

**Board of Selectmen's Meeting
January 9, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. November 28, 2011 –A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the November 28, 2011 minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments By the Town Manager. Matthew Armendo, Health Agent. Town Manger Kozak mentioned that Mr. Armendo comes highly recommended by the Board of Health. Mr. Armendo works as a Health Inspector for three other towns and looks forward to working in Northbridge. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to affirm the appointment of Matthew Armendo as the Health Agent for the Town of Northbridge. Vote yes/Unanimous. **Joint Appointment/By the Board of Selectmen and Trustees of Soldiers' Memorials. Jeffrey Allard, Trustees of Soldiers' Memorials.** **Present: Tom Farley, Trustees of Soldiers' Memorials.** Mr. Allard said it would be an honor to serve on this committee and looks forward to giving back to the community. Mr. Farley stated that Mr. Allard would be a great fit for their committee. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Jeffrey Allard to the Trustees of Soldiers' Memorials. Board of Selectmen: Vote yes/Unanimous. Trustees of Soldiers' Memorials: Vote yes/Mr. Farley.

Citizens' Comments/Input. None.

Laurieann's Restaurant & Bar, Inc. [Laurieann Kayhart]/Application for Entertainment License. **Present: Laurieann Kayhart, Owner/Manager and Brian Caterino, Chef.** Ms. Kayhart is requesting an Entertainment License so that she can offer karaoke once a week to her customers. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve Laurieann's Restaurant & Bar, Inc. [Laurieann Kayhart] application for Entertainment License located at 2147 Providence Road, Northbridge, MA. Vote yes/Unanimous.

Linda Usher/Request to hold the 24th Annual Whitin Five Mile Road Race, Thursday, November 22, 2012 (Thanksgiving Day). A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the 24th Annual "Whitin Five Mile Road Race" on Thursday, November 22, 2012, subject to the safety requirements of the Police Department. Vote yes/Unanimous.

Special Town Meeting [February 21, 2012]/Vote to place article(s) on the warrant. Town Manager Kozak noted that the Planning Board will have three articles instead of four. He also requested that the Board of Selectmen place an article on the warrant to transfer money into the stabilization account. A motion/Mr. Nolan, seconded/Mr. Marzec to place the following article on the February 21, 2012 warrant: To see if the Town will vote to raise and appropriate and/or transfer from any available funds a sum of money to the Stabilization Fund (Line 44); or take any other action relative thereto. Vote yes/Unanimous.

Spring Annual Town Meeting [May 1, 2012]/Vote to close the warrant on Friday, March 16, 2012 at Noon. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the Spring Annual Town Meeting warrant on March 16, 2012 @ Noon. Vote yes/ Unanimous.

Department of Public Works & Library Facilities/Update: Present: James Shuris, DPW Director, Thomas Pilibosian, Chairman of the Building, Planning & Construction Committee, and Ronald White, Vice Chairman of the Building, Planning & Construction Committee [BPCC]. Chairman Melia announced that there are two major projects: Department of Public Works Facility and Library Facility and then asked the BPCC to provide timelines on when the projects will begin and finish. Mr. Pilibosian explained that Mr. White has been working with Kaestle Boos Associates (company that did the survey on library roof) to have a representative from Kaestle Boos come to a meeting, which is scheduled for Thursday, January 19, 2012. The representative from Kaestle Boos Associates will discuss the findings with the BPCC and if anyone has questions, the representatives will answer them at that time. A proposal will then be written and sent out for bid. Mr. Pilibosian stated they should be able to move forward with the project after this meeting and he will send a memo to the Board advising them of the progress. Chairman Melia stated that he plans to have the BPCC come monthly to their Board of Selectmen's Meetings to discuss their progress on the library and DPW Facilities. DPW Director James Shuris mentioned that an RFQ was put together five weeks ago, along with a timeline of events. As of now, everything is on schedule: there were 8 RFQs that were distributed, a site tour and pre-conference was held on December 28, 2011. The following items were discussed: 1) whether the DPW can remain at 11 Fletcher Street, 2) Using Green Energy for water power and solar energy, 3) Brownfields Grants or any other grants available for that site. Mr. Shuris mentioned that the RFQs must be delivered by this Wednesday, January 11, 2012 at 10 am. He also indicated that before Town Meeting, the following will be done: **1)** an interim report by March 14, 2012, **2)** a draft report presented to the Board of Selectmen and BPCC on April 4, 2012, and **3)** a final report on April 11, 2012, and **4)** completion and presentation of all material by April 18, 2012. Mr. Shuris then mentioned that he and the BPCC plan to attend the Board of Selectmen's meetings to provide as many updates as possible as they move forward with the DPW facility. Selectman Marzec stated that before he supports the idea of a Department of Public Works facility being rebuilt on Fletcher Street, he wants to make sure the following items are addressed: 1) wetland issues; 2) documentation from Department of Environmental Protection needs to be filed; 3) Infrastructure – sewer hookup and costs associated with hooking up; 4) salt shed issue; 5) Flood Insurance and what will it cost; 6) Cost of the entire project. Selectman Marzec also stated for the record that he doesn't feel the Department of Public Works facility should remain on Fletcher Street. Selectman Ampagoomian asked where the equipment would be stored when the buildings are being renovated and Mr. Shuris replied that the equipment is outside and is currently not housed under a building. He then mentioned that he is working with the Zoning Board of Appeals and Building, Planning and Construction Committee to determine whether or not they can stay on Fletcher Street and build within the flood river zone and what it would cost. Mr. Shuris mentioned that he is also looking for grant opportunities such as the Brownfields Grant to substantially reduce the cost of the DPW facility. Selectman Nolan asked Mr. Shuris if he's had a chance to explore what future upgrades and capacity issues are for the Wastewater Treatment Plant. Mr. Shuris replied that he just had a discussion about this with CDM Smith and one of the large projects right now is an activated sludge improvement project. He stated that the money was appropriated last year (before he was hired) in the amount of 1.2 million for design, engineering and construction and is now in the process to move forward with this project. This project will help improve the sludge capabilities at the Wastewater Treatment Plant and could reduce the operating costs.

Open Meeting Law/Remote participation at meetings. Selectman Marzec announced that he asked for this item to be placed on the agenda because of a request he received from a School Committee member. After researching Mass. General Laws, Remote Participation [940 CMR 29.10] can be done if the Chief Executive Officer authorizes or by a simple majority, vote to allow remote participation in accordance with the requirements of these regulations, with that authorization or vote applying to all subsequent meetings of all local public bodies in the municipality. Selectman Marzec stated that the Board of Selectmen need to adopt remote participation before any board or committee can proceed. He also mentioned that a member of a public body shall be permitted to participate remotely in a meeting, in

accordance with the procedures described in 940 CMR 29.10(7), if the chair or, in the chair's absence, the person chairing the meeting, determines that one or more of the following factor makes the member's physical attendance unreasonably difficult: personal illness, personal disability, emergency, military service or geographic distance. Chairman Melia mentioned that he is not in favor of this policy and if you are an elected official you should attend your meetings. He feels that if the Board of Selectmen adopts the "Remote Participation" policy that boards and committees might take advantage of it and not attend their meetings. Selectman Athanas stated that he is not in favor of this policy and concurred with Chairman Melia, that if you are on a Board or Committee you should be in attendance for your meetings. Selectman Nolan replied that having remote participation could be a positive thing for the individuals who serve on the Disability Commission and Council on Aging, however, he did note that he can also see the negative side to having remote participation as stated by Chairman Melia and Selectman Athanas. Chairman Melia asked Town Manager Kozak to send out an email to various boards and committees for their input on remote participation and then place this item on a future Selectmen's meeting.

Town Manager's Report. 1) **Special Town Meeting/Warrant Closes January 12, 2012 at 5 PM:** He announced that the Special Town Meeting warrant will close on January 12, 2012 at 5 PM. 2) **Public Hearing for Planning Board Articles:** He reported that the Planning Board will be sponsoring three articles pertaining to the expansion and change of use for the Heritage District. 3) **Mass. School Building Authority:** We have been notified that the Mass. School Building Authority will make a balloon payment of \$15,476,366 for the remaining years on the debt service (for High School) which will allow the town to pay off the note in full. 4) **Implementation of Code Red (Reverse 911):** The project has been implemented and a workshop was held last week. All residents are being asked to notify the town of any cell phones they would like stored in the database for reverse 911 usages. Selectman Nolan suggested placing some type of notification, about the Reverse 911 implementation on the water/sewer bills. Town Manager Kozak thought this was a great idea and Chairman Melia concurred with that idea as well.

Selectmen's Concerns. **Selectman Marzec** 1) He mentioned there was a dead tree on Benson Road that was hanging over a power line and asked residents to contact the Highway Department in these cases so that the Highway Department can contact National Grid. 2) He stated that he was happy to see that a light was placed at the Vietnam Veterans' War Memorial and thanked the volunteer (who wishes to remain anonymous) who did it. 3) He mentioned that he met with Senator Michael Moore on Saturday, January 7, 2012, and had a great discussion regarding issues in Northbridge. **Selectman Nolan/** Held a picture up of three students who live in Northbridge competed in the Massachusetts State Council Soccer Championship sponsored by the local Knights of Columbus Mumford Council 365. He mentioned that all three of the competitors were successful in bringing home the top award and their names are as follows: Katherine Puda, Alexander Alfonso, and Jacqueline Puda. **Selectman Ampagoomian** 1) mentioned that there is a double pole located on Cross Street and wanted the Highway Department to look into this to see when it can come down. 2) Asked about the bridge closure on Providence Road. DPW Director James Shuris replied that it went well and there were no problems. 3) Asked about the status of a catch basin located on Thurston Avenue. Mr. Shuris replied that the catch basin is private but the Town maintains it. 4) Expressed his condolences to the Adams family on the recent passing of Phil Adams (Mr. Adams worked at Koopman Lumber for many years). **Chairman Melia** mentioned that the issue of putting an artificial turf at the LaSell fields has come up again.

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

Meeting Adjourned: 8:17 P.M.

Respectfully submitted,

James Marzec, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

January 9, 2012

APPROVAL OF MINUTES. A. Copy of November 28, 2011 minutes.

PUBLIC HEARING. None

APPOINTMENTS/By the Town Manager:

B. 1) a) Copy of Memo from Board of Health regarding Health Inspector Interim Appointment. **b)** Copy of Matthew Armendo's resume. **2)** Copy of Jeff Allard's Talent Bank Application.

CITIZENS' COMMENTS. None.

DECISIONS

C. 1) Copy of Laurieann's Restaurant & Bar, Inc. application for an entertainment license. 2) Copies of License Routing Slip from Department Heads. 3) Copy of letter from Access TCA requesting a Special Town Meeting.

D. Copy of email dated January 3, 2012 from Linda Usher requesting permission to hold their annual Thanksgiving Whitin Five Road Race.

E. Copy of motion for placing articles on the warrant [Special Town Meeting – February 21, 2012].

F. Copy of motion for closing the warrant for the Spring Annual Meeting [May 1, 2012] on Friday, March 16, 2012 @ Noon.

DISCUSSIONS

G. No documentation.

H. Copy of Attorney General Martha Coakley Open Meeting Law/Remote Participation at meetings

TOWN MANAGER'S REPORT

I. 1) Special Town Meeting/Warrant closes January 12, 2012 @ 5 PM – **No documentation.**

2) Public Hearing for Planning Board Articles – **No documentation.**

3) Mass. School Building Authority/Payment for High School – Copy of letter dated 12/21/11 to the Treasurer/Collector Kim Yargeau, Town of Northbridge.

4) Implementation of Code Red (Reverse 911) – **No documentation.**

SELECTMEN'S CONCERNS – Selectman Nolan - Copy a picture up of three students who live in Northbridge competed in the Massachusetts State Council Soccer Championship sponsored by the local Knights of Columbus Mumford Council 365. He mentioned that all three of the competitors were successful in bringing home the top award and their names are as follows: Katherine Puda, Alexander Alfonso, and Jacqueline Puda..

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
January 23, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. December 5, 2011 –A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the December 5, 2011 minutes as presented with the readings omitted. Vote yes/Unanimous.

December 19, 2011 –A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the December 19, 2011 minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Board of Selectmen. Safety Committee/George Murray, Member at Large and Rob Van Meter, Alternate. Present: Gary Nestor, Fire Chief and George Murray. Chief Nestor noted that Mr. Murray previously served on the Safety Committee for six years and it would be great to have him back. Mr. Murray stated that with his past experience he would be a good asset to the committee. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint George Murray, Member at Large, to the Safety Committee. Vote yes/Unanimous. Continuing, Chief Nestor said that in the past, the Highway Superintendent always served as an Alternate member on the Safety Committee and thus with the recent retirement of Arthur Magowan, he is now requesting the Board appoint the new Highway Superintendent [Rob Van Meter] as an Alternate member to the Safety Committee. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to appoint Rob Van Meter as an Alternate member to the Safety Committee. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Statewide Public Safety Mutual Aid Agreement. Town Manager Kozak mentioned that the State has put together an agreement to help communities work together on mutual aid assistance and is recommending that the Town of Northbridge opt-in to the Statewide Public Safety Mutual Aid Agreements. A motion/Mr. Nolan, seconded/Mr. Marzec to opt-in to the Statewide Mutual Aid Agreements. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to opt-in to the Statewide Public Works and Public Safety Mutual Aid Agreements. Vote yes/Unanimous.

Shining Rock Golf Community: Acceptance of Deeds for Shining Rock Drive, Fairway Drive, Clubhouse Lane and Linkside Court/Vote to sign. Town Manager Kozak mentioned that these roads were approved at the Fall Annual Town Meeting and the next step is to have the deeds recorded. In order to do this, the Board of Selectmen needs to vote to sign the deeds for Shining Rock Golf Community: Shining Rock Drive, Fairway Drive, Clubhouse Lane and Linkside Court. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the Acceptance of Deeds for Shining Rock Drive, Fairway Drive, Clubhouse Lane and Linkside Court. Vote yes/Unanimous.

Town Meeting Warrant Posting Locations/Vote to revise. A motion/Mr. Marzec, seconded/Mr. Nolan to revise the Town Meeting Warrant Posting Locations from: Precinct 1: Whitinsville Post Office, Town Clerk's Office, Brian's Restaurant, Precinct 2: Office of Polyfoam Corp. & Gary's Variety, Precinct 3: 1 Quikstop, Precinct 4: Northbridge Post Office to: Precinct 1: Whitinsville Post Office, Town Clerk's Office, Brian's Restaurant, Precinct 2: Office of Polyfoam Corp., Gary's Variety & Northbridge Post Office, Precinct 3: 1 Quikstop, Precinct 4: VFW Hall & Town Hall Annex. Vote yes/ Unanimous.

Special Town Meeting [February 21, 2012]/Vote to sign the warrant upon completion and final review by Town Counsel. A motion/Mr. Marzec, seconded/Mr. Nolan to sign the February 21, 2012 Special Town Meeting Warrant upon completion and final review by Town Counsel. Vote yes/Unanimous.

Presidential Primary Election [March 6, 2012]/Vote to sign election warrant. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the warrant for the March 6, 2012 Presidential Primary. Vote yes/Unanimous.

Annual Town Election [May 15, 2012]/Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant. A motion/Mr. Nolan, seconded/Mr. Marzec to notify the Town Clerk of the following vacancies and to place said vacancies on the May 15, 2012 Town Election Ballot: School Committee: One 1-year term, School Committee: One 2-year term, Trustees of Soldiers' Memorials (Non-Veteran): One 1-year term, Trustees of Soldiers' Memorials (Veteran): One 2-year term, Trustees of Soldiers' Memorials (Non-Veteran): One 2-year term, Redevelopment Authority: One 1-year term, Redevelopment Authority: One 3-year term, Redevelopment Authority: One 4-year term, Housing Authority: One 2-year term. Vote yes/Unanimous.

Northbridge Girl Scouts [Colleen Carse]/Requests permission to hang a banner across Church Street from February 26, 2012 to March 11, 2012 to advertise the Girl Scouts 100th Anniversary Celebration. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant permission to the Northbridge Girl Scouts to hang a banner across Church Street from February 26, 2012 to March 11, 2012 to advertise the Girl Scouts 100th Anniversary Celebration. Vote yes/Unanimous.

Northbridge Memorial Town Hall: Building Conditions Assessment & Window Survey/Update – Present: R. Gary Bechtholdt II, Town Planner & McGinley Kalsow & Associates, Inc. (Consultant). Wendall Kalsow, President and Mark Almeda, Project Architect. Mr. Bechtholdt mentioned this is one of three powerpoint presentations that will be presented to the Board of Selectmen & Town regarding the Building Condition Assessment & Window Survey. That being said, tonight Mr. Kalsow and Mr. Almeda will provide an overview of the scope of work, their schedule and the initial findings for the Town Hall. Mr. Kalsow introduced himself and thanked the Town for selecting his company for this important project. He mentioned that his company specializes in historic buildings within the Commonwealth and then showed some pictures of the different areas in Town Hall that have been affected by the weather and aging of the building. After a brief question and answer session, Mr. Kalsow stated that he would be back next month with more information regarding the assessment of the building and windows.

Special Town Meeting [February 21, 2012]/Review Warrant Articles: 1) Proposed Zoning Amendment Articles – Present: R. Gary Bechtholdt II, Town Planner and Planning Board Members; Mr. Bechtholdt provided the Board of Selectmen with (3) Three Proposed Zoning Amendment Articles that the Planning Board is sponsoring. He mentioned that his Board is focusing on the Heritage Zoning District within the Town of Northbridge. He noted that Article 1 is to expand the Heritage Zoning District to include the Oakhurst Property on Hill Street which is currently zoned at residential. **ARTICLE 1: (Planning Board)** To see if the Town will vote to amend Northbridge Zoning Bylaws Section 173-4 [Establishment of Zoning Map] and the Zoning Map by expanding the Heritage Zoning District (H) to include the land designated as Assessors' Map 15, Parcels 17 & 18; said parcels being located off Hill Street and currently zoned Residential – One (R-1) & Residential –Three (R-3); or take any other action relative thereto. Mr. Bechtholdt stated that Article 2 is for the Heritage Zoning District and to add language to the provision. **ARTICLE 2: (Planning Board)** To see if the Town will vote to amend Northbridge Zoning Bylaws Section 173-6 [Purpose of Heritage District] as shown below: **§ 173-6. Purpose of Heritage District. [Added 5-13-80 ATM, Art. 39]**

The purpose of this district is to preserve and reinforce the visual and historical character of the Memorial Square Area of the Town of Northbridge by regulating the type and intensity of uses which may be proposed within it. Specifically, it is the intention of the provisions for this district to provide for uses which have characteristics similar to those of the uses existing at the time of enactment of this section.

Proposed Zoning Amendment [ADD the following provisions]:

The purpose of this district is to preserve and reinforce the visual and historical character of the Memorial Square Area of the Town of Northbridge by regulating the type and intensity of uses which may be proposed within it. Specifically, it is the intention of the provisions for this district to provide for uses which have characteristics similar to those of the uses existing at the time of enactment of this section. The Planning Board shall be the Special Permit Granting Authority within the Heritage District. By Special Permit, an existing use may also be changed or altered to two or more new uses permitted in the district under the Table of Use Regulations (Section 173-12), subject to the requirement that such new use(s) shall further preserve the historic character of the main structures, outbuildings and landscape within the subject property. The Special Permit may also authorize and define allowed accessory uses to the new use(s). Alterations which result in an increase to the overall square-footage of any structure contained within the subject property shall be limited to 25% of the existing footprint of that structure. A Special Permit application proposing new structures, additions, or exterior alterations shall be referred to the Northbridge Historical Commission for its consideration, review and report, such report to be submitted to the Planning Board within 35 days of the Commission's receipt of a copy of the application. Provisions to be added are indicated by underline (above); or take any other action relative thereto.

Mr. Bechtholdt stated that Article 3 would allow by special permit the use of office administration within the Heritage Zoning District where currently it is not allowed. **ARTICLE 3:(Planning Board)** To see if the Town will vote to amend Northbridge Zoning Bylaws Section 173-12 [Table of Use Regulations] by allowing "office for administrative, executive, professional, sales and other similar uses" within the Heritage Zoning District (H) via the issuance of a special permit, as illustrated below: **§ 173-12. Table of Use Regulations.** (Editor's Note: The Table of Area Regulations is included at the end of this chapter) [Amended 5-13-1980 ATM, Art. 39] In the Table of Use Regulations, the uses permitted by right in the district shall be designated by the letter P. Those uses that may be permitted by special permit in the district, in accordance with § 173-47, shall be designated by the letter S. Uses designated "-" shall not be permitted in the district.

Table of Use Regulations (§173-12)

Zoning Districts

Use (Retail & Services)

	R-1	R-2	R-3	R-4	R-5	R-6	B-1	B-2	B-3 ¹	I-1	I-2	H
Office for administrative, executive, professional, sales and other similar uses	--	--	--	--	--	--	--	--	--	S	P	--

PROPOSED ZONING AMENDMENT [ALLOW "Office for administrative, executive, professional, sales and other similar uses" as an allowable use within the Heritage Zoning Districts by Special Permit (S)]:

Table of Use Regulations (§173-12)

Zoning Districts

Use (Retail & Services)

	R-1	R-2	R-3	R-4	R-5	R-6	B-1	B-2	B-3 ¹	I-1	I-2	H
Office for administrative, executive, professional, sales and other similar uses	--	--	--	--	--	--	--	--	--	S	P	<u>S</u>

Provision to be amended is indicated by underline (above); or take any other action relative thereto.

Mr. Bechtholdt announced that the Planning Board will hold their public hearing on Tuesday, January 24, 2012 at Town Hall. He also noted that there are three petition articles and the Planning Board is required to hold a public hearing and those will be held on February 14, 2012, prior to the Special Town Meeting (scheduled on February 24, 2012).

2) Petition Articles/Present: Attorney Henry Lane. Mr. Lane discussed three petition articles as stated they relate to two separate pieces of land. The first parcel of land relates to the old Northbridge Nursing Home property located in Rockdale. That said, a local developer would like to develop this into an apartment building but would need this area to be rezoned. **ARTICLE 6 (Petition)** To see if the Town will vote to change the zoning district designation of a parcel of land on the easterly side of Providence Road and on the northerly side of Upton Street in the Village of Rockdale, from Residential Two (R-2) and Residential Three (R-3) to Residential Four (R-4), said parcel being more particularly described as follows:

Beginning at the intersection of the center line of Providence Road and the extension of the northerly line of Upton Street;

Thence Easterly, by the northerly line of Upton Street, a distance of 500 feet;

Thence Northerly, by a line perpendicular to Upton Street, a distance of 120 feet to the existing R-2 / R-3 zone line;

Thence Easterly, by said R-2 / R-3 zone line, located 120 feet northerly of and parallel to the northerly line of Upton Street, a distance of 1,010 feet, more or less, to the I-1 zone line;

Thence Northerly, by the I-1 zone line, a distance of 250 feet, more or less;

Thence Westerly, by a line perpendicular to the I-1 zone line, a distance of 1,455 feet, more or less, to the center line of Providence Road;

Thence Southerly, by the center line of Providence Road, a distance of 500 feet to the point of beginning; or take any other action relating thereto.

Selectman Athanas asked if there was a timeframe on when construction would begin if this article should pass and Attorney Lane replied no. Attorney Lane advised the Selectmen that his client doesn't want to spend a lot of money if the community doesn't support this project.

Attorney Lane stated the next petition article refers to the site where the old West End School was (located on the corner of Main Street and Water Street) and is looking to have this rezoned for industrial use, to allow for additional development. Mr. Bechtholdt stated that the Planning Board has not had the opportunity to review this but under M.G. L. prior to holding a public hearing any zoning amendments required to be posted in the newspaper two weeks prior. **ARTICLE 7 (Petition):** To see if the Town will vote to change the zoning district designation of a 1.035 acre parcel of land located at the intersection of Main and Water Streets in the Village of Whitinsville shown on a plan recorded in Worcester District Registry of Deeds, Plan Book 571, as Plan 109, from Residential Five (R-5) to Industrial One (I-1); or take any other action related thereto. Attorney Lane mentioned that this article is a minor amendment to a footnote in the town bylaws. **ARTICLE 8 (Petition):** To see if the Town will vote to amend its Zoning By-Laws by deleting footnote (8) from the Table of Area Regulations and substituting therefore: (8) No building or structure shall be erected within 100 feet of a residential district, except where the zoning district boundary is a street, in which case the set back from the boundary shall be 75 feet and when the boundary is not a street, the buffer shall be landscaped to form a visual buffer zone of a width of natural growth for at least 50 feet (if under the control of the owner), provided that in a Business One (B-1) District that is less than 300 feet in depth, or in a Planned Business Development, no building shall be erected within 50 feet of a residential district.; or take any other action related thereto.

Mr. Bechtholdt announced that a public hearing will be held tomorrow January 24, 2012 at 7:05 PM in the Selectmen's Room to consider the Zoning Amendment Articles and another public hearing will be held on Tuesday, February 14, 2012 at 7:05 PM in the Selectmen's Room to consider the petitions for the zoning amendment articles.

Town Manager's Report. 1) **NSTAR Gas Company/Request for additional service:** Town Manager Kozak met with representatives from NSTAR Gas Company to request expansion of service in town. The company will look at Sutton Street and the Whittin Woods area for possible expansion. 2) **DPW Snow & Ice Informational Pamphlet:** Stated the DPW has prepared a "Snow and Ice" pamphlet for the general public to enhance awareness of the snowplowing operations and other public safety issues during a snow storm. The pamphlets will be mailed to the residents in Town via their sewer and water bills, and the pamphlets will also be available in the Library, Council on Aging and Town Hall. 3) **Central Mass. Metropolitan Planning Organization:** Attended the CMMPO meeting last week for review of projects for the next three years. Sutton Street is still on schedule for 2013. A public meeting will take place in April. 4) **Massachusetts Municipal Association Annual Trade Show & Meeting:** Mr. Kozak reported that he and the Selectmen attended the Annual Trade Show meeting in Boston including various workshops and other functions. That being said, some of the workshops he attended were: Healthcare, Retirement Board - Pension Plan, New Health Law, and Energy Procurement. He also attended a meeting where the Lt. Governor spoke about the Governor's proposed budget and how there are no cuts to Local Aid. Other topics discussed were level funding town's budget, increase in Chapter 70, and then he noted, Chapter 90 funds will remain the same as FY 12. 5) **Building, Planning and Construction Committee Meeting /Update** – The Committee met with representatives from Kaestle Boos Associates to go over work for the library roof. Specifications will be put together shortly, along with advertising for the construction project. The Committee also reviewed proposals for the DPW feasibility study and have picked three finalists: HKT Design, Maguire Group and AECOM. He mentioned that these three companies will be coming in on Thursday evening, January 26, 2012, to meet with the BPCC and noted that one company will be chosen that evening to do the DPW feasibility study.

Selectmen's Concerns. **Selectman Marzec** 1) Thanked Town Manager Kozak for researching the natural gas lines in town and working with NStar Gas Company to request the expansion of service. 2) Attended a solar workshop at the Mass. Municipal Assoc. Annual Trade Show meeting and suggested putting together a solar committee with expertise in various issues relating to energy. 3) Attended a Storage of Information workshop and thought it would be a good idea for Northbridge to start scanning their documents onto a compact disc. 4) Attended a website workshop and thought it would behoove the town to develop a more user friendly website. 5) A citizen mentioned an issue about Sewer Treatment Plants and how cities are appealing the EPA's regulations because they are costing towns and cities so much money with all their upgrades and regulations. **Selectman Athanas** mentioned that with respect to Remote Participation [a discussion that took place at the last Selectmen's meeting], that he changed his mind and is in favor of adopting remote participation. **Selectman Nolan** asked Town Manager Kozak about the timing light issue at Plummer's Corner. Town Manager Kozak replied that this was completed a year ago. **Chairman Melia** 1) Stated that he liked the DPW pamphlet. 2) Attended the BPCC meeting and said that the Council on Aging is requesting their two buses be stored at the new DPW facility. 3) Attended the library roof meeting and the bids need to go out and hopefully they can get the roof done in May. 4) Asked about the status of presenting the 2012 Service Awards to employees, boards and committees. Town Manager Kozak responded that the plaques and certificates will be given out at the next Board of Selectmen's meeting [February 13, 2012]. **Selectman Ampagoomian** asked Town Manager Kozak if he plans to fill the open positions on the folks who have recently retired. Town Manager Kozak replied that the Town Clerk has posted her clerk position and received ninety-three applications. He also mentioned that the Treasurer/Collector and Assessors Offices just published their open position and has received numerous applications. He then noted that he combined their open positions [Treasurer/Assessor] into one full-time position.

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

Meeting Adjourned: 8:20 P.M.

Respectfully submitted,

James Marzec, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

January 23, 2012

APPROVAL OF MINUTES. A. 1) Copy of December 5, 2011 minutes. 2) Copy of December 19, 2011 minutes.

PUBLIC HEARING. None

APPOINTMENTS/By the Board of Selectmen:

B. 1) Copy of George Murray's Talent Bank Application. 2) No documentation.

CITIZENS' COMMENTS. None.

DECISIONS

C. 1) Copy of letter and Statewide Mutual Aid Law Agreement from the Commonwealth of Massachusetts Executive Office of Public Safety and Security. 2) Copies of email from Police Chief Walter Warchol, Fire chief Gary Nestor and DPW Director James Shuris.

D. 1) Copy of letter dated January 11, 2012 from the Law Office of Joseph Pruell regarding Streets and Easements in Shining Rock Subdivision. 2) Copy of Deed of Public Ways and Other Easements for Shining Rock Subdivision.

E. Copy of document listing the current posting locations and revised posting locations.

F. No documentation.

G. Copy of warrant for the Presidential Primary Election of March 6, 2012.

H. Copy of document from Doreen Cedrone, Town Clerk, regarding an election for vacancies in Town Offices.

I. Copy of letter from Julie Cray [Girl Scouts] asking the Board's permission to hang a banner over Church Street to advertise the Girl Scouts 100th Anniversary Celebration, which will take place on March 11, 2012 at the Northbridge Middle School.

DISCUSSIONS

J. Copy of PowerPoint presentation for the Northbridge Memorial Town Hall – Building Conditions Assessment & Window Survey.

K. 1) Copy of Special Town Meeting Warrant Articles. 2) Copy of Public Hearing Notices on January 24, 2012 and February 14, 2012. 3) Copy of Heritage Zoning District (map). 4) Copy of Table of Use Regulations. 5) Copy of Petition for Town Meeting Warrant Articles 6, 7, 8. 6) Copy of letter dated January 13, 2012 from Community Planning & Development [R. Gary Bechtholdt].

TOWN MANAGER'S REPORT

L. 1) NSTAR Gas Company/Request for additional service – **No documentation.**

2) DPW Snow& Ice Informational Pamphlet – **Copy of pamphlet.**

3) Central Mass. Metropolitan Planning Organization – **No documentation.**

4) Massachusetts Municipal Association Annual Trade Show & Meeting – **No documentation.**

5) Building, Planning and Construction Meeting /Update – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
February 13, 2012**

A meeting of the Board of Selectmen was called to order by Chairman Melia at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Nolan, Athanas and Ampagoomian. **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 30A, S. 21#3 - To discuss strategy with respect to collective bargaining --and to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Nolan/Yes, Mr. Athanas/Yes and Mr. Marzec/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:35 PM

Executive Session Adjourned: 7:00 PM

Open Session Reconvened: 7:05 PM

Employee and Volunteer Appreciation Awards for 25+ Years of Service. Town Manager Kozak presented plaques to the following employees with 25 or more years of service to the Town: Louis Bernard, Linda Skillen and Steven Dupre. Mark Watson, Shawn Heney, David Morrow, David White, Robert Lachapelle, Bruce Blair and Brian Castell also received recognition but were not present at the meeting. Their plaques will be mailed to their home addresses. Chairman Melia then presented awards to volunteers [board/committee members] for their 25 or more years of service to the Town: Paula McCowan, Kenneth Warchol and John Davis. Joseph Montecalvo also received recognition but was not present at the meeting. His plaque will be mailed to his home.

Approval of Minutes. January 9, 2012 –A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the January 9, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

January 23, 2012 –A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the January 23, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

Public Hearing. None.

Appointments/By the Town Manager. Deputy Tree Warden: Rob Van Meter, Highway Superintendent. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to affirm the appointment of Rob Van Meter, Highway Superintendent, as the Deputy Tree Warden. Vote yes/Unanimous. **Student Police Officer: Michael Marino.** Police Chief Walter Warchol mentioned that Michael Marino would be filling a vacant position created by the resignation of Joshua Nadeau. Chief Warchol is recommending Mr. Marino be appointed as a full-time Student Police Officer. Michael Marino then introduced himself and mentioned that he grew up in Franklin and attended St. John's High School in Shrewsbury. He then went on and graduated from Western New England College with a Bachelor's Degree in Criminal Justice. He also mentioned that he is looking forward to starting the police academy in Reading, MA on March 12, 2012. A motion/Mr. Nolan, seconded/Mr. Marzec to affirm the appointment of Michael Marino as a Student Police Officer based on the contingencies listed in Chief Warchol's letter [see attached]. Vote yes/Unanimous.

Appointments/By the Board of Selectmen. Retirement Board [Selectmen's Appointee]: Sharon Susienka. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to re-appoint Sharon Susienka to a 3-year term on the Retirement Board. Vote yes/Unanimous.

Citizens' Comments/Input. None.

D & NG d/b/a King Jade Restaurant [Nathan Ng]/Vote to change hours of operation. Mr. Ng advised that he was present to request the Board of Selectmen to change the hours of operation for King Jade Restaurant from the current schedule: Monday through Thursday - 11:30 AM to 10 PM & Friday, Saturday & Sunday - 12:00 PM to 10 PM to newly proposed hours: Monday through Sunday 11:30 AM to 12:00 AM. He is hoping their sales will increase if they can stay open longer. Selectman Ampagoomian asked if all the employees were TIPS certified and Mr. Ng told him not everyone is but they will be in the next two weeks. Chief Warchol stated there have not been any instances or complaints with the King Jade restaurant and he is comfortable with the Board extending the hours of operation. A motion/Mr. Nolan, seconded/Mr. Marzec to approve D & Ng's request to change the hours of operation to Monday thru Sunday 11:30 AM to 12:00 AM. Vote yes/Messrs. Athanas, Melia, Marzec and Nolan. Vote no/Mr. Ampagoomian.

Fairlawn Christian Reformed Church [Pastor Raymond Coffey]/Request to use the town-owned "Tot Lot" from June 24th through June 28th, from 6:00 PM to 9:00 PM to conduct an outreach program. Selectman Ampagoomian stated that before the "Tot Lot" is used by the Church, the area should be cleaned up and a proper amount of mulch should be placed at the site. A motion/Mr. Marzec, seconded/Mr. Athanas to grant permission to Fairlawn Christian Reformed Church [Pastor Raymond Coffey] to use the town-owned "Tot Lot" from June 24th through June 28th, from 6:00 PM to 9:00 PM to conduct an outreach program contingent upon the "Tot Lot" being cleaned up.. Vote yes/Unanimous.

Order of Takings/Acceptance [Delwyn Barnes Drive]. Town Manager Kozak noted that the Order of Takings for Delwyn Barnes Drive was approved at the Fall Annual Town Meeting and this is the last step needed to move forward. He advised that the Order of Takings is for the easement for the public right of way and/or temporary utility easements within the street. He then mentioned that once this is accepted by the Board, it gets recorded by Town Counsel and the public will then be notified. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the Order of Takings for Delwyn Barnes Drive. Vote yes/Unanimous.

Order of Takings/Acceptance [Castle Hill Estates: Hastings Drive, Cliffe Road, Windsor Ridge, and portions of Dublin Way & Clover Hill Road]. Town Manager Kozak noted that the Order of Takings for Hastings Drive, Cliffe Road, Windsor Ridge, and portions of Dublin Way & Clover Hill Road were approved at the Fall Annual Town Meeting and this is the last step needed to move forward. He mentioned there are some drainage easements that still need to be signed off but the town is still working on this with the owners and hopefully they will be completed before this is recorded. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to sign the Order of Takings for Castle Hill Estates: Hastings Drive, Cliffe Road, Windsor Ridge, and portions of Dublin Way & Clover Hill Road. Vote yes/Unanimous.

Special Town Meeting [February 21, 2012]/ Vote positions on articles 1 through 8. Present: Sal D'Amato, Chairman of the Finance Committee, Gary Bechtholdt, Town Planner, and Barbara Gaudette, Planning Board Member. Mr. Bechtholdt mentioned that the Planning Board voted unanimously to support Articles 1, 2, 3, 6, and 7. He also pointed out that Articles 1, 2, and 3 are specific to the Heritage District and Articles 6 and 7 were brought forth as petition articles. The Planning Board voted not to support article 8 and recommended that the petitioner move to pass over article 8. Ms. Gaudette provided the Board of Selectmen with a copy of a historic map of Whitinsville for their review.

Article 1 [Amendment to Zoning Bylaws 173-4: Expansion of Heritage Zoning District to include the Oakhurst Property on Hill Street] – A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 1. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 1.

Article 2 [Amendment to Zoning Bylaws 173-6: Purpose of Heritage District -- Planning Board to be Special Permit Granting Authority] – A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 2. Vote yes/Mr. Ampagoomian, Marzec and Melia. Vote no/Mr. Nolan and Athanas. Mr. D’Amato mentioned that after reading Article 2, his Board voted unanimously not to support this article. They felt it was too restrictive to the property owners and took away some of their rights. Ken Warchol, Chairman of the Historical Commission, mentioned that the Historical Commission supports Articles 1, 2, and 3. Ms. Gaudette expressed the fact that she is shocked the Select Board didn’t support this article unanimously. The Finance Committee voted unanimously not to support Article 2. **Article 3**

[Amendment to Zoning Bylaws 173-12: Table of Use Regulations – To allow office for administrative, executive, professional, sales and other similar uses in the Heritage Zoning District]

- A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 3. Vote yes/Unanimous. The Finance Committee voted to support Article 3. **Article 4 [Transfer \$129,000 to the Stabilization Fund]** – Town Manager Kozak mentioned that this article was also on the Fall Annual Town Meeting warrant. The purpose of the article was to restore funds that were reduced in our local aid budget and then restored in October; however, the town was never notified of it until after the Fall Annual Town Meeting. He suggested now that the funds were certified by the State, he is recommending that the money be transferred to the Stabilization Fund. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 4. Vote yes/ Unanimous. The Finance Committee voted to support Article 4. **Article 5**

[Acceptance of M.G.L. Chapter 32, S. 20(6)] – Town Manager Kozak explained that this article requests the town to accept M.G.L. Chapter 32, S. 20 (6). If the town adopts this statute, it would allow the members of the Retirement Board to be compensated. He mentioned that the Retirement Board has recommended that this article be passed over at the Special Town Meeting; however, it will be presented at the Spring Annual Town Meeting. A motion/Mr. Nolan, seconded/Mr. Marzec to pass over Article 5. Vote yes/Unanimous. The Finance Committee voted not to support Article 5. Chairman Melia asked Attorney Lane to come forward to discuss the petition articles. **Present: Attorney Henry Lane for**

Petition Articles. Article 6 [Rezoning of land - -the site of the former Northbridge Nursing Home— from R2 and R3 to R4] – Mr. Bechtholdt stated that prior to Town Meeting action, the Planning Board is required to provide recommendations on all petition articles. He further advised that the Planning Board has not yet conducted their public hearing and therefore does not have a recommendation on the petition articles at this time. Continuing, Mr. Bechtholdt said the public hearing is scheduled for tomorrow evening and they will provide their report at Town Meeting. A motion/Mr. Marzec, seconded/Mr. Nolan to take no position on Article 6. Vote yes/Messrs. Nolan and Marzec. Vote no/Messrs. Ampagoomian, Athanas, and Melia. Vote of 2-3 to take no position does not carry. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 6. Vote yes/ Messrs. Ampagoomian, Athanas and Melia. Vote no/Messrs. Nolan and Marzec. The Finance Committee voted to take no position on Article 6. **Article 7**

[Rezoning of land --the site of the former West End School- from R5 to I1] - A motion/Mr. Marzec, seconded/Mr. Nolan to take no position on Article 7. Vote yes/Messrs. Marzec, Athanas, and Nolan. Vote no/Messrs. Ampagoomian and Melia. The Finance Committee voted to take no position on Article 7.

Article 8 [Amendment to Zoning Bylaws – Table of Area Regulations – Deletion of footnote 8 – regarding setbacks and buffer areas] - A motion/Mr. Marzec, seconded/Mr. Nolan to take no position on Article 8. Vote yes/Messrs. Marzec, Athanas, and Nolan. Vote no/Messrs. Ampagoomian and Melia. The Finance Committee voted to take no position on Article 8.

Riverdale Water Company, LLC/Present: James Knott, Founder of Riverdale Water Company & Jayne Knott, Daughter. Mr. Knott provided a PowerPoint presentation on the Riverdale Water Company, along with some handouts. He is proposing to offer up to 277 million gallons of water per year to the 2,234 households served by the Northbridge-owned water distribution system. The Riverdale Water Company has developed, permitted, and constructed a state-of-the-art \$1.1 million pumping station

to source new drinking water at no capital cost to the Town of Northbridge. Mr. Knott introduced his daughter, Jayne Knott, and stated that she's been working on this project with him. Ms. Knott said that the Town currently receives water from two piping systems--the Whitinsville Water Company and the Town of Northbridge. Ms. Knott mentioned that the Town's water system is in desperate need of being upgraded. She also pointed out that Northbridge's current water supply contains levels of iron and manganese, which have caused unsightly stains and damage to personal property. She also noted that recent studies have linked high levels of iron in the brain to Alzheimer's and Parkinson's diseases. Ms. Knott mentioned the pumping station will be ready to supply a healthy and affordable alternative to the Town's existing water supplier as soon as April of this year. She also advised the Board of Selectmen that there are specific steps that need to be taken first before the Town of Northbridge can begin receiving water from the Riverdale Water Company. 1) the Town of Northbridge needs to sign a letter of intent to prove there is a Northbridge customer base for RWC's water; 2) with proof of customer base, RWC applies for necessary permitting through the Massachusetts Department of Environmental Protection to increase the allowed withdrawal volume to meet the water needs of customers served by the Northbridge water distribution system; 3) the Town of Northbridge and RWC sign a contract identifying the company as one of the Town's water suppliers; 4) RWC brings water to Northbridge residents and businesses pending permit approvals; and 5) should RWC become a water supplier for the Town, the company will apply for Federal and/or State grants to fix the inefficient piping system in the Town of Northbridge. Selectman Marzec asked since RWC is going to be supplying water for other Towns, will there be enough to supply Northbridge. Both Jayne Knott and her father replied that the Town of Northbridge is their first priority. Selectman Athanas asked once the pumping station is online, whose responsibility is it to monitor the water quality and Ms. Knott replied that the State monitors/requires frequent testing. Selectman Ampagoomian asked 1) how the billing would be handled for the Northbridge residents and Mr. Knott stated that he would bill the Town not the consumers. 2) Getting grants for pipe maintenance and Ms. Knott mentioned that the grants are not for maintenance but for updating the pipe system. Once they receive a grant, an audit would be performed on the piping system to see if there are leaks. Chairman Melia asked 1) how many permits do they currently have and still need before selling water. Ms. Knott stated these are the permits they currently have: the Source Approval Permit, Water Management Act Permit, and a permit to construct the Pumping Station. Chairman Melia asked Town Manager Kozak if the Town was under any contractual obligations with Whitinsville Water Company. Town Manager Kozak replied that he doesn't know the answer to his question but he believes the Town just purchases water and there is no contract. Mr. Knott stated that Attorney Lane informed him that there was never a contract between the Town of Northbridge and the Whitinsville Water Company. Chairman Melia stated that Town Manager Kozak and the DPW Director James Shuris will look into this further to be certain no contract exists and then they will place this item on a future agenda.

Building, Planning and Construction Committee [DPW Facility Update]/Present: James Shuris, DPW Director and Thomas Pilibosian, Chairman of the Building, Planning and Construction Committee. Mr. Pilibosian mentioned that HKT Architects in Somerville was awarded a contract to conduct a feasibility study for the DPW facility. Mr. Shuris stated that HKT Architects has already completed the following items: a field survey, flagged the wetlands, met 3 times to discuss space needs and operational needs, looked at operations, square footages, current and proposed equipment, and growth within the DPW. Mr. Shuris then stated that HKT Architects has determined that the asset value is around \$3.5 million dollars, pending all the equipment is brand new. He also mentioned that the equipment they have now currently resides outside and should be stored inside. Mr. Shuris said the question that still remains unanswered is whether or not the Highway Department can remain at 11 Fletcher Street; however, there should be a determination soon. Mr. Shuris informed the Selectmen that there is another Building, Planning and Construction Committee meeting this Thursday evening and hopefully he can provide more details and progress at the next Board of Selectmen's meeting. Mr. Pilibosian told the Select Board that his committee was very impressed with HKT Architect's presentation and how they wanted to make the Fletcher Street site more attractive and presentable to the

neighborhood. Selectman Marzec expressed his concerns with the cost of building a new DPW Facility and mentioned that he probably wouldn't support a \$5 million dollar project. He stated that he is looking forward to seeing the cost analysis as well as DEP's Approval. Chairman Melia asked the status of the library roof project and Mr. Pilibosian replied Kaestle Boos Associates is in the process of writing the bid documents. Town Manager Kozak mentioned that someone from Kaestle Boos Associates called him today to say they would be emailing the documents soon to Mr. Pilibosian. The work is scheduled to be done some time in May.

Wastewater Treatment Plant [EPA Permitting]/Present: James Shuris, DPW Director. Mr. Shuris mentioned that the DEP and EPA folks from Worcester toured the Wastewater Treatment Plant site and stated that our treatment plant met all the criteria. He then mentioned there is a new permit coming out in April or May and the criteria will be based on the Rhode Island Water Quality because all of our treated water goes into the Blackstone and then into the Narragansett Bay. Mr. Shuris mentioned the meeting went really well and DEP and EPA were very impressed at how we do things at the Northbridge Wastewater Treatment Plant.

