided a budget comparison for FY 08, FY 09 and FY10. Mr. Sasseville mentioned there is a \$20,000 difference and Town Manager Kozak is proposing that an appropriation be made to appropriate \$125,000 in reserves against the next fiscal year budget.

**Second Water Meters/Present: Richard Sasseville, DPW Director.** Mr. Sasseville explained that he conducted a survey of Northbridge Sewer System customers to voice their interest in having a second water meter installed to account for outdoor water usage. The purpose of the second meter would be to deduct the outdoor water usage from their sewer bill thus reducing their cost. A flyer was sent to 3,145 sewer customers asking them to call a special survey line and leave their sewer account number if they are interested in having a second meter installed. That said, 83 calls were received, which represents about 2.64 percent of the total sewer customers of the Northbridge Sewer System. Chairman Montecalvo suggested placing this topic again under discussions at a future meeting.

**Update on town projects/George Murray, Chairman of the Building, Planning and Construction Committee.** Mr. Murray provided an update on the list of projects his committee is currently handling: 1) High School Retention Basin. 2) High School Athletic Fields (Upper Fields) – currently waiting for a price on expanding the road and handicapped parking. He stated that the fields won't be ready this spring, looking at late summer/early fall. 3) Fire Station and Municipal Building – Heritage Design still working on the proposal. 4) Aldrich School – moving along and waiting to see about a lift for the building. 5) DPW Facility – EarthTech working on data collection.

**Town Memorial/Present: Trustees of Soldiers' Memorials Members: Phil Cyr, Andy Williamson, and Harry Berkowitz.** Mr. Cyr stated that his committee received a request for a memorial from the mother of Sergeant Scott J. Metcalf, an Army soldier who died while serving in Iraq. Sgt. Metcalf joined the Army in July 1990 and died October 29, 2008. He served his country for 18 years--1 tour in Korea, 3 tours in Iraq. He received the army commendation medal three times, army achievement medal seven times; the army good conduct medal six times, the National Defense Service medal, Korean Defense medal, the Iraq Campaign medal 3 times, Global War on Terrorism Service Medal, Overseas Ribbon Combat Action Badge and Weapons Qualification on the M4 as an Expert. Mr. Cyr also mentioned that Sgt Metcalf's mother is a longtime resident of Northbridge and that Sgt. Metcalf graduated from Northbridge High School. The mother has requested some type of memorial and the Trustees of Soldiers' Memorials voted to create a memorial square in honor of Sergeant Scott J. Metcalf for being the first Northbridge resident killed in action in Iraq. Mr. Berkowitz suggested that the memorial square be placed at Providence Road and Beane's Lane. Chairman Montecalvo asked if this was ever done before and the Trustees' replied yes at Country Club Drive. With that said, the Trustees requested the Board's permission to move forward with this memorial. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to move agenda Item K-Town Memorial to decisions. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to grant permission to the Trustees of Soldiers' Memorials to erect a memorial at the corner of Providence Road and Beane's Lane in honor of Sergeant Scott J. Metcalf. Vote yes/Unanimous.

**Town Manager's Report.** 1) Safety Committee Update – attended the safety committee meeting on Wednesday morning with merchants and Committee members to determine if one-way entrances should be implemented in the municipal parking lots on Church Street. 2) Telephone Pole Replacement Update – contacted utility companies to determine scheduling for removal of old telephone poles. 3) Whitinsville Water Company Hearing Process – spoke to Randy Swigor, General Manager. He said the Whitinsville Water Company is still working on the treatment plant and anticipates going forward with filing rate

changes later this Spring. **4)** MMA Home Energy Savings Seminar – MMA Representative Peter Wingate presented ideas for homeowners to save costs on energy for their homes. **5)** Town Manager Evaluation Process – begin process for annual evaluation for Town Manager. **6)** Representative George Peterson will be coming to the next BOS Meeting on April 13<sup>th</sup> to provide an update as to what the legislators are working on. **7)** Received a phone call regarding the Linwood Post Office and there is still no update as to when they will begin delivering mail.

**Selectmen's Concerns. Selectman Ampagoomian 1)** Asked about the status of lawsuit on the Wastewater Treatment Plant in the City of Worcester. Town Manager Kozak replied that nobody knows anything yet. **2)** Asked about the status of the Ross Rajotte Bridge. Chief Warchol responded that it was being repaired. **3)** Asked if anyone knows how much stimulus money the schools are receiving? Town Manager Kozak replied about \$220,000 to \$235,000. **Selectman Melia 1)** FYI - For anyone who has Verizon Wireless--an antenna was activated in Northbridge on Tuesday, March 17, 2009 and Verizon customers will now have better service. **2)** Asked the Town Manager and Fire Chief to look into removing the old fire box alarm systems. He said several communities are looking into eliminating them and it could be a cost savings. **3)** Custodial Service for the Police Department – need a part-time person to clean the facility. **Selectman Marzec 1)** Requested the names of individuals who have filled out a talent bank application for the Green Committee. Town Manager Kozak replied that it is public record. Chairman Montecalvo welcomed Mr. Fortier [Telegram and Gazette writer] back to Northbridge. Selectman Ampagoomian reminded town residents of the moreover law with respect to emergency vehicles.

**Executive Session.** A motion/Mr. Melia, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Negotiations and M.G.L. Chapter 39, S. 23B#3 Public Safety --not to reconvene in open session. Roll Call Vote: Mr. Marzec/ Yes; Mr. Melia/Yes; Mr. Nolan/Yes; Mr. Ampagoomian/Yes; and Mr. Montecalvo/Yes.

**Meeting Adjourned: 8:38 P.M.**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

**/dg**

**Board of Selectmen**  
**April 13, 2009**

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

The Pledge of Allegiance was recited by those present.

**Approval of Minutes.**

**March 9, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the March 9, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**Appointments/By the Town Manager:**

**1) Animal Control Officer. Daniel Chauvin, Linwood, MA.** Police Chief Walter Warchol announced that he supports the Town Manager's decision to reappoint Daniel Chauvin as the Animal Control Officer. A motion/Mr. Marzec, seconded/Mr. Melia to affirm Town Manager Kozak's appointment of Daniel Chauvin as the Animal Control Officer. Vote yes/Unanimous. **Appointments/By the Board of Selectmen:** **1) Conservation Commission – William Freer. Present: Wyatt Mills, Chairman of the Conservation Commission.** Mr. Freer mentioned that he has been a resident in Northbridge for 10 years and would like to give back to the Community by serving on the Conservation Commission. A motion/Mr. Marzec, seconded/Mr. Melia to appoint William Freer to the Conservation Commission. Vote yes/Unanimous.

**Citizens' Comments/Input.** Representative George N. Peterson, Jr., announced that the State House budget would be out on Wednesday, April 15, 2009, however, he doesn't know what it's going to look like. He mentioned that revenues continue to downward spiral and that the State could be short another \$500 million before the end of this Fiscal Year. Selectman Ampagoomian asked if the Commonwealth has received any money from the federal stimulus package and Representative Peterson replied that they have received several different parts of money but mostly on the educational side. That said, Rep. Peterson mentioned that the Northbridge School System received about \$350,000 thus far. The capital money (shovel ready project money) has not been determined yet as to what projects will receive the funding. Selectman Ampagoomian requested Representative Peterson help push for the Ross Rajotte and Douglas Street Bridge to be repaired. Selectman Nolan asked about the rainy day funds, and Rep. Peterson mentioned they plan to take more out next year to balance the budget. Selectman Melia asked Rep. Peterson what it would mean to cut the state agencies 10%. Rep. Peterson responded by stating there are a lot of areas you can't cut such as: debt services, statutory requirements under Medicaid, federal agreements, penny on the sales tax that goes to MBTA, School Building Assistance Commission and certain other programs. That said, cuts have been made to the following areas: Social Services, Department of Mental Health, Department of Mental Retardation, Blind, and Elderly Programs. Selectman Marzec inquired about the Mass Pike reorganization and the impact it may have on the State Police. Rep. Peterson responded that the State Troopers who patrol the turnpike are currently paid with revenues from the tolls, however, going forward he was uncertain whether it would remain that way as it is unclear if the new turnpike entity will continue to include public safety (state trooper patrols) in the contract. Town Manager Kozak thanked Rep. Peterson for showing interest in allowing communities to make plan design changes in Health Insurance. Chairman Montecalvo thanked Representative Peterson for coming in listening to the Selectmen's comments and concerns.

**Annual Town Election Warrant/Vote to sign.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the Annual Town Election Warrant. Vote yes/ Unanimous.

**Cable/Vote to transfer authority of the cable operation to the Board of Directors of the Non-Profit Organization.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan that the Board of Selectmen as Incorporators hereby turn over control of the access corporation "Northbridge Community Television, Inc." to its duly convened Board of Directors. Vote yes/Unanimous.

**Playground and Recreation Commission/Request to use the Whitinsville Town Common on July 9, July 16, July 23, July 30, August 6, August 13, August 20 and August 27 [Thursday evenings from 5 PM to 9 PM] for the Summer Concert Series.** A motion/Mr. Marzec, seconded/Mr. Melia to approve the Playground and Recreation Commission's request to use the Whitinsville Town Common on July 9, July 16 July 23, July 30, August 6, August 13, August 20 and August 27 [Thursday evenings from 5 PM to 9 PM] for the Summer Concert Series. Vote yes/Unanimous.

**Northbridge Fire Department/Request permission to hang a banner over Church Street from May 3, 2009 through May 17, 2009 to advertise their annual Spaghetti Supper to be held on Saturday, May 16, 2009.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the Northbridge Fire Department's request to hang a banner over Church Street from May 3, 2009 through May 17, 2009 to advertise their annual Spaghetti Supper to be held on Saturday, May 16, 2009. Vote yes/Unanimous.

**Recycling Center Programs/Present: Bill Walsh.** Mr. Walsh mentioned that the Blackstone Valley Regional Recycling Center Association would be offering four \$250.00 scholarships to graduating seniors within the Blackstone Valley Corridor. In order to participate senior students will need to submit a 1,000-word essay describing a program and/or idea to reduce the carbon footprint in their community. The scholarship money will come from the money raised in the eleven local towns. He also announced that a recycling event will take place on Saturday, May 2, 2009 and Sunday, May 3, 2009 from 9 AM to 2 PM in the Wal-Mart parking lot. The Recycling Center partnered with Wal-Mart to accept White Goods and CRT's. for each item returned, a fee will be charged but then each customer will receive a \$10 Wal-Mart Gift card. That said, Mr. Walsh mentioned that the John Eldridge Show would publicize the upcoming CRT/White Goods Event on Tuesday, April 14, 2009 at 7 P.M.

**Church Street Landfill.** Paul Mahoney, President of the Northbridge Redevelopment Corporation, was unable to attend tonight's meeting. He will be coming to the next Selectmen's meeting.

**Trading Post Liquor License.** Chairman Montecalvo suggested sending the owner of the Trading Post a letter asking for the status of the sale of the property. The town needs to know the status so that they can offer the liquor license to another interested business owner. The Selectmen all agreed that the Town Manager should send a letter.

**Town Manager Performance Evaluation Process.** Chairman Montecalvo asked that the Selectmen review the performance evaluation process and make their suggestions on whether or not to use the current evaluation process or a different one. The Selectmen will review and make their recommendations at the next Selectmen's meeting.

**Town Manager's Report.** 1) Announced Senator Kerry's Office Hours at Town Hall on Wednesday, April 15, 2009 from 11 A.M. to 1 P.M. in the selectmen's room. 2) Website e-Government Award – announced the award from Common Cause for providing public information to residents via the town website. 3) CMRPC Legislative Breakfast – provided an update on information received from Legislative Members at the Regional Planning Agency's Breakfast Meeting. That said, a discussion took place on various budget issues such as the stimulus package, Municipal Partnership Act (regionalization issues), Quinn Bill, Ice Storm. 4) Mass Coalition for Water Resource Stewardship – mentioned that he attended organization meeting of joint municipal and private groups interested in receiving cost effective and fair policy decisions from EPA for Wastewater Treatment facilities. 5) Finance Committee Update – attended finance committee meeting to make recommendations for the town budget and articles for the Spring Annual Town Meeting. 6) High School Field Vandalism – provided a report and pictures of vandalism that occurred at the new high school fields.

**Selectmen's Concerns. Selectman Ampagoomian** 1) attended a ceremony on Thursday at Alternatives for the dedication of the art gallery to Spaulding Aldrich and thanked both Paul Buma and Doug Carr for their speech about Mr. Aldrich. 2) Asked if there was a new Chairman of the Parks and Recreation? Town Manager replied that he would find this information out and provide the individuals name to him.

**Selectman Nolan** 1) Asked what would it cost to have the library recertified? Town Manager Kozak mentioned that he would provide this figure to Selectman Nolan after further research. **Selectman Melia** 1) Congratulated Spaulding Aldrich on his award. 2) Asked if it would make sense to establish a capital building fund? Chairman Montecalvo mentioned they used to be able to do this but not in the past several years due to lack of money. 3) He has received some cable complaints and was wondering if Verizon has been in contact with the Town on how soon they will be coming to Northbridge. 4) Is there any chance the prisoners could work on painting the 3<sup>rd</sup> floor of Town Hall? Chairman Montecalvo mentioned they couldn't because of lead paint issues. 5) Can the Fire Chief or Town Manager provide a report on the red fire boxes? Is there a cost savings? Chairman Montecalvo mentioned he would invite the Fire Chief to come to the next Selectmen's meeting to discuss further. **Selectman Marzec** 1) Green Committee – mentioned that he received one talent bank application and would like to know if anyone else is interested in joining the committee. 2) Asked about the status of the new fire truck. Town Manager Kozak responded that it should be here within the next four months. 3) Linwood Mail Delivery – there is still no status. 4) Structures in Rockdale (White garages and condemned building across from Cumberland Farms), wondering if the town can do something to clean the area up?

**Executive Session.** A motion/Mr. Melia, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Negotiations, M.G.L. Chapter 39, S. 23B#3 Litigation and M.G.L. Chapter 39, S. 23B#5 Criminal Misconduct --not to reconvene in open session. Roll Call Vote: Mr. Marzec/ Yes; Mr. Melia/Yes; Mr. Nolan/Yes; Mr. Ampagoomian/Yes; and Mr. Montecalvo/Yes.

**Meeting Adjourned: 8:13 P.M.**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

/dg



**Board of Selectmen  
April 27, 2009**

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

The Pledge of Allegiance was recited by those present.

**Approval of Minutes.**

**March 23, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the March 23, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**Joint Appointments/By the Board of Selectmen and Planning Board: Associate Planning Board - Cynthia Key. Present: Planning Board Chairman Edward Palmer and Committee Member Barbara Gaudette.** Cynthia Key, 111 Clubhouse Lane, Northbridge, introduced herself to the Board and provided a brief overview of her exemplary qualifications, past experience, and her vast interest in being a member of the Planning Board. Mr. Palmer mentioned that she would be an asset to their board and that all the Planning Board members agreed. There being no further discussion, a motion/Mr. Nolan, seconded/Mr. Marzec to appoint Cynthia Key as the Associate Member to the Planning Board. Vote yes/Unanimous.

**Public Hearing. 7:05 P.M./481 Yogi Convenience Store, Inc. d/b/a Highland Farms [Dashrath Patel, Mgr.] – Application for Wines & Malt Package Store License. Present: Attorney Henry Lane and Store Manager Dalhart Patel.** A motion/Mr. Marzec, seconded/Mr. Nolan to open the public hearing. Vote yes/Unanimous. Chairman Montecalvo read the public hearing notice aloud and noted that all direct abutters were duly notified. Attorney Henry Lane introduced the owner of the store Jigarkumar Patel and the store manager Dalhart Patel. Attorney Lane mentioned that Mr. Patel has owned the store for over a year now and in order to increase his revenues, he is applying for a beer and wine license. Attorney Lane presented the Board with a petition containing the names of many store patrons who support this transaction. A motion/Mr. Marzec, seconded/Mr. Melia to close the public hearing. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Marzec to grant local approval for a Wines and Malt Package Store License to 481 Yogi Convenience Store, Inc. d/b/a Highland Farms. Vote yes/Unanimous.

**Citizens' Comments/Input – None.**

Chairman Montecalvo informed the Board that they would take up Item J [Safety Committee Minutes] next.

**Safety Committee Minutes [April 15, 2009]/Vote to accept recommendations. Marlene Devries, 3 Saint James Court, Whitinsville,** mentioned that she is an abutter of the public parking lot in question and has a deeded right of way of coming and going from Church Street to her driveway. She is concerned that if the right of way is changed she will not be able to sell her house unless it is properly noted. Chairman Montecalvo mentioned that they are aware of her situation but informed Ms. Devries that a decision of the Board would not be made until they hear from Town Counsel. That said, Chairman Montecalvo requested that the Board of Selectmen not vote on this particular topic of the Safety Committee Minutes until further notice from Town Counsel. Continuing, Chairman Montecalvo briefly provided the board with an overview of other minor issues that were discussed during the Safety Committee meeting. A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee [except the Church Street Municipal Lot] as outlined in the minutes of April 15, 2009. Vote yes/Unanimous.

**Leslie Reichert/Request a one-day Beer & Wine License for a fundraising event to be held at Alternatives, Thursday, May 21, 2009 from 5:30 PM to 8:00 PM. Present: Leslie Reichert.**

Ms. Reichert mentioned she was requesting a one-day license for a fundraising event [wine tasting] that will benefit the Peace of Bread Community Kitchen and that the proceeds from this fundraiser will help feed approximately 300 children this summer. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve Ms. Reichert's request for a one-day Beer & Wine license for a fundraising event to be held at Alternatives on Thursday, May 21, 2009 from 5:30 PM to 8:00 PM. Vote yes/Unanimous.

**Whitin Community Center/Request a one-day Beer & Wine License for an outdoor Dance & Clambake, Saturday, June 20, 2009 from 6:00 PM to Midnight. Present: Gary Wood, CEO and Susan Vanderzicht, Vice Chairman of the Board of Trustees.** Mr. Wood advised that the fundraising event was to benefit the Whitin Community Center and that it will now be a Dance event only with no Clambake and that the event will begin at 8:00 PM and end at Midnight. The proceeds will benefit their outreach center, scholarships, memberships and camps. Chairman Montecalvo inquired about the timeframe of the dance. Mr. Wood responded that they have a live band and that he plans to contact all the abutters due to the late hour and invite them to attend. Police Chief Warchol advised the Selectmen

that he spoke to Mr. Wood regarding the hours of the event and the traffic on Hill Street and recommended a detail officer be placed on Hill Street and an officer to be present inside the event. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the Whitin Community Center's request for a one-day Beer & Wine license for an outdoor Dance to be held on Saturday, June 20, 2009 from 8 PM to Midnight. Vote yes/Unanimous.

**St. Camillus Heath Center/1) Request a one-day Beer & Wine License for their annual fundraising event to be held Friday, September 25, 2009 from 6:30 PM to 8:30 PM. Present: Kathleen McCarthy, 34 Carpenter Road, Whitinsville.** A motion/Mr. Melia, seconded/Mr. Marzec to approve St. Camillus' request for a one-day Beer & Wine License for their annual fundraising event to be held Friday, September 25, 2009 from 6:30 PM to 8:30 PM. Vote yes/Unanimous. **2) Request permission to hang a banner over Church Street from September 17, 2009 through September 26, 2009 to advertise their 4<sup>th</sup> Annual Fundraising Event to be held on Friday, September 25, 2009.** A motion/Mr. Marzec, seconded/Mr. Melia to approve St. Camillus Health Center's request to hang a banner over Church Street from September 17, 2009 through September 26, 2009 to advertise their 4<sup>th</sup> Annual Fundraising Event to be held on Friday, September 25, 2009. Vote yes/Unanimous.

**Oliver Ashton Post #343/ 1) Request to hold a Memorial Day Parade on Monday, May 25, 2009 at 11:00 AM.** Due to the controversy surrounding the parade times, Chairman Montecalvo suggested that Town Manager Kozak send a letter to both Oliver Ashton Post #343 and the Veterans' Council to see if the times could be changed to allow more time between parades. The Selectmen are concerned that they won't be able to attend both services because of the close proximity of time. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to grant permission to the Oliver Ashton Post #343 to hold their Memorial Day Parade in Rockdale on Monday, May 25, 2009 at 11:00 AM. Vote yes/Messrs. Nolan, Ampagoomian, Melia and Montecalvo. Vote no/Mr. Marzec. **2) Request permission to use the Rockdale Town Common for Memorial Day exercises.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant permission to Oliver Ashton Post #343 to use the Rockdale Town Common for Memorial Day exercises. Vote yes/Unanimous.

**Northbridge Veterans' Council/ 1) Request to hold Memorial Day Parade in Whitinsville on Monday, May 25, 2009 at 10:00 AM.** Selectman Melia suggested Town Manager Kozak contact the Commander to see if the parade could start at 9:30 A.M. As stated above, Town Manager Kozak will contact both Veterans groups about the parade starting times. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant permission to the Northbridge Veterans' Council to hold their Memorial Day Parade in Whitinsville on Monday, May 25, 2009 at 10:00 AM. Vote yes/Messrs. Ampagoomian, Nolan and Montecalvo. Vote no/Messrs. Melia and Marzec. **2) Request permission to use the Whitinsville Town Common for Memorial Day exercises.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant permission to the Northbridge Veterans' Council to use the Whitinsville Town Common for Memorial Day exercises. Vote yes/Messrs. Ampagoomian, Nolan and Montecalvo. Vote no/Messrs. Melia and Marzec.

Selectman Ampagoomian suggested that Town Manager Kozak contact the two Veterans groups early next year and meet with them to discuss the timing of the parades. Chairman Montecalvo stated that the Town Manager tried that route but did not prevail. Selectman Marzec wanted to go on record by saying that just because he voted no doesn't mean that he doesn't support the Veterans. He wants both groups to come together so that the Selectmen, Town Manager and residents have enough time to get to each parade.

**Spring Annual Town Meeting [May 5, 2009]/Vote position on Warrant Articles. Present: Sal D'Amato, Finance Committee Member. Article 1 (FY '09 Budget Adjustments):** Town Manager Kozak explained that the Article 1 concerns FY'09 Budget Reductions and Budget Transfers as follows: **General Government Reductions:** Line 4B - Town Accountant Expenses by \$5,000 and Line 6A - Treasurer/Collector Personnel by \$5,000. **Public Safety Reductions:** Line 14A - Police Personnel by \$25,000 and Line 14B - Police Expenses by \$10,000. **Education:** Line 20 - School District by \$75,000 and Line 20B - Trade School by \$2,500. **Human Services:** Line 23A - Landfill Analysis Expenses by \$2,500. **Non Departmental:** Line 41 - Health Insurance by \$131,004. For a total budget reduction of \$256,004. Budget Transfers are as follows: **General Government:** By transferring \$20,000 from Line 40 Unemployment to Line 2B Selectmen's Expenses. **Human Services:** By transferring \$10,000 from Line 20B Trade School to Line 26B Veterans Expenses, and by transferring \$15,000 from Line 33 Debt Interest to Line 26B Veterans Expenses, and by transferring \$20,000 from Line 34 Short Term Interest to Line 26B Veterans Expenses for a total transfer of \$45,000. A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 1. Vote yes/Unanimous. The Finance Committee voted to support Article 1. **Article 2 (Transfer \$752,000 to Stabilization Fund):** A motion/Mr. Nolan, seconded/Mr. Melia to support Article 2. Vote yes/Unanimous. The Finance Committee voted to support Article 2. **Article 3 (Transfer \$28,000 to Contractual Obligations Account for Fire Department):** Town Manager explained that because he is still in negotiations with the Fire Department (Union) he would like to take funds from this fiscal year and place them into a segregated account for next year so that when the contract settles the funds would help compensate the 3% increase like the other collective bargaining units. A motion/Mr.

Ampagoomian, seconded/Mr. Marzec to support Article 3. Vote yes/Unanimous. The Finance Committee voted to support Article 3. **Article 4 (FY '10 Omnibus Budget Article):** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 4. Vote yes/Unanimous. The Finance Committee voted to support Article 4. **Article 5 (FY '10 Sewer Enterprise Operation):** Town Manager Kozak advised that the DPW Director submitted a very lean budget. Town Manager Kozak noted that he has some concerns about using the Retained Earnings Account to fund the operation of the sewer enterprise as it should be used for capital projects and not operations. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 5. Vote yes/Unanimous. The Finance Committee voted to support Article 5. **Article 6 (FY '10 Water Enterprise Operation):** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 6. Vote yes/Unanimous. The Finance Committee voted to support Article 6. **Article 7 (Chapter 90 proceeds):** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 7. Vote yes/Unanimous. The Finance Committee voted to support Article 7. **Article 8 (FY '10 Authorization for Treas/Coll. to enter into a compensating balance agreement):** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 8. Vote yes/Unanimous. The Finance Committee voted to support Article 8. **Article 8 (FY '10 Authorization for Treas/Coll. to enter into a compensating balance agreement):** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 8. Vote yes/Unanimous. The Finance Committee voted to support Article 8. **Article 9 (FY '10 Transfer \$15,248 from Receipts Reserved to Debt Principal – Title V):** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 9. Vote yes/Unanimous. The Finance Committee voted to support Article 9. **Article 10 (FY '10 Annual Reauthorization of Revolving Account up to \$10,000):** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 10. Vote yes/Unanimous. The Finance Committee voted to support Article 10. **Article 11 (FY '10 Annual Reauthorization of Revolving Account up to \$20,000):** A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 11. Vote yes/Unanimous. The Finance Committee voted to support Article 11. **Article 12 (Transfer \$124,972.53 from Cable Grant Fund to Cable Non-Profit Corporation):** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 12. Vote yes/Unanimous. The Finance Committee voted to support Article 12. **Article 13 (Acceptance of Chapter 137 of the Acts of 2003 regarding benefits paid during a Military Leave of Absence):** Town Manager Kozak stated that he was concerned with this article because of the economy and that funding this article is going to be a problem should an employee be called to duty. A motion/Mr. Melia, seconded/Mr. Marzec to Pass Over Article 13. Vote yes/Unanimous. The Finance Committee voted to Pass Over Article 13. **Article 14 (Transfer custody, care and control of the Aldrich School Building from the School Comm. to the Board of Selectmen).** A motion/Mr. Nolan, seconded/Mr. Marzec to support Article 14. Vote yes/Unanimous. The Finance Committee voted to support Article 14. **Article 15 (Aldrich School Elevator Lift and other repairs and improvements. Total of \$95,000).** A motion/Mr. Nolan, seconded/Mr. Marzec to support Article 15. Vote yes/Unanimous. The Finance Committee voted to support Article 15. **Article 16 (Aldrich School - 5-year Lease for NCTV operations).** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 16. Vote yes/Unanimous. The Finance Committee voted to support Article 16. **Article 17 (Purchase of an Ambulance for the Fire Department).** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 17. Vote yes/Unanimous. The Finance Committee voted to support Article 17. **Article 18 (\$65,000 from Water Enterprise Fund to update the 1998 Water System Capital Improvement Plan).** A motion/Mr. Nolan, seconded/Mr. Marzec to support Article 18. Vote yes/Unanimous. The Finance Committee voted to support Article 18. **Article 19 (\$40,000 from Water Enterprise Fund to design/construct a water line to replace the undersized water line in Railroad Street ).** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to support Article 19. Vote yes/Unanimous. The Finance Committee voted to support Article 19. **Article 20 (\$85,000 from Water Enterprise Fund to design/construct an extension of the 12-inch water main in Union Street and connect it to water main in Providence Road).** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 20. Vote yes/Unanimous. The Finance Committee voted to support Article 20. **Article 21 Amendment of Zoning Bylaw: adoption of a new Zoning Map).** A motion/Mr. Nolan, seconded/Mr. Melia to support Article 21. Vote yes/Unanimous. The Finance Committee voted no position Article 21. **Article 22 (Amend 173-12 of Zoning Bylaw [Table of Use Regulations] to allow commercial recreation, exercise and athletic facilities within the B-1, B-2 and B-3 districts).** A motion/Mr. Melia, seconded/Mr. Marzec to support Article 22. Vote yes/Unanimous. The Finance Committee voted no position on Article 22. **Article 23 (Transfer \$97,484.50 to FY '08 School Improvements Account to remove and replace vinyl asbestos tiles at Northbridge Elementary School).** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 23. Vote yes/Unanimous. The Finance Committee voted to support Article 23. **Article 24 (Replacement of the heating, ventilating and air conditioning equipment at the Police Station).** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 24. Vote yes/Unanimous. The Finance Committee voted to support Article 24. **Article 25 (Petition – Reinstatement of the sewer abatement process).** Chairman Montecalvo suggested tabling this article because the petitioner was not present to discuss the petition. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to take no position on Article 25. Vote yes/Unanimous. The Finance Committee voted not to support Article 25. Mr. D'Amato explained that the Finance Committee is not supporting this article because the Selectmen are the Sewer Commissioners and the abatement process lies in their hands.

**Massachusetts State Lottery Commission/KENO To Go Monitors at Cellar Sooper and Highland Farms.** Town Manager Kozak mentioned that if the Board of Selectmen approve of the monitors being placed at Cellar Sooper and Highland Farms then no action is required.

**Northbridge Youth Soccer Association/Request permission to hang a banner over Church Street from August 23, 2009 through August 29, 2009 to advertise their Annual Fall Kick-Off Festival on August 29, 2009 from 11 AM to 4 PM.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to grant permission to the Northbridge Youth Soccer Association to hang a banner over Church Street from August 23, 2009 through August 30, 2009 to advertise their Annual Fall Kick-Off Festival to be held on Saturday, August 29, 2009 from 11 AM to 4 PM. Vote yes/Unanimous.

**Church Street Landfill/Present: Northbridge Redevelopment Corp. Present: Paul Mahoney.**

Mr. Mahoney informed the Board of Selectmen that by June 30, 2009, his company will be done importing material to the Church Street Landfill. That said, he mentioned that because his company owns the site that they would be responsible for it forever. Continuing, Mr. Mahoney stated that the Department of Environmental Protection requires the site be monitored for thirty years and if something should arise during that time his company would be required to take action. Selectman Ampagoomian asked if a scheduled maintenance plan is required. Mr. Mahoney replied that the only thing he can tell the Selectmen is once the landfill is completed, their engineer will do an as-built drawing and copies would then be sent to the DEP so that they can receive confirmation that the landfill is closed. He mentioned that the town will receive copies of everything that is being done with the landfill. Selectman Marzec inquired about the testing of the soil and Mr. Mahoney provided the current process for testing the soil as required by DEP.

**Town Manager Evaluation Form.** Chairman Montecalvo reviewed the format of the performance evaluation with the Board of Selectmen and Town Manager. After a brief discussion about the format and process of the evaluation, the Selectmen will provide their input to the Town Manager's Office to be reviewed at a future meeting. Chairman Montecalvo mentioned that Town Manager Kozak would submit his goals and objectives for the next meeting.

**Sewer Division: Second Water Meter and Abatement Process. Present: Richard Sasseville, DPW Director and Randy Swigor, Manager, Whitinsville Water Company (WWC).** With respect to second water meters, Mr. Sasseville gave the Board of Selectmen two options to think about. The first option he presented would be to install a second meter, known as a deduct meter, that would measure outdoor water usage. The readings from the deduct meter would be subtracted from the water volume recorded on the primary meter when determining the sewer use charge. The deduct meter would cost around \$350 plus any cost to alter the internal plumbing within the house and the resident would own the deduct meter. Neither the Town nor the Whitinsville Water Company would be held responsible for installing the meter. Mr. Sasseville stated that the Whitinsville Water Company supports adoption of the deduct meter, this way the property owner is totally responsible for the meter and if the meter fails to work it is their responsibility to fix it. The meter would have to meet the primary water meter standards. The second option would be to allow the use of an irrigation meter with a separate water service for outdoor use only. This meter would record outdoor usage while the primary meter would record only indoor water usage. The primary meter reading would be used for determining the sewer use charge. In this case, the customer would be required to pay a separate service charge for each meter and the Town of Northbridge and the WWC would own the irrigation meter. **Abatement Process** –Mr. Sasseville mentioned that the abatement process changed about 5 years ago and at that time, his department was handling around 125 abatements a year. That said, he also stated it was a very intensive process in terms of labor and time when handling each abatement and with the sewer rates going up the past couple years, he feels by reinstating the abatement process there would be a significant increase in abatements with no manpower to process them in a timely manner.