Remote Participation at Meetings. Chairman Melia announced that at a previously held Board of Selectmen's Meeting [January 9, 2012] they discussed "Remote Participation" and asked for Town Boards and Committees to review the regulations under the Open Meeting Law (940 CMR 29.10) and provide their feedback to the Town Manager's Office. Chairman Melia read aloud the feedback provided by some Town Boards/Committees: Zoning Board of Appeals voted unanimously not to support adopting this regulation, the Planning Board voted not to support adopting this regulation, the School Committee voted unanimously to support adopting this regulation, the Conservation Commission voted unanimously to support adopting this regulation, Bill Ferguson from the Building, Planning and Construction Committee supports adoption of this regulation and Stephen Garabedian, Health Agent, stated he is not interested in remote participation. Selectman Athanas mentioned that he is not in favor of adopting this regulation. Selectman Marzec stated that he has not made up his mind yet but would like to know if other communities are supporting this before rendering his decision. Selectman Nolan mentioned that he does not have strong feelings either way but will support adopting this regulation. Selectman Ampagoomian mentioned that after reading the documents provided by the Town Manager's office, he is not in favor of adopting this regulation. Chairman Melia announced that he is not in favor of adopting remote participation in Northbridge but stated that maybe in the future this could be a discussion again. Selectman Marzec suggested that the Board of Selectmen make a definitive decision on whether or not to support the adoption of remote participation. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to move this item from discussion to decisions. Vote yes/Unanimous. A motion/Mr. Athanas, seconded/Mr. Ampagoomian not to support the adoption of remote participation. Vote yes/Messrs. Athanas, Melia and Ampagoomian. Vote no/Messrs. Nolan and Marzec.

Formation of Adhoc Committee for Solar Energy. Town Manager Kozak is recommending an adhoc committee be formed regarding solar energy. The committee would be asked to make recommendations on two private solar energy projects as well as the town's own potential solar projects. He suggested the Solar Energy Committee be comprised of the following: Planning Board Rep., Board of Assessors Rep., Finance Committee Rep., School Department Rep. (or a member of the School Committee), and Board of Selectmen Rep. Selectman Nolan suggested adding one or two Member at Large positions so that if someone from the community has a strong interest in participating on the committee that are allowed to do so. A motion/Mr. Athanas, seconded/Mr. Nolan to move this item from discussion to decisions. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to form an Adhoc Committee for Solar Energy with the following members: Janet Dolber – Planning Board, Denis Latour – Board of Assessors, Chris Thompson – Finance Committee, Melissa Walker – School Department (or a member of the School Committee) and James Marzec – Board of Selectmen and two additional Members at Large. The committee will consist of 5 members and two additional members, not to exceed 7 members.

Selectman Nolan suggested keeping the number of members to 5 because he is worried about quorum issues, however, add the following language - the ability to expand the number of members to 7 if needed. Selectman Mazec stated that he would amend his motion: A motion/Mr. Marzec, seconded/Mr. Athanas to form an Adhoc Committee for Solar Energy as follows: Janet Dolber – Planning Board, Denis Latour – Board of Assessors, Chris Thompson – Finance Committee, Melissa Walker – School Department (or a member of the School Committee) and James Marzec – Board of Selectmen and the ability to add 2 additional members at a later date if needed. Vote yes/ Unanimous.

Town Manager's Report. 1) **Blackstone Valley Regional Vocational Technical High School:** Town Manager Kozak took a tour of the school with the DPW Director and Sewer Superintendent and discussed the possibility of a class study for the Wastewater Treatment Plant Operators. 2) **Town of Northbridge Website:** Met with a representative from Virtual Town Hall to discuss the possibility of a new design and operation for the Town's website. 3) **Ross Rajotte Bridge Update:** Construction has been halted temporarily while state engineers and the contractor try to resolve issues of heavy flow of water and other river bed floor issues. 4) **Storage for Council on Aging Vehicles:** Investigated the possibility of storing the Council on Aging vans under the Fire Station. Unfortunately, this area contains equipment from the DPW and cannot be used at this time, however, storage may become available after a new DPW facility is built. 5) **Blackstone River and Canal Commission Update:** Announced the Blackstone River and Canal Commission will be holding a meeting on Tuesday, February 14, 2012 at 7 PM at the River Bend Farm Visitor Center Conference Room, Blackstone River and Canal Heritage State Park in Uxbridge. The public is welcome to attend. 6) **National Grid Double Pole Update:** A Representative from National Grid is still working on the removal of double poles. He mentioned there are 35 double poles left. They are currently waiting for other utility companies to transfer wires before work is completed. 7) **Announcement of Code Red Program** - Town Manager Kozak mentioned that he was asked by Police Chief Walter Warchol to make an announcement about the Code Red Program. Chief Warchol is asking the public to go onto their website and register their information under the Code Red Program. He mentioned for those individuals who don't own a computer or need assistance please contact the Police Station and one of the dispatchers will input their information into the system.

Selectmen's Concerns. **Selectman Ampagoomian** 1) Mentioned that Elizabeth Gauthier passed away recently and sends his condolences to her son, Edgar. Ms. Gauthier was 110 and was one of the oldest individuals who resided in Northbridge. 2) Solar Power at the Northbridge Landfill Site – asked what Northbridge Redevelopment Corp. is doing about their 30-year maintenance agreement on this property. This company told the Town they would cut the grass and test the wells but have not honored their maintenance agreement. He feels because they are not honoring their agreement on the landfill site, why would the town consider using them for Solar Energy. **Selectman Athanas** asked about the telephone pole located in front of the Armenian Church that is in tough shape and DPW Director James Shuris replied that he would look into it. **Selectman Marzec** mentioned that he received a few more calls from residents who are looking to get Verizon FIOS. Has Verizon contacted the Town at all and Town Manager Kozak replied no. **Chairman Melia** asked Town Manager Kozak and DPW Director James Shuris when the Board of Selectmen would be receiving the Road Repair /Maintenance Schedule from the DPW. Mr. Shuris mentioned they are currently working on a 5-year plan for the roads.

Chairman Melia announced the following: **1)** Next Tuesday, February 21, 2012 is the Special Town Meeting; and **2)** Monday, February 27, 2012 is the next Board of Selectmen's Meeting.

A motion was made and seconded to adjourn the meeting. Vote yes/Unanimous.

Meeting Adjourned: 9:53 P.M.

Respectfully submitted,

James Marzec, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 13, 2012

Plaque Presentation - Copy of document with recipients' names who received plaques.

APPROVAL OF MINUTES. A. 1) Copy of January 9, 2012 minutes. **2)** Copy of January 23, 2012 minutes.

PUBLIC HEARING. None

APPOINTMENTS/By the Town Manager:

B. 1) No documentation. **2)** Copy of letter from Police Chief Walter Warchol appointing Michael Marino as a Student Police Officer.

By the Board of Selectmen:

3) Copy of letter from Sharon Susienka seeking re-appointment to the Northbridge Retirement Board.

CITIZENS' COMMENTS. None.

DECISIONS

C. 1) Copy of ABCC License Application for Change in Hours – D & NG Inc. d/b/a King Jade Restaurant. **2)** Copy of Change of Hours Checklist. **3)** Copy of letter dated January 30, 2012 certifying that a special meeting of the Board of Directors of the Corporation voted unanimously to change their hours of operation.

D. 1) Copy of letter from the Fairlawn Christian Reformed Church requesting permission to use the "Tot Lot"

E. Copy of Order of Taking for Delwyn Barnes Drive.

F. 1) Copy of Order of Takings for Hastings Drive, Cliffe Road, Windsor Ridge Drive, a portion of Dublin Way, a portion of Clover Hill Road. **2)** List of waivers required – Castle Hill Estates; **3)** Copy of map for Cliffe Road, Clover Hill Road, Dublin Way, Hastings Drive, and Windsor Ridge Road.

G. 1) Copy of Special Town Meeting Warrant. **2)** Copy of an old picture of the Town of Whitinsville

H. Copy of Riverdale Water Company facts and Questions and Answers.

I. No documentation.

DISCUSSIONS

J. No documentation.

K. 1) Copy of memorandum dated January 11, 2012 on Remote Participation regulations – 940 CMR 29.10 **2)** Copy of Remote Participation regulations. **3)** Copy of emails from various boards/committees supporting and not supporting the adoption of remote participation.

L. Copy of document recommending the Formation of a Solar Energy Adhoc Committee

TOWN MANAGER'S REPORT

M. 1) Blackstone Valley Regional Vocational Technical High School – **No documentation.**

2) Town of Northbridge Website – **No documentation.**

3) Ross Rajotte Bridge Update – **No documentation.**

4) Storage for Council on Aging Vehicles – **No documentation.**

5) Blackstone River and Canal Commission Update – **Copy of meeting notice.**

6) National Grid Double Pole Update – **No documentation.**

7) Announcement of Code Red Program – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE

**Board of Selectmen's Meeting
Special Town Meeting**

February 21, 2012

A meeting of the Board of Selectmen was called to order by Chairman Melia at 6:45 PM, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Nolan and Ampagoomian. Selectmen Marzec and Athanas were absent and it is duly noted. **Also Present:** Theodore D. Kozak, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business/Vote positions on Articles 6, 7, and 8:

ARTICLE 6: To see if the Town will vote to change the zoning district designation of a parcel of land on the easterly side of Providence Road and on the northerly side of Upton Street in the Village of Rockdale, from Residential Two (R-2) and Residential Three (R-3) to Residential Four (R-4), said parcel being more particularly described as follows:

Beginning at the intersection of the center line of Providence Road and the extension of the northerly line of Upton Street;

Thence Easterly, by the northerly line of Upton Street, a distance of 500 feet;

Thence Northerly, by a line perpendicular to Upton Street, a distance of 120 feet to the existing R-2 / R-3 zone line;

Thence Easterly, by said R-2 / R-3 zone line, located 120 feet northerly of and parallel to the northerly line of Upton Street, a distance of 1,010 feet, more or less, to the I-1 zone line;

Thence Northerly, by the I-1 zone line, a distance of 250 feet, more or less;

Thence Westerly, by a line perpendicular to the I-1 zone line, a distance of 1,455 feet, more or less, to the center line of Providence Road;

Thence Southerly, by the center line of Providence Road, a distance of 500 feet to the point of beginning; or take any other action relating thereto.

Discussion: It was noted that at their February 13, 2012 meeting, the Board originally voted 3-2 to support Article 6 but since then the Board has learned that the Planning Board held a hearing and voted to support Article 6. That being said, a motion/Mr. Nolan, seconded/Mr. Ampagoomian to reconsider the Board's vote on Article 6. Vote yes/Messrs. Nolan, Ampagoomian, and Melia. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to support Article 6. Vote yes/Messrs. Nolan, Ampagoomian, and Melia.

ARTICLE 7: To see if the Town will vote to change the zoning district designation of a 1.035 acre parcel of land located at the intersection of Main and Water Streets in the Village of Whitinsville shown on a plan recorded in Worcester District Registry of Deeds, Plan Book 571, as Plan 109, from Residential Five (R-5) to Industrial One (I-1); or take any other action related thereto. Discussion: It was noted that at their February 13, 2012 meeting, the Board originally voted 3-2 to take no position on Article 7 but since then the Board has learned that the Planning Board held a hearing and voted to support Article 7. That being said, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 7. Vote yes/Messrs. Ampagoomian, Nolan, and Melia.

ARTICLE 8: To see if the Town will vote to amend its Zoning By-Laws by deleting footnote (8) from the Table of Area Regulations and substituting therefore:

(8) No building or structure shall be erected within 100 feet of a residential district, except where the zoning district boundary is a street, in which case the set back from the boundary shall be 75 feet and when the boundary is not a street, the buffer shall be landscaped to form a visual buffer zone of a width of natural growth for at least 50 feet (if under the control of the owner), provided that in a Business One (B-1) District that is less than 300 feet in depth, or in a Planned Business Development, no building shall be erected within 50 feet of a residential district; or take any other action related thereto. Discussion: It was noted that at their February 13, 2012 meeting, the Board originally voted 3-2 to take no position on Article 8 but since then the Board has learned that the Planning Board held a hearing and voted not to recommend [pass over] Article 8. That being said, a motion/Mr. Nolan, seconded/Mr. Ampagoomian to pass over Article 8. Vote yes/Messrs. Ampagoomian, Nolan, and Melia.

Town Manager Kozak informed the Board that there could be a possible amendment to Article 2 and the Deputy Moderator is aware of same. The amendment would entail deleting the last two sentences of the article, which is the portion that the Finance Committee had issues with.

There being no further business before the Board, a motion/Mr. Ampagoomian, seconded/Mr. Nolan, to adjourn the Selectmen's Meeting at the conclusion of the Special Town Meeting this evening. Vote yes/Unanimous.

Meeting Adjourned: 8:10 P.M.

Respectfully submitted,

James Marzec, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 21, 2012

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

Town Meeting Business/No documentation

DISCUSSIONS/None

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

**Board of Selectmen's Meeting
February 27, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. February 21, 2012 [Special Town Meeting] –A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the February 21, 2012 Special Town Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Nolan and Melia. Abstain/Messrs. Marzec and Athanas.

Public Hearing. None.

Appointments/By the Town Manager. 1) Town Clerk's Office: Linda Zywień, Office Clerk. Town Manager Kozak stated that two long-time employees recently retired from the town; one in the Town Clerk's Office and one in the Assessor's Office. He mentioned that each Department received many applications and after reviewing and interviewing several individuals, they each found a candidate to replace their current vacancy. Doreen Cedrone, Town Clerk, mentioned that she received over 90 applications and resumes for this position and wanted to personally thank everyone who applied for coming forward to offer their services to the Town. She then stated that Mrs. Zywień had a lot of the qualifications that she was looking for and felt that Linda would be the best fit for the position. Mrs. Zywień thanked the Town Clerk for giving her the opportunity to work at Town Hall and said she is looking forward to her new position as office clerk. Chairman Melia welcomed Mrs. Zywień and wished her well in her new position. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to affirm the appointment of Linda Zywień as Office Clerk for the Town Clerk's Office. Vote yes/Unanimous.

2) Assessor's Office: Rita Wallen, Clerk. Robert Fitzgerald, Principal Assessor, also noted that he received as many applicants for his position as Mrs. Cedrone. Mr. Fitzgerald mentioned that he chose Mrs. Wallen for the position because of her extensive background as a real estate appraiser and her familiarity of the Town. Mrs. Wallen thanked Mr. Fitzgerald for giving her the opportunity to serve the Town of Northbridge and is looking forward to working in the Assessor's Office. Selectman Athanas asked that since Mrs. Wallen is a Realtor in Town, should she fill out a conflict of interest form with the Town Clerk's Office and Town Manager Kozak replied that as long as Mrs. Wallen isn't soliciting real estate business at Town Hall she doesn't need to fill out a conflict of interest form. Chairman Melia welcomed Mrs. Wallen and wished her well. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to affirm the appointment of Rita Wallen as Clerk for the Assessor's Office. Vote yes/Unanimous.

Citizens' Comments/Input. Sal D'Amato advised that his appearance before the Board this evening was to discuss the misperception of his support for the Lasell Field project. He stated that Mr. Burke invited him to attend the Friends of Lasell Field Organization meeting on February 19, 2012 to discuss the Lasell Field Turf Project. That being said, Mr. D'Amato decided at the last minute that it would be in the best interest of the town for him to decline the invite to the meeting and asked that his committee members follow his lead. Mr. D'Amato later heard that at the Friends of Lasell Meeting someone mentioned that he was in favor of supporting the turf project. Mr. D'Amato would like for everyone to know that he and the members of the Finance Committee all have to remain objective on all capital projects in Town. He stated that just because he has a conversation with a person regarding their project, it doesn't mean his committee will support it. He also said that he had a conversation with Mr. Brian Burke regarding the turf project and explained to him the process that Mr. Burke would need to follow. He noted that an article would have to be placed on the warrant for Town Meeting and suggested that Mr. Burke come

before the Finance Committee to make a presentation and his Board would then take the project under advisement. Mr. D'Amato also suggested that Mr. Burke's committee attend a Board of Selectmen's meeting to discuss the Lasell Field project. Lastly, Mr. D'Amato reiterated that the Finance Committee reviews all capital projects before making their recommendation to the Board of Selectmen and Town Meeting. **Jill Redding, Northbridge Teacher's Association**, asked if she could discuss her concerns with the adoption of the new health insurance process now and Chairman Melia replied no, but when the topic comes up under decisions he will ask for citizen's comments and input.

Luxury Food, Inc. d/b/a Divine Thai Restaurant: Application for Common Victualler's License. Present: Achara Weydt, Owner/Manager. Ms. Weydt mentioned that she is the owner of Divine Thai Restaurant and has lived in town for seven years. She stated that she was the former owner of a Thai Restaurant in Milford, MA and while working there she found out that a lot of her customers were from the Northbridge, Uxbridge, and Sutton areas. Ms. Weydt mentioned that the restaurant will be located at 123 Church Street—former site of the Windsor Restaurant, now closed. Selectman Athanas asked if she applied for a liquor license and she stated that her attorney is working on the application now and plans to submit one to the Town Manager's Office soon. Selectman Ampagoomian asked Ms. Weydt what her hours of operation would be and Ms. Weydt replied Monday through Thursday - 11:30 AM – 9:00 PM, Friday and Saturday - 11:30 AM – 10:00 PM. A motion/Mr. Nolan, seconded/Mr. Athanas to approve Luxury Food, Inc. d/b/a Divine Thai Restaurant's application for a Common Victualler's License. Vote yes/ Unanimous.

Adoption of New Health Insurance Process. Present: Attorney Brian Maser, Kopelman & Paige and Kenneth Lombardi, EBS Foran-Healthcare Consultant. Chairman Melia recused himself from the Board because he is a retiree and receives health insurance benefits from the Town. Vice Chairman Nolan took over as Chairman for this portion of the meeting. Town Manager Kozak mentioned that the legislature has adopted new legislation this year concerning a new process for negotiating health insurance changes. This legislation would also allow communities to join the Group Insurance Commission, which is the state's plan. Mr. Kozak said there are about 92 communities going through this process. He further explained that there are specific steps to be followed before the town can move forward. Town Manager Kozak then asked Attorney Brian Maser to provide an overview of what the law is for changing health insurance plans, what it means, and the process that needs to be followed. Attorney Brian Maser explained that in July of 2011, the Governor signed into law, General Laws, Chapter 32B, Sections 21, 22, & 23, which provides municipalities with a new tool to make changes to their health plan designs. He then mentioned that the town sent notices to the individual union presidents and retirees' representative to inform them of the town's intent to vote and adopt Sections 21, 22 & 23, in order to make changes to the health plan. Attorney Maser asked that the town make copies [to be placed in tonight's meeting minutes] of all the return receipts showing evidence that all individual union presidents and the retirees' representative received the letter prior to tonight's meeting. Attorney Maser advised the Board that if they vote to adopt Sections 21, 22, & 23, it would allow the Town Manager to start the process. He also mentioned that if the Board adopts the process a notice would need to be sent to the Insurance Advisory Commission [IAC] stating such adoption and then several things would need to take place: 1) meetings need to be scheduled to discuss the adoption of the statute by the Board, 2) handouts will be provided to the IAC with respect to the existing plan, 3) what the town's proposal would be with respect to the plan going forward, 4) a proposal for mitigation and the increased cost to the membership, etc. Attorney Maser then explained that after 10 days, the unions need to designate a representative to be on the Public Employee Committee [PEC]. He stated that the PEC and the Town would then commence negotiations to make changes to the plan and then there is a 30-day negotiating period during which the Town and the PEC need to reach an agreement. He also mentioned that most cities and towns have adopted the process and have all come to some type of an agreement. Attorney Maser noted that if the Town and PEC don't reach an agreement, then a review panel would go over the material/proposal and determine whether it meets the requirements/regulations. Selectman Ampagoomian asked if the union

representatives have contacted Town Manager Kozak since the letters were sent out notifying them of the health insurance changes. Town Manager Kozak replied no and then explained that the letters were just sent on February 21, 2012. Vice Chairman Nolan asked **Jill Redding, Northbridge Teachers' Association**, if she would like to come forward to discuss her questions and concerns. Ms. Redding mentioned that because the letters were sent out during school vacation week she was unable to speak with her Board to formulate their questions for tonight's meeting. Ms. Redding asked if Section 19 is an option and Town Manager Kozak stated not at this time. Ms. Redding asked if the Board of Selectmen needed to vote tonight or can the Union Presidents meet at some point in the near future to come up with their concerns and questions to discuss at a later date. Town Manager Kozak advised that he would like to move forward on this matter tonight. Selectman Ampagoomian stated that a vote taken tonight will only allow them to start the process. Town Manager Kozak said that at this point in time, he is only looking at changes and not to join the GIC program. **David Holmes, 935 Hill Street, Representative of the Firefighter's Association and Member of the Insurance Advisory Committee**, just wanted to mention that employees want to be part of the solution rather than the problem. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to engage in the process to change health insurance benefits by adopting M.G.L. c. 32B, Sections 21-23. Vote yes/ Messrs. Ampagoomian, Athanas, Marzec and Nolan. Abstain/Mr. Melia.

Chairman Melia resumed his position on the Board.

Special Town Meeting Costs. Town Manager Kozak noted that Mr. Michael Yag, President & CEO of Access TCA, Inc. has graciously offered to help pay the cost of the Special Town Meeting. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept the monetary gift in the amount of \$4,497.42 towards the Special Town Meeting costs. Vote yes/Unanimous.

Lasell Field Turf Project/Present: Brian Burke, 33 Keryn Court, Whitinsville, mentioned that he represents the Friends of Lasell Field organization and that his group has been trying to secure private funding for the turf project for over two years now, but to no avail. He pointed out that Northbridge is known for its championship football teams over the years, all of them nurtured on Lasell Field. He mentioned that the grass can no longer stand the wear and tear and the result is a field that is very slippery, unsafe, and unattractive. Mr. Burke stated that while the town is fortunate to have such high participation in athletics, heavy use of Lasell Field takes an annual toll that causes the natural grass playing surface to become worn, hardened, and muddy. Such conditions are unsafe for competitors, harmful to the field, and increases the cost to maintain the field. He noted that the town currently pays \$20,000 per year to maintain Lasell Field, which would decrease to \$5,000 with artificial turf. The life expectancy of artificial turf is between eight and fifteen years and only the top layer would need replacement at that time. The Friends of Lasell Field are suggesting funding through either a capital or debt exclusion. Mr. Burke stated that the expenditure would be balanced due to the early payoff of the High School project debt, which will be reducing the tax rate. Selectman Nolan said there are savings, but a lot of groups want to spend that money. He also stated that he is concerned that voters will be asked for so much that they'll reject everything. Selectman Athanas said he'd be hard pressed to support public funding of artificial turf and then stressed that the Selectmen need to prioritize what needs to be done in this town. Chairman Melia stated that he supports the project because it comes down to pride and this town lacks that in a lot of areas. Selectman Ampagoomian asked what has the Town done in 20 years. He then mentioned that town officials have been talking about a fire station for the past 14 years and nothing has happened. Chairman Melia said the reason we're in the position we're in, is because we've done nothing. He said he hopes the Selectmen will allow the voters in town to at least have a chance to vote on it and if it fails, it fails. Selectman Ampagoomian mentioned that since Lasell Field is under the jurisdiction of the School Department, then the Selectmen and the School Committee should jointly sponsor the article. The Lasell Field Committee is asking the Selectmen to sponsor a \$900,000 warrant article for the May 1, 2012 Spring Annual Town Meeting for installation of an artificial turf surface at

Lasell Field. Chairman Melia stated that the Lasell Field Turf discussion will be placed on the next Board of Selectmen's agenda scheduled for March 12, 2012.

Northbridge Memorial Town Hall: Building Conditions Assessment & Window Survey/Update – McGinley Kalsow & Associates, Inc. (Consultant). Mr. Wendall Kalsow, President, and Mark Almeda, Project Architect. Mr. Almeda provided a presentation to the Board of Selectmen showing a \$1 million cost summary and said they discovered that the retaining walls to the rear of Town Hall do not belong to the town, which reduces the cost by about 25 percent. The assessment, paid for with a matching \$15,000.00 grant from the Massachusetts Historical Commission, was a three-part process – the exterior, the windows and bid ready documents for the recommended work. The Northbridge Town Hall was built between 1872 and 1876 on land donated by the Whitin family and is listed on the National Register of Historic Places. Mr. Kalsow mentioned that the windows, despite their 130 years, are in good shape. A cost of \$305,000 is estimated for reglazing, replacing missing and broken glass, replacing outside caulking, repairing damaged and rotting wood around the windows, replacing or repairing broken window hardware, priming and painting. He broke the costs into four categories: high priority safety concerns, high priority general repairs, medium priority and low priority. Chairman Melia said he was particularly concerned with the safety issues highlighted in the study. He asked the Town Manager to put the issues on the board's next agenda, perhaps using some of the Town's Stabilization Fund to cover the cost. Town Manager Kozak suggested the Board of Selectmen consider putting the project before the voters at the Spring Annual Town Meeting on May 1st as a priority. Selectman Marzec noted that regular maintenance would have to be scheduled once the work is done, instead of waiting for something to fall apart. Some of the high priority public safety issues include replacing two broken cast stone chimney capstones; replacing broken mortar on the southwest chimney; repair dislocated capstones at the southern retaining wall adjacent to the parking lot; replace steel and cast iron rails at top of western retaining wall adjacent to parking; and replace steel and cast iron rail at west egress walkway and stair. Mr. Kalsow mentioned the cost estimate is \$169,459, but could be less if it is confirmed the town does not own the retaining walls. Other costs are: high priority general repairs at \$563,950; medium priority items at \$284,719; and low priority items at \$26,757.

Town Charter/Review proposed changes and the process to adopt them/Present: Chris Thompson, Charter Review Committee. Mr. Thompson mentioned that after almost two years of working on the proposed changes to the Charter, he is now coming before the Board of Selectmen with the committee's recommendations. He stated that it's up to the Selectmen to take the final step and present the changes to the voters at the May 15, 2012 Annual Town Election. Mr. Thompson said the proposed changes were approved by voters at the Spring Annual Town Meeting last May but the vote must now be reaffirmed at the election. The most controversial change at the Town Meeting was a reduction of the School Committee from nine to five members, a change that voters did approve. Mr. Thompson said the ballot questions must be prepared for the election warrant, and in addition, a copy of the Charter highlighting the proposed changes must be put into booklet form and mailed to voters before the election. Mr. Thompson explained that the booklet gives folks the opportunity to see the changes made. Selectman Marzec and Chairman Melia represented the Board of Selectmen on the Charter Review Committee and noted that the Charter was supposed to be reviewed 10 years ago and it never was so it was a long process. Mr. Thompson said it was a collaborative effort. Other Charter Review Committee members are Barbara Gaudette, Walter Drew, Shelley Buma, James Barron, Susan Brouwer, and Michael McGrath.

Building, Planning and Construction Committee [DPW Facility Update]/Present: James Shuris, DPW Director and Thomas Pilibosian, Chairman of the Building, Planning and Construction Committee. Mr. Pilibosian provided an update regarding the proposed DPW Facility and explained that HKT Architects has been very busy since they were awarded the contract to conduct a feasibility study. He mentioned they conducted a space assessment needs study for each of the functions in the Highway Department. HKT Architects also provided the Building, Planning and Construction Committee [BPCC]

with six different design configurations. It was also pointed out that these designs are not site specific and would work anywhere be it Fletcher Street, Providence Road, etc. Mr. Pilibosian informed the Board that the BPCC has narrowed it down to two designs: one being their preferred design (Option 4A) and the second being a good alternative (Option 1A). That being said, he mentioned that the BPCC voted to have HKT Architects move forward with Option 4A as the preferred design. Mr. Pilibosian provided the Board with a copy of the designs for their review and stated that he is hoping to get a cost by April. He also stated that after his committee receives the cost from HKT Architects, the BPCC would like HKT Architects to provide a presentation to the Finance Committee and Board of Selectmen. Chairman Melia asked if his committee would be ready to move forward for the Spring Annual Town Meeting and Mr. Pilibosian replied no. Selectman Marzec said he needed more time to review the designs and if possible will ask questions at a later date. Selectman Marzec asked if copies could be made for each Selectmen and Mr. Pilibosian followed up by stating that Mr. Shuris is looking to have Option 4A and Option 1A copied and placed on the town's website. Chairman Melia asked Mr. Pilibosian to schedule a date in April for his committee to come before the Board of Selectmen.

Town Manager's Report. 1) **Bridge Updates: Ross Rajotte Bridge.** Work has begun again on the bridge abutments. **Douglas Road Bridge** – The State will be accepting bids next month. The Town Manager is also working with the Department of Public Works on access planning. 2) **Double Poles/Update:** National Grid has been contacted and will continue to work on completing the removal of double poles. Also, the pole at the Armenian Church has been repaired. 3) **Emergency Management Open House:** An open house will be held at the Northbridge Police Station on Thursday, March 29, 2012 from 3-8 PM. Residents are welcome to attend. 4) **Riverdale Water Company/Update:** The DPW Director and Town Manager will be in contact with representatives from the State regarding Mr. Knott's proposal to sell water to the town. Mr. Knott would also like to invite the Board of Selectmen to visit his new pump station facility. Town Manager Kozak asked the Selectmen to send him an email with a date and time if they would like to visit the facility. 5) **Code Red Registration:** The Police Chief would like to remind residents to register for Code Red – the town's Reverse 911 system. 6) Town Manager Kozak announced that there are additional microphones on the glass table now thanks to our local access committee.

Selectmen's Concerns. **Selectman Athanas/**Announced that the Blackstone Valley Expo is being held this Saturday, March 3, 2012 @ the Northbridge High School. **Selectman Nolan** 1) Asked about the status of Remote Participation and Town Manager Kozak replied that the Board voted at their last meeting. Chairman Melia stated the vote was 3 to 2 opposed. 2) Asked if there is a way to have documents scanned to the IPAD in color. Town Manager Kozak said he'll look into it. **Chairman Melia** 1) Suggested putting together an Adhoc Committee regarding all the questions surrounding the Riverdale Water Company. He also asked that this be placed on the next agenda for discussion. 2) He inquired about whether the IPAD agenda information can be placed on the town's website for others to view with the Executive Session information excluded. Town Manager Kozak replied that he doesn't think it will be a problem and will look into it.

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

Meeting Adjourned: 9:38 P.M.

Respectfully submitted,

James Marzec, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 27, 2012

APPROVAL OF MINUTES. A. 1) Copy of February 21, 2012 Special Town Meeting minutes.

PUBLIC HEARING. None

APPOINTMENTS/By the Town Manager:

B. 1) No documentation. **2)** No documentation.

CITIZENS' COMMENTS. None.

DECISIONS

C. 1) Copy of Luxury Food, Inc. d/b/a Divine Restaurant's Common Victualler's License **2)** Copy of Luxury Food, Inc. d/b/a Divine Restaurant's Application for a Common Victualler's License. **3)** Copy of License Routing Slips from Town Departments.

D. Copy of motion for adoption of new health insurance process.

E. Copy of letter dated February 23, 2012 from Michael Yag, President and CEO of Access TCA, Inc.

DISCUSSIONS

F. Copy of Lasell Field Turf Presentation

G. Copy of Exterior Building Conditions Assessment for Northbridge Memorial Town Hall

H. Copy of proposed changes to the Town Charter

I. Copy of HKT Architects Interim Report on Northbridge DPW Facility

TOWN MANAGER'S REPORT

J. 1) Bridge Updates: Ross Rajotte and Douglas Road Bridge – **No documentation.**

2) Double Poles/Update – **No documentation.**

3) Emergency Management Open House – **Copy of open house invitation.**

4) Riverdale Water Company/Update – **No documentation.**

5) Code Red Registration – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
March 12, 2012**

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

The Pledge of Allegiance was recited by those present.

Presentation of Award to Elizabeth Belanger who was named one of the top youth volunteers in Massachusetts for 2012 and recognized as a Distinguished Finalist in the 17th annual Prudential Spirit of Community Awards. Chairman Melia presented Elizabeth Belanger with a certificate of special recognition and Ms. Belanger responded by thanking him and saying this award encourages her to continue to give back to the community.

Presentation of Certificates of Appreciation to former Building, Planning and Construction Committee Staff and Members who worked on the High School Project. Chairman Melia read aloud the names of the committee members and staff involved in the high school project and asked them to come forward to receive their certificates of appreciation: Donald Lange, Peter Barbadora, George Murray, Thomas Bullio, David Morrow, Faith Lane, Neal Mitchell, Jr., John "Jack" Davis and Jeanne Gould. Chairman Melia then presented the certificates of appreciation to recipients: George Murray, Jeanne Gould and Donald Lange. Mr. Melia said that because the other recipients could not attend tonight's meeting, their certificates will be mailed to their homes.

Approval of Minutes. February 13, 2012 –A motion/Mr. Marzec, seconded/Mr. Athanas to approve the February 13, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

February 13, 2012 [Executive Session] –A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve but not release the February 13, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

Public Hearing. None.

Appointments/By the Town Manager. Patricia Tupper, Collections Clerk [Treasurer/Collector's Office]. Present: Kimberly Yargeau, Treasurer/Collector & Patricia Tupper. Ms. Yargeau introduced Patricia Tupper to the Board and mentioned that she was selected out of the 100 candidates that applied for the position. She stated that Ms. Tupper was chosen because of her extensive background in banking and feels she will be a great asset to her department. Ms. Tupper mentioned that she is grateful for the opportunity and that it means a lot to her to have been chosen for the position. The Board of Selectmen welcomed her aboard and wished her well in her new position. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to affirm the appointment of Patricia Tupper as Collections Clerk for the Treasurer/Collector's Office. Vote yes/Unanimous. **Jared Kelley, Assistant Wastewater Treatment Plant Operator [DPW Sewer Division]. Present: James Shuris, DPW Director, Mark Kuras, Sewer Superintendent and Jared Kelley.** Mr. Kuras mentioned that he is glad to have Mr. Kelley aboard and noted that he has six years of experience in the water field, which will be a great asset to his department. Mr. Shuris mentioned that Mr. Kelley is very energetic and reiterated what Mr. Kuras stated about his extensive experience in the water department. Mr. Kelley thanked everyone and said he is excited that he was chosen for the position. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the appointment of Jared Kelley as the Assistant Wastewater Treatment Plant Operator for the DPW Sewer Division. Vote yes/Unanimous.

Citizens' Comments/Input. Representative George N. Peterson, Jr. provided the Board of Selectmen with a copy of the estimated cherry sheets [FY13] based on the Governor's budget. He stated the biggest increase was in Chapter 70, which is estimated to be over a million dollar increase. He pointed out that the unrestricted general aid, government aid, the lottery additional assistance combined line item is the same as last year and there will be a one-time payment sometime in October but these monies are not shown in that line item. Representative Peterson mentioned that he spoke to the Central Mass. Regional Planning Commission today and stated that the Sutton Street project is still scheduled to move ahead in 2013. He also mentioned that there will be an additional two hundred million in Chapter 90 funds that will be coming back to cities and towns and noted that this is the second highest time they've ever sent this kind of money back to cities and towns. Representative Peterson announced that Quinnsigamond Community College is still continuing to work with the Blackstone Valley Chamber of Commerce to set up a college facility within the Blackstone Valley. Selectman Ampagoomian asked how Massachusetts is doing with their unemployment rate and Representative Peterson stated lower than the national average. Selectman Athanas asked if Representative Peterson knew the amount of unrestricted aid that Northbridge would receive and Town Manager Kozak replied around \$129,000. Selectman Marzec asked with the recent hike in gas and oil prices, what types of things are being done to help individuals out. Representative Peterson mentioned they are always looking at the regulatory structure to make people competitive. With the overall gas price, there isn't much they can do. He stated that the 22½ cent gas tax, of which 2½ cents goes into the underground storage tank fund for clean-up and the other 20 cents goes to the Highway fund to be used for road and bridge work. Chairman Melia asked if there are any state revenues or grants out there to help fund the repair/renovation of the Northbridge Town Hall. Mr. Peterson responded that last year the study of the Town Hall was funded by a grant and tonight he gave Mr. Kozak a copy of a letter of support to the Mass. Historical Commission seeking help with the next step of funding.

Town Manager Kozak requested that Item J -Capital Program for Roads & Sidewalks be taken out of order and discussed now.

Capital Program for Roads & Sidewalks/Present: James Shuris, DPW Director & Robert VanMeter, Highway Superintendent. Mr. Shuris provided a five-year, \$2.8 million pavement maintenance and preservation plan to the Board of Selectmen. He said every year the Town of Northbridge receives around \$479,000 in Chapter 90 money, which in the past has been used for designs such as Sutton Street and other miscellaneous work, such as crack sealing and road maintenance. He stated that this program for roads and sidewalks will be used for building, maintaining and preserving town roads. He mentioned that the plan would combine state aid earmarked specifically for road repairs with \$125,000 of town money for each of the next five fiscal years. For that reason, voters at the May 1st Town Meeting will be asked to approve spending \$625,000 to cover the town's share of the work for the next five years. If the article is approved, voters would then be asked to approve the same spending on a ballot question at the Annual Town Election on May 15th. Mr. Van Meter mentioned if voters approve the proposal, a total of \$498,620 would be spent in fiscal 2013, with \$461,120 dedicated for repairs to Quaker Street [from Church Street to the Upton line] and on Mendon Road [from Quaker Street to the Mendon town line]. Mr. VanMeter said the work could start in June or July. Mr. Shuris' capital program for roads and sidewalks also showed which roads would be fixed in the following four fiscal years and stated that money would also be set aside to fix sidewalks. Details of the DPW Director's road maintenance program can be found in the documentation attached to these minutes. Selectman Ampagoomian mentioned that the Town of Northbridge is being looked at by the Blackstone Valley National Heritage Corridor as a tourism center. One of the areas they are looking at is scenic Quaker Street and noted that this road is one of the most deplorable roads he has ever seen. He asked Mr. Shuris if he could contact folks at Mass. Highway or the Department of Tourism to see if there are any dollars available to help the Town of Northbridge fund the road repairs for Quaker Street.

Spring Annual Town Meeting [May 1, 2012]/Draft #2 - Vote to place articles on the warrant. Town Manager Kozak read aloud each of the warrant articles that the Selectmen were sponsoring and provided a brief explanation of each article. **Article 1** - To see if the Town will vote to raise and appropriate and/or transfer from the unexpended appropriated funds of the Department of Public Works [Highway Division] the following sums of money and authorize the payment of prior year bills:

\$1,915.00	to Bigelow Electric
\$ 91.19	to Whitinsville Water Company
\$ 577.39	to Whitinsville Water Company
\$ 116.89	to Whitinsville Water Company
\$ 566.10	to the Town of Northbridge Water Department;
\$ 542.84	to Harry's Pizza; or take any other action relative thereto.

Town Manager Kozak recommended placing this article on the warrant. A motion/Mr. Marzec, seconded/Mr. Nolan to place Article 1 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 2** - To see if the Town will vote to amend the votes taken under Article 3 of the 2011 Spring Session of the Annual Town Meeting (May 3, 2011), and under Article 2 of the 2011 Fall Session of the Annual Town Meeting (October 25, 2011), appropriations and transfers under the Omnibus Budget Article; or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Nolan to place Article 2 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 4** -To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money to operate the Sewer Enterprise Operation of the Department of Public Works for FY 2013; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to place Article 4 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 5** - To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Water Enterprise Fund a sum of money to operate the Water Enterprise Operation of the Department of Public Works for FY 2013; or take any other action relative thereto. A motion/Mr. Nolan, seconded/Mr. Athanas to place Article 5 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 6** - To see if the Town will vote to appropriate a sum of money and such additional funds as may become available from the Commonwealth's Department of Transportation, Chapter 90 Bond Issue proceeds, to be used by the Department of Public Works for the repair and maintenance of Town roads in conformance with MGL and further to see if the Town will vote to meet said appropriation by borrowing and to authorize the Treasurer/Collector, with approval of the Board of Selectmen, to issue bonds or notes of the Town therefor in anticipation of the receipt of said State Aid; or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Marzec to place Article 6 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 7** - To see if the Town will vote to authorize the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2013, pursuant to Chapter 44, Section 53F of the M.G.L.; or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to place Article 7 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 9** - To see if the Town will vote to appropriate the sum of \$28,000.00 (TWENTY-EIGHT THOUSAND AND 00/100 DOLLARS) for the purpose of financing the purchase of a new (or used) Cargo Van for use by the Highway Division of the Department of Public Works; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Nolan to place Article 9 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 10** - To see if the Town will vote to appropriate the sum of \$40,000.00 (FORTY THOUSAND AND 00/100 DOLLARS) for the purpose of financing the purchase a new Wood Chipper (to replace worn out equipment) for "day-to-day" use by the Highway Division of the Department of Public Works; or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Nolan to place Article 10 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 11** - To see if the Town will vote to appropriate the sum of \$25,000.00 (TWENTY-FIVE THOUSAND AND 00/100 DOLLARS) for the purpose of financing the purchase of a used Cab and Chassis for a Catch Basin Cleaner for use by the Highway Division of the Department of Public Works; or take any other action relative thereto. A motion/Mr. Ampagoomian,

seconded/Mr. Marzec to place Article 11 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 12** - To see if the Town will vote to appropriate the sum of \$40,000.00 (FORTY THOUSAND AND 00/100 DOLLARS) to be expended under the direction of the Director of Public Works, for the purpose of upgrading the System Control And Data Acquisition (SCADA) at the Wastewater Treatment Plant from the Retained Earnings Account of the Sewer Enterprise Fund, or the Treasurer, with the approval of the Board of Selectmen be authorized to expend all funds available for the project and to take any other action necessary to carry out the project: or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to place Article 12 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 13** - To see if the town will vote to rescind the votes taken under Article 12 of the October 22, 1996 Fall Annual Town Meeting, Article 14 of the May 6, 1997 Spring Annual Town Meeting, and Article 10 of the November 30, 1999 Fall Annual Town Meeting; or take any action relative thereto. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to place Article 13 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 14** – To see if the Town will vote to appropriate the sum of \$651,800, to be expended under the direction of the Director of Public Works, for the purpose of financing the design and construction of Sutton Street area sewers; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow \$651,800 and issue bonds or notes therefor under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Board of Selectmen be authorized to enter into a project regulatory agreement with the Department of Environmental Protection; that the Board of Selectmen be authorized to expend all funds available for the project and to take any other action necessary to carry out the project; and that the Board of Selectmen be authorized to acquire by purchase, eminent domain, gift or otherwise any fee, easement or other interest in land necessary for the project; and that betterments or a permanent privilege fee may be assessed for the purpose of recovering the costs of the project; or take any other action relative thereto. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to place Article 14 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 15** – To see if the Town will vote to appropriate the sum of \$566,850, to be expended under the direction of the Director of Public Works, for the purpose of financing the design and construction of water mains a distance of 1,300 +/- linear feet in Sutton Street between Eisenhower Drive and Hill Street; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow \$566,850 and issue bonds or notes therefor under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Board of Selectmen be authorized to enter into a project regulatory agreement with the Department of Environmental Protection; that the Board of Selectmen be authorized to expend all funds available for the project and to take any other action necessary to carry out the project; and that the Board of Selectmen be authorized to acquire by purchase, eminent domain, gift or otherwise any fee, easement or other interest in land necessary for the project; and that betterments or a permanent privilege fee may be assessed for the purpose of recovering the costs of the project; or take any other action relative thereto. A motion/Mr. Nolan, seconded/Mr. Marzec to place Article 15 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 16** - To see if the Town will vote to raise and appropriate a sum of money (625,000) for the purpose of a road maintenance program, said sum of money to be spent under the direction of the Department of Public Works, and to determine whether such appropriation shall be subject to a debt exclusion or a

capital outlay expenditure exclusion under Proposition 2½, so-called, or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to place Article 16 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 17** - To see if the Town will vote to raise and appropriate, and/or borrow, and/or transfer from available funds in the Treasury, or any combination thereof, the sum of \$900,000 for the purpose of funding the design and installation of an artificial turf surface on Lasell Field, so-called, said funds to be expended under the direction of the Department of Public Works, and to determine whether such appropriation shall be subject to a debt exclusion or a capital outlay expenditure exclusion under Proposition 2½, so-called, or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to place Article 17 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 18** - To see if the Town will vote to authorize the Board of Selectmen to enter into alternative energy power purchase and/or net metering credit purchase agreements, including solar and wind energy and related net electricity metering credits, for terms of more than three years, on such terms and conditions as the Board of Selectmen deem in the best interest of the Town; and to authorize the Board of Selectmen to take all actions necessary to administer and implement such agreement; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Nolan to place Article 18 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 19** - To see if the Town will vote to approve an Agreement for Payment in Lieu of Taxes (PILOT) pursuant to the provisions of MGL Chapter 59, Section 38H(b), and Chapter 164, Section 1, in the amount of \$ xxxx per year for a xx year term, between the Town and _____ for real property and personal property relating to a Renewable Energy Generation Facility on the land located at _____ and shown on Assessors' Map xx, Parcel xx; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Athanas to place Article 19 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 20** - To see if the Town will vote to approve an Agreement for Payment in Lieu of Taxes (PILOT) pursuant to the provisions of MGL Chapter 59, Section 38H(b), and Chapter 164, Section 1, in the amount of \$ xxxx per year for a xx year term, between the Town and _____ for real property and personal property relating to a Renewable Energy Generation Facility on the land located at _____ and shown on Assessors' Map xx, Parcel xx; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Athanas to place Article 20 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. **Article 21** – To see if the Town will vote to accept nominations from the floor and elect one (1) Advisory Trustee to the Arthur Fletcher Whitin Fund in accordance with the provisions of Mr. Whitin's will which stipulates as follows: "...when a vacancy occurs in the position of Second Advisory Trustee, a successor shall be elected by a majority vote at a town meeting of the voters of Northbridge. Any person shall be eligible for this position who has been a resident of Northbridge at least ten (10) years before his election"; or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Marzec to place Article 21 on the Spring Annual Town Meeting warrant. Vote yes/Unanimous.

Annual Town Election [May 15, 2012]. Town Manager Kozak announced that there will be three ballot questions at the Town Election regarding the proposed amendments to the Charter. A motion/Mr. Marzec, seconded/Mr. Athanas to notify the Town Clerk of three ballot questions for the Annual Town Election [May 15, 2012]. Vote yes/Unanimous.

Safety Committee Minutes [February 15, 2012]/Vote to accept recommendations. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept the recommendations of the Safety Committee as outlined in the minutes of February 15, 2012. Vote yes/Unanimous.

Northbridge Education Foundation [Robert Knapik] Request to hold 5K Road Race, Saturday, March 31, 2012 @ 9:00 A.M. Present: Larry Brown, President of the Northbridge Education Foundation. Mr. Brown stated that he was here on behalf of Mr. Knapik who was called away on business. He stated that the Northbridge Education Foundation is requesting permission to hold a 5K

road race to help raise funds for grants in the next academic year. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to grant permission to the Northbridge Education Foundation to hold a 5K Road Race, Saturday, March 31, 2012 @ 9:00 A.M., subject to the safety requirements of the Police Department. Vote yes/Unanimous.

Northbridge Parent Teacher Association [Katharine Tracy] Request to hold the First Annual Northbridge 5K & Family Fun Day, Sunday, May 6, 2012. Present: Katharine Tracy. Ms. Tracy said that she is the President of the Northbridge Parent Teacher Association and stated the Association is requesting permission to raise funds for cultural programs in the Balmer Elementary and Northbridge Primary Schools. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant permission to the Northbridge Parent Teacher Association to hold the First Annual “Northbridge 5K and Family Fun Day” on Sunday, May 6, 2012, subject to the safety requirements of the Police Department. Vote yes/Unanimous.

Building, Planning and Construction Committee [Update on the proposed DPW Facility, Library, and Town Hall]/Present: Thomas Pilibosian, Chairman of the Building, Planning and Construction Committee [BPCC]. Mr. Pilibosian provided an update on the proposed DPW facility project. He reminded the Board that the BPCC originally picked design proposal 4A to move forward with but has since decided to go with design proposal 4B. The change is due to soil conditions and the only difference between design proposal 4A and 4B is the square footage will be smaller. He also stated that HKT Architects is moving along with the DPW study and they will be attending the Board of Selectmen’s meeting on April 9, 2012 at which they will be providing a layout and cost estimates for the project. Mr. Pilibosian advised that in October at the Fall Annual Town Meeting, the BPCC will be looking to borrow money (debt exclusion) for the final design and construction of a new DPW facility. However, he mentioned that the BPCC will also place an article on the Spring Annual Town Meeting warrant to transfer funds (about \$103,000) into an account to pay HKT Architects for the final design and construction. Selectman Marzec asked if copies of the design plans have been made yet and Mr. Pilibosian said that he will try to get them this week. Chairman Melia asked if the BPCC voted to recommend that the DPW facility be located on the Fletcher Street site and Mr. Pilibosian stated no, his Board only voted to go with design plan 4B. **Update on Library Roof Project** - Mr. Pilibosian advised the Board that there was a problem with the bid document and the way it was drafted. He mentioned that he tried to have the committee accept the document with the corrections but it didn’t fly. Therefore, Kaestle Boos Associates made the corrections and contacted Mr. Pilibosian to inform him that the corrections were made. Mr. Pilibosian then stated that a vote will be taken at the next BPCC meeting on Thursday. Chairman Melia asked about the status of the library roof project and Mr. Pilibosian replied it should begin sometime in May. **Update on Town Hall** – Mr. Pilibosian mentioned that his committee discussed the assessment that was done on the Town Hall and voted to place an article on the Spring Annual Town Meeting warrant to request funding to do needed repairs. Town Manager Kozak added that the BPCC would be asking the Board to place the article on the warrant as a capital and/or debt exclusion. Mr. Pilibosian stated that the total cost of repairs to the building came to over a million dollars and asked if all the repairs should be done or just some of the repairs. Town Manager Kozak noted that there are three major areas for repairs: the roof, windows and retaining walls. With that said, the Town Manager recommended fixing two out of the three repairs (roof & windows).

Town Manager’s Report. 1) Riverdale Water Company/Update: The DPW Director and Town Manager met with DEP Representatives in Worcester to discuss Riverdale Water Company’s proposal. He mentioned there were several questions asked and one of the most important ones was to have a hydraulic study done to see what the effects would be to the two water systems. He recommended that the DPW Director speak to Mr. Knott about providing funds for a hydraulic study before moving ahead with this project. Chairman Melia asked Mr. Kozak if he found out whether there were any grants available to improve the infrastructure [on the town’s water system] and the Town Manager replied there

were no grants right now but there are SRF loans, which are low interest loans. **2) 4-Town Meeting Regarding Natural Gas Expansion:** The Chamber of Commerce will be holding a 4-Town Meeting to gain support regarding natural gas expansion in the area. He mentioned that he will be attending the meeting on Friday, March 16, 2012. **3) Legislative Breakfast:** The Town Manager attended a legislative breakfast in Auburn and received information on the economic condition of the state, governor's budget proposal and other legislation. **4) Girl Scouts 100th Anniversary Promise Circle Ceremony:** The Town Manager attended the Girl Scouts 100th Anniversary Promise Circle Ceremony on Sunday, March 11, 2012, at the Northbridge Middle School. He mentioned that the participation in the ceremony was overwhelming and stated that he was glad to have been invited. **5) Mass. Historic Commission Grant Application:** The Town Planner is in the process of preparing the Mass. Historic Commission Grant application for Town Hall renovations and will be submitting it for approval to the Board of Selectmen at their next meeting. **6) Certificate of Appreciation for hosting a site for the Toys for Tots Program.** Town Manager Kozak announced that he received a Certification of Appreciation from the Marine Corps League for hosting a site for the Toys for Tots Program. **7)** He mentioned that he toured the Linwood Mill site with Chairman Melia and Selectman Marzec and stated it was very nice and noted it will be opening in May.

Selectmen's Concerns. Selectman Athanas /Asked when the Town hires a consultant to write a historical commission grant, do they get paid a commission. Town Manager Kozak advised that this particular work came from a grant that was appropriated and the town received \$15,000. **Selectman Marzec 1)** Mentioned that he received his quarterly water bill and it was very high and asked that we educate the residents about conserving water. **2)** Announced that there was a large price increase with Charter Communications and if residents have any concerns they can contact him and he will discuss it with his contact person at Charter Communications. **3)** Stated that there are a couple of other community service projects that are going on in town and stated that Nick Ducey (son of Kathy and David) is biking across the nation in support of people with mental disabilities. Students Megan Riley and Erin Ducey conducted a suitcase project. **4)** Congratulated Northbridge residents Christopher Boudreau and Joshua Rucho on their graduation from the Mass. State Police Academy. **Selectman Ampagoomian 1)** Stated he received a phone from a resident asking if Walmart signs can be placed along Route 146 directing people to the Whitinsville Walmart. The DPW Director will contact Mass Highway because Route 146 is under their jurisdiction. **2)** Asked if the DPW Director could take a look at the traffic control in Memorial Square. The DPW Director will look into it. **3)** Said that a couple of Whitinsville Water customers asked him about the Riverdale Water Company's status and mentioned that anyone who is on the Whitinsville Water system will not be able to feed off the Riverdale Water System.

Executive Session. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 To discuss strategy w/respect to collective bargaining and M.G.L. Chapter 30A, S. 21 #3 To discuss strategy w/respect to contract negotiations --not to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes; Mr. Ampagoomian/Yes; Mr. Nolan/Yes and Mr. Marzec/Yes.

Meeting Adjourned: 9:24 P.M.

Respectfully submitted,

James Marzec, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

March 12, 2012

A. 1) Copy of award certificate for Elizabeth Belanger & letter dated February 7, 2012 from The Prudential Spirit of Community Awards advising the Town that Elizabeth Belanger was named one of the top youth volunteers in Massachusetts. **2)** Copy of certificates of appreciation to former Building, Planning and Construction Committee Staff and Members who worked on the High School Project.

APPROVAL OF MINUTES. B. 1) Copy of February 13, 2012 minutes. **2)** Copy of February 13, 2012 minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

PUBLIC HEARING. None

APPOINTMENTS/By the Town Manager:

C. 1) Copy of Patricia Tupper's appointment letter. **2)** Copy of Jared Kelley's appointment letter.

CITIZENS' COMMENTS. D. Rep. George Peterson, Jr. – Copy of cherry sheets.

DECISIONS

E. Copy of draft warrant for the Spring Annual Town Meeting, May 1, 2012.

F. Copy of proposed ballot questions

G. Copy of February 15, 2012 Safety Committee Minutes.

H. 1) Copy of letter dated March 4, 2012 from the Northbridge Education Foundation requesting permission to use the town roads for a 5K race and walk. **2)** Copy of email dated March 8, 2012 from the Fire Chief Gary Nestor. **3)** Copy of email dated March 9, 2012 from Police Chief Walter Warchol. **4)** Copy of email dated March 9, 2012 from the DPW Director James Shuris.

I. 1) Copy of letter, map and proposed route document from Katharine Tracy, Northbridge Parent Teacher Association requesting permission to use the town roads for a 5K & Family Fun Day, Sunday, May 6, 2012. **2)** Copy of email dated March 8, 2012 from the Fire Chief Gary Nestor. **3)** Copy of email dated March 9, 2012 from Police Chief Walter Warchol. **4)** Copy of email dated March 9, 2012 from the DPW Director James Shuris.

DISCUSSIONS

J. Copy of Pavement Maintenance & Preservation – Five Year Road Plan

K. No documentation.

TOWN MANAGER'S REPORT

L. 1) Riverdale Water Company/Update – **No documentation.**

2) 4-Town Meeting Regarding Natural Gas Expansion – **No documentation.**

3) Legislative Breakfast – **No documentation.**

4) Girl Scouts 100th Anniversary Promise Circle Ceremony – **No documentation.**

5) Mass. Historic Commission Grant Application – **No documentation.**

6) Certificate of Appreciation for hosting a site for the Toys for Tots Program – **Copy of certificate**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
March 26, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. March 12, 2012 [Executive Session] –A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve but not release the March 12, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

Public Hearing. None.

Appointments/By the Town Manager. Kevin Sullivan, Inspector of Animals. Town Manager Kozak mentioned that Kevin Sullivan is currently the Inspector of Animals and this is an annual appointment. He stated that he received a letter on March 14, 2012, from the Board of Health voting their support to re-appoint Kevin Sullivan as the Inspector of Animals. A motion/Mr. Nolan, seconded/Mr. Marzec to affirm the nomination of Kevin Sullivan as Inspector of Animals subject to the approval by the State Division of Animal Health. Vote yes/Unanimous.

Resignation. Election Officer: Shirley Heney, Warden. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept the resignation of Shirley Heney as Warden and send a letter of appreciation. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Riverdale Cemetery Deed [Stephany Brown] Lot #21. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to sign the Riverdale Cemetery Deed for Lot #21-Stephany Brown. Vote yes/Unanimous.

Riverdale Cemetery Deed [Francis and Robert Cordeau] Lot #16. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to sign the Riverdale Cemetery Deed for Lot #16-Francis and Robert Cordeau. Vote yes/Unanimous.

Chairman Melia announced that Item G, Northbridge Memorial Town Hall: Building Conditions Assessment & Window Survey, has to be discussed before the Board of Selectmen can vote to support the Mass. Historic Commission grant application. **Northbridge Memorial Town Hall: Building Conditions Assessment & Window Survey/Update – Present: R. Gary Bechtholdt II, Town Planner & McGinley Kalsow & Associates, Inc. (Consultant). Wendall Kalsow, President.** Mr. Bechtholdt advised the Board of Selectmen that Mr. Kalsow is here before them this evening to provide an update on the window survey done at Town Hall. Mr. Kalsow provided a powerpoint presentation on the condition of all Town Hall windows, exterior doorways and the plans to restore them. He mentioned that the majority of the Town Hall's 1876 historic windows are still and remain in repairable condition. Mr. Kalsow stated that the window repair work needs to be completed as the highest priority to prevent further damage to the interior and consequently escalating repair costs and loss of historic fabric. Mr. Kalsow informed the Board the cost estimate for the window restoration/weatherization and repair project is approximately \$635,000 including indirect construction costs and architectural services. He mentioned that they have looked at each window and have identified the different elements of each window. Lastly, Mr. Kalsow provided a prioritized list of exterior restoration and repair items for the Board to review. Selectman Ampagoomian asked Mr. Kalsow if he priced having the windows fixed onsite by a contractor versus removing them and having them fixed elsewhere. Mr. Kalsow said that most projects take place

offsite [at their shop] for various reasons: lead paint issues, prevailing wages and because most contractors have all the tools at their disposal. Selectman Nolan asked if the original hardware will be reused and restored. Mr. Kalsow replied they will be reused depending on their condition. Mr. Bechtholdt mentioned that because there is a preservation restriction on the entire Town Hall building all requirements must be satisfied with the Mass. Historical Commission. Mr. Kalsow advised that restoring the original windows will have a longer service life than the replacement aluminum insulated glass windows. Selectman Athanas asked what the cost would be to install storm windows and Mr. Kalsow stated it would be around \$170,000.00. **Mass. Historic Commission Grant Application/Vote to submit.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to submit a Mass. Historic Commission grant application for the Town Hall Restoration Project –specific to the comprehensive window repair/restoration and further authorize the Town Manager and Chairman of the Board of Selectmen to sign said application. Vote yes/Unanimous. A motion/Mr. Athanas, seconded/Mr. Nolan to support Article 13 of the Spring Annual Town Meeting Warrant [Town Hall Restoration Project] to fund the repairs and restoration of the Town Hall. Vote yes/Unanimous.

Armenian Apostolic Church/1) Request permission to hang a banner over Church Street from April 8, 2012 to April 24, 2012 in honor of “Martyrs’ Day”. A motion/Mr. Athanas, seconded/Mr. Marzec to grant permission to the Armenian Church to hang a banner over Church Street from April 8th through April 24th in honor of “Martyrs’ Day”. Vote yes/Unanimous. **2) Armenian Apostolic Church/Request permission to hang a banner over Church Street from August 5, 2012 to August 19, 2012 to advertise their Annual Picnic to be held on Sunday, August 19, 2012.** A motion/Mr. Marzec, seconded/Mr. Nolan to grant permission to the Armenian Apostolic Church to hang a banner over Church Street from August 5th to August 19th to advertise their Annual Picnic to be held on Sunday, August 19, 2012. Vote yes/Unanimous.

Spring Annual Town Meeting [May 1, 2012]/1) Vote to withdraw Article 21 from the warrant. Town Manager Kozak mentioned that the purpose of this article was to fill a position on the Arthur Fletcher Whittin Trustees Fund but because there is no vacancy, this article can be removed from the warrant. A motion/Mr. Athanas, seconded/Mr. Marzec to withdraw Article 21 from the warrant. Vote yes/Unanimous. **2) Vote to sign warrant upon completion and final review by Town Counsel.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the warrant upon completion and final review by Town Counsel. Vote yes, Unanimous.

Rockdale Village Foundation/Oliver Ashton Post #343 Lease Agreements. Present: Harry Berkowitz and Andy Williamson, Members of the Oliver Ashton Post [American Legion] and Louis Bernard, Chairman of the Playground & Recreation Commission. Town Manager Kozak explained that way back in the 1990’s, a lease agreement was made between the Town and the Rockdale Village Foundation for the use of the Legion Ball Grounds. In the lease agreement, it stated the Town would maintain the fields in exchange for the use of the fields, however, the lease was in place for one year and never renewed. Town Manager Kozak mentioned that he had spoken to someone on the Playground & Recreation Commission regarding the lease agreement and discussed whether or not they should be looking at reinstituting the lease. He also stated that he spoke to Town Counsel to have them review the lease agreement. He further noted that after speaking with the Playground and Recreation Commission he found out that the parking lot is under the jurisdiction of the American Legion and not the Rockdale Foundation. Mr. Kozak stated that it would make sense to have a similar type of lease agreement with the American Legion for use of their parking lot. As a result, Town Counsel prepared two proposed leases: 1) Rockdale Village Foundation for use of the fields; and 2) American Legion – for use of the parking lot. Mr. Berkowitz stated that the lease agreement with the American Legion will only be for one year because he is unsure of the American Legion’s status going forward. He then mentioned that the lease for the Rockdale Foundation can be given a longer term because they’ve been around since 1954 and they’ll probably be around longer. Mr. Berkowitz stated for the record that the address for the Rockdale

Foundation is the same as the American Legion (198 Church Ave.). Chairman Melia announced that his Board will place this item on a future agenda for a vote.

Town Manager's Report. 1) Bridge Updates: Douglas Road Bridge & Ross Rajotte Bridge: 1)

Douglas Road Bridge – The state has received bids and the work will commence in approximately three months. 2) Ross Rajotte Bridge – Mr. Kozak mentioned that the work appears to be progressing slowly.

The DPW Director would like Town Manager Kozak to contact state representatives for a meeting with Mass Highway. Town Manager Kozak mentioned that there were some issues between the contractor and State and this is why the work slowed down. Town Manager Kozak also mentioned that he will be attending a meeting in Worcester to find out more answers as to why the Bridge progress has slowed down and will keep the Board apprised of his findings. 2) **Chamber of Commerce: 4-Town Planning Meeting:**

He mentioned that he attended a 4-Town Group meeting to discuss economic development between the communities. The next step is to try to expand the gas line down Main Street (past Walmart) into Sutton. 3) **Department of Revenue: Ruling on School Building Payment:**

The Department of Revenue has determined that the excess payment of funds for the High School project must be reduced on the following year's tax levy limit. This amount will be approximately \$1.35 million dollars. 4) **DPW Spring Clean-Up:**

Due to the nice weather, the Department of Public Works has begun street sweeping and the painting of cross walks. They have also begun preparation of bid documents for the proposed road maintenance program. 5) **Riverdale Water Company Update:**

The DPW Director has met with Jim Knott, owner of Riverdale Water Company, to discuss the hydraulics study prior to further discussion of the Town purchasing water from them. Mr. Shuris will update us as progress continues. 6) He mentioned that the Fire Chief asked to remind the public of an Emergency Management Open House on Thursday, March 29, 2012, at the front part of the Police Department building and will be open from 3:00 PM to 8:00 PM. All are welcomed to attend and to meet the Emergency Management team. Chairman Melia asked if there was any information on the library roof project. Town Manager Kozak informed him that the bids are going out within the next 2 to 3 weeks.

Selectmen's Concerns. Selectman Athanas 1) Mentioned that the initial sale of the Oakhurst property has fallen through and stated that in the future it would probably be in the best interest of the Town to bring in the property owner before rezoning. **2)** Asked if there were any savings to the Town on "sanding and plowing" and if the money could be used to purchase vehicles. Town Manager Kozak mentioned yes and that this is what they are planning to do. **3)** Announced that Jen Wolfe, a resident in Town, will be opening a new business at 110 Church Street, called Petals Fine Floral and Gifts and there will be an Open House on Saturday, March 31, 2012, 9:00 AM to 4:00 PM. **Selectman Ampagoomian 1)** Asked about the status of a sign on RT 146 for Walmart. Town Manager Kozak advised that the State won't put a sign up because they don't advertise for businesses. **2)** Asked Town Manager Kozak to tell the Highway Department not to neglect Rockdale when they start painting crosswalks in Town. **Chairman Melia 1)** Asked if they would be voting their positions on capital projects at the next meeting of April 9th and Town Manager Kozak replied yes. **2)** Asked if the Highway Department would be painting the fences and cleaning them up during the spring clean-up. Town Manager Kozak stated that he has inmates from the Worcester County Community Service Program coming in to handle these projects in a couple weeks. **Selectman Marzec/**Asked if they could remove the poison ivy around the fences at this time.

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

Meeting Adjourned: 7:54 P.M.

Respectfully submitted,

James Marzec, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

March 26, 2012

APPROVAL OF MINUTES. A. 1) Copy of March 12, 2012 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

PUBLIC HEARING. None

APPOINTMENTS/By the Town Manager:

B. 1) Copy of memo dated March 14, 2012 from Board of Health advising Town Manager of their support for re-appointment of Kevin Sullivan as Inspector of Animals. **2)** Copy of resignation letter from Shirley Heney, Warden.

CITIZENS' COMMENTS. None.

DECISIONS

C. 1) Copy of Riverdale Cemetery Deed for Stephany Brown. **2)** Copy of Riverdale Cemetery Deed for Francis and Robert Cordeau.

D. Copy of a draft Northbridge Memorial Town Hall Restoration Project description.

E. Copy of email from Peter Bedigian dated March 9, 2012 requesting a banner be placed over Church Street for Martyrs Day and their annual picnic.

F. Copy of draft warrant for the Spring Annual Town Meeting, Tuesday, May 1, 2012.

DISCUSSIONS

G. Copy of motion for Mass. Historic Grant & copy of Task II – Building Conditions Assessment & Window Survey for Northbridge Memorial Town Hall

H. Copy of Rockdale Village Foundation Lease and Oliver Ashton Post #343 Lease Agreements

TOWN MANAGER'S REPORT

- I. 1)** Bridge Updates: Ross Rajotte and Douglas Road Bridge – **No documentation.**
2) Chamber of Commerce: 4-Town Planning Meeting – **No documentation.**
3) Department of Revenue: Ruling on School Building Payment – **No documentation.**
4) DPW Spring Clean-Up – **No documentation.**
5) Riverdale Water Company Update – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
April 9, 2012**

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

The Pledge of Allegiance was recited by those present.

Executive Session. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 - To discuss strategy with respect to contract negotiations --and to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Nolan/Yes, Mr. Athanas/Yes and Mr. Marzec/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:35 PM

Executive Session Adjourned: 7:02 PM

Open Session Reconvened: 7:05 PM

Approval of Minutes. February 27, 2012 –A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the February 27, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

March 12, 2012 [Executive Session Minutes]–A motion/Mr. Nolan, seconded/Mr. Athanas to approve but not release the March 12, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Town Manager. Kenneth Trajanowski, Director of Veterans' Services [Annual Re-Appointment]. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to affirm the annual re-appointment of Kenneth Trajanowski as Director of Veterans' Services. Vote yes/Unanimous.

Resignation. Wyatt Mills, Conservation Commission and Earth Removal Board. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to accept the resignation of Wyatt Mills from the Conservation Commission and Earth Removal Board and send a letter of appreciation. Vote yes/Unanimous.

Citizens' Comments/Input. Robert A. Parker, Jr., 20 Nolet Street, Linwood asked the Board of Selectmen not to support or passover Article 9, which authorizes the purchase of a cargo van in the amount of \$28,000 for the Department of Public Works. He also suggested that the custodian and mechanic positions should be part of the Senior Tax Workoff Program or given out to bid. Mr. Parker feels that there are too many vehicles given out to employees to go from one building to another. He strongly urge the Board not to support Article 9.

Alternatives 27th Annual Valley Friendship Tour, Saturday, May 19, 2012/1) Request permission to hang a banner across Church Street from May 6, 2012 through May 20, 2012 to advertise the 27th Annual Valley Friendship Tour fundraiser. A motion/Mr. Marzec, seconded/Mr. Athanas to approve Alternatives' request to hang a banner across Church Street from May 6, 2012 through May 20, 2012 to advertise their 27th Annual Valley Friendship Tour fundraiser to be held Saturday, May 19, 2012. Vote yes/Unanimous. **2) Request permission to conduct the race and close Douglas Road at the start of each race beginning at 8:00 A.M., 9:00 A.M., 10:00 A.M. and 11:00 A.M.** A motion/Mr. Nolan,

seconded/Mr. Ampagoomian to approve Alternatives' request to conduct the race and close Douglas Road at the start of each race beginning at 8:00 A.M., 9:00 A.M., 10:00 A.M., and 11:00 A.M. subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Spring Annual Town Meeting Warrant [May 1, 2012]/Vote positions on warrant articles. Present: Salvatore D'Amato, Chairman of the Finance Committee and Chris Thompson and Lisa Ferguson, Finance Committee Members. Town Manager Kozak provided a brief synopsis for each article.

Article 1 - Bills of a prior year-DPW: He mentioned that the first article was for unpaid bills from the DPW for the previous year. A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 1. Vote yes/Unanimous. The Finance Committee voted to support Article 1. **Article 2 - FY '12 budget**

adjustments: Town Manager Kozak mentioned that Article 2 is for some budget transfers. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to support Article 2. Vote yes/Unanimous. The Finance Committee voted to support Article 2. **Article 3 - FY '13 Omnibus Budget Article:** Town Manager Kozak explained that he provided additional funds to some departments because of the rising costs of oil and gas. He also provided additional funds to the Council on Aging and Library due to major cuts four years ago. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 3. Vote yes/Unanimous. The Finance Committee voted to support Article 3. **Article 4 - FY '13 Sewer Enterprise budget:**

Town Manager Kozak mentioned that this article is to fund the sewer enterprise fund and the amount needed is \$2,133,610.00. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 4. Vote yes/Unanimous. The Finance Committee voted to support Article 4. **Article 5 - FY '13 Water Enterprise budget:** Town Manager Kozak mentioned that this article is to fund the water enterprise fund and the amount needed is \$1,678,149.00. A motion/Mr. Nolan, seconded/Mr. Athanas to support Article 5. Vote yes/Unanimous. The Finance Committee voted to support Article 5. **Article 6 - Authorization to expend Chapter 90 funds [\$478,000]:** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 6. Vote yes/Unanimous. The Finance Committee voted to support Article 6. **Article 7 -**

Authorization for Treas/Coll to enter into agreements with banks: A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 7. Vote yes/Unanimous. The Finance Committee voted to support Article 7. **Article 8 - FY '13 annual reauthorization of the Playground and Recreation revolving account up to \$20,000:**

Town Manager Kozak mentioned this is a revolving account for Playground and Recreation Commission to maintain the parks and fields. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to support Article 8. Vote yes/Unanimous. The Finance Committee voted to support Article 8. **Article 9 - Funding for the purchase of a new or used cargo van - \$28,000:** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 9. Vote yes/Unanimous. The Finance Committee voted to support Article 9. **Article 10 - Funding for the purchase of a new wood chipper - \$40,000:** A motion/Mr. Athanas, seconded/Mr. Marzec to support Article 10. Vote yes/Unanimous. The Finance Committee voted to support Article 10. **Article 11 - Funding for the purchase of a used cab and chassis for the catch basin cleaner - \$25,000:** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to support Article 11. Vote yes/Unanimous. The Finance Committee voted to support Article 11. **Article 12 - Funding for the upgrade of the SCADA system at the Wastewater Treatment Plant - \$40,000:**

A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 12. Vote yes/Unanimous. The Finance Committee voted to support Article 12. **Article 13 - Funding for the repair/renovation of the Town Hall - \$635,000:** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 13. Vote yes/Unanimous. Mr. D'Amato mentioned that he met with Town Manager Kozak and the Insurance Broker for the Town to review the claims and then stated that over the last four years the property claims submitted had a loss ratio of 135%. The property claims submitted came from the library, Town Hall and Highway Department and then stated that it's due to the lack of preventive maintenance on the town-owned buildings. With that being said, the cost for the property and liability insurance will increase significantly for FY 13 because of the submitted claims in FY12. The Finance Committee voted 4-1 in favor to support Article 13. **Article 14 - Rescind Article 12 – 10/12/96 FATM; Rescind Article 10 – 11/30/99 FATM; and Rescind Article 14 – 5/6/97 SATM:** Town Manager Kozak mentioned that Article 14 is to rescind votes that were taken at previous Town Meetings for the Sutton

Street project. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 14. Vote yes/Unanimous. The Finance Committee voted to support Article 14. **Article 15 - \$651,800 for the design/construction of Sutton Street area sewers:** A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 15. Vote yes/Unanimous. The Finance Committee voted to support Article 15. **Article 16 - \$566,850 for the design/construction of water mains between Eisenhower Drive and Hill Street:** A motion/Mr. Athanas, seconded/Mr. Marzec to support Article 16. Vote yes/Unanimous. The Finance Committee voted to support Article 16. **Article 17 - Funding to repair town roads:** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 17. Vote yes/Unanimous. The Finance Committee voted to support Article 17. **Article 18 - \$900,000 to fund the design/installation of artificial turf on Lasell Field:** Selectman Ampagoomian stated that spending this kind of money on astro turf is not appropriate at this time and therefore he will not support this article. A motion/Mr. Marzec, seconded/Mr. Melia to support Article 18. Vote yes/Messrs. Marzec, Melia and Athanas. Vote no/Messrs. Nolan and Ampagoomian. The Finance Committee voted 3-2 in favor to support Article 18. **Article 19 - Authorizes BOS to enter into alternative energy power purchase and/or net metering credit purchase agreements including solar and wind and related net electricity metering credits for terms of more than three years:** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 19. Vote yes/Unanimous. The Finance Committee voted to support Article 19. **Article 20 - Approves an agreement for Payment In Lieu Of Taxes [PILOT] for a 15-20 year term for land located on Providence Road in Northbridge:** Town Manager Kozak asked the Board of Selectmen to table this article until their next meeting because the town's Solar Committee is still negotiating an agreement with the owner of the property. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to table Article 20 until the next Board of Selectmen's Meeting [April 23, 2012]. Vote yes/Unanimous. The Finance Committee voted to take no position on Article 20. **Article 21- Approves an agreement for Payment In Lieu Of Taxes [PILOT] for a 15-20 year term for land located on Church Street extension in Northbridge:** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to pass over Article 21. Vote yes/Unanimous. The Finance Committee voted to pass over Article 21. **Article 22 - Transfer \$43,217.88 from Article 10 and \$54,334.47 from Article 12 of the FATM 10/26/10:** A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 22. Vote yes/Unanimous. The Finance Committee voted to support Article 22. **Article 23 - Amendment to Zoning Bylaw Section 173-47B (2) subsection (l) – Planned Business Development:** Town Manager Kozak suggested tabling this article until their next meeting. A motion/Mr. Athanas, seconded/Mr. Marzec to table Article 23 until their next meeting. Vote yes/Unanimous. The Finance Committee voted to take no position on Article 23. **Article 24 - Appropriates \$75,000 to School Dept. to purchase technology tools [SMART Boards, LCD monitors, and refurbished computers]:** A motion/Mr. Athanas, seconded/Mr. Marzec to support Article 24. Vote yes/Unanimous. The Finance Committee voted to support Article 24. **Article 25 - Acceptance of MGL, Chapter 32, §20 (6) which allows retirement board members to be compensated in an amount not less than \$3,000 nor more than \$4,500:** A motion/Mr. Ampagoomian, seconded/Mr. Athanas not to support Article 25. Vote yes/Unanimous. The Finance Committee voted not to support Article 25. **Article 26 – (Petition) Appropriates funds for the Town to purchase land at the intersection of Main and Arcade Streets:** A motion/Mr. Athanas, seconded/Mr. Ampagoomian not to support Article 26. Vote yes/Unanimous. The Finance Committee voted not to support Article 26.

Annual Town Election Warrant. Town Manager Kozak explained to the Board that a two-thirds vote of the Board is required in order for debt exclusion and/or capital expenditure exclusion questions to be placed on the Town Election ballot. He then provided a brief description of each ballot question and recommended that the Board vote to place a capital exclusion question on the Town Election ballot for each item. 1) **Article 13-Funding for the repair/renovation of the Town Hall - \$635,000;** 2) **Article 17-Funding to repair town roads - \$625,000;** and 3) **Article 18- Installing Artificial Turf at Lasell Field - \$900,000.** There being no further discussion, a motion/Mr. Athanas, seconded/Mr. Ampagoomian to place the following question on the Town Election ballot as a capital exclusion and notify the Town Clerk of same: 1) Shall the Town of Northbridge be allowed to assess an additional \$635,000 in real

estate and personal property taxes for the purpose of funding the repair and renovation of the Town Hall building and grounds, including design, preparation of bid documents, construction oversight and all other associated costs, for the fiscal year beginning July 1, 2012? Vote yes/Unanimous. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to place the following question on the Town Election ballot as a capital exclusion and notify the Town Clerk of same: **2)** Shall the Town of Northbridge be allowed to assess an additional \$625,000 in real estate and personal property taxes for the purpose of funding a road maintenance program, for the fiscal year beginning July 1, 2012? Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Melia to place the following question on the Town Election ballot as a capital exclusion and notify the Town Clerk of same: **3)** Shall the Town of Northbridge be allowed to assess an additional \$900,000 in real estate and personal property taxes for the purpose of funding the design and installation of an artificial turf surface on Lasell Field, for the fiscal year beginning July 1, 2012? Vote yes/Messrs. Athanas, Marzec, Melia and Ampagoomian. Vote no/Mr. Nolan.

Proposed DPW Facility/Special Permit for work in Flood Plain. Town Manager Kozak explained that the Zoning Board of Appeals has an application from the Town of Northbridge for a Special Permit to allow the construction of a one-story 19,300 square foot DPW facility in a flood plain. That said, he mentioned that the Zoning Board needs the support of the Board of Selectmen so they can move forward with the application process. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to move this item to Decisions for a vote. Vote yes/Messrs. Athanas, Ampagoomian, Nolan and Melia. Vote no/Mr. Marzec. Selectman Marzec stated that he still has a lot of questions about the DPW flood plain and will not support this request. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to support the special permit application to allow the construction of a DPW Facility within the Floodplain District. Vote yes/Messrs. Athanas, Ampagoomian, Nolan and Melia. Vote no/Mr. Marzec.

DPW Road Program Presentation. Present: James Shuris, DPW Director, and Rob Van Meter, Highway Superintendent. Mr. Shuris and Mr. Van Meter provided the Board with a DPW Road Program presentation. Mr. Shuris explained that instead of spending \$5 to \$6 million on a roads project he suggested using small chunks of money for the next 5 years. He and Mr. Van Meter have put together a 5-year plan, which will require consistent funding using town funds and Chapter 90 funds. The program is based on the preservation vs. reconstruction, following methodologies: a mix of new and old technologies, find it and fix it, best fit program, and no lost roads. Mr. Van Meter explained that pavement preservation is not reconstruction; it is a program employing a network level, long-term strategy that enhances pavement performance by using an integrated, cost-effective set of practices that extend pavement life, improve safety and meets motorists expectations. He then stated that the Town will strive to evaluate each road and choose the “best fit” maintenance system that addresses each of the following: safety, pavement condition, planned future growth, budgetary issues, and common sense planning. Mr. Shuris stated that they are looking to spend around \$2.8 million dollars over the next 5 years on the roads plan. Mr. Van Meter mentioned that year 1 will consist of taking care of Quaker Street and Mendon Road because they have received the most complaints than any other road in town. He then mentioned that years 2 through 5 will see a variety of “project specific” and “best fit” preservation and maintenance activities throughout Northbridge. Mr. Shuris concluded by saying that there will be no roads left behind. Selectman Marzec thanked both Mr. Shuris and Mr. Van Meter for a great presentation and then suggested that Sprague Street be placed on their priority list because of the drainage issues. Mr. Van Meter responded by saying that it will be taken care of eventually because it is a road that is in deplorable condition.

Town Manager’s Report. **1) Chapter 90 Funding for Fiscal Year 2013:** The State notified the Town of their Chapter 90 funding for Fiscal Year 2013. The town will receive \$478,990. **2) Mass Highway/Ross Rajotte Bridge Meeting:** The DPW Director and Town Manager met with Mass. Highway bridge engineers to discuss the progress of the Ross Rajotte Bridge work. The work has begun again by the contractors and a change order is currently under review. A new schedule for completion is also under

review. The state agreed to meet with the Town monthly for progress reports. **3) Emergency Management Open House:** A meeting was held on Thursday, March 29, 2012, at the Police Station (former Town Hall offices). The event was well organized, informational and a good opportunity for the public to learn more about the Town's Emergency Management program. **4) Senator Moore Meeting:** Senator Moore held a meeting at Alternatives to discuss the Fiscal Year 2013 budget process. The legislature will begin recommendations by mid to late April. Currently, they are cautious with the Governor's proposed budget and are waiting for more information on collection of taxes. **5) Mass. Mosquito Control Commission:** The Massachusetts Department of Agricultural Resources is seeking nominations of individuals from each community within the district to serve on the Mass. Mosquito Control Commission. **6) Legion of Honor Award:** Announced that John Rogers, a resident of Northbridge, received the Legion of Honor Award from the Consulate General of France on April 4, 2012. This is one of the highest distinctions presented to Veterans for their bravery during World War II.

Selectmen's Concerns. **Selectman Nolan /** Commended the Police Department on getting the Code Red notification about town meeting out and urged residents that haven't done so to register. **Selectman Ampagoomian 1)** Asked about the status of the Rockdale Foundation lease agreement. Town Manager Kozak replied that he is still waiting to hear back from the Rockdale Foundation. **2)** Asked DPW Director James Shuris if he has spoken to someone at the Department of Tourism and/or John H. Chafee Blackstone River Valley National Heritage Corridor regarding scenic Quaker Street and if there is any funding. **3)** Asked how spring cleaning is going in town and Mr. Van Meter replied that it's going well. They are working on cemeteries, parks and in the next six weeks they will be street sweeping and painting crosswalks, etc. **4)** Asked about the status the double poles. **Town Manager Kozak** mentioned that the inmates from the Worcester County Sheriff's Department Community Service Program were in this week to paint the Town Hall fence along with helping to clean up Northbridge. **5)** Asked Mr. Shuris to find out the reasoning why Bernie Plant at Mass. Highway will not allow a Wal-Mart sign on Rt. 146. Mr. Shuris explained that because Wal-Mart is not a food and lodging destination, they cannot place a sign on Rt. 146. **6)** Thanked Selectman Marzec for having residents call the Selectmen pertaining to the streets and fields. **7)** Mentioned that on March 30, 2012, he and his wife Sharron attended the Town of Uxbridge's farewell party for Fire Chief Peter Ostroskey. Chief Ostroskey will now be the Assistant Deputy Fire Marshall for the Commonwealth of Massachusetts. **Selectman Marzec 1)** Commended the Police Department in solving the burglaries and break-ins in Town. **2)** Commended the Fire Department for doing a good job on putting out the fire on Swift Road. **Chairman Melia/** Congratulated John Rogers, resident of Northbridge, on receiving the Legion of Honor Award.

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

Meeting Adjourned: 9:08 P.M.

Respectfully submitted,

James Marzec, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

April 9, 2012

APPROVAL OF MINUTES. A. 1) Copy of February 27, 2012 minutes. 2) Copy of March 12, 2012 minutes.

PUBLIC HEARING. None

APPOINTMENTS/By the Town Manager:

B. 1) Copy of Ken Trajanowski, Director of Veterans' Services Annual Reappointment 2) Copy of resignation letter from Wyatt Mills.

CITIZENS' COMMENTS. None.

DECISIONS

C. 1) Copy of letter dated March 21, 2012 from Alternatives requesting to hang a banner across Church Street. 2) Copy of letter dated March 21, 2012 from Alternatives requesting permission to use town roads to hold its 27th Annual Valley Friendship Tour. 3) Copy of emails from the Police Chief, Fire Chief and DPW Director stating they have no problem with Alternatives holding their tour.

D. 1) Copy of vote positions document. 2) Copy of the Spring Annual Town Meeting Warrant. 3) Copy of town budget.

E. Copy of ballot questions for the Annual Town Election Warrant.

DISCUSSIONS

F. 1) Copy of motion. 2) Copy of memorandum from the Zoning Board of Appeals.

G. Copy of DPW Road Program Presentation

TOWN MANAGER'S REPORT

H. 1) Chapter 90 Funding for Fiscal Year 2013 – **Copy of Chapter 90 funding report.**

2) Mass. Highway/Ross Rajotte Bridge Meeting – **No documentation.**

3) Emergency Management Open House – **No documentation.**

4) Senator Moore Meeting – **No documentation.**

5) Mass. Mosquito Control Commissioner – **Copy of letter dated March 30, 2012 from the Department of Agricultural Resources.**

6) Legion of Honor Award – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
April 23, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. March 26, 2012 –A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the March 26, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

April 9, 2012 [Executive Session Minutes] –A motion/Mr. Nolan, seconded/Mr. Athanas to approve but not release the April 9, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Town Manager. Annual Re-appointment: Daniel Chauvin, Animal Control Officer. Police Chief Walter Warchol and Town Manager Kozak both recommend the re-appointment of Daniel Chauvin as the Animal Control Officer. A motion/Mr. Nolan, seconded/Mr. Marzec to affirm the Town Manager's re-appointment of Daniel Chauvin as the Animal Control Officer. Vote yes/Unanimous.

Inspector of Animals/Katherine Hawkins. Ms. Hawkins introduced herself and stated that she has been the Inspector of Animals for Upton for over 5 years. Town Manager Kozak explained that Kevin Sullivan is the current Inspector of Animals for Northbridge but is having difficulty fulfilling his role. The Board of Health contacted the State and advised Ms. Gniadek that a second person can be nominated. Town Manager Kozak noted that Mr. Sullivan will be sending in his resignation by the end of the month. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to affirm the nomination of Katherine Hawkins as Inspector of Animals subject to the approval by the State Division of Animal Health. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Annual Town Election [May 15, 2012]. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to sign the Annual Town Election Warrant [May 15, 2012]. Vote yes/Unanimous.

Spring Annual Town Meeting [May 1, 2012]/Vote positions on Articles 20 & 23. Town Manager Kozak announced that the Solar Energy Sub-Committee negotiated the amount of \$39, 213.00 [PILOT] Payment In Lieu Of Taxes for a 15-20 year term for land located on the Grafton/Northbridge line. A motion/Mr. Athanas, seconded/Mr. Nolan to support Article 20. Vote yes/Unanimous. Mr. Bechtholdt, Town Planner, mentioned that Article 23 is a Zoning Amendment sponsored by the Planning Board. The Planning Board voted to recommend warrant article 23, which amends Section 173-47 B (2) [Planned Business Development] of the Northbridge Zoning Bylaws by adding subsection (1) to read as follows: No building or structure (except fencing) in a Planned Business Development shall be erected within 50 feet of a residential district boundary. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 23. Vote yes/Unanimous.

Public Hearing. 7:05 P.M. – Luxury Food Inc. d/b/a Divine Thai Restaurant [Achara Weydt, Mgr.]/Application for an All Alcohol Common Victualler's liquor license at 123 Church Street, Whitinsville, MA. Present: Henry Lane, Attorney, Achara Weydt, Manager. Chairman Melia read the public hearing notice aloud. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to open the public

hearing. Vote yes/Unanimous. Attorney Lane mentioned that there have been several restaurants at this location and 3 young ladies have decided to open a Thai Restaurant. He mentioned that due to a personal emergency, Ms. Achara Weydt, Manager, could not be present this evening, however, her business partner, Wimolwan Reed is present. Attorney Lane stated that when having a full-service restaurant these days you need a liquor license to compliment the food. Chairman Melia asked if there were any abutters present with questions and/or if the Board of Selectmen had any questions. No abutters were present. Selectman Ampagoomian asked if there was a bar or lounge located in the restaurant and Ms. Reed stated no, they will not have a bar or lounge section and they only plan on selling beer and wine at this time. Selectman Ampagoomian asked if anyone was TIPS [Training for Intervention Procedures]/TAMS [Techniques of Alcohol Management] certified. Ms. Reed responded yes, that she and her husband are both certified, along with one other person, her nephew. Selectman Nolan asked what the hours of operation are and Ms. Reed replied the same as they are now; Mon – Fri 11:30 AM – 2:30 PM, then 4:30 PM – 9:30 PM., Sat. & Sun. 4:30 PM – 10 PM. Selectman Marzec wished her well. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to close the public hearing. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to grant local approval to Luxury Food Inc. d/b/a Divine Thai Restaurant for an All Alcohol Common Victualler's liquor license located at 123 Church Street, Whitinsville, MA subject to verification of Achara Weydt's TIPS certification. Vote yes/Unanimous.

Annual License Renewals [Junk Dealers, Pool Tables, Bowling & Billiards]. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the annual license renewals [Junk Dealers-Remember When Antiques, Bowling and Billiards – Sparetime Recreation, Inc.] subject to the payment of all outstanding liens. Vote yes/Unanimous.

Northbridge Fire Department/1) Request permission to hang a banner over Church Street from April 25th through May 6th to advertise their annual Spaghetti Supper to be held on Saturday, May 12, 2012. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant permission to the Northbridge Fire Department to hang a banner over Church Street from April 25th through May 6th to advertise their annual Spaghetti Supper to be held on Saturday, May 12, 2012. Vote yes/Unanimous.

Blackstone Valley Pop Warner/Request permission to conduct a “boot drive” on Saturday, June 23, 2012 from 9:00 A.M. to 12:00 P.M. , at Memorial Square. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to grant permission to the Blackstone Valley Pop Warner to conduct a “boot drive” on Saturday, June 23, 2012 from 9 AM to 12 PM subject to the Town's Boot Drive policy. Vote yes/Unanimous.

Payment In Lieu of Taxes Agreement. Town Manager Kozak recommended this item be passed over until after Town Meeting. The Board agreed to pass over and discuss at a future meeting.

Water Treatment Facility – 108 Carr Street/Special Permit for work in Flood Plain – Vote to support. Chairman Melia explained that Whitinsville Water Company has applied for a special permit with the Zoning Board of Appeals to allow the construction of a pressure filtration water treatment facility in the existing floodplain of Meadow Pond, which would treat the high levels of iron and manganese. The Zoning Board of Appeals is now asking the Board of Selectmen for input on the special permit application. Therefore, a motion/Mr. Nolan, seconded/Mr. Ampagoomian to support the special permit application of the Whitinsville Water Company to allow the construction of a pressure filtration water treatment facility in the existing floodplain of Meadow Pond to treat water from the Whitin Wellfield for high levels of iron and manganese. Vote yes/Unanimous.