**Town Manager's Report.** **1) Blackstone River Bikeway** – notified the community that the consultants for the project would be conducting test borings in the ground and survey work along the proposed trail. **2) Alternatives Award** – received an award from the Mass. Historic Commission for adaptive reuse of their facility. **3) Charter Communications Bankruptcy Update and Discounts** – advised customers that although Charter is in bankruptcy proceedings, all services will continue and fees will be paid to the town. Also, there have been some errors on senior citizen discounts and this will be corrected. **4) Utility Pole Update** – received an email from NStar that work will begin on removal of poles and coordination with Verizon on this work will continue. **5) Department Head Meeting** –Interim Superintendent Henry O'Donnell and New Superintendent Susan Gorky attended a recent Department Head meeting to meet Town staff. Ms. Gorky also offered to meet with the Board of Selectmen individually if desired. **6) White Goods Recycling Event (Walmart)** – announced Blackstone Valley Regional Recycling Center will be picking up white goods at the Walmart parking lot on May 2<sup>nd</sup> and May 3<sup>rd</sup>. **7) Eagle Scout Awards** – Recipients will be attending the Board of Selectmen's Meeting on May 18, 2009, so that the Selectmen can honor their accomplishments. **8) Swine Flu Epidemic** – reported that the Board of Health Administrator participated in a conference call with the Public Health Agency to address all concerns and questions pertaining to the Swine Flu. As of now, he mentioned there are no cases in Massachusetts.

**Selectmen's Concerns. Selectman Ampagoomian** 1) Asked for an update on the door key card. Town Manager Kozak replied that Mr. Sasseville is working on this and just received three quotes from three different companies. He is in the process of analyzing and comparing them. 2) On Sunday, April 26, 2009, the Armenian Community celebrated "Martyrs Day". He mentioned that in Watertown there is an Armenian Museum and Library that depicts the Armenian Heritage and with that is a traveling exhibit. He mentioned that they would like to have their exhibit placed in Whitinsville for two weeks. 3) Wanted to correct a statement he made at the last Board of Selectmen's meeting when he mentioned that Ross Rajotte and Spaulding Aldrich were the only ones who have had something dedicated to them while they were alive, which was a false statement he made, as there were two brothers by the name of [Lubas] that have a Memorial Square located at the intersection of Fowler Road and Sutton Street. **Selectman Nolan** 1) Offered his thoughts to Craig Mahoney on the recent mowing accident that occurred at Vail Field. 2) Reminded the residents in Northbridge that Wednesday, April 29, 2009, is the last day to register to vote. 3) Asked the Town Manager if the Board/Committee Vacancy Listing is up-to-date on the Town website. **Selectman Melia** 1) Thanked the DPW Director for doing a good job on the second meter/abatement process discussion, however, he feels that the Board of Selectmen should adopt both processes. **Selectman Marzec** 1) Mentioned that he's been approached by several citizens in town regarding the roadways and would like an update. Mr. Sasseville mentioned he would provide an assessment on the Town's roads by the end of the summer. 2) Asked about the status of the parking lot and lights behind the Pythian Building. Mr. Sasseville informed everyone that the lights have never been connected because there is no electrical service to serve those lights. He further indicated that he will check with the Town Planner to see if there is any grant money left from the original streetscape project (around \$5,000 to \$7,000). His goal is to have the lights turned on before winter. 3) He sent an email to Mr. Sasseville about a drainage issue on Sutton Street. 4) He reported that a streetlight was turned off on Quaker Street, and a resident in that area has a safety concern. Chairman Montecalvo suggested bringing this to the Safety Committee to have them look into it and determine if there is a safety issue. 5) He wished Craig Mahoney a speedy recovery.

**Correspondence.** Chairman Montecalvo read aloud a letter from the Boston Society of Civil Engineers, which referenced the 2009 Ralph Salvucci On-line Bridge Design Contest winners. The article noted four students from Northbridge High School are ranked among the top 10 in the state of the thirteen plus age group. That said, the winners are invited to attend a dinner at the Hyatt Hotel in Boston, Thursday, May 21, 2009, where they will be publicly recognized among the professional engineers of the Infrastructure Group. Students will be rewarded with prizes and/or certificates.

Chairman Montecalvo asked the Selectmen if they would like to cancel their May 4, 2009 meeting. The Board concurred and agreed to conduct a meeting on May 5, 2009, prior to the Spring Annual Town Meeting.

A motion/Mr. Ampagoomian, seconded/Mr. Nolan to adjourn the April 27, 2009 meeting. Vote yes/Unanimous.

**Meeting Adjourned: 9:15 P.M.**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

/dg



**Board of Selectmen  
May 5, 2009**

A meeting of the Board of Selectmen was called to order by Chairman Joseph Montecalvo at 6:30 PM, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA.

**Present:** Messrs. Ampagoomian, Nolan, Marzec and Melia. **Also Present:** Theodore D. Kozak, Town Manager, Sharon Susienka, Asst. to the Town Manager and Donna Gosselin, Adm. Asst.

**Spring Annual Town Meeting/Vote positions on several warrant articles.** Regarding Article 13 – Acceptance of Chapter 137 of the Acts of 2003 [benefits paid during a military leave of absence], Town Manager Kozak reminded the Board that at their last meeting on April 27, 2009, they voted to "pass over" Article 13. Continuing, he explained to them why Article 13 wasn't needed and why it was going to be passed over at this evening's town meeting. He stated that the article contained the wrong legislative reference and that a new law has superseded the legislative reference included in the warrant article. With respect to Article 16 – Aldrich School [5-year lease for Northbridge community television cable operations], Mr. Kozak reminded the Board that at their last meeting on April 27, 2009, they voted to "support" Article 16, however, he was now recommending that the Board vote to "pass over" Article 16 at this evening's town meeting for the following reason: He advised that if Article 14 is passed by town meeting tonight then Article 16 would not be needed as the leasing provision is covered under Article 14, which transfers the custody, care and control of the Aldrich School Building from the School Committee to the Board of Selectmen, including the leasing of all or a portion of the building. There being no further discussion, a motion/Mr. Marzec, seconded/Mr. Nolan to **pass over** Article 16. Vote yes/Unanimous. Next, Mr. Kozak asked the Selectmen if they wanted to re-vote their position on Article 25 [Petition for reinstatement of the sewer abatement process]. He reminded the Board that at their last meeting on April 27, 2009, they voted to take "no position" on Article 25. The Selectmen all agreed to uphold their previous vote of "no position" on Article 25.

**Town Manager's Evaluation.** Chairman Montecalvo reviewed the Town Manager's evaluation form with the Selectmen and asked them to fill out the evaluation forms and return them to him by May 14, 2009, so the scores can be compiled and the evaluation can be scheduled on the May 18, 2009 Board of Selectmen's agenda.

**Selectmen's Concerns. Selectman Marzec** - Mentioned the fire on Border Street last week and suggested that the Board try to organize something to help those who were displaced by the fire. Town Manager Kozak advised that he contacted the Red Cross but they haven't returned his call. It was then suggested that the Town Manager's Office contact a bank and set up a fund to collect monetary donations. Selectman Melia suggested having one of the Chiefs call the Red Cross to find out how to go about getting help for those in need. The Town Manager remarked that the Red Cross has already contacted some individuals. **Selectman Melia – 1)** Stated that he went to Union Street to view the brook [did not go on any private property] and it looked okay after the recent rain. **2)** Asked about the Memorial Day Parade. Mr. Kozak responded that he asked both veterans' groups to push back the start time ½ hour but has received only one response so far.

There being no further business before the Board, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to adjourn the May 5, 2009 Selectmen's meeting at the conclusion of the Spring Session of the Annual Town Meeting. Vote yes/Unanimous.

**Meeting Adjourned: 9:59 P.M.**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

/s

**Board of Selectmen  
May 18, 2009**

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

The Pledge of Allegiance was recited by those present.

**Approval of Minutes.**

**March 23, 2009 [Executive Session]** - A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve but not release the March 23, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**April 13, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the April 13, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**April 13, 2009 [Executive Session]** - A motion/Mr. Marzec, seconded/Mr. Nolan to approve but not release the April 13, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**May 5, 2009** - A motion was made and seconded to approve the May 5, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**Citizens' Comments/Input.** None

**Jocelyn Cowan, Driscoll's Lane/Vote to sign Release Deed.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to execute a release deed to Jocelyn Cowan for property located off Driscoll Lane and shown on Northbridge Assessors' Map 24 as Parcel 130, pursuant to the vote of the Town under Article 3 of the warrant for the Fall Annual Town Meeting of October 28, 2008, said deed to be delivered to the grantee upon receipt from the grantee of the purchase price of \$2,600, payment for the Town's legal fees in connection with the transaction, advance taxes as required by Section 63A of Chapter 44 of the General Laws, the executed disclosure of beneficial interest form required by Section 7 of Chapter 40J of the General Laws, and the executed Arson/Tax Delinquency Statement required by Section 77B of Chapter 60 of the General Laws. Vote yes/ Unanimous.

**South Middlesex Opportunity Council [SMOC] Subordination Agreements/Vote to sign. Present: David Bobillier, Senior Housing Coordinator for SMOC.** Town Manager Kozak mentioned the Board already voted on this back in February however, the bank SMOC wanted to use for this transaction did not want to participate. That said, SMOC found another bank that would finance the properties located in Northbridge. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to sign the subordination agreements subject to review and confirmation of acceptable documentation by Town Counsel. Vote yes/Unanimous.

**Annual License Renewals [Pool Tables, Bowling & Billiards].** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the annual renewal of Sparetime Recreation Bowling License subject to the payment of all outstanding liens. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the annual renewal of Sparetime Recreation Billiards License subject to the payment of all outstanding liens. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the annual renewal of Pichel Holdings Inc. d/b/a Hawk's Nest Tavern's Pool Table License subject to the payment of all outstanding liens. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the annual renewal of MLJJ, Inc. d/b/a The Gray Barn's Pool Table License subject to the payment of all outstanding liens. Vote yes/Unanimous.

**Whitin Community Center [Gary Wood]/Request a one-day Beer & Wine License for an Outdoor Music Concert on Saturday, September 12, 2009 from 4:30 PM to 7:00 PM (Rain Date: September 13, 2009 from 2 PM to 5:30 PM).** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Whitin Community Center's one-day Beer & Wine License for an Outdoor Music Concert on Saturday, September 12, 2009 from 4:30 PM to 7:00 PM (Rain Date: September 13, 2009 from 2 PM to 5:30 PM). Vote yes/Unanimous.

**St. Patrick's Church/Request permission to hang a banner over Church Street from September 2, 2009 to September 16, 2009 to advertise their Annual Fall Festival on September 19, 2009.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant permission to St. Patrick's Church to hang a banner over Church Street from September 2<sup>nd</sup> to September 16<sup>th</sup> to advertise their Annual Fall Festival to be held on Saturday, September 19, 2009. Vote yes/Messrs. Nolan, Melia, Ampagoomian and Montecalvo. Abstain/Mr. Marzec.

**Armenian Apostolic Church/Request permission to hang a banner over Church Street from August 3, 2009 to August 17, 2009 to advertise their Annual Picnic to be held on August 16, 2009.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to grant permission to the Armenian Apostolic Church to hang a banner over Church Street from August 3rd to August 17th to advertise their Annual Picnic to be held on Sunday, August 16, 2009. Vote yes/Unanimous.

**John Morin [Wedding Ceremony]/Request permission to use the Whitinsville Town Common on Saturday, June 6, 2009 from 11:00 AM to Noon.** Mr. Morin informed the Board of Selectmen that he wishes to use the Rockdale Town common, not Whitinsville. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to allow John Morin to use the Rockdale Town Common on Saturday, June 6, 2009 from 11:00 AM to Noon. Vote yes/Unanimous.

**Town Manager Evaluation.** Chairman Montecalvo mentioned that the Board of Selectmen each filled out a performance evaluation form on the Town Manager in which there were 8 criteria they had to rate the Town Manager on. They used the following scale: 1) Unsatisfactory – Is not meeting the minimum standards of the position of Town Manager; 2) Needs Improvement – Is meeting the requirements of the Manager’s role, but improvement is needed to move an issue forward; 3) Satisfactory – Is meeting the requirements of the Manager’s role; 4) Above Satisfactory – Understands the issues and is addressing the same; 5) Outstanding – Clearly exceeds what is required and expected by the Board. After a brief discussion regarding the evaluation structure of the Town Manager, Chairman Montecalvo announced the Selectmen gave the Town Manager an overall rating of 3.5. Chairman Montecalvo then stated that they need to discuss his new goals and objectives for FY 2010 at a future Board of Selectmen’s Meeting. A motion/Mr. Nolan, seconded/Mr. Marzec to accept the Town Manager’s Evaluation. Vote yes/Unanimous.

**Executive Session Minutes/Vote to release.** Selectman Melia feels that there is no need to involve Town Counsel again and to just release the minutes as requested by the citizen. He feels that the Town has spent enough money on this issue. Chairman Montecalvo suggested that Town Counsel review the minutes to determine which Executive Session Minutes can and cannot be released to protect the town. A motion/Mr. Nolan, seconded/Mr. Marzec to release the Executive Session minutes pertaining to the High School construction project upon the review of Town Counsel and Town Manager Kozak. Vote yes/Messrs. Nolan, Ampagoomian, Montecalvo, and Marzec. Vote no/Mr. Melia.

**Status of Trading Post Liquor License.** Town Manager Kozak mentioned that a letter has been sent to the owner of the property advising him to contact us so that a discussion can take place on the status of the Trading Post Liquor License at a future Board of Selectmen’s Meeting. Town Manager Kozak also mentioned that he has been in contact with the Trading Post’s Attorney and Realtor regarding the sale of the property. Selectman Melia recommended that the town move forward on taking the liquor license back. Chairman Montecalvo suggested that the Town Manager move forward with initiating a “show cause hearing” for the Trading Post. The Board of Selectmen will discuss this further at their next meeting.

**Sewer Billing/Present: Richard Sasseville, DPW Director.** Mr. Sasseville reported that during the past several months there have been a number of discussions regarding the fairness of the Town’s sewer billing practices particularly regarding the impact of outdoor water usage, which does not contribute to flow within the sanitary sewer system. Some of these discussions involved re-establishing the former abatement policy for outdoor water usage and/or the ability to install second water meters to measure outside water usage. These various discussions have all concluded with a desire for people to “only pay for the services they actually received”. While abatements and/or second meters may achieve some level of fairness, they would do it at a cost to both the Town and to the customer. In an effort to explore other means of achieving greater fairness in the method of sewer billing, he offered several other billing methods that would provide equity among the ratepayers. It is important to note while reviewing these various rate structures that reducing the rate for higher volume users shifts the cost to the lower volume users in order to generate the required revenue to fund the operation of the sewer system. **Flat Rate Billing:** Under this rate structure, all customers would pay a flat rate for each quarter. The rate would be determined by dividing the amount of revenue to be raised from user charges by the number of sewer accounts and dividing the quotient by four. The result would be a flat quarterly rate charged to each customer.

Example:	Number of customers	3,145
	Required revenue from use charges	\$1,900,000
	Annual charge = \$1,900,000/3,145 =	\$604.16 per year
	Quarterly charge =	\$151.04 per qtr

By comparison, a customer using an average of 3,000 cf per quarter under this rate structure would pay \$604.16 per year compared to \$580.32 per year under current rates. The break-even point for this rate structure is 3,200 cubic feet per quarter. All customers using an average of 3,200 cf per quarter or more would see their annual cost go down and all customers who average less than 3,200 cf per quarter would see their annual cost go up. This represents a significant shift in the cost to lower volume users. This rate structure could be modified to lessen the impact on low volume users by retaining the current rate steps

for volumes of 800 cf per quarter or less and 2,000 cf per quarter or less. Without showing the math, the quarterly rates under those conditions would be as follows:

800 cf or less	\$60.50 per qtr
2,000 cf or less	\$89.18 per qtr
Over 2,000 cf	\$180.62 per qtr

By retaining only the step for 800 cf or less the rates would be as follows:

800 cf or less	\$60.50 per qtr
Over 800 cf	\$168.31 per qtr

**Fixed+Variable Cost Billing:** The operating costs of the Sewer System are a combination of fixed costs and variable costs. This rate structure establishes a fixed charge to customers to cover the fixed cost of the sewer system and a variable rate based on usage to cover the variable costs to the sewer system.

Fixed costs are those that are not related to the flow through the plant. Examples of fixed costs include debt service, wages, salaries and employee benefits, transfers to the General Fund, heating fuels, vehicle fuels, vehicle maintenance, professional services and portions of costs associated with electricity and plant and collection system maintenance and repair. Variable costs include electricity for pumps, blowers and disinfection equipment, chemicals, sludge disposal and portions of plant and collection system maintenance and repair costs. Based on a review of historical expenditures for the sewer system I estimate that approximately 80% of the system’s expenses are fixed costs and 20% are variable costs. Using these percentages and historical billing information from calendar year 2008, I can calculate the fixed and variable rates used for this rate structure.

Example:	Number of customers	3,145
	Required revenue from use charges	\$1,900,000
	Revenue from fixed charges (80%)	\$1,520,000
	Annual charge = \$1,520,000/3,145 =	\$483.30 per year
	Quarterly fixed charge =	\$120.83 per qtr
	Revenue from variable charges (20%)	\$380,000
	Annual usage over 2,000 cf (from 2008)	177,473 hcf
	Variable rate = \$380,000/177,473 hcf=	\$2.15 per hcf

Using the above example, customers using 2,000 cf or less per quarter would pay a fixed charge of \$120.83 per quarter or \$483.32 per year. This compares to the current charges of \$242.00 per year for users of 800 cf or less per quarter and \$356.76 for users of 2,000 cf or less per quarter. Under this rate structure, all customers using less than 2,000 cf per quarter would pay significantly more each quarter than under current rates. Those using more than 2,000 cf per quarter would pay \$120.83 plus \$2.15 per hcf for all usage over 2,000 cf. A customer using an average of 3,000 cf per quarter under this rate structure would pay \$569.32 per year compared to \$580.32 per year under current rates. As in the earlier example, under this rate structure, the cost is shifted to the low volume users. Again, we could retain the current rates for low volume users with the following effect on the rates:

800 cf or less	\$60.50 per qtr
2,000 cf or less	\$89.18 per qtr
Over 2,000 cf (per qtr)	\$207.73 + \$1.46 per hcf

Once again, by retaining only the step for 800 cf or less the rates would be as follows:

800 cf or less	\$60.50 per qtr
Over 800 cf	\$132.40 + \$1.37 per hcf

**Winter Quarter Billing:** Under this rate structure, customers’ user charges are calculated using only their winter quarter consumption. Customers would be billed the same amount four times a year. The winter quarter billings are for those billing periods that end in January, February and March. In the example below, I am using the fixed charges in the current rates, which are \$60.50 per qtr for 800 cf or less and \$89.18 per qtr for 2,000 cf or less. Using CY 2008 billing histories I can then calculate the variable charge of the proposed rate.

Example:	Number of customers	3,145
	Required revenue from use charges	\$1,900,000
	Number of customers using 800 cf or less	544
	Number of customers using 2,000 cf or less	1,338
	Number of customers using more than 2,000 cf	1,248
	Revenue 800 cf or less – 544 x \$60.50 x 4 =	\$131,648
	Revenue 2,000 cf or less – 1338 x \$89.18 x4 =	\$477,291
	Fixed charge revenue over 2,000 cf – 1,248 x \$89.18 x4 =	\$445,186
	Total fixed charge revenue	\$1,054,125
	Required revenue from variable charges	\$875,875
	Total volume over 2,000cf (2008 winter quarter) =	35,082 hcf
	Total volume over 2,000cf (4 quarters per year) =	140,328 hcf
	Variable rate = \$875,875/140,328 hcf=	\$6.25 per hcf

A customer using an average of 3,000 cf per quarter under this rate structure would pay \$606.72 per year compared to \$580.32 per year under current rates. Customers using less than 2,000 cf per quarter would see no change in their annual cost. All customers averaging over 2,100 cf per quarter would see their costs increase moderately. To facilitate comparisons between the above rate structures I have attached a spreadsheet, which shows the quarterly charges for different volumes of usage. The charts clearly show how the costs are shifted by the various changes in rate structure. Since 95% of all billings are less than

7,000 cf per quarter, I have only included information up to that volume of usage. There are other alternatives to these rate structures as well as a variety of adjustments and modifications that can be made to these rates. At this point, the Board must decide if they wish to change the rate structure or change current policy. The bottom line is that the total revenue generated by user charges must be maintained in order to insure the financial integrity of the Sewer Enterprise Fund. After a brief question and answer period, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to take the proposal for the Sewer Billing rate and move this item out of discussions and place under decisions. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to accept the Winter Quarter Billing Rate Proposal as presented by the DPW Director, Richard Sasseville. Vote yes/Unanimous. Mr. Sasseville mentioned that he would put together the rate sheet and the Board of Selectmen could adopt that specific rate structure at their next meeting.

**Town Manager's Report.** 1) Community Service Program – thanked the Sheriff's office for the work that was performed by their Community Service Program in cleaning and raking the public cemeteries in preparation for the upcoming Memorial Day holiday. 2) Bike Auction – mentioned that on Saturday, May 30, 2009 @ 9:00 AM, the Northbridge Police Department will be hosting a Bicycle Auction. There are approximately 30 bicycles in various conditions. 3) Flood Insurance Rate Map – notified the Board that the Town Planner and Building Inspector have attended a workshop on the new flood insurance rate map, which will be made available for a comment period. A representative from the Department of Conservation and Recreation will be attending a Board of Selectmen's meeting to review the changes to the flood map. 4) Stormwater Discharge Permit – DPW Director Richard Sasseville has been attending meetings regarding the Environmental Protection Act's Stormwater discharge permit program. Mr. Sasseville is requesting the Board of Selectmen to appoint a committee to work on the new requirements for this permit. He recommends a representative from each of the following: BOS, DPW Director, Town Planner, Building Inspector, Planning Board, Conservation Commission, Board of Health and Finance Committee. 5) Update on the State Senate's proposed local aid package – if passed, the cut would be detrimental and would be \$484 million below the 2009 level; cuts would include a reduction in Chapter 70 money by \$79 million, eliminating the Quinn bill and community policing reducing special education, regional school transportation funds, and library grant money. Town Manager Kozak informed the Selectmen that he is planning to send a letter addressing his concerns on the proposed cuts. 6) Charter Communication's consent to Charter Reorganization – discuss whether or not the BOS would like to go forward with the consent process of Charter's restructuring on their bankruptcy protection. 7) Trustees of Soldiers' Memorials – provided notification of committee vacancy. 8) Memorial Day Parades – The Northbridge Veterans' Council will begin at 10 AM and the Oliver Ashton Post #343 will begin at 11:30 AM

**Selectmen's Concerns.** **Selectman Ampagoomian** 1) Reminded the residents in town that tomorrow May 19, 2009 is Election Day. 2) Asked if the Police, Fire, DPW and Board of Health have filed their Emergency Management Plans with the Civil Defense. 3) Provided the FEMA Website (Grant for Fire Station) for Town Manager to review. 4) Asked if the Town received any notification from the school on how they are planning to handle the situation [bus incident] that took place on Friday, May 15, 2009, and then on Monday, May 18, 2009 and why did it take so long for the school to notify the Town Manager and Board of Selectmen of what transpired. 5) He would like to be notified when the Worcester County Sheriff's Community Service Program is in town. **Selectman Nolan** 1) Asked Town Manager Kozak for a status on the damage that was done to the High School fields. Town Manager Kozak responded that he provided the information to the Town's Insurance Company, however, the contractor that was finishing work at the High School ended up taking care of the fields. 2) Asked Town Manager Kozak if there would be any stimulus money for municipal side projects and Town Manager Kozak replied "no". **Selectman Melia** 1) Asked if there is a timeline on the security for Town Hall. Town Manager Kozak mentioned that he received four quotes and that he would be meeting with the DPW Director Richard Sasseville to review and then award the contract to a Company. 2) Asked Town Manager Kozak if he has given any more thought to his custodial idea? Town Manager Kozak stated that he plans to discuss the custodial issue with the School Department and his Department Heads in the near future. 3) Ross Rajotte Bridge Update – when is the start date and how long will it take to complete? Town Manager Kozak said that the start date is FY2010 and will take about a year to complete. DPW Director Richard Sasseville will look into this project and provide an update at a future meeting. **Selectman Marzec** 1) mentioned that a citizen approached him regarding a light in front of Dunkin Donuts along with the noise level with trucks coming and going early in the morning with supplies. 2) Reported that a storm drain at 244 Carpenter Road keeps flooding and the resident is concerned. DPW Director Richard Sasseville will look into it. 3) Some citizens in Linwood [Union Street] are willing to give permission to the DPW to access their property to help solve their drainage issues.

**Correspondence.** Stimulus Package - Chairman Montecalvo mentioned that all adults who receive Social Security and Supplemental Security Income benefits, including disabled adult children are eligible for \$250.00. If you don't receive this amount by June 4<sup>th</sup>, please go to [www.socialsecurity.gov](http://www.socialsecurity.gov).

**Executive Session.** A motion/Mr. Nolan, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Contract Negotiations (Teachers Union) and M.G.L. Chapter 39, S. 23B#3



Litigation (Pegasus Holdings) -- to reconvene in open session. Roll Call Vote: Mr. Marzec/ Yes; Mr. Melia/Yes; Mr. Nolan/Yes; Mr. Ampagoomian/Yes; and Mr. Montecalvo/Yes.

**Open Session Adjourned: 8:22 P.M.**

**Executive Session Convened: 8:25 P.M.**

**Executive Session Adjourned: 8:56 P.M.**

**Return to Open Session: 8:57 P.M.**

The Board returned to open session to make the following votes:

A motion/Mr. Ampagoomian, seconded/Mr. Marzec to direct Town Counsel to obtain a judge's order to remove individuals living at the property known as "The Old Northbridge Nursing Home". Vote yes/Unanimous.

A motion/Mr. Marzec, seconded/Mr. Nolan to include in the compensation to Mr. Theodore Kozak, Town Manager, a 3% raise in salary, to match the amount given to all other town non-union employees. Vote yes/Unanimous.

A motion/Mr. Marzec, seconded/Mr. Ampagoomian to adjourn the open session. Vote yes/Unanimous.

**Open Session Adjourned: 9:02 P.M.**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

**/dg**

**Board of Selectmen  
June 8, 2009**

A meeting of the Board of Selectmen was called to order by Chairman Joseph Montecalvo at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Ampagoomian, Nolan, Marzec and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**Executive Session.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 39, S. 23B #3 (Negotiations) to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Marzec/Yes, Mr. Montecalvo/Yes, Mr. Nolan/Yes, and Mr. Ampagoomian/Yes.

**Open Session Adjourned: 6:31 P.M.**

**Executive Session Convened: 6:32 P.M.**

**Executive Session Adjourned: 6:58 P.M.**

**Open Session Reconvened: 7:00 P.M.**

**Reorganization of the Board of Selectmen:**

Town Manager Kozak announced that he would proceed with the reorganization of the Board. Town Manager Kozak polled the Board of Selectmen for **Nominations for Chairman:** A motion/Mr. Melia, seconded/Mr. Ampagoomian to nominate Joseph Montecalvo as Chairman of the Board of Selectmen. A motion/Mr. Nolan, seconded/Mr. Marzec to nominate James Marzec as Chairman of the Board of Selectmen. There being no further nominations, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the nominations. Vote yes/Unanimous. Roll Call Vote for Joseph Montecalvo: Mr. Ampagoomian/Yes, Mr. Melia/Yes, Mr. Montecalvo/Yes, Mr. Marzec/No, and Mr. Nolan/No. Roll Call Vote for James Marzec: Mr. Nolan/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/No, Mr. Montecalvo/No and Mr. Melia/No. Selectman Montecalvo having received the majority of the votes was declared the Chairman of the Board of Selectmen. Mr. Montecalvo then assumed the Chair. Chairman Montecalvo called for **Nominations for Vice-Chairman:** A motion/Mr. Ampagoomian, seconded/Mr. Montecalvo to nominate Thomas J. Melia as Vice-Chairman of the Board of Selectmen. A motion/Mr. Nolan, seconded/Mr. Marzec to nominate James Marzec as Vice-Chairman of the Board of Selectmen. There being no further nominations, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the nominations. Vote yes/Unanimous. Roll Call Vote for Thomas J. Melia: Mr. Ampagoomian/Yes, Mr. Montecalvo/Yes, Mr. Melia/Yes, Mr. Nolan/No, and Mr. Marzec/No. Roll call Vote for James Marzec: Mr. Nolan/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/No, Mr. Montecalvo/No and Mr. Melia/No. Selectman Melia having received the majority of the votes was declared Vice-Chairman of the Board of Selectmen. Chairman Montecalvo called for **Nominations for Clerk:** A motion/Mr. Melia, seconded/Mr. Montecalvo to nominate Charles Ampagoomian as Clerk of the Board of Selectmen. There being no further nominations, a motion was made and seconded to close the nominations. Roll Call Vote: Mr. Nolan/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Montecalvo/Yes and Mr. Melia/Yes.

**Presentation of Commendation to Mrs. Elizabeth Gauthier in honor of her 108<sup>th</sup> birthday.**

Chairman Montecalvo presented Mrs. Elizabeth Gauthier with a commendation in honor of her 108<sup>th</sup> birthday and then she thanked everyone.

**Eagle Scout Awards Presentation: 1) Matthew Haas; 2) Kevin Plant; 3) Casey Bliss.** Chairman Montecalvo presented Casey Bliss, Kevin Plant and Matthew Haas with a certificate of special recognition for their completion of an Eagle Scout Project.

**Approval of Minutes.**

**April 27, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the April 27, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**May 18, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the May 18, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**May 18, 2009 [Executive Session]** - A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the May 18, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**Public Hearing/7:10 P.M. – Edward Byrne Memorial Justice Assistance Grant. Present: Police Chief Walter Warchol.** A motion was made and seconded to open the public hearing. Vote yes/Unanimous. Chief Warchol advised that on March 16, 2009, Senator Kerry's Office notified him that the Northbridge Police Department would be eligible to receive the Edward Byrne Memorial Justice

Assistance Grant in the amount of \$14,306.00. He explained that in order for the Northbridge Police Department to receive the grant, two requirements needed to be met: 1) the grant application had to be made available for review by the local governing body; and 2) hold a Public Hearing so the grant application be made public and that an opportunity to comment was provided to citizens of the community. With that said, Chief Warchol suggested that the grant money be used to purchase a new “Green” detective’s cruiser. Selectman Melia thanked Chief Warchol for the information. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the public hearing. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept the Edward Byrne Memorial Justice Assistance Grant. Vote yes/Unanimous.