Departmental Update/Present: Police Chief Walter Warchol, Fire Chief Gary Nestor, DPW Director James Shuris, Town Planner R. Gary Bechtholdt, Senior Center Director Gail Anderson, Town Accountant Neil Vaidya (Financial Offices). Town Manager Kozak mentioned that the following

Department Heads were present to provide updates on their accomplishments, budget projections and their future needs. The above Department Heads provided their departmental updates covering the period of November 1st through March 31st. Town Manager Kozak concluded by thanking Gail Anderson for all her outstanding hard work and dedication to the Town and Senior Center and wished her well on her upcoming retirement.

Town Manager's Report. 1) **4-Town Meeting**: Attended a 4-Town meeting in Worcester with the NStar Gas Representative to discuss the expansion of natural gas lines down Main Street and into Sutton and Douglas. NStar indicated there is a fairly significant cost associated with this and would like to have businesses such as Walmart and future industrial tenants in Douglas and Sutton commit to using natural gas, if made available. There was also a discussion about the possibility of the gas line going down Douglas Road towards Douglas as an alternate route. 2) **Central Mass. Metropolitan Planning Organization [CMMPO]/Transportation Improvement Plan**: Town Manager Kozak mentioned that he attended the monthly meeting and noted that the Sutton Street Project is still on schedule for 2013. The board will be reviewing new projects in the upcoming months. 3) **Central Mass. Regional Planning Commission [CMRPC]/Transportation Meeting**: Representatives from CMRPC indicated they are preparing for a regional meeting to expand mass transportation in the Blackstone Valley Corridor and would like to hold the meeting in Northbridge. 4) **House Budget Update**: The House Ways and Means Committee presented their FY13 budget, which includes additional Chapter 70 funding for restricted aid, special education, and school transportation funds. This budget is more in line with the Mass. Municipal Association's local aid funding request and is a positive proposal. 5) **Middle School Issue**: Town Manager Kozak read aloud the statements provided by the Superintendent of Schools and Chairman of the School Committee regarding the recent bullying issue at the Middle School. The Northbridge School Committee takes bullying very seriously and insists that the school leadership investigate every issue to the fullest extent possible. We were deeply moved by the comments given by the parent at our meeting on Tuesday night. I have personally met with the Superintendent to understand all that is being done with regards to this situation. We are striving to have a bully-free school district, but understand that we are in the middle of the process and still have a distance to travel. The School Committee plans to discuss and review our K-12 bullying procedures and progress at our May 8th meeting. The statements can be found in the list of documentation provided. 6) **Code Red**: Police Chief Warchol continues to encourage residents to sign up for the Code Red Reverse 911 Program. 7) **Charter and Finance Committee Booklets**: – These booklets were mailed to all residents during the week of April 16th. Town Manager Kozak mentioned that the Spring Annual Town Meeting will be held May, 1, 2012, at the Northbridge High School Field House.

Town Manager Kozak commended the hard work of the Fire Department, Police Department, and local volunteers for helping to locate a missing person. They all did a great job and we should all be proud of the professional job they do.

Selectmen's Concerns. **Selectman Marzec** 1) Extended his sincere condolences to former Selectman Joseph Montecalvo and family on the passing of his brother, Anthony Montecalvo. 2) Asked if Town Manager Kozak knew the status of the mosquito control project and the Town Manager stated that he would look into it and get back to him. 3) He mentioned that several residents had concerns with the types of students Blackstone Valley Regional Vocational Technical School is servicing and asked if Dr. Fitzpatrick would like to come to a future meeting to discuss. 4) A citizen that lives near the Union Street area mentioned that the residents are still upset regarding the Union Street brook and asked if the DPW Director could contact the residents over there to discuss their concerns. 5) He noticed there was orange spray paint in the grass located on Samuel Drive and asked why it was there. DPW Director James Shuris replied that he didn't know but would look into it. 6) Citizens on Carpenter Road were wondering why they put a high speed line from the bottom of Shannon Drive up to the sewer main. The citizens are looking for gravity feed. 7) Carpenter Reservoir – is there anything that can be done with the causeway to

ensure that it is safe. **8)** Reminded everyone that April 25, 2012, is the last day to register for the Town Election. **Selectman Athanas 1)** Mentioned that he was upset with the response he received from the School regarding the recent bullying issue. **2)** He read an article in the Telegram and Gazette and asked Town Manager Kozak if the Chapter 90 money is going to be held up. Town Manager Kozak replied that a notice was just sent out by the Governor informing everyone not to worry. **3)** Asked DPW Director Shuris if they started to mow the fields and Mr. Shuris replied yes. **4)** Asked if the drainage work on Vail Field has started and Mr. Shuris replied no, but they have a plan to put in a catch basin, which will begin soon. **4)** Commented on the bullying process. **Selectman Ampagoomian 1)** Applauded Selectman Athanas for inquiring about the schools bullying policy and procedures. **2)** Asked for a long range plan for manpower on the Fire Department. **Chairman Melia 1)** Reminded folks to vote on May 15, 2012. **2)** Mentioned that he spoke Town Manager Kozak and Chairman of the School Committee Michael McGrath on the bullying incident. He was informed that the School Department and School Committee are handling the issue appropriately. **Selectman Ampagoomian** announced that on Friday, April 27, 2012 at 5:30 PM, he and Mr. Montecalvo will be hosting a "Meet & Greet the Moores Spaghetti Dinner" at the American Legion. There is no cost for the dinner but please RSVP to Joe at 774-696-4821. He also announced that on April 28, 2012, the Knights of Columbus will hold a dinner to honor Carolyn Mitchell for all her years of service to the Girl Scouts.

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

Meeting Adjourned: 9:08 P.M.

Respectfully submitted,

James Marzec, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

April 23, 2012

APPROVAL OF MINUTES. A. 1) Copy of March 26, 2012 minutes. 2) Copy of April 9, 2012 Executive Session minutes [Removed from backup documentation as they have not been released by Board of Selectmen].

PUBLIC HEARING. B. 7:05 P.M. Luxury Food Inc. d/b/a Divine Thai Restaurant [Achara Weydt] – 1) Copy of Form 43. 2) Copy of ABCC Transmittal Form. 3) Copy of All Alcohol Common Victualler's Liquor License application packet.

APPOINTMENTS/By the Town Manager:

C. 1) Copy of Daniel Chauvin's Annual Reappointment. 2) Copy of email dated April 13, 2012 from Jeanne Gniadek requesting Katherine Hawkins be nominated as the Inspector of Animals.

CITIZENS' COMMENTS. None.

DECISIONS

D. Copy of Annual Town Election warrant [May 15, 2012]

E. 1) Copy of Spring Annual Town Meeting Warrant Articles 20 & 23. 2) Copy of document and graph for Payment In Lieu of Taxes. 3) Copy of Memo dated April 4, 2012 from the Northbridge Planning Board regarding Warrant Article 23.

F. Copy of Annual License Renewals [Junk Dealers, Pool Tables, Bowling & Billiards] for Sparetime Recreation and Remember When Antiques.

G. 1) Copy of memorandum dated 4/9/12 from the Northbridge Firefighters Local 3338 requesting permission to hang a banner over Church Street from April 25th through May 6th to advertise their Spaghetti Supper.

H. 1) Copy of letter from the Blackstone Valley Pop Warner [Julie Gonynor] requesting permission to conduct a "boot drive" on Saturday, June 23, 2012 from 9:00 A.M. to 12:00 P.M., at Memorial Square. 2) Copy of email from Police Chief Walter Warchol and DPW Director James Shuris.

DISCUSSIONS

I. See Item E in Decisions for documentation.

J. 1) Copy of memo dated April 12, 2012 from the Zoning Board of Appeals regarding Special Permit for Whitinsville Water Company. 2) Copy of application for special permit. 3) Copy of plans. 4) Copy of Motion.

K. Departmental Update – Copy of Senior Center - Quarterly Report from Gail Anderson, No documentation from Police Department, Copy of Fire Department – Quarterly Report from Gary Nestor, Copy of Community Planning & Development – Quarterly Report from R. Gary Bechtholdt, Copy of Accountant's Office, Treasurer's Office, Assessor's Office, MIS and Personnel – Quarterly Update from Neil Vaidya.

TOWN MANAGER'S REPORT

L. 1) 4-Town Meeting - **No documentation.**

2) Central Mass. Metropolitan Planning Organization/Transportation Improvement Plan – **No documentation.**

3) Mass. Transportation Meeting – **No documentation.**

4) House Budget Update – **No documentation.**

5) Middle School Issue – **No documentation.**

6) Code Red – **No documentation.**

7) Charter/Finance Committee Booklets – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
Spring Annual Town Meeting**

May 1, 2012

A meeting of the Board of Selectmen was called to order by Chairman Melia at 6:30 PM, Northbridge High School Field House, 427 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Nolan and Ampagoomian, Marzec, and Athanas. **Also Present:** Theodore D. Kozak, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business. There being no business before the Board, a motion/Mr. Ampagoomian, seconded/Mr. Nolan, to adjourn the Selectmen's Meeting at the conclusion of the Spring Annual Town Meeting this evening. Vote yes/Unanimous.

Meeting Adjourned: 11:20 P.M.

Respectfully submitted,

James Marzec, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 1, 2012

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

Town Meeting Business/No documentation

DISCUSSIONS/None

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

**Board of Selectmen's Meeting
May 7, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. May 1, 2012 [Spring Annual Town Meeting] –A motion/Mr. Marzec, seconded/Mr. Athanas to approve the May 1, 2012 Spring Annual Town Meeting minutes as presented with the readings omitted. Vote yes/ Messrs. Marzec, Athanas, Nolan and Melia.

Appointments/By the Selectmen. Board of Registrars/Republican Designee [one vacancy]: Ann Riley. Present: Sandra Ovian, Board of Registrars and Doreen Cedrone, Town Clerk. Ms. Ovian announced that after reviewing applicants for the vacant Board of Registrars position, the Board recommended Ann Riley. She mentioned that Ms. Riley was chosen because of her extensive work background and enthusiasm to help out. A motion/Mr. Nolan, seconded/Mr. Athanas to appoint Ann Riley to the Board of Registrars as the Republican Designee. Vote yes/Messrs. Marzec, Athanas, Nolan and Melia. **Conservation Commission [one vacancy]: Joy Anderson.** Present: John Brown, Chairman of the Conservation Commission. Mr. Brown mentioned that the Conservation Commission met with Ms. Anderson and felt that she would be a great fit to their commission. Ms. Anderson stated that she has lived in Whitinsville for over 29 years and looks forward to serving on the Conservation Commission. A motion/Mr. Athanas, seconded/Mr. Marzec to appoint Joy Anderson to the Conservation Commission. Vote yes/Messrs. Marzec, Athanas, Nolan and Melia. **Earth Removal Board [Conservation Comm. Rep.]: Terry Bradley.** A motion/Mr. Marzec, seconded/Mr. Athanas to appoint Terry Bradley to the Earth Removal Board as the Conservation Committee Representative. Vote yes/Messrs. Marzec, Athanas, Nolan and Melia. **Resignation. Open Space Committee: Priscilla Arbuckle.** A motion/Mr. Marzec, seconded/Mr. Nolan to accept the resignation of Priscilla Arbuckle from the Open Space Committee and send a letter of appreciation. Vote yes/Messrs. Marzec, Athanas, Nolan and Melia.

Citizens' Comments/Input. None.

Dog Warrant. – Chairman Melia mentioned this is an annual and he respectfully requested that the Board of Selectmen approve and authorize the Chairman of the Board of Selectmen to sign the dog warrant thereby giving the Animal Control Officer statutory powers for the upcoming year. A motion/Mr. Marzec, seconded/Mr. Nolan to authorize Chairman Melia to sign the dog warrant effective June 1, 2012. Vote yes/Messrs. Marzec, Athanas, Nolan and Melia.

Request permission to hang a banner over Church Street from June 17th through July 1st to advertise their annual Fourth of July Fireworks Event scheduled for Friday, June 29, 2012. A motion/Mr. Athanas, seconded/Mr. Nolan to grant permission to the Northbridge Fire Department to hang a banner over Church Street from June 17th to July 1st to advertise their annual Fourth of July Fireworks Event scheduled for Friday, June 29, 2012, on the Northbridge Middle School grounds. Vote yes/Messrs. Marzec, Athanas, Nolan and Melia. Town Manager Kozak reminded residents that the Northbridge Firefighters will be having their annual spaghetti dinner this Friday, May 11, 2012 from 4 PM to 8 PM to raise funds for the annual Fourth of July Fireworks Event.

Northbridge Veterans' Council/ 1) Request to hold Memorial Day Parade in Whitinsville on Monday, May 28, 2012 at 10:00 AM. Selectman Marzec asked if Rockdale will be hosting Memorial

Day services this year and Town Manager Kozak replied that he heard from someone that they will not be conducting Memorial Services this year. A motion/Mr. Nolan, seconded/Mr. Athanas to grant permission to the Northbridge Veterans' Council to hold their Memorial Day Parade in Whitinsville on Monday, May 28, 2012 at 10:00 AM. Vote yes/Messrs. Marzec, Athanas, Nolan and Melia. **2) Request permission to use the Whitinsville Town Common for Memorial Day exercises.** A motion/Mr. Marzec, seconded/Mr. Nolan to grant permission to the Northbridge Veterans' Council to use the Whitinsville Town Common for Memorial Day exercises. Vote yes/Messrs. Marzec, Athanas, Nolan and Melia.

Town Election Ballot Questions/Overview. Chairman Melia announced that he and Town Manager Kozak thought it would be best to bring the articles forward one last time, before the election on May 15, 2012. He mentioned there will be six questions on the ballot; three of which refer to the Town Charter; and the other three, which are capital exclusions: 1) Town Hall renovations; 2) 5-Year Road Maintenance Program; and 3) Lasell Field Turf Project. Chairman Melia asked Chris Thompson, Finance Committee Member, to provide a brief description of the three questions. He mentioned that per procedure and Mass. General Law, three Charter questions will be placed on the town election ballot for approval. Mr. Thompson provided a brief description of the proposed ballot questions by stating that Question #1 – some changes and re-wording in the Town Charter (full summary can be found in documentation). Question #2 – the reduction in membership of the School Committee from nine members to five members; and lastly, Question #3 – Charter Amendment - move the text of section 7-2 to section 8-2 and add a provision that the final step in the process of replacement, revision or amendment of the Charter shall be a ballot vote at a Town Election. All changes are outlined in the Finance Committee booklets that were mailed to all residents. **Town Hall Building Conditions Assessment & Window Survey Project/Present: R. Gary Bechtholdt, Town Planner and Wendall Kalsow, President at McGinley Kalsow & Associates, Inc.** Mr. Bechtholdt mentioned that a brief presentation will be given on the Town Hall Assessment & Window Survey by Mr. Kalsow and then stated that the town is looking to secure funding for the Town Hall restoration project. That being said, Mr. Kalsow showed a number of slides that were presented at Town Meeting, May 1, 2012, and explained what repairs and restoration work would be done to Town Hall should the town receive funding. Chairman Melia asked Mr. Bechtholdt if the grant application was submitted and Mr. Bechtholdt replied that the Planning Office has submitted the grant application to the Mass. Historic Commission and will be eligible under the Mass. Preservation Project Fund, Round 18, eligible for up to \$100,000.00 for reimbursement and should hear something on the grant by July/August. **Road Maintenance Program/Present: James Shuris, DPW Director.** Mr. Shuris noted that roads are like buildings, they need maintenance. He stated that Northbridge has over 80 miles of roads in Town and the five-year road plan that he put together requires maintenance and preservation. He also pointed out that all roads in town will be looked at and evaluated based on their condition. Mr. Shuris provided a brief presentation (which was also presented at Town Meeting) showing residents that no roads will be left behind, a 5-year plan & commitment, and a preservation and maintenance plan. Selectman Athanas asked Mr. Shuris how he plans to address the roads that have already failed. Mr. Shuris stated that he plans to do it the right way. He mentioned that they already know which roads have major issues and stated that if they pick a target area like they did with Sutton Street, the town will pay the engineering money using Chapter 90 and Town funds and then wait and have the State [Mass DOT] help us out. Selectman Marzec applauded Mr. Shuris with his can do attitude and said this town needed someone like him. **Lasell Field Artificial Turf Project/Present: Brian Burke.** Mr. Burke mentioned that after providing several presentations the past few months, he and the Friends of Lasell Field group are still working hard to get the facts out to residents regarding the Artificial Turf Project. He then reiterated that his group had 5 turf companies come in so they could learn more about the process and what the cost would be to install artificial turf. He also stated that his group never had any intentions of coming before the Board of Selectmen, but after trying to privately raise funds by holding wine tastings, golf tournaments and bake sales his group decided to take a different approach and bring it to a higher level. That being said, the Friends of Lasell Field brought their proposal to the

Board of Selectmen and Finance Committee for their support. Chairman Melia commended Mr. Burke and the Friends of Lasell Field for doing a great job and stated that we'll see how the residents vote on Tuesday night. Town Manager Kozak reminded everyone that this year the town is in a unique situation because of the state making a balloon payment on the debt service for the school. That being said, he mentioned the real estate taxes would go down and then stated if all three articles pass there would still be a reduction in household taxes.

Comprehensive Wastewater Management Plan [CWMP]/Update – Present: James Shuris, DPW Director. Mr. Shuris mentioned that an RFP is being prepared for a Comprehensive Wastewater Management Plan (CWMP). The scope of services will include a sewer system evaluation report; a hydraulic model of the Town's sewer system to identify deficiencies in the current system; a sewer capacity analysis of the current system; sewer mapping of the collection system; an assessment of the condition of existing sewer facilities; and recommendations to update the current Infiltration & Inflow (I&I) Plan. Mr. Shuris mentioned that a future presentation to the Board of Selectmen will take place once he has more information.

Summer Schedule. Chairman Melia pointed out that in the past few years the Board of Selectmen opted to meet once in July and once in August. The proposed dates for the summer schedule are Monday, July 16th and Monday, August 13th. Should an emergency arise, Chairman Melia mentioned they would notify the Board to schedule a special meeting. Town Manager Kozak concurred and stated that the public can contact him anytime and he will do his best to assist them with their concerns/issues. A motion/Mr. Athanas, seconded/Mr. Nolan to move this item from Discussions to Decisions. Vote yes/Mr. Nolan, Athanas, Marzec and Melia. A motion/Mr. Athanas, seconded/Mr. Marzec to approve the proposed summer schedule for the Board of Selectmen. Vote yes/Mr. Athanas, Marzec, Melia and Nolan.

Town Manager's Report. 1) **Operation Services Expo:** The Town Manager attended a state program on procurement and statewide purchasing of various products. He also attended a meeting on solar system procurement and future on-line procurement system. He also toured vendor booths. 2) **Department of Environmental Protection/Recycling Workshop:** Attended a workshop on the grant application process on recycling through a state-run program. 3) **Central Mass. Mosquito Control Program:** Town Manager Kozak was notified by the Board of Health that the mosquito control program will begin operation in late May and residents will be able to contact the agency for services. 4) **Chapter 90/Update:** The MMA has notified communities that Chapter 90 funds may be held up because of a legislative conflict regarding the Senate's proposal to include Mass. Highway funds with local aid. 5) **Double-Pole Legislation:** The Legislature's Joint Committee on Telecommunications, Utilities and Energy has reported a bill intended to expedite the removal of doubled-up utility poles. 6) **Notification to Demolish Power Station and Smokestack at One Main Street** – The Building Inspector has notified our office that the owner of the former power station and smoke stack has applied for a permit to demolish the facility at One Main Street (formerly known as The Shop). 7) **Town Manager's Evaluation:** The Town Manager notified the Board of his annual evaluation and to review goals and objectives for the past fiscal year and prepare new goals for the next fiscal year. **Chairman Melia** notified each of the Selectmen that they have a copy of the Town Manager's Performance Evaluation form. He asked the Selectmen to please complete and give back to him no later than May 16, 2012. He will then calculate and present the information at the next Board of Selectmen's Meeting on May 21, 2012.

Selectmen's Concerns. **Selectman Nolan** /Asked about the status of the Ross Rajotte Bridge because he has received several phone calls saying no one is working on it. Mr. Shuris confirmed that there has been no activity at this site and mentioned that he is trying to get answers from the State and feels there is a dispute between the state and contractor. **Selectman Marzec** 1) Announced that the last day to have dogs licensed/registered is May 31, 2012. 2) Reminded everyone that the Town Election is on May 15, 2012 and urged residents to get out and vote. **Selectman Athanas** /Asked what the polling hours are for the

Town Election on May 15, 2012 and Town Manager Kozak replied 7:00 A.M. to 8:00 P.M. **Chairman Melia 1)** Mentioned that he represented the Board by attending the Interest Fair at the Northbridge Middle School last Thursday. He mentioned that all the 5th Graders did a great job. **2)** Stated that he read an article about bullying and thought it would be a good idea to hire a civilian monitor with authority. He feels this is the perfect opportunity for the Middle School to use their School Resource Officer and split the cost like other communities. The salary and benefits would be paid for by the Police Department and School Department. He suggested Town Manager Kozak discuss this with the School Committee and School Department. **3)** Asked Town Manager Kozak if the supporting documentation for the Selectmen's agenda is being placed on the Town's website and Town Manager Kozak replied yes.

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

Meeting Adjourned: 8:38 P.M.

Respectfully submitted,

James Marzec, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 7, 2012

APPROVAL OF MINUTES. A. 1) Copy of May 1, 2012 minutes.

PUBLIC HEARING. None

APPOINTMENTS/By the Board of Selectmen: B. 1) Copy of Ann Riley's Talent Bank Application. 2) Copy of Joy Anderson's Talent Bank Application. 3) Copy of email dated April 27, 2012 from Barbara Kinney regarding Terry Bradley. 4) Copy of Priscilla Arbuckle's resignation letter.

CITIZENS' COMMENTS. None.

DECISIONS

C. 1) Copy of Dog Warrant.

D. 1) Copy of memorandum dated 4/14/12 from the Northbridge Firefighters Local 3338 requesting permission to hang a banner over Church Street from June 17th through July 1st to advertise their annual Fourth of July Fireworks Event scheduled for Friday, June 29, 2012.

E. 1) Copy of letter dated April 22, 2012 from the Northbridge Veterans' Council requesting permission to hold Memorial Day Parade in Whitinsville on May 28, 2012. 2) Copy of letter dated April 22, 2012 from the Northbridge Veterans' Council requesting permission to use Memorial Common for their Memorial Services.

DISCUSSIONS

F. Copy of email from James Shuris, DPW Director regarding talking points for Town Election Ballot Questions/Overview.

G. Copy of email from James Shuris, DPW Director regarding talking points on the Comprehensive Management Plan.

GG. Copy of Proposed Summer Meeting Schedule.

TOWN MANAGER'S REPORT

H. 1) Operation Service Expo - **No documentation.**

2) Department of Environmental Protection/Recycling Workshop – **No documentation.**

3) Central Mass. Mosquito Control Program – **No documentation.**

4) Chapter 90/Update – **Copy of Chapter 90 document.**

5) Double Pole Legislation – **Copy of Double Pole document.**

6) Demolition of Power Station @ One Main Street– **Copy of letter dated May 2, 2012 from NASDI regarding One Main Street, Power Station.**

7) Town Manager's Evaluation – **Copy of Town Manager Performance Evaluation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

Board of Selectmen's Meeting
May 21, 2012

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

The Pledge of Allegiance was recited by those present.

Reorganization of the Board of Selectmen:

Town Manager Kozak announced that he would proceed with the reorganization of the Board and polled the Board of Selectmen for **Nominations for Chairman:** A motion/Mr. Melia, seconded/Mr. Athanas to nominate Daniel Nolan as Chairman of the Board of Selectmen. Mr. Kozak asked if there were any further nominations. There being none, he closed nominations and asked for a vote on the nomination of Selectman Nolan for Chairperson. Vote yes/Unanimous. Mr. Nolan then assumed the Chair. Chairman Nolan thanked Thomas Melia for doing a good job as Chairman for the past twelve months and he also thanked the Board for their vote of confidence in him. Chairman Nolan called for **Nominations for Vice-Chairman:** A motion/Mr. Athanas, seconded/Mr. Marzec to nominate Thomas Melia as Vice-Chairman of the Board of Selectmen. Chairman Nolan asked if there were any further nominations. There being none, he closed nominations and asked for a vote on the nomination of Selectman Melia as Vice Chair. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. Abstain/ Mr. Melia. Chairman Nolan called for **Nominations for Clerk:** A motion/Mr. Ampagoomian, seconded/Mr. Melia to nominate James Athanas as Clerk of the Board of Selectmen. Chairman Nolan asked if there were any further nominations. There being none, he closed nominations and asked for a vote on the nomination of Selectman Athanas as Clerk. Vote yes/Messrs. Melia, Marzec, Ampagoomian and Nolan. Abstain/Mr. Athanas.

Approval of Minutes. April 9, 2012 –A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the April 9, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

April 23, 2012 –A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the April 23, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

Resignation. Playground & Recreation Commission/Louis Bernard. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to accept the resignation of Louis Bernard from the Playground & Recreation Commission and send a letter of appreciation. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Safety Committee Minutes [April 25, 2012]. A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee as outlined in the minutes of April 25, 2012. Vote yes/Unanimous.

Kearns Collision Repair, Inc. Town Manager Kozak mentioned that the Board of Selectmen needs to set a hearing for the revocation of Kearns Collision Repair's Class II – Used Car Dealer's License due to the failure to pay back taxes. He then noted that Kearns Collision Repair has not yet entered into a payment agreement and this would not affect the collision part of the business. The Board agreed to set a hearing for June 4, 2012. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to set hearing for revocation of the Class II-Used Car Dealer's License, June 4, 2012 at 7:05 P.M. Vote yes/Unanimous.

St. Patrick's Church/Request permission to hang a banner over Church Street from September 2, 2012 to September 16, 2012 to advertise their 20th Annual Fall Festival to be held Saturday, September 15, 2012. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to St. Patrick's Church to hang a banner over Church Street from September 2, 2012 to September 16, 2012 to advertise their 20th Annual Fall Festival to be held on Saturday, September 15, 2012. Vote yes/Unanimous.

The Village Congregational Church [Pastor Robert G. Sherwood]/ 1) Request permission to use Memorial Park for their annual Harvest Festival on Saturday, September 29, 2012 from 8:30 AM to 3 PM (Rain date: 9/30/12, from 8:30 AM to 3 PM). 2) Request permission to block Church Street from the front of the church to the intersection of Park Street. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to The Village Congregational Church to use Memorial Park for their annual Harvest Festival to be held on Saturday, September 29, 2012 from 8:30 A.M. to 3 P.M. (Rain Date: Sunday, September 30, 2012 from 8:30 A.M. to 3 P.M.) subject to the approval of the Police Department and the Department of Public Works. Vote yes/Unanimous. **2) Request to block off Church Street from in front of the Church to the intersection of Park Street.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to the Village Congregational Church to block off Church Street from in front of the Church to the intersection of Park Street subject to the approval of the Police Department and Department of Public Works.. Vote yes/Unanimous.

Glenn Wells d/b/a Northbridge Coffee House/Application for Common Victualler's License. Present: Glenn Wells, Owner. Mr. Wells advised that the hours of operation for his business would be 5:30 A.M. to 2:30 P.M. and then mentioned that the Northbridge Coffee House will be selling breakfast and lunch. He also stated that there would be outside seating. Selectman Marzec stated that he is glad to see someone taking over the building and wished him well. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to grant Glenn Wells d/b/a Northbridge Coffee House, 76 Church Street, Whitinsville, a Common Victualler's License. Vote yes/Unanimous.

Blings & Things [Robert Burrows]/Application for a Junk Dealer's License. Due to Mr. Burrows being absent this evening, the Board agreed not to take any action on this matter until he could attend a future Board of Selectmen's meeting. A motion/Mr. Ampagoomian, seconded/Mr. Melia to reconsider Blings & Things' application for a Junk Dealer's License at their next Selectmen's meeting when Mr. Burrows can be present. Vote yes/Unanimous.

Dog Hearing. Present: Walter Warchol, Police Chief and Daniel Chauvin, Animal Control Officer. Chief Warchol and Mr. Chauvin discussed a troublesome dog issue, with the owner of the dog not in attendance and their name not disclosed. According to Mr. Chauvin, an evaluation of the dog and whether or not it can be trained is still planned. Since July 2011, the owner has had six incidents with his pit pulls, one of which was eventually turned over to the police. One of the dogs has been perfectly fine, and is only guilty by association. Chief Warchol believes the dangerous dog is a public safety risk and most likely will be euthanized. Selectman Athanas asked about passing a breed-specific ordinance but Chief Warchol strongly advised against it. He stated there could be political fallout of biblical proportions. As a result of the dangerous dog being turned over to the Police no hearing is will be required at this time.

Pavement Management/Update. Present: James Shuris, DPW Director. Mr. Shuris began by thanking the voters and town officials for their efforts and announced bids for the project had started the day after election. The bids will be closed on May 30, 2012. He then provided an update on the 5-Year Roads Program and mentioned the Town will spend 2.85 million dollars over the next 5 years. He also noted the bulk of the work will be done before Labor Day, which will include Mendon Road, Quaker Street, Walker Street, Acorn Road, Tracy Road, Dover Drive, Kerry Lane, Mason Road, Swift Road, and

roads within Castle Hill Estates. The goal is to make bad roads good and to keep them there. Mr. Shuris stated that his plan is to complete nine to ten thousand square feet of road per day. If the program is successful as he expects it to be, he will come before the Board to discuss spending more money on more roads. Mr. Shuris also advised that his plan is to have a reverse 911 call to residents when their streets will be worked on and to have a meeting place where residents can ask questions to DPW workers. He invited the members of the Board of Selectmen, Finance Committee and Town Manager Kozak to observe the work in progress.

Town Manager's Evaluation. Chairman Nolan announced that Vice Chairman Melia will discuss the Town Manager's evaluation. The Vice Chairman 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, Vice Chairman Melia announced the Selectmen gave the Town Manager an overall rating of 4.08.

Town Manager's Report. 1) Northbridge Senior Center/Visit from General Consul of France: The Town Manager noted that the General Consul of France attended a function at the Senior Center on May 8th. He gave a speech [in French] to the French Club about his role as the French Consul in the United States. He also met with seniors who attended this function. 2) Central Mass. Metropolitan Planning Organization Meeting: The Town Manager attended the CMMPO meeting last week regarding various projects over the next 3 years. He stated that the Sutton Street project is still scheduled for 2013 and the funding has increased to \$7.5 million. 3) Town of Northbridge Website/Update: The Town Manager informed the Board that the town will be entering into an agreement with Virtual Town Hall within the next month to re-design and implement a new website for the Town. Funding from Town meeting including a 43D grant will cover the cost. 4) Solar Committee/Update: The Solar Committee has been approached by Ross Smith to present a new solar project on Quaker Street, which the committee will look into to for the purchase of solar net metering credits. 5) Legislative Breakfast: The Town Manager attended the annual Central Mass Regional Planning Commission's legislative breakfast whose main premise is transportation issues including Chapter 90 funding. 6) Rally for the Valley @ River Bend Farm Visitor Center, Friday, June 1, 2012 from 3:30PM to 7PM. Town Manager Kozak announced the "Rally for the Valley" event and invited residents to attend.

Selectmen's Concerns. **Selectman Athanas/**Asked Police Chief Walter Warchol if he knew the percentage of participation in the Reverse 911 system and Chief Warchol replied that he would email him the percentage. **Selectman Marzec/**Announced that he and some of his students spent the day on May 17, 2012, at the River Bend Farm for the Mass. Envirothon Event. He encouraged all students to get involved in these extremely important environmental issues and urged other communities to educate the youth by signing them up for these programs. **Selectman Ampagoomian/1)** Asked Town Manager Kozak if the town received the TIPS certificates for Divine Thai Restaurant and he replied no. Police Chief Walter Warchol responded that he has copies of the certificates and will provide them to the Town Manager's Office tomorrow. 2) **Ross Rajotte Bridge** – He asked the DPW Director if the contractor and State have come to some type of agreement and Mr. Shuris replied that Mass DOT had a meeting with the contractor this afternoon. Mr. Shuris said he found out that they came to a resolution on the soil earth stabilization issue on the south abutment [the side of the restaurant] and that a change order has been executed, which is under review right now with the Chief Engineer at Mass DOT in Boston. He mentioned the entire bridge project will not be completed until next year. 3) Stated that a new Fire Station is on his agenda. 4) Requested adding new firefighters and DPW workers. 5) Announced that he

lost a friend, David Papazian, over the weekend and extended his deepest condolences to the Papazian family. **Selectman Melia 1)** asked Chairman Nolan if he would like the Board to forward him the Town Manager's FY 13 Goals and Objectives for the next Selectmen's Meeting [June 4, 2012] and Chairman Nolan replied yes. **2) TIPS Certification** – he asked the Board of Selectmen and Police Chief Walter Warchol to think about whether all bartenders and servers be TIPS certified and Chairman Nolan asked that this be placed on the next agenda under discussions. **Chairman Nolan 1)** Announced that due to a scheduling mishap the beginning of the Selectmen's meeting was not taped. **2)** He mentioned that the Board of Selectmen granted a common victualler's license to Mr. Glenn Wells d/b/a Northbridge Coffee House, located on Church Street [where the Daily Bread Bakery & Cafe' resided].

Executive Session. A motion/Mr. Athanas, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 To discuss strategy w/respect to contract negotiations and M.G.L. Chapter 30A, S. 21 #3 To discuss strategy w/respect to collective bargaining –and to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes; Mr. Ampagoomian/Yes; Mr. Nolan/Yes and Mr. Marzec/Yes.

Open Session Adjourned: 8:35 PM

Executive Session Convened: 8:37 PM

Executive Session Adjourned: 8:52 PM

Open Session Reconvened: 8:53 PM

Town Manager's Evaluation. Chairman Nolan stated that the Board of Selectmen needs to discuss the Town Manager's new goals and objectives for FY 2013 at a future Board of Selectmen's Meeting. A motion/Mr. Marzec, seconded/Mr. Melia to approve a 1.5% salary increase for Town Manager Kozak, as other non-union employees will receive, effective 7/1/12. Vote yes/Unanimous.

Meeting Adjourned: 8:54

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 21, 2012

Re-Organization of the Board of Selectmen. No documentation.

APPROVAL OF MINUTES. A. 1) Copy of April 9, 2012 minutes. 2) Copy of April 23, 2012 minutes.

PUBLIC HEARING. None

APPOINTMENTS/RESIGNATIONS: B. 1) Copy of Louis Bernard's resignation letter.

CITIZENS' COMMENTS. None.

DECISIONS

C. Copy of the April 25, 2012 Safety Committee minutes.

D. Copy of letter dated May 7, 2012 to Kearns Collision Repair, Inc.

E. Copy of letter dated May 8, 2012 from St. Patrick's Parish requesting permission to hang a banner over Church Street from September 2nd through September 16th to advertise their Annual Fall Festival on September 15, 2012.

F. 1) Copy of letter dated May 7, 2012 from The Village Congregational Church requesting permission to use Memorial Park for their annual Harvest Festival. 2) Requesting permission to block Church Street between the front of the church and the intersection of Park Street. 3) Copy of email dated May 9, 2012 from Police Chief and Director of Public Works advising Town Manager's Office that there are no concerns with this request.

G. 1) Copy of Glenn Well's – Northbridge Coffee House application for a Common Victualler's license. **2)** Copy of business certificate. **3)** Copy of memo from James Sheehan, Inspector of Buildings/Zoning Agent. **4)** Copy of licensing routing slip from Department Heads giving their approval.

H. 1) Copy of Blings & Things [Robert Burrows] application for a Junk dealer's license. **2)** Copy of business certificate. **3)** Copy of memo from James Sheehan, Inspector of Buildings/Zoning Agent. **4)** Copy of licensing routing slip from Department Heads giving their approval.

I. Dog Hearing – No documentation.

DISCUSSIONS

J. Pavement Management/Update - No documentation.

K. Town Manager's Evaluation - No documentation.

TOWN MANAGER'S REPORT

L. 1) Senior Center Visit/France's General Consulate - **No documentation.**

2) Central Mass. Metropolitan Planning Organization Meeting – **Copy of email from Jonathan Church.**

3) Town Of Northbridge Website/Update – **No documentation.**

4) Solar Committee/Update – **No documentation.**

5) Legislative Breakfast – **No documentation.**

6) Rally for the Valley – River Bend Farm Visitor Center – **Copy of announcement.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
June 4, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. May 7, 2012 –A motion/Mr. Marzec, seconded/Mr. Melia to approve the May 7, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

May 21, 2012 [Executive Session] – A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve but not release the May 21, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Town Manager. 1) Senior Center Office: Kelly Bol, Director. Present: Theodore Haringa, Chairman, Council on Aging. Town Manager Kozak asked the Board of Selectmen to affirm his appointment of Kelly Bol as the new Senior Center Director. He mentioned that Kelly's experience, knowledge and personality will be an asset to the department. Mr. Haringa echoed the Town Manager's remarks. Ms. Bol expressed her gratitude and stated she is ecstatic and honored to have been chosen for the position and is looking forward to working with the elderly and for the Town. A motion/Mr. Marzec, seconded/Mr. Melia to affirm the appointment of Kelly Bol as the Senior Center Director. Vote yes/Unanimous. The Board of Selectmen all congratulated Ms. Bol and wished her well in her position. **2) Special Police Officer: Keith Rockwood. Present: Walter Warchol, Chief of Police.** Chief Warchol asked the Board of Selectmen to affirm the Town Manager's appointment of Keith Rockwood as a Special Police Officer. A motion/Mr. Melia, seconded/Mr. Ampagoomian to affirm the appointment of Keith Rockwood, Special Police Officer, upon the recommendation of the Chief of Police Walter Warchol and to expire on August 2, 2013. Vote yes/Unanimous.

By the Board of Selectmen. Board of Registrars [Democratic Designee]/Mary Contino. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to re-appoint Mary Contino to the Board of Registrars as the Democratic Designee. Vote yes/Unanimous.

Resignations. Council on Aging: Kelly Bol. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the resignation of Kelly Bol from the Council on Aging and send a letter of appreciation. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Blings & Things [Robert Burrows]/Application for a Junk Dealer's License. Present: Mr. Robert Burrows. Mr. Burrows apologized to the Board of Selectmen for not attending their last meeting and then mentioned that many years ago he held a Class II license on Providence Road in Linwood. He then stated that he submitted an application for a Junk Dealer's license and is looking for the Board to grant him approval for the license. Selectman Athanas asked what his hours of operation would be and Mr. Burrow responded Monday through Saturday, 8AM to 5 PM., closed on Sundays. A motion/Mr. Melia, seconded/Mr. Athanas to approve Blings & Things [Mr. Robert Burrows] Junk Dealer's application. Vote yes/Unanimous.

Chairman Nolan announced that a Public Hearing was scheduled for Kearns Collision Repair, Inc. but was cancelled due to license conditions being satisfied.

Public Hearing. 7:10 PM: National Grid and Verizon New England. - Petition for Joint or Identical Pole Location on Carpenter Road. Proposed location of new Joint Owned Pole on Public property. Pole will be a 40'3 joint owned pole used to feed new customer at Lot 3 Carpenter Road. [Pole 33-50]. Present: Mr. Dana Larsen, Representative for National Grid. Chairman Nolan read the public hearing notice aloud. A motion/Mr. Marzec, seconded/Mr. Melia to open the public hearing. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Nolan/Yes, Mr. Athanas/Yes and Mr. Marzec/Yes. Chairman Nolan asked if there are any abutters present that wish to speak on this matter to please come forward. There being none, he announced that all abutters have been notified of tonight's public hearing. Mr. Nolan asked if anyone was present for National Grid and/or Verizon to come forward. Mr. Dana Larsen introduced himself and stated that he was the representative from National Grid and that National Grid is petitioning for a Joint or Identical Pole Location on Carpenter Road, which will be used to feed a new customer at Lot 3 Carpenter Road. Chairman Nolan asked if anyone had any questions or concerns. Selectman Marzec asked if the new pole being installed is before or after the causeway on Carpenter Road and Mr. Larsen replied after the causeway. Selectman Ampagoomian asked if there was an existing pole there already and Mr. Larsen replied no. There being no further questions or comments, a motion/Mr. Marzec, seconded/Mr. Melia to close the public hearing. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, Mr. Nolan/Yes. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the joint pole petition of National Grid and Verizon New England, Inc., to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary to be owned and used in common by your petitioners, in the following public way or ways: Petition for Joint or Identical Pole Location on Carpenter Road. Proposed location of new Joint Owned Pole on Public property. Pole will be a 40'3 joint owned pole used to feed new customer at Lot 3 Carpenter Road. Pole 33-50 Carpenter Road. Vote yes/Unanimous.

FY'11 Audit/Present: Auditor Tim Harrison, Borgatti Harrison & Co. and Neil Vaidya, Town Accountant. Mr. Harrison provided the Board of Selectmen with an overview of the results of the FY'11 audit and prior year recommendations. He began the presentation by speaking about the Circular A-133 Report, which deals with Compliance with Laws and Regulations, Review of Internal Controls and Compliance as they relate to Federal expenditures. He announced that there were no findings and that during FY 2011, the Town spent a little over \$3.3 million dollars in federal money. Mr. Harrison mentioned that there was only one finding in 2010 and this has been resolved. That being said, Mr. Harrison went on to the Basic Financial Statements and mentioned there were no findings. He then turned to the Management letter where he touched on the following items: 1) Tailings (uncashed checks). Mr. Harrison recommended the Treasurer and Town Accountant fully reconcile the tailings account and then develop procedures to ensure that this account remains reconciled. He also recommended the Treasurer implement procedures to follow the Mass. Abandoned Property Laws and Holder Reporting requirements and take action to bring these tailings back into the Town's fund balance. 2) Improve In-House Capital Asset Program - Mr. Harrison recommended that the Town Accountant attempt to reconcile the general ledger capital asset amounts to prior year audited amounts and make the necessary corrections or the Town contract out this service so that the Town can accurately report and maintain the Town's capital assets. Current Year Recommendations – Improve Controls over Treasurers' Cash – Mr. Harrison recommends the Town Treasurer begin preparing monthly bank reconciliations for the payroll and vendor checking accounts and, if need be, obtain training on how to perform this important treasury function. He also recommended that the Treasurer contact Unibank for Savings regarding the Class of 1991 bank account and either have the Town's tax identification number removed from the account or the account be closed. Selectman Melia asked what improvements have been made over the past year in the financial departments. Mr. Harrison stated that the flow of information has improved and the audit seems to be moving quicker. He mentioned that because there weren't many negatives in the management letter, this didn't leave a lot of room for significant improvement. Mr. Vaidya mentioned that things are running smoothly, however, there are still some processes that can be

improved upon going forward. The complete Management Letter can be found on file in the Town Manager's Office.

Union Street Brook/Present: Robert A. Parker, Jr., 20 Nolet Street, Linwood, Lisa Violette, 114 Union Street and her friend, Cameron Irvin. Mr. Parker mentioned that with the recent rain in the Valley, he and other residents have been affected again by the overflowing Union Street brook. That being said, Mr. Parker stated the last meeting held on the Union Street brook was in April 2009, with Town Manager Kozak, former DPW Director Richard Sasseville and Union Street residents: Bob Parker, Joe Baltramaitis and Richard Brooks. Mr. Parker stated that no action has been taken by the Town of Northbridge to remedy the problem and/or relieve the aggrieved parties. He mentioned that all of the parties concerned continue to have their properties flooded whenever there are heavy rains and thunderstorms. He read aloud articles and letters that date back to 1987, concerning the Union Street brook. Mr. Parker stated that their properties have continued to sustain increased amounts of flooding because of the development of Union Place, off Center Street. Mr. Parker then stated "enough is enough" and that he's been coming to these meetings for 14 years and nothing has been done. Selectman Marzec noted that surface runoffs are a big problem throughout the Commonwealth and he is frustrated as a Selectman that these problems are still occurring. He also stated that he is not convinced that previous decisions were made the way they should be now and if you look at all the developments in town with drainage and other issues, we can't let developers get away with things like this. If we give an inch, they'll take a mile. The consensus by the Board was to get a new set of eyes to look at the problem. Selectman Melia stated that he thought some improvements had been made based on meetings that took place a while ago and Mr. Parker mentioned that the Department of Public Works came onto his property and manually shoveled the brook to widen it out and then they came with a backhoe to clean out part of the brook. Selectman Melia asked Mr. Parker what recommendations he would have to fix this problem. Mr. Parker replied to install new pipes and catch basins throughout Center and Union Streets and to the railroad area. Selectman Melia asked for DPW Director Jim Shuris to investigate the situation and provide the Board of Selectmen with a report. He also stated that he didn't know if there is a long-term solution without spending thousands of dollars. Mr. Parker stated that he will provide copies of the paperwork to the Board as to what has been done in the past and Town Manager Kozak said he was uncertain if this material was still on file in the Town Hall.

Rockdale Village Foundation and Oliver Ashton Post #343/License Agreements. Present: Members of the Oliver Ashton Post #343 - Harry Berkowitz and Andy Williamson. Members of the Playground & Recreation Commission - Robert A. Parker, Jr. and Dave Scichilone. Selectman Ampagoomian announced that he has filed a "conflict of interest" form with the Town Clerk's Office because he is a member of the Sons of the American Legion and will refrain from speaking and/or voting if the Board wishes him to do so. Town Manager Kozak mentioned that several years ago the Town of Northbridge had a lease agreement with the Rockdale Village Foundation to use the property/fields for recreational purposes. He noted that the lease has since expired and the Chairman of the Playground and Recreation is asking for the Town to establish a new lease agreement. Town Manager Kozak informed the Board that the parking lot is owned by the American Legion and not the Rockdale Village Foundation. That being said, Town Manager Kozak asked Town Counsel to put together two lease agreements; 1) between the Rockdale Village Foundation and the Town of Northbridge, and; 2) the Oliver Ashton Post #343 and Town of Northbridge. This will allow the Town to use the property/fields and parking lot area. Town Manager Kozak mentioned that a "draft copy" of the two lease agreements were given to the Selectmen for their review. He also stated by having the two leases, it will protect the Town of Northbridge as well as the American Legion and Rockdale Village Foundation. That said, if the Board agrees with the wording of the lease agreements they can vote at the next Selectmen's meeting [June 18, 2012]. Mr. Berkowitz stated that he hasn't seen the lease yet and doesn't know whether or not the legion will sign it. He mentioned that if the Legion fails to get a tenant in the building, they will need the assistance of the Town to help with the liability insurance (which is \$1800 a year) because they can't

afford it. Town Manager Kozak mentioned that as soon as he receives the lease agreements from Town Counsel he will send it to all parties involved for their review.

Fall Annual Town Meeting [October 23, 2012]/Set Closing Date for Warrant. Town Manager Kozak mentioned that the Charter requires seven weeks before Town Meeting to close the warrant for submission of articles. He suggested pushing back the date to nine weeks to give the Planning Board extra time to take any action they may need, such as, public hearings. Town Manager Kozak announced that he will place this item under decisions at their next meeting, June 18, 2012.

FY 2013 Town Manager's Goals and Objectives. Chairman Nolan read aloud the FY 2013 goals and objectives for the Town Manager as follows: 1) Develop a maintenance program for town buildings. 2) Assist the Building, Planning and Construction Committee with locating a new site for the Fire Station. 3) Assist the DPW Director with implementation of a road management program and the oversight of the Sutton Street project funding and look for new TIP projects. 4) Assist in the implementation of a new DPW facility.

Section 12 Liquor Licenses [Pouring Licenses]/TIPS Certification. Present: Walter Warchol, Chief of Police. Chief Warchol mentioned that the current policy states that each alcohol establishment has to have their manager TIPS certified and that the manager trains his/her employees. He is recommending that all employees serving alcohol should have formal alcohol intervention training, whether it is TIPS, or some other type of training be certified every three years, and that the establishments provide a list of their employees and their TIPS certification prior to receiving their liquor license each and every year. Selectman Melia agreed with Chief Warchol and supports his recommendations. Chief Warchol also stated that package stores should also be required to have employees TIPS certified. Selectman Athanas asked the Police Chief if the TIPS classes were offered frequently and Chief Warchol replied yes, and that the Police Station could hold them at their facility. The Selectmen all agreed with Chief Warchol's recommendations. Chairman Nolan mentioned that this item will be placed on their next agenda under decisions. Selectman Melia asked the Police Chief to amend the Town of Northbridge's Rules & Regulations Governing Alcohol Establishments section to include the new language and submit to the Selectmen before their next meeting.

Town Manager's Report. 1) **Mass. Association of Conservation Commissions:** Announced Barbara Kinney of the Northbridge Conservation Commission obtained certification from the Massachusetts Association of Conservation Commissions for completing the Fundamentals for Conservation Commissioners certificate training course. 2) **Central Mass. Metropolitan Planning Organization/Blackstone Valley Transportation:** Announced there will be a meeting on Monday, June 11, 2012, at 7 PM, at the Northbridge Town Hall to discuss expansion of bus transportation in the valley. 3) **Rally for the Valley:** Town Manager Kozak attended the "Rally for the Valley" to support the National Park Initiative, which includes downtown Whitinsville and the surrounding area on June 1, 2012, at Riverbend Farm in Uxbridge. He mentioned that it was very well attended. 4) **Blackstone Valley Vision Forum:** He announced the Central Mass. Regional Planning Commission is hosting a forum on June 26, 2012, on the future vision of the Blackstone Valley Communities at Blackstone Valley Regional Vocational Technical High School. He mentioned that anyone can attend the forum to hear about the future vision of the Blackstone Valley Communities. 5) **Sutton Street Update:** Town Manager Kozak mentioned that he and the DPW Director are currently holding weekly telephone calls with the consultants and representatives from the Mass. Highway Department for updates on the project. AECOM is conducting survey work to determine proper location of the control point and will discuss future requirements prior to a public hearing. The Town Manager also submitted a letter of support for the 2013 Transportation Improvement Plan (TIP). 6) **Memorial Day Festivities** – Attended the Memorial Day Festivities, which were very well attended. Mr. William Audette and the Veterans' Council did an outstanding job.

Selectmen's Concerns. **Selectman Marzec/1)** Asked about an article he saw in one of the papers on road repairs and was wondering when the repairs will begin. **2)** Asked about the status of the Ross Rajotte Bridge. **3)** Asked about making natural gas more available to other roads in town. **4)** Asked why the Carpenter Road Reservoir parking lot is blocked off. **5)** Mentioned that the Douglas Band played at the Memorial Day Festivities and was wondering why the Northbridge Band wasn't asked to play. **6)** Mentioned that the fields are in poor condition and are wondering what can be done next. **Selectman Melia 1)** Asked if there was any progress with sharing the cost for hiring or using a School Resource Officer for the School Department bullying issue. Town Manager Kozak mentioned that he will discuss this issue with the new Interim Superintendent of Schools. **2)** Asked if there was any progress on the proposal for the Riverdale Water Company. Town Manager Kozak replied that a hydraulic study needs to be done before we can address the proposal. **Selectman Ampagoomian/**Asked about the status of the Veterans' Services Director's position. Town Manager Kozak informed the Board that the closing date for the applications was June 18th and he will be meeting with the Uxbridge Town Manager to go over the applications. He then mentioned that he and the other Town Managers will begin interviewing the candidates and they hope to have a candidate by the end of the month.

Executive Session. Chairman Nolan declared that an open meeting may have a detrimental effect on the bargaining position of the body and therefore he asked for a motion to go into executive session. A motion/Mr. Ampagoomian, seconded/Mr. Melia to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 To discuss strategy w/respect to collective bargaining –and not to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes; Mr. Ampagoomian/Yes; Mr. Marzec/Yes and Mr. Nolan/Yes.

Meeting Adjourned: 8:50

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

June 4, 2012

APPROVAL OF MINUTES. A. 1) Copy of May 7, 2012 minutes. 2) Copy of May 21, 2012 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen].

PUBLIC HEARING. B. 1) Copy of letter from National Grid dated May 10, 2012, Petition for Joint or Identical Pole locations and Order for Joint or Identical Pole locations. 2) Copy of map. 3) Copy of memo to abutters notifying them of public hearing on June 4, 2012 at 7:10 P.M. 4) Copy of memo requesting an abutter's list. 5) Copy of abutter's list.

APPOINTMENTS/RESIGNATIONS: C. 1) Copy of Kelly Bol's appointment letter. 2) Copy of letter from Walter Warchol, Police Chief requesting Special Police Officer, Keith Rockwood. 3) Copy of Mary Contino's appointment letter. 4) No documentation.

CITIZENS' COMMENTS. None.

DECISIONS

D. 1) Copy of Junk Dealer's Application. 2) Copy of business certificate. 3) Copy of memo from Jim Sheehan, Building Inspector. 4) Copy of license routing slips from department heads.

DISCUSSIONS

E. 1) Copy of FY 2011 Management Letter. 2) Copy of Auditor's Report. 3) Copy of Basic Financial Statements.

F. Union Street Brook - No documentation.

G. Copy of lease for The Rockdale Village Foundation and the Oliver Ashton Post #343, Inc.

H. Fall Annual Town Meeting [October 23, 2012] – **No documentation.**

I. Copy of Town Manager's FY 13 Goals and Objectives

II. Copy of Liquor License Rules and Regulations

TOWN MANAGER'S REPORT

J. 1) Mass. Association of Conservation Commissions – **Copy of letter from Mass. Association of Conservation Commissions.**

2) Central Mass. Metropolitan Planning Organization/Blackstone Valley Transportation – **Copy of email from Jonathan Church.**

3) Rally for the Valley - River Bend Farm Visitor Center – **Copy of announcement.**

4) Blackstone Valley Vision Forum – **Copy of announcement.**

5) Sutton Street Update – **No documentation.**

6) Memorial Day Festivities – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
June 18, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. May 21, 2012 –A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the May 21, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

June 4, 2012 [Executive Session] – A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve but not release the June 4, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Town Manager. Town Manager's 2012 Annual Reappointments/Vote to Affirm [listing enclosed in agenda packet]. Selectman Ampagoomian asked why Mr. Richard West wasn't being reappointed as an Auxiliary Police Officer and Town Manager Kozak replied that he hadn't responded to the Town Manager's Office on whether or not he wished to be reappointed. A motion/Mr. Melia, seconded/Mr. Athanas to affirm the Town Manager's 2012 Annual Reappointments as indicated on the list provided in the agenda packets. Vote yes/Unanimous.

Board of Selectmen's 2012 Annual Reappointments/Vote to approve [listing enclosed in agenda packet]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the 2012 Annual Reappointments by the Board of Selectmen as indicated on the list provided in the agenda packets. Vote yes/Unanimous.

Resignations. Kevin Sullivan, Animal Inspector. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to accept the resignation of Kevin Sullivan as Animal Inspector and send a letter of appreciation. Vote yes/Unanimous. **Joseph Montecalvo, Council on Aging.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to accept the resignation of Joseph Montecalvo from the Council on Aging and send a letter of appreciation. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Riverdale Cemetery Deed [Robert Cordeau] Lot #15. A motion/Mr. Ampagoomian, seconded/Mr. Melia to sign the Riverdale Cemetery Deed for Lot #15 - Robert Cordeau. Vote yes/Unanimous.

Housing Development Support/Small Cities Grant/Vote to approve Subordination Agreements. Present: Katherine Garrahan, Bowditch & Dewey. Town Manager Kozak explained that the bank that oversees the Housing Development Project (in the Rockdale area) is looking to refinance some mortgages for a better rate. Attorney Garrahan mentioned that she represents the South Middlesex Non-Profit Housing Corporation who is seeking to refinance mortgages on the following properties (in the Rockdale section) to save some money. The following properties are: 23 Cross Place, 35 Cross Place, 75-86 Church Street, 42-44 Beanes Lane, 9-11 Taft Street, 29-31 Cross Place and 29R Cross Place, 90-96 Church Street and 8 Beanes Lane. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the Subordination Agreements for the above-stated properties. Vote yes/Unanimous.

At this time, Chairman Nolan informed the Board of Selectmen that he would like to proceed with agenda Item LL [Short Term Borrowing] if Board members are not opposed as this would allow the Notary

Public to leave after action is taken. There being no objection, a motion/Mr. Marzec, seconded/Mr. Athanas to proceed with agenda Item LL [Short Term Borrowing] at this time. Vote yes/Unanimous.

Short-Term Borrowing/Vote to sign temporary notes. Town Manager explained that the Treasurer's Office notified him that there is financing needed for some work to be done at the Wastewater Treatment Plant, which was approved at Town Meeting last year. The Town would like to do short-term borrowing in the amount of \$311,000, at a rate of .55% but would need the signature of the Board in order to do so. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to sign the temporary notes to allow for short-term borrowing in the amount of \$311,000. Vote yes/Unanimous.

Northbridge Youth Soccer Association/Request permission to hang a banner over Church Street from July 22, 2012 through August 5, 2012 to advertise the 3v3 Annual Soccer Tournament to be held on August 4, 2012 and August 5, 2012. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant permission to the Northbridge Youth Soccer Association to hang a banner over Church Street from July 22, 2012 through August 5, 2012 to advertise the 3v3 Annual Soccer Tournament to be held on August 4, 2012 and August 5, 2012. Vote yes/Unanimous.

Mina's Foods, Inc. d/b/a Vera's Mini Mart [Ashraf Youssef]/Request Change of Manager for liquor license. Present: Ashraf Youssef. Mr. Youssef appeared before the Board of Selectmen to request approval for a Change in Manager of Vera's Mini Mart. A motion/Mr. Athanas, seconded/Mr. Melia to approve the Change of Manager on Mina's Foods, Inc. d/b/a Vera's Mini Mart liquor license from Moneer Guirguis to Ashraf Youssef. Vote yes/Unanimous.

Fall Annual Town Meeting [October 23, 2012]/Vote to close the warrant on Friday, August 24, 2012 at Noon. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to close the warrant for the Fall Annual Town Meeting, on Friday, August 24, 2012 at Noon. Vote yes/Unanimous.

Liquor Licenses [TIPS Certifications]/Vote to approve proposed changes to the Town of Northbridge's Rules & Regulations Governing Alcohol Establishments. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the proposed changes to the Town of Northbridge's Rules & Regulations Governing Alcohol Establishments as submitted and recommended by the Chief of Police. Vote yes/Unanimous.

Payment in Lieu of Taxes Agreement. Town Manager Kozak explained that the Payment in Lieu of Taxes Agreement [PILOT] solar project was approved at Town Meeting for the property that borders Grafton and the Town of Northbridge. He mentioned that the Town will receive a flat amount of money [\$39,224.00] over 20 years but in order to move forward it requires the Board of Selectmen's approval. A motion/Mr. Athanas, seconded/Mr. Melia to approve the Payment In Lieu of Taxes agreement as proposed and reviewed by Town Counsel. Vote yes/Unanimous.

Consulting Services/Vote to accept monetary gift. Town Manager Kozak told the Board of Selectmen to pass over this agenda item. He mentioned that a consultant that works for the PILOT Agreement Company [Con Edison] has agreed to pay for the services, of a consultant that the Town hired to review all the documentation and to make sure all the information that was provided to the Town was correct. No action is needed because the check will go straight from Con Edison to the consultant.

Memorandum of Agreement [Northbridge Teacher's Association]/Vote to accept. Town Manager Kozak mentioned that several months ago the Northbridge Teacher's Association won their case against the Town. The Teachers filed a complaint with the State's Division of Labor Relations in 2007 when the town changed the health care plan design. Town Manager Kozak mentioned that within the agreement there is a Health Reimbursement Account (HRA) that the Town set up for all its employees (non-union

and union) four years ago. He explained that he went to the teacher's union and asked if the teacher's union would agree to change their agreement to read the same as all the other employees in town. That said, the teacher's union agreed and Town Manager Kozak suggested the Board approve the memorandum of agreement for the Northbridge Teacher's Association. Selectman Melia explained that because his daughter is a teacher in town he will abstain from voting. Selectman Marzec pointed out a typo on Page 2, Section 1, Item #1 – last line (July 1, 212 to June 30, 2013), should read: (July 1, 2012 to June 30, 2013). A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the Memorandum of Agreement to the Northbridge Teacher's Association. Vote yes/Messrs. Athanas, Marzec, Ampagoomian and Nolan. Abstain/Mr. Melia.

FY'12 End-of-Year Transfers. Present: Neil Vaidya, Town Accountant. Neil Vaidya, Town Accountant, announced that there are a few FY '12 end-of-year transfers needed and mentioned that the Finance Committee voted in favor to support all of them: **1)** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the transfer of \$3,890.00 from the Town Clerk's Elections and Registrations Account 01001610-578000 to the Town Clerk's Salaries & Wages Account 01001610-511000. Vote yes/Unanimous. **2)** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the transfer of \$20,142.00 from the Trade School Account 01003500-532100 to the Fire Department Salaries & Wages Account 01002200-511000. Vote yes/Unanimous. **3)** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the transfer of \$5,000.00 from the Trade School Account 01003500-532100 to the Fire Department Supplies Account 01002310-542000. Vote yes/Unanimous. **4)** A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to transfer \$8,400.00 from the Non Departmental Employee Insurance Benefits Account 01009100-517000 to the Non Departmental Employee Insurance Benefits Medicare Employer Portion Account 01009100-517001. Vote yes/Unanimous.

DPW Redevelopment Project/Present: Building, Planning & Construction Committee, Finance Committee, and Board of Selectmen. Tom Pilibosian, Chairman of the Building, Planning & Construction Committee, provided an overview of the Department of Public Works Redevelopment Project and explained that \$76,000.00 was approved at Town Meeting for a feasibility study. Representatives of HKT Architects Inc. and Jim Shuris, DPW Director, provided a presentation on a feasibility study that was done on the Department of Public Works located on Fletcher Street. Mr. Shuris mentioned that the total cost of building new facilities using pre-engineered and frame construction on the Fletcher Street site and that would replace buildings that have been there since 1941, is projected at \$8.156 million, according to the HKT study. If a 19,212 square-foot building was put on Providence Road [Wastewater Treatment Plant site] it would cost about \$500,000 more. Mr. Shuris also said it would cost about \$150,000 more a year to operate the DPW from Providence Road because Fletcher Street is much closer to the center of town. Mr. Shuris and HKT Architects both said the current buildings on Fletcher Street are in deplorable condition and that they don't meet building codes. The building of a new DPW headquarters has been contentious for the past several years and voters have defeated questions that sought \$2.1 million and \$2.5 million for new facilities during separate votes in recent years. Town Manager Kozak mentioned if the \$8.156 million proposal is paid through a 20-year Proposition 2 ½ debt exclusion, the average increase in the property tax over that time for a person owning a house assessed at \$265,000 would be \$99.44 per year. Selectman Athanas acknowledged the need for a new DPW facility but said he didn't think voters would support spending that much money. Selectman Melia concurred with Selectman Athanas and said while he liked many aspects of the study he didn't like the projected price tag. He urged the architects to "sharpen their pencils" and do what they could to lower the cost. HKT Principal William R. Hammer said alternatives could be written into the construction bids that could lower the cost but he also said he couldn't promise the price would go down very much. Finance Committee Chairman Salvatore D'Amato said the presentation was the first legitimate outline of information on a new DPW facility and now that we got all the facts, the question is what do we do with them.

FY '13 Pavement Management Program. Present: James Shuris, DPW Director and Rob Van Meter, Highway Superintendent. Mr. Van Meter mentioned that the DPW is moving forward with the roads program. The program consists of both preservation and re-construction methods. We will initiate the program with four (4) pavement preservation technologies: Hot-In-Place Asphalt Recycling; 10% Asphalt Rubber Chipseal; Crack Sealing; and Micro-Surfacing. During the first week of July, the Town of Northbridge DPW will be hiring Highway Rehabilitation of Brewster, NY to begin a two (2) step process to improve and preserve the wearing surface on Mendon Road and Quaker Street. The first step is called Hot-In-Place Asphalt Recycling, and involves the use of propane-fired heating units to heat the existing pavement, mill-off the top surface, recycle this material by mixing it with rejuvenating agents, place it back on the surface, and restoring the crown to the road, which will improve the rideability. The second step involves the placement of a 10% Asphalt Rubber Chipseal, which went completed, will seal the road, protect it from water intrusion, and provide a new wearing surface. This process involves the application of a liquid asphalt rubber applied at temperatures of approximately 375 degrees Fahrenheit followed by an application of heated and treated aggregates. During the upcoming construction season, we have contracted with Seal Coating Inc., from Hingham MA, to crackseal many of our subdivision roads. This process will prevent further water intrusion into the road base and prepare the road for an application of Micro-Surfacing. This operation is scheduled for late Spring 2013, and will provide a new uniform wearing surface, complete the sealing process, and protect our roads from further deterioration. Mr. Shuris explained that he would like to have neighborhood meetings before the work starts in case residents have questions and/or concerns.

Proposed Right-of-Way Road Opening Permit Policy. Present: James Shuris, DPW Director. Mr. Shuris provided the Board with a “draft” copy of the Town of Northbridge’s Public Right-of-Way Road Opening Permit Policy. He explained that the current policy allows anyone to cut into town roads for only \$50.00 and thus he is proposing a new policy. He mentioned that the new policy will be to have a flat rate to penetrate the road and then another rate for the age of the road and the condition of the road such that a newer road will cost you more dollars per square foot to cut into than an old road.

Town Manager’s Report. 1) Whitinsville Water Company Department of Public Utilities Hearing: The Town Manager mentioned that the Town received a notice from the Department of Public Utilities regarding a hearing to refinance the current Whitinsville Water Company’s Treatment Plant and proposed facility on Carr Street. He mentioned because the rates are favorable now this will allow the WWC to lower the cost of their bond by refinancing with a lower rate. **2) Update on Fire Department-Pumper Truck:** The pumper truck has been delivered to the Hopkinton dealership for final preparation and will be delivered in about two weeks. **3) Update on Sutton Street:** Mentioned that he and the DPW Director attended a meeting at Mass. Highway with representatives from the state and town consultants to prepare a work list and schedule for the Sutton Street project. He then advised that a public hearing should take place in mid to late August. **4) Central Mass. Regional Planning Commission:** Mentioned that the Central Mass. Regional Planning Commission held a meeting at the Town Hall to discuss regional transportation, in the lower Blackstone Valley. Stephen O’Neil, the Director of the Worcester Regional Transit Authority, gave a presentation and invited Northbridge and other communities to look at the services they provide. **5) Senator Richard Moore/Open House Hours:** Announced that Senator Richard Moore will be conducting an Open House at the Town Hall [Board of Selectmen’s Room] on June 25, 2012, from 5:30 PM to 7:00 PM.

Selectmen’s Concerns. Selectman Athanas/Asked about the status of the Ross Rajotte Bridge – Mr. Shuris stated that after the last Board of Selectmen’s meeting, he received a phone call from a representative at Mass DOT. He was informed that there was another problem between the contractor and Mass DOT and that the sub-contractor will not begin work until they receive in writing a signed notice to proceed change order. Town Manager Kozak mentioned that he spoke to Representative Peterson about this issue, who in turn, has been talking to the district to see what can be done to get this

project moving. Mr. Shuris stated that the installation and utility work for the Douglas Road Bridge has begun and is moving forward. **Selectman Melia**/Mentioned that people are concerned about the detour design for the Douglas Road Bridge. Mr. Shuris explained that once the heavy work begins in July, the first phase will be to install a temporary bridge adjacent to the bridge. After that bridge is installed, they will section off one of the lanes and demolish it and there will be two lanes all the time. He also mentioned that the completion date for the Douglas Road Bridge is August of 2014. **Selectman Ampagoomian**/Asked about the status of the Memorial Square traffic lights and Mr. Shuris replied that they have had the Worcester Signal Company out here repeatedly. Rob Van Meter, Highway Superintendent, advised the Selectmen that the Worcester Signal Company has come out to Memorial Square twice and both times they have found shortages in the wires. Mr. Van Meter thinks there is a bigger problem because after a few weeks the problem returns. **Selectman Marzec 1)** Announced that he attended the Central Mass. Regional Planning Commission meeting on regional transportation and felt it was excellent and would be beneficial for the elderly in town. **2)** Asked Mr. Shuris about the condition of the baseball field at Vail field. Mr. Shuris stated that they added drainage on the far end of the parking lot to try and break up that problem but they will also need to have some type of barrier near the first base side to prevent the water from surging onto the field. Mr. Shuris mentioned that he and the Highway Superintendent will need to look into this issue a little more and come up with something safe and doable. **3)** Received a phone call from a citizen on another Board in town asking for the Board of Selectmen to revisit remote access for meetings. **Selectman Ampagoomian** announced that a former Northbridge resident, Kathleen Turner, was voted Teacher of the Year for the Commonwealth of Massachusetts.

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

Meeting Adjourned: 9:25

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

June 18, 2012

APPROVAL OF MINUTES. A. 1) Copy of May 21, 2012 minutes. 2) Copy of June 4, 2012 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen].

PUBLIC HEARING. None.

APPOINTMENTS/RESIGNATIONS: B. 1) & 2) Copy of 2012 Annual Reappointments, copy of memorandum from Sharon Susienka regarding attendance records, and copy of attendance records from Boards & Committees. 3) Copy of Kevin Sullivan's resignation letter. 4) Copy of Joseph Montecalvo's resignation.

CITIZENS' COMMENTS.

DECISIONS

C. Copy of Riverdale Cemetery Deed [Robert Cordeau] Lot #15.

D. Copy of Subordination Agreements.

E. Copy of email dated June 11, 2012 from Craig Mahoney requesting to hang a banner over Church Street to advertise 3v3 Annual Soccer Tournament.

F. 1) Copy of ABCC Transmittal Form for Vera's Mini Mart. 2) Copy of Petition for Change of License. 3) Copy of TIPS certificate. 4) Copy of License Routing Slip from Walter Warchol, Police Chief.

G. No documentation.

H. Copy of proposed changes to the Town of Northbridge's Rules and Regulations Governing Establishments.

I. Copy of agreement for payment in lieu of taxes.

J. Copy of bill from Financial Advisory Associates, Inc.

K. Copy of Memorandum of Agreement for the Northbridge Teacher's Association.

L. Copy of End of Year Transfers for FY '12

LL. Copy of documents for temporary notes for short-term borrowing.

DISCUSSIONS

M. Copy of Department of Public Works Feasibility Study.

N. Copy of email from James Shuris regarding the 2012 Roads Program.

O. Copy of proposed Right-of-Way road opening permit policy.

TOWN MANAGER'S REPORT

P. 1) Whitinsville Water Company Department of Public Utilities Hearing – **No documentation.**

2) Update on Fire Department Pumper Truck – **No documentation.**

3) Update on Sutton Street – **No documentation.**

4) Central Mass. Regional Planning Commission – **No documentation.**

5) Senator Richard Moore Open House Hours – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
July 16, 2012**

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

The Pledge of Allegiance was recited by those present.

Retirement Award presented to Gail Anderson. The Town Manager presented Gail Anderson with a plaque in honor of her retirement from the Town of Northbridge after having served the town for 25 years as the Director of the Senior Center. Mr. Kozak expressed his sadness and extended his appreciation for all the hard work and dedication that Ms. Anderson provided to the Town of Northbridge and wished her well in her retirement.

Town Manager Kozak noted that he also had a retirement plaque for recently retired Veterans' Services Director, Mr. Kenneth Trajanowski, who served the Town for nine years. Because Mr. Trajanowski could not attend tonight's meeting, Mr. Kozak wished him well and stated the plaque would be mailed to Mr. Trajanowski's home.

Approval of Minutes. June 4, 2012 –A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the June 4, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

June 18, 2012 –A motion/Mr. Marzec, seconded/Mr. Melia to approve the June 18, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

June 21, 2012 –A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the June 21, 2012 minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Melia and Nolan. Abstain/Messrs. Ampagoomian and Athanas.

Appointments/By the Board of Selectmen. Bruce Frieswick, Disability Commission. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Bruce Frieswick to the Disability Commission as the employee representative. Vote yes/Unanimous. **Adhoc Fields Committee: a) Allen Richards, Athletic Director, b) James Shuris, DPW Director, c) Len Krygsman, Whitinsville Christian School Rep, d) Paul Halacy, Director of Building and Grounds, e) Robert A. Parker, Jr., Playground and Recreation Commission Representative.** Town Manager Kozak mentioned that there are still three openings on the committee: one Selectman, one Member-at-Large, and one student representative. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Allen Richards, James Shuris, Len Krygsman, Paul Halacy, and Robert A. Parker, Jr., to the Ad Hoc Fields Committee for one-year terms. Mr. McGrath added that the School Committee voted on Tuesday, July 17, 2012, to select Selena Livingston as the School Committee's representative to the Adhoc Fields Committee for one-year terms. Selectman Melia then amended his motion to include Selena Livingston's name. Vote yes/Unanimous. **2012 Annual Reappointments: Peter Lachapelle and William Lavallee - Personnel Board members.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to reappoint Peter Lachapelle to the Personnel Board retroactive to July 1, 2012. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint William Lavallee to the Personnel Board retroactive to July 1, 2012. Vote yes/Unanimous.

Citizens' Comments/Input. Mr. Roger Mathieu, Providence Road, Northbridge, provided a booklet about steel buildings to some folks at tonight's meeting and then apologized for not having enough for everyone. He thought the Board might be interested in reviewing it for the possibility of building a future

Highway facility. He also mentioned that there are twenty-two acres of land off of Route 122 and thinks the town should look into developing it.

Whitin Community Center [Heather Elster]/ 1) Request a one-day Beer & Wine License for an Outdoor Music Concert, Saturday, September 8, 2012 from 4:00 P.M. to 7:30 P.M. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant Whitin Community Center a one-day Beer & Wine License for an Outdoor Music Concert on Saturday, September 8, 2012 from 4:00 PM to 7:30 PM. Vote yes/Unanimous. **2) Request for an Entertainment License for an Outdoor Music Concert, Saturday, September 8, 2012 from 4:00 P.M. to 7:30 P.M.** A motion/Mr. Marzec, seconded/Mr. Melia to grant Whitin Community Center an Entertainment License for an Outdoor Music Concert on Saturday, September 8, 2012 from 4:00 PM to 7:30 PM. Vote yes/Unanimous.

Northbridge Association of Churches [Stephanie Stevens]/Requests permission to use Memorial Park to hold a “Hymn Sing” on Sunday, July 22, 2012 from 5:00 P.M. to 8:00 P.M. Item was withdrawn per the Northbridge Association of Churches.

St. Camillus Heath Center/ Request permission to hang a banner over Church Street from August 19, 2012 through September 2, 2012 to advertise their 7th Annual Fundraising Event to be held on Friday, September 21, 2012. Present: Kathleen McCarthy, 34 Carpenter Road, Whitinsville. A motion/Mr. Melia, seconded/Mr. Athanas to grant permission to St. Camillus Health Center to hang a banner over Church Street from August 19, 2012 through September 2, 2012 to advertise their 7th Annual Fundraising Event to be held on Friday, September 21, 2012. Vote yes/Unanimous.

Ad Hoc Fields Committee/Selectmen’s Representative. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to designate James Marzec as the Selectmen’s Representative for the Ad Hoc Fields Committee. Vote yes/Unanimous.

License Agreements: Rockdale Village Foundation and Oliver Ashton Post #343/Vote to approve and sign. Present: John Berkowicz and Robert A. Parker, Jr. Representatives from the Northbridge American Legion, Oliver Ashton Post #343. Town Manager Kozak stated that the Town had a one-year lease agreement with the Rockdale Village Foundation back in 1994, which has since lapsed. He mentioned that the Playground & Recreation Commission contacted him to see about getting a new lease agreement and then shortly thereafter, the Oliver Ashton Post #343 contacted him about a lease agreement. That said, the two lease agreements that the Board of Selectmen discussed a month ago were signed by representatives of the Rockdale Village Foundation and the Oliver Ashton Post #343 for a six-month period. Mr. John Berkowicz, Representative for the Oliver Ashton Post #343, mentioned that the members voted to have a six-month lease so they could explore other options because of their current financial situation. He noted that the members of the Oliver Ashton Post #343 voted to add an addendum to the lease agreement, which will include a fee for the use of their property. Mr. Berkowicz mentioned that from July 1, 2012 to December 31, 2012 a fee in the amount of \$7,500.00 shall be paid to the American Legion Oliver Ashton Post #343 and then effective January 1, 2013 to December 31, 2013 a fee in the amount of \$15,000 shall be paid to them and thereafter. Town Manager Kozak advised the Selectmen that there are no funds available right now to pay the American Legion Oliver Ashton Post #343. Selectman Melia noted that because there were no funds appropriated at the Spring Annual Town Meeting for this that an article would need to be placed on the Fall Annual Town Meeting Warrant for approval. Mr. Berkowicz stated that he thinks that the members would agree to wait but because of their financial state, he doesn’t know if the American Legion can survive until then. He then noted that there are currently two realtors who are interested in the building/property. Selectman Marzec mentioned that something has to be done sooner rather than later because if we lose the American Legion fields, then the sports played in town might be in jeopardy because of the lack of field space. The Board of Selectmen agreed that they would like to help out but legally they can’t right now. A motion/Mr. Ampagoomian,

seconded/Mr. Melia to approve the Rockdale Village Foundation lease agreement for six months. Vote yes/Unanimous. Town Manager Kozak suggested the Board approve the Oliver Ashton Post #343 lease agreement without the addendum. A motion was made by Mr. Melia to approve the Oliver Ashton Post #343 lease agreement without the addendum but then Mr. Parker stated that it wouldn't be right to move forward on the lease without the addendum. Selectman Athanas suggested waiting and Selectman Melia withdrew his motion. Selectman Ampagoomian asked if the Board could make a motion to place an article on the Fall Annual Town Meeting and Town Manager Kozak replied yes. A motion/Mr. Ampagoomian, seconded/Mr. Melia to ask Town Counsel to prepare an appropriate warrant article regarding the Oliver Ashton Post #343 lease be voted on at the Fall Annual Town Meeting. Vote yes/Unanimous.

Operation Graduation [Fred & Maureen Beauregard]/Request to conduct a Boot Drive at Memorial Square and Ovia Square on Saturday, October 13, 2012 from 9:00 A.M. to 3:00 P.M.

A motion/Mr. Melia, seconded/Mr. Athanas to approve Operation Graduation's request to conduct a Boot Drive at Memorial Square and Ovia Square on Saturday, October 13, 2012 from 9:00 AM to 3:00 PM subject to the Town's Boot Drive policy and the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan. Abstain/Mr. Marzec.

Northbridge Housing Authority/Request to hire special counsel. Chairman Nolan announced that the Northbridge Housing Authority notified him that they have withdrawn their request this evening.

Fall Annual Town Meeting [October 23, 2012]/Vote to place ballot question(s) on the November State Election Ballot. Tom Pilibosian, Chairman of the Building, Planning and Construction Committee, advised the Board of Selectmen that his committee will not be placing a ballot question on the November State Election Ballot. He mentioned that his committee will wait to place an article on the Spring Annual Town Meeting after they have had more time to review all options for a new DPW facility. Selectman Marzec wanted to clarify that the proposal for a steel building [DPW facility] mentioned by Mr. Roger Mathieu earlier this evening is not something new and in fact was brought up over a year ago. Selectman Athanas suggested looking at the Old Colony property for a new DPW facility and said it's a well constructed building and the price is reasonable. Selectman Ampagoomian mentioned that this item has gone on too long and recommended the Board move forward. Selectman Marzec asked how can the Board vote to place ballot questions on the November State Election Ballot when they don't have any questions. Town Manager Kozak stated that originally he thought the Building, Planning & Construction Committee might move forward with the Fletcher Street site for a DPW facility, however, the committee requested to do more due diligence before proceeding. Chairman Nolan stated that no action will be taken by the Board of Selectmen on this item.

Dog Complaint/Issues. Present: Daniel Chauvin, Animal Control Officer, Walter Warchol, Chief of Police, and Kenneth Goulding, Resident. Town Manager Kozak announced that Mr. Goulding filed a complaint on a dog in town who he feels is very aggressive and vicious. That being said, he mentioned that this evening the Board of Selectmen will need to determine whether or not to move forward with a dog hearing. Chief Warchol advised the Board that he received and reviewed the complaint and had the Animal Control Officer, and Lieutenant Labrie investigate the complaint. Chief Warchol mentioned that his department has had no other complaints on this dog. He also said that its owner moved from Overlook Street to Tracy Drive, where the dog is currently residing. Mr. Chauvin stated that he responded to an incident that took place at the Town Beach. He found Mr. Goulding, his dog, and the dog in question to be running at large, both unleashed, on town property. Mr. Chauvin stated that the dogs had an altercation but that neither dog drew blood. He also mentioned that he did not site either of the owners for not having leashes on their dogs because this was their first offense. He did note that the dog in question was allegedly blamed for an incident in which the dog bit someone and was quarantined. Mr. Chauvin stated that he was puzzled by the dog being quarantined because the dog never broke the

individual's skin [this is clearly stated on the quarantine notice]. He recommended that because there have been no other incidences there is no need for a dog hearing. Chief Warchol mentioned that he checked with neighbors on Overlook Street and no one has had any complaints regarding this dog. Mr. Goulding stated that he fears for his dog's safety. Selectman Ampagoomian asked for clarification of the location of the Town Beach and asked Mr. Chauvin if it's the Old Sea Scout Camp and Mr. Chauvin replied yes. Selectman Ampagoomian then mentioned that this is private property owned by the Whitinsville Water Company. Selectman Melia stated that he is satisfied with the Police Department's and Mr. Chauvin's investigation and then suggested to the owners that if they see one another while walking their dogs then one of you should turn and head in the other direction to avoid your dogs having an altercation.

School Committee Vacancy/Present: Michael McGrath, Chairman of the School Committee. Mr. McGrath mentioned that the Northbridge School Committee has been left with one vacancy and that per the town charter, they need to engage in a process with the Selectmen to fill the vacancy. He suggested posting the vacancy on the town's website and on the school's website asking interested candidates to fill out and submit a Talent Bank application by July 27, 2012. He then asked that a Joint Meeting of the Board of Selectmen and School Committee be held on August 14th at 6:30 PM to appoint a new member to the School Committee. The Board of Selectmen agreed to attend the School Committee meeting on August 14, 2012 @ 6:30 PM to appoint a new member to the School Committee.

Pavement Management/Update. Present: James Shuris, DPW Director. Mr. Shuris mentioned that he is very excited about the Roads Program and stated that it will begin in the next couple weeks on Mendon Road and Quaker Street. He informed the Selectmen that a notice regarding the road work will be placed on the town's website for residents to view. That being said, their goal is to have those segments completed before Labor Day. Selectman Marzec asked Mr. Shuris to assure him that Sprague Street will be taken care of by cleaning out the catch basins. Mr. Shuris replied that the money they received from the townspeople to buy the Cab and Chassis catch basin cleaner will be purchased shortly, so he reassured Selectman Marzec that the catch basins on Sprague Street will be cleaned out. He also noted that a new chipper was just delivered last week. Selectman Melia thanked Mr. Shuris for taking care of the fields and replacing the fence on Main Street across from Town Hall. Mr. Shuris then thanked the School Department and Paul Halacy for their assistance in providing them with herbicides for weed and poison ivy control in the Crescent Street area and the Willow Street parking lot.

Union Street Brook/Present: James Shuris, DPW Director and Kevin Deneault, Engineering Aide/Intern. Mr. Shuris mentioned that Mr. Deneault put together some handouts for the Board to review on the Union Street/Central Street Drainage Project. He explained that there was a lot of information to review and that Mr. Deneault asked a lot of questions and interviewed the residents in the Union Street area before he began the study. Continuing, Mr. Deneault provided some key points included in the Union Street Brook drainage issue study: analyzed drainage and topographical maps for the Union Place Subdivision, field investigation of drainage system for the new athletic fields behind the high school, as well as the unnamed brook, reviewed construction plans designed by Guerriere & Halnon, Inc. for the Union Place development, examined documents prepared by the DPW, Conservation Committee, and the Planning Department, investigated two studies that were completed by Earth Tech in July of 1999 and July of 2006, as well as the updated drainage plans of 2001 from Guerriere & Halnon, Inc., read and assessed the drainage system test and maintenance and repairs that were completed on the unnamed brook and stormwater detention basins by the DPW in 2001 and 2008, visited and took photographs of the unnamed brook, drainage channel, culverts, detention basins, as well as properties (with owner's permission) contiguous to the brook, interviewed residents of the area during the week of June 29th, and compared the 1982 and 1944 United States Geological Survey [USGS] Historical Ortho Maps. Mr. Shuris suggested that in the future the Town will need to do a better job in the review process on subdivisions and construction projects and how they affect us, not just onsite, but what happens to the

contiguous areas. He said that right now it is literally impossible to enlarge the culvert underneath the railroad tracks and feels that the town needs to create some type of detention pond to hold the water longer before releasing it so quick after a rainfall. Mr. Deneault provided action items: follow up with Mark Anderson of Heritage Design, measure detention basins and compare volume and size of these areas to the plans, shoot rim and grade elevations on all outfalls from Union Street, the drainage channel, and to the railroad culvert, contact the Central Mass. Mosquito Control Project of Northborough, MA (town member of project), field observations indicate a need to dredge the channel using the Central Mass. Mosquito Control Project agency, field work and/or others as necessary. Mr. Shuris mentioned that the town has certain employees who live in the area and these employees help maintain the brook. He noted that he would like to address the drainage problem soon but needs special equipment and authorization from the Conservation Commission and/or go with the Central Mass. Mosquito Control route where they don't need permits and they have the right equipment to handle this project. Selectman Ampagoomian asked if they need legal approval from the land owners and Mr. Shuris stated that he thinks Mark Anderson of Heritage Design can provide him with this information and then noted that he would never allow his employees to take an excavator or backhoe into someone's backyard without proper approval. Selectman Ampagoomian asked Mr. Shuris to provide him with a cost analysis to see what it will cost the taxpayers of Northbridge to take care of this drainage problem.

Remote Participation. Selectman Marzec explained that he brought this topic to life again because he received several phone calls from interested committee members. He feels that by having remote participation this would allow the individuals who serve on various boards and committees in town the opportunity to better serve their community. Town Manager Kozak informed the Board of Selectmen that out of 50 towns, 18 have approved remote participation and stated that other towns are starting to adopt remote participation slowly but surely. Selectman Melia stated that he has never been in favor of this and is still not in favor of remote participation. Selectman Marzec feels that the Board should consider it for emergency situations. Selectman Ampagoomian and Selectman Athanas both stated they are not in favor of remote participation. Chairman Nolan mentioned that because the majority of the Board is not in favor of remote participation he will not be placing this item on a future Board of Selectmen's agenda.

Town Manager's Report. 1) Northbridge Memorial Town Hall – Matching Grant: Mr. Kozak notified the Board that he received a letter from the Massachusetts Historical Commission informing the Town that the Northbridge Memorial Town Hall was selected for a matching grant in the amount of \$45,000.00 from the Commission's Round 18: Massachusetts Preservation Projects Fund. He thanked Gary Bechtholdt, Town Planner, for doing a great job on putting the application together for the Town. **2) Blackstone Valley Vocational Regional School – Capital Projects:** Received a letter from the BVVRS on the proposed capital improvements to their facility and wanted to inform the Board of the proposed work and if they have any questions or suggestions to let Superintendent Fitzpatrick know. **3) Central Mass. Regional Planning Commission Meeting:** Attended a meeting at which the Commission outlined the scope of services that they can provide to communities and also discussed some topics regarding regionalization that towns may wish to investigate further. **4) Vacancies: Building, Planning, Construction Committee and Finance Committee:** Mr. Kozak notified the public that there are vacancies on these committees and anyone who is interested to please contact the Town Manager's Office for more information. **5) Fall Annual Town Meeting [October 23, 2012]:** The deadline to submit warrant articles is August 24, 2012 @ Noon.

Selectmen's Concerns. Selectman Athanas/1) Asked Town Manager Kozak about the status on the water trucks turning around at Plummer's Park. Town Manager Kozak replied that he contacted the Chief of Police to investigate the situation who in turn found out it was related to the Riverdale Water Company. The Chief of Police said there shouldn't be any more problems. **2)** Mentioned the status of a Facilities Maintenance Program and suggested talking about this in the near future. **3)** Suggested that the Town should look into the Old Colony Building for the new DPW Facility. **Selectman Marzec/1)** He

suggested moving forward with a Facilities Maintenance Program and asked Selectman Athanas to put together a committee. 2) Asked about the status of the Ross Rajotte Bridge because the businesses over there are looking for an update. 3) Asked Town Manager Kozak to find out if the Northbridge Representative to the Blackstone Valley Regional Vocational School Committee can come to a future Selectmen's meeting to discuss the direction of the school. **Selectman Melia**/Mentioned that Roger Mathieu [a former Selectman] spoke earlier this evening, under Citizens Comments and Input, regarding the business park on Route 122. He stated if he remembers correctly, the Town already looked at this property and recalls someone telling him there is too much ledge over there. Mr. Tom Pilibosian, Chairman of the Building, Planning and Construction Committee also recalls hearing that there was a lot of ledge on that site and then mentioned if that was the case it would be very costly for the Town to try and develop a business park on that site. Selectman Melia suggested that Mr. Pilibosian research past minutes to see what transpired with that particular site.

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

Meeting Adjourned: 9:20

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

July 16, 2012

A. Copy of retirement award presented to Gail Anderson.

APPROVAL OF MINUTES. B. 1) Copy of June 4, 2012 minutes. 2) Copy of June 18, 2012 minutes. 3) Copy of June 21, 2012 Special Meeting minutes.

PUBLIC HEARING. None.

APPOINTMENTS/RESIGNATIONS: C. 1) Copy of Bruce Frieswick's Talent Bank Application. 2) No documentation. 3) Copy of email dated June 18, 2012, from Peter Lachapelle requesting to be reappointed to the Personnel Board. 4) Copy of letter to William Lavalley, dated June 1, 2012, informing the Board of Selectmen that he would like to be reappointed to the Personnel Board.

CITIZENS' COMMENTS.

DECISIONS

C. 1) Copy of application for Special License. 2) Copy of application for entertainment license. 3) Copy of hold harmless agreement. 4) Copy of license routing slips from Department Heads.

D. Item withdrawn from Agenda – No documentation.

E. Copy of letter dated July 11, 2012 from Kathleen McCarthy requesting permission to hang a banner over Church Street.

F. No documentation.

G. 1) Copy of the Rockdale Village Foundation lease agreement. 2) Copy of the Oliver Ashton Post #343 lease agreement. 3) Copy of map.

H. 1) Copy of Operation Graduation's request to conduct a boot drive. 2) Copy of James Shuris, DPW Director's response to the boot drive. 3) Copy of Walter Warchol, Chief of Police's response to the boot drive.

I. 1) Copy of email from Attorney David Doneski to Town Manager Kozak on the Housing Authority's request to employ counsel. 2) Copy of letter dated July 5, 2012 from the Northbridge Housing Authority requesting authorization for counsel other than counsel. 3) Copy of letter dated June 14, 2012 to Jim Sheehan, Zoning Enforcement Officer regarding Linwood Mill Lofts from the Northbridge Housing Authority. 4) Copy of letter from Jim Sheehan to the Chairman of the Northbridge Housing Authority.