**7:15 P.M./Trading Post Market, Inc. [Liquor License Disciplinary Hearing].** A motion/Mr. Nolan, seconded/Mr. Marzec to open the disciplinary hearing for the Trading Post Liquor License. Vote yes/Unanimous. Chairman Montecalvo read aloud a letter that was mailed to owner Gurmit Pabla, on May 20, 2009, advising him that the Board of Selectmen would be conducting a show cause hearing regarding the cancellation of the Trading Post's Retail Package Goods Store Wines & Malt License. Chairman Montecalvo then stated that Mr. Pabla's Attorney, William Goldberg, contacted the Selectmen's Office to request the disciplinary hearing be held off for 45 days to enable Mr. Pabla to sell the store and its license. In turn, Town Manager Kozak spoke with Town Counsel, who recommended that the Board of Selectmen hold off on taking any action and continue the disciplinary hearing on July 27, 2009. There being no further comments, a motion/Mr. Melia, seconded/Mr. Ampagoomian to continue the Trading Post Market's Liquor License disciplinary hearing until July 27, 2009 @ 7:05 P.M., per the recommendation of Town Counsel. Vote yes/Unanimous.

**Appointments/By the Board of Selectmen: Council on Aging [2 vacancies]/Present: Burnham Miller, Chairman, Council on Aging [COA].** Mr. Miller informed the Board of Selectmen that there are presently two vacancies on the Council and two candidates, Phyllis A. DiPalma and Elaine Sughrue have expressed an interest in and applied for the two vacant positions. He stated that the COA feels the two candidates are very qualified and recommends both of them for appointment. A motion/Mr. Melia, seconded/Mr. Nolan to appoint Phyllis A. DiPalma and Elaine Sughrue to the Council on Aging. Vote yes/Unanimous.

**Municipal Hearings Officer: Theodore D. Kozak, Town Manager.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Theodore D. Kozak, Town Manager as the Municipal Hearings Officer for the Town of Northbridge. Vote yes/Unanimous.

**Zoning Board of Appeals [Associate Member]: Brett Simas. Present: Thomas Hansson, ZBA Chairman.** Mr. Hansson stated that Mr. Simas attended the May 14, 2009 Zoning Board of Appeals meeting, and showed interest by taking notes and being very attentive to the discussions taking place. He also reported that Mr. Simas had a very impressive resume and would be a great addition to the Board and as such recommended that Mr. Brett Simas be appointed as an Associate Member to the Zoning Board of Appeals. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Brett Simas as an Associate Member to the Zoning Board of Appeals. Vote yes/Unanimous.

**Citizens’ Comments/Input.** None

**Trading Post Liquor License/Vote to cancel.** This item will be placed on the July 27, 2009 Board of Selectmen’s Agenda.

**Dog Warrant/Vote to approve and authorize Chairman to sign. Present: Police Chief Walter Warchol.** Chief Warchol respectfully requested that the Board of Selectmen approve and authorize the Chairman Montecalvo to sign the dog warrant thereby giving the Animal Control Officer statutory powers for the upcoming year. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to authorize Chairman Montecalvo to sign the dog warrant as requested by Chief Warchol. Vote yes/Unanimous.

**Junk Dealer’s License/Frederick Brooks d/b/a Northbridge Antique Flea Market/Vote to approve. Present: Frederick Brooks.** Selectman Ampagoomian asked if Mr. Brooks needed a permit to display his merchandise on a public way. Mr. Brooks advised that he received a permit from Building Inspector James Sheehan. A motion/Mr. Nolan, seconded/Mr. Melia to approve and issue a Junk Dealer’s License to Frederick Brooks d/b/a Northbridge Antique Flea Market located at 2273 Providence Road, Northbridge. Vote yes/Unanimous.

**Whitin Community Center [Gary Wood, Exec. Dir.]/Request for an entertainment license for an outdoor dance on Saturday, June 20, 2009 from 6 PM to Midnight. **Event cancelled per Mr. Gary Wood.****

**Northbridge Fire Department/Request to hang a banner over Church Street from June 22<sup>nd</sup> to July 5<sup>th</sup> to advertise their annual Fourth of July Fireworks Events scheduled for Friday, July 3, 2009.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant permission to the Northbridge Fire Department

to hang a banner across Church Street from June 22<sup>nd</sup> to July 5<sup>th</sup> to advertise their annual Fourth of July Fireworks Event scheduled for Friday, July 3, 2009. Vote yes/Unanimous.

**Whitin Garden Club [Jeff Allard]/Request permission to use Elsa Mason Conservation Trust Fund monies to help clean up the community gardens. ~~This item removed from agenda per Jeff Allard.~~**

**American Cancer Society [Kristen Frazee]/Request permission to conduct a “Bicycles Battling Cancer” biking event through portions of Northbridge on Sunday, July 26, 2009.** A motion/Mr. Marzec, seconded/Mr. Melia to grant permission to the American Cancer Society to conduct a Bicycles Battling Cancer biking event through portions of Northbridge on Sunday, July 26, 2009 subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

**Trinity Episcopal Church [Rev. Charles F. Sutton, Jr.]/Request to use the town-owned “Tot Lot” from June 21<sup>st</sup> through June 25<sup>th</sup>, from 6:30 PM to 8:30 PM to conduct an outreach program.** A motion/Mr. Marzec, seconded/Mr. Melia to grant permission to the Trinity Episcopal Church to use the town-owned “Tot Lot” from June 21<sup>st</sup> through June 25<sup>th</sup>, from 6:30 P.M. to 8:30 P.M. to conduct an outreach program with final approval by the Playground and Recreation Commission. Vote yes/Unanimous.

**United States Luge Association [Ashley Walden]/Request permission to close down Jefferson Ave. on June 13<sup>th</sup> and 14<sup>th</sup> from 9 AM to 5 PM to conduct a luge recruitment program for kids ages 10-14.** The United States Luge Association will provide the Town of Northbridge with a Certificate of Insurance and will be contacting the School Department to advertise the event. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to grant permission to the United States Luge Association to close down Jefferson Avenue on June 13<sup>th</sup> and June 14<sup>th</sup> from 9 AM to 5 PM to conduct a recruitment program for kids ages 10-14 subject to safety requirements of the Northbridge Police and Fire Departments. Vote yes/Unanimous.

**FY 2010 Water and Sewer Rates/Vote to approve. Present: Richard Sasseville, DPW Director.** Mr. Sasseville noted that at their previous meeting the Board voted to approve the concept of the “winter quarter billing” so he went ahead and set up the FY 2010 utility rate schedules using the winter quarter billing method. He recommended that the Board of Selectmen implement the FY 2010 Water and Sewer utility rates effective July 1, 2009. He explained that under this new rate structure, sewer customers would receive four quarterly bills based on metered “winter quarter water consumption”. The winter quarter billing system eliminates the need for seasonal abatements and the installation of second meters. In addition, customers who use 2,000 cubic feet or less per quarter will see no change in their annual cost. Mr. Sasseville further stated that these FY 2010 rates are revenue neutral, meaning they will generate approximately the same amount of revenue as under the previous rate structure. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the FY 2010 Water and Sewer Rates as presented by DPW Director Richard Sasseville. Vote yes/Unanimous.

A motion/Mr. Ampagoomian, seconded/Mr. Melia to move Item S, Linwood Mill/Vote recommendation on special permit from discussions to decisions. Vote yes/Unanimous.

**Linwood Mill/Vote recommendation on special permit.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to support the issuance of a special permit for the Linwood Mill located at 670 Linwood Avenue, Whitinsville, for the renovation of the Linwood Mill for residential and retail/commercial uses. Vote yes/Unanimous.

**Flood Insurance Rate Map & Flood Insurance Study Report. Present: Gary Bechtholdt, Town Planner and James Sheehan, Building Inspector.** Mr. Bechtholdt mentioned they are coming before the Board to provide a brief overview of the State’s Flood Maps Modernization Initiative. Mr. Sheehan advised the Board that the Town received a preliminary copy of the map at the end of April, which was the start of the 30-day review period. The next phase is a 90-day appeal period. FEMA will notify the town and advertise for two weeks in the paper prior to the start of the 90-day appeal period. The object is to provide an opportunity for property owners whose property wasn’t previously located in the flood plain to object to their property now being placed in the flood plain. This would allow them time to provide engineering documentation and technical data to support their case. Mr. Bechtholdt advised the Selectmen that a discussion is scheduled to take place at their July 13, 2009 Board of Selectmen’s meeting, so that Chris Markesich, Flood Hazard Mapping Coordinator for Department of Conservation and Recreation [DCR] can address any questions or concerns from the Board. He further mentioned that a notice has been posted with the Town Clerk and Local Access Channel, along with a link to the Town's website where residents and interested parties can view the proposed/preliminary flood maps. Once FEMA approves the flood maps, the Zoning bylaw will need to be modified [Spring 2010]. Mr. Bechtholdt stressed the fact that property owners **will not** be notified if their property is now considered to be located in a flood plain so he is urging anyone near a flood plain to review the preliminary maps.

**National Grid/Present: Mike Peterson & Fouad Dagher.** A Powerpoint presentation was provided to the Board of Selectmen on National Grid's Solar Energy in support of the Green Communities Act. The Act sets ambitious goals for reducing consumption of fossil fuels through conservation, energy-efficiency, and adoption of renewable energy sources, including solar power. Solar power reduces greenhouse gas emissions, diversifies customers' energy supply, and supports local jobs and economic growth. Mr. Dagher mentioned that National Grid is focusing on the installation of Solar Panels in 5 sites: 1) Dorchester; 2) Everett; 3) Haverhill; 4) Revere; and 5) Sutton/Northbridge line. The Sutton/Northbridge site will have solar panels (roof-mounted Photovoltaic Cells) on the roof of the New England Distribution Center facility. All the appropriate permits will be applied for at the proper time. Mr. Dagher mentioned that the program has been filed with the MA Department of Public Utilities and are anticipating answers by October 2009.

**Whitinsville Water Company [WWC] Rate Case Filing/Present: Mr. Leonard White, President; David White, Vice President; and Randy Swigor, Manager.** Mr. Swigor provided a statement detailing the construction of a new \$5.6 million water treatment facility located on Mendon Road in Sutton and stated that it was 80% completed. He advised that the Whitinsville Water Company would file for a rate increase either June 15<sup>th</sup> or June 16<sup>th</sup> and wanted to make sure the Selectmen are aware of the proposed filing with the state Department of Public Utilities, which has the authority to grant an increase. Mr. White informed town officials back in 2005 of the impending costs and probable financial effect on users. According to Mr. White and other water company officials, the WWC draws water from the wells in Sutton it owns and it was thought that the water from the Sutton wells was especially pure. They said they were shocked at the 2005 state findings about the quality of the water in the Sutton sources. Water company officials have traditionally said the best water they had came from Sutton. Another source of public drinking water is the well system off Carr Street in Whitinsville. These wells draw on water filtered through the ground from the adjacent Meadow Pond, a manmade lake. Mr. Swigor said the Sutton well field is tubular. It has a number of well points each about 10 to 15 feet deep and all connected to a vacuum system that draws water out of the well field. The well field is unique and that there is a reservoir system the company uses to recharge the groundwater for this well field. Mr. Swigor said building the new treatment plant represents a 50 percent increase in the Company's infrastructure. Selectman Melia recommended the Whitinsville Water Company take out a longer loan to minimize the increase to ratepayers. That said, Mr. Swigor responded that the WWC had no choice but to build the facility, per the DEP, and that they have put in a lot of their own money into building the facility. The WWC had to borrow \$4.4 million and this project by far was the largest the Whitinsville Water Company has undertaken. Mr. Swigor called the total "plant in service" or infrastructure value of the company about \$10 million.

**Town Manager's Report.** 1) **Smart Growth – Smart Energy Workshop** – The Planning Board will hold a public workshop on June 30, 2009, from 7 PM to 9 PM at Alternatives. As part of the Master Plan, this workshop is for the public to learn more about saving money for energy on residences and businesses as part of the Green Community Program. 2) **11-Town Board of Selectmen/Administrators Meeting** - A meeting will be held June 18, 2009, 7 PM at the Blackstone Valley Regional Vocational School. This is for the 11 communities in the valley to discuss regional goals and objectives and how the community might be able to work together. 3) **Sheriff's Department Reverse 911 Program** – providing training for department heads in the use of the reverse 911 program. This will take place in the next few weeks. 4) **CMRPC Annual Meeting** – the CMRPC will hold their annual meeting and dinner on June 11, 2009 @ Union Station. The meeting starts at 5:30 PM and members of the Board are welcomed to attend. 5) **Bicycle Auction** – the Police Department held a bicycle auction in which over \$300 was collected from the sale of bicycles. 6) **Grand Opening of McDonald's** - McDonald's held their Grand Opening festivities Thursday evening, June 4, 2009. 7) **Department Head Meeting/State Budget** – discussed potential budget cuts opposing the Senate FY2010 Local Aid, which could mean a \$600,000 reduction to the Town of Northbridge, approximately \$300,000 in Chapter 70 funds and \$300,000 in other local aid contributions. This could mean a 5% reduction to town department budgets. Legislators hope to have the budget process completed in the beginning of July.

**Selectmen's Concerns.** **Selectman Nolan** 1) Congratulated Dennis Rice of Alternatives for receiving the Renaissance Award. He also congratulated the graduating classes of 2009 at Blackstone Valley Tech, Northbridge High and the Whitinsville Christian School; 2) Suggested discussing the formation of the Charter Review Committee at the next BOS Meeting; 3) Concerned with the recent issues surrounding the Cable & the Non-Profit Organization - he hopes that clear heads can prevail. **Selectman Ampagoomian** 1) Congratulated all Class of 2009 graduates. 2) Requested the status on the FEMA grant for the fire station. Town Manager Kozak mentioned the process has started and the Fire Chief is working on the application. 3) Are the Non-Union Town Employees paying 25% of their Health Insurance yet and are they getting a 3% cost of living? Town Manager replied that the non-union employees will begin paying 25% on July 1, 2009 and yes, they will be getting their 3% cost of living. **Selectman Melia** 1) mentioned that a citizen approached him about the senior discount that Charter Communication was offering and was wondering if in the future a better deal can be worked out. 2) Reverse 911 System – mentioned that the Police Department did a great job at handling a scam that took place the morning of Memorial Day by using the Reverse 911 System. 3) Asked for the status of the security system for Town Hall. Town

Manager Kozak replied that a contract was signed with Custom Alarm and installation should begin soon. **Selectman Marzec 1)** Green Committee – would like to move forward with this at the next BOS Meeting. Town Manager Kozak suggested that they wait until after the workshop. **2)** Looking for the status of the Sutton Street drainage issue. DPW Director Richard Sasseville mentioned they are looking into it and then informed Selectman Marzec that the catch basin on Carpenter Road has been fixed. **3)** Status from the State on the evaluation of town roads. DPW Director Richard Sasseville mentioned that this is being done for CMRPC and should be done by the end of June. **4)** Thanked Chief Warchol and Town Manager Kozak in dealing with the noise level issue and light situation at Dunkin Donuts on Providence Road. **5)** he received some complaints on the NCTV issue and suggested having them come in to discuss the concerns.

**Selectman Ampagoomian** announced that on Saturday, June 13, 2009, 10 AM at the Charlestown Naval Shipyard aboard the USS Constitution, there will be a formal deployment ceremony of the 101<sup>st</sup> Engineering Battalion, Lake Street, Whitinsville [known as the Ross Rajotte Armory]. He also mentioned that a memorial benefit for Staff Sgt. Scott Metcalf, who was killed several months ago in Iraq, will be held on Sunday, June 14, 2009, from 1 PM to 5 PM, at the American Legion. Tickets are being sold now and all proceeds will go to the help the American Legion and Veterans. Children under 12 are free.

**Chairman Montecalvo** suggested scheduling the Selectmen's meetings to a later time or letting Town employees leave 10 minutes earlier on Mondays due to parking problems on meeting nights. There have been some concerns with limited parking on the nights of the Board of Selectmen's meetings. When other Boards and Committees have meetings on the same night, there is no place for anyone to park.

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

**Open Session Adjourned: 8:38 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

/dg

**Board of Selectmen  
June 22, 2009**

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

The Pledge of Allegiance was recited by those present.

**Appointments/By the Board of Selectmen: Building, Planning & Construction Committee [BPCC] [One Vacancy] / Present: George Murray, Chairman of the Building, Planning & Construction Committee. 1) Douglas Valk 2) Ronald White 3) Peter Snow 4) Jeffrey Modica and 5) John Brown.**

All candidates were present for the Building, Planning and Construction Committee appointment with the exception of Douglas Valk. Chairman Montecalvo asked each candidate to introduce themselves and indicate why they would like to be a member of the Building, Planning, and Construction Committee. Chairman Montecalvo then asked Mr. Murray for his input on the five candidates. He mentioned that the BPCC unanimously recommended Mr. Ronald White for appointment based on his application and credentials. Chairman Montecalvo asked for nominations. A motion/Mr. Melia, seconded/Mr. Nolan to nominate Ronald White. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to nominate Jeffrey Modica. There being no further nominations, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the nominations. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Nolan to appoint Ronald White to the Building, Planning and Construction Committee. Vote yes/Messrs. Melia, Nolan and Montecalvo. Vote no/Messrs. Ampagoomian and Marzec. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint Jeffrey Modica to the Building, Planning and Construction Committee. Vote yes/Messrs. Ampagoomian and Marzec. Vote no/Messrs. Melia, Nolan and Montecalvo. Having received the majority of votes, Mr. White was the appointee.

**Cultural Council [Two Vacancies]/ Present: Stacie Murray, Chairman of the Cultural Council. 1) Lynne Randolph 2) Christine Mateer 3) Lydia Rajunas 4) Tracy Winslow and 5) Donna Coleman.** Chairman Montecalvo stated that Lynne Randolph and Lydia Rajunas could not be present for tonight's appointment. That said, he asked the candidates to come forward and the only candidate present was Tracy Winslow who advised the Board of her skills and qualifications. Ms. Murray mentioned that the Cultural Council feels they have five well-qualified candidates, however, her board is recommending Tracy Winslow and Christine Mateer for appointment. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Tracy Winslow to the Cultural Council. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to appoint Christine Mateer to the Cultural Council. Vote yes/Unanimous.

**Joint Appointment By the Board of Selectmen and Trustees of Soldiers' Memorials [One Vacancy]/ Present: Philip Cyr, Chairman of Trustees of Soldiers' Memorials. 1) Wallace L. Smith, Jr. and 2) Ralph Andonian.** Mr. Andonian was the only candidate present. Chairman Montecalvo asked that he introduce himself to the Board of Selectmen. Mr. Cyr advised that the Trustees met last week and voted unanimously to recommend Mr. Ralph Andonian for appointment. A motion/Mr. Marzec, seconded/Mr. Melia to appoint Ralph Andonian to the Trustees of Soldiers' Memorials. Vote yes/Unanimous. Selectman Ampagoomian asked that Selectman Marzec amend his motion to include the unexpired term of Spaulding Aldrich. A motion/Mr. Marzec, seconded/Mr. Melia to appoint Ralph Andonian to the Trustees of Soldiers' Memorials so that he can fill the unexpired term of Spaulding Aldrich. Vote yes/Messrs. Marzec, Melia, Montecalvo, Nolan, and Ampagoomian.

**2009 Annual Reappointments/By the Board of Selectmen -Vote to approve [See listing attached].** Chairman Montecalvo read aloud the list of names up for reappointment by the Board of Selectmen and asked them to say hold if they wished not to move forward on an appointment. Selectman Melia suggested advertising for a new Town Counsel instead of reappointing Kopelman & Paige. Town Manager Kozak suggested putting together some documentation and specifications before advertising for a new Town Counsel as it is a lengthy process. A motion/Mr. Melia, seconded/Mr. Marzec to hold off on reappointing Kopelman & Paige as Town Counsel for the Town of Northbridge. Vote yes/Mr. Melia. Vote no/Messrs. Marzec, Ampagoomian, Nolan and Montecalvo. The majority vote being **not** to hold off the reappointment of Kopelman & Paige as Town Counsel wins. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the 2009 Annual Reappointments by the Board of Selectmen as indicated on the list provided in the agenda packets. Vote yes/Unanimous. Selectman Ampagoomian requested a letter of appreciation be sent to all individuals who were not seeking reappointment.

**2009 Annual Reappointments/By the Town Manager -Vote to affirm [See listing attached].** A motion/Mr. Marzec, seconded/Mr. Melia to affirm the Town Manager's 2009 Annual Reappointments as indicated on the list provided in the agenda packets. Vote yes/Unanimous.

**Citizens' Comments/Input.** Blackstone Valley Chamber of Commerce (BVCC) / Church Street Beautification Project. **Present: Jeannie Hebert, President/CEO.** Ms. Hebert mentioned that the Chamber and the Northbridge Wal-Mart Store are collaborating on a project to place large decorative pots of flowers in front of businesses on Church Street from Park Street to Cross Street to enhance the beauty of the Church Street business district. The businesses are all delighted and have agreed to maintain the pots themselves. The Chamber will oversee the project and will make sure the maintenance of the pots is carried out appropriately. Wal-Mart is providing the supplies and volunteers. The Board of Selectmen thanked the Chamber of Commerce and Wal-Mart for enhancing the beautification of Northbridge.



**Whitin Community Center [Katie Stark]/Request for an Entertainment License for an outdoor music concert on Saturday, September 12, 2009, from 4:30 PM to 7 PM. Present: Katie Stark.** Ms. Stark informed the Selectmen that the event is a fundraiser for the Whitin Community Center and that she has spoken to the Chief of Police who has provided them with his recommendations. He recommended that all abutters be notified and that an officer be present to help vehicles enter and exit the parking lot due to the high volume of traffic on Hill Street. A motion/Mr. Melia, seconded/Mr. Marzec to approve the Whitin Community Center's request for an Entertainment License for an outdoor music concert to be held on Saturday, September 12, 2009, from 4:30 PM to 7 PM. Vote yes/Unanimous.

**Blackstone Valley Regional Recycling Center License Agreement/Vote to sign.** Town Manager Kozak informed the Selectmen that the agreement was for only one year and that he is recommending they sign the agreement for another year. A motion/Mr. Marzec, seconded/Mr. Amapagoomian to sign the Blackstone Valley Regional Recycling Center License Agreement. Vote yes/Unanimous.

**Charter Communications, Inc./Restructuring.** Town Manager Kozak explained that Charter Communications has filed Chapter 11 [bankruptcy] and is asking all Towns to adopt a resolution consenting to the reorganization. He advised the Selectmen that Town Counsel has reviewed the information provided by Charter Communications and advised that filing bankruptcy will make this company better. That said, Town Manager Kozak recommended that the Selectmen not take any action pertaining to Charter Communications, Inc.'s reorganization and allow them to move forward. A motion/Mr. Amapagoomian, seconded/Mr. Melia that the Northbridge Board of Selectmen acknowledges receipt of notice of Charter Communications, Inc.'s Restructuring under Chapter 11 of the Bankruptcy Code and pursuant to state regulations do not plan on taking any further action during the 120-day period, which expires on August 15, 2009. Vote yes/Unanimous.

**Safety Committee Minutes [June 17, 2009]/Vote to accept recommendations.** Selectman Amapagoomian wanted to go on record by stating that he is opposed to the Granite Hills Development off of Highland Street. Chairman Montecalvo informed the Selectmen that the Safety Committee is recommending that the Board of Selectmen submit a letter of opposition to the State reiterating their concerns of 2004 regarding Highland Street and the proposed density of the Granite Hills Development. The Town Manager will email the letter of opposition to the Selectmen for their review before sending it to the State. A motion/Mr. Amapagoomian, seconded/Mr. Nolan to accept the recommendations of the Safety Committee as outlined in the minutes of June 17, 2009. Vote yes/Unanimous.

**NPDES Stormwater Discharge Permit Advisory Committee. Present: Richard Sasseville, DPW Director.** Mr. Sasseville mentioned that after attending a meeting in the Town of Danvers on NPDES Stormwater Discharge Permit, he is recommending that a Stormwater Advisory Committee be formed. This committee would bring together representatives of the various town departments, boards and committees that will have a role in ensuring compliance with the new requirements. He is recommending representation on this committee to include the Board of Selectmen, DPW Director, Town Planner, Building Inspector, Planning Board, Conservation Commission, Board of Health, Finance Committee, Board of Assessors and a town resident. The committee will assist in developing the Town's Notice of Intent that will have to be filed with the EPA and Mass DEP within a few months of the issuing of the new permit. Selectman Nolan volunteered to be the representative from the Board of Selectmen for the Stormwater Committee. Mr. Sasseville provided the Selectmen with some material on the Stormwater Discharge Permit for their review.

**Fire Alarm Box System/Present: Fire Chief Gary Nestor.** Chief Nestor provided the Selectmen with a two-page document outlining the facts about the current fire alarm system, which has been in service for over 60 years and consists of 213 fire boxes, 3 fire whistles, and approximately 20 miles of fire alarm cable. He explained that the boxes are both town-owned and privately owned and that the Fire Department maintains all municipally owned boxes and the property owners maintain the privately owned boxes. Chief Nestor noted that fire department personnel test the entire system every 90 days. He also noted that interior testing of master box systems are the responsibility of the property owner. Continuing, Chief Nestor provided a cost analysis for maintaining the system and stated that the cost to eliminate the fire alarm system would be significant as it would require that all master box users contract with a commercial fire alarm company to monitor their property for fires. The cost to do this would include: 1) \$600 - \$700 per location to change over, 2) \$470 - \$490 per year in monitoring fees, 3) two dedicated phone lines for each location, and 4) yearly testing of all devices, which ranges from several hundred dollars to several thousand and requires a contract service with an alarm company. The town could also choose to remove the street boxes and wires from the poles but this would also be a significant cost. Based on the information he provided to the Board, Chief Nestor recommended that the Town maintain the current system because it is currently in good working order.

**Metcalf Memorial Dedication on Beane's Lane & Providence Road. Present: Philip Cyr, Trustees of Soldiers' Memorial.** Mr. Cyr mentioned that he had sent out invitations to the Board of Selectmen

and Town Manager inviting them to attend the Metcalf Memorial Dedication at the intersection of Beane's Lane & Providence Road. The dedication will be held on Saturday, June 27, 2009 at 2 P.M.

**Formation of a Green Committee.** Town Manager Kozak provided a pamphlet that he received from the Massachusetts Department of Energy Resources to each Selectman outlining the Green Communities Program. Selectman Marzec suggested putting together a Green Committee [consisting of 7 to 9 members] with just the key team members. Chairman Montecalvo suggested that Selectman Marzec meet with Town Manager Kozak to begin putting the framework of the committee together.

**Linwood Mill Lofts – Redevelopment Plan. Present: Gary Bechtholdt, Town Planner, Matt Mittelstadt, Development Director (EA Fish), Edward Fish, Chairman of EA Fish Development, and Bill and Patty Giannopoulos, owners of Linwood Mill.** Mr. Bechtholdt informed the Selectmen that Mr. Mittelstadt would be providing an overview of the Redevelopment Proposal for the Linwood Mill project pursuant to the town's Historic Mill Adaptive Reuse zoning bylaw. The proposed mixed-use project consists of 75 residential units for persons 55 and over and approximately 20,000 square-feet of commercial space. Mr. Mittelstadt mentioned that the development team has already laid out its plans and sought the support of the Planning Board, Zoning Board of Appeals, Conservation Commission, Housing Authority and Historical Commission. He said the support for the project has been widespread among the town boards. Mr. Mittelstadt noted a provision of the adaptive Reuse bylaw requires a minimum of 10 percent of the residential units to be offered "in perpetuity" to persons qualifying as of "moderate income, in accordance with the DHCD's standard of low and moderate income guidelines." Because of the applicant's funding source from the state, "100 percent of the residential units will be offered as affordable." The owners of the property [Bill & Patty Giannopoulos] stated, "We want to make this mill the best we can". They also mentioned that they are planning to put in a health club, restaurant and other amenities. Mr. Mittelstadt reassured that, according to national preservation requirements, the mill's distinctive bell tower would be restored. The Board of Selectmen agreed to write a letter of support for the renovation to the Massachusetts Department of Housing & Community Development.

**Mass Highway [Lawrence Cash]/Update on the Ross Rajotte & Douglas Road Bridges. Present: Mass Highway Representatives Lawrence Cash, Morteza Tayarani, Thomas Emerick, Katherine Neuner, & Daniel Johnson, Design Consultant AECOM Engineering.** Mr. Cash provided the Selectmen with handouts on the Accelerated Bridge Program. The information included: Preliminary Estimates, Estimated Dates, Estimated Construction NTP Date, Construction Budget Amount, Estimated Construction Completion Date, Federal Fiscal Year, and Structurally Deficient Status. Representatives from Mass Highway presented diagrams on the construction of the bridges, which showed 2 different concepts on how the bridges may look, the staging and how the traffic will flow when the process begins. Public Hearings will be scheduled in the future.

**Northbridge Town Charter /Charter Review Committee Process.** Chairman Montecalvo advised the Selectmen about the charter review process and advised that the Board of Selectmen, Finance Committee, and School Committee have to designate two people, the Planning Board shall designate one person, and the Town Moderator shall appoint three people. The Board of Selectmen agreed to start the charter review process. The committee will consist of nine members and shall be established for the purpose of reviewing the charter and make a report with recommendations at the town meeting concerning any proposed amendments they deem necessary or desirable.

**Town Manager's Report.** 1) Blackstone Valley Regional Recycling Center Scholarship – Mr. Bill Walsh called to advise us that Timothy DeVries has been awarded a \$250 scholarship from the Blackstone Valley Regional Recycling Commission. An award ceremony will be held on June 23, 2009 at 7 PM, at the Blackstone Town Hall. 2) American Library & Museum of America Exhibit – We received a request to use the Great Hall from August 30<sup>th</sup> through September 15<sup>th</sup> for their Armenian Memorial Exhibit. 3) 11-Town Regional Meeting Update – Two main topics that were discussed: a) Economic Development Council for the 11 towns is still ongoing and Senator Richard Moore spoke about the possibility of utilizing county cherry sheet funds to help fund the implementation of this program. b) Regional Dispatch – several towns in the Valley are beginning to implement or studying regional dispatch for Police and Fire Departments. District 7 of the Fire Chief's Association is currently seeking grant funds for this study. 4) Whitinsville Water Company – a) Filing of New Rates - Mr. Randy Swigor notified our office that the Water Company has filed for new rates with the Mass. Department of Public Utilities and will drop off information regarding this proposal (23.67% increase in January 2010 & a 23.72% increase in January 2011), b) New Facility Tour – Mr. Swigor also reiterated his offer to provide tours of the new facility to everyone either during the day or evening. Town Manager Kozak will coordinate a date and time for the Selectmen to tour the new facility. 5) Renewable Energy Trust Grant – Received correspondence from the Renewable Energy Trust that the town will be receiving \$4,188 to be used for the purchase of various energy savings items. Applications for the grant will be distributed in August. 6) Senior Center Fence Work – Mr. Burnham Miller wanted to thank the Department of Public Works for installing a new safety fence along the sidewalk of the senior center. This will protect pedestrians and/or handicapped individuals from potential injuries along the walkway. 7) The Conference Committee has finalized the state budget for the upcoming fiscal year. He mentioned there would be a

reduction in Local Aid (roughly around two hundred thousand dollars) for Northbridge. **8)** Stimulus money in the amount of \$675,000 will be awarded to the Town of Northbridge for the Village Infrastructure Project.

**Selectmen's Concerns.** **Selectman Ampagoomian/1)** Announced that Troop 155 has five individuals that need ideas for Eagle Scout Projects to benefit the community. **2)** Requested the status on the FEMA grant for the fire station. Town Manager Kozak mentioned the Fire Chief has completed the application. **3)** Announced there was a formal deployment ceremony of the 101<sup>st</sup> Engineering Battalion on Saturday, June 13, 2009, 10 AM at the Charlestown Naval Shipyard aboard the USS Constitution. He mentioned that the ceremony was very quick and very touching. **Selectman Nolan/1)** concerned about the Northbridge Community Television as a Corporation and their need to follow the open meeting law. He is encouraging them to follow these rules so the public can have trust in them. **Selectman Melia/1)** Asked if the Town of Northbridge or Whitinsville Water Company has applied to receive money from the Clean Water Project. Town Manager Kozak is still researching this project with the state. **Selectman Marzec/1)** Asked when the Central Mass. Regional Planning Commission would be conducting their tour of the Northbridge town roads. Town Manager Kozak replied that the DPW Director is still trying to get CMRPC out to Northbridge.