J. No documentation.

DISCUSSIONS

K. 1) Copy of dog complaint from Mr. Kenneth Goulding. 2) Copy of memo from Lt. Timothy Labrie to Chief Warchol regarding Kenneth Goulding Dog Complaint. 3) Copy of memo from Board of Health to Kevin Sullivan, Inspector of Animals. 4) Copy of order of quarantine to Janna Melanson.

L. Copy of School Committee Vacancy to Town Manager Kozak and Board of Selectmen.

M. No documentation.

N. No documentation.

O. 1) Copy of memo dated January 11, 2012 to All Committees, Boards and Commissions regarding Remote Participation. 2) Copy of regulation 940 CMR 29.10. 3) Copy of memo dated July 13, 2012 from Kopelman & Paige Law firm regarding the Open Meeting Law – Remote Participation and "Intentional Violations".

TOWN MANAGER'S REPORT

P. 1) Northbridge Memorial Town Hall – **Copy of letter from the Mass. Historical Commission.**

2) Blackstone Valley Vocational Regional School District [BVVRSD]/Capital Projects – **Copy of letter from the BVVRSD regarding some capital projects.**

3) Central Mass. Regional Planning Commission Meeting – **No documentation.**

4) Vacancies: building, Planning & Construction Committee and Finance Committee – **No documentation.**

5) Fall Annual Town Meeting [October 23, 2012] – No documentation.
SELECTMEN'S CONCERNS-No documentation.
ITEMS FOR FUTURE AGENDA-None
CORRESPONDENCE-None

**Board of Selectmen's Meeting
August 13, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. July 16, 2012 –A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the July 16, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Board of Selectmen. 1) Julie Gawlak, Safety Committee. A motion/Mr. Marzec, seconded/Mr. Athanas to appoint Julie Gawlak (as the School Department Representative) to the Safety Committee. Vote yes/Unanimous. **2) Jake Ryan, Adhoc Fields Committee.** A motion/Mr. Marzec, seconded/Mr. Athanas to appoint Jake Ryan (as the Student Representative) to the Adhoc Fields Committee for a one-year term. Vote yes/Unanimous. **3) Fire Chief Gary Nestor, Director – NEMA [Northbridge Emergency Management Agency].** A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Fire Chief Gary Nestor as Director – Northbridge Emergency Management Agency. Vote yes/Unanimous. **4) Richard West, Deputy Director – NEMA [Northbridge Emergency Management Agency].** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint Richard West as Deputy Director – Northbridge Emergency Management Agency. Vote yes/Unanimous. **5) Election Workers (Democrat, Republican, and Unenrolled)/Vote to appoint.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint the Democrat, Republican, and Unenrolled Election Officers as listed in the Selectmen's agenda packets. Vote yes/Unanimous.

Citizens' Comments/Input. None.

The Coastal Theory [Heather Poitras & Aaron Antanavica]/Application for a Junk Dealer's License. Present: Aaron Antanavica & Heather Poitras. Mr. Antanavica mentioned they started their business online in 2011 and decided to have a physical location in Whitinsville. He stated they sell a variety of things such as: vintage clothing, thrift clothing, assortment of designer clothing, antiques, custom built furniture and décor. Selectman Athanas asked about parking for their customers and Mr. Antanavica mentioned that there is on street parking and a parking lot across the street for them to use. However, he did mention that their landlord is currently in the process of tearing down a building in the back and paving it for parking spaces. Mr. Athanas informed Ms. Poitras and Mr. Antanavica that the parking lot across the street is a private lot. Selectman Ampagoomian asked what the hours of operation would be and Mr. Antanavica responded Monday and Tuesday 11:00 A.M. to 5:00 P.M., Wednesday – Closed, Thursday 11:00 A.M. – 7:00 P.M., Friday 11:00 A.M. – 6:00 P.M., Saturday 11:00 A.M. – 4:00 P.M., Sunday – Closed. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve The Coastal Theory [Heather Poitras & Aaron Antanavica] Junk Dealer's application. Vote yes/Unanimous.

Northbridge Fire Department/Request permission to conduct a "Fill the Boot" drive for Muscular Dystrophy Association on Saturday, August 25, 2012, from 9:00 AM to 12:00 PM at Memorial Square. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to the Northbridge Fire Department to conduct a "Fill the Boot" drive for the Muscular Dystrophy Association on Saturday, August 25, 2012, from 9:00 AM to 12:00 PM at Memorial Square subject to the Boot Drive policy established by the Board on December 4, 2006 and amended on April 28, 2008. Vote yes/Unanimous.

Riverdale Cemetery Deed [John Brown] Lot #20. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to sign the Riverdale Cemetery Deed for Lot #20 – John Brown. Vote yes/Unanimous.

State Primary [September 6, 2012]/Vote to sign election warrant. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to sign the election warrant for the State Primary [September 6, 2012]. Vote yes/Unanimous.

St. Camillus Health Center [William Graves]/ 1) Request a one-day Beer & Wine License for their annual fundraising event to be held on Friday, September 21, 2012 from 6:30 P.M. to 9:00 P.M. A motion/Mr. Marzec, seconded/Mr. Athanas to grant St. Camillus Health Center a one-day Beer & Wine License for their annual fundraising event to be held on Friday, September 21, 2012 from 6:30 PM to 9:00 PM. Vote yes/Unanimous.

At this time, Selectman Marzec announced that a resident would like to speak under Citizens Comments and asked the Board of Selectmen for their permission to allow the individual to speak.

Mark Key, 111 Clubhouse Lane, Northbridge (Shining Rock Development) - Mr. Key announced that he is upset with the town's current cable television provider [Charter Communications] and felt compelled to discuss his concerns with the Selectmen. He then mentioned that he had his cable service with Charter for about a year and finally had to get rid of it because of the many service disruptions. He pursued his concerns with Charter but received no assistance in getting the service corrected. He is asking the Selectmen to see if Charter Communications can fix all the service disruptions that people in town are experiencing. Town Manager Kozak mentioned that he called and spoke to the town's contact person at Charter Communications and gave him Mr. Key's phone number. Mr. Key stated that the Charter Representative called but when he called back the person was out of the office and hasn't heard back from him yet. Town Manager Kozak will provide Mr. Key with the name/number of the Town's contact person at Charter Communications.

Operation Graduation [Fred & Maureen Beauregard]/Request approval to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, October 20, 2012 from 9:00 A.M. to 3:00 P.M. [Rain Date Only]. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve Operation Graduation's request to conduct a Boot Drive at Memorial Square and Ovia Square on Saturday, October 20, 2012 from 9:00 AM to 3:00 PM [Rain Date Only] subject to the Town's Boot Drive policy and the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Street Acceptances/Vote intent to layout the following roads or portions thereof as public ways: Shining Rock Golf Community: 1) Sandtrap Court, 2) a portion of Shining Rock Drive. Mr. Shuris mentioned that he has some concerns with the Shining Rock Golf Drive and will be addressing them next week at the Planning Board's Meeting on August 20, 2012. Mr. Shuris recommended the Board of Selectmen vote to move forward with their intent to layout the above roads as public ways. Town Manager Kozak explained that the Board of Selectmen is only voting to start the road acceptance process and the town meeting will vote whether or not to accept the roads. The Board of Selectmen held off on voting their intent until later in the meeting to allow time for the Chairman of the Planning Board to arrive.

King Jade Restaurant, 1229 Providence Road, Whitinsville/Application for KENO License.

Present: Nathan Ng. Mr. Ng mentioned a lot of his customers have requested KENO and he applied for the 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 from the receipt of the Lottery's letter to notify the State Lottery Commission of its opinion.

Fall Annual Town Meeting [October 23, 2012]/Vote to place articles on warrant. Town Manager Kozak presented the following draft articles to the Board for their review and recommended that they vote to place them on the Fall Annual Town Meeting warrant: **ARTICLE 1: (Board of Selectmen)** To see if

the Town will vote to raise and appropriate and/or transfer from available funds the following sums of money and authorize the payment of prior year bills or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Ampagoomian to place Article 1 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 2: (Board of Selectmen)** To see if the Town will vote to amend the votes taken under Article 3 of the 2012 Spring Session of the Annual Town Meeting (May 1, 2012), appropriations and transfers under the Omnibus Budget Article, and/or to transfer a sum or sums of money from the undesignated fund balance (free cash) and/or the Health Insurance Stabilization Fund to supplement appropriations under the Omnibus Budget Article; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Ampagoomian to place Article 2 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 3: (Board of Selectmen)** To see if the Town will vote to raise and appropriate and/or transfer from any available funds a sum of money to the Stabilization Fund (Line 44); or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Ampagoomian to place Article 3 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 4: (Board of Selectmen)** To see if the Town will vote to raise and appropriate and/or transfer from available funds [free cash] a sum of money to fund the fees for use of the American Legion Ballfield and Parking Lot; or take any action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to place Article 4 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 5: (Board of Selectmen)** To see if the Town will vote to raise and appropriate and/or transfer from the undesignated fund balance (free cash) and/or transfer from unexpended appropriated funds and/or transfer from the Stabilization Fund and/or borrow a sum of money for the building and property for a new DPW Facility; and, if by borrowing, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum and to issue bonds or notes therefor under Chapter 44 of the General Laws or any other enabling authority; said sum to be expended under the direction of the Board of Selectmen; or take any other action relative thereto. Selectman Marzec has concerns with language used in this article in which it may not allow the town to build a steel building. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to place Article 5 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 6: (Board of Selectmen)** To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain permanent easements and temporary construction easements over properties located on Sutton Street in conjunction with the reconstruction of Sutton Street, the easement parcels being shown on plans on file in the Office of the Town Clerk, including a plan entitled “

“; and to raise and appropriate and/or transfer from the undesignated fund balance (free cash) and/or transfer from Chapter 90 proceeds, a sum of money for said acquisitions; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to place Article 6 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 7: (Board of Selectmen)** To see if the Town will vote to raise and appropriate a sum of money to acquire the maintenance easement with the Providence and Worcester Railroad to maintain the drainage swale on Sutton Street; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Ampagoomian to place Article 7 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 8: (Board of Selectmen)** To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, or eminent domain a permanent maintenance easement over property located on Douglas Road in conjunction with the reconstruction of the Douglas Road Bridge over the Mumford River, the easement parcel being shown on plans on file in the Office of the Town Clerk, including a plan entitled “Plan and Profile of Douglas Road over the Mumford River (Bridge No. N-21-004) in the Town of Northbridge Worcester County,” revised September 9, 2011, Massachusetts Department of Transportation Project File No. 604161, sheet 5 – Property Plan; and to raise and appropriate and/or transfer from the undesignated fund balance (free cash) and/or transfer from Chapter 90 proceeds, a sum of money for said acquisitions; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to place Article 8 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 9: (Board of Selectmen)** To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the Stabilization Fund and/or borrow a sum of money to fund a project to repair the concrete apparatus floor abutments at the Rockdale Fire Station; and, if by borrowing, to authorize the Treasurer,

with the approval of the Board of Selectmen, to borrow said sum and to issue bonds or notes therefor under Chapter 44 of the General Laws or any other enabling authority; said sum to be expended under the direction of the Building, Planning, and Construction Committee; or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Melia to place Article 9 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 10: (Board of Selectmen)** To see if the Town will vote to petition the Legislature to establish a building maintenance fund with proceeds from solar PILOT agreements; or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to place Article 10 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous.

Chairman Nolan stated that Barbara Gaudette from the Planning Board has arrived and would like to discuss Item I, under decisions - Street Acceptances. Ms. Gaudette mentioned that the Planning Board has not made a decision on whether or not they will recommend to layout Sandtrap Court and a portion of Shining Rock Drive in the Shining Rock Golf Community. The Planning Board recommends that the Board of Selectmen vote their intent to layout both roads and turn it over to the Planning Board for their review and recommendation. A motion/Mr. Marzec, seconded/Mr. Melia to intend to lay out a portion of Shining Rock Drive [Shining Rock Golf Community] and refer this matter to the Planning Board. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Athanas to intend to lay out Sandtrap Court [Shining Rock Golf Community] and refer this matter to the Planning Board. Vote yes/Unanimous.

Blackstone Valley Regional Vocational Technical High School/Present: Jeff Koopman & Dr. Michael Fitzpatrick, Superintendent. Mr. Koopman provided the Board of Selectmen with a blueprint of the Blackstone Valley Regional Vocational Technical High School's plan to install science labs on the first floor. Dr. Fitzpatrick spoke about the school's science lab plans and how they planned to fund them. He mentioned that the School will pay for the labs, along with their partnership with the Massachusetts School Building Authority. Selectman Marzec thanked both Dr. Fitzpatrick and Jeff Koopman for coming to tonight's meeting and then mentioned his concerns regarding whether or not Valley Tech is adequately serving the population that needs to be serviced by a vocational high school. He also stated that people from the Northbridge schools are wondering if Valley Tech is taking away some of our better performing students that do not necessarily need a vocational experience. Selectman Marzec went on to say that it could be possible that Northbridge High School will be dealing with more dropouts that would benefit from a vocational experience and it makes Northbridge High School look worse and Valley Tech look better with their improving test scores. Dr. Fitzpatrick explained that they use a state approved admission process when accepting students at Valley Tech. He mentioned that the acceptance process includes grades, attendance, behavior, and an interview process. He also stated that they rely upon the recommendation of the sending School's guidance counselor. Selectman Athanas suggested getting back on track with the discussion of building science labs at Valley Tech. He asked Dr. Fitzpatrick how much will the Town of Northbridge have to pay towards the new science labs and Dr. Fitzpatrick replied "nothing". Dr. Fitzpatrick stated that they do not wish to ask Northbridge or any of the other 12 towns for funding during these hard economic times. He then explained that each year the Department of Revenue examines the School's resources and any reserves and puts them into the "Excess and Deficiency" fund. The department then notifies the 13 towns, the Town Selectmen and Town Treasurers of the balance. All 80 vocational schools in the state are allowed to keep up to 5 percent of the operating budget in a fund for excess and deficiency. Dr. Fitzpatrick also stated that they are well below the maximum and the last time the state certified our number, it was \$630,000. That being said, he stated they plan to use only \$250,000 of that to reduce their operating budget for this year. Chairman Nolan thanked Dr. Fitzpatrick and Mr. Koopman for coming in to advise them of their plans to build two new science labs at the Valley Tech and also noted what a great job they do in handling their operating budget.

Riverdale Water Company/Present: James Shuris, DPW Director, James Knott, Owner of Riverdale Water Company and Jayne Knott, Daughter. Mr. Shuris announced that he attended a meeting regarding the Riverdale Water Company. Mr. Shuris explained that a hydraulic model was

developed and then Riverdale Water Company presented four different scenarios for the future. He mentioned the first scenario is to blend their water with the Whitinsville Water Company's water. Mr. Shuris then went on to say the other three options are basically to create a separate, low-pressure zone for the Riverdale area. It's all based on simulation and is preliminary at this point. It's not based on calibrated flow or pressures. According to Mr. Shuris, measurements haven't been made and they have used information that was made available from the Whitinsville Water Company and put it into a model to simulate conditions. He mentioned that Riverdale Water Company also has to go through the Department of Environmental Protection for permitting, the Department of Public Utilities for rate setting and to talk with the Whitinsville Water Company. In addition, the chemistry of the water, which is going to be an integral part of their success, Mr. Shuris stated that the Riverdale Water Company needs to prove to the DEP that they can provide enough water to meet the needs of the new proposed Rockdale low pressure water zone. Selectman Melia stated that an Adhoc Committee should be developed once all the information is provided to the Board of Selectmen and that he and others are only interested in the best and cheapest water for Northbridge. Mr. Knott said there is resistance to change because the Town has been serviced by the Whitinsville Water Company since the beginning of time and the Whittin Machine Works pipes go to all of their residences. According to Mr. Knott, the town currently uses his pipes to send water to Rockdale. He claims that the process, which he agrees is years away, would only take him a half-day's work to begin, as he would have to turn a valve on. Mr. Knott mentioned that the town's water is full of iron and manganese, which his water is free of. Town Manager Kozak noted that there is still more information that is needed before moving forward with the Riverdale Water Company.

DPW Facility. Selectman Marzec mentioned that the Board of Selectmen will be looking at all their options for a new DPW Facility once again and said that a group of concerned citizens, including him, will be presenting a proposal for a DPW facility at the next Building, Planning and Construction Committee meeting. He stated they are looking for a solution as to where the DPW facility should be housed and how much money will it cost the taxpayers in town. Mr. Marzec also stated that he met with the Attorney General and the Assistant Attorney General back in July regarding the town proposing to do this project under 44E and if it's possible and they both said yes. He then stated that we need to look at other options in addition to the ones already presented and try to come up with a viable alternative to the present conditions the Highway Department is experiencing on Fletcher Street. He then asked all interested parties to attend the next Building, Planning and Construction Committee meeting to entertain the proposal that the group of concerned citizens will be putting forth. Selectman Melia mentioned that the Town of Charlton just built a DPW facility for three million dollars and suggested that the Building, Planning and Construction Committee talk with the Town of Charlton. Selectman Nolan mentioned that after reviewing the 44E, it is still very unclear to him as to whether or not the Town of Northbridge can use the 44E. He then stated that before moving forward, he would like an opinion regarding the use of 44E in writing from the Attorney General's Office. Mr. Shuris stated that the DPW facility can never be a modular building but it can be pre-engineered. He also mentioned that you cannot build a DPW facility for \$1 million dollars because of all the soft costs, such as project engineering, project managers, inspections, furnishings, fire protection, water, sewer, electrical and infrastructure. Mr. Shuris went on to say that he is always looking for ways to do things cheaper and the main message that he wants people to know about is the Department of Public Work's needs. He mentioned a needs analysis has been done and the size of the facility has gone from 23,000 square feet to 19,000 square feet. He also stated that the DPW has 34 pieces of equipment and the majority of them, in order to last as long as they can, need to be housed indoors. Selectman Athanas feels the town would get the best bang for its buck if they consider the Old Colony site for a new DPW facility. Selectman Marzec recommended that if anyone has questions regarding the 44E project to contact the Attorney General's Office.

Town Manager's Report. 1) **Massachusetts Municipal Association/Statewide 6th Grade Essay Contest** – The Town will be participating in the Statewide 6th Grade Essay Contest. Town Manager Kozak also mentioned that he participated in the “Read around the Town” program and thanked the school for handling this program. 2) **Water Leak Repair Work** – The Department of Public Works reported that water leaks in the system have been located and repaired with the assistance of the Whitinsville Water Company. Mr. Shuris mentioned that if a leak occurs in a service line and goes undetected for 365 days, it equates to about 2.6 million gallons of lost water per year. During this program, which will continue, they repaired three leaks which equated to about 7.2 million gallons. 3) **Fire Pumper Truck** – The Town received the new fire pumper truck, which will be going into service by the end of this month. 4) **Central Mass. Regional Planning Commission/Request for Delegates** - The Central Mass. Regional Planning Commission is requesting a 2nd delegate and alternate to represent the Town. Residents in town are welcomed to submit their names to the Town Manager's Office if interested. 5) **Environmental Impact Report/Public Hearings for Osterman Gas and Whitinsville Water Company** – The Executive Office of Energy and Environmental Affairs held two public hearings on August 2, 2012, one for the proposed Osterman Commerce Park, located between Providence Road and Church Street Extension, and one for the Whitinsville Water Company's Whittin Wellfield Water Treatment Facility located on Carr Street. The purpose of the public hearings was to gather information to determine if an environmental impact report would be necessary. 6) **Sutton Street/Update** – The Town Manager advised he continues to have weekly discussions with representatives from the state and our consultants on proposed work for the project. To date, Right-of-Way plans have been submitted and upon approval, a public hearing will be held in September. 7) **Ross Rajotte Bridge/Update** – The state has finalized their contractual agreement with the construction company and we are waiting for notification as to when work will proceed. 8) **Town Hall Renovation Project** – The town is seeking bids for 2 projects: 1) masonry and flashing and, 2) painting and carpentry. Bid packages can be picked up at the Town Manager's Office and local contractors are urged to review the documents. Bids are due Friday, August 24, 2012, by 10:00 A.M. 9) **Charlton Mill Fire** – The Town of Northbridge received a letter of appreciation from the Town Administrator of Charlton thanking the Northbridge Fire Department for their assistance with the Upper Mill fire. 10) **School Committee Vacancy Process** – Due to there being no applicants for the vacancy, the Selectmen won't be meeting tomorrow night to appoint a candidate. However, as there was some interest after the deadline he will wait to hear from the School Committee to see how they want to proceed.

Selectmen's Concerns. **Selectman Melia/1)** He congratulated the players, coaches and families of the Northbridge American Legion Baseball team for coming in second place in the State Championship and then suggested bringing them in to a future Board of Selectmen's meeting to present them with a commendation. 2) Congratulated Michael Marino for graduating from the Police Academy and mentioned he will be working the 4 P.M. to Midnight shift. **Selectman Ampagoomian 1)** Asked the DPW Director when the chip sealing will begin on Mendon Road/Quaker Street and Mr. Shuris replied August 23rd and 24th and striping will follow. Mr. Shuris also notified the Board that they will begin drainage work on Sprague Street. 2) Asked for the Building, Planning & Construction Committee to begin discussing the building of a new fire station. 3) Mentioned that he received numerous phone calls last weekend regarding trucks using their j-brakes at the Riverdale Water Company. **Selectman Marzec 1)** Reported that a citizen had some concerns with parking spaces in front of the former Bank of America (located on the corner of Hill Street and Church Street/Memorial Square). He asked if the parking spaces can be used as another lane since no one is using these as parking spaces. 2) Asked for the town to look into the possibility of a business park/industrial park for more tax revenue. 3) Extended his condolences to Rick Boisvert and Shelley Mombourquette on the recent passing of their mom.

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

Meeting Adjourned: 9:20

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

August 13, 2012

APPROVAL OF MINUTES. A. 1) Copy of July 16, 2012 minutes.

PUBLIC HEARING. None.

APPOINTMENTS/RESIGNATIONS: B. 1) No documentation. **2)** No documentation. **3)** No documentation. **4)** No documentation. **5)** Copy of Election Workers (Democrat, Republican, and Unenrolled).

CITIZENS' COMMENTS.

DECISIONS

C. 1) Copy of application for Junk Dealer's License **2)** Copy of license routing slips from Department Heads. **3)** Copy of Junk Dealer's License.

D. Copy of letter from Northbridge Fire Department requesting permission to conduct a "Fill the Boot" Drive for the Muscular Dystrophy Association.

E. Copy of Riverdale Cemetery Deed for John Brown, Lot #20.

F. Copy of Election Warrant for the State Primary.

G. 1) Copy of St. Camillus Health Center Special License. **2)** Copy of letter dated 6/26/12 from St. Camillus Health Center requesting a one-day beer & wine license. **3)** Copy of license routing slips from Department Heads. **4)** Copy of one-day license application.

H. 1) Copy of Operation Graduation's email request to conduct a boot drive [Rain Date Only].

I. 1) Copy of email from Gary Bechtholdt regarding Shining Rock Drive. **2)** Copy of memo dated July 30, 2012 regarding street acceptance articles for Shining Rock Drive & Sandtrap Court. **3)** Copy of Street Layout Plan and Land Description for Sandtrap Court. **4)** Copy of Street Layout Plan and Land Description for Shining Rock Drive.

J. 1) Copy of letter from Massachusetts State Lottery Commission informing the town that King Jade Restaurant is requesting a KENO license. **2)** Copy of email from Walter Warchol, Police Chief, stating he has no objections with King Jade having a KENO license.

K. Copy of draft warrant articles for Fall Annual Town Meeting.

DISCUSSIONS

L. No documentation.

M. No documentation.

MM. No documentation.

TOWN MANAGER'S REPORT

N. 1) Massachusetts Municipal Association [MMA]/Statewide 6th Grade Essay Contest – Copy of letter and sign-up sheet to register in the statewide essay contest.

2) Water Leak Repair Work – No documentation.

3) Fire Pumper Truck – No documentation.

4) Central Mass. Regional Planning Commission/Request for Delegates – Copy of letter

5) Environmental Impact Report/Public Hearings for Osterman Gas & Whitinsville Water Company – Copy of meeting notice from the Executive Office of Energy and Environmental Affairs

6) Sutton Street/Update – No documentation.

7) Ross Rajotte Bridge/Update – No documentation.

8) Town Hall Renovation Project – Copy of email from Gary Bechtholdt, Town Planner.

9) Charlton Mill Fire – Copy of letter from the Charlton Town Administrator.

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
September 10, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. August 13, 2012 –A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the August 13, 2012 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan.

Appointments/By the Board of Selectmen. 1) Richard Lajoie, Conservation Commission. Present: John Brown, Chairman of the Conservation Commission. Mr. Brown mentioned that his committee is in favor of appointing Richard Lajoie to the Conservation Commission. Mr. Lajoie mentioned that he has over 17 years of experience in the environmental industry and feels he would be a great asset to the commission. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Richard Lajoie to the Conservation Commission. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. **2) John K. Doldoorian, Adhoc Fields Committee [Member at Large].** Mr. Doldoorian is a lifelong resident of the Town of Northbridge. He worked as a school teacher for the Town of Northbridge for over 38 years, worked for 15 to 18 years on a prior Field Commission and also served on the Playground & Recreation Commission for over 15 years. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint John K. Doldoorian to the Adhoc Fields Committee for a one-year term. Vote yes/ Messrs. Ampagoomian, Melia, Athanas and Nolan. **3) Linda Houde, Green Committee.** Ms. Houde mentioned that she is interested in being on the Green Committee because she feels by going "Green" it will help the community and the town, plus she likes recycling. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Linda Houde to the Green Committee. Vote yes/ Messrs. Ampagoomian, Melia, Athanas and Nolan. **4) Playground & Recreation Commission [2 vacancies]. a) Robert Fraser, b) Brian Burke, c) Michael Proto. Present: David Scichilone, Chairman of the Playground & Recreation Commission, Robert Fraser and Michael Proto.** Mr. Scichilone stated they can use all the help they can get and all three candidates are qualified. Selectman Athanas commented by saying that he has known Mr. Fraser for about 12 to 13 years and he is the President of Northbridge Baseball. He then mentioned that Mr. Fraser would be an asset to the Playground & Recreation Commission. After a brief question and answer period, a motion/Mr. Athanas, seconded/Mr. Melia to appoint Robert Fraser to the Playground & Recreation Commission. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Michael Proto to the Playground & Recreation Commission for a 3-year term. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. **5) Central Mass. Regional Planning Commission [CMRPC]: 1) Second Delegate.** A motion/Mr. Melia, seconded/Mr. Athanas to appoint Selectman Charles Ampagoomian as Northbridge's Second Delegate to the CMRPC. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. **2) Alternate.** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to appoint Selectman James Marzec as Northbridge's Alternate to the CMRPC. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan.

Citizens' Comments/Input. None.

Street Acceptances/Vote to layout the following road as a public way: 1) Sandtrap Court [Shining Rock Golf Community]. 2) Vote not to layout the following road as a public way: a portion of Shining Rock Drive. Present: R. Gary Bechtholdt, Town Planner. Mr. Bechtholdt mentioned that the Planning Board voted to recommend the layout of Sandtrap Court as a public way in conjunction to

the street acceptance article to be considered at the 2012 Fall Annual Town Meeting. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to layout Sandtrap Court [Shining Rock Golf Community] as a public way. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. Mr. Bechtholdt explained that the Planning Board has determined that the remaining portion of Shining Rock Drive still has deficiencies in the roadway, curbing, sidewalk, and driveway aprons and because of this the Planning Board is recommending not to layout Shining Rock Drive. For the record, Mr. Bechtholdt noted the Planning Board voted to withdraw the article. A motion/Mr. Ampagoomian, seconded/Mr. Melia not to layout the remaining portion of Shining Rock Drive as a public way per the recommendation of the Planning Board. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan.

Amanda Bellacqua/Requests permission to use Memorial Park on Saturday, September 22, 2012, from 10:00 A.M. to 3:00 P.M. for a bake sale to benefit Owen Benway. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to Amanda Bellacqua the use of Memorial Park on Saturday, September 22, 2012, from 10:00 A.M. to 3:00 P.M. for a bake sale to benefit Owen Benway. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan.

Fall Annual Town Meeting [October 23, 2012]/Vote to sign warrant upon completion and final review by Town Counsel. Town Manager Kozak noted that the Planning Board withdrew their street acceptance article on Shining Rock Drive so there would be one less article on the warrant. A motion/Mr. Melia, seconded/Mr. Ampagoomian to sign the October 23, 2012 Fall Annual Town Meeting Warrant upon completion and final review by Town Counsel. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

Blackstone Valley Chamber of Commerce [Jeannie Hebert]/1) Application for a one-day Beer & Wine License for their annual Business After Hours event to be held Wednesday, September 19, 2012 from 5:30 PM to 7:30 PM. Present: Jeannie Hebert, President and CEO of the Blackstone Valley Chamber of Commerce. Selectman Ampagoomian asked if the event was opened to the public and if there was a charge for admission and Ms. Hebert replied yes to both questions and that the cost is \$10 .00. A motion/Mr. Melia, seconded/Mr. Athanas to grant the Blackstone Valley Chamber of Commerce a one-day Beer & Wine license for their annual Business After Hours event to be held Wednesday, September 19, 2012 from 5:30 PM to 7:30 PM at Linwood Mill, 670 Linwood Ave., Whitinsville. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan. **2) Application for a one-day All Alcohol License for their annual Heritage Starlight Tasting event at Riverdale Mills on Friday, October 19, 2012 from 7:00 PM to 10:00 PM.** Ms. Hebert mentioned this is the annual fundraising event in which they celebrate the heritage of the Blackstone Valley. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant the Blackstone Valley Chamber of Commerce [Jeannie Hebert] a one-day All Alcohol License for a fundraising event to be held Friday, October 19, 2012, from 7:00 PM to 10:00 PM at Riverdale Mills, 130 Riverdale Road, Northbridge. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan. **3) Application for an Entertainment License for the Heritage Starlight Tasting event at Riverdale Mills on Friday, October 19, 2012 from 7:00 PM to 10:00 PM.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant the Blackstone Valley Chamber of Commerce [Jeannie Hebert] an Entertainment License for a fundraising event to be held at Riverdale Mills on Friday, October 19, 2012, from 7:00 PM to 10:00 PM. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

Ross Smith/Request to place trailer on Lot 6-West Hill Road. Present: Ross Smith. Mr. Smith stated that he and his wife live in Uxbridge and are in the process of building a new house on West Hill Road, Northbridge. They would like to put a trailer on the West Hill Road property but per the town's bylaw the Board of Selectmen need to approve this request. Mr. Smith mentioned that the trailer would be temporary [3 to 4 months] and that he and his wife would move into their new house once it is completed.

Selectman Athanas asked Mr. Smith if he received all his permits for the building of his new home and Mr. Smith stated that his septic has been approved, the well permit is in-hand, the lot has been cleared, and the driveway is almost done. Town Manager Kozak mentioned that he asked the Board of Health and the Building Inspector for input in this process because he never had this type of request come up. He explained that the Board of Health needs to address sewage disposal, potable water, and solid waste disposal requirements and concerns before granting Mr. Smith's request. He then stated that because the Board of Health doesn't meet until next week, Mr. Smith was hoping that the Board of Selectmen would grant his request to place a trailer at West Hill Road contingent upon the Board of Health's approval. Town Manager Kozak also noted that the Building Inspector suggested that the Board of Selectmen follow the process required for a special permit. Mr. James Sheehan, Building Inspector, explained that a special permit process should be followed and a notice regarding the trailer being placed at West Hill Road has to be advertised for two consecutive weeks and then abutters need to be notified fourteen days prior to the meeting. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to Ross Smith to place a trailer on Lot-6 West Hill Road, Northbridge, contingent upon the approval of the Board of Health at their next scheduled meeting and that a certified letter/notice [from the Board of Selectmen] be sent out to all abutters notifying them of such request. Vote yes/Messrs. Athanas, Melia, and Ampagoomian. Vote no/Mr. Nolan.

Zoning Bylaw Amendment/Zoning Overlay District Map. R. Gary Bechtholdt, Town Planner. Mr. Bechtholdt stated that this article is on the Fall Annual Town Meeting Warrant and explained that the intent of this article is to revise the format of the overlay district zoning map. Currently, there are six overlay districts and six separate overlay district maps. If approved at Town Meeting, the maps would be combined into one to create a more comprehensive map that will be colored coded, digitized, and easy to read. Mr. Bechtholdt also stated that the Planning Board voted at their last meeting to support this article and will recommend this amendment to the Zoning Bylaw at Town Meeting.

DPW Facility/Update – Present: Thomas Pilibosian, Chairman of the Building, Planning & Construction Committee & Paul Bedigian, Committee Member. Mr. Pilibosian advised that at a previously scheduled Building, Planning & Construction Committee meeting, the members agreed to each handle a project. With that being said, Mr. Bedigian was assigned to handle the DPW facility project. Mr. Pilibosian explained that Mr. Bedigian is a structural engineer and has also been working with the DPW Director James Shuris on the proposal for the Douglas Road site. He mentioned that Mr. Bedigian is currently working on putting together various site options, operational needs and cost estimates for a DPW facility. Mr. Bedigian explained that he is looking at Douglas Road, Linwood Avenue, and the Wastewater Treatment Plant as possible sites for a new DPW facility. Selectman Melia asked Mr. Bedigian to contact the group of individuals (who gave a presentation on building a new DPW facility at the Wastewater Treatment Plant) for their proposal on what it is going to cost for everything. Mr. Pilibosian stated that he is in the process of trying to get this information from them.

Town Manager's Report. 1) Renovation Project at St. Camillus Health Center: Announced that he received a letter from St. Camillus Health Center informing the Town of Northbridge of their \$2 million dollar renovation project. The project is being funded through tax exempt bond financing provided by Mass Development. Some of the items are: new roof, additional parking spaces, upgrade of the rehabilitation room, and electronic medical records system and other building improvements. **2) Central Mass. Mosquito Control/Update:** The town was notified last Thursday, August 30th that a mosquito with the West Nile Virus was located at the Wastewater Treatment Plant. As a precaution, several streets in the immediate neighborhood were sprayed. Code Red was utilized to alert the residents on these streets. He also mentioned that the Playground & Recreation Committee & the School Department both requested that the parks and fields be sprayed. **3) Bridge Work/Update:** **Douglas Road Bridge** – The set up process for the future reconstruction of the bridge is underway. **Ross Rajotte Bridge** – He mentioned the work has commenced again on the bridge. **4) Sutton Street Public Hearing:** The state

will be holding a public hearing on Tuesday, September 18, 2012 at 6:30 P.M. to discuss the proposed Sutton Street Improvements Project. He announced that the public hearing is being displayed on local cable and the town's website. **5) DPW Request for Proposals for Property and Building** – The request was advertised in the Central Register on August 29, 2012 and was published in the Telegram & Gazette on September 7th and again on September 14th. The requests are due September 28, 2012 at Noon. **6)** Town Manager Kozak announced there is a special Open House on Wednesday, September 12, 2012, @ 12:30 P.M. at 109 Rebecca Road, Whitinsville. The purpose of the open house is to recognize the National Home Sprinkler Coalition, the Whitinsville Water Company and the Blackstone Valley Tech students for their contribution in constructing a home with a sprinkler system for 2 handicapped individuals. **7)** Mr. Kozak announced that tomorrow is the anniversary of 9/11. He mentioned that the Town of Douglas just recently obtained a piece of iron from the World Trade Center tragedy in New York City and is having a dedication ceremony, which will take place at 9:30 A.M. at the Douglas Fire Station. Everyone is welcomed to attend.

Selectmen's Concerns. **Selectman Melia/1)** Congratulated the workers at the Department of Public Works facility for doing a great job on repaving Quaker Street. **2)** Congratulated the Northbridge Police Department for solving the Heritage Park Condominium break-ins. **Selectman Ampagoomian 1)** Mentioned that Worcester County had a case of Triple EEE and asked if the Town needed to spray again. **2)** Asked Town Manager Kozak if he was still in negotiations for Solar Power and he replied yes. Mr. Ampagoomian mentioned that he heard on the news that tax credits for solar power might be eliminated. **3)** Congratulated the Northbridge Fire Department for their assistance with the fire in Uxbridge. He also thanked the Uxbridge Fire Department. He also expressed his condolences for the loss of the mother and daughter. **4)** Asked for someone to provide clarification on "trailers" for future inquiries. **5)** Asked why are there so many "bills of a prior year" on the Fall Annual Town Meeting Warrant. Town Manager Kozak explained that it is timing issue.

Executive Session. Chairman Nolan declared that an open meeting may have a detrimental effect on the bargaining position of the body and therefore he asked for a motion to go into executive session. A motion/Mr. Ampagoomian, seconded/Mr. Melia to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 To discuss strategy w/respect to collective bargaining –and not to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes; Mr. Ampagoomian/Yes; and Mr. Nolan/Yes.

Meeting Adjourned: 8:15 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

September 10, 2012

APPROVAL OF MINUTES. A. 1) Copy of August 13, 2012 minutes.

PUBLIC HEARING. None.

APPOINTMENTS/RESIGNATIONS: B. 1) Copy of Richard Lajoie's Talent Bank Application. **2)** Copy of John Doldoorian's Talent Bank Application. **3)** Copy of Linda Houde's Talent Bank Application. **4) a)** Copy of email from Dave Scichilone asking for two candidates to be appointed. **b)** Copy of Robert Fraser's, Brian Burke's and Michael Proto's Talent Bank Application. **5)** Copy of letter from Central Mass. Regional Planning Commission requesting names for a Second Delegate and Alternate.

CITIZENS' COMMENTS.

DECISIONS

C. 1) a) Copy of letter from R. Gary Bechtholdt, Town Planner recommending the Board of Selectmen vote to layout Sandtrap Court. **b)** Copy of memo dated 8/10/12, from DPW Director recommending to accept Sandtrap Court as a public way. **c)** Copy of letter dated 8/29/12, addressed to Town Clerk, from the Planning Board voting to accept Sandtrap Court as a public way. **d)** Copy of street layout plan on Sandtrap Court. **e)** Copy of land descriptions for Sandtrap Court. **C. 2) a)** Copy of letter dated 8/29/12, from R. Gary Bechtholdt, Town Planner recommending the Board of Selectmen vote not to layout Shining Rock Drive. **b)** Copy of letter dated 8/29/12, addressed to Town Clerk, from the Planning Board voting to withdraw the street acceptance article for Shining Rock Drive. **c)** Copy of street layout plan on Shining Rock Drive.

D. 1) Copy of letter from Amanda Bellacqua requesting permission to use Memorial Park on Saturday, September 22, 2012, from 10:00 A.M. to 3:00 P.M. for a bake sale to benefit Owen Benway. **2)** Copy of email dated 8/28/12 from James Shuris, DPW Director approving this event. **3)** Copy of email dated 8/29/12 from Walter Warchol, Police Chief approving this request. **4)** Copy of email dated 9/4/12 from Jeanne Gniadek, Board of Health making some recommendations and providing a food allergen awareness poster.

E. Copy of Fall Annual Town Meeting Warrant signature page.

F. 1) a) Copy of Blackstone Valley Chamber of Commerce Application for a Special License for their Business After Hours Event. **b)** Copy of Hold Harmless Agreement. **c)** Copy of license routing slips from Department Heads. **d)** Copy of email from Walter Warchol, Chief of Police advising he has no problem with this license being granted. **2) a)** Copy of Blackstone Valley Chamber of Commerce Application for a Special License for their Heritage Starlight Tasting Event. **b)** Copy of Hold Harmless Agreement. **c)** Copy of license routing slips from Department Heads. **d)** Copy of email from Walter Warchol, Chief of Police advising he has no problem with this license being granted. **3)** Copy of Blackstone Valley Chamber of Commerce Application for an Entertainment License.

G. 1) Copy of Memo dated 9/6/12 from Jeanne Gniadek, Administrator, Board of Health advising the Board of Selectmen that her Board will review the request of Mr. Ross Smith to place a trailer on West Hill Road. **2)** Copy of the Zoning Bylaws §173-15 Trailers.

DISCUSSIONS

H. 1) Copy of letter from R. Gary Bechtholdt, Town Planner regarding Zoning Amendment. **2)** Copy of Zoning Overlay District Map.

I. No documentation.

TOWN MANAGER'S REPORT

J. 1) St. Camillus Health Center Renovation Project – Copy of letter.

2) Central Mass. Mosquito Control Update – No documentation.

3) Bridge Work Update – No documentation.

4) Sutton Street Public Hearing – Copy of Public Hearing Notice.

5) DPW Request for Proposals for Property and Building – Copy of publication.

6) No documentation.

7) No documentation.

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
September 24, 2012**

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

The Pledge of Allegiance was recited by those present.

Certificates of Appreciation presented to Employees and Volunteers with 25 or more years of service. Town Manager Kozak mentioned there were five employees who reached 25 or more years of service but only two employees could attend tonight's meeting. Town Manager Kozak presented plaques to the following employees with 25 or more years of service to the Town: Walter Warchol and Mark Kuras. Conrad Chickinski, David Holmes, and Donald Roy also received recognition but were not present at the meeting. Their plaques will be mailed to their home addresses. Town Manager Kozak also mentioned that the following employees will receive certificates of appreciation for 10 or more years of service to the Town: Paul Bessette, John Brosnahan, Doreen Cedrone, Daniel Chauvin, Richard Gorman, Ruth Haringa and John Inger. Their certificates will be mailed to their home. Chairman Nolan then read aloud a list of volunteers [board/committee members] who will receive a Certificate of Appreciation for their years of service to the Town: Shirley Armstrong, Harry Berkowitz, Andrew Chagnon, Scott Chase, Lois Convent, Laura Hanny, Shirley Heney, Faye Lavigne, Paul McKeon, Dan Mioduszewski, Gerald Ouillette. Lucille Blair also received recognition for her 53 years of service to the Town and her plaque will be mailed to her home.

AMERICAN LEGION BASEBALL CLUB POST 343:

Outstanding Achievement Award presented to the Northbridge American Legion Baseball Club

Certificate of Special Recognition presented to John Berkowicz, General Manager

Certificate of Special Recognition presented to John Demagian, Manager

Certificate of Special Recognition presented to Daniel Briand, Asst. Manager

Certificate of Special Recognition presented to James Archibald, Coach

Chairman Nolan recognized the American Legion Baseball Club Post #343 by presenting them with an Outstanding Achievement Award, along with a certificate of special recognition to the managers and coach.

Approval of Minutes. September 10, 2012 –A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the September 10, 2012 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. Abstain/Mr. Marzec. **September 10, 2012 [Executive Session]** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the September 10, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. Abstain/Mr. Marzec.

Resignations/By the Board of Selectmen. 1) William Freer, Conservation Commission. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to accept the resignation of William Freer from the Conservation Commission and send a letter of appreciation. Vote yes/Unanimous. Town Manager Kozak announced there is an open position for the Conservation Commission and anyone interested can submit a Talent Bank Application to the Town Manager's Office.

Citizens' Comments/Input. Commercial Trailer Complaint/Present: Denis Latour. Mr. Denis Latour, 88 Linwood Avenue, Whitinsville, mentioned for the last three years there has been a trailer on Main Street selling hotdogs and drinks. Mr. Latour is upset that this business is being allowed to operate out of a trailer and feels that it is in violation of zoning, signage, site plan requirements, handicap

accessibility, plumbing, electrical and health codes. He feels the trailer is not temporary, but seasonal and if the town allows this business to continue than other businesses should have the same rules and regulations. Selectman Melia would like for this item to be moved to discussion. A motion/Mr. Melia, seconded/Mr. Athanas to move Mr. Latour's Commercial Trailer Complaint to a discussion. Vote yes/Mr. Melia, Mr. Athanas and Mr. Nolan. Vote no/Mr. Marzec and Mr. Ampagoomian. Due to the 4/5 requirement not being met the vote doesn't carry.

Northbridge Special Education Parent Advisory Council [Kathy Lyons]/Request permission to hang a banner over Church Street from December 2, 2012 through December 9, 2012 to advertise "National Inclusive Schools Week". A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant permission to the Northbridge Special Education Parent Advisory Council [Kathy Lyons] to hang a banner over Church Street from December 2, 2010 through December 9, 2010 to advertise "National Inclusive Schools Week". Vote yes/Unanimous.

Blackstone Valley Gardeners [Cynthia Kosciak]/Requests permission to use Memorial Park on Saturday, May 11, 2013, from 9:00 A.M. to 2:00 P.M. for a public plant sale. Present: Jackie Bean and Cynthia Kosciak. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Blackstone Valley Gardeners' request to use Memorial Park on Saturday, May 11, 2013, from 9:00 A.M. to 2:00 P.M. for a public plant sale subject to the approval of the Police Department and the Department of Public Works. Vote yes/Unanimous.

Departmental Update/Present: Police Chief Walter Warchol, Fire Chief Gary Nestor, DPW Director James Shuris, Town Planner R. Gary Bechtholdt, Building Inspector James Sheehan, Senior Center Director Kelly Bol, Town Accountant Neil Vaidya (Financial Offices). Town Manager Kozak mentioned that the following Department Heads were present to provide updates on their accomplishments, budget projections and their future needs. The above Department Heads provided their departmental updates covering the period of April 1st through August 31st. A copy of the department head's quarterly report can be found in the minute's book in the Town Manager's Office.

Town Manager's Report. 1) **Sutton Street Public Hearing:** The public hearing for the Sutton Street Project was held on Tuesday, September 18, 2012. The state made a presentation and a number of residents attended and asked questions. The process is moving along as planned. Mr. Kozak also announced that anyone wishing to review the plans can come to the Town Manager's Office to see them. 2) **Website Training:** Department Heads and employees had training on the town's website. We plan to go online October 1, 2012. 3) **Central Mass. Mosquito Control/Update:** The Central Mass. Mosquito Control is still monitoring the mosquito outbreaks. Spraying was done again on Wednesday night at all the Town Parks. Residents can still contact Central Mass. Mosquito Control if they wish to have spraying done on their property up until the first frost. 4) **Whitin Family Reunion:** The Whitin Family Reunion was held this past weekend and Alternatives hosted a luncheon. A tour was conducted by the National Park Service, including Town Hall.