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

**Meeting Adjourned: 8:38 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

/dg

**Board of Selectmen  
July 13, 2009**

A meeting of the Board of Selectmen was called to order by Chairman Joseph Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Ampagoomian, Nolan, Melia. Selectman Marzec was not present and it is duly recorded. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**Approval of Minutes.**

**June 8, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the June 8, 2009 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Montecalvo, Ampagoomian and Nolan.

**June 8, 2009 [Executive Session]** - A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the June 8, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Montecalvo, Ampagoomian and Nolan.

**Public Hearing/7:05 P.M. Whitinsville Golf Club – Application to alter the premises of the liquor license in order to allow alcohol to be served on the grounds of the golf course with the exception of the maintenance barn and parking lot area.** **Present:** Mr. William DeJong, 84 Sherry Street, Whitinsville - Vice President of Whitinsville Golf Club. Chairman Montecalvo read the public hearing notice aloud. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to open the public hearing. Selectman Melia recused himself from the hearing and left the room because he is currently a member of the Whitinsville Golf Club. Vote yes/Messrs. Montecalvo, Ampagoomian and Nolan. Mr. DeJong explained that the Whitinsville Golf Club has completed an application to extend their premises to allow alcohol to be served on the grounds of the golf course, excluding the maintenance barn and parking lot areas. If the request to extend the premises is approved by the Local Licensing Authority [Board of Selectmen], Police Chief Walter Warchol recommended the following 3 restrictions be placed on the license: **1)** Licensed premises would not include any parking lots, areas used for parking or any areas used for maintenance of the facility/club grounds; **2)** All bartenders and people who serve alcohol from a portable bar on the licensed premises must be at least 21 years of age, be TIPS certified and comply with Section 10 of the Town of Northbridge Rules and Regulations Governing Establishments Pursuant to MGL Chapter 138; and **3)** No open containers of alcohol are allowed to leave the licensed premises and cross a public way in violation of Northbridge Code of Bylaws, Chapter 9, Section 201. The club will erect signs at each crossing of Fletcher Street that will have wording stating “No Open Containers of Alcohol Beyond This Point”. There being no further comments, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the public hearing. Vote yes/Messrs. Montecalvo, Ampagoomian and Nolan. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant local approval on the application of Whitinsville Golf Club Inc. to extend their premises to serve alcohol on the 9-hole golf course excluding the maintenance barn and parking lot areas and subject to the restrictions placed by Chief Warchol. Vote yes/Messrs. Montecalvo, Nolan and Ampagoomian.

Selectman Melia rejoined the meeting and took his seat with the other Board members.

**Annual Re-Appointments/By the Board of Selectmen: John Gosselin, Board of Assessors.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to reappoint John Gosselin to the Board of Assessors. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Montecalvo. **By the Town Manager: Denis Latour, Fence Viewer.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to affirm the reappointment of Denis Latour as Fence Viewer for the Town of Northbridge. Vote yes/Messrs. Melia, Nolan, Montecalvo and Ampagoomian.

**Citizens’ Comments/Input. Northbridge Nursing Home/Present: Attorney Henry Lane.** Attorney Lane introduced two representatives from Lutheran Social Services: 1) Program Manager Ben Stevens, 51 Union Street, Worcester and 2) Director for Services to New Americans for Massachusetts - Josephina Lance. Ms. Lance began by thanking the Selectmen for allowing them to speak. She advised the Selectmen that Lutheran Social Services is one of the largest non-profit social service agencies in New England and that they provide services to over 3,000 people a day throughout New England. The facility in Northbridge will be used for newly arriving refugees as a reception center and educational center. They will be taught English, provided employment training and cultural orientation among other services. All programs are federally funded. Chairman Montecalvo thanked Lutheran Social Services for coming in and providing them with their views, however, he advised that the Selectmen cannot comment on this matter as the Town is currently in litigation.

**Fall Annual Town Meeting [October 27, 2009]/Vote to close the warrant on Friday, September 11, 2009 at Noon.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the Fall Annual Town Meeting warrant on Friday, September 11, 2009 at Noon. Vote yes/Messrs. Melia, Nolan, Ampagoomian, and Montecalvo.

**Alternatives/Request permission to hang a banner over Church Street from July 19, 2009 to August 2, 2009 to advertise the first Annual Heritage Market.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to Alternatives to hang a banner over Church Street from July 19, 2009 to August 2, 2009. The Board also informed Alternatives that they must comply with any the Board of Health requirements for the Heritage Market events. Vote yes/Messrs. Melia, Nolan, Ampagoomian, and Montecalvo.

**Rumonoski Drive Block Party Committee/Request permission to close down a portion of Rumonoski Drive on Saturday, August 22<sup>nd</sup> from 3 PM to Midnight (Rain Date: Sunday, August 23<sup>rd</sup> – same hours). Present: Mrs. Lori Gannon.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to the Rumonoski Drive Block Party Committee to close down a portion of Rumonoski Drive, from house numbers 166 to 198, on Saturday, August 22<sup>nd</sup> from 3 PM to Midnight subject to the safety requirements of the Northbridge Police and Fire Departments. Vote yes/Messrs. Melia, Nolan, Ampagoomian, and Montecalvo.

**FY 2009 Budget Adjustments/Transfer of money for Fire & Library Departments.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the end of year transfers as follows: **1)** \$5,000 from the Police Grant Matches account to the Ambulance Repair & Maintenance Vehicle Account; and **2)** \$2,100 from the Library Salaries Account to the Library Professional and Technical Services Account. Vote yes/Messrs. Melia, Nolan, Ampagoomian, and Montecalvo.

**Green Committee/Vote on composition of committee.** Chairman Montecalvo announced that the 7-member Green Committee will function as an advisory board and be comprised as follows: the DPW Director, 1 member from the Building, Planning & Construction Committee, 1 member from the School Committee, 1 Town employee and 3 members “At Large”. At the next Selectmen’s meeting, they will begin the process of appointing members. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the composition of the Green Committee as noted above. Vote yes/Messrs. Melia, Nolan, Ampagoomian, and Montecalvo.

**Flood Insurance Rate Map & Flood Insurance Study Report/Present: Christopher Markesich, Department of Conservation and Recreation.** Mr. Markesich provided the Board of Selectmen with preliminary copies of a Flood Insurance Study and Flood Insurance Rate Map. He reported that the study and map for the community will be formatted for the entire geographic area of the county, including our community and all jurisdictions. This study will permit the modification of the existing 100-year flood plain for some locations within the Town of Northbridge. Proposed Base Flood Elevations can be obtained by calling the FEMA Map Assistance Center toll free at 1-877-336-2627. Also, conducting the study will make flood insurance available to individuals that are located in a flood zone. Selectman Ampagoomian suggested that a workshop be held at Town Hall. Mr. Markesich mentioned that he would conduct a workshop at Town Hall for the residents of Northbridge.

**FY 2008 Management Letter/Present: Tim Harrison, Auditor.** Mr. Harrison began by apologizing to the Board for being late with the report. That said, he provided the Board of Selectmen with an overview of the results of the audit and prior year recommendations: **1)** Budgeted Estimated Revenues and Other Financing Sources; **2)** Tailings; **3)** Statement No. 45 of the Government Accounting Standards Board; **4)** Implement a Risk Assessment Program; **5)** Improve In-House Capital Asset System; **6)** Strengthen Procedures for Ambulance Accounts Receivable. Continuing, Mr. Harrison then went through the current year recommendations: **1)** Improve Controls Over Payroll and **2)** Improve Controls over the School Breakfast and Lunch Program. The complete Management Letter can be found on file in the Town Manager’s Office. Mr. Harrison mentioned the Town has improved significantly on their audit and prior year recommendations. That said, items will continue to be addressed and resolved.

**Town Manager’s FY '10 Goals and Objectives.** Chairman Montecalvo provided Mr. Kozak with five Goals and Objectives for FY '10 and mentioned that the goals need to be attainable and measured.

**Town Manager’s Report.** **1)** Town Hall Security System Update – The Town Hall Security System is now in place and the Town Manager’s Office will begin issuing key cards next week. **2)** Governor’s Budget Update – The Governor has signed the state budget, which has additional reductions that will be addressed at the Fall Annual Town Meeting. He noted the reduction in Chapter 70 funds in the amount of \$285,000. The Town Manager also reported that Northbridge received funds from the stimulus package in the form of a grant in the amount of \$299,000 but said that he needs to find out if the grant funds will go directly to the School Department or the Town. **3)** National Corridor & Worcester Historical Museum Release of Landscape of Industry – Attended a ceremony to commemorate publication of the Blackstone Valley Industrial Revolution. **4)** Smart Growth Seminar – The Planning Board held a seminar in conjunction with the Master Plan Committee to highlight energy saving techniques and the new formation of a Green Committee.

**Selectmen's Concerns. Selectman Ampagoomian 1)** Requested an update on the Fire Station grant – Town Manager Kozak replied that the grant was submitted to FEMA last week. Selectman Ampagoomian then suggested contacting Senator John Kerry, Congressman Richard Neal and former Congressman James McGovern for their assistance with this program. **2)** Trees located on Church Street were removed – will they be replaced? Town Manager Kozak will check with the DPW. **Selectman Nolan 1)** mentioned that Selectman Marzec is not here this evening because he is attending the Cal Ripken Youth Baseball [Ten and under] Northbridge All Star's "State Finals". This is quite an achievement and suggested supporting and congratulating the kids when they return. **Selectman Melia 1)** asked if the Town receives the grant for a new fire station, what location would they use for the grant. Mr. Kozak stated that Chief Nestor didn't have to specify in the grant where the location of the new fire station would be. **2)** Asked if any town departments received stimulus funding? Mr. Kozak responded that they received some funds for the FY '08 Community Development Block Grant. He also mentioned that the town received some aid to back fund Chapter 70 reductions. Also, the School Department received funds for Title 1 and Special Education. **3)** Recommended sending a letter to Boston expressing the Town's concern with the future Whitinsville Water Company rate increase and asked the Town Manager when will the board be voting on the water rates and what is the strategy? Chairman Montecalvo advised that when the Department of Public Utilities holds their hearing in Boston on the Whitinsville Water Company Rate Increase, Town Counsel will be present and anyone who wishes can attend.

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

**Meeting Adjourned: 8:35 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

**/dg**

**Board of Selectmen  
July 27, 2009**

A meeting of the Board of Selectmen was called to order by Chairman Joseph Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Ampagoomian, Marzec, Melia. Selectman Nolan was not present and it is duly recorded. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**Approval of Minutes.**

**June 22, 2009** - A motion/Mr. Marzec, seconded/Mr. Melia to approve the June 22, 2009 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Montecalvo, Ampagoomian and Marzec.

**Public Hearing/7:05 P.M. Continued - Disciplinary Hearing re: Trading Post's Liquor License** – Chairman Montecalvo asked if anyone from the Trading Post was present for tonight's discussion. There being no response, Chairman Montecalvo announced that since it wasn't quite 7:05 PM, he would move on to the next topic and then come back to the public hearing.

**Appointments. By the Board of Selectmen: Election Workers (Democrat, Republican, and Unenrolled)/Vote to appoint.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint the Democrat, Republican and Unenrolled Election Officers as listed in the Selectmen's agenda packets. Vote yes/Messrs. Melia, Ampagoomian, Marzec and Montecalvo. **Board of Registrars [1 vacancy]: Vincent Tynan [Democrat Designee]/Present: Dr. John Baker, Chairman, Board of Registrars.** Mr. Tynan, 3C Colonial Dive, Whitinsville, mentioned that he is a long time resident of Northbridge and previously served on the Finance Committee and currently serves on the Northbridge Housing Authority. Dr. Baker advised the Selectmen that his committee strongly recommends Mr. Tynan be appointed as their Democrat Designee. Mr. Baker also thanked Peter Andonian for serving on his committee for the past three years and wished him well. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Vincent Tynan to the Board of Registrars as the Democrat Designee. Vote yes/Messrs. Melia, Ampagoomian, Marzec and Montecalvo.

**Public Hearing/7:05 P.M. Continued - Disciplinary Hearing re: Trading Post's Liquor License** – Chairman Montecalvo again asked if anyone from the Trading Post was present. There being no one present, a motion/Mr. Marzec, seconded/Mr. Ampagoomian to close the public hearing. Vote yes/Messrs. Marzec, Ampagoomian, Melia and Montecalvo.

**Disability Commission [4 vacancies/3 applicants] Russell Conlon, Sheri Nolan, Gail Arnold. Present: Gail Arnold and Russell Conlon.** Chairman Montecalvo asked the applicants to come forward. Town Manager Kozak mentioned that Ms. Nolan could not be present for tonight's meeting but would like to be considered for an appointment. Selectman Ampagoomian suggested holding off on the appointment of Ms. Nolan because he would like to ask her some questions. Selectman Melia suggested moving forward on appointing all three applicants. **Russell Conlon, 17 Douglas Road, Whitinsville,** mentioned that he was Chairman of the Disability Commission several years ago and would like to become a member again to help the handicapped individuals in town. **Gail Arnold, 290 Providence Road, Linwood,** mentioned that she too is a former member of the Disability Commission and has a great deal of interest in serving on the committee again. After a brief question and answer session, a motion/Mr. Marzec, seconded/Mr. Melia to appoint Russell Conlon, Gail Arnold & Sheri Nolan to the Disability Commission. Vote yes/Messrs. Melia, Marzec. Vote no/Messrs. Montecalvo, and Ampagoomian. There being a tie vote, motion doesn't carry. A motion/Mr. Ampagoomian, seconded/Mr. Melia to cast individual votes on the applicants for seats on the Disability Commission. Vote yes/Messrs. Melia and Ampagoomian. Vote no/Messrs. Montecalvo, and Marzec. There being a tie vote, motion doesn't carry. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Russell Conlon to the Disability Commission. Vote yes/Messrs. Marzec, Melia, Ampagoomian, and Montecalvo. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Gail Arnold to the Disability Commission. Vote yes/Messrs. Marzec, Melia, Ampagoomian, and Montecalvo. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Sheri Nolan to the Disability Commission. Vote yes/Messrs. Marzec and Melia. Abstain/Mr. Ampagoomian. Chairman Montecalvo did not vote on Ms. Nolan's appointment. **Green Committee: Laura Hanny, April Jacobs, William J. Mello, Jr.** Town Manager Kozak mentioned that two positions are at-large and one position is an appointment by the Building, Planning and Construction Committee. The Building, Planning and Construction Committee recommended William J. Mello, Jr. for the appointment. **April Jacobs, 2191 Providence Road, Northbridge,** mentioned that she has lived in town for most of her life and now wants to help her community out by volunteering her time. **William J. Mello, Jr., 8 Sprague Street, Northbridge,** mentioned that he is an architect and currently serves on the Building, Planning and Construction Committee. He has also been involved in energy conservation for several years. Mr. Mello feels that his knowledge and experience would be an asset to this committee. **Laura Hanny, 19 Elm Place, Whitinsville,** expressed her interest for wanting to be on the Green Committee. She mentioned that she has a background in Biology and recently worked on a Green Energy



Plan with the former Superintendent of Schools Henry O'Donnell. She has attended many conferences and seminars on energy conservation and currently belongs to Earthwatch. Selectman Marzec asked if the Building, Planning and Construction Committee designated Mr. William Mello as the representative for the Green Committee and Chairman Murray replied "yes". A motion/Mr. Marzec, seconded/Mr. Melia to appoint Laura Hanny and April Jacobs as the "At Large Candidates" for the Green Committee. Vote yes/Messrs. Marzec, Melia, Ampagoomian, and Montecalvo.

**Citizens' Comments/Input. Mr. Robert A. Parker, Jr. 20 Nolet Street, Linwood,** reported that two handicapped parking spaces were removed on Park Street (near Unibank). He suggested that the Disability Commission look into this and find out why they were removed. Mr. Parker expressed his concerns on the lack of preventive maintenance for the town's sidewalks, guardrails and fences. There are a lot of weeds in the sidewalks and poison ivy on the fences around the town. He suggested the town view the following areas; Linwood Pond, Arcade Pond, Meadow Pond and take care of this issue/problem.

**Trading Post Market Inc. d/b/a Trading Post Market/Vote to cancel Liquor License.** A motion/Mr. Melia, seconded/Mr. Marzec to cancel the Retail Store Wines and Malt Liquor License held by the Trading Post Market Inc. d/b/a Trading Post Market (John America, Manager) for failure to conduct the licensed business. Vote yes/Messrs. Melia, Marzec, Ampagoomian, and Montecalvo. Town Manager Kozak mentioned that a letter will be sent to Mr. Gurmit Pabla, Owner of the Trading Post and the Alcoholic Beverages Control Commission notifying them of tonight's decision to cancel the liquor license of the Trading Post Market.

**Jacob Kupelian/Vote to accept in perpetuity a monetary gift in the amount of \$5,000 for the care and maintenance of Riverdale Cemetery.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to accept in perpetuity a monetary gift in the amount of \$5,000 for the care and maintenance of Riverdale Cemetery. Vote yes/Messrs. Melia, Marzec, Ampagoomian, and Montecalvo. Chairman Montecalvo asked that a letter be sent thanking Mr. Kupelian for his donation.

**Permit Fees/Present: James Sheehan, Building Inspector.** Mr. Sheehan provided a Building Department fee schedule for the Board of Selectmen to review. The document contained the proposed fee schedule as well as documentation supporting an increase in permit fees. Chairman Montecalvo mentioned this item would be placed on the next Selectmen's agenda, August 10, 2009, for a vote.

**Update on town projects/ George Murray, Chairman-Building, Planning & Construction Committee and Committee Members: William Mello, Jr., Ronald White, Thomas Pilibosian, Donald Lange and William Ferguson.** Mr. Murray provided an update on the list of projects his committee is currently handling: **1) Fire Station** – provided a report to the Selectmen along with recommendations and a site map of the property adjacent to the Police Station. Mr. Murray mentioned that there isn't enough space to put a fire station in that location. **2) DPW Facility** – mentioned that EarthTech is still working on the study and will be coming to town this week to conduct a site walk and visit at the Wastewater Treatment Plant. Committee member Mello and DPW Director Sasseville have put together a space needs report that encompasses about 30,000 square feet. A report from EarthTech should be forthcoming on or around August 20, 2009. **3) High School Athletic Fields** – Mr. Murray reported that he and Donald Lange met with a representative of the School Committee last week to discuss the fields. He mentioned that the fields looked great and that by the end of August or beginning of September, the lower section of the fields would be turned over to the School Department. The top section should be ready by the following spring. He also mentioned that there are 15 handicapped parking spaces. **4) HVAC Rooftop Unit Replacement at the Northbridge Police Station** – reported that his committee has received the project drawings and is waiting for the engineering company to provide them with the timetable for bids and installation. Selectman Marzec requested a copy of a study that was previously done on the windows and structure for the Town Hall. Chairman Murray suggested contacting someone in Town Hall for that information as he doesn't know anything about it.

**Town Manager's Report. 1) Whitinsville Water Company Rate Hearing/Tour** – A public hearing will be held at the Town Hall on August 18<sup>th</sup> at 7 PM. Selectmen Montecalvo and Nolan attended a tour with Town Manager Kozak to view the new water treatment facility in Sutton. **2) Department Head Meeting** – Held a department head meeting to discuss issues such as the new classification plan, Green Committee, new security system, centralized purchasing area and FY 10 budgets. **3) Pavement Management Plan Update** – Central Mass. Regional Planning Commission personnel have completed a survey of town roads and will be meeting next week with the DPW Director to discuss recommendations. **4) Regional Sewer Expansion Project** – The Town of Sutton held a bid opening to expand sewer lines at the Northbridge/Sutton line to access commercial properties near Walmart. Applications are being reviewed now and a decision will be forthcoming. **5) Fire at 2094 Quaker Street** - unfortunately the house was severely damaged. **Selectman Ampagoomian** asked if the Department Heads had any questions and/or concerns on the new classification plan and projections for the FY10 budgets. Town Manager Kozak replied that the department heads had no problems with the proposed classification plan. As for the FY10 budget, Town Manager Kozak mentioned that Department Heads were concerned with

how much of a reduction the Town side will incur. Selectman Ampagoomian requested a copy of the Pavement Management Plan be forwarded to the Master Plan Committee. **Selectman Melia** asked if Mr. Kozak was meeting on a daily, weekly or monthly basis with the Finance Committee, Accounting Office and School Department regarding the budget and future reductions. Town Manager Kozak reported that the Accounting Office and School Department communicate with him quarterly on the revolving accounts. He also stated that he speaks frequently with the Chairman of the Finance Committee and announced that a meeting with the Finance Committee is scheduled for sometime in late August.

**Selectmen's Concerns.** **Selectman Ampagoomian 1)** Thanked Jacob Kupelian for the kind donation to the Town of Northbridge for the care and maintenance of Riverdale Cemetery. He also inquired about the replacement of the Riverdale Cemetery sign. Selectman Ampagoomian also recommended that a sign be placed at the entrance of the cemetery advising residents that no pets are allowed in. **2)** Asked for an update on the various projects: Plummer's Corner, Ross Rajotte and Douglas Road Bridges, and Sutton Street. **3)** Thanked Peter Andonian for serving as a member of the Board of Registrars. **Selectman Marzec 1)** Commented on how proud he was to attend the Cal Ripken Youth Baseball [Ten and under] Northbridge All Star's "State Finals". This is quite an achievement and mentioned that the Town should be proud of them. **2)** Congratulated the American Legion for their baseball tournament and then thanked John Berkowitz, Coach John Demagian and Bob Parker for orchestrating the American Legion baseball league almost 25 years ago. **3)** Requested an update on the maintenance of the Town roads. **4)** Inquired about the status of the 2010 Charter Review Process. **Selectman Melia 1)** Commented on the condition of Town Hall windows and requested that the Town look into fixing them. Town Manager Kozak and Chairman Montecalvo both responded by stating there is lead paint upstairs and it is very expensive to have a company come in and remove the lead paint. Town Manager Kozak also advised that he is hoping that the Green Committee can get a grant for the Town of Northbridge to repair the windows.

**Executive Session.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Negotiations and Chapter 39, S. 23B#3 Litigation --not to reconvene in open session. Roll Call Vote: Mr. Marzec/ Yes; Mr. Melia/Yes; Mr. Ampagoomian/Yes; and Mr. Montecalvo/Yes.

**Meeting Adjourned: 8:20 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

/dg

**Board of Selectmen  
August 10, 2009**

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

The Pledge of Allegiance was recited by those present.

Chairman Montecalvo announced that Susan Gorky, Superintendent of Schools and Michael McGrath, School Committee Chairman were present for tonight's meeting and asked that they both come forward for a brief introduction. Ms. Gorky thanked Chairman Montecalvo for allowing her to come in and introduce herself and encouraged the Selectmen and residents of Northbridge to contact her with any questions and/or concerns they may have pertaining to the school budget and system. She mentioned she is available 24/7. Mr. McGrath suggested the lines of communication remain open between the Town and School during these tough financial times.

**Approval of Minutes.**

**July 27, 2009 [Executive Session]** - A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the July 27, 2009 Executive Session minutes as presented with the readings omitted. Discussion on the motion: Selectman Melia reminded the Board of a question he asked during that Executive Session regarding the second matter under Litigation and requested the minutes be amended to reflect the asking of his question, it being-- "Is there going to be any re-training/additional training for the person involved in this situation". No vote was taken on the previous motion. There being no further comments, a motion/Mr. Marzec, seconded/Mr. Ampagoomian to amend but not release the July 27, 2009 Executive Session minutes as requested by Selectman Melia. Vote yes/Messrs. Melia, Montecalvo, Ampagoomian, and Marzec. Abstain/Mr. Nolan.

**Public Hearing/7:05 P.M. / Laurieann's Restaurant & Bar, Inc./ 1) Application for an All Alcoholic Common Victualler's License; 2) Application for a non-alcohol Common Victualler's License – 3) Application for an Entertainment License for Live and Recorded Music. Present: Laurieann Kayhart, Business Owner and Manager; and Paul McKeon, Chairman, Board of Health.**

Chairman Montecalvo read the public hearing notice aloud. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to open the public hearing. Vote yes/Unanimous. Mr. McKeon provided the Selectmen with a handout detailing outstanding items that need to be completed prior to the restaurant's opening; however, the Board of Health is recommending that the Selectmen move forward with the liquor license application, as it is a lengthy process. Selectman Ampagoomian had some questions and concerns regarding the restaurant such as: seating capacity [seats 80-90], parking spaces [26 spaces], how to handle overflow [if no place to park, customer will probably leave], hours of operation [7 a.m. – closing, which has not yet been determined], Tips certification for employees [most definitely], and number of employees [5]. Chairman Montecalvo asked if anyone had a problem with the Entertainment License, which would include Karaoke. Chief Warchol stated that his concern with issuing an entertainment license is mainly due to parking and safety concerns. Chairman Montecalvo suggested that Ms. Kayhart hold off on applying for the Entertainment License until the restaurant is open and the hours of operation have been established and then come before the Selectmen with her application. Chairman Montecalvo asked if anyone had questions about the Common Victualler's License and there was no response.

A motion/Mr. Marzec, seconded/Mr. Nolan to close the public hearing. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Melia to grant local approval to Laurieann's Restaurant & Bar, Inc. for an All Alcoholic Common Victualler's License. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to grant a non-alcoholic Common Victualler's License to Laurieann's Restaurant & Bar, Inc. Vote yes/Unanimous.

**Appointments. By the Board of Selectmen: 1) Blackstone River and Canal Commission [Positions allowed: 1 delegate/3 associate members]: Delegate: William Dausey, Associate Members: Philip Neeland, Sr., and April Jacobs.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint William Dausey as the Northbridge Delegate to the Blackstone River and Canal Commission. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to appoint Philip Neeland, Sr. and April Jacobs as Associate Members to the Blackstone River and Canal Commission. Vote yes/Unanimous.

**2) Green Committee:** Melissa Martin, Town Employee Rep./Vote to appoint. A motion/Mr. Marzec, seconded/Mr. Melia to appoint Melissa Martin as the Town Employee Representative to the Green Committee. Vote yes/Unanimous.

**3) Central Mass. Regional Planning Commission [CMRPC]: 1) Second Delegate.** A motion/Mr. Montecalvo, seconded/Mr. Ampagoomian to appoint Selectman Marzec as Northbridge's Second Delegate to the CMRPC. Vote yes/Unanimous. **2) Alternate.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Selectman Nolan as Northbridge's Alternate to the CMRPC. Vote yes/Unanimous.

**Citizens' Comments/Input. Mr. Ken Williams, 20 Maple Street, Whitinsville.** Mr. Williams did not show up for tonight's meeting.

**Permit Fees/Vote to approve.** Town Manager Kozak announced that the permit fees were advertised on the local cable channel, the Town's web page and the Town Hall bulletin board for the public to view. A motion/Mr. Melia, seconded/Mr. Nolan to approve the permit fees. Vote yes/Unanimous. Town Manager Kozak recommended the motion be amended to include an effective date of August 17, 2009. The Board agreed to revise the motion as follows: A motion /Mr. Melia seconded/Mr. Nolan to approve the permit fees with an effective date of August 17, 2009. Vote yes/Unanimous.

**Green Committee Grant Program – Planning Assistance Application/Vote to submit. Present:**

**Gary Bechtholdt, Town Planner.** Mr. Bechtholdt provided the Selectmen with a memo that summarized the Planning Assistance Grant for the Green Communities Program. This Planning Assistance Grant will help Northbridge in meeting the five criteria to becoming a "Green Community". The five criteria include:

1. Provide for the as-of-right siting of renewable or alternative energy generating facilities, renewable or alternative energy research and development (R&D) facilities, or renewable or alternative energy manufacturing facilities in designated locations.
2. Adopt an expedited application and permitting process under which these energy facilities may be sited within the municipality and which shall not exceed 1 year from the date of initial application to the date of final approval.
3. Establish an energy use baseline inventory for municipal buildings, vehicles, street and traffic lighting, and put in place a comprehensive program designed to reduce this baseline by 20 percent within 5 years of initial participation in the program.
4. Purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.
5. Require all new residential construction over 3,000 square feet and all new commercial and industrial real estate construction to minimize, to the extent feasible, the life-cycle cost of the facility by utilizing energy efficiency, water conservation and other renewable or alternative energy technologies.

Mr. Bechtholdt explained that in order for Northbridge to be eligible for the grant they shall have to establish an Energy Committee and must commit to meeting all five criteria within one-year of the award. That said, Mr. Bechtholdt mentioned that the Town of Northbridge has already formed a "Green Committee" to explore ways to use energy more efficiently and to eliminate energy waste in town. In fact, the Town of Northbridge has recently hosted as part of its Master Plan Update Public Workshop Series a Smart Energy/Smart Growth session, where Mark Sylvia, Director of the Department of Energy Resources and Kurt Gaertner of the Executive Office of Energy & Environmental Affairs presented information on the Green Communities Program and Smart Growth Principles. The application deadline has been extended to August 14, 2009. Selectman Marzec commended Mr. Bechtholdt for putting together several workshops that will help the Town of Northbridge achieve this grant. Selectman Ampagoomian advised Town residents that the School Department and Wastewater Treatment Plant both have a green vehicle. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to submit the Green Communities Program Planning Assistance Grant Application as presented by Town Planner Gary Bechtholdt. Vote yes/Unanimous.

**Kimberly Yargeau, Treasurer/Collector / Departmental Update – Present: Kimberly Yargeau and Neil Vaidya, Town Accountant.** Ms. Yargeau provided an update on the Treasurer/Collector's Department. She said her department is working diligently trying to balance and close FY'09 books and then noted that she has received a great deal of support from the Town Accountant's Office. Ms. Yargeau reported that her office staff has been tremendous in helping her research problems and finding answers to them. That said, Mr. Vaidya stated that communication between both offices has been running smoothly during Ms. Yargeau's transition. Chairman Montecalvo requested that the Treasurer/Collector compile a list of individuals who owe taxes. Ms. Yargeau remarked that her office already has that information and will provide a copy to the Board of Selectmen tomorrow. Selectman Marzec asked when the books for FY 2009 will be closed. Mr. Vaidya responded that the timeline for closing the books is before the Fall Annual Town Meeting. Selectman Melia asked Ms. Yargeau if she has considered having the Treasurer/Collector's office "go green" with respect to payroll. Ms. Yargeau responded that because payroll is done in-house on the Munis system, she does not know if Munis has the capability.

**Town Manager's Report.** 1) Board of Health Volunteer Orientation Meeting – announced there will be a meeting in September for assistance in case of a public health emergency. 2) Whitinsville Water Company Public Hearing – will be held on August 18, 2009, at 7 P.M., in the Board of Selectmen's Room to discuss the proposed rate increase. 3) Congressman Richard Neal Letter – received a letter of support for various grant opportunities for the Fire Department. 4) Sheriff's Department Presentation – received a new sign for the Riverdale Cemetery, which was made by inmates at the Worcester facility. 5) Sutton Transfer Station – mentioned that he is currently working with the Sutton Town Administrator on a pilot program to allow Northbridge residents to utilize the Sutton Transfer Station for solid waste disposal.

Chairman Montecalvo informed the Selectmen that the brother of Robert Rolandelli – Manager of Walmart, has passed away. Chairman Montecalvo stated that Mr. Rolandelli has done a lot for the Town of Northbridge, so he took it upon himself to send a sympathy card on behalf of the Board of Selectmen.

**Selectmen's Concerns. Selectman Marzec 1)** Inquired about the road conditions report and when will it be ready. **2)** Used the key card system for the first time and suggested that a sign-in/out sheet be posted downstairs. **Selectman Melia 1)** Advised he received a phone call from a resident concerning the noise at the Skate Park at Plummer Park. The resident is asking if foam pads could be placed there to keep the noise level down. **2)** Residents are asking why the Town Beach is closed. Town Manager Kozak responded that in the past the Town has posted signs at the Town Beach saying; "swim at your own risk, no lifeguards on duty". This year, the new manager at the Whitinsville Water Company informed the town they could no longer use the beach without lifeguards and port-a-potties on site. **3)** Asked about the status of the drainage project on Railroad Street in Rockdale and mentioned that someone from the town should be calling the residents to let them know when this problem will be fixed. **Selectman Nolan 1)** He stated that he is interested in seeing a timeline for the progress of the DPW building and where does the Town stand on a new building. **Selectman Ampagoomian 1)** He sent out his condolences to Betsy, Dale and Alex Hackathorn on the recent passing of Anne Marie Greene and she will be missed dearly. **2)** Property in new village – has anything been done with the garage. Town Manager Kozak mentioned that he is waiting for further information regarding a grant. **3)** Asked about the Whitinsville Water Company Bulletin Board Notice on Water contamination. Town Manager Kozak said that the Whitinsville Water Company had to report it to the public. **4)** He urged residents to attend the Whitinsville Water Company Public Hearing on August 18, 2009, for the proposed rate increase so they could voice their concerns about the proposed rate increase. **5)** Asked if the DPW could answer why concrete sidewalks are being repaired with tar instead of concrete. **6)** Whose responsibility is it if a tree is taken down on a public way, for the root damage that has occurred? **7)** Where does the liability of the homeowner versus the municipality begin and end on a public way?

A motion/Mr. Marzec, seconded/Mr. Nolan to adjourn the August 10, 2009 meeting. Vote yes/ Unanimous.

**Meeting Adjourned: 7:58 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

/dg

**Board of Selectmen**  
**August 24, 2009**

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

The Pledge of Allegiance was recited by those present.

**Approval of Minutes.**

**July 13, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the July 13, 2009 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian and Montecalvo. Abstain/Mr. Marzec.

**Employee and Volunteer Appreciation Awards for 25+ Years of Service.** Chairman Montecalvo presented plaques to the following individuals for 25 years or more of service to the Town: Kenneth Guertin, Donald Lange, Burnham Miller, and Mary Frances Powers. Town Manager Kozak then presented Chairman Montecalvo with a plaque for his 25+ years of service. George Murray and Peter Lachapelle also received plaques but were unable to be present at tonight's meeting.

**Citizens' Comments/Input.** Mr. Ken Williams, 20 Maple Street, Whitinsville, mentioned that last winter his wife hit a patch of ice on Maple/Chestnut Street and ended up in a ditch. He said that every winter there are problems with this particular area because of a tree that is blocking the drainage system. Mr. Williams asked if the Town would take down the tree so that it doesn't block the drainage system and this way the water would flow properly into the drain. Town Manager Kozak will look into this and discuss the issue with the Tree Warden. Mr. Williams stated that in is his opinion Maple Street and Chestnut Street are not plowed well in the wintertime. He also explained that he has a medical condition, which often results in a phone call for an ambulance.

Chairman Montecalvo read aloud an email he received from Robert Rolandelli, Manager of Walmart, in Whitinsville. Mr. Rolandelli thanked the Town Hall for their condolences on the recent passing of his brother.

**481 Yogi Convenience Store, Inc. d/b/a Highland Farms/Application to request a Change in Manager from Dashrath Patel to Jack Patel.** Chairman Montecalvo was informed by Attorney Henry Lane that Mr. Jack Patel has refused to be named Manager on the liquor license held by Highland Farms. He then mentioned that Town Counsel has recommended that the Town Manager's Office send a letter to Mr. Jigarkumar Patel, President of 481 Yogi Convenience Store, Inc. d/b/a Highland Farms advising him to submit the required paperwork to name a new manager before September 9, 2009. Chairman Montecalvo advised that if Mr. Patel does not submit his paperwork by September 9, 2009, the Board of Selectmen would commence disciplinary proceedings to cancel the liquor license on September 14, 2009, for operation of the business without a properly approved manager. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to continue this matter at their next Board of Selectmen's meeting on September 14, 2009, and that if the licensee has not submitted the name of a proposed manager by September 9, 2009, the Board will commence a disciplinary proceedings that evening for operation of the business without a properly approved manager. Vote yes/Messrs. Ampagoomian, Marzec, Melia and Montecalvo.

**Fall Annual Town Meeting (October 27, 2009)/Vote to place Board of Selectmen's articles on the warrant.** Chairman Montecalvo provided a summary of the Selectmen's articles that need to be placed on the Fall Annual Town Meeting Warrant. An article for prior year bills (if needed); An article for budget adjustments; An article to use \$1 million from the Water Enterprise Fund to pay down Whitinsville Water Company's debt in order to reduce the proposed increase in water rates; An article to increase the Local Option Meals Tax by an additional .75%; and an article to elect the Second Advisory Trustee to the Arthur Fletcher Whitin Fund Board. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to place the above articles on the Fall Annual Town Meeting Warrant [October 27, 2009]. Vote yes/Messrs. Ampagoomian, Marzec, Melia and Montecalvo.

**Fire Department New Vehicle Update/Present: Fire Chief Gary Nestor.** Fire Chief Gary Nestor provided an update on the new vehicles his department will be acquiring. He mentioned that he recently went with Captain David White to conduct a preliminary inspection of the new fire engine they bought at Pierce Manufacturing, located in Appleton, Wisconsin and they will be receiving the vehicle in Northbridge within a month from now. He also mentioned that the 2002 Ambulance was sent for repairs to successful bidder "Quality Emergency Vehicles" and it will take them about 90 days to complete the work but that they will have a loaner vehicle during this time.

**Utility Abatement Policy. Present: DPW Director Richard Sasseville.** Mr. Sasseville provided two copies of the revised Utility Abatement process for the Selectmen to review. That said, one copy shows

the changes made and the other is the finalized version. He recommended that the revised Utility Abatement Policy be placed on a future Board of Selectmen's agenda for a decision.

**FY'10 Community Development Block Grant Application. Present: Gary Bechtholdt, Town Planner, Megan DiPrete, Central Massachusetts Regional Planning Commission, and Tim Hansen, Associate Planner and Community Development and Planning Manager.** Town Manager Kozak asked Ms. DiPrete and Mr. Hansen to attend tonight's meeting, as CMRPC will be assisting the town in preparing its FY2010 Community Development Block Grant application. Ms. DiPrete and Mr. Hansen provided a brief overview of the grant program. Mr. Bechtholdt mentioned that as part of this process the Town should review and update its Community Development Strategy, which will be included in this year's grant application submitted to DHCD. Mr. Hansen noted that last year (FY2009) Northbridge submitted a CDF II application for the New Village Target Area. Mr. Bechtholdt stated in preparation for this year's application the town will host a series of public meetings and informational workshops, which may begin in early October and run through January-February, the application deadline. Mr. Hansen then briefly reviewed with the Selectmen the "National Objectives" set by Congress: (1) benefit low-to-moderate-income persons, (2) prevention or elimination of slums or blight, or (3) meeting urgent needs. As part of the discussion it was also noted that the town recently was informed by the State that Northbridge has received funding as part of the Federal Recovery Acts for infrastructure improvements identified in the FY2008 CDBG application, which includes the remainder of Border Street and sidewalk along Crescent Street within the New Village Target Area. Mr. Hansen suggested more public involvement would help improve this year's scoring. He feels that Northbridge will still be a competitive application because we have the demographics to support it. Selectman Melia asked if there was anything in the grant process that would cover the recreation side: 1) Town Beach and 2) Maintenance of Town-owned recreation fields. Mr. Hansen responded that in the past the Department of Conservation and Recreation has had grants for recreation facilities. He noted that they come out annually and most of them are matching grants with conditions. As far as Parks and Recreation facilities, they are eligible under CDGB regulations but are not very competitive. In closing, Mr. Bechtholdt advised that he would keep everyone abreast of the meetings and workshops.

**Local Option Meals Tax (Increase an additional .75%)/Possible warrant article.** Chairman Montecalvo mentioned this would be discussed at a later date.

**Town Manager's Report. Updates:** 1) Armenian Library and Museum of America Exhibit – Reminding the public that the Armenian Library and Museum of America will be displayed in the Town Hall from August 31<sup>st</sup> through September 22<sup>nd</sup>. 2) Board of Health Volunteer Orientation Meeting – announced there will be a meeting on September 15, 2009, at 7 P.M., in the Selectmen's Chambers of the Town Hall for assistance in a public health emergency. 3) Building, Planning & Construction Committee Projects – currently reviewing various sites for a future fire station location; continuing to work with their consultant on a schematic design for a new public works facility on Providence Road; and currently seeking bid proposals for the HVAC unit on the Police Station. 4) Department of Public Utilities – Water Rate Hearing – A hearing was held on August 18, 2009, and the Department of Public Utilities reviewed Whitinsville Water Company's request for new water rates. They also took testimony from the general public. Two individuals spoke at the hearing. 5) School and Finance Department – Quarterly Meeting (Revolving Funds) a meeting took place on Monday, August 24, 2009, at 6 P.M., to review the revolving accounts of the School Department. He mentioned that the Accounting Office and School Department are in balance. 6) Received a letter from Senator Kennedy's Office recommending funding for the Town of Northbridge's Fire Station grant project.

**Selectmen's Concerns. Selectman Marzec** 1) Reported that a citizen would like to know the status of the Linwood Post Office home delivery. Town Manager Kozak replied that he would contact the Worcester Post Office to find out the status. 2) Inquired about the status of a complaint from Shelley Buma for a records request regarding Northbridge Community Television Inc. 3) Announced that he would like an update on all outstanding litigation at a future meeting. **Selectman Melia** 1) Announced that he met with the Susan Gorky, Superintendent of Schools. He mentioned it was very informative as they discussed expectations of the upcoming school year. 2) College Incentive Reimbursement Program – What does this mean for the Police Department? What is the amount of money? Does the Town Manager have a plan? Town Manager Kozak explained the Quinn Bill reduction. He mentioned the state has further reduced the town's reimbursement for the Quinn bill, which equates to a loss of about \$70,000 in our estimated receipts. 3) He discussed the status of Shelley Buma's Records Request and then asked that all Boards and Committees release their minutes in a timely manner. Town Manager Kozak mentioned that he contacted Attorney William Hewig, who informed him that the local non-profit organization is not a town board or committee. **Selectman Ampagoomian** 1) Asked if Town Manager Kozak received a letter from Senator Kerry's Office with respect to the Fire Station grant. Town Manager Kozak replied that he received a letter from Congressman Neal. Selectman Ampagoomian suggested sending another letter to Senator Kerry and Senator Kennedy's office for their assistance. 2) He mentioned that he has received a few phone calls regarding stray cats and the individuals wanted to know if the town has a policy of catching them. 3) Did the Town receive grant money from the Community Development Block Grant? Town Manager Kozak advised all the Selectmen that a couple months ago he



informed them that the Town of Northbridge would be receiving grant funds from the federal stimulus package. 4) He mentioned that his wife Sharron Ampagoomian received the New England Cable Award, which was first place on the footage for the dedication of the Ford Observation Post at Camp Edwards, Cape Cod. She was also the recipient of the Ross Rajotte Community Service Award.

Town Manager Kozak advised the Board that the next Selectmen's meeting will be held on Tuesday, September 8, 2009. He also informed them he would not be in attendance for the following Selectmen's meeting on September 14, 2009 as he will be attending a Manager's conference in Canada.

A motion/Mr. Marzec, seconded/Mr. Ampagoomian to adjourn the August 24, 2009 meeting. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Montecalvo.

**Meeting Adjourned: 8:30 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

**/dg**

**Board of Selectmen  
September 8, 2009**

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

The Pledge of Allegiance was recited by those present.

**Due to some technical difficulties with the audio equipment, the sound was intermittent during tonight's meeting.**

**Approval of Minutes.**

**July 27, 2009** - A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the July 27, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**Citizens' Comments/Input.** None.

**481 Yogi Convenience Store, Inc. d/b/a Highland Farms– Application for Change in Manager from Dashrath Patel to Debra J. Clark. Present: Owner, Jigarkumar Patel and proposed Manager Debra J. Clark.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve 481 Yogi Convenience Store, Inc. d/b/a Highland Farm's application for a Change in Manager from Dashrath Patel to Debra J. Clark. Vote yes/Unanimous.

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM [NPDES]: NPDES Stormwater Discharge Permit Advisory Committee/Vote to establish an NPDES committee and composition of the committee.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to establish an NPDES Stormwater Discharge Permit Advisory Committee based on the DPW Director's recommendation made at the June 22, 2009 Selectmen's meeting and to be composed of the following individuals: Board of Selectmen's Rep., DPW Director, Town Planner, Building Inspector, Planning Board Rep., Conservation Commission Rep., Board of Health Rep., Finance Committee Rep., Board of Assessors Rep., and a Member at Large (town resident). Vote yes/Unanimous.

**Alternatives/Request permission to hang a banner over Church Street from October 11<sup>th</sup> through October 25<sup>th</sup> to advertise their 2<sup>nd</sup> Annual Pumpkin Festival to be held Saturday, October 24, 2009.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant permission to Alternatives to hang a banner over Church Street from October 11<sup>th</sup> through October 25<sup>th</sup> to advertise their 2<sup>nd</sup> Annual Pumpkin Festival to be held Saturday, October 24, 2009. Vote yes/Unanimous.

**Utility Abatement Policy/Vote to approve.** At their August 24, 2009 meeting, the Selectmen discussed Mr. Sasseville's recommended revisions to Chapter 198A of the Town's bylaws. There being no further comments, a motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the Utility Abatement Policy. Vote yes/Unanimous.

**UTILITY ABATEMENT REQUESTS**

**§ 198A-1. Filing of abatement requests; valid complaints.**

**§ 198A-2. Required information; burden of proof.**

**§ 198A-3. Submittal and investigation of request.**

**§ 198A-4. Placement of request on Selectmen's agenda.**

**§ 198A-5. Resolution of request.**

**§ 198A-6. Payment of disputed amount.**

**§ 198A-7. Nonpayment of outstanding bills.**

**§ 198A-8. Applicability.**

**§ 198A-9. Assistance with filing applications.**

**[HISTORY: Adopted by the Board of Selectmen of the Town of Northbridge 7-9-01. Amended 8-30-04, July 11, 2005, and September 8, 2009.]**

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**§198A-1. Filing of abatement requests; valid complaints.**

Any customer of the Northbridge water system or sanitary sewer system may file an abatement request if he or she believes that the amount charged on the utility bill is in error by reason of incorrect readings, disruption of service, miscalculation of bill or other similar reason. Beginning with all sewer bills issued after July 1, 2009, the Town has adopted a winter quarter billing policy for all sewer bills. All sewer bills after that date will be based on the customer's winter quarter water consumption, therefore sewer abatement requests for lawn watering, garden irrigation, pool maintenance and similar outdoor usages will not be accepted. Abatement requests will not be considered when filed to dispute the utility rate being used to calculate the utility bill.

**§198A-2. Required information; timeframe for filing; burden of proof.**

Abatement requests must be received by the Town within 30 calendar days of the billing date of the bill being disputed on a form approved by the Board of Selectmen. Application forms may be obtained from the Town Manager's Office, Treasurer-Collector's Office, Department of Public Works or on the Town of Northbridge website at [www.northbridgemass.org/dpwforms.htm](http://www.northbridgemass.org/dpwforms.htm). Applications received more than 30 days after the billing date are untimely submissions and will be returned without action. The request must state the reason for the abatement request and the amount of abatement being requested. The burden of proof for the abatement shall rest upon the applicant. The abatement request must include adequate information that will support the applicant's request. Some examples include previous utility bills indicating different meter readings, evidence of mathematical errors in computing charges, evidence of faulty meters, etc.

**§ 198A-3. Submittal and investigation of request.**

Abatement requests will be submitted to the Town Manager's office and immediately forwarded to the Department of Public Works (the Department) for investigation and review. The written determination of the Department on the disposition of the abatement request will normally be completed and returned to the applicant within calendar 30 days of receipt of the abatement request. The Department is authorized to approve, modify, or reject the request of the applicant or take any other action deemed appropriate in disposition of the abatement request. The Department will notify the applicant in writing of their determination.

**§198A-4. Placement of request on Selectmen's agenda.**

In the event that the applicant disputes the decision of the Department, the applicant may appeal the decision in writing to the Board of Selectmen. The applicant's appeal must provide specific evidence in support of his/her position in disputing the decision of the Department. At the next regularly scheduled Selectmen's meeting after receipt of the applicant's written appeal, the Chairman of the Board of Selectmen will place the abatement request appeal on their agenda and will so notify the applicant. The Selectmen will review the abatement request appeal, allowing the applicant to speak to the issue, and the determination of the Department of Public Works. The Board of Selectmen will then render a final decision on the applicant's appeal.

**§198A-5. Resolution of request.**

The Board of Selectmen may resolve the abatement request appeal on the basis of the applicant's position, the Department's determination, some combination thereof, or on any other basis as deemed appropriate by the Board. The Board may also table the matter to a future meeting should it require additional time to make a decision or require additional information, but in no event will a final decision be delayed longer than 30 days after the matter has first been heard by the Selectmen.

**§198A-6. Payment of disputed amount.**

To prevent the issuance of late notices and the assessment of interest charges, applicants must make timely payment of their utility bills. It is not necessary for the abatement applicant to pay the disputed amount pending the decision of the Department of Public Works; any undisputed amount, however, shall be paid when due. Before applying for an abatement, applicants should contact the Department of Public Works at 508-234-3581 to obtain information on minimum payments that must be submitted to prevent issuances of late notices. Should the decision of the Department not be in favor of the applicant or should the amount of the abatement that is approved be less than the amount requested, the applicant will be required to pay any interest charges that may have accrued on the disputed balance.

**§198A-7. Nonpayment of outstanding bills.**

Although it is the policy of the Board of Selectmen to use discontinuance of service as its preferred method of requiring payment of outstanding utility bills, in certain situations liens may be placed on the real estate where the service is provided pursuant to MGL C. 40, §§ 42A through 42E (water) or MGL C. 83, §§ 16A through 16E (sewer). The owner of the real estate has a right to request an abatement of the amount of the lien as allowed in the before-mentioned statutes and, to the extent possible, the Board of Selectmen will utilize the procedures outlined in this policy in deciding the abatement request.

**§198A-8. Applicability.**

This policy is effective seven days after adoption by the Board of Selectmen and is applicable to all water and sewer bills issued by the Town of Northbridge with a billing date more than seven days after the adoption of this policy.

**§198A-9. Assistance with filing applications.**

Applicants may contact the Northbridge Department of Public Works (DPW) at 508-234-3581 to obtain assistance in filing an application. Contact with the DPW does not relieve applicants of their responsibility to make timely payments of the undisputed billing amount or of the requirement to file an application within thirty days of the billing date.

**Fall Annual Town Meeting Warrant [October 27, 2009]/Vote to place articles on warrant. A**

**motion/Mr. Marzec, seconded/Mr. Nolan to place an article on the Fall Annual Town Warrant to increase demands fee's for real estate, personal property and excise tax from \$5 to an amount not to exceed \$30. Vote yes/Unanimous.**

**Common Victualler's License/Application to transfer the license from William R. Roy d/b/a The Valley Café to Paulette B. Ruth d/b/a Valley Café. Present: Paulette Ruth.** Ms. Ruth announced that her restaurant seats 54 people and the hours of operation will be 7 A.M. to 2 P.M. daily and Fridays 7 A.M. to 8 P.M. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the application to transfer the license from William R. Roy d/b/a The Valley Café to Paulette B. Ruth d/b/a Valley Café. Vote yes/Unanimous.

**Policy regarding the granting of permission to use the Town Commons.** Chairman Montecalvo recommended placing this item under decisions at their next BOS meeting.

**Northbridge Community Television Inc. Revised Bylaws/Present: Harry Berkowitz & Ronald Guillaume.** Mr. Berkowitz reviewed the proposed bylaw changes with the Selectmen and then several questions were asked by the Board members. Selectman Nolan requested that Town Counsel be present to discuss this issue at the next Board of Selectmen's meeting on September 28, 2009. It was recommended that questions be submitted to the Town Manger in advance and forwarded to Town Counsel for review prior to the next Board of Selectmen's meeting.

**Town Manager's Report.** **1) Linwood Post Office Update** – spoke to the Regional Administrator at the United States Post Office in Boston and was informed that residential delivery in Linwood would begin in October. Letters will be sent to residents in Linwood shortly. **2) Police Department Grant Award** – Chief Warchol notified us that he has received an E-911 Grant in the amount of \$26,200 that can be utilized for Police Department personnel. **3) Maple Street Complaint Update** –At a previous Board of Selectmen's meeting, a resident [Mr. Williams] came in to discuss taking down a tree located on Maple Street because of water issues. The Department of Public Works conducted irrigation work to alleviate the water damage. At this time, the DPW Director does not recommend cutting down the tree on the edge of the road. **4) Bids for Police Station HVAC Project** – The Building, Planning and Construction Committee conducted the bid opening for the HVAC project at the Police Station. **5) DHCD/Letter to proceed on Village Project** –The Town has received the go ahead to commence the infrastructure work in the Village through a Community Development Block Grant. **6) Green Committee Planning Assistance Award** – The Town has been awarded a grant for the newly formed Green Committee to assist in Energy Conservation for the community. **7) Armenian Library & Museum of America Exhibit** – Reminding the public that the Armenian Library and Museum of America exhibit is being displayed in the Town Hall until September 22, 2009. **8) Board of Health Volunteer Orientation Meeting** – announced there will be a meeting on September 15, 2009, at 7 P.M., in the Selectmen's Chambers of the Town Hall for assistance in case of a public health emergency.

**Selectmen's Concerns.** **Selectman Ampagoomian** **1)** Asked the DPW Director to take a look at a large tree on Pollard Road. Selectman Ampagoomian thinks it should be taken down. **2)** He reminded the public about the Armenian Library & Museum of America Exhibit and mentioned that on September 14, 2009, there will be a public reception from 5 PM to 7 PM in the Great Hall. **3)** Asked if grass was planted on the Church Street Landfill Project. Town Manager Kozak replied "no". **4)** He announced that he received a few phone calls from residents in town saying they were pleased to see a sign at the Rockdale Common saying "no dogs allowed". **5)** Asked the DPW Director if Chapter 90 Funds could be used on Sutton Street to patch part of the road that's collapsing. **6)** Sherriff Guy Glodis is having a breakfast at the VFW in Millbury on September 27, 2009. Tickets are available now and can be purchased from Selectman Melia and Selectman Ampagoomian. **Selectman Nolan** **1)** Asked if he could get a copy of the EarthTech report [sitework for new DPW facility]. **Selectman Melia** **1)** Commended the Northbridge Police Officers that were involved in solving several breaking and entering cases. **2)** Commended Ralph Andonian for documenting all the soldier memorials in town. **3)** Commented on an affidavit filed by Kopelman & Paige regarding the defense against the proposed Whitinsville Water Company's water rate increase. **4)** He mentioned that he spent about an hour viewing the Armenian Library and Museum Exhibit and found it to be very interesting. **5)** Thanked Town Manager Kozak for having someone come in and fix several broken Town Hall windows. **Selectman Marzec** **1)** He advised residents in town that school is back in session and with the fall season fast-approaching to drive carefully. **2)** He mentioned that the new Riverdale Cemetery sign looked nice.

**Executive Session.** A motion was made and seconded to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Negotiations and M.G.L. Chapter 39, S. 23B#3 Litigation --not to reconvene in open session. Roll Call Vote: Mr. Marzec/ Yes; Mr. Melia/Yes; Mr. Nolan/Yes; Mr. Ampagoomian/Yes; and Mr. Montecalvo/Yes.

**Meeting Adjourned: 8:34 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

/dg

**Board of Selectmen  
September 28, 2009**

A meeting of the Board of Selectmen was called to order by Chairman Joseph Montecalvo at 6:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Ampagoomian, Marzec, Nolan, Melia. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**Executive Session.** A motion was made and seconded to go into Executive Session under M.G.L. Chapter 39 S. 23B #3 (Litigation) and to reconvene in open session. Roll Call Vote: Mr. Marzec/Yes, Mr. Montecalvo/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes.

Open Session Adjourned: 6:01 P.M.

Executive Session Convened: 6:03 P.M.

Executive Session Adjourned: 6:41 P.M.

Open Session Reconvened: 7:00 P.M.

**Approval of Minutes.**

**August 10, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the August 10, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**August 24, 2009** - A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the August 24, 2009 minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Montecalvo. Abstain/Mr. Nolan.

**September 8, 2009 [Executive Session]** - A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the September 8, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**Chairman Montecalvo announced that he is moving Agenda Item G, (Under Decisions), Northbridge Community Television Inc. Revised Bylaws to the beginning of the agenda to accommodate Town Counsel, David Doneski.**

**Northbridge Community Television Inc. Revised Bylaws/Present: Harry Berkowitz & David Doneski, Town counsel/Vote to approve.** \*At a previous Selectmen's Meeting, ~~Selectman Nolan~~ Chairman Montecalvo requested Board members to submit any questions regarding the revisions recommended by Mr. Berkowitz to Town Counsel for review. Selectman Melia asked Mr. Berkowitz why he wanted to revise the current bylaws and Mr. Berkowitz responded that a member of his Board [Ronald Guillaume], who handles the finances, proposed the current changes. Mr. Berkowitz mentioned that in order for their nonprofit organization to receive tax free status from the IRS, this form (501(c) (3) charitable status) would need to be completed. Mr. Guillaume feels he is not authorized to complete this form because of the way the current bylaws read. Mr. Berkowitz also mentioned that it is very difficult for nonprofit organizations to receive a tax exempt status because of all the criterion that must be met. Selectman Melia suggested contacting the Town of Hopkinton to assist in completing the form since their bylaws are similar. After a brief review of Article 3, Section 7 [Meetings Open to the Public], there was a short question and answer period. Selectman Marzec read aloud a letter from a concerned citizen stating that the requirements of Article 6.4 [Amendments] in the bylaws have not been complied with. The NCTV Board met and voted on September 17, 2009 with respect to proposed bylaw changes. However, written notification of the substance of the proposed bylaw changes were not mailed to the Board of Directors 10 days in advance of such meeting. Selectman Ampagoomian noted for the record that the concerned citizen was Shelley Buma. Town Counsel David Doneski advised that because proper notice was not given, it would not be appropriate to move forward. A motion/Mr. Marzec, seconded/Mr. Nolan not to support the revised bylaws changes to Northbridge Community Television Inc. Vote yes/Messrs. Nolan, Marzec and Melia. Vote no/Messrs. Montecalvo and Ampagoomian.

**Appointments.** Safety Committee: Nancy Spitulnik, Assistant Superintendent [School Committee Designee]/Vote to appoint. A motion/Mr. Marzec, seconded/Mr. Melia to appoint Nancy Spitulnik as the School Committee's designee to the Safety Committee. Vote yes/Unanimous.

**Citizens' Comments/Input.** None.

**Street Acceptances/Vote intent to lay out the following roads as public ways: 1) Olivia Drive (Mariano Estates) and 2) Prairie Street (Rocky Hill Farm Estates). Present: Town Planner Gary Bechtholdt.** Mr. Bechtholdt announced that the Board of Selectmen needed to vote their intent to layout two roads in town; Olivia Drive and Prairie Street. A motion/Mr. Melia, seconded/Mr. Marzec to vote their intent to layout Olivia Drive (Mariano Estates) and Prairie Street (Rocky Hill Farm Estates) as public ways and refer this matter to the Planning Board for a recommendation. Vote yes/Unanimous.

**Fall Annual Town Meeting [10/27/09] – Vote to remove Article 1 from the warrant.** Town Manager Kozak explained why there were two warrants located in the Selectmen’s packet. He mentioned that one warrant had eleven articles and the other warrant only had ten articles. Town Manager Kozak mentioned that Article 1, in the warrant that has eleven articles, is to pay for previous year bills and because there are none Town Manager Kozak recommended this article be taken off. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to remove Article 1 (prior year bills) from the Fall Annual Town Meeting Warrant [October 27, 2009]. Vote yes/Unanimous.

**Fall Annual Town Meeting [10/27/09]/Vote to sign the warrant.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the revised Fall Annual Town Meeting Warrant [October 27, 2009]. Vote yes/Unanimous.

**Board of Health/Mutual Aid Agreement for public health emergencies/Vote to approve. Present: Chairman of the Board of Health Paul Mckeeon and Board of Health administrator Jeanne Gniadek.** Mr. Mckeeon advised the Selectmen that the Mutual Aid Agreement was voted and approved at the May 2, 2006 Spring Annual Town Meeting. By approving this agreement, it allows the Northbridge Board of Health to enter into an inter-municipal agreement with one or more other governmental units to provide public health services which the Board of Health is authorized to perform. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the Board of Health Mutual Aid Agreement for public health emergencies. Vote yes/Unanimous.

**Northbridge Association of Churches/Request to hold the annual Blackstone Valley Cropwalk, Saturday, October 17, 2009 at 9:00 A.M.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the annual Blackstone Valley Cropwalk to be held Saturday, October 17, 2009 at 9 A.M. subject to the safety requirements of the Police Department. Vote yes/Unanimous.

**Policy regarding the granting of permission to use the Town Commons/Vote to approve.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to allow the Chairman of the Board of Selectmen and the Town Manager to grant permission to Veterans’ Groups to hold Honor Guard Ceremonies on a Town Common when there is no scheduled Board of Selectmen’s meeting to handle such requests. Vote yes/Unanimous.

**Northbridge Education Foundation [Sheri Reilly]/Request permission to hang a banner over Church Street from October 4, 2009 through October 11, 2009 to advertise a Wine Tasting event.** A motion/Mr. Melia, seconded/Mr. Nolan to grant permission to the Northbridge Education Foundation to hang a banner across Church Street from October 4, 2009 through October 11, 2009 to advertise their Wine Tasting fundraising event. Vote yes/Unanimous.

**Safety Committee Minutes [September 16, 2009]/Vote to accept recommendations.** Chairman Montecalvo announced that on Page 3, Carpenter Road, Safety of Road over Causeway, the Town Manager and Town Counsel suggested that the Safety Committee hold off and take no action until further information is received. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the recommendations of the Safety Committee as outlined in the minutes of September 16, 2009, with the exception of the Carpenter Road Causeway Issue. Vote yes/Unanimous.

**Central Mass. Regional Planning Commission/Pavement Management Study. Present: DPW Director Richard Sasseville, Central Mass. Regional Planning Commission Representatives Sujatha Mohanakrishnan and Eric L’Esperance.** Ms. Mohanakrishnan and Mr. L’Esperance of the Central Massachusetts Regional Planning Commission presented a report on the Pavement Management Study that they have completed for the Town. They discussed the methodology used in the study and the results. The study looks at pavement condition, rideability and drainage and assigns an Overall Condition Index (OCI) to each segment of roadway. The OCI can range from 0 to 100 with zero being the worst and 100 being excellent. Their study gave the town’s roadway network an OCI of 61.47 which equates to a “Fair” rating.

They also discussed the methodology used to estimate the cost to maintain the condition of our roadways. They use a computer program which estimates the current condition and the average rate of roadway deterioration and cost information obtained from the Mass Highway Department. Using this program, they estimate that the town needs to spend more than \$59 million to elevate the condition of all roadways to “Excellent”. In order to maintain the current OCI of 61.47 the Town needs to spend an average of approximately \$5 million per year on roadway maintenance and repair.