Selectmen's Concerns. **Selectman Athanas** mentioned that the Northbridge Varsity Football Team is playing Southbridge on Friday night and Coach Ken Lachapelle has won 299 games and is looking for a victory to make it 300. He invited everyone to attend to support Coach Ken and the Northbridge Football Team. **Selectman Marzec** 1) sent his condolences to Selectman Ampagoomian on the recent passing of his mother. 2) asked James Shuris, DPW Director if the trees on Sprague Street were looked at and Mr. Shuris replied that the Highway Superintendent looked at them and is working with the residents. 3) asked if the Highway Department has a vacuum machine to pick up the leaves and Mr. Shuris stated they are looking into getting a new one. 4) asked if the Highway Department has begun street sweeping and Mr. Shuris replied that it was done last week. **Selectman Melia** 1) announced he attended the Finance Committee Meeting last week and some of the Department Heads presented their articles and figures to

the Finance Committee. He then stated that the Chairman of the Finance Committee had some issues with the Department Heads approximate numbers being forward to the Finance Committee and asked if the Department Heads would be ready for Town Meeting. Town Manager Kozak mentioned that the Department Heads are working on their numbers and will get the information to the Finance Committee as soon as they can. 2) mentioned that he attended the Sutton Street Project and was surprised at the start date of the project, November/December of 2013. He then asked if Town Manager Kozak informed the Board of Health of an issue with well water on Pollard Road. Town Manager Kozak mentioned that the DPW Director was going to follow up on this issue. Mr. Shuris explained that Jeanne Gniadek, Board of Health Administrator is well aware of the issue and then stated that the well issue is a private source and not a public water supply. **Selectman Ampagoomian 1)** asked about the status of getting transportation into the Town of Northbridge. He mentioned that the town should utilize some of the money that they pay the MBTA for a pilot study. Town Manager Kozak mentioned that he still doesn't have any information on this issue but did bring this up with Mr. Shepherd at the last Central Mass. Regional Planning meeting. 2) thanked Selectman Marzec and the other members of the Board for their kind words on the recent passing of his mother. **Selectman Marzec 1)** reminded the residents in Town that the Fall Annual Town Meeting is October 23, 2012 at 7 PM and there are a lot of important articles on the warrant.

Town Manager Kozak reminded everyone that next week there will be another Board of Selectmen's Meeting [October 1, 2012], due to the Columbus Day holiday.

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

Meeting Adjourned: 8:53 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

September 24, 2012

Copy of Certificates of Appreciation presented to Employees and Volunteers with 25 or more years of service.

Copy of Northbridge American Legion Baseball Club Certificates.

APPROVAL OF MINUTES. A. 1) Copy of September 10, 2012 minutes. 2) Copy of September 10, 2012 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

PUBLIC HEARING. None.

APPOINTMENTS/RESIGNATIONS: B. 1) Copy of resignation letter from William Freer, Conservation Commission.

CITIZENS' COMMENTS. C. 1) Copy of Denis Latour's letter. 2) Copy of memo from James Sheehan, Building Inspector, regarding complaint at 355 Main Street. 3) Copy of memo from Jeanne Gniadek, Board of Health, regarding Dotta's Kitchen – Hot Dog Trailer. 4) Copy of ServSafe & Allergen Awareness Certification [Charles Berry]. 5) Copy of Food Establishment Inspection Report.

DECISIONS

D. Copy of email dated September 7, 2012 from Kathy Lyons requesting permission to hang a banner across Church Street.

E. Copy of letter from the Blackstone Valley Gardeners requesting to use Memorial Park [Town Common] for a plant sale.

DISCUSSIONS

F. 1) Departmental Update – Copy of Senior Center - Quarterly Report from Kelly Bol, Copy of Police Department – Quarterly Report from Walter Warchol, Copy of Fire Department – Quarterly Report from Gary Nestor, Copy of Community Planning & Development – Quarterly Report from R. Gary Bechtholdt, Copy of Building Department – Quarterly Report from James Sheehan, Copy of Highway & Sewer Department – Quarterly Report from James Shuris, Copy of Accountant's Office, Treasurer's Office, Assessor's Office, Quarterly Update from Neil Vaidya.

TOWN MANAGER'S REPORT

G. 1) Sutton Street Public Hearing – **No documentation.**

2) Website Training – **No documentation.**

3) Central Mass. Mosquito Control – **No documentation.**

4) Whittin Family Reunion – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
October 1, 2012**

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

Executive Session. A motion/Mr. Melia, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 30A, S. 21#6 - To consider the purchase, exchange, lease or value of real property --and to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Marzec/Yes, Mr. Athanas/Yes and Mr. Nolan/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:33 PM

Executive Session Adjourned: 6:55 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was led by Cub Scouts Pack #150 Wolf Den 1 and recited by those present.

Approval of Minutes. September 24, 2012 –A motion/Mr. Marzec, seconded/Mr. Melia to approve the September 24, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

Citizens' Comments/Input. Glen Krevosky, Wetland Consultant for EBT Environmental Consultant, Inc., mentioned that he went to a Conservation Commission meeting the other night but because their Commission didn't have a quorum he has to wait until October 10, 2012 to discuss the potential for a Conservation Restriction for the property located at 2040 Providence Road. He explained that they are looking to put in a picnic area, boat ramp, and walking trail along the Blackstone River. DEP wants the owner to give up the land in the back along the river for a Conservation Restriction. Mr. Krevosky mentioned that the Conservation Commission requested that he speak to the Selectmen regarding this matter for their thoughts on whether the Town should accept such a restriction on this property given the specific nature of the property.

Public Hearing/ 7:05PM: New England Power Company d/b/a National Grid – Petition for Transmission Line Franchise across Lasell Road/Main Street. Present: Lauren Peloquin and Scott Ryder, National Grid Representatives. Chairman Nolan read aloud the public hearing notice. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to open the public hearing. Vote yes/Unanimous. Mr. Ryder provided handouts to the Board of Selectmen to help them gain a better understanding of what National Grid is petitioning for in Northbridge. Mr. Ryder stated that National Grid is petitioning for a Transmission Line Franchise to construct, maintain, repair, operate and use lines for the transmission of high and low electric current, data and other intelligence, upon, along, through, over, and across the following public way(s) in the Town of Northbridge, MA [Lasell Road/Main Street]. He announced that the estimated cost of the project is \$542 million. That being said, he stated that the permitting process will begin in 2012 – 2013 and then construction will start in 2014 and ending in 2015. After a brief question and answer session, Chairman Nolan announced that all abutters have been notified of tonight's public hearing and asked if anyone in the audience had any questions. There being none, a motion/Mr. Ampagoomian, seconded/Mr. Athanas to close the public hearing. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve National Grid's petition for a Transmission Line Franchise to construct, maintain, repair, operate and use lines for the transmission of high and low electric

current, data and other intelligence, upon, along, through, over, and across the following public way(s) in the Town of Northbridge, MA [Lasell Road/Main Street]. Vote yes/Unanimous.

Safety Committee Minutes [September 19, 2012]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the recommendations of the Safety Committee as outlined in the minutes of September 19, 2012. Vote yes/Unanimous.

Warrant Article(s)/Vote to pass over. Present: John Berkowicz. Town Manager Kozak mentioned that Article 3 was placed on the warrant by the Board of Selectmen to allow the Town to work on an agreement with the American Legion to maintain the ball field and parking lot. He explained that at a previous Finance Committee meeting, the Chairman of the Board asked that Town Manager Kozak meet with Mr. Berkowicz to discuss funds going to the Playground & Recreation Commission instead of the American Legion. Town Manager Kozak suggested that the Board of Selectmen pass over Article 3 at Town Meeting. A motion/Mr. Melia, seconded/Mr. Ampagoomian to pass over Article 3 at Town Meeting. Vote yes/Unanimous.

Certificate of Adoption/Pre-Disaster/Hazard Mitigation Plan. Present: Ryan Lundergan, Associate Planner, Central Mass. Regional Planning Commission. Mr. Lundergan advised that after five years of work, the Central Mass. Regional Planning Commission [CMRPC] has completed a Pre-Disaster/Hazard Mitigation Plan. He noted that out of 40 towns, 28 towns participated in the project and 12 towns did not participate. Mr. Lundergan provided the Board of Selectmen with handouts, including a map of the towns and cities that were involved. Currently, the CMRPC is conducting outreach to the towns and asking them to adopt the plan. Mr. Lundergan provided the Select Board with the portion of the plan that specifically refers to the Town of Northbridge and which identifies local hazards in Northbridge that should be addressed now and in the future. He pointed out that the overall goal of the plan is to reduce the loss, and risk of loss, to persons and property from the key hazards identified. Once a town adopts the plan, it allows them to apply for pre-disaster mitigation funds. Mr. Lundergan also said there are no costs or requirements to the town should they adopt the plan. Town Manager Kozak asked the Board of Selectmen to take this under advisement and place this item on a future agenda for a vote.

Phase II Environmental Site Assessment [2040 Providence Road]/Present: David LaFrance, Fuss & O'Neil, and Ryan Lundergan, Central Mass. Regional Planning Commission [CMRPC]. Mr. David LaFrance informed the Selectmen that on a scale of zero to ten, environmental contamination at the former Northbridge Auto Wrecking Inc., 2040 Providence Road is about a four. He then presented a report on Phase II of an environmental site assessment of the approximate 24 acres owned by Paul Klocek of Northbridge. Mr. LaFrance explained that an auto salvage business operated from the site for more than 60 years and over the last couple of years "tens of thousands of tires" and debris has been removed. That being said, left behind is petroleum contamination in the soil and groundwater caused by leaking underground tanks and shallow soil contamination by metals such as cadmium, nickel and lead. Mr. LaFrance said he could say with some confidence that the underground plume of petroleum has not made it into the river. The assessment shows a contamination problem that won't blow you away as too big a problem to be solved. He then said that long term groundwater cleanup is expensive, but it's very small relative to the scale of the property. CMRPC conducted the assessment at the request of selectmen and funded by the Environmental Protection Agency. Mr. LaFrance noted the hope is the property will eventually be sold and developed, but whether by the current or new owners, it will have to be cleaned to EPA regulations before development. He further mentioned that Gerard Caya and Daniel Perry, who work for Klocek, did a good job of cleaning up the site and said it could be a viable business property. The CMRPC document can be a resource for the property owner, who is also conducting environmental studies. Mr. LaFrance said the next step is for Mr. Klocek to submit a clean-up plan of groundwater and shallow soil to the Mass. Department of Environmental Protection.

Town Manager's Report. 1) **Department of Public Works/Open House & Public Tour:** Announced there will be an open house and public tour at the DPW facility on Saturday, October 20, 2012 from 10 AM to 12 PM. Everyone is welcome to attend. 2) **Central Mass. Regional Planning Commission Solar Workshop:** Attended a workshop at the Central Mass. Regional Planning Commission with representatives from Hampshire Council of Government who are working on various solar and electric supply contracts for both municipalities and residents in their area. They offered to expand these programs into the Worcester area to help residents save money on their electric bills. 3) **Emergency Management Radio Transmitter Training:** The Emergency Management Team attended a demonstration on AM radio transmitter system. Chief Nestor believes this could be a viable option for the town and will look into obtaining a transmitter for Northbridge. 4) **Environmental Protection Agency – Wastewater Treatment Plant Draft Permit:** The Town has received a draft permit for a 5-year license for the Wastewater Treatment Plant. The conditions are being reviewed by the town's consultant and if the public would like to view it please feel free to contact the Town Manager's Office or Mark Kuras at the Wastewater Treatment Plant. 5) **ICMA Conference:** Mr. Kozak reported that he will be attending the annual ICMA Manager's Conference in Arizona from October 6, 2012 through October 10, 2012. 6) **Press Release:** The Northbridge Police Department will hold a "bicycle auction" at the Northbridge Police Department on Saturday, October 13, 2012 at 10:00 A.M.

Selectmen's Concerns. Selectman Marzec 1) Congratulated Football Coach Ken Lachapelle on his 300th win and suggested that in the future the Board of Selectmen invite the individual in for recognition. 2) He noticed some lines on Swift Road and was wondering if they were for gas.

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

Meeting Adjourned: 8:09 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 1, 2012

APPROVAL OF MINUTES. A. Copy of September 24, 2012 minutes.

PUBLIC HEARING. B. 7:05 P.M. 1) Copy of New England Power Company d/b/a National Grid letter. 2) Copy of Petition for Transmission Line Franchise across Lasell Road/Main Street. 3) Copy of the Order of Certificate. 4) Copy of map. 5) Copy of formal public hearing notice to abutters. 6) Copy of abutter's list from Jennifer Cecconi. 7) Copy of handout from National Grid.

CITIZENS' COMMENTS.

DECISIONS

C. Copy of Safety Committee Minutes for September 19, 2012.

D. Copy of Article.

DISCUSSIONS

E. 1) Copy of Certificate of Adoption Pre-Disaster/Hazard Mitigation Plan. 2) Copy of handout from Ryan Lundergan, Central Mass. Regional Planning Commission [inclusion map & Pre-Disaster Mitigation Plan].

F. 1) Copy of email dated September 19, 2012 regarding Phase II Environmental Site Assessment (2040 Providence Road). 2) Copy of powerpoint presentation from David LaFrance, Fuss & O'Neill.

TOWN MANAGER'S REPORT

G. 1) Department of Public Works/Open House & Public Tour – **Copy of invitation.**

2) Central Mass. Regional Planning Commission Solar Workshop – **No documentation.**

3) Emergency Management Radio Transmitter Usage – **No documentation.**

4) Environmental Protection Agency – Wastewater Treatment Plant Draft Permit – **No documentation.**

5) ICMA Conference – **No documentation.**

6) Northbridge Police Department/Bicycle Auction – **Copy of Press Release.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
October 15, 2012**

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

The Pledge of Allegiance was recited by those present.

Presentation: Bill Letsky, Virtual Towns and Schools – Overview of the Town's new website.

Mr. Letsky provided a demonstration of the Town's new website to the Board of Selectmen, residents and viewers at home who are watching the meeting. Mr. Letsky mentioned there is a search engine for folks to insert the topic they are looking for and then noted that when designing the website they made it as user friendly as possible. He also mentioned that because the website was introduced on October 1, 2012, each Department, Board and Committee will continue to add more information to their website as they deem appropriate and necessary. Mr. Letsky stated that it's still a work in progress.

Approval of Minutes. October 1, 2012 –A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the October 1, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

October 1, 2012 [Executive Session] - A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve but not release the October 1, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Board of Selectmen. 1) Jessica Carpenter, Disability Commission. Present: Jonathan Smith, Chairman of the Disability Commission. Mr. Smith mentioned that his committee is in favor of appointing Jessica Carpenter to the Disability Commission. Selectman Ampagoomian thanked Ms. Carpenter for applying and asked with her background and experience in the medical field if she knows of any way to increase the funding for specialized projects. Ms. Carpenter mentioned that she does a lot of work related to state and federal funding, such as grants and other initiatives to assist with the disabled population in the community. Selectman Marzec stated that after reviewing Ms. Carpenter's resume, she would be a tremendous asset to the Disability Commission. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint Jessica Carpenter to the Disability Commission. Vote yes/Unanimous. **2) Council on Aging [2 vacancies]. Present: Constance Duquette, Carole Sweeney, Marie Rebecchi, Council on Aging Representative.** Ms. Duquette mentioned that she currently volunteers at the Council on Aging and has lived in Whitinsville for 39 years. She worked for the Town of Northbridge and is now looking to give back. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Constance Duquette to the Council on Aging. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Carole Sweeney to the Council on Aging. Vote yes/Unanimous. **3) Michael Proto, Open Space Committee [Playground & Recreation Representative].** A motion/Mr. Melia, seconded/Mr. Marzec to appoint Michael Proto to the Open Space Committee as the Playground & Recreation Representative. Vote yes/Unanimous. **4) Wendy Timmons, Historical Commission. Present: Kenneth Warchol, Chairman of the Historical Commission.** Mr. Warchol announced that his commission voted unanimously in favor to appoint Ms. Timmons. Ms. Timmons mentioned that she grew up in Uxbridge and has lived in Northbridge for nine years. She was a chef for the Marriot Corporation, travelled for a while and would like to start giving back to the Town. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Wendy Timmons to the Historical Commission. Vote yes/Unanimous. **By the Town Manager. 5) Jennifer Woodward, Library Director. Present: Jack Rauth, Library Trustee.** Town Manager Kozak mentioned that after have a lengthy conversation with the Library Trustees, he decided to hire a full-time Library Director. Town Manager Kozak mentioned that it's been over five years since the Town has had a full-time Library

Director, due to budget constraints. He noted that Marcia Nichols will continue to work part-time at the library but no longer wanted to be Acting Library Director. Mr. Rauth noted that the Massachusetts Board of Library Commissioners now requires a Town population of 15,000 people to have a Library Director with an MLS degree, spend 16% of their appropriation on printed material, along with their hours of operation being of 50 hours a week. Mr. Rauth mentioned that Ms. Woodward was chosen unanimously by the interview panel, which consisted of Town Manager Kozak, Sharon Susienka and Library Trustee Members. Ms. Woodward expressed her enthusiasm and appreciates the opportunity to serve the Town of Northbridge as their Library Director. A motion/Mr. Marzec, seconded/Mr. Athanas to affirm the appointment of Wendy Timmons as Library Director. Vote yes/Unanimous. **6) John Briand, Equipment Operator. Present James Shuris, DPW Director.** Mr. Shuris mentioned that after interviewing eight candidates, he found a person with a lot of experience, knowledge and great people skills. Mr. Shuris stated that Mr. Briand is a perfect match for the Equipment Operator position and will fit in very well at the Highway Department. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to affirm the appointment of John Briand, Equipment Operator for the Department of Public Works. Vote yes/Unanimous.

Citizens' Comments/Input. Doreen Cedrone, Town Clerk, announced that the deadline to register to vote for the upcoming election is Wednesday, October 17, 201, until 8 P.M. If you wish to know your status as a voter, please contact the Town Clerk's Office and they would be happy to provide you with this information. She also mentioned that absentee ballots are available in the Town Clerk's Office. The polls will be open at 7 A.M. until 8 P.M. and the senior center bus is available for those who need transportation to and from the polls. Ms. Cedrone mentioned that school will be in session and two police officers will be there to direct traffic inside and outside of the parking lot. Ms. Cedrone mentioned that there was an enhancement done for the upcoming election thanks to the Disability Commission. She announced that she purchased a temporary ramp to be placed at the entrance and exit door for any person with a disability to use. That being said, she noted that the Northbridge High School is ADA Compliant and that this particular ramp is just easier for an individual with a disability to get in and out.

Chairman Nolan announced that Selectman Marzec would like to make a motion. That being said, Selectman Marzec explained that due to the Fall Annual Town Meeting Warrant Articles being on the agenda this evening, he asked the Board of Selectmen if the items under discussion could be moved to now. A motion/Mr. Marzec, seconded/Mr. Nolan to move Item G and Item H, under Citizens' Comments. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/No and Mr. Melia/Yes.

Commercial Trailer Complaint. Present: James Sheehan, Building Inspector, Paul McKeon, Chairman of the Board of Health, Denis Latour, and Charles Berry, Owner of Dotta's Kitchen. Town Manager Kozak announced that this item was discussed under Citizens' Comments a few weeks ago and that the members of the Board of Selectmen requested that he place this topic under discussions. Mr. Kozak also mentioned that he received input from both the Building Inspector and Board of Health. Mr. Latour explained that he is not happy with a decision that was made by James Sheehan, Building Inspector, to allow a Hot Dog Trailer – Charles Berry d/b/a Dotta's Kitchen to operate on Main Street. He mentioned that for the past 20 years he has volunteered his time on Town boards and committees including, Planning Board, Bylaw Review Committee, Board of Assessors, Recycling Committee and Fence Viewer. He noted that rules and regulations are constantly changing in Massachusetts and anyone can be in violation without being aware of it. He feels the hot dog trailer is in violation of the following – zoning, bylaw, ADA, and historic issues. Mr. Latour mentioned that this town does not allow permanent commercial or residential trailers in any zone or location and stated that this is to protect property values and to maintain our tax base. Temporary trailers are allowed and permitted by the Building Inspector after reviewing the circumstances and setting conditions. He then asked the Board of Selectmen to give their opinion on this matter to Jim Sheehan, Building Inspector, as he feels after three years of the hot dog

trailer being located in the same area, for several months each year, that the hot dog trailer is temporary and that it falls within the intent of the Town of Northbridge's Bylaws. Mr. Sheehan stated that the property in question is 355 Main Street and contains a motor vehicle trailer which is used as a temporary food concession stand. He mentioned that the use does not contain any permanent or temporary structures and is located within the Industrial One Zoning District. The vehicle trailer has Board of Health approval and has been licensed by the Board of Selectmen for the past 4 years. A temporary building permit has also been issued for the commercial trailer in accordance with section 9-702 of the Town Bylaws. All required electrical and plumbing permits were obtained. Site plan approval was not required, and in conversation with the police chief no problems have been noted with the temporary operation. Mr. Berry stated that he started his business 4 years ago by purchasing a brand new trailer. He has never had any complaints and he keeps the surrounding area as clean as possible. He stated that he even picks up the trash across the street, which isn't his responsibility. Mr. Berry also mentioned that he has lived in Town for 22 years and has worked in town for over 28 years. Paul McKeon, Chairman of the Board of Health referenced a memo that was provided to the Town Manager on September 13, 2012. He mentioned that Dotta's Kitchen [Charles Berry, Owner] has been in full compliance with all state and local health regulations governing its food service operation. He explained that Dotta's Kitchen has been licensed and inspected by the Board of Health since September 5, 2008 and then stated that he wished all the restaurants had a food establishment inspection report as good as Dotta's Kitchen. Mr. Sheehan mentioned that he asked the Police Chief if there were ever any complaints with Dotta's Kitchen in the past 4 years and the Police Chief replied no. Selectman Marzec, Selectman Ampagoomian and Selectman Melia each stated that they have no problem with Dotta's Kitchen continuing to run their business on Main Street. Mr. Latour stated that Mr. Sheehan said the trailer was accessory use and gave them a building permit and then asked Mr. Sheehan what is the setback for an accessory use in this particular case. Mr. Latour is trying to make a point because he was on the Bylaw Review Committee and stated that this is a bylaw (temporary trailer) and the Zoning Board of Appeals has no authority over bylaws. He then stated that the town is going to end up with a bunch of temporary trailers and he is trying to protect the historic value of the town.

School Committee Vacancy/Present: Michael McGrath. Mr. McGrath explained that he is here this evening to bring some closure to the outstanding issue of the school committee vacancy. Currently, the school committee is a nine member board, but due to changes in the Town's Charter it will become a five member board at the next Spring Annual Town Election. He noted that there was a vacancy because they didn't have any people run for the open spots this past spring. He mentioned that the openings were posted but no one applied during the allotted timeframe. That being said, he did have some individuals express interest by email and another who completed a Talent Bank Application for the open vacancy. Due to the expired timeframe, if anyone is interested now, they will have to wait until the springtime to apply. Mr. McGrath asked the Board of Selectmen to support his board by moving forward with an eight member board until the spring election.

Raccor Foods LLC d/b/a Little Coffee Bean [Darrell Laws]/Application to transfer the Common Victualler's License from J.T. Little Coffee Bean [Jennifer Menard] to Raccor Foods LLC d/b/a Little Coffee Bean [Darrell Laws]. Present: Darrell Laws. Mr. Laws mentioned that he will be keeping everything the same, including the hours and menu. A motion/Mr. Athanas, seconded/Mr. Melia to approve the transfer of the Common Victualler's License from J.T. Little Coffee Bean [Jennifer Menard] to Raccor Foods LLC d/b/a Little Coffee Bean [Darrell Laws]. Vote yes/Unanimous.

Blackstone Valley Regional Recycling Center License Agreement/Vote to sign. Town Manager Kozak informed the Board that this is an annual license agreement with the Blackstone Valley Regional Recycling Center and recommended the Board sign the agreement for another year. A motion/Mr. Melia, seconded/Mr. Marzec to sign the Blackstone Valley Regional Recycling Center License Agreement. Vote yes/Unanimous.

Presidential Election Warrant [Tuesday, November 6, 2012, 7AM-8PM]/Vote to sign.

A motion/Mr. Marzec, seconded/Mr. Athanas to sign the Presidential Election Warrant. Vote yes/Unanimous.

Fall Annual Town Meeting Warrant/Vote positions on warrant articles. Present: Sal D'Amato, Chairman of the Finance Committee. Mr. Kozak mentioned that he would provide a brief summary of each warrant article. **Article 1 [Bill of a prior year-DPW]** – Town Manager Kozak mentioned that Article 1 is for previous year bills. A motion/Mr. Marzec, seconded/Mr. Melia to support Article 1. Vote yes/Unanimous. The Finance Committee voted to support Article 1. **Article 2 [FY '13 budget transfers]** – Town Manager Kozak mentioned that his estimate for liability insurance was low and needed \$60,000.00 more and then mentioned that Playground & Recreation needed \$15,000 to improve the legion fields. A motion/Mr. Melia, seconded/Mr. Marzec to support Article 2. Vote yes/Unanimous. The Finance Committee voted to support Article 2. **Article 3 [Money to lease American Legion Ballfield and Parking Lot]** – A motion/Mr. Melia, seconded/Mr. Ampagoomian to pass over Article 3 at Town Meeting. Vote yes/Unanimous. The Finance Committee voted to pass over Article 3. **Article 4 [Funding to purchase property and building(s) for use as a DPW Facility]** – Town Manager explained that this article is to purchase land and/or building to be used as a DPW Facility. He stated that the Town has put out an RFP for land and/or buildings and received one proposal from a property owner on Douglas Road (Old Colony Building). Mr. Shuris, DPW Director noted that the DPW provides service to the entire town, not just the Highway Department. They provide building facilities maintenance, road work and drainage, highway, snow plowing, tree service, administration of water and sewer, all procurement and engineering, etc. The key to building a highway facility is the location. He then mentioned that the current DPW site is a great location, however it will cost around \$8 million dollars to reconstruct a new facility at this location. That being said, Mr. Shuris mentioned that the Douglas Road (Old Colony Site) is a great deal for the money \$995,000 [building and property]. He then stated that the total cost would be \$3.1 million should the town residents vote to go with the Old Colony site. Mr. D'Amato stated that the Finance Committee is not in favor of this article and then mentioned that the Finance Committee suggested that the Selectmen hold a Special Town Meeting on December 4, 2012, with a Special Ballot question. They feel there should be one vote on the ballot that includes the price to purchase the land, building, and all the updates needed for the DPW to operate. Selectman Athanas is in favor of the Old Colony site and said it's a good and fair price. He then mentioned it would be an easy sell to go with a Special Town Meeting and roll everything into one. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to pass over Article 4. Vote yes/Unanimous. The Finance Committee voted unanimously not to support Article 4. Selectman Marzec noted that he is not in favor of the Old Colony site and would like to have some questions answered. He asked two questions; 1) what is the town getting for \$3.1 million dollars? and 2) how much money has been spent on HKT Architects, Inc.? **Vote to schedule a Special Town Meeting [December 4, 2012].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to schedule a Special Town Meeting for December 4, 2012 @ 7 P.M. and open the warrant on Friday, October 19, 2012, and close the warrant on October 26, 2012 at noon time. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan, Yes, Mr. Athanas/Yes. Mr. Marzec/No. **Vote to schedule a Special Town Election.** A motion/Mr. Ampagoomian, Mr. Athanas to schedule a Special Town Election on December 17, 2012. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan, Yes, Mr. Athanas/Yes. Mr. Marzec/No. Town Manager Kozak mentioned that he will have the Town ballot questions prepared for the Special Town Election at the next Selectmen's meeting. **Article 5 [Acquisition of easements for the reconstruction of Sutton Street]** – Town Manager Kozak mentioned there will be takings, temporary and permanent easements and all abutter's will be notified. There will be two public hearings and the abutter's have been notified. A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 5. Vote yes/Unanimous. The Finance Committee voted to support Article 5. **Article 6 [Acquisition of easement or other land interest to establish/maintain a drainage swale on property adjacent to Sutton Street]** – Town Manager Kozak advised this is the Providence/Worcester railroad

crossing on Sutton Street and the Providence/Worcester Railroad asked the town to have a permanent maintenance program to keep it clean. Town Counsel will prepare an agreement and article in case of taking. Town Manager Kozak suggested the Board of Selectmen take no position this evening until he hears back from Town Counsel. A motion/Mr. Ampagoomian, seconded/Mr. Melia to take no position on Article 6. Vote yes/Unanimous. The Finance Committee voted not to support Article 6. **Article 7 [Acquisition of easement or other land interest in property located near 2-4 Fletcher Street to maintain Douglas Road and Bridge]** - A motion/Mr. Marzec, seconded/Mr. Melia to support Article 7. Vote yes/Unanimous. The Finance Committee voted to support Article 7. **Article 8 [Repair concrete floor abutments at the Rockdale Fire Station]** – Town Manager Kozak recommended the Selectmen pass over Article 8 because of procurement laws. He then asked the Fire Chief to work with the Building, Planning and Construction Committee to get all the proper paperwork before proceeding. A motion/Mr. Melia, seconded/Mr. Ampagoomian to pass over Article 8. Vote yes/Unanimous. The Finance Committee voted not to support Article 8. **Article 9 [Repair gym floor at Balmer School]** – Mr. D’Amato stated that his board voted not to support Article 9 because they need to go through the proper procurement laws. A motion/Mr. Melia, seconded/Mr. Athanas to pass over Article 9. Vote yes/Unanimous. The Finance Committee voted not to support Article 9. **Article 10 [Install 45,000 sq. ft. of sod at Lasell Field]** - A motion/Mr. Ampagoomian, seconded/Mr. Athanas to pass over Article 10. Vote yes/Unanimous. The Finance Committee voted not to support Article 10. **Article 11 [Triennial Revaluation]** – Town Manager Kozak mentioned that this is for funding the Triennial Revaluation for the Board of Assessors. The amount that the Assessor put out to bid was for \$76,500 and is three parts. A motion/Mr. Athanas, seconded/Mr. Marzec to support Article 11. Vote yes/Unanimous. The Finance Committee voted to support Article 11. **Article 12 [Transfer to Stabilization Fund]** – Town Manager Kozak recommends putting \$223,500 in the stabilization account. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 12. Vote yes/Unanimous. The Finance Committee voted to support Article 12. **Article 13 [Establish \$3,000 as the minimum fair cash value for personal property accounts to be taxed]** - Town Manager Kozak mentioned that the Board of Assessors would like to adopt M.G.L. Chapter 59 Section 5 Clause 54 which allows the town to have a minimum cash value for personal property accounts of \$3,000.00. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 13. Vote yes/Unanimous. The Finance Committee voted to support Article 13. **Article 14 [Petition the General Court for Special legislation to establish a building maintenance fund]** – Town Manager Kozak highly recommends passage of this article with the amended verbiage, per the Finance Committee: Section 4, second sentence should read: Monies in the fund may be appropriated for any purpose related to the maintenance of town-owned buildings and facilities. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to support Article 14 with the recommended verbiage as stated above from the Finance Committee. Vote yes/Unanimous. The Finance Committee voted to support Article 14. **Article 15 [Amend Zoning Bylaws Chapter 173 by adopting a (new) comprehensive Zoning Overlay District Map]** – Town Manager Kozak explained that by adopting this article will just put all the overlay district maps into one comprehensive map. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 15. Vote yes/Unanimous. The Finance Committee voted to support Article 15. **Article 16 [Street Acceptance: Sandtrap Court – Shining Rock Golf Community]** - A motion/Mr. Melia, seconded/Mr. Athanas to support Article 16. Vote yes/Unanimous. The Finance Committee voted to support Article 16. **Article 17 [\$1.8 million to procure services of an engineering firm to prepare plans using 44E construction to build a DPW facility]** – Town Manager Kozak explained this is a petition article and asked if anyone would like to speak on this article. Mr. D’Amato mentioned that the Finance Committee voted not to support this article based on the information provided to the Committee, from Town Counsel, and from HKT Architects who were hired by the Building, Planning and Construction Committee. Mr. D’Amato then read a lengthy email from Chris Thompson, Finance Committee member regarding concerns with using 44E construction to build a DPW facility. He explained that after receiving further clarification from Town Counsel on whether or not 44E can be used to construct a DPW facility and the feasibility study that was done, his board made the decision not to support this article. Chairman Nolan invited the petitioners [Roger Mathieu, John Davis, Neil Mitchell,

Barry Gallant and Bob LaChapelle] to come forward and speak on their article. Mr. Davis called a point of order first to ask why the Selectmen passed over a few articles. Chairman Nolan advised that he spoke to the School Committee about some of their articles and noted that because they were passing them over, the School Committee suggested the Selectmen do the same. Mr. Davis informed the Board that his group is not against other proposals but did state that their proposal stands alone. Mr. Davis stated that he emailed Attorney Anderson at the Attorney General's Office regarding 44E and her response was it is an appropriate method of building in Northbridge. That being said, Mr. Davis then publicly issued an apology to Neil Mitchell, and his wife, Chris, because he's the person who got Mr. Mitchell into this project. He stated it's been such a fiasco since the beginning. Mr. Neil Mitchell mentioned that their plan to construct a new DPW facility will cost \$1.8 million dollars and can be constructed on either the Fletcher Street or Wastewater Treatment Plant site. He then provided the Selectmen with a brief overview of their proposal compared to HKT Architects proposal. He also announced that Attorney Anderson from the Attorney General's Office advised them that they could build a DPW facility in Northbridge using 44E. Mr. Davis mentioned that their proposal can store all the town vehicles in this facility and then noted that there petitioner article is a legal and binding article and should be acted on at town meeting. Chairman Nolan suggested as a Board we take a position on this article. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to take no position on Article 17. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/No, Mr. Melia/No. The Finance Committee voted not to support Article 17.

Town Manager's Report. 1) **Department of Public Works/Open House & Public Tour:** Reminded everyone that the Department of Public Works has an open house and public tour scheduled for Saturday, October 20, 2012 from 10 AM to 12 PM. Everyone is welcome to attend. 2) **Update on Sutton Street:** Announced that the Department of Public Works will conduct two public hearings for residents on Sutton Street to review property takings for the project. Letters have been mailed to the residents about the meetings. The meetings are scheduled for 7:00 P.M. at Town Hall on Tuesday, October 16, 2012, and Thursday, October 18, 2012. He urged residents to attend or contact the Town Manager's Office or DPW if they have questions. 3) **Town Hall Project:** The Town Hall is currently having work performed on the building. The work consists of masonry/flashing and painting/carpentry. 4) **ICMA Conference:** Attended the annual ICMA Manager's Conference in Arizona from October 6, 2012 through October 10, 2012. He attended the tradeshow and various workshops, such as: Economic Development, Capital Planning, Solar Programs, Negotiations, and Immigration Issues.

Selectmen's Concerns. **Selectman Athanas** 1) Update on Union Street Brook. DPW Director James Shuris mentioned that he would have an update around the beginning of January 2013. 2) Solar Program at the Grafton line and Town Manager Kozak mentioned that he is still working with the Town of Grafton on purchasing power/net metering credits. Town Manager Kozak mentioned that he will let the Board know once they resolve the final contract information. **Selectman Ampagoomian** 1) New Fire Station – suggested the Board start looking for a site. 2) Status on the Superintendent of Schools Search Committee and Town Manager Kozak replied that he hasn't heard anything.

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

Meeting Adjourned: 10:50 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 15, 2012

APPROVAL OF MINUTES. A. 1) Copy of October 1, 2012 minutes. 2) Copy of October 1, 2012 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

APPOINTMENTS/By the Selectmen: B. 1) Copy of Jessica Carpenter's Talent Bank Application, resume and acknowledgement of being a registered voter in town. 2) a. Copy of Constance Duquette's Talent Bank Application and acknowledgement of being a registered voter in town. 2) b. Copy of Carole Sweeney's Talent Bank Application and acknowledgement of being a registered voter in town. 3) Copy of email dated 10/2/12, from Dave Scichilone [Chairman of the Playground & Recreation Commission] advising the town that Mike Proto will be the rep for the Open Space Committee. 4) Copy of Wendy Timmons Talent Bank Application. **Appointments/By the Town Manager.** 5) Copy of Jennifer Woodward's appointment letter. 6) Copy of John Briand's appointment letter.

CITIZENS' COMMENTS.

DECISIONS

C. 1) Copy of Raccor Foods LLC d/b/a Little Coffee Bean Application for Common Victualler's License. 2) Copy of license routing slips from Town Departments. 3) Copy of license.

D. Copy of license agreement with the Blackstone Valley Regional Recycling Center.

E. Copy of Presidential Election Warrant [November 6, 2012].

F. 1) Copy of positions on warrant articles. 2) Copy of Article 14. 3) Copy of memorandum dated 10/12/12 on Article 17. 4) Copy of email from Chris Thompson on Article 17. 5) Copy of email dated 10/2/12 from Attorney David Doneski. 6) Copy of email dated 10/10/12 from Jack Davis.

DISCUSSIONS

G. 1) Copy of letter from Denis Latour. 2) Copy of memorandum from James Sheehan regarding complaint [355 Main Street]. 3) Copy of memorandum from Jeanne Gniadek, Board of Health. 4) Copy of Charles Berry's ServSafe Certification, Allergen Awareness Training, and Health Inspection Report.

H. No documentation.

TOWN MANAGER'S REPORT

I. 1) Department of Public Works/Open House & Public Tour – **Copy of invitation.**

2) Update on Sutton Street – **No documentation.**

3) Town Hall Project – **No documentation.**

4) ICMA Conference – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
Fall Annual Town Meeting**

October 23, 2012

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:30 PM, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Melia, Marzec, and Athanas. Selectman Ampagoomian was absent and it is duly noted. **Also Present:** Theodore D. Kozak, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business:

1) October 23, 2012 Fall Annual Town Meeting /Vote positions on Articles 6 and 7. ARTICLE 6: Town Manager Kozak referred the Board to Article 6 and explained the article was originally placed on the warrant in order for the Town to acquire an easement or other land interest to establish and maintain a drainage swale on property adjacent to Sutton Street in support of the Sutton Street reconstruction project. He then advised the Board that an agreement is being negotiated with the Railroad for the same purpose and therefore recommended the Board pass over this Article 6. There being no further discussion, a motion/Mr. Marzec, seconded/Mr. Melia to pass over Article 6. Vote yes/Messrs. Marzec, Melia, Athanas, and Nolan. **ARTICLE 7:** Mr. Kozak referred the Board to Article 7 and explained the article was originally placed on the warrant so the Town could acquire easements or other land interest in property located near 2-4 Fletcher Street in order to maintain Douglas Road and the Douglas Road Bridge. He then informed the Board that the Town Moderator asked if they would consider passing over Article 7 because the source of the appropriation wasn't included in the article. The Board agreed to it. There being no further discussion, a motion/Mr. Athanas, seconded/Mr. Marzec to pass over Article 7. Vote yes/Messrs. Athanas, Marzec, Melia, and Nolan.

2) December 4, 2012 Special Town Meeting /Vote to place article(s) on warrant. Town Manager Kozak asked the Board of Selectmen to place Article 7 [which is now being passed over by the action taken above] on the Special Town Meeting warrant. A motion/Mr. Athanas, seconded/Mr. Melia to place Article 7 on the Special Town Meeting warrant. Vote yes/Messrs. Athanas, Melia, Marzec, and Nolan. Continuing, Mr. Kozak directed the Board to the draft warrant article contained in their agenda packet. He asked them to co-sponsor the article with the Building, Planning & Construction Committee, which would be for the purchase of a parcel of land and building thereon located at 371 Douglas Road for \$995,000 and to further appropriate funding to cover the costs to retrofit that building for use as a DPW Facility; and to cover the costs for demolition, site improvements, and renovation of buildings/structures at 11 Fletcher Street--the current site of the Town's DPW facility. The Board was advised that the article is also subject to a debt exclusion. There being no further discussion, a motion/Mr. Athanas, seconded/Mr. Melia. Vote yes/ Messrs. Athanas, Melia, and Nolan. Vote no/Mr. Marzec.

A motion/Mr. Melia, seconded/Mr. Marzec, to adjourn the Selectmen's Meeting at the conclusion of the Fall Annual Town Meeting this evening. Vote yes/Unanimous.

Meeting Adjourned: 9:34 P.M.

Respectfully submitted,

James Athanas, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

FALL ANNUAL TOWN MEETING

October 23, 2012

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS/Town Meeting Business:

1) October 23, 2012 Fall Annual Town Meeting/Vote positions on Articles 6 and 7 – Copy of articles

2) December 4, 2012 Special Town Meeting Warrant/Vote to place article(s) on warrant – Copy of draft article

DISCUSSIONS/None

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

**Board of Selectmen's Meeting
November 5, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. October 23, 2012 [Fall Annual Town Meeting] –A motion/Mr. Athanas, seconded/Mr. Melia to approve the October 23, 2012 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Melia, and Nolan. Abstain/Mr. Ampagoomian.

Citizens' Comments/Input. Denis Latour, 88 Linwood Avenue, Whitinsville, MA. Mr. Latour wanted to bring attention to the Rockdale Youth Center and its annual raffle to raise money for operating the center. Last year, they raised \$15,000 through the raffle. He mentioned the Youth Center has been very successful and this year there are approximately 35 kids are enrolled in the program, which provides after school programs and homework help. The center also has a summer program. Mr. Latour noted that this year's raffle theme is "Going Green for the Kids". The raffle tickets are \$20 each and will offer three cash prizes: the Grand Prize is \$5,000, the first prize is \$1,000 and the second prize is \$500. Tickets can be purchased at the Whitin Community Center. Mr. Latour thanked everyone.

Public Hearing - 7:05PM/FY 2013 Tax Rate Classification Hearing/Present: Robert Fitzgerald, Principal Assessor, and Denis Latour, Chairman-Board of Assessors. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to open the public hearing. Vote yes/Messrs. Athanas, Ampagoomian, Nolan and Melia. Chairman Nolan then read the public hearing notice aloud. Mr. Fitzgerald announced that the DOR requires this hearing each year. He noted that this process does not raise revenue for the community, that it is just an exercise to set the tax rate, however, if any votes are made it will shift the tax burden to other classes of property. He advised those present that the Board has the option to vote on any or all of the split rate options available for the distribution of taxes. The three options are: 1) Selection of a Residential Factor, 2) Selection of a Residential Exemption, and 3) Selection of a Small Commercial Exemption. Mr. Fitzgerald turned everyone's attention to Exhibit #1, which provides a brief explanation as to what the estimated tax rate should be for FY13. He mentioned last year's tax rate was \$12.81 and the rate is estimated to drop to \$12.37—a decrease of .44 cents, which equates to about a \$150 reduction on the tax bill for an average single family home. Mr. Fitzgerald explained that the reason for some of the decrease was due to the slight increase in the assessed value of properties this year [about \$3.2 million], which accounted for a \$(.03) decrease in the rate; Proposition 2½ added about .29 cents to the rate; New Growth added about .21 cents to the rate; an increase in the Capital Outlay Expenditure added about .36 cents to the rate; and lastly, a reduction of the Debt Exclusion due to the refinancing of the school debt this last year helped drop the tax rate by \$1.27. Mr. Fitzgerald stressed that the figures are approximate and have not been certified by the Department of Revenue as of yet. He then reviewed Exhibit #2, which illustrates the total value of the town by property type and pointed out that since last year, condos went up about \$7million due to some brand new condos at Sand Trap Court [Shining Rock] and also, the completion of the Linwood Mill project, which added another \$4.5 million to the valuation. Next, Exhibit #3 shows the classes of property on a percentage basis: Residential – 86.49%, Open Space – 0%, Commercial – 13.5%, Industrial – 2.46%, and Personal Property – 3.1%. Before reviewing Exhibit #4, Mr. Fitzgerald advised that the exhibit illustrates different scenarios under a split tax rate for an average single family home, average commercial property and average industrial property. Shifting the tax rate would mean a slight decrease on residential taxes but much larger increases in commercial and industrial taxes.

Regarding the selection of a residential factor less than “1”, which would allow the Selectmen to shift the tax burden between classes of property, Mr. Fitzgerald noted that in the past the Board of Selectmen has not advocated for a split rate—that they have always kept a single rate among all classes of property. 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. Residential properties below the average (\$221,000) would get the discount but the difference would be made up by owner of properties valued over the average amount. 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. Mr. Fitzgerald pointed out that 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. He stated that there are currently 4 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.

There being no further comments, a motion/Mr. Melia, seconded/Mr. Ampagoomian to close the Public Hearing. Vote yes/Messrs. Athanas, Ampagoomian, Nolan and Melia. As the result of tonight’s hearing, the Town of Northbridge will continue with a single tax rate [for FY 2013] for all classes of property including residential, commercial, and industrial.

Appointments/By the Board of Selectmen. William Dausey, Conservation Commission. Present: John Brown, Chairman –Conservation Commission. Mr. Brown announced that Mr. Dausey attended a Conservation Commission meeting and then recommended him to be appointed. Mr. Dausey mentioned that he and his wife have lived in Northbridge for 5 years and they love it. The Board of Selectmen welcomed him aboard. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint William Dausey to the Conservation Commission. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Special Town Election [December 17, 2012]/Vote to place ballot question on warrant. Town Manager Kozak asked the Board to support the ballot question for the Special Town Election on December 17, 2012. Chairman Nolan read aloud the ballot question as follows: Shall the town of Northbridge be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase the parcel of land and building thereon located at 371 Douglas Road, to retrofit that building for use as a DPW Facility, and to pay the costs for demolition, site improvements, and renovation of buildings and structures located at 11 Fletcher Street, the site of the current Town DPW Facility? A motion/Mr. Melia, seconded/Mr. Athanas to place the ballot question on the warrant for the Special Town Election [December 17, 2012]. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Special Town Meeting [December 4, 2012] /Vote to sign warrant upon completion and final review by Town Counsel. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to sign the warrant upon completion and final review by Town Counsel. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Chairman Nolan announced that the Finance Committee has voted their position on the article and then asked the Board of Selectmen if they wish to vote their position. Selectman Athanas suggested waiting since Selectman Marzec was absent from tonight's meeting.