They also discussed different annual roadway maintenance funding scenarios and the impact on the Town's OCI. Under each scenario where roadway maintenance spending was between \$50,000 and \$300,000 per year the OCI continued to decline with the number of miles of roadway in the "fair, poor and worst" continuing to increase." Selectman Melia mentioned he has driven through several towns lately and found that other towns are having their roads repaired. The roads in Northbridge are in dire need of some work and asked what should the Town of Northbridge do to receive funding to repair their roads? Ms. Mohanakrishnan stated that Town Manager Kozak has been very proactive about trying to get stimulus money and then apologized for not having the answer to his question. DPW Director, Richard Sasseville mentioned that the Town of Northbridge has submitted a ton of projects to CMRPC, however, they are on a waiting list for their turn. Selectman Marzec mentioned that it is disconcerting to know the town is on a waiting list when the roads are deteriorating so badly. There are a lot of citizens in town who are concerned about the roadways. He suggested prioritizing projects and pushing harder on the powers that be and that are involved in the funding/decision making of the roads.

**Town Manager's Report.** **1) Update on Church Street Landfill Project** – The landfill is not receiving any more soil. The capping work is completed and the grass has been seeded on the cap. **2) Rep. Peterson Office Hours on 10/19/09 from 7 PM to 8 PM.** **3) Update on Skateboard Park** – The Department of Public Works has installed sound resistant insulation on the skateboard apparatus to lessen the noise from the skateboard use, however, apparently there is still some noise and this will be looked into further. **4) Update on New Fire Truck** – Fire Chief Gary Nestor has informed our office that his new fire truck will be delivered on Friday, October 2, 2009. **5) ICMA Conference** – Attended Annual ICMA Conference in Montreal and participated in several workshops including; health insurance, pensions, investment techniques, infrastructure finance techniques, and energy efficient ideas. **6) CDBG Meeting** – There will be various public meetings & workshops for the Community Development Block Grant Program; 1) October 6, 2009 @ 6 P.M. at the Planning Board and 2) Strategy Meeting - October 19, 2009 @ 6 P.M. at the Town Hall. On October 2, 2009, the Social Program applications for the next year's grant program are due at the Town Hall.

**Selectmen's Concerns.** **Selectman Ampagoomian** **1)** Thanked the residents in town for attending and viewing the Armenian Library & Museum of America Exhibit. **2)** He mentioned a large tree, located near 197 Goldthwaite Road, has a branch sticking out in the road. Chairman Montecalvo mentioned the Safety Committee is handling this issue. **3)** He mentioned that Town Manager Kozak attended the ICMA Conference and asked that he provide some feedback on his discussions with other Town Managers at the next Selectmen's meeting. **4)** When will the testing of the monitoring wells be done at the Northbridge Landfill? Town Manager Kozak will look into this and get back to him with an answer. **Selectman Melia** **1)** Letter from the Uxbridge Board of Selectmen – what is the date of the quarterly meeting? Chairman Montecalvo replied, "November 18<sup>th</sup> at the Uxbridge Town Hall" and he will get back to them with a time. **2)** Selectman Melia provided a photo of a bath tub with heavily discolored water in it. He asked that the Whitinsville Water Company come in so that we can find out; **a)** Is the water harmful to the children and/or will it be? **b)** Why is this happening? **c)** Is the WWC, as a Utility Company liable for the staining of toilets, bathtubs and sinks? Chairman Montecalvo mentioned that he'll invite Whitinsville Water Company Manager Randy Swigor to their next BOS meeting. **Selectman Marzec** **1)** He thanked the individuals in Town for the wonderful flower displays throughout Northbridge/Whitinsville. **2)** He mentioned that the residents in Linwood are concerned about their mail delivery, scheduled to go into effect on October 3<sup>rd</sup>, and whether they will have curbside delivery or cluster mailboxes. **3)** The Northbridge Planning Board and Master Plan Update Committee are hosting a Public Workshop on Wednesday, October 7<sup>th</sup> at 7PM in the Town Hall with Mass Audubon and CMRPC for a discussion on "Shaping the Future of your Community". He encouraged all interested parties to attend. **Selectman Nolan** **1)** Still looking to obtain the Earth Tech report regarding the DPW site walk of July 27<sup>th</sup>. **2)** Status on the dilapidated garage on C Street? Town Manager Kozak mentioned that he hasn't heard from Mass Development.

Town Manager Kozak mentioned that the October 5<sup>th</sup> meeting is cancelled unless the Board had business to discuss. The Board of Selectmen agreed not to meet until October 19, 2009.

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

**Meeting Adjourned: 8:40 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

/dg

**\*Selectman Nolan requested the minutes be amended as follows: Under the heading entitled "Northbridge Community Television, Inc. Revised Bylaws" insert the words "Chairman Montecalvo" in place of the words "Selectman Nolan" so that the first sentence reads as follows: At a previous Selectmen's Meeting, Chairman Montecalvo requested Board members to submit any questions regarding the revisions recommended by Mr. Berkowitz to Town Counsel for review. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to amend the September 28, 2009 minutes as requested above. Vote yes/Unanimous.**



**Board of Selectmen  
October 19, 2009**

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

The Pledge of Allegiance was recited by those present.

**Approval of Minutes.**

**September 8, 2009** - A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the September 8, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**September 28, 2009** – Selectman Nolan requested the minutes be amended as follows: Under the heading entitled "Northbridge Community Television, Inc. Revised Bylaws" insert the words "Chairman Montecalvo" in place of the words "Selectman Nolan" so that the first sentence reads as follows: At a previous Selectmen's Meeting, Chairman Montecalvo requested Board members to submit any questions regarding the revisions recommended by Mr. Berkowitz to Town Counsel for review. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to amend the September 28, 2009 minutes as requested above. Vote yes/Unanimous.

**September 28, 2009 [Executive Session]** - A motion/Mr. Nolan, seconded/Mr. Marzec to approve the September 28, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**Resignations: Bruce Frieswick, Playground & Recreation.** Selectman Melia asked why Mr. Frieswick was leaving the board after being a long time member. Chairman Montecalvo announced that he wasn't sure why he was leaving and then mentioned that a letter will be sent thanking him for his years of service to the Town. There being no further comments, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept with regret Mr. Bruce Frieswick's resignation from the Playground and Recreation Commission. Vote yes/Unanimous.

**Citizens' Comments/Input. 1) Representative George N. Peterson, Jr.** provided a handout discussing the state budget for FY '09 and FY '10. He advised the Board that the state has used \$1.4 billion dollars in stabilization money, \$1.4 billion dollars in federal stimulus dollars; \$340 million dollars in 9C cuts [mid-year cuts such as local aid], and \$506 million dollars in other one-time monies totaling over 3½ billion dollars. He said the state budget is currently \$250 to \$260 million dollars out of balance after the first quarter and the revenues are much lower than what they anticipated and there is no money in the rainy day fund to make up any losses. He also announced that FY '11 will be an extremely tough year.

**Selectman Ampagoomian a)** Thanked Rep. Peterson for coming to Northbridge and asked how the legislature and Governor resolved the issue when Massachusetts failed to get into the lottery game, Power ball. Rep. Peterson responded that after the Senate and House budgets were completed, they thought it would generate \$25 million in additional lottery revenue that would go back to cities and towns; however, two weeks before the conference committee report, the state voted not to allow Powerball to come in and did not notify the conferees on the budget. They were already out of balance \$25 million dollars when the Governor signed the budget. Since then, they voted to allow Power ball to come to Massachusetts but it will take at least two to three months to implement and therefore we can't count on the \$25 million in additional lottery revenue that we hoped for. **b)** He asked with all the cuts the Governor is making, why is the Governor hitting the heart of cities and towns? Rep. Peterson mentioned that the Governor will be looking at every line item in the budget and he mentioned that a lot of the budget cannot be touched such as indebtedness, bond repayment, unfunded pension liability, Medicare and Medicaid. **Selectman Nolan** asked if the sales tax increase was over estimated. Rep. Peterson replied that it was over estimated and they are taking in less sales tax revenue. **Chairman Montecalvo** asked if the Governor is holding back on stimulus money. Rep. Peterson answered that he can't get a clear answer on how much stimulus money has been spent and how much is left. **Town Manager Kozak** mentioned that the Massachusetts Municipal Association has several reform packages before the legislature: pension reform, closing loop holes in telecommunications and properties, health insurance (plan development) and asked Mr. Peterson his thoughts on these issues. Rep. Peterson explained that having plan development will allow communities to have a better handle on health costs; the expansion with telecommunications is on hold right now; and lastly, he mentioned that the unfunded state pension liability payment was \$1.3 billion dollars and the pension fund will be funded by 2027. He also explained that the funding schedule might be rolled out five more years. **2) Middle School Students and Teacher Sherri Travers.** Ms. Travers introduced Vice Principal Rich Meagher and Middle School Students: Molly O'Brien, Emma Fitzgerald and Matthew Goldstein. **a)** Veterans' Day Breakfast invite – Ms. O'Brien invited all Veterans and their families to attend their 5<sup>th</sup> Annual Veterans' Day Breakfast on November 7, 2009, from 8:00 AM to 10:00 AM, at the Northbridge Middle School Cafeteria. Ms. Fitzgerald informed the Selectmen that students from the Middle School are going to air a cable show towards the middle of November and one of the major components will be interviews with Veterans'. If any veteran wants to be interviewed but cannot

make it to the breakfast, they can contact Ms. Sherri Travers. **b) Introduction of Social Justice Group "Make Waves"** – Ms. Travers provided the Selectmen with certificates. Mr. Goldstein explained the certificates are given to individuals that do a good deed for someone and that individuals who receive a certificate should log onto the [globalwaves.org](http://globalwaves.org) website and fill out a questionnaire. Chairman Montecalvo thanked the students for coming to their meeting. **3) Roger Mathieu, 2713 Providence Road, Northbridge**, thanked the town for his appreciation award. That said, Mr. Mathieu asked if he and other residents in his neighborhood could come before the Board for a discussion on what it would cost to bring sewer to the Grafton line. Chairman Montecalvo advised Mr. Mathieu that he would have the Town Manager look into this project.

**Special State Primary Election Warrant [Tuesday, December 8, 2009, 7AM-8PM]/Vote to sign.** Selectman Marzec asked for verification on the funding for this election. Town Manager Kozak advised it was the State who was paying for the Special State Primary Election. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to sign the Special State Primary Election Warrant for Tuesday, December 8, 2009 from 7 AM to 8 PM. Vote yes/Unanimous.

**Chairman Montecalvo announced that he was moving Item D "Fall Annual Town Meeting Warrant" to after Item H "School Department". The Board of Selectmen agreed.**

**Street Acceptances/Vote to lay out the following roads as public ways: 1) Olivia Drive (Marino Estates) and 2) Prairie Street (Rocky Hill Farm Estates). Present: Gary Bechtholdt, Town Planner.** The Planning Board recommends that the Board of Selectmen vote to lay out the above roads as public ways. Mr. Bechtholdt noted that Prairie Street will be accepted by gift. Next, he explained that the developer for Olivia Drive failed to retain all the easements in that street and is in the process of satisfying waivers with the abutting property owners and therefore at town meeting, the vote to accept Olivia Drive will be by eminent domain instead of a gift. Mr. Bechtholdt mentioned that he will leave the mylar plans with the Board of Selectmen so that they can review and sign them. A motion/Mr. Nolan, seconded/Mr. Melia to lay out Olivia Drive and Prairie Street as public ways as recommended by the Planning Board. Vote yes/Unanimous.

**FY 2008 Community Development Block Grant Contract/Vote to sign contract between the Department of Housing & Community Development and the Town of Northbridge.** Town Manager Kozak advised the Selectmen that this is a standard contract between the Department of Housing and Community Development and the Town of Northbridge for the FY 2008 CDBG program. This contract will allow the Town of Northbridge to receive stimulus money in the amount of \$674,000 for the FY 2008 CDBG program. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to allow Town Manager Kozak to sign the FY 2008 Community Development Block Grant Contract. Vote yes/Unanimous.

**Chairman Montecalvo announced that since Mr. Bechtholdt is here, they would skip to Item I, under discussions, "FY 10 Community Development Block Grant".**

**FY 2010 Community Development Block Grant. Present: Gary Bechtholdt, Town Planner and Tim Hansen, Central Massachusetts Regional Planning Commission (CMRPC)** met with the Board of Selectmen to review the FY 2010 Community Development Block Grant (CDBG) program. Mr. Bechtholdt noted that Mr. Hansen assisted Northbridge in preparing last year's grant and will do so for this year's application. Mr. Bechtholdt announced that the deadline for the FY 2010 CDBG application is February 2010, although a specific date has not been determined by DHCD. Mr. Bechtholdt explained the requirement to update the town's Community Development Strategy as part of the application. Mr. Bechtholdt mentioned that the Community Planning & Development office did host a workshop two weeks ago on Tuesday, October 06, 2009 where participants were asked to discuss the needs of the community and how future CDBG funds may be applied for in town; unfortunately this meeting was poorly attended. Mr. Bechtholdt noted that he found the scoring of the last two grant-year submissions did not favor very well; this may be due in large part to community involvement. Mr. Bechtholdt felt in order to be more competitive the town needs to improve on community involvement. With that Mr. Bechtholdt expressed that he is looking to the Board of Selectmen to create a CDBG Advisory Committee to help facilitate and initiate some dialogue and input from the community in putting together this year's application. A public meeting/workshop will be held on Monday, November 2<sup>nd</sup> beginning at 6PM. Mr. Hansen noted that many towns have CDBG advisory committees to review grant applications and discuss possible activities; noting that it would not guarantee funding but would be a step in the right direction to increase community involvement. Mr. Ampagoomian asked if including information gathered, as part of the Master Plan Update Committees efforts could be included to improve on the overall scoring. Mr. Hansen noted that anytime a town takes on a Master Plan update can add applicable information to the application, which may help show community involvement and may also show need. Mr. Hansen (noting the guidelines for this year's application have not been issued) briefly reviewed with the Selectmen four sections of the CDBG scoring: (1) Need of the project; (2) Community Involvement – how did community choose these projects; (3) Feasibility – can the community carry out this project; and (4) Impact on how need will be addressed. Mr. Bechtholdt mentioned again that a second public workshop/meeting will be held on November 2<sup>nd</sup> encouraging those interesting in participating on the

CDBG Committee to attend the meeting. In addition to this meeting an RFP will be issued in the upcoming weeks for public social services; which may also be included in this year's application.

Mr. Hansen stated Community involvement can not be written in at the final hour. Community involvement needs to happen and has to start now. Mr. Ampagoomian asked if sewer improvements within Rockdale would be eligible for the grant. Mr. Hansen stated that CDBG funding needs to meet National Objectives, with that all properties within a target area would need to be income qualified (low/mod income), would need to perform a survey showing at least 51% qualify. To do a sewer project would also need to have a housing rehab component of the grant, where each homeowner would also have to be income qualified. Yes, this type of activity is eligible under HUD guidelines; however in order to meet National objectives may be difficult to prove and would require a lot of groundwork, and may or may not fit needs. A public hearing specific to the Community Development Strategy will be held with the Board of Selectmen on Monday, November 09, 2009.

**Blackstone Valley Chamber of Commerce [Jeannie Hebert]/Request a one-day Beer & Wine License for the "Heritage Starlight Celebration & Taste of the Valley" fundraising event to be held Friday, October 23, 2009 from 7:00 PM to 10:00 PM at WRT Management Company, 1 Main Street, Whitinsville, MA 01588.** Ms. Hebert announced the Blackstone Valley Chamber of Commerce would be holding their 3<sup>rd</sup> Annual Taste of the Valley Fundraiser. There will be around 14 food establishments and over 20 beer and wine distributors for tasting. and Ms. Hebert invited everyone to attend. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the Blackstone Valley Chamber of Commerce's [Jeannie Hebert] request for a one-day Beer & Wine License for the "Heritage Starlight Celebration & Taste of the Valley" fundraising event to be held Friday, October 23, 2009 from 7:00 PM to 10:00 PM at WRT Management Company, 1 Main Street, Whitinsville, MA 01588. Vote yes/Unanimous.

**School Department [Paul Halacy]/1) Vote to approve Statements of Interest to the Mass. School Building Authority for Balmer School and the Northbridge Elementary School. Present: Paul Halacy and Melissa Walker.** Mr. Halacy explained that by approving the Statements of Interests, this allows the Northbridge Elementary and Balmer Schools to be put on a list with the State for renovations and additions. There is no guarantee there will be funding but if the school qualifies there is no obligation by the town to proceed further. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve and sign the Statements of Interest for Balmer School and the Northbridge Elementary School and submit to the Mass. School Building Authority. Vote yes/Unanimous.

**Fall Annual Town Meeting Warrant [10/27/09] – Vote position on articles.** Chairman Montecalvo read the warrant articles aloud. **Article 1 (FY'10 Budget Adjustments/transfers):** Town Manager explained that the Town needs to reduce Health Insurance by \$220,000 to balance the town budget. The library would like to transfer \$800 from the library personnel account to the library expense account, which would help them with their certification process. Neil Vaidya, Town Accountant, mentioned that a grant in the amount of \$2,500 came in so \$2,500 needs to be transferred from Fire Dept. Salaries to Fire Dept. Expenses. Town Manager Kozak and Chairman Montecalvo agreed to wait until the night of Town Meeting to vote on this transfer, this way it will give the Finance Committee and Town Moderator time to review. A motion/Mr. Melia, seconded/Mr. Nolan to support Article 1. Vote yes/Unanimous. The Finance Committee voted to support Article 1. **Article 2 (Transfer up to \$1,000,000 from Water Enterprise fund to reduce Northbridge water system user charge increases as the result of water purchase rate increases by WW Company):** This transfer will help to reduce the rate increase for the Northbridge water users. A motion/Mr. Melia, seconded/Mr. Nolan to support Article 2. Vote yes/Messrs. Melia, Montecalvo, Nolan and Marzec. Vote no/Mr. Ampagoomian. The Finance Committee took no position on Article 2. **Article 3 (Authorizes the imposition of a local excise of .75% on the sale of restaurant meals originating in Town to take effect 1/1/10.):** Town Manager Kozak advised that the state is allowing towns and communities to impose an additional local excise tax of .75% on the sale of restaurant meals. A motion/Mr. Melia, seconded/Mr. Ampagoomian not to support Article 3. Vote yes/ Messrs. Nolan, Melia, Marzec and Ampagoomian. Vote no/Mr. Montecalvo. The Finance Committee voted to support Article 3. **Article 4 (Election of Second Advisory Trustee to the Arthur Fletcher Whitin Fund):** Chairman Montecalvo advised the Selectmen that he plans to run for the position of Second Advisory Trustee and will be abstaining on this article. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 4. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Marzec. Abstain/Mr. Montecalvo. The Finance Committee voted to support Article 4. **Article 5 (Increase in demand fees from \$5 to ???):** Town Manager announced that this is a new law that allows towns to increase their demand fees to an amount not to exceed \$30.00. Town Manager Kozak recommends the fees be increased to \$20 or \$25 but it will be determined at Town Meeting. A motion/Mr. Marzec, seconded/Mr. Melia to support Article 5 for an increase in demand fees from \$5 to \$25. Vote yes/Messrs. Melia, Marzec, Nolan and Montecalvo. Vote no/Mr. Ampagoomian. The Finance Committee voted to support Article 5. **Article 6 (Establishment of a Capital Construction and Equipment Stabilization Fund for design and construction costs for capital projects):** Town Manager Kozak advised that the Building, Planning and Construction Committee has been trying to locate a site for the new DPW facility and reviewed various budget lines to see if there were any funds

available. A fund called Capital Construction & Equipment Account (Receipts Reserved for Gravel/Capital Account) that was established in 1996 had over \$80,000 that was still available. These funds could potentially be used towards engineering design plans for this project. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 6. Vote yes/Unanimous. The Finance Committee took no position on Article 6. **Article 7 (Transfer \$80,000 from Capital Construction and Equipment Stabilization Fund to fund design, engineering & architectural service costs for a new Public Works facility.):** A motion/Mr. Nolan, seconded/Mr. Marzec to support Article 7. Vote yes/Unanimous. The Finance Committee took no position on Article 7. **Article 8 (\$50,000 for triennial revaluation):** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 8. Vote yes/Unanimous. The Finance Committee took no position on Article 8. **Article 9 (Street acceptance – Olivia Drive [Marino Estates].** A motion/Mr. Nolan, seconded/Mr. Marzec to support Article 9. Vote yes/Unanimous. The Finance Committee took no position on Article 9. **Article 10 (Street acceptance – Prairie Street [Rocky Hill Farm Estates].** A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 10. Vote yes/Unanimous. The Finance Committee took no position on Article 10.

**Randy Swigor, General Manager – Whitinsville Water Company.** Chairman Montecalvo announced that there were some concerns of the quality of the water in town. Mr. Swigor provided a brief overview of the water system and supply to the Board of Selectmen. He mentioned that the Whitinsville Water Company has two sources of supply (two well fields), one in Sutton (primary) and one on Carr Street (secondary). The well field on Carr Street has elevated levels of iron and manganese that are dissolved in the water. They are naturally occurring minerals and are found throughout New England. They try to minimize the use of this well field, however, there are certain neighborhoods that are affected in the summer months by use of this well field and they are: Carr Street through North Main Street and Crescent Street through Mason Road area. Mr. Swigor commented that the presence of these minerals does not pose a health concern as they are often included in dietary supplements. He announced that the WWC flushes the entire water system every spring including Whitinsville and Northbridge. During the summer months they do spot flushings and in the fall they do a third flushing. Selectman Melia thanked Mr. Swigor for his presentation on where the water is coming from but he is very concerned about the water color. Mr. Swigor stated that the Whitinsville Water Company performs hundreds of tests every year and meets all the local, state and federal water quality standards. Selectman Melia asked if the WWC assumed any liability regarding the damage to the property of homeowners who have stains in their tubs, sinks and toilets. Mr. Swigor informed the Board that his Company provides a free product called “Iron Out” to homeowners who have these stains and he even mentioned that they will drop it off to their homes. Selectman Ampagoomian asked with the new facility up and running how much would the Sutton users pay versus the Northbridge users. Mr. Swigor responded “the same”. Mr. Swigor announced the new Water Filtration System Facility in Sutton will be conducting an Open House on Friday, October 30<sup>th</sup> from 3:30 PM to 5:30 PM. He urged all customers and residents to come and view the new facility. Selectman Melia asked Mr. Swigor who owned the Carpenter Road Causeway? Mr. Swigor mentioned that the WWC attorney informed them that the Town owns the causeway. Selectman Melia advised everyone that the causeway is in such disarray and feels that the Town and WWC should in a combined effort fix the causeway for the safety of the community. Mr. Swigor and Town Manager Kozak agreed to discuss at a later date.

**State Ethics Commission/Designation of Municipal Liaison.** Town Manager Kozak advised the Selectmen that the State Ethics Commission has now issued guidelines for implementing changes to M.G.L. 268A, the Conflict of Interest Law. They would like Towns to provide all municipal employees, (paid or unpaid, elected or appointed, full or part time, etc.) with a written summary of Chapter 268A on an annual basis. The summary is available on the Ethics Commission website and each employee must provide the municipal clerk with a signed acknowledgement of receipt of the summary. All municipal employees will also have to complete an online training program every two years, which is also available on the State Ethics Commission’s website [www.mass.gov/ethics]. The employee shall file a certification of completion of the online program with the municipal clerk. The deadline for initial completion of the online training program has been extended to April 2, 2010. That said, the Board of Selection member must designate a “senior level employee” to serve as the liaison to the State Ethics Commission. The liaison must be designated no later than January 27, 2010.

**Linwood Mail Delivery. Present: Robert Parker, 20 Nolet Street, Linwood and Russ Burma, 46 Nolet Street, Linwood.** Mr. Parker reported that it’s been 22 months since a petition was filed for Linwood residents to receive curbside mail delivery. On September 19<sup>th</sup>, a letter was sent to all Linwood residents notifying them that they would be receiving curbside mail delivery and to install a box with a post at the end of their driveway. On September 26, 2009, the Whitinsville Postmaster went out to Linwood for a site visit and indicated to the residents that cluster boxes would be installed. Mr. Parker is upset for two reasons; 1) the cluster boxes are being installed right across the street from his house; and 2) there are residents not far from his house that will have curbside boxes. Mr. Parker felt that a public hearing should have been held to discuss this matter. Selectman Nolan wanted to know if there was a reason for cluster boxes versus curbside mailboxes. DPW Director Richard Sasseville mentioned that it was the recommendation of the Postmaster to install cluster boxes due to the cost savings. Mr. Parker announced that he is still trying to rectify this situation by talking with Representative Peterson and

Senator Kerry's office. Mr. Burma asked if the Selectmen could persuade Postmaster Murray to deliver mail instead of installing cluster boxes. Mr. Parker asked if one of the Selectmen could contact someone at the U.S. Postal Service. Chairman Montecalvo asked who he could contact at the U.S. Postal Service. Mr. Parker replied, Dean Baker is the person he spoke with regarding the cluster boxes. That said, he asked that a letter be sent to Dean Baker and the Whitinsville Postmaster asking them if they could meet with Town Manager Kozak to discuss this matter. Chairman Montecalvo announced that he would have Town Manager Kozak send a letter to Mr. Dean Baker at the U.S. Postal Service in North Reading. Mr. Parker also requested the Town Manager to look into the matter of the Linwood residents being able to retain a Linwood, MA 01525 address rather than having to change to Whitinsville, MA 01588 addresses.

**Town Manager's Report.** **1) Chamber of Commerce Meeting regarding satellite Quinsigamond Community College Campus** - Attended Chamber of Commerce Meeting who hosted officials from Quinsigamond Community College who are actively looking for a satellite campus in the Blackstone Valley area. Town Manager Kozak mentioned that he volunteered to be on a sub-committee to look for a location. **2) National Grid Emergency Management Meeting** - Attended a meeting on emergency planning in preparation for the winter season. Discussion included National Grid's preparation for a snow and sleet storm similar to last year's ice storm. **3) Church Street Landfill Closure** - Spoke to a representative at Cover Technologies and the landfill is now closed, monitoring wells have been put into place, and the company is currently seeking certification from the state. **4) Department of Public Utilities-Water Rate Hearing** - Attended a public utility meeting to further discuss the Whitinsville Water Company's proposed cost for the new water treatment plant, including a discussion on the analysis to utilize \$1 million dollars to reduce debt service of the facility. **5) MMA Legislative Update** - The governor is requesting authority to decrease governmental spending, which may include reduction of local aid. Several items recommended by the MMA to reduce costs for cities and towns remain on the side lines by the legislature.

**Selectmen's Concerns.** **Selectman Marzec** **1)** He mentioned that the Director of the Whitinsville Community Center [Gary Wood] is looking for interested young folks to play basketball. **Selectman Ampagoomian** **1)** Inquired about the status of the handicapped parking spots that were removed from Park Street. DPW Director Richard Sasseville informed Selectman Ampagoomian that they didn't meet the standards for handicap parking so they were removed. **2)** Asked if the Disability Commission has a place to meet and do they have an office with a phone. Town Manager Kozak replied no. They hold meetings at the Town Hall and anyone can call the Town Manager's Office if they have any questions. **3)** Asked about an update on the Fire Station grant. Town Manager advised that he hasn't heard anything. **4) FEMA Grants** – Requested Town Manager Kozak to search for grants so that the town can renovate the Great Hall and/or replace Town Hall windows. **5) Streetlights** – asked if the lights at the crosswalks on Church Street can be turned on? DPW Director Richard Sasseville will look into this because the lights at the crosswalk should be on. **Selectman Melia** **1)** mentioned he and other Selectmen went to a budget sub-committee meeting of the School Committee and felt it was very informative. **Selectman Nolan** **1)** asked about the status on the use of the Aldrich School Building. Town Manager Kozak mentioned the first floor is almost completed. He said he's been speaking with Town Planner Gary Bechtholdt and is considering the second floor as a grant project for next year, if possible. **Chairman Montecalvo** reminded everyone that October 27, 2009 is the Town Meeting and the Selectmen would be meeting at 6:30 P.M. at the Middle School Auditorium. Selectman Ampagoomian asked that the Board be sent a reminder notice and Town Manager Kozak advised him that he would send out a notice.

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

**Meeting Adjourned: 9:29 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

/dg

**Board of Selectmen  
Fall Annual Town Meeting  
October 27, 2009**

A meeting of the Board of Selectmen was called to order by Chairman Joseph Montecalvo at 7:02 PM, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Ampagoomian, Nolan, Marzec and Melia. **Also Present:** Theodore D. Kozak, Town Manager, and Sharon Susienka, Exec. Asst. to the Town Manager.

**Article 1.** Town Manager Kozak advised the Board that after their October 19, 2009 Selectmen's meeting, the need for a budget transfer for the Fire Department was brought to his attention. He stated that \$2,500 needs to be transferred from Fire Department Personnel to Fire Department expenses and asked the Board to vote to include this transfer in Article 1. Therefore, a motion/Mr. Marzec, seconded/Mr. Ampagoomian to include the \$2,500 transfer from Line 15A Fire Department Personnel to Line 15B Fire Department Expenses in Article 1 as requested by the Town Manager. Vote yes/Unanimous.

There being no further business before the Board, a motion/Mr. Ampagoomian, seconded/Mr. Melia to adjourn the October 27, 2009 Selectmen's meeting at the conclusion of the Fall Session of the Annual Town Meeting. Vote yes/Unanimous.

**Meeting Adjourned: 8:24 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Clerk**

/s

**Board of Selectmen  
November 9, 2009**

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

The Pledge of Allegiance was recited by those present.

**Approval of Minutes.**

**October 19, 2009** - A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the October 19, 2009 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian, Nolan, and Montecalvo.

**October 27, 2009** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the October 27, 2009 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian, Nolan, and Montecalvo.

Chairman Montecalvo advised that because the Public Hearing cannot begin until 7:05 PM he would proceed to the next item on the agenda.

**Resignations: Thomas Melia, Insurance Advisory Committee.** A motion/Mr. Ampagoomian not to accept the resignation of Thomas Melia. No second. Motion dies. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept the resignation of Thomas Melia from the Insurance Advisory Committee. Vote yes/Messrs. Nolan, Ampagoomian and Montecalvo. Abstain/Mr. Melia. **Sheri Nolan, Disability Commission.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the resignation of Sheri Nolan from the Disability Commission. Vote yes/Messrs. Melia, Ampagoomian and Montecalvo. Abstain/Mr. Nolan.

**Appointments/By the Board of Selectmen: Conservation Commission: Gina Calitri.**

**Present: Wyatt Mills, Chairman of the Conservation Commission and Gina Calitri.** Mr. Mills advised the Board that this is the Commission's last vacancy to fill and that Ms. Calitri would be a great asset to the Commission. Ms. Calitri then introduced herself and announced she lives at 662 Marston Road, Whitinsville, and has been a resident of Northbridge for 12 years. After a brief question and answer session, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to appoint Gina Calitri to the Conservation Committee. Vote yes/Messrs. Melia, Ampagoomian, Nolan, and Montecalvo. **Green Committee: Cynthia Vlasaty [Member At Large].** Ms. Vlasaty, 15 Hemlock Street, Northbridge, introduced herself and announced that she was a former Special Education Teacher. After a brief question and answer period, a motion/Mr. Nolan, seconded/Mr. Melia to appoint Cynthia Vlasaty to the Green Committee. Vote yes/Messrs. Ampagoomian, Nolan, Melia and Montecalvo. **Insurance Advisory Committee [Retirees' Rep]: George Murray.** Selectman Nolan stated that it seemed out of sorts to appoint someone to a committee the same evening it became vacant. Town Manager Kozak announced there are no set rules and felt that Mr. Murray would be a great choice because of his background. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint George Murray to the Insurance Advisory Committee as the Retirees' Representative. Vote yes/Messrs. Ampagoomian, Melia and Montecalvo. Vote no/Mr. Nolan. **State Ethics Commission**  
**Municipal Liaison: Theodore Kozak.** Town Manager Kozak informed the Board that this is a new Mass. General Law requirement and advised that he is volunteering to be the liaison for the Town of Northbridge. Selectman Ampagoomian asked that all information from the State Ethics Commission be relayed back to the Selectmen in a timely manner. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to appoint Theodore Kozak as the State Ethics Commission's Municipal Liaison. Vote yes/Messrs. Nolan, Ampagoomian, Melia and Montecalvo.

**Public Hearing/7:05 PM – Tax Rate Classification Hearing/Allocation of Local Tax Levy for FY 2010. Present: Robert Fitzgerald, Principal Assessor.** Chairman Montecalvo read the public hearing notice aloud. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to open the public hearing. Vote yes/ Messrs. Nolan, Ampagoomian, Melia and Montecalvo. Mr. Fitzgerald announced that the DOR requires this hearing each year. He then passed out a handout and advised that no vote is needed if the Board keeps a single tax rate. A vote allows the Selectmen to decide whether to shift the tax burden between classes of property, which does not increase

the revenue, but just shifts the tax burden. The question is does the Town want to shift some of the tax burden away from the residential and move it to the commercial, industrial and personal property classes. Mr. Fitzgerald mentioned that from FY09 and FY10 there was a loss of approximately \$80 million in value because of the interim year adjustment (decrease in taxes) that is required by the Department of Revenue. Last year the loss was \$90 million dollars. That said, Mr. Fitzgerald indicated that there was a 5.5% decrease in single family homes as well as a slight decrease in the commercial and industrial classes. He further stated that the Board of Assessors recommends maintaining a single rate for all properties. A vote by the Board of Selectmen to select a residential factor less than “1” was not taken.

Selection of a residential exemption distributes taxes among the residential class up to a 20% discount and is based on the average valuation of a home. This year the average value of a single family home is \$246,400. Single family homes below that amount would get the discount but the difference would be made up by all properties over the average amount. For the Board's benefit, Mr. Fitzgerald pointed out that the projected 2010 tax rate is \$10.41. The Board of Assessors reviewed this and felt that it is not worthwhile to implement an exemption in Northbridge at this time. A vote by the Board of Selectmen to adopt a residential exemption was not taken.

The small commercial exemption would allow a tax break of up to 10% of the valuation for small commercial properties. To qualify, a business must have less than 10 employees and be valued at less than \$1 million. Around 100 businesses qualify for such an exemption. If you give them a tax break, then it needs to be made up by property owners with businesses that are over \$1 million and/or have more than ten employees. There are only a few communities in the Commonwealth that use this exemption. Mr. Fitzgerald reported that the Board of Assessors does not recommend this exemption. A vote by the Board of Selectmen to adopt the small commercial exemption was not taken.

Chairman Montecalvo stated that a vote is not required tonight because the Board has chosen not to shift the tax burden, not to adopt a residential exemption and not to adopt a small commercial exemption. Therefore, the Town of Northbridge will continue with a single tax rate for all classes of property including residential, commercial and industrial. There being no further comments, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the Public Hearing. Vote yes/Messrs. Nolan, Melia, Ampagoomian and Montecalvo.

**7:20 PM – Northbridge Community Development Strategy. Present: R. Gary Bechtholdt II, Town Planner and Tim Hansen, Central Massachusetts Regional Planning Commission.**

Mr. Montecalvo read the hearing notice aloud and upon a motion duly made and seconded the Board of Selectmen opened the public hearing. Mr. Bechtholdt noted that in addition to posting the hearing, the notice was advertised online, as well as published in the local newspaper as required.

Mr. Bechtholdt explained the purpose of this public hearing is to take public input and comments as part of updating the Town's Community Development Strategy [CD Strategy]. He also explained that the CD Strategy would be included as an integral component to the Town's FY2010 Community Development Block Grant (CDBG) application, which is due February 2010. Mr. Bechtholdt mentioned since the last Selectmen's meeting of October 19<sup>th</sup> when the CDBG program was discussed, a CDBG Advisory Committee meeting was held (11/02/09) where participants discussed expanding the Target Area within Whitinsville (New Village Target Area) and designating two (2) additional Target Areas in town including Rockdale and Linwood. Mr. Hansen explained that similar to last year, CDBG activities need to be in targeted areas to be eligible; whereas before activities may have received bonus points as part of a CDBG application scoring.

Mr. Bechtholdt referred the Selectmen to the Community Development Strategy included in their packet, which was also distributed and made available online. He noted activities discussed at the CDBG Advisory meeting included providing daycare scholarships to working parents; additional infrastructure improvements within the New Village Target area and other areas in town; ADA compliance (sidewalks); improving handicapped accessibility within municipal buildings specifically the Aldrich building, which is currently underutilized because of limited ADA access; architectural barrier removal at Ovia Square (Church St, Cross St and Prospect St). Attendees also noted housing (old mill housing) and infrastructure are in disrepair within the



villages, additionally the abandoned garage structure within the New Village target area should be razed as it is a main contributor to the slum and blight of the area. Mr. Bechtholdt indicated some initiatives may be depended upon what we have for construction documents at this time.

In addition, Mr. Bechtholdt noted as part of last year's CDBG review and consideration the town issued a request for proposals for public social services, suggesting the town may look to do so this year, however, he cited a change in the Department of Housing and Community Development (DHCD) guidelines. Mr. Hansen explained that there appears to be a change regarding public social service, which requires that a Town's needs assessment replicate a regional needs assessment on social services, this looks to be a new requirement. Mr. Hansen also noted that he just learned about this and is looking to get clarification. He provided the following example: If a regional social service agency believes its only mission is to provide homeless shelters, then providing daycare is obviously not part of that and that is why he is looking to get clarification on that. Mr. Bechtholdt again noted that the purpose of tonight's hearing is to open up dialogue and receive input on updating the CD Strategy and suggested that we continue this hearing to afford additional opportunity for review and public comment.

Mr. Montecalvo sought comments from the Selectmen. Mr. Ampagoomian asked if installing an elevator/lift in the Aldrich building would qualify for the grant. Mr. Hansen explained that it would be considered an ADA project and may qualify for eligibility according to Housing and Urban Development's (HUD's) low to moderate threshold of limited clientele, so, yes, on the surface it would. Mr. Hansen continued by noting that he had some discussions about this and it looks like it probably would be eligible as there were no changes in the requirements from last year, so he thinks it would be a match. He also noted that he would hate to totally adopt the whole project and say it is definitely eligible all the way, as there are certain criteria that have to be met along the way but it's not ineligible.

Mr. Nolan asked if the location would need to be in the target area. Mr. Hansen explained that is one of the things the CDBG Advisory committee discussed and noted that the town may have many areas of need but it appears that the town has been concentrating on the New Village target area. One may consider the target area as a spider web that is the area where you focus on. Inside that spider web you have your sticky areas that meet the National Objectives. The New Village target area would meet National Objectives by the slum & blight standards in the target area. If the community expanded the target area for instance to a larger portion of Whitinsville, including the Aldrich Building, the sticking point of that spider web for National Objective would be ADA limited clientele in that target area.

Mr. Bechtholdt confirmed for Mr. Montecalvo that the New Village target area includes both Overlook Street access ways off North Main Street. Upon seeking comments from the audience, the Selectmen continued the public hearing to Monday, December 14, 2009. A motion was made and seconded to continue the public hearing at the December 14, 2009 Board of Selectmen's Meeting. Vote yes/Messrs. Ampagoomian, Melia, Nolan and Montecalvo.

**Citizens' Comments/Input.** None.

**Cemetery Deed (Riverdale Cemetery)/Michael & Deborah Kell/Lot #499.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the cemetery deed for Michael and Deborah Kell, Lot #499 at Riverdale Cemetery. Vote yes/Messrs. Nolan, Ampagoomian, Melia and Montecalvo.

**Laurieann's Restaurant & Bar, Inc., 2147 Providence Road, Northbridge/Application for KENO License.** Mr. Kozak informed the Board that no action needs to be taken on this matter unless the Board chooses not to allow "Keno" at the above mentioned establishment. If that is the case then the Board has 21 days to notify the State Lottery Commission of its opinion. There being no further discussion, a motion/Mr. Ampagoomian, seconded/Mr. Melia to support the "KENO" license application for Laurieann's Restaurant & Bar, Inc. Selectman Melia announced that no motion is needed for this item.

**School Department [Paul Halacy]/1) Vote to approve and submit a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School. Present: Paul Halacy, Director of Buildings and Grounds and Melissa Walker, Business Manager.** Mr. Halacy explained that by approving the Statement of Interest, it allows the Northbridge Middle

School to be placed on a list with the State for renovations and additions. There is no guarantee there will be funding and if the school qualifies there is no obligation by the town to proceed further. Having convened in an open meeting on November 9, 2009, the Board of Selectmen, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated October 21, 2009 for Northbridge Middle School located at 171 Linwood Ave., Whitinsville, which describes and explains the following deficiencies and the priority category for which Northbridge may be invited to apply to the Massachusetts School Building Authority in the future:

#5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility,

and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority. A motion/Mr. Nolan, seconded/Mr. Melia to support the submittal of a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School. Vote yes/Messrs. Nolan, Ampagoomian, Melia and Montecalvo.

**Boy Scouts of America [Troop 155]/Request to plant a tree and place a stone marker on the Whitinsville Town Common.** Town Manager Kozak will review the policy and consult with Tree Warden Richard Sasseville on whether or not organizations can plant something on Town property. After he researches this request, he will place this item on a future agenda for approval.

**Housing Partnership Committee [Gary Bechtholdt, Town Planner].** Mr. Bechtholdt provided the Board with a memo to advise them that the Town of Northbridge submitted a grant application for technical assistance back in March 2009. That said, he announced that the Town of Northbridge and the Town of West Boylston were selected as part of this year's Technical Assistance Grant to develop a Housing Production Plan. The Northbridge Planning Board and the Master Plan Update Committee recognize that this initiative is an important component to updating the town's Master Plan. A Housing Production Plan will include a comprehensive housing needs assessment as well as affordable housing goals and implementation strategies. For that purpose, the Planning Board is looking for the Board of Selectmen to establish a local Housing Partnership Committee. The local Housing Partnership Committee may include representatives from town boards, commissions and residents at large. With that said, Mr. Bechtholdt recommended the Committee be established as follows: a representative from the Board of Selectmen, Planning Board, Conservation Commission, Housing Authority, Council on Aging, and two citizens at large. The primary function of this Housing Partnership Committee will be to evaluate the community's affordable housing needs, develop a plan and a set of strategies and programs for Northbridge's Housing Production Plan. The Housing Partnership Committee's role and responsibilities may be expanded to include: establishing criteria to evaluate affordable housing proposals; make recommendations on particular housing proposals; work with developers of affordable housing; and increase public awareness through public forums. There being no further discussion, Mr. Bechtholdt requested this matter be placed on the next Board of Selectmen's meeting agenda to establish a Housing Partnership Committee.

**Town Manager's Report.** **1) Toys for Tots** – Advised the Selectmen that Mr. William Audette will be conducting a Toys for Tots program and asked permission to place a collection box in Town Hall as well as to use the Great Hall for the storage of donated toys. **2) Senior Lunch Program** – Mentioned that Chairman Montecalvo and he attended the School Department's first senior lunch program. It was very well attended and the School Department plans to conduct these on a bi-monthly basis. He also announced that all seniors are welcomed to attend. **3) Veterans' Breakfast** – The Middle School hosted their annual Veterans' Breakfast on Saturday morning, November 8<sup>th</sup> from 8 to 10 AM in the Middle School cafeteria. **4) Energy Seminar for Homeowners** – The Mass. Municipal Association is sponsoring free home energy seminars for homeowners and Mr. Kozak has requested that a seminar be scheduled in Northbridge. Further details will be provided once he receives a confirmation. **5) Blackstone Valley Leadership Group Meeting** – Mr. Kozak attended this meeting that the Chamber of Commerce

hosted on November 2, 2009. Discussion focused on Quinsigamond Community College and the possibility of locating a satellite campus in this area as well as the starting steps to make this a reality. He plans on attending these monthly meetings. **6)** The Governor proposed 3 to 4 budget reductions – Quinn Bill benefits, Library Services, PILOT Program (Payment In Lieu Of Taxes), and reductions in school funds such as: revolving accounts, transportation and circuit breaker. **7)** Received an email and phone call from UMASS School of Medicine looking to meet with him and the Board of Health to talk about the possibility of a pilot program for regionalizing health services. He will place this item on a future agenda for discussion and decision.

**Selectmen's Concerns. Selectman Melia 1)** Asked about the condition of Carpenter Road and if there's been any progress with the Whitinsville Water Company. Town Manager Kozak replied barriers have been placed on the road and fencing will also be installed in the future. **2)** He mentioned that he toured the high school fields and asked about having parking spaces closer to the fields. Town Manager Kozak advised that the fields have been turned over to the School Department, however, the Building, Planning and Construction Committee had some issues with the widening of the roadway. **3)** Stated that he read the Beacon this month and there was a story about regionalizing dispatchers with Police and Fire. He asked if the Town of Northbridge is looking into regionalizing their dispatchers and would there be a savings by doing so. Town Manager Kozak replied that he has been reviewing this concept and will take it one step at a time while weighing the pros and cons of regionalization of dispatchers. Mr. Melia also asked if the Police and Fire Chief were on board with this. **Selectman Nolan 1)** Asked if a letter went out to Dean Baker regarding the Linwood Postal Service (cluster boxes). Town Manager Kozak responded that the letter did go out. **2)** Asked about the status of the dilapidated garage in the New Village area. Town Manager Kozak answered that he is hoping to use grant money received from the FY08 Community Development Block Grant to remove it. **3)** Suggested that the Board of Selectmen get the ball rolling for the Charter Review Committee. **4)** Participated in the recent Board of Health H1N1 vaccination clinic and he commended all the volunteers. **Selectman Ampagoomian 1)** Attended the Chamber's presentation on the regionalization of dispatchers. **2)** Suggested that everyone thank the Vets on Veterans Day. **3)** Attended two events at the American Legion. **4)** Suggested the town look into giving soldiers a nice welcome home celebration.

**Executive Session.** A motion/Mr. Melia, seconded/Mr. Nolan to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Negotiations and M.G.L. Chapter 39, S. 23B#3 Litigation -- not to reconvene in open session. Roll Call Vote: Mr. Melia/Yes; Mr. Nolan/Yes; Mr. Ampagoomian/Yes; and Mr. Montecalvo/Yes.

**Meeting Adjourned: 9:29 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

/dg

**BOARD OF SELECTMEN**

**November 16, 2009**

**Joint Meeting with the School Committee's Negotiations Subcommittee**

A meeting of the Board of Selectmen and the School Committee's Negotiations Subcommittee was called to order by Chairman Joseph Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Select Board Members Present:** Messrs. Ampagoomian, Marzec, Nolan, and Melia. **Negotiations Subcommittee Members Present:** Mr. McGrath, Chairman, Ms. Brouwer, and Mr. Lebrasseur.

**Also Present:** Theodore D. Kozak, Town Manager, Susan Gorky, Superintendent, and Melissa Walker, Business Manager.

**Executive Session.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to go into Executive Session under M.G.L. Chapter 39 S. 23B #3 (Negotiations) and not to reconvene in open session. Roll Call Vote: Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Montecalvo/Yes, Mr. Ampagoomian/Yes, and Mr. Nolan/Yes.

**Open Session Adjourned: 7:05PM**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

**Board of Selectmen  
November 23, 2009**

A meeting of the Board of Selectmen was called to order by Chairman Joseph Montecalvo at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Ampagoomian, Nolan, Melia, and Marzec. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**Executive Session.** A motion was made and seconded to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Litigation and M.G.L. Chapter 39, S. 23B#3 Negotiations and to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, Mr. Marzec/Yes, and Mr. Montecalvo/Yes.

**Open Session Adjourned: 6:31 P.M.**

**Executive Session Convened: 6:32 P.M.**

**Executive Session Adjourned: 6:57 P.M.**

**Open Session Reconvened: 7:00 P.M.**

**Approval of Minutes.**

**November 9, 2009 [Executive Session]** - A motion/Mr. Melia, seconded/Mr. Nolan to approve the November 9, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Nolan, Ampagoomian, and Montecalvo. Abstain/Mr. Marzec.

**November 16, 2009** – A motion/Mr. Nolan, seconded/Mr. Melia to approve the November 16, 2009 minutes as presented with the readings omitted. Vote yes/Unanimous.

**November 16, 2009 [Executive Session]** - A motion/Mr. Marzec, seconded/Mr. Nolan to approve the November 16, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**Public Hearing/7:05 PM Alcohol Violation Hearing: Gary's Variety, 2201 Providence Road, Northbridge [Harshad Patel, Mgr.]. Present: Harshad Patel, Defendant, Northbridge Police Chief Walter J. Warchol and Sgt. Shawn Heney, Investigating Officer.** Chairman Montecalvo read the hearing notice and announced that Mr. Patel was notified of this hearing by certified mail and asked for any witnesses to come forward to be sworn in. No others came forward. A motion was made and seconded to open the public hearing. Vote yes/Unanimous. Chief Warchol had submitted a written complaint to the Board of Selectmen on November 2, 2009. Chief Warchol began the hearing by presenting the facts of the case. He stated that surveillance of the above-mentioned establishment was conducted on October 23, 2009 between 5:30PM and 6:10PM by Sgt. Shawn Heney of the Northbridge Police Department. Chief Warchol stated the Department had received prior information that a 17 year old would be going to Gary's Variety to purchase alcohol for himself and other underage individuals using an Arizona ID. At approximately 6:00PM, the 17 year old entered the store and five minutes later exited carrying a 12 pack of Coors Light and a bag, which they later determined to contain a bottle of Captain Morgan Rum and Bacardi Rum. At this point a marked cruiser stopped the vehicle that the 17 year old had gotten into. The 17 year old stated that he did in fact enter the store, purchase the alcohol, paid and left the store without being asked for his identification. He later gave the Arizona ID to Sgt. Heney. Later, Sgt. Heney and Officer Ciccone went to Gary's Variety and spoke with the lone employee behind the counter. The employee refused to produce his license for identification until speaking with the Chief of Police. At this point, Chief Warchol noted that on March 18, 2009, the Alcoholic Beverages Control Commission [ABCC] sent an underage female employee to this same establishment to purchase a 40 oz. Bud Light and at no point was this individual asked for identification. After a review by the ABCC, the license of Gary's Variety was suspended for three (3) days of which three (3) days will be held in abeyance for a period of two years provided no further violations of Chapter 138 or Commission regulations occur. Chief Warchol stated that he requested tonight's hearing as a result of the above violations. At this time, Chairman Montecalvo swore in Chief Warchol, Sgt. Heney, and Mr. Patel as witnesses. Chairman Montecalvo then asked the Defendant if he had any questions or disagreed with the evidence presented. Mr. Patel replied no. Chairman Montecalvo then asked the Board if they had any questions. **Selectman Melia** asked Sgt. Heney about a couple of details in the written report as far as who sold the alcohol on two occasions without obtaining an ID—was it a clerk or was it the person present this evening. Sgt. Heney responded that it was Mr. Patel. **Selectman Ampagoomian** asked if the store had an ID scanning device and Mr. Patel replied yes but there was a problem with it. **Selectman Nolan** pointed out that the police report indicated the 17 year old stated he wasn't asked for identification, however, did the clerk say whether he had asked the 17 year old for identification. Sgt. Heney's response is inaudible on the tape. Selectman Nolan then referred a comment to Chief Warchol and noted that the

ABCC's investigation resulted in a three day suspension with the three days held in abeyance if the store did not have any further violations. He then asked the Chief if the Selectmen decide tonight to suspend the store's license would the three days from the ABCC's suspension be tacked on to whatever the Selectmen decide to do. Chief replied that he didn't know for sure but assumed they would. Chairman Montecalvo then asked the Defendant if he wished to make any statement. Mr. Patel answered no. There were no witnesses present for the defendant. Continuing, Chairman Montecalvo asked the Police Chief what he recommends for a punishment. Chief Warchol began by stating that the Police Department acts as the agent for the Local Licensing Authority [Board of Selectmen] and he would appreciate it if the store would be more cooperative if the Police have to go in and investigate an alcohol related violation. With that said, Chief Warchol recommended a five day suspension including a weekend. There being no further testimony, a motion/Mr. Marzec, seconded/Mr. Ampagoomian to close the public hearing. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to accept the recommendation of the Police Chief and suspend Gary's Variety's liquor license for five days beginning Wednesday, December 9<sup>th</sup> and ending Sunday, December 13<sup>th</sup>. Discussion on the motion: Selectman Melia commented that bar tenders take a training course and asked Chief Warchol if there was a comparable training course for liquor store clerks. Chief Warchol answered yes. Mr. Melia asked if this particular licensee had that training and Chief Warchol again said yes. Selectman Melia then inquired about an ID scanning device for the establishment and why one wasn't installed after the previous violation. Mr. Patel replied that he intends to purchase such a device. Next, Selectman Marzec asked if the Board could make the purchase of an ID scanning device a condition of the penalty in addition to the license suspension. The Board concurred. Therefore, a motion/Mr. Ampagoomian, seconded/Mr. Marzec to amend the main motion as follows: a motion to accept the recommendation of the Police Chief to suspend Gary's Variety's liquor license for five days beginning Wednesday, December 9<sup>th</sup> and ending Sunday, December 13<sup>th</sup> and installing a license/ ID scanning machine. Vote yes/Unanimous. Mr. Patel asked if he was allowed to sell other merchandise during the liquor license suspension and the Board said he could sell everything except alcohol and that it had to be removed from the shelves and the license turned over to the Police Department. Chief Warchol informed Mr. Patel that he would be in contact with him about what he had to do for the liquor license suspension.

**Appointments/By the Board of Selectmen: Playground & Recreation Commission: David Ducey, 32 Ivy Lane, Whitinsville. Present: Alicia Canon, Chairman-Playground and Recreation Commission [PRC].** Chairman Montecalvo asked Mr. Ducey to introduce himself to those present. Mr. Ducey noted that he used to be a small business owner, was a 27-year member of the Marine Corps/Marine Corps Reserve, spent six years on the Northbridge School Committee and was involved in coaching baseball as well as having served on the Board of Directors. Mr. Ducey also mentioned that he was approached by the Lacrosse Team to get involved and has agreed to do that. Selectman Marzec expressed his delight with the fact that Mr. Ducey wants to get involved with the PRC. Selectman Melia thanked Mr. Ducey for coming forward to serve and felt that he would be a good and capable addition to the PRC. Selectman Ampagoomian asked Mr. Ducey what he would see as a major accomplishment for the Parks and Recreation Commission with the limited funding available. Mr. Ducey replied that there are many opportunities for children to participate, however, it would be helpful if there was town land available to expand and increase the number of fields available. He went on to say that increased field space should be a long term goal of the PRC. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to appoint David Ducey to the Playground & Recreation Commission. Vote yes/Unanimous.

**Citizens' Comments/Input.** None.

**2010 Holiday Calendar/Vote to approve.** A motion/Mr. Marzec, seconded/Mr. Nolan to approve the 2010 Holiday Calendar. Vote yes/Unanimous. **2010 Board of Selectmen's Meeting Schedule/Vote to approve.** A motion/Mr. Marzec, seconded/Mr. Melia to approve the 2010 Board of Selectmen's Meeting Schedule. Vote yes/Unanimous.

**Winter Parking Ban [December 1, 2009 to April 1, 2010]/Vote to approve.** Chairman Montecalvo read the entire parking ban notice and noted the locations that are exempted. He also stated that the notice will be posted on cable and the web. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the Winter Parking Ban from December 1, 2009 through April 1, 2010 [to be extended if necessary] during the hours of 1:00 AM to 6:00 AM, as requested by the Northbridge Police Department. Vote yes/Unanimous.

**UMASS Medical School/MA Public Health Regionalization Project/Vote to send letter of intent.** Town Manager Kozak updated the Board and advised them that he sent a letter of intent to UMASS Medical School expressing the Town's interest in participating in the MA Public Health Regionalization Project, however, not enough other towns expressed an interest in participating and therefore the Blackstone Valley area was not chosen for the pilot project and therefore a vote on this matter is not needed.

**School Department [Paul Halacy]/1) Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for W. Edward Balmer School. Present: Paul Halacy and Melissa Walker.** Chairman Montecalvo read the following Statement of Interest aloud: Having convened in an open meeting on November 23, 2009, the Board of Selectmen, in accordance with its charter, by-laws and ordinances has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority a Statement of Interest dated October 1, 2009 for the **W. Edward Balmer School** located at 21 Crescent Street, Whitinsville, which describes and explains the following deficiencies and the priority category for which Northbridge may be invited to apply to the Massachusetts School Building Authority in the future:

#5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility,

#7 Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements,

and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for W. Edward Balmer School. Vote yes/Unanimous. 2) **Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Elementary School.** Chairman Montecalvo read the following Statement of Interest aloud: Having convened in an open meeting on November 23, 2009, the Board of Selectmen, in accordance with its charter, by-laws and ordinances has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority a Statement of Interest dated October 1, 2009 for **Northbridge Elementary School** located at 30 Cross Street, Whitinsville, which describes and explains the following deficiencies and the priority category for which Northbridge may be invited to apply to the Massachusetts School Building Authority in the future:

#5 Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility,

and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority. A motion/Mr. Marzec, seconded/Mr. Nolan to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Elementary School. Vote yes/Unanimous.

**Mass. Technology Collaborative/Clean Energy Choice Community Matching Grant Agreement/ Vote to authorize Chairman of the Board to sign said agreement.** Mr. Kozak informed the Board that the town received a \$4,600 grant from the Mass. Technology Collaborative to be used for energy saving projects. He also asked Mr. Sasseville if he had any recommendations as to what the funds could be used for and Mr. Sasseville suggested some solar lighting for the former Aldrich School parking lot. Chairman Montecalvo then asked Mr. Sasseville if the lights behind the library were going to be replaced. Mr. Sasseville replied that there were some lights in the parking lot for the church that illuminated the church parking lot and that the town was not paying for those lights. When he called National Grid about another concern, they discovered that they had no record of the church parking lot lights being on or being paid for and so the lights were shut off. When asked for clarification about the proposed lighting for the Aldrich School, Mr. Sasseville responded that the light will illuminate the handicapped access ramp and a portion of the parking lot. Chairman Montecalvo asked about the library and whether those lights will be turned back on. Once again, Mr. Sasseville explained that there is a light in the back of the library that illuminates the library parking lot, however, he thinks that the Librarian has voiced her hope that the church parking lot lights will be turned back on to provide additional lighting as some of the library patrons and library staff park in the church parking lot. Chairman Montecalvo asked if that was possible and Mr. Sasseville answered that anything is possible if you want to pay for it. Continuing, Mr. Sasseville went on to explain where the grant funds were coming from and what the solar light will look like. Selectman Marzec asked how many lights were going to be installed and how much did each light cost. Mr. Sasseville replied one light will be installed with the entire assembly--light fixture, 20' pole, battery/battery pack, solar collector and mounting base will cost about \$3,999 and approximately \$450 for shipping for a total of \$4,450. Mr. Marzec also asked if the light would be lit all night long and Mr. Sasseville answered yes. He also inquired about whether there would be any problems with snow buildup

on the light and Mr. Sasseville said not anymore than any other solar light because the light will be sloped properly to get the most amount of light during the winter months. Due to the fact that the light will illuminate only a portion of the parking lot and ramp area, Selectman Nolan asked whether there was another light in the area that will be on or will the rest of the parking lot be in darkness. Mr. Sasseville stated that there are plans to have other lights installed. Mr. Kozak concurred. Mr. Nolan also asked if other businesses have their lights on all night or only when the businesses are open as he was concerned about the lights bothering the neighbors on Cottage Street. Mr. Sasseville explained that the neighbors won't even see the new light and the streetlights on Cottage Street are already on all night long and therefore it is a non-issue. Mr. Kozak noted that by installing the new light that it also discourages vandalism. There being no further discussion, a motion/Mr. Marzec, seconded/Mr. Nolan to authorize the Chairman of the Board to sign the Mass. Technology Collaborative/Clean Energy Choice Community Matching Grant agreement. Vote yes/Unanimous.