Winter Parking Ban [December 1, 2012 through April 1, 2013]/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the Winter Parking Ban from December 1, 2012 through April 1, 2013 [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/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Whitinsville Golf Club, Inc. [Liquor License]/Request Change of Manager from Christopher Hulme to Francis Iannetta /Withdrawn by applicant

2013 Holiday Calendar/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Meliato move the 2013 Holiday Calendar. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas. **2013 Board of Selectmen's Meeting Schedule.** A motion/Mr. Melia, seconded/Mr. Athanas to approve the 2013 Board of Selectmen's Meeting Summer Schedule. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Overview of Hurricane Incident. Present: Gary Nestor, Fire Chief, Walter Warchol, Chief of Police, James Shuris, DPW Director. Town Manager Kozak mentioned that he asked the public safety officials to come in and provide an overview of the recent hurricane incident. Chief Nestor announced that the Northeast and East Coast suffered a pretty severe storm but our area was not hit as hard. That being said, National Grid sent a liaison out to Northbridge to determine the town's emergencies/problems. They classified the town's emergencies by Priority 1, 2, and 3. Chief Nestor reported that the liaison for National Grid showed up at the Fire Department on Monday and stayed until Friday. He then noted there were several roads that were blocked due to several trees and poles down, which resulted in some power outages. Chief Nestor reported that the Fire Department responded to over 50 calls for assistance in a 4-day period and then mentioned that the Red Cross opened a regional shelter in Millville, MA for anyone in the community needing assistance/shelter. The Northbridge Senior Center offered their facility as a warming center on Wednesday and Thursday for anyone needing it. Chief Nestor mentioned that before the storm hit, announcements were sent through Connect Ed, Code Red, cable and message boards to keep residents abreast of the storm. They were updated as necessary. Chief Warchol announced that the Police Department received 50 serious storm related calls among other routine related calls. He then noted that the Police Department lost power for about 24 hours but was able to operate by using their back-up generator. They received numerous calls regarding power outages, trees and poles down and then commended the DPW for helping to assist as many situations as possible throughout the storm. Chief Warchol then urged the citizens in town who haven't signed up for Code Red to please do so. Mr. Shuris announced that his folks worked very well in communicating with the Fire and Police Department. He stated that both the Highway Department and Sewer Department assisted in the storm and the key attribute was the chipper. The chipper provided the tool that was necessary to get the job done safely and efficiently. Town Manager Kozak thanked the entire emergency management team for all their effort in preparing for the storm. He also thanked all the personnel, public safety, and DPW for all their hard work.

Update on Union Street Brook/Present: James Shuris, DPW Director. Mr. Shuris provided the Board of Selectmen with a copy of his report on the Union Street Brook. He reported that with the assistance of Kevin Denault, DPW Engineering Intern, and his Department, they did a comprehensive study concerning the ongoing Union Street/Central Street Drainage issue. He highlighted all the tasks performed from June 2012 through October 2012. He then stated that based on the tasks that were performed which included the review of existing engineering/surveying studies, field documents, maps, field surveys, and interviews with local residents they concluded that the Union Street/Central Street

neighborhood had previous pre-housing development drainage issues and that the open drainage swale was always a “natural” drainage route. That said, they also made these conclusions based on the pre-existing “poor draining soil conditions” determination and a “natural high ground water elevation conditions” due to the neighborhood’s low topography and “natural” drainage route. They also observed that the outlets that carry the natural water flows under the railroad tracks and Providence Road have a limited capacity to transport these flows. Mr. Shuris mentioned that one of his recommendations will be to keep maintaining this drainage swale after major storms. This will allow everything to keep flowing freely. Selectman Melia thanked Mr. Shuris and Kevin Denault for putting together an excellent and long awaited report. Mr. Melia asked if an additional detention pond could be placed behind the fields or the scheduling of water be dredged from some of the channels as a resolution. Mr. Shuris advised that the retention ponds from the high school down to the Union Street/Central Street are sized exactly the way they were supposed to be designed and built however there is an area to the northwest of these basins there is a natural flow of water that joins in with the swale that goes down through Union and Central Street. There is no easy way to direct this sheet flow. Mr. Shuris stated that he will continue to monitor the brook and will continue to look for ways to effectively handle the situation.

Leaf Pick-Up Program/Present: James Shuris, DPW Director. Mr. Shuris reported that the leaf pick-up program commenced on October 22, 2012 and will remain in effect until the leaves are all picked up or a snow storm occurs. He noted that residents can call the Highway Department and someone will respond within two days to pick up the leaves. Town Manager Kozak asked Mr. Shuris if there was a lot of debris in town from the storm and Mr. Shuris stated no, there wasn’t a lot. Mr. Shuris did suggest if residents had debris in their back yard to not bring it to the front yard/sidewalk. He suggested they bring it to the compost site on Providence Road during the appropriate hours of operation. He then noted if there is roadside debris to contact the Highway Department and they would gladly come by with the chipper to pick it up.

Town Manager’s Report/1) Sutton Street Reconstruction Project/Update: The Department of Public Works is contacting Sutton Street residents in order to obtain their signatures on right of way and temporary easement documents. A consultant is also helping the DPW to prepare Notices of Intent and tree hearing notices. The state is planning to advertise the project in April. **2) Bridge Projects Update:** **Douglas Road Bridge Project:** The State has begun work on the gas lines under the bridge and monuments for the Douglas Road Bridge Project. He reported that the Trustees of Soldiers’ Memorials will be having a special ceremony for moving the memorial of Thomas S. Perron, who was killed in action in Lebanon on October 23, 1983. The ceremony will take place this Saturday, November 10, 2012 @ 9 A.M. at the WWII Honor Roll Memorial on Linwood Ave. **Ross Rajotte Bridge Project:** Work is continuing and there is no further information to report. **3) Legislative Breakfast:** Town Manager Kozak attended a Legislative Breakfast Meeting that discussed the financial status of the State. There appears to be concerns with declining revenues so the legislature will continue to monitor the situation. **4) Department of Public Works Open House:** Town Manager Kozak attended the DPW Open House, which was a well-organized event. It was a good opportunity for the public to see the needs of the DPW. Mr. Shuris thanked everyone who helped and assisted them on the Open House from 10 AM to 12 PM. He mentioned that several local establishments donated items such as: Whitinsville Water Company donated 100 bottled waters, Shaws – donated gift card, Walmart – donated \$250 Grant, McDonald’s - donated coffee, Danish, and coffee supplies. Marty Green provided the Highway Department with Open House signs and balloons. The open house was very well attended.

Town Manager Kozak mentioned that the Town Clerk has some concerns with tomorrow’s election because of the high school being in session. He recommended to the early voters to try and avoid coming between the hours of 7 AM to 7:30 AM because this is when the buses arrive at the high school to drop off the students.

Selectmen's Concerns. Selectman Athanas /Asked if there was any grant money to fix the Great Hall Room at Town Hall. Town Manager Kozak mentioned that he is always looking for grant money to fix Town Hall however it is very difficult to get interior money. **Selectman Ampagoomian** /Expressed his condolences to the family of Peter Andonian on his recent passing. He will be greatly missed. **Selectman Melia**/Received a few complaints from local package/convenience stores regarding the Board of Selectmen's vote on June 18, 2012 to amend the rules and regulations for the Town of Northbridge liquor license laws to have all employees receive TIPS certification. He mentioned that it is causing hardship on some part-time individuals to attend and pay for training classes. He suggested that the town/Police Department sponsor a one-time training session for the licensee's to attend. He then asked the Town Manager to see if the Police Department could grant a 90-day grace period, for the enforcement of this rule, to give the licensee's some time and an opportunity to obtain their certificates.

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

Meeting Adjourned: 8:18 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

November 5, 2012

I. APPROVAL OF MINUTES

A. Copy of the October 23, 2012 [Fall Annual Town Meeting] minutes

II. PUBLIC HEARING:

B. 7:05 PM/FY 2013 Tax Rate Classification Hearing:

-Copy of the public hearing legal ad

-Copy of Memo from the Board of Assessors to the Board of Selectmen regarding the Classification Hearing and the options available for the distribution of taxes: Residential Factor, Residential Exemption and a Small Commercial Exemption

-Copy of Memo from the Board of Assessors to the Board of Selectmen regarding a tax decrease for FY 2013 from \$12.81 to \$12.37

-Exhibit #2: Assessment/Classification Report for FY2013

-Exhibit #3: Listing of property classes with valuations and percentage share

-Exhibit #4: Document illustrating an average single family, commercial and industrial property at a single tax rate, 110% shifted tax rate, 125% shifted tax rate and 150% shifted tax rate

-Exhibit #5: Listing of residential tax rates of towns in the Blackstone Valley area

III. APPOINTMENTS/By the Selectmen:

C. Copy of William Dausey's Talent Bank Form

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

D. Special Town Election [December 17, 2012] - Copy of proposed ballot question

E. Special Town Meeting [December 4, 2012] /Copy of warrant

F. Winter Parking Ban [December 1, 2012 through April 1, 2013]/Copy of parking ban

G. ~~Whitinsville Golf Club, Inc. [Liquor License]/Request Change of Manager from Christopher Hulme to Francis Iannetta~~ /Withdrawn by applicant

H. 1) Copy of proposed 2013 Holiday Calendar **2)** Copy of proposed 2013 Board of Selectmen's Meeting Schedule

VI. DISCUSSIONS

I. Overview of Hurricane Incident- **No documentation**

J. Update on Union Street Brook:

- Copy of 10/30/12 memo from DPW Director Shuris to Town Manager Kozak containing a summary of tasks performed from June – October 2012 as well as his summary and recommendations regarding the Union Street/Central Street Drainage Project

-Copy of 8/28/12 memo from Summer Intern Kevin Deneault to the DPW Director containing his summary report of Union Street/Central Street Drainage Project with the following backup information: elevations drawing; memo dated 2/6/58 to Board of Selectmen from Delwyn Barnes; estimate dated 3/10/58 on Union Street Drainage; letter dated 5/11/58 from Paul Rutana to Town of Northbridge; copy of inventory & evaluation of land, water and related resources dated 8/29/85 to review subdivision proposed by KTKM Realty Trust [Center Street]

K. Leaf Pick-Up Program- **No documentation**

VII. TOWN MANAGER'S REPORT

- L. 1) Sutton Street Reconstruction Project Update - No documentation**
- 2) Bridge Projects Update - No documentation**
- 3) Legislative Breakfast - No documentation**
- 4) Department of Public Works Open House- No documentation**

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA- No documentation

X. CORRESPONDENCE- No documentation

XI. EXECUTIVE SESSION-None

**Board of Selectmen's Meeting
November 26, 2012**

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

The Pledge of Allegiance was recited by those present.

Special Guest: Congressman James McGovern. Congressman McGovern announced that he's happy to be back as Congressman and looks forward to working with Northbridge again. Selectman Melia welcomed Congressman McGovern back and asked what could be expected from the Obama administration within the next six to twelve months. Congressman McGovern reported that President Obama has an ambitious agenda to pursue but he's not sure how much of it will be accomplished. That being said, he mentioned that his administration is committed to helping communities like Northbridge to continue receiving grants for the Police and Fire Department. He mentioned that he's hoping the President will focus on jobs, getting a more robust infrastructure bill passed because of the aging roads and bridges, and balancing the budget. Selectman Ampagoomian asked if he would be holding office hours and Congressman McGovern replied yes. Chairman Nolan welcomed Congressman McGovern asked how the Town can take advantage of grants and stimulus money. He mentioned that in order to receive funding for projects in town you have to be shovel-ready and Northbridge doesn't have the money to be shovel-ready. Congressman McGovern stated that's how the program was designed but will see what he can do because he feels that it's important and necessary for towns to receive stimulus money.

Appointments/By the Board of Selectmen. Christine Fung A Fat, Cultural Council. Ms. Fung A Fat has lived in Town for twelve years and is a stay at home mom. She attended a few cultural council meetings and enjoyed it. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Christine Fung A Fat to the Cultural Council. Vote yes/Unanimous. **Justin Arbuckle, Conservation Commission.**

Present: John Brown, Chairman –Conservation Commission. Mr. Brown explained that after meeting and talking to Mr. Arbuckle, his experience and background will be a great asset to the Conservation Commission. Mr. Arbuckle announced that he has lived in town since 1978. He went to UMASS, then to North Carolina State and received his Masters in Architecture. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint Justin Arbuckle to the Conservation Commission. Vote yes/Unanimous. **William Dausey, Earth Removal Board [Conservation Comm. Rep.].** Selectman Ampagoomian recused himself from voting because he is the Chairman of the Earth Removal Board. A motion/Mr. Marzec, seconded/Mr. Melia to appoint William Dausey to the Earth Removal Board, Conservation Commission Representative. Vote yes/Messrs. Melia, Nolan, Marzec and Athanas. Abstain/Mr. Ampagoomian.

Citizens' Comments/Input. None.

Northbridge Girl Scouts Cadette Troop #11530/Present: Julie Cray, Maria Cray and Meagan Kelly. Request permission to use Memorial Park on Saturday, December 8, 2012 from 8 AM to 12 Noon for a mitten, scarf, glove, hat and sock drive. Julie Cray explained that one of the goals for the Girl Scouts this year is to do as much community service projects as possible. When Hurricane Sandy hit a few weeks ago the girls realized it would be a tough winter for some folks and decided to use the Evergreen Tree at Memorial Park to hang scarf's, mittens, gloves, hats and socks. Mrs. Cray stated that a rain/snow date would be the following Saturday, December 15, 2012. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to grant permission to the Northbridge Girl Scouts Cadette Troop #11530 to use Memorial Park on Saturday, December 8, 2012 from 8AM to 12 Noon for a mitten, scarf, glove, hat and sock drive. Vote yes/Unanimous.

A motion/Mr. Marzec, seconded/Mr. Athanas to move the DPW Facility Update from Discussion to Decision. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes and Mr. Melia/Yes.

DPW Facility Update/Present: James Shuris, DPW Director and BPCC Members, Patrick Moynihan and Tim Doiron. Mr. Shuris explained that the proposal is to purchase the former Old Colony Stationary at 371 Douglas Road for \$995,000. The estimate to refurbish the 29,200 square foot building for DPW use and make some repairs to the current DPW facility on Fletcher Street, is \$2.1 million. Another \$132,500 would be spent on work at the current DPW station, including door replacements, new siding and painting on the salt and sand shed and the demolition of some structures. A complete breakdown of the costs can be found on the town's website. Mr. Shuris mentioned that because of the location of the facility, he facilitated two neighborhood meetings, through the Building, Planning and Construction Committee, and then expanded the invitation to the entire sub-division so they could discuss their proposal to the entire neighborhood. Mr. Shuris then mentioned that the Town needs this facility badly. Mr. Doiron stated that the Building, Planning and Construction Committee supports the proposal as it stand right now at the Old Colony Building. Mr. Moynihan thanked Mr. Shuris for all his hard work and for providing his committee with feedback so that they can provide a plan and proposal that meets the needs of the town. Selectman Melia asked Mr. Shuris and/or Town Manager Kozak if they could provide a figure on what it would cost the average homeowner. Town Manager Kozak announced that the debt exclusion will cost taxpayers with homes valued at \$265,000, an average of \$38.53 per year for the 20-year life of the loan. He also noted that if the project passes at the special town meeting, voters will be asked to approve a Proposition 2 ½ override for the cost to purchase and retrofit the Douglas Road property and to demolish or renovate the current DPW structures on Fletcher Street at a Special Election set for Monday, December 17, 2012.

Special Town Meeting [December 4, 2012]/Vote position on warrant articles. Present: Sal D'Amato, Chairman of the Finance Committee. Article 1 on the warrant asks voters to authorize the Board of Selectmen to acquire, by purchase, gift or eminent domain, an easement on property at 2-4 Fletcher Street for accessing and maintaining Douglas Road and the Douglas Road Bridge, which currently is being reconstructed. The Finance Committee voted unanimously to support Article 1. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 1. Vote yes/Unanimous.

Article 2 on the two-article town meeting warrant – to acquire land/building at 371 Douglas Road for \$995,000; further fund the cost to retrofit the building for use as a DPW facility and to cover the costs for demolition/site improvements, etc. at the current DPW facility on Fletcher Street. Authorize the Board of Selectmen to borrow the entire appropriation subject to a debt exclusion. The Finance Committee voted unanimously to support this article but not to exceed 3.1 million dollars. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 2. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/No, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes. Mr. Ampagoomian asked Selectman Marzec if he would reconsider his “no” vote and go to Town Meeting as a unified board. Selectman Marzec replied no.

Special Town Meeting [December 4, 2012] /Vote to sign election warrant. A motion/Mr. Ampagoomian, seconded/Mr. Melia to sign election warrant. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes.

Whitinsville Golf Club, Inc. [Liquor License]/Request Change of Manager from Christopher Hulme to Francis Iannetta /Withdrawn by applicant.

Chatsworth Antiques [Renee Jewel]/Application for Junk Dealer's License. Present: Renee Jewel. Ms. Jewel mentioned that she lives in Sturbridge and would like to open Chatsworth Antiques and Collectibles at 199 Church Street, Whitinsville. Selectman Ampagoomian asked what her hours of operation would be and Ms. Jewel replied: 10 A.M. to 5 P.M. Monday thru Friday, and 11 A.M. to 4 P.M. on Saturday and Sunday. A motion/Mr. Marzec, seconded/Mr. Melia to grant Chatsworth Antiques [Renee Jewel] a Junk Dealer's license. Vote yes/Unanimous.

Alex Rogozenski/Request to hold the first annual "1st Day 5K" run/2.5K walk on January 1, 2013 at 11:00 A.M. subject to the conditions set forth by the Northbridge Police Department requiring the use of police details for traffic. Mr. Rogozenski explained that he and his wife got involved in triathlons several years ago and would like to hold their first day 5k run and 2.5k walk in Northbridge. A motion/Mr. Melia, seconded/Mr. Athanas to grant permission to Alex Rogozenski to hold the first annual "1st Day 5K" run/2.5K walk on January 1, 2013 at 11 A.M. subject to the conditions set forth by the Northbridge Police Department requiring the use of police details for traffic. Vote yes/Unanimous.

American Legion License Agreement/Vote to approve. A motion/Mr. Athanas, seconded/Mr. Melia to approve the American Legion License Agreement. Vote yes/Unanimous.

Riverdale Cemetery Deed/Glen Haringa – Lot 133A. A motion/Mr. Ampagoomian, seconded/Mr. Melia to sign the Riverdale Cemetery Deed for Lot #133A – Glen Haringa. Vote yes/Unanimous.

Walmart and Shaws Monetary Donations /Vote to accept monetary donations. Chairman Nolan explained that the town received monetary donations for the open house at the DPW Facility. The monetary donations came from Shaw's Supermarket and Walmart. He also mentioned that Marty Green provided signage, McDonald's donated coffee, danish, and coffee supplies, and Whitinsville Water Company provided bottled waters. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept Walmarks monetary gift of \$250.00. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept Shaws monetary gift of \$20.00. Vote yes/Unanimous.

Community Innovation Challenge Grants: Electronic Permitting, Housing Production Plan, and Stormwater Coalition. Town Manager Kozak mentioned that Central Mass. Regional Planning Commission is working with communities on these three grant opportunities and there are several communities who are interested in applying for the grant funds. The Planning Commission is looking for the Board of Selectmen to support the 2013 Community Innovation Challenge Grant Program. A motion/Mr. Marzec, seconded/Mr. Melia to move Agenda Item J to decisions. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes. A motion/Mr. Marzec, seconded/Mr. Athanas to participate in the grant submittals. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to submit letters of support to Central Mass. Regional Planning Commission. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Melia to authorize the Town Manager to sign the grant applications on the Board's behalf. Vote yes/Unanimous.

Regional Emergency Planning Committee Presentation/Present: Fire Chief Gary Nestor. Chief Nestor thanked Congressman McGovern for stating earlier that Homeland Security starts at the local level. That being said, on November 14, 2012 at the Emergency Management Office they held a table top exercise with the major departments [Police, Fire, Department of Public Works, Schools, Emergency Management, Board of Health and Town Manager Kozak]. A discussion took place on what the town would do should a major disaster occur and what each department's responsibilities would be. They also discussed a comprehensive emergency plan and received input from each department. Chief Nestor mentioned that he and others of the Emergency Management Team started meeting with representatives from the Town of Grafton and the Town of Upton to form a regional emergency planning committee. He stated that the Town of Millbury and Sutton both asked to join the committee. He then asked the Board

of Selectmen to support the Blackstone Valley Regional Emergency Planning Committee. That said, there is a cost associated with this and the annual fee is \$500.00. Representatives from each department will have to commit to attend these meetings. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move item K from discussion to decisions. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, and Mr. Melia/Yes. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support the Blackstone Valley Regional Emergency Planning Committee. Vote yes/Unanimous.

Riverdale Mills/Update on Hydraulic Study. Present: James Shuris, DPW Director. Mr. Shuris mentioned that the Riverdale Water Company, LLC is still moving forward with their permitting process with DEP and have contacted the Department of Public Utilities by giving them a final hydraulic study report. He explained there were four scenarios to choose from and it looks like they are leaning towards scenario #1, which is basically providing water to the residents in Rockdale section of town. Mr. Shuris explained that the Riverdale Water Company will submit all the required documents to the DEP by the end of the month for their permitting process. Town Manager Kozak mentioned that once the engineering part is completed then the next step would be to look at the cost benefit analysis for both the town system and the Whitinsville Water Company.

Liquor License Rules and Regulations/Discuss proposed revision. Present: Walter Warchol, Police Chief. Chief Warchol explained that Town Manager Kozak asked him to do a study on alcohol intervention training programs in surrounding communities. Section 10 of the town's rules and regulations governing liquor establishments requires that all managers and employees of liquor establishments be trained in an alcohol intervention program approved by the Chief of Police or his designee. The police department investigated several options including online alcohol intervention training programs and identified two programs that would fill the requirements of Section 10 of the town's rules and regulations governing liquor establishments: Alcohol Intervention Methods, Campbell Trent, 5 Olive Avenue, Shrewsbury, MA 01545, and JBS Professional Services, James B. Staples, 2 Neptune Road, Suite 307, Boston, MA 02128. The cost of the training program is \$25.00, for each participant, and each participant will receive a 3 year certification following the completion of the training. He mentioned that because the town is requiring Section 10 liquor establishments [managers and employees] to be trained this has created a hardship for some of the establishments and then suggested the Town of Northbridge host an annual Alcohol Intervention Training program for all liquor establishments. He stated that the Northbridge Police Department would gladly coordinate and host this yearly training, prior to the renewal of the licenses. He feels that by hosting the training it would create a uniform training procedure for the community. Selectman Melia stated that he supports Chief Warchol's proposal and then suggested that the establishments be given 90 days to comply with the training requirements. Chief Warchol mentioned that he would have Lieutenant Labrie create a letter advising the liquor establishments of this change and then hand deliver the letter to each of them. Town Manager Kozak asked the Board of Selectmen to amend their policy but first move this item from Discussion to Decision. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to move Item N from discussions to decisions. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes. A motion/Mr. Athanas, seconded/Mr. Melia to amend the liquor license rules and regulations to allow the establishments 90 days to comply with the training requirements. Vote yes/Unanimous.

December 3rd Selectmen's Meeting/Discuss possible cancellation. Town Manager Kozak mentioned that he discussed cancelling the December 3rd Selectmen's Meeting with the Chairman of the Board because of Town Meeting being on December 4th. He explained that if the Board has any business they wish to take up they can do so prior to the Town Meeting. Town Manager Kozak then informed the Selectmen that his office always posts a Board of Selectmen's Meeting prior to the Town Meeting in case they need to discuss or vote on an issue. A motion/Mr. Athanas, seconded/Mr. Marzec to move Item O

from discussions to decisions. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes. A motion/Mr. Athanas, seconded/Mr. Marzec to cancel the December 3rd Board of Selectmen's Meeting and post a Board of Selectmen's Meeting on December 4th at 6:30 P.M. before Town Meeting. Vote yes/Unanimous.

Town Manager's Report/1) Northbridge Elementary School/Fairy Tale and Fable Parade: This is an annual event held for the kindergarten students at Northbridge Elementary School. The parade is a chance for the kindergarten students to make and show off their costumes reflecting the theme of a fairy tale or fable. **2) Trinity Episcopal Church/Thank you note to the Dept. of Public Works and Town Manager:** Town Manager Kozak received a note thanking him and the DPW for assistance with relocating the state's electronic sign board as well as for assistance with tree trimming. **3) Toys for Kids and Teens Campaign [Bill Audette]:** The annual Toys for Kids and Teens campaign, sponsored by the Marine Corps League, is beginning this week. Donation boxes are located in the Town Hall, Town Hall Annex and various other locations around town. **4) Legislative Breakfast:** Town Manager Kozak attended the Central Mass. Regional Planning Commission legislative breakfast and State Auditor Suzanne Bump was present to discuss local mandates and how cities and towns can challenge laws that they feel are unfunded mandates. Recent challenges include transportation costs for homeless families in shelters, dam safety laws, and permitting of solid waste disposal facilities. Other topics discussed included Chapter 74 [Regional Vocational Schools, Chapter 70 [Anti-bullying requirements for School Departments] and Charter School's requirements. **5) Rededication of the Thomas S. Perron Memorial:** Attended the rededication ceremony, which was held on November 10th at the Honor Roll on Linwood Avenue. The ceremony was conducted by the Trustees of Soldiers' Memorials Committee. **6) 237th U.S. Marine Corps Birthday Celebration:** Attended this celebration, which was held at the Uxbridge VFW Hall on Saturday, November 10, 2012, and Bill Audette was also honored at this event. **7) Visit to Operation Suitcase:** The Police Chief, Fire Chief, and Town Manager toured Operation Suitcase. This operation is located upstairs in the shop complex next door to Town Hall and is operated by Megan Riley. Operation Suitcase is a non-profit program that provides clothing to families in need. Donations can be dropped off at the entrance to Access TCA where the UPS/Fedex boxes are located.

Selectmen's Concerns. Selectman Athanas /Asked for an update on the two bridges. Mr. Shuris replied that the Ross Rajotte Bridge is moving ahead and Town Manager Kozak stated that they are trying to lower the water capacity. Town Manager Kozak advised that the next step for the Douglas Road Bridge is the abutments for the temporary bridge. **Selectman Ampagoomian 1)** Asked if the town has heard from the Worcester Regional Transit Authority regarding bus transportation in Northbridge and Town Manager Kozak responded that he is meeting with representatives from the WRTA this Friday. **2)** Mentioned that the concrete guard rails on Mendon Road have been wiped out again and asked Mr. Shuris if they could be replaced with steel ones. Mr. Shuris stated that he didn't even know they were down again and will look into replacing them. **3)** Asked Town Manager Kozak to check with the Trustees of Soldiers' Memorials or the Veteran's Agent (Ronald Tetreau) to see if someone can find the honor roll in Linwood that was taken down several years ago.

Town Manager Kozak reminded the public on Tuesday, December 4, 2012 is the Special Town Meeting at the Northbridge Middle School.

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

Meeting Adjourned: 9:24 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

November 26, 2012

Special Guest: Congressman James McGovern. – No documentation.

I. APPROVAL OF MINUTES

None

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Selectmen:

- A.** 1) Copy of Chris Fung A Fat's Talent Bank Form & Registered Voter Information
- 2) Copy of Justin Arbuckle's Talent Bank Form
- 3) No documentation

IV. CITIZENS' COMMENTS/INPUT

None

V. DECISIONS

B. Special Town Meeting [December 4, 2012]/**Copy of articles**

C. Special Town Election [December 17, 2012] /**Copy of warrant**

D. Northbridge Girl Scouts Cadette Troop #11530/**Present: Julie Cray** - Request permission to use Memorial Park on Saturday, December 8, 2012 from 8 AM to 12 NOON for a mitten, scarf, glove, hat and sock drive – 1) **Copy of invitation.** 2) **Copy of the Police Chief's response**

E. Whitinsville Golf Club, Inc. [Liquor License]/Request Change of Manager from Christopher Hulme to Francis Iannetta – **Withdrawn**

F. Chatsworth Antiques [Renee Jewel] /Application for Junk Dealer's License

1) **Copy of application.** 2) **Copy of license routing slips.**

G. Alex Rogozenski/Request to hold the first annual "1st Day 5K" run /2.5K walk on January 1, 2013 at 11:00AM subject to the conditions set forth by the Northbridge Police Department requiring the use of police details for traffic. - 1) **Copy of notice and route.** 2) **Copy of email dated 11/12/12 from Alex Rogozenski requesting permission to hold 5K run.** 3) **Copy of Police Chief's Response.** 4) **Copy of DPW's Response**

H. American Legion License Agreement - **Copy of lease**

I. Riverdale Cemetery Deed/Glen Haringa – Lot 133A – **Copy of cemetery deed**

II. Walmart and Shaws Monetary Donations – 1) **Copy of memo from DPW to Town Accountant,** 2) **Copy of Acknowledgement of donations,** 3) **Copy of Walmart Grant Application & Check**

VI. DISCUSSIONS

J. Community Innovation Challenge Grants: Electronic Permitting, Housing Production Plan, and Stormwater Coalition – 1) **Copy of motion.** 2) **Copy of Certificate's of Vote.** 3) **Copy of letter dated November 27, 2012, from Vera Koliass.** 4) **Copy of application.** 5) **Copy of Planning Board letter dated November 20, 2012.**

K. Regional Emergency Planning Committee Presentation/Present: Fire Chief Gary Nestor – **Copy of Blackstone Valley Regional Emergency Planning Committee Questions & Answers.**

L. DPW Facility Update/Present: James Shuris, DPW Director and Tim Doiron, BPCC Member – No documentation.

M. Riverdale Mills/Update on Hydraulic Study – No documentation.

N. Liquor License Rules and Regulations / Discuss proposed revision – 1) Copy of letter dated November 20, 2012 from the Chief of Police. 2) Copy of City/Town Training.

O. December 3rd Selectmen's Meeting / Discuss possible cancellation – No documentation.

VII. TOWN MANAGER'S REPORT

P. 1) Northbridge Elementary School/Fairy Tale and Fable Parade – Copy of invitation

2) Trinity Episcopal Church/Thank you note to the Dept. of Public Works and Town Manager – Copy of note

3) Toys for Kids and Teens Campaign [Bill Audette] – Copy of Mr. Audette's email requesting to place Toys for Kids and Teens boxes in Town Hall Buildings.

4) Legislative Breakfast – No documentation

5) Rededication of the Thomas S. Perron Memorial – No documentation

6) 237th U.S. Marine Corps Birthday Celebration – No documentation

7) Visit to Operation Suitcase – Copy of flyer

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA- No documentation

X. CORRESPONDENCE- No documentation

XI. EXECUTIVE SESSION-None

**Board of Selectmen's Meeting
Special Town Meeting**

December 4, 2012

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:40 PM, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Marzec, Ampagoomian, Melia, and Athanas. **Also Present:** Theodore D. Kozak, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business.

There being no business before the Board, a motion/Mr. Ampagoomian, seconded/Mr. Marzec, to adjourn the Selectmen's Meeting at the conclusion of the Special Town Meeting this evening. Vote yes/Unanimous.

Meeting Adjourned: 9:08 P.M.

Respectfully submitted,

James Athanas Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

December 4, 2012

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

Town Meeting Business/No documentation

DISCUSSIONS/None

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

**Board of Selectmen's Meeting
December 17, 2012**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:32 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Melia, Ampagoomian, Marzec and Athanas. **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 30A, S. 21#3 - To discuss strategy with respect to litigation--and to reconvene in open session. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Marzec/Yes, Mr. Athanas/Yes and Mr. Nolan/Yes.

Open Session Adjourned: 6:34 PM

Executive Session Convened: 6:36 PM

Executive Session Adjourned: 6:43 PM

Open Session Reconvened: 7:00 PM

Chairman Nolan took a moment to read aloud a statement he prepared in wake of the shooting tragedy in Newtown, Connecticut. He mentioned that an entire nation grieves with Newton and we can never comprehend the depth of their pain. He then offered his condolences, along with the entire Northbridge Board of Selectmen to the families of the victims that lost their lives in this horrific tragedy.

Eagle Scout Awards Presentation: 1) Andrew J. Belanger 2) Christopher J. Giard. **Present: Howard Carlson, Scout Master for Troop 155 and Andrew Belanger, Eagle Scout. Mr. Giard was not present.** Chairman Nolan announced that he and other members of the Board weren't aware of an Eagle Scout presentation this evening and then apologized to Mr. Howard Carlson, Eagle Scout Master and Andrew Belanger, Eagle Scout for the mix-up in communication. He then asked them to come forward so he could recognize Mr. Belanger. Mr. Carlson mentioned that it's been a difficult and trying year for the Eagle Scouts but they are still doing what they can to produce scouts of high caliber. Mr. Belanger announced that his Eagle Scout project was to fix up the Mumford River walkway. Chairman Nolan congratulated Mr. Belanger on his accomplishment and each of the Selectman congratulated Mr. Belanger and Mr. Giard (not present) on their Eagle Scout Award. The Town Manager's Office will prepare a certificate for the Board of Selectmen to sign and then forward Mr. Belanger and Mr. Giard a certificate for their Eagle Scout accomplishment.

Approval of Minutes. October 15, 2012 –A motion/Mr. Marzec, seconded/Mr. Melia to approve the October 14, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

November 5, 2012 –A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the November 5, 2012 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian, Athanas, and Nolan. Abstain/Mr. Marzec.

December 4, 2012 [Special Town Meeting] –A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the December 4, 2012 Special Town Meeting minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Town Manager. Joseph Atchue, Alternate Building Inspector. Present: James Sheehan, Building Inspector and Joseph Atchue. Mr. Sheehan explained that Mr. Atchue will be an Alternate for him and called upon when he is out the office. Mr. Atchue will be paid by the hour and mentioned that he lives in Northbridge and is very well qualified. Mr. Atchue mentioned that he is working on his bachelor degree at Wentworth College for construction management and holds an Associates degree in architectural engineering from New England Tech. A motion/Mr. Melia, seconded/Mr. Ampagoomian to affirm the appointment of Joseph Atchue as the Alternate Building Inspector. Vote yes/Unanimous. **By the Board of Selectmen. Devin Stevens, Fields Committee [Student Rep]. Present: Robert A. Parker, Jr.** Mr. Parker introduced Devin Stevens and asked the Board of Selectmen to appoint him as the Student Rep. for the Fields Committee. A motion/Mr. Marzec, seconded/Mr. Athanas to appoint Devin Stevens to the Fields Committee as the Student Representative. Vote yes/Unanimous.

Citizens' Comments/Input. None.

2013 Annual Liquor License Renewals/Vote to approve. Selectman Melia mentioned that there is a letter addressed to Chairman Nolan from Laurieann's Restaurant asking for relief from the cost of renewing her liquor license. **Present: Laurieann Kayhart, Owner and Brian Caterino.** Mrs. Kayhart mentioned she has put her whole life savings into the restaurant, including borrowing money from family and friends just to keep it going. There are days she has to shut the restaurant down because the parking lot is blocked with heavy equipment and her patrons can't park anywhere. She noted that due to the bridge construction project there have been times they've had to throw all their food away and close the restaurant. Selectman Melia mentioned that this is a unique situation and feels that the state is responsible for their issues and recommends that the Board of Selectmen waive the fee for their alcohol license. He also suggested contacting the state Senators and Representatives to ask them to come to a future meeting for a discussion on the bridge project. Each Selectman concurred with Selectman Melia to support waiving the alcohol fee. Town Manager Kozak did explain this is a unique situation and pointed out to the Select Board that they have never waived a liquor license fee and could be setting a precedent for future license holders. Chairman Nolan advised that the Select Board is not looking to set a precedent but stated each case that comes before them will be taken on a case by case basis. A motion/Mr. Melia, seconded/Mr. Ampagoomian to waive the annual liquor license fee for Laurieann's Restaurant and Bar, Inc., however they are still subject to the payment of all outstanding monies due the Town and receipt of a Certificate of Inspection signed by the Fire Chief and Building Inspector. Vote yes/Unanimous. Selectman Ampagoomian mentioned there is an email in their packet to discuss Mill House Wine & Spirits, Inc. liquor license. **Present: Rob Knapik, Attorney and Alexis Giannopoulos, Manager of Mill House Wine & Spirits, Inc.** Chairman Nolan mentioned that the Board has received inquiries about the opening of the Mill House Wine & Spirits and their liquor license. He noted that the license was granted to Mill House Wine & Spirits, Inc. over a year ago and would like to know the status. Attorney Knapik explained that Mill House Wine will be opening in the Spring of 2013, and then advised the Board that the developer of the project would construct the residential part first and then the commercial. Selectman Ampagoomian stated that it would have been nice to be apprised of this earlier on. Chairman Nolan advised Attorney Knapik and Alexis Giannopoulos to keep the town abreast of their progress. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the 2013 Annual Liquor License Renewals subject to the payment of all outstanding monies due the Town and receipt of a Certificate of Inspection signed by the Fire Chief and Building Inspector. Vote yes/Unanimous.

2013 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Entertainment, etc.]/Vote to approve. A motion/Mr. Melia, seconded/Mr. Marzec to approve the 2013 Miscellaneous License Renewals subject to the payment of all outstanding monies due the Town. Vote yes/ Unanimous.

Certificate of Adoption: Pre-Disaster/Hazard Mitigation Plan/Vote to sign resolution.

Town Manager Kozak briefly explained that several months ago, representatives from Central Mass. Planning reviewed the Pre-Disaster/Hazard Mitigation Plan and asked the Board to place on a future agenda for approval. Town Manager Kozak noted that he met with the public safety personnel to review the plan and after doing so, they agreed to move forward with adopting the plan. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to adopt the Pre-Disaster/Hazard Mitigation Plan. Vote yes/Unanimous.

Whitinsville Golf Club, Inc. [Liquor License]/Request Change of Manager from Christopher Hulme to Francis Iannetta. Present: Francis Iannetta. Mr. Iannetta announced that the Whitinsville Golf Club, Inc. is undergoing some contractual issues in the past year and they have changed some roles. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Change of Manager from Christopher Hulme to Francis Iannetta. Vote yes/Unanimous.

Linda Usher/Request permission to hold the 25th Annual “Whitin Five Mile Road Race” on Thursday, November 28, 2013 (Thanksgiving Day) at 8 A.M. . A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to Linda Usher to hold the 25th Annual “Whitin Five Mile Road Race” on Thursday, November 28, 2013 at 8 A.M., subject to the safety requirements of the Police Department. Vote yes/Unanimous.

Ad-hoc Open Space & Recreation Plan Update Committee. Present Barbara Gaudette, Chairman of the Planning Board & R. Gary Bechtholdt, II, Town Planner.

DPW Project. Present: Selectman James Marzec. Selectman Marzec expressed his concerns with holding a Special Election during a Board of Selectmen’s Meeting. Selectman Marzec stated that he would not support another town meeting regardless of the outcome at the polls this evening and will not support wasting taxpayers money on another special town meeting knowing full well that a two-thirds majority is very hard to obtain in this town. Residents were asked this evening whether or not they supported a debt exclusion for the purchase of the Old Colony Stationery property at 371 Douglas Road for \$995,000, plus the appropriation of \$2.1 million to retrofit the building for use as the town’s new DPW facility. Town Manager Kozak mentioned that because the project failed to receive the two-thirds majority vote needed at the December 4th Special Town Meeting, it wasn’t exactly dead. If the project had passed at the special election, Town Manager Kozak mentioned that the town had “a reasonable amount of time” to bring it back to voters at another town meeting. Since the special election was scheduled before the project failed at town meeting, it had to happen by law. Selectman Marzec said several citizens complained about the election occurring after the voters had already nixed the idea. Selectman Athanas stated that he wouldn’t support another special town meeting, for different reasons. He mentioned that the DPW has been voted down three times and he has no interest in bringing it up in the foreseeable future. Selectman Melia concurred. Selectman Nolan stated that since the topic of a new DPW facility has become such a contentious and divisive issue in town, it’s best to let it go for a while. Selectman Melia said people have become enemies over this project and concurs with Selectman Nolan that the best thing to do is take a break from this project for a while. Selectman Melia stated that what bothers him the most is that the DPW facility problem is not going to go away. Are we going to wait for someone to get injured? Are we going to wait for the ceiling to collapse? What are we going to do? The place is a mess and no one should be working under those conditions.

Town Manager’s Report/1) Sutton Street Reconstruction Project Update: The project is still moving forward. The Conservation Commission approved the wetland requirements and the DPW Director is scheduling a tree hearing sometime in January. Town Manager Kozak mentioned that about 61 trees need to be taken down. The State wants to advertise the project in February. **2) Town Hall Renovation Update:** The masonry and painting work has been completed and only a small punch list of work

remains to be done. We received quotes to repair the windows and a company has been chosen. **3) Budget Reports:** Requested draft budgets from Department Heads to be submitted this week. I will put together projections of revenue and prepare a draft budget in the beginning of January. He mentioned that because he doesn't have any numbers from the Governor's office, he has asked the Department Heads to be conservative and level fund their budgets. **4) Toys for Kids and Teens Campaign:** Announced that residents can still drop off toys at the Town Hall and will be picking up the toys on Friday, December 21, 2012. Town Manager Kozak noted that if any family in town has a need for toys, they will be distributed at 111 South Main Street, Uxbridge on Saturday, December 22, 2012, between the hours of 10 AM and 4 PM. Town Manager Kozak then mentioned that he received the annual wreath from the Evergreen Center and it will be placed outside at the Town Hall. **5) Regional Bus Transportation:** Met with representatives from the Central Mass. Regional Planning Commission and the Worcester Regional Transportation Authority to discuss possible bus routes for the town. We will be able to use the MBTA assessment to provide the bus transportation. Representatives from Central Mass. Regional Planning Commission and the Worcester Regional Transportation Authority will be attending a Board meeting in January to further discuss this matter. **6) Drug Paraphernalia Regulation:** The Board of Health working with the Police Chief has adopted regulations regarding drug paraphernalia sold in stores in town. This will go into effect in January.

Selectmen's Concerns. **Selectman Melia 1)** mentioned that he received a letter from Walter Warchol, Chief of Police, commending Sergeant Brian Patrinelli for solving the armed robbery cases in Northbridge/Uxbridge. **2)** Wished all the Northbridge residents a Merry Christmas and Happy New Year. **3)** Sent condolences to all the Newtown families who lost their loved ones in the Connecticut tragedy. **Selectman Ampagoomian 1)** Suggested moving forward with looking to build a new Fire Station. **2)** Asked Town Manager Kozak to stay on top of the Ross Rajotte Bridge issue. **3)** Thanked Town Manager Kozak for getting in touch with the appropriate people to lower the flags in honor of the victims in the Connecticut tragedy. **Selectman Nolan/**Concurred with Selectman Ampagoomian on the Ross Rajotte Bridge issue because the Sutton Street project is beginning soon and then there could be a bottleneck issue. **Selectman Athanas/** DPW facility – suggested putting a shed roof on to an existing structure to cover up some of the equipment, ex. chipper. **Selectman Marzec 1)** Sent his condolences to Newtown, CT. **2)** Wished everyone a Merry Christmas and Happy New Year.

Town Manager Kozak announced that the Superintendent of Schools will be scheduling a Crisis Intervention meeting as soon as possible due to the Connecticut tragedy.

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

Meeting Adjourned: 8:27 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

December 17, 2012

Copy of Chairman Nolan's statement.

I. APPROVAL OF MINUTES

- A. 1) Copy of October 15, 2012 minutes**
2) Copy of November 5, 2012 minutes
3) Copy of December 4, 2012 Special Town Meeting minutes.

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Town Manager:

- B. 1) Copy of Joseph Atchue's Resume**
By the Board of Selectmen:
2) Devin Stevens - No documentation

IV. CITIZENS' COMMENTS/INPUT

None

V. DECISIONS

C. 2013 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town – 1) Copy of Motion. 2) Copy of liquor license establishments. 3) Copy of email regarding Mill House Liquor License Renewal. 4) Copy of letter from Laurieann's Restaurant.

D. 2013 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 – Copy of miscellaneous license renewals listing

E. Certificate of Adoption: Pre-Disaster/Hazard Mitigation Plan-Copy of certificate and mitigation plan

F. Whitinsville Golf Club, Inc. [Liquor License]/Request Change of Manager from Christopher Hulme to Francis Iannetta – 1) Copy of Form 43. 2) Copy of Transmittal/application form. 3) Copy of license routing slips.

G. Linda Usher/Request to hold the 25th Annual Whitin Five Mile Road Race, Thursday, November 28, 2013 @ 8 A.M. – 1) Copy of email requesting permission from the Board of Selectmen to hold their race. 2) Copy of DPW's response. 3) Copy of Police Chief's response.

VI. DISCUSSIONS

H. Ad-hoc Open Space & Recreation Plan Update Committee/Present: Barbara Gaudette, Chairman of the Planning Board & R. Gary Bechtholdt II, Town Planner. – Copy of email

I. DPW Project/Present: Selectman James Marzec – No documentation.

VII. TOWN MANAGER'S REPORT

- J. 1) Sutton Street Reconstruction Project Update – Copy of email**
2) Town Hall Renovation Update – No documentation

- 3) Budget Reports – **No documentation**
- 4) Toys for Kids and Teens Campaign – **No documentation**
- 5) Regional Bus Transportation – **No documentation**
- 6) Drug Paraphernalia Regulation – **Copy of bylaw**

VIII. SELECTMEN’S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA- No documentation

X. CORRESPONDENCE- No documentation

XI. EXECUTIVE SESSION-None