**Sewer Department Issues/Present: Richard Sasseville, DPW Director.** **1) Billing Policy.** Selectman Ampagoomian reported that he is always asked questions about the town's billing policy and more specifically if there was any mechanism in place that would allow residents to make partial payments on large bills with the balance carried over to the next billing cycle. Mr. Sasseville responded that as far as he knows customers can always pay a portion of their bills in advance, however, there is no mechanism in place to allow residents to pay portions their bills in arrears without incurring late fees and risk having their water shut off. The Town Manager further explained that MGL doesn't allow the bills to be paid in arrears without penalty. **2) Sutton Street Sewer Service.** Selectman Ampagoomian stated that the Town has expended a lot of money for this project but it keeps getting delayed and several residents have asked him if they would be allowed to tie into the existing sewer service as another resident did several years ago instead of waiting another so many years. Mr. Sasseville acknowledged that a resident in the area of Eisenhower Drive did tie into to the existing sewer service several years ago. He also said that he didn't see it being a problem unless it wasn't technically feasible. In addition, Mr. Sasseville stated that they wouldn't stop someone from doing so especially if they were experiencing Title V problems but the resident would be responsible for all costs. **Nancy Cross, 145 Sutton Street, Northbridge,** came forward to say that she personally has experienced two major sewer back ups in the last ten years and currently has to deal with horrible odors of sewer gas in her home and the surrounding neighborhood. Ms. Cross claims that she has been told by a Sewer Division employee that there is a sewer blockage in the vicinity of 112 Sutton Street and is the cause of the other sewer backups. She said she has been told that the dirt in her cellar is permanently contaminated. **Kelly Macjewski, 163 Sutton Street, Northbridge,** concurred with Ms. Cross' statement and stated that she has had four major sewer backups in the last decade and stated there has been a total of seven residents that have experienced sewer back ups over the last ten years. Mr. Sasseville explained that he submitted an article to deal with this issue for the Fall Annual Town Meeting Warrant but the article didn't make it on the warrant. After listening to their stories, Chairman Montecalvo urged Ms. Cross and Ms. Macjewski to get all the residents together and get a petition going and to submit it to the Board of Selectmen. He indicated that the Board could do two things: one, if the Town has the money it can be fixed or two, it can be put it on the Town Meeting warrant. Ms. Cross asked who took the article off the warrant. Chairman Montecalvo responded that if the Town didn't have the money to fix it, the article couldn't go on. Selectman Ampagoomian asked if this project should have been part of the Rockdale Sewer Interceptor project and Mr. Sasseville replied no because it was a cross country line that went from Klocek's garage to Riverdale Mills; a 12-inch line that was replaced with an 18-inch line. With that said, Mr. Ampagoomian suggested that even though the Town doesn't have the funds to do such a project, a letter should be sent to Governor Patrick, Lt. Governor Murray, Senator Moore, Rep. Peterson, and the Central Mass. Regional Planning Commission. He said there is stimulus money available and it has been a shovel-ready project for 12 years. Ms. Macjewski interjected that they have already contacted those very people and they are of the opinion that this is a town issue at this point. She also noted that the Town paid for the clean up of the two blockages that occurred ten years ago and for the one that happened last April. However, during the blockage that occurred in October, she said she was told by the Town that it was her problem and that she had to pay for the cleanup and her insurance company also informed her that they would not pay because it was caused by the poor condition of the Town's infrastructure. Ms. Cross strongly requested that no one else be allowed to tie into the existing line because the more people that tie in the worse it will be if the line backs up. At this point, Chairman Montecalvo expressed the fact that the Board understands the pipe has to be fixed but his main concern was to figure out what can be done until the pipe is replaced. He also recommended the DPW Director check out what is causing the sewerage back up and report back to the Board of Selectmen. Selectman Marzec suggested one reason for the sewer back up problem could be due to the newer, larger pipe at the top of Sutton Street, which probably gets smaller as it travels down Sutton Street. Mr. Sasseville explained though it is a newer pipe the size was the same [8-inch] all the way down the street. He also pointed out that the newer pipe is plastic with smooth joints every twelve feet as opposed to the 80 year old vitrified clay pipe with bell and spigot flange joints every three feet. Again, Mr. Montecalvo suggested the DPW Director take another look at this situation and provide some recommendations to the Board as to what needs to be done. Selectman Marzec mentioned that this project has been on the books for a long time, nothing has been done and the residents have suffered, which is unacceptable. He said that he understands the financial situation of the town but it's time to stop giving these people the lip and start doing something about it. Chairman Montecalvo asked Selectman



Marzec if he had any suggestions but Ms. Macjewski interjected and said that she had a suggestion. She suggested that the pipe be checked on a routine basis—not just when there is heavy rain--whether it's once a week or once every two weeks but it has to be done more often than it presently is being inspected. Mr. Montecalvo said he couldn't guarantee that the town could do that because there aren't enough employees and because of other things that need to be done on a daily basis. Chairman Montecalvo again instructed the DPW Director to come back to the Board with some recommendations to deal with this problem in the short term. Mr. Sasseville then stated that if the Board is committed to fixing the problem, the only long term solution is to fix the pipe and indicated he would submit a warrant article for the Spring Annual Town Meeting. Selectman Nolan pointed out that it would cost about \$750,000 [per the DPW Director] to fix the problem and asked what that included. Mr. Sasseville responded that it would be done as a trench repair and would include tearing up the road, replacing the pipe and resurfacing the trench area. Mr. Nolan then asked what the cost would be to wait until the Sutton Street project comes up on the list and Mr. Sasseville answered that it would be about 2/3 of the above-mentioned cost and mentioned that the time to replace the pipe is before the road is permanently resurfaced. Selectman Melia said he thought the Town had received prior approval to go ahead with the project back in 1993 or 1995 and Mr. Sasseville advised him that the Sutton Street Reconstruction Project was submitted to Mass. Highway in December of 1994 but never received the funding. He further explained that the project was on the Transportation Improvement Program [TIP] in 1998 and 100% designed but some problems began to surface with the residents regarding the design of the project due to land takings, etc. and the State wouldn't yield on their standards so the project came to a halt. Since then, the project has been redesigned and for the most part the road will remain within the current layout. Next, Selectman Melia asked about short range objectives: what can be done in the short term, how long and how many people will it take to find out what is wrong. Mr. Sasseville responded that he would like to do a TV survey of that section of line, which will locate a blockage, bad joint or other defect, etc. and once we know what the condition is a plan can be developed on how to maintain the line. Selectman Melia then requested this item be followed up at a future Selectmen's meeting.

**Town Manager's Report. 1) 11-Town Meetings Update.** Mr. Kozak met with the Uxbridge Board of Selectmen to discuss the State's reduction in Local Aid and unfunded mandates. The group supports the additional funding of Local Aid and removal of the unfunded mandates and they will prepare a Position Paper for the group. He also met with the Blackstone Valley Regional Economic Development Council to discuss formation of a council to benefit the development of land in the valley. They are also encouraging other communities to join the 11-town group. **2) Regional Dispatch.** The Town Manager advised that he received an invitation from the Town of Mendon to join their regional dispatch program for Police and Fire along with Hopedale and Millville. He also informed them that Northbridge is currently working with other neighboring communities to secure a grant for regional dispatch but will take Mendon's offer into consideration. **3) Whitinsville Water Company's Open House Update.** Mr. Kozak reported that the Whitinsville Water Company held an open house at their new treatment plant. He said it is quite a facility and they will give tours to anyone interested. **4) Christmas Tree Lights.** Mr. Kozak announced that the committee who organized the tree lighting last year will not be doing it this year so he talked to Chief Nestor and the DPW Director to see if we have the ability to put lights on the town commons. The Town Manager informed the Board about the vandalism of the Christmas lights at the Rockdale Common and announced that donations for lights are welcome. **5) Insurance Advisory Committee Meeting Update.** EBS Foran [Health Insurance Consultant] attended the IAC meeting and presented an outline of the process/plan for preparation of a Health Insurance RFP for FY'11 to see if we can get a better deal. **6) Senior Tax Work-off Program Deadline – December 1, 2009.** Town Manager Kozak reminded everyone that the deadline for applications is December 1<sup>st</sup>. **7) Municipal Annex [Aldrich School].** Mr. Kozak informed the Board that he would like to run fiber between the Town Hall and the Aldrich School for computers and telephones and that it would be beneficial because it could be tied into our current system. He also pointed out that the Fire Department would be able to assist with running the fiber. Also, the Town would have to sign an agreement with National Grid and Verizon for permission to go on their poles.

**Selectmen's Concerns. Selectman Melia 1)** Asked if the Town Hall Annex [Aldrich School] is ready and who will be moving into that facility. Mr. Kozak responded that it isn't quite ready as there is some electrical work and painting that needs to be finished. Mr. Kozak said that the Town offices at the police station will be moving to the annex. **2)** Stated the DPW did a great job clearing trees in the front of the Aldrich School building. **3)** Has received complaints about people parking in front of the Aldrich School too close to Cottage Street and it is creating a safety hazard. Chairman Montecalvo instructed him to notify the Safety Committee about that issue and Mr. Kozak volunteered to work with Selectman Melia on it. **4)** Mentioned that he went to the Carpenter Road causeway to view the work that the DPW did [cement barriers and fencing]. He said the fencing is kind of sloppy and asked whether the Whitinsville Water Company would donate some paint for the fencing. **5)** Wished everyone a safe and happy Thanksgiving. **Selectman Nolan 1)** Read a statement from the Board of Health about creating a registry for those who wish to receive the H1N1 vaccine when available for the highest priority groups: pregnant women, household contacts for pregnant women in their third trimester; household contacts and care givers of children under the age of six months; children six months to 18 years of age that are not Northbridge Public School students or do not have a sibling within the Northbridge Public School system.

Mr. Nolan advised that notification is being done through the public school reverse phone system so it's very important that residents in these priority groups who do not typically receive the reverse phone system messages to contact the BOH at 508-234-3272 if you want to receive the vaccine. Open to the public general flu clinics will be held as soon as allowed. **Selectman Ampagoomian 1)** inquired about Quinsigamond Community College and if they still plan on opening a satellite campus in the valley. Mr. Kozak responded that they plan to hold monthly meetings over the next several months that he will be attending them and will keep the Board updated. **2)** Attended the recent Blackstone Valley Chamber Of Commerce breakfast meeting and spoke to Mr. Bernie Plant from Mass Highway about the Plummer's Corner project. Mr. Ampagoomian indicated that Mr. Plant was surprised that the project was still not done and offered to contact Mr. Kozak and/or Mr. Montecalvo regarding the status of the Plummer's Corner project. With that said, Selectman Ampagoomian asked Mr. Kozak to contact Mass. Highway about this matter. Chairman Montecalvo suggested that maybe a visit to Mass. Highway would be in order. **3)** Reiterated that the Sutton Street Project has been a headache for everyone for a number of years and requested the Town Manager to write a letter to Governor Patrick, Lt. Gov. Murray, Senator Moore, Rep. Peterson and the Central Mass. Regional Planning Commission about this. **4)** Asked about the illegal Quaker Street fire several weeks ago and the status of the person paying who was to pay restitution for services. Mr. Kozak responded that the fire was on Benson Road and that the Chief is working with the home owner. **Selectman Marzec 1)** though he was absent he brought up the Insurance Advisory Committee appointment [Retirees Rep.] from the last Selectmen's meeting and asked whether due process was followed. He stressed that he was in no way suggesting Mr. Murray wasn't qualified he was concerned with the way it was handled and that someone could have been excluded from the process. **2)** Mentioned a \$9M dollar foot bridge was being installed over Route 1 at Gillette Stadium. Mr. Marzec suggested a letter be sent to Rep. Peterson, Senator Moore, Governor Patrick and Lt. Gov. Murray expressing our disapproval of spending federal stimulus money on a foot bridge on private property when we have to fight for every penny we get. **3)** Announced that the Pop Warner Football Program Pee Wee Cheerleaders are going to Disney World in two weeks. The team has worked very hard and placed second in the State. Mr. Marzec also mentioned they have two weeks to make that trip a reality; that they are doing fundraisers and are looking for donations as well. In addition, the Jr. Pee Wee Football Team won the New England Regional Super Bowl and finished the season with a 10-2 record. He congratulated all the young men and women who participated in both programs. **4)** Wished everyone a Happy Thanksgiving. **Chairman Montecalvo** advised he received a notice from the School Committee saying the interpretation by their Attorney indicated they did not necessarily need a Selectmen's Rep. on the negotiating team; however, Town Counsel is also looking into that matter. Mr. Montecalvo also said he and Ted met with the School Committee Chair and explained why a Selectman or their designee should be involved in negotiations. Selectman Ampagoomian pointed out that Mass. General Laws state that a representative of the Board of Selectmen may be involved in negotiations.

**Meeting Adjourned: 8:29 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

**/dg**

**Board of Selectmen  
December 14, 2009**

A meeting of the Board of Selectmen was called to order by Chairman Joseph Montecalvo at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Ampagoomian, Nolan, Marzec and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**Executive Session.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to go into Executive Session under M.G.L. Chapter 39 S. 23B #3 (Litigation) and M.G.L. Chapter 39 S. 23B #3 (Negotiations) to reconvene in open session. Roll Call Vote: Mr. Marzec/Yes, Mr. Montecalvo/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes.

Open Session Adjourned: 6:32 P.M.

Executive Session Convened: 6:34 P.M.

Executive Session Adjourned: 7:12 P.M.

Open Session Reconvened: 7:14 P.M.

**Approval of Minutes.**

**November 23, 2009 [Executive Session]** - A motion/Mr. Marzec, seconded/Mr. Melia to approve the November 23, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/ Unanimous.

**Public Hearing/7:05 PM Continued public hearing from 11/9/09 - Northbridge Community Development Strategy. Present: Gary Bechtholdt, Town Planner.** Chairman Montecalvo noted that the hearing was a continuation from the November 9, 2009 meeting. Mr. Bechtholdt reminded the Selectmen that the purpose of the hearing is to update the town's Community Development Strategy, which is being done in conjunction with and in preparation for submission of the FY2010 Community Development Block Grant (CDBG) application. Mr. Bechtholdt explained that a number of public workshops were held as part of this effort, noting that the CD Strategy was posted online and made available for the public to review. Mr. Bechtholdt explained that the update would (1) expand the existing target area (New Village) and create two additional target areas in Northbridge (Rockdale & Linwood), with a plan and/or description of the target area(s); (2) update the action items (noting Selectmen had copy of draft) and (3) incorporate new initiatives from the past year. Such initiatives as: (a.) supporting sustainable environment and green energy initiatives, (Green Committee formed within the last few months); (b.) promotion renewable energy and biotech research development (companion to green energy); (c.) exploring smart growth planning & zoning; (d.) increasing the town streamline permitting process (43D Expedited Permitting); (e.) improving accessible (municipal facilities, buildings/parks/sidewalks/etc.); and (f.) continuing support, preservation and protection of historical significant buildings and landscapes, mentioning that the town participated in a reconnaissance study with DCR on Heritage Landscapes. Mr. Bechtholdt further explained that the town is relocating a number of municipal departments so they will be within one location (the Aldrich School building). This will result in the following permitting departments to be centrally located which includes; the inspectional services, Building Department, Zoning Board, Board of Health, Conservation Commission, and the Planning department. Mr. Bechtholdt suggested action items included in the CD strategy should be for the whole town, not just projects or activities eligible for the CDBG program. The strategy should include items for both CDBG and non-CDBG related funding resources. Mr. Bechtholdt explained that he provided the Selectmen with a couple of handouts in preparation for tonight's meeting and asked if the Selectmen had any suggestions on strategies and if they wanted to expand on this year's update, noting again held a number of public meetings/workshops. After which Mr. Bechtholdt indicated the Selectmen may look to close the public hearing and vote to update the Community Development Strategy. Selectman Ampagoomian inquired about the sidewalk replacement cited for the Linwood section of Northbridge and asked if the sidewalks were town-owned or part of Mass Highway. Mr. Bechtholdt explained that the CD Strategy includes all encompassing projects within the town, items the town would like to improve; whether it is looking to utilize CDBG or non-CDBG funds. This particular item (Linwood sidewalk) was likely expressed from a prior discussion and that is why it has been included.

Mr. Bechtholdt also mentioned that the CD Strategy update should include the town's recently completed Pavement Management Study and add to the list of documents the Urban Rivers Vision program (Village of Rockdale) those action items. Selectman Melia stated that he was glad to see that the Town Hall windows were included in one of the strategies and asked if funding was obtained would the town have to follow a specific order. Mr. Bechtholdt suggested not necessarily and reminded everyone the next step or the next immediate step would be for the town to seek funds through the CDBG program. Mr. Bechtholdt noted that the Town Hall windows are not an eligible activity through that program but certainly worth

including in the CD Strategy. Selectman Marzec asked if the new windows would be more energy efficient. Mr. Bechtholdt mentioned that the Town Manager and he had been exploring other possible funding sources and mentioned the need to be mindful that the Town Hall is under a preservation restriction so we may be looking at more of a repair than a replacement of the windows. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to close the public hearing. Vote yes/Unanimous. A motion/ Mr. Marzec, seconded/Mr. Melia to accept/update the town's Community Development Strategy as discussed. Vote yes/Unanimous.

**Green Committee/Vote to change the composition of the Green Committee to allow for an alternate Town Employee Representative.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to change the composition of the Green Committee to allow for an alternate Town Employee Representation. Vote yes/Unanimous.

**Appointments/By the Board of Selectmen: Green Committee: John Zywiec, Town Employee Rep./Alternate.** John Zywiec, 52 Gill Court, Whitinsville, advised the Selectmen that he has been a member of the community his whole life and is Principal of the W. Edward Balmer School. A motion/ Mr. Ampagoomian, seconded/Mr. Nolan to appoint John Zywiec as an alternate Town Employee Representative to the Green Committee. Vote yes/Unanimous.

**Citizens' Comments/Input.** None.

**Housing Partnership Committee [Gary Bechtholdt, Town Planner].** Mr. Bechtholdt mentioned that the town needs to establish a Local Housing Partnership for the purpose of preparing a Housing Production plan for Northbridge. That said, he provided the Selectmen with an inventory of residential development for years 2000 through 2008, along with a listing of the inventory for residential projects that have been approved in various stages of construction and then noting the total units that have been approved. Mr. Bechtholdt also mentioned that he enclosed an annual report from the Building Department relative to how many building permits were issued for new residential construction and a generic map showing the location of active subdivisions and recently approved residential projects. The Town was awarded a technical assistance grant from the state. The Northbridge Planning Board and Master Plan Committee recognize this Housing Production Plan as an important component to the town's Master Plan update. The Housing Plan will include a comprehensive housing needs assessment, affordable housing goals and implementation strategies. Mr. Bechtholdt mentioned that the Board of Selectmen needed to vote to establish a local Housing Partnership Committee and designate a Select Board member to participate on this partnership committee tonight. Mr. Bechtholdt stated that he has an individual from the Housing Authority, Planning Board and Master Plan Committee to participate on the Housing Partnership Committee. Chairman Montecalvo advised that at their next meeting of December 28, 2009, the Board would vote to appoint a Selectman to the Housing Partnership Committee. A motion/Mr. Marzec, seconded/Mr. Nolan to establish a Housing Partnership Committee. Vote yes/Unanimous.

**2010 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town.** A motion/Mr. Marzec, seconded/Mr. Melia to approve the 2010 Annual Liquor License Renewals with the exception of Laurieann's Restaurant Bar & Inc. and subject to the payment of all outstanding liens. Vote yes/Unanimous.

**2010 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Entertainment, etc.]/Vote to approve subject to the payment of all monies due the Town.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the 2010 Miscellaneous License Renewals subject to the payment of all outstanding liens with the exception of Hathaway Motors Class II License. Vote yes/Unanimous.

**Automatic Amusement Device License [Laurieann's Restaurant & Bar Inc.]/Vote to approve.** Chairman Montecalvo advised that no action will be taken on this license until the December 28, 2009 Board of Selectmen's Meeting. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to pass over the Automatic Amusement Device License for Laurieann's Restaurant & Bar Inc. Vote yes/Unanimous.

**Boy Scouts of America [Troop 155]/Request to plant tree and place stone marker on the Whitinsville Town Common. Present: Andrew Myers, Scoutmaster & Richard Sasseville, Director of Public Works.** Mr. Myers advised the Selectmen that in 2010 the Boy Scouts of America will celebrate their 100<sup>th</sup> Anniversary of the Founding of BSA and will be a yearlong celebration. As part of their centennial celebration, the BSA has partnered with the Arbor Day Foundation and is encouraging units to plant a centennial tree in their community. Mr. Myers is looking for the Board's approval to plant a tree somewhere in the Town of Northbridge. DPW Director Richard Sasseville suggested a tree be planted on the Hill Street side of the former Aldrich School which is being converted into a "Town Hall Annex". Additionally, as a former school building, many of the young men who were members of Troop 155 since 1952 were educated here so this would seem to be a fitting location. Selectman Marzec suggested a white or red dogwood tree would look good at this site. A motion/Mr. Ampagoomian,

seconded/Mr. Marzec to grant permission to the Boy Scouts of Americas to plant a centennial tree and place a stone marker at the Aldrich School Building. Vote yes/Unanimous.

**Holiday Lights/Vote to accept an anonymous gift in honor of Pete Johnson.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept an anonymous gift in the amount of \$100 for Holiday Lights in honor of Pete Johnson and send a letter of appreciation. Vote yes/Unanimous.

**Richard & Leslie Arsenault/Vote to accept a gift of Holiday lights for the Rockdale Common.** A motion/Mr. Melia, seconded/Mr. Marzec to accept the donation of Holiday lights from Richard and Leslie Arsenault for the Rockdale Common. Vote yes/Unanimous.

**Playground & Recreation Policy Manual/Revisions. Present: Alicia Cannon, Playground & Recreation Chairman, and Committee Members: Louis Bernard, David Ducey, Dwayne Fitzgerald and Francis Puda.** Ms. Cannon reviewed the changes recommended by her board to the Selectmen. That said, Chairman Montecalvo suggested that the Playground & Recreation Committee come back in the future to discuss problems they may incur with the scheduling of the fields. He also mentioned that the Playground and Recreation Manual would be placed on the next agenda under Decisions.

**Town Manager's Report. 1) Green Committee Update** – The committee organized and prepared a mission statement, goals and objectives, as well as a schedule for the upcoming year. The next meeting will be tomorrow, December 15th at 6 PM. **2) Blackstone Valley Chamber of Commerce** – A meeting was held to discuss a possible satellite location of Quinsigamond Community College. At the meeting, there was a representative from Rhode Island Community College who provided an overview for choices of educational programs as follows: A – Evening Course Offering, B – Partnership with Organization or High School, C – Full Satellite Campus. **3) National Park Service** - Representatives from the Blackstone River Valley Special Review Study Commission met with the Town Manager to discuss proposed locations of new Federal Parks which could include: Whitinsville, Hopedale, and three communities in Rhode Island. **4) New Ambulance** – The new ambulance was delivered today and will be put into operation by the end of this week. **5) Evergreen Center Wreath Presentation** – On Friday, December 11, 2009, clients and staff members from the Evergreen Center [James Lawrence, Devin Dugan, Jonathan Ersing; Bruno Vaz, Teacher, and Susan Silvia, Head of Vocational Department] delivered a wreath to the Town of Northbridge. Chairman Montecalvo and Town Manager Kozak thanked the students and accepted the wreath.

**Selectmen's Concerns. Selectman Marzec** 1) He recognized the Blackstone Valley Pop Warner Jr. Midgets Cheerleading Squad for finishing fourth in the nation. 2) He mentioned that he spoke to William Giannopoulos, Owner of the Linwood Mill, who advised him that he received a \$500,000 grant for refurbishing the Linwood Mill Complex. 3) He advised the Selectmen that individuals in the community feel that a Selectman should have a representative on the Green Committee and he volunteered for the position. 4) Town Hall Annex – He said that people are talking about changing the name of the Aldrich School Building. He stated the name of the Aldrich School Building should be kept as is because of its history. 5) He wished everyone a Happy Hanukkah and a Merry Christmas. **Selectman Nolan** 1) He mentioned that before Spaulding Aldrich died he spent several hours with him discussing how the name of the Aldrich School Building came to be and also felt the name of the building should remain as is. He explained that the school was named after a teacher, Eleanor W. Aldrich who worked there for 40 years. With that said, he requested that the town honor Spaulding's request to keep the name of the Aldrich School Building as is. **Selectman Melia** 1) He concurred with Selectmen Marzec and Nolan on keeping the name of the Aldrich School Building in tact. 2) He asked for an update on the lower Sutton Street Sewer Issue. DPW Director Richard Sasseville advised the Selectmen that he went back and reviewed the estimate for the project and the cost would be \$480,000. He also advised them that the Sewer Superintendent Mark Kuras is working on having a TV survey done. **Selectman Ampagoomian** 1) Thanked the anonymous person for donating \$100 in honor of Pete Johnson and thanked Mr. & Mrs. Arsenault for donating holiday lights for the Rockdale Common. 2) He personally thanked Superintendent Susan Gorky and some Northbridge students for bringing Craig Scott, a Columbine survivor to the Middle School to share his tragic story with the Northbridge School system.

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

**Meeting Adjourned: 8:08 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

/dg

**Board of Selectmen  
December 28, 2009**

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

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. December 14, 2009 [Executive Session].** A motion was made and seconded to approve but not release the December 14, 2009 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**Appointments/By the Board of Selectmen: Housing Partnership Committee.** A motion/Mr. Melia, seconded/Mr Ampagoomian to appoint Thomas Melia as the Selectmen's Representative to the Housing Partnership Committee. Vote yes/Unanimous.

**Citizens' Comments/Input.** None.

**Safety Committee Minutes [December 15, 2009]/Vote to accept the recommendations.** Selectman Melia announced that the Cottage Street and Hill Street Intersection parking issue has been taken care of at the last Safety Committee Meeting. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept the recommendations of the Safety Committee as outlined in the minutes of December 15, 2009. Vote yes/Unanimous.

**Olivia Drive Street Acceptance/Vote to execute and sign the Order of Taking.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to execute and sign the Order of Taking for Olivia Drive. Vote yes/Unanimous.

**Special State Election [January 19, 2009]/Vote to sign warrant.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to sign the warrant for the Special State Election to be held on January 19, 2009. Vote yes/Unanimous.

**Hathaway Motor Co., Inc./Vote to renew Class II License.** Selectman Ampagoomian stated that at their last Board of Selectmen's meeting he made an error with the motion on a Class II license. That said, he is withdrawing that motion. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to withdraw the previous motion made at the 12/14/09 Selectmen's meeting with respect to deferring action on Hathaway Motor's Class II License. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to renew the Class II License for Hathaway Motor Co., Inc. for 2010. Vote yes/Unanimous.

**Laurieann's Restaurant & Bar Inc. /Vote to renew Liquor License.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to renew the 2010 Liquor License for Laurieann's Restaurant & Bar, Inc. with the stipulation that the permitting process be completed in 30 days otherwise a license revocation hearing will be held by the Board of Selectmen on February 8, 2010 at 7:05 PM. Vote yes/Unanimous.

**Laurieann's Restaurant & Bar Inc. /Application for Automatic Amusement Device License [Jukebox]/Vote to approve.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the application for an Automatic Amusement Device License for Laurieann's Restaurant & Bar, Inc. to install and maintain a coin/bill operated juke box available during regular business hours. Vote yes/Unanimous.

**Playground & Recreation Policy Manual/Vote to approve.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the Playground and Recreation Commission's Policy and Procedures Manual as amended and presented at the last Board of Selectmen's meeting. Vote yes/Unanimous.

**Sutton Street Sewer Issues/Present: Richard Sasseville, DPW Director.** Mr. Sasseville announced that a contractor has been scheduled to come to Northbridge and conduct a TV camera inspection on the Sewer line that is in question on Sutton Street. The inspection will be done on January 7, 2010 at 11 PM and all are invited to watch. He will provide highlights of the video taken at the following Selectmen's meeting on January 11, 2010. DPW Director Richard Sasseville provided a presentation on "Setting the Record Straight". He mentioned that some erroneous information was published in the December 15, 2009 edition of the Worcester Telegram & Gazette. The article contained information on sewer rates in Shrewsbury and it showed a chart listing the rates of surrounding communities including Northbridge. The chart depicted Northbridge as having the highest rates, which was totally incorrect. Selectman Marzec asked how the Telegram & Gazette received misinformation on the Northbridge Sewer Rates. Mr. Sasseville responded that each year copies of the Northbridge Sewer Rates are provided to Tighe and Bond and somewhere along the line when a consultant did the math someone at the company made a math mistake. Mr. Sasseville mentioned that the Northbridge Sewer System operates as an Enterprise Fund and all costs for the system are paid from system revenues and no tax dollars support the system.

The rates are set by the Board of Selectmen to meet costs. He provided in detail the system revenue sources which include: User charges (Quarterly sewer bills), connection fees (one time charge for connecting new or existing building to the system), betterments for sewer extensions, interest on savings, late fees and other miscellaneous charges. He then provided in detail what it costs to run the system: Personnel (required to operate and maintain the plant and collection system), operating expenses (includes utilities, chemicals, professional services, repairs and maintenance to equipment, collection system, vehicles and sludge hauling and disposal), debt service on capital expenditures (treatment plant construction, Edgemere area sewer extension, Whitinsville Sewer Interceptor replacement), and Other costs (transfers to general fund for reimbursable expenses, insurance). Lastly, Mr. Sasseville provided the FY 2009 Customer Impact. The breakdown cost to a typical customer paying \$580.00 a year is: Personnel \$87.00, Operating Expenses \$237.80, Debt Service \$197.20, Treatment Plant \$110.43, Edgemere Sewer \$39.44, Whitinsville Interceptor \$47.33 and Other Costs \$58.00. Selectman Marzec asked how long the bond for the Wastewater Treatment Plant and Mr. Sasseville thought it was 20 years but would look into it and get back to him at a later date.

**Charter Review Process.** Chairman Montecalvo read aloud Section 7-8 Periodic Review, Charter and By-Laws. He pointed out that the committee shall consist of nine members: The Board of Selectmen, Finance Committee and School Committee shall each designate two persons, the planning board shall designate one person, and three persons shall be appointed by the town moderator. He noted that the total number of designated committee members actually adds up to ten and not nine as stated. Mr. Montecalvo explained that due to a clerical error that was made when the bylaws were reviewed, Town Counsel recommends that the committee be formed with ten members and when the bylaws are reviewed this time around to correct the error having the town moderator appointing two members. With that said, he asked for two Selectmen to represent the Board of Selectmen on the Charter Review Committee. Selectman Marzec stated that he would like to be a member of the Charter Review Committee. Chairman Montecalvo then advised the Selectmen that he would like to be the second Board of Selectmen designee on the Charter Review Committee.

**Town Manager's Report. 1) Mass Highway Meeting** – Attended a meeting at the Worcester Office of Mass Highway with Selectman Ampagoomian, Chairman Montecalvo and DPW Director Richard Sasseville to discuss the Sutton Street Reconstruction project, the Plummer's Corner Traffic Reconfiguration project, the Douglas Road Bridge & the Ross Rajotte Bridge. **2) Green Committee** - Met with consultants to assist the Town of Northbridge in obtaining a Green Community status. He discussed various steps that needed to be completed, which includes an energy audit of all buildings and adoption of new building code regulations. **3) Causeway Repair** - Whitinsville Water Company will repair the fence and hold off on painting until the spring. **4) Senior Tax Work-Off Program** - The senior tax work-off program will begin in January. This year we have 3 new applicants to participate in the program. **5) Swine Flu Clinic** - The Board of Health will be holding a Swine Flu Clinic on January 9, 2010 from 9 AM to 1 PM at Northbridge High School. The Board of Health has 1500 doses and the cost is free. Please feel free to call the Board of Health at 508-234-3272 with any questions. **6) Building, Planning and Construction Committee Update** - Provided an update on the following projects: The high school field project is completed but a request from someone on the School Committee asked the BPCC to look at the possibility of putting in stairs at the field. He mentioned that the BPCC is still in communication with Mr. Len Jolles, regarding the possibility of using some of his land for a new Fire Station facility. The DPW facility has slowed down because of no additional funding for engineering. They are in communication with the property owner next door regarding some land. The police station HVAC system has been completed.

**Selectmen's Concerns. Selectman Nolan 1)** He mentioned that a Bylaw Review Committee needs to be formed for 2010. **Selectman Ampagoomian 1)** He asked if there has been any communication on the FEMA grant for the Fire Station? Town Manager Kozak responded that he will look into this and report back to the Board. **2) Senior Tax Work-Off Program** – Asked what the possibility was for using these folks for custodial purposes in the town buildings. Town Manager Kozak will also look into this. **3)** Inquired about the Aldrich School – who is doing the work at the school? What is the cost? When are they moving in? etc. Town Manager Kozak will provide a report once the work is almost completed. **4)** Reported that on December 22<sup>nd</sup>/23<sup>rd</sup> Amanda Lavalley returns from Iraq for a two week furlough. **5)** Captain Shawn Brown is being deployed to Iraq. **Selectman Melia 1)** Spoke to a few business owners on Church Street who had some concerns with snow removal; they were disappointed that the sidewalks weren't being cleared and that some of the streetlights are out on Church Street. Selectman Melia asked Town Manager Kozak to send a request to the Safety Committee in regards to turning back on the lights in the business district. **2)** Asked if the cable company moved. Chairman Montecalvo advised that the Northbridge Cable Studio is in the process of moving to 835 Providence Road, Whitinsville, MA. **Selectman Marzec 1)** Requested an update on the money spent by the BPCC projects such as DPW and Fire Station studies. **2)** He mentioned he would like to discuss the composition of the Green Committee at a future BOS meeting and having a Selectman appointed to it. He expressed his interest in being

appointed to the committee. **3)** He advised the Selectmen that the Boy Scouts expressed their gratitude for allowing them to plant a centennial tree at the Aldrich School. **4)** Referenced an article in the Beacon about “ex- landfills for solar power” and thought the Town Manager could look into this article further because of the relationship to our Church Street landfill in Northbridge. **5)** Salt and Sand – do we have an adequate supply this year. DPW Director Richard Sasseville replied that the Town has enough salt and sand. **6)** He mentioned the Toys for Tots program and encouraged people to give in the future. For the record, **Selectman Ampagoomian** mentioned that the former Linwood Garden Center where the NCTV is now being housed has not been owned by a member of the Ampagoomian family for over three years.

**Executive Session.** A motion/Mr. Marzec, seconded/Mr. Nolan to go into Executive Session under M.G.L. Chapter 39, S. 23B#3 Negotiations and not to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, Mr. Marzec/Yes and Mr. Montecalvo/Yes.

**Open Session Adjourned: 8:10 P.M.**

**Respectfully submitted,**

**Charles Ampagoomian, Jr., Clerk**

**/dg